



SUNSHINE COAST REGIONAL DISTRICT

JULY 25, 2024

MINUTES OF THE MEETING OF THE REGULAR BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Electoral Area A	L. Lee
	Directors	District of Sechelt	A. Toth
		Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area E	D. McMahon
		Electoral Area F	K. Stamford
		District of Sechelt	D. Inkster
		Town of Gibsons	S. White
ALSO PRESENT:	A / Chief Administrative Officer / CFO		T. Perreault
	Corporate Officer		S. Reid
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Community Services		S. Gagnon
	Deputy Corporate Officer / Recorder		K. Wiebe
	Media		1
	Public		0

**Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities.*

CALL TO ORDER **1:44 p.m.**

AGENDA **It was moved and seconded**

215/24 THAT the agenda for the meeting be adopted as amended, as presented, by striking the following item:

- Directors' Reports

CARRIED

MINUTES

Minutes **It was moved and seconded**

216/24 THAT the Regular Board meeting minutes of July 11, 2024 be adopted as presented.

CARRIED

REPORTS

COW **It was moved and seconded**

217/24 THAT Committee of the Whole recommendation Nos. 1 – 5 of July 11, 2024 be received, adopted and acted upon as follows:

Recommendation No. 1 *Watershed 560 Agreement
Recommendations on the Regional Water Strategy*

THAT the presentation, and letter dated July 11, 2024, from the Town of Gibsons Chief Resilience Officer, Emanuel Machado, and Director of Infrastructure Services, Trevor Rutley, regarding recommendations from the Town of Gibsons on the Sunshine Coast Regional Water Strategy be received for information;

AND THAT staff report back to the Board in 2024 with the implications and impacts of the Town of Gibsons recommendations as part of the Sunshine Coast Regional District Regional Water Strategy.

Recommendation No. 2 *Water Supply Update*

THAT the verbal report titled Water Supply Update be received for information.

Recommendation No. 3 *Volumetric Billing Project Update*

THAT the report titled Volumetric Billing Project Update be received for information;

217/24 cont.

AND THAT staff proceed with next steps as follows:

- i) complete water meter installations by mid-2025;
- ii) develop options for a comprehensive volumetric rate structure for the Board;
- iii) implement mock billing phases for the North and South Pender Harbour Water Services in 2025 and for the Regional Water Service in 2026; and,
- iv) transition to live billing for the North and South Pender Harbour Water Services in 2026 and for the Regional Water Service in 2027;

AND FURTHER THAT staff develop and action a communications strategy that informs the public on the SCRD's transition to volumetric billing.

Recommendation No. 4 *2024 – 2034 Community Works Fund Agreement*

THAT the report titled 2024 - 2034 Community Works Fund Agreement be received for information;

AND THAT the Chair and Corporate Officer be authorized to sign the Agreement.

Recommendation No. 5 *911 Service Antenna Colocation Agreements with RCMP*

THAT the report titled 911 Service Antenna Colocation Agreements with RCMP be received for information;

AND THAT the delegated authorities be authorized to sign the Agreements.

CARRIED

EAS

It was moved and seconded

218/24

THAT Electoral Area Services Committee recommendation Nos. 1 – 10 of July 18, 2024 be received, adopted and acted upon as follows:

218/24 cont.

Recommendation No. 1 *District of Sechelt Director Attendance*

THAT District of Sechelt Director Alton Toth be authorized to attend and participate in the Electoral Area Services Committee Meeting of July 18, 2024.

Recommendation No. 2 *Official Community Plan Amendment No. 6406.6 and Zoning Bylaw Amendment No. 722.10 – Consideration of Second Reading*

THAT the report titled Official Community Plan Amendment No. 640.6 and Zoning Bylaw Amendment No. 722.10 – Consideration of Second Reading be received for information;

AND THAT Official Community Plan Amendment No. 640.6 and Zoning Amendment Bylaw No. 722.10 be forwarded to the Board for consideration of Second Reading;

AND THAT Official Community Plan Amendment No. 640.6 and Zoning Amendment Bylaw No. 722.10 is consistent with the SCRD's 2024-2028 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing to consider Amendment Zoning Bylaw No. 640.6 and 722.10 be scheduled;

AND FURTHER THAT Director McMahon be delegated as the Chair and Director Stamford be delegated as the Alternate Chair to conduct the Public Hearing.

Recommendation No. 3 *Development Permit DP000310 for 1020 Keith Road (Fortis BC)*

THAT the report titled Development Permit DP000310 for 1020 Keith Road (Fortis BC) – Electoral Area E be received for information;

AND THAT Development Permit DP000310 be issued.

Recommendation No. 4 *Agricultural Land Commission Application ALR00026 (437 Hough Road)*

THAT the report titled Agricultural Land Commission Application ALR00026 (437 Hough Road) be received for information;

218/24 cont.

AND THAT Agricultural Land Commission Application ALR00026 (437 Hough Road) be forwarded to the ALC for review and decision;

AND FURTHER THAT the Agricultural Land Commission be requested to require the applicant to provide an agrologist report, stormwater management plan, topographical survey and fill plan to support the proposed Soil Use for Fill Application.

Recommendation No. 5 *CRD Decision on Sue Big Oil Campaign*

THAT the report titled Reporting on Capital Regional District's Decision on Sue Big Oil Campaign be received for information.

Recommendation No. 6 *Egmont/Pender Harbour (Electoral Area A) Advisory Planning Commission Minutes of June 26, 2024*

THAT the Egmont/Pender Harbour (Electoral Area A) Advisory Planning Commission Minutes of June 26, 2024 be received for information.

Recommendation No. 7 *Halfmoon Bay (Electoral Area B) Advisory Planning Commission Minutes of June 25, 2024*

THAT the Halfmoon Bay (Electoral Area B) Advisory Planning Commission Minutes of June 25, 2024 be received for information.

Recommendation No. 8 *Elphinstone (Electoral Area E) Advisory Planning Commission Minutes of June 25, 2024*

THAT the Elphinstone (Electoral Area E) Advisory Planning Commission Minutes of June 25, 2024 be received for information.

Recommendation No. 9 *West Howe Sound (Electoral Area F) Advisory Planning Commission Minutes of June 25, 2024*

THAT the West Howe Sound (Electoral Area F) Advisory Planning Commission Minutes of June 25, 2024 be received for information.

Recommendation No. 10 *Ports Monitors Committee Meeting Minutes of May 27, 2024*

THAT the Ports Monitors Committee Meeting Minutes of May 27, 2024 be received for information.

CARRIED

FIN

It was moved and seconded

219/24

THAT Finance Committee recommendation Nos. 1 – 5 of July 18, 2024 be received, adopted and acted upon as follows:

Recommendation No. 1 *Sunshine Coast Regional District Q2 Corporate Financial Variance*

THAT the report titled Sunshine Coast Regional District Q2 Corporate Financial Variance be received for information;

AND THAT staff prepare an in-depth report on the Gibsons and District Fire Service deficit for Q3 2024.

Recommendation No. 2 *Sunshine Coast Regional District Debt as at June 30, 2024*

THAT the report titled Sunshine Coast Regional District Debt as at June 30, 2024 be received for information.

Recommendation No. 3 *Canada Community-Building Fund – Community Works Fund Update*

THAT the report titled Canada Community-building Fund – Community Works Fund Update be received for information.

Recommendation No. 4 *Sunshine Coast Arena Water Well Investigation Report*

THAT the report titled Sunshine Coast Arena Well Water Investigation Report be received for information.

Recommendation No. 5 *Budget Mandate*

THAT staff prepare options to pursue a budget mandate in the 2025 budget including limiting budget increases to our prior commitments going into 2025;

AND THAT these options be presented to the Board in Q3 2024.

CARRIED

RFP 2435501 **It was moved and seconded**

220/24 THAT the report titled Residential Curbside Collection, RFP 2435501 – Contract Award be received for information;

AND THAT the contract for Residential Curbside Collection be awarded to Salish Environmental Inc. in the amount up to \$8,220,000 (plus GST);

AND THAT the base budget for Refuse Collection [355] be increased starting in 2025 to reflect the new contract costs;

AND THAT the 2024-2028 Financial Plan be amended accordingly;

AND FURTHER THAT the delegated authorities be authorized to execute the contract.

CARRIED

Contract Extension **It was moved and seconded**

221/24 THAT the report titled 2111601 HVAC Preventative Maintenance Repair Services – Contract Extension be received for information;

AND THAT the contract with K&R Commercial Refrigeration Ltd for HVAC preventive maintenance and repair services be extended for up to two (2) years;

AND THAT the contract with K&R Commercial Refrigeration Ltd be increased from \$99,390 to \$ 227,000 (excluding GST);

AND FURTHER THAT the delegated authorities be authorized to execute the contract.

CARRIED

Contracts **It was moved and seconded**

222/24 THAT the report titled Contracts between \$50,000 and \$100,000 from April 1 to June 30, 2024, be received for information.

CARRIED

Director Expenses It was moved and seconded

223/24 THAT the report titled Director Constituency and Travel Expenses for Period Ending June 30, 2024 be received for information.

CARRIED

AAP Results It was moved and seconded

224/24 THAT the report titled Alternative Approval Process Results – *Gibsons / West Howe Sound Fire Protection Service Pumper Apparatus Replacement Project Loan Authorization Bylaw No. 765, 2024* be received for information.

CARRIED

COMMUNICATIONS**EAA Review It was moved and seconded**

225/24 THAT the correspondence from Chris Trumpy, A/Chief Executive Assessment Officer and Associate Deputy Minister dated July 10, 2024 regarding legislative review of the *Environmental Assessment Act, 2018* be received for information.

CARRIED

Community Forest It was moved and seconded

226/24 THAT the correspondence from Warren Hansen, RPF, Managing Forester – Operations, Sunshine Coast Community Forest dated June 21, 2024 regarding 2024 – 2028 Community Forest Operating Plan, Sunshine Coast Community Forest be received for information.

CARRIED

BCF Advisory It was moved and seconded

227/24 THAT the correspondence from Silas White, Mayor, Town of Gibsons dated May 30, 2024 regarding BC Ferries Advisory Committee Community Engagement Procedures and associated correspondence be received for information.

227/24 cont. AND THAT the Board Chair prepare a letter of support in alignment with the suggestions made in correspondence from the Town of Gibsons to the BC Ferries Advisory Committee.

CARRIED

BYLAWS

Bylaw 765 **It was moved and seconded**

228/24 THAT *Gibsons / West Howe Sound Fire Protection Service Pumper Apparatus Replacement Project Loan Authorization Bylaw No. 765, 2024* be adopted.

CARRIED

Bylaw 764.1 **It was moved and seconded**

229/24 THAT the report titled 2024-2028 Financial Plan Bylaw Amendments be received for information;

AND THAT the 2024-2028 Financial Plan Bylaw (764.1) and related schedules be amended to include changes from February 23 to July 11, 2024.

CARRIED

Bylaw 764.1 **It was moved and seconded**

230/24 THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 764.1, 2024* be read a first, second, and third time.

CARRIED

Bylaw 764.1 **It was moved and seconded**

231/24 THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 764.1, 2024* be adopted.

CARRIED

IN CAMERA**It was moved and seconded**

232/24

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) (c) and (i) and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the receipt of advice that is subject to solicitor-client privilege,” “negotiations and related discussions respecting the proposed provision of a municipal service...”

CARRIED

The Board moved In Camera at 2:14 p.m.

The Board recessed the In Camera meeting at 6:25 p.m. on July 25, 2024 and reconvened at 9:34 a.m. on August 1, 2024.

The Board moved out of In Camera at 12:18 p.m.

RELEASE OF ITEMS FROM IN CAMERA

SCREDO

It was moved and seconded

233/24

THAT the Sunshine Coast Regional District (SCRD) notify the Sunshine Coast Regional Economic Development Organization (SCREDO) of its intent to terminate its current agreement to provide economic development activities;

AND THAT payment of up to \$123,000 be approved to pay for 2023 expenses to SCREDO from the SCRD's portion of the 2021/2022 accrued SCREDO funding;

AND THAT for 2024, the SCRD approve payment of up to \$25,000 to the SCREDO;

AND THAT the SCRD approve up to \$10,000 (approximately 2/3), funded from the remaining accrued balances for the SCRD, as part of a cost share with the District of Sechelt to the end of 2025 to ensure the ongoing Economic Development websites remain active;

AND THAT for 2025 there be a nil tax requisition and remaining amounts from 2022, and 2024 funds raised to pay the SCREDO be returned to taxpayers of the rural areas economic development services [531-535];

233/24 cont. AND THAT the draft 2025-2029 Financial Plan be amended;

AND THAT the SCRD work with the District of Sechelt and prior funding partners (Town of Gibsons and shíshálh Nation) on opportunities to work together on next steps related to economic development on the Sunshine Coast.

AND FURTHER THAT this report and related resolutions be released to the District of Sechelt.

CARRIED

Major Claims **It was moved and seconded**

234/24 THAT a consent dismissal of the Supreme Court action brought by Knight and Mackenzie be sought;

AND FURTHER THAT Counsel be instructed to offer to waive costs as part of a consent dismissal.

CARRIED

New Brighton **It was moved and seconded**

235/24 THAT a feasibility study be undertaken to explore options for the ownership and operations of the New Brighton Dock;

AND THAT a preliminary budget of \$25,000, through 2025 taxation be approved for the Area F Feasibility Service [155];

AND THAT a subsequent report be presented to a September Committee to outline scope of the SCRD's role in the project, including options on possible SCRD service structure, cost implications, and service delivery models;

AND THAT the 2024-2028 Financial Plan Bylaw be amended accordingly;

AND THAT the SCRD Board maintain the position that the Province of British Columbia is the appropriate authority to maintain jurisdiction for the New Brighton dock as a critical marine highway;

235/24 cont. AND FURTHER THAT the SCRD Board will continue advocacy work with the Province of British Columbia and other external and affected agencies.

CARRIED

Governance **It was moved and seconded**

236/24 THAT the Board approve the proposed actions and timelines for enhancing Board governance and Board/staff integration;

AND THAT staff be directed to implement the new staff report template and processes starting in Q1 2025.

CARRIED

ADJOURNMENT **It was moved and seconded**

237/24 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 12:19 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair