



SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY JUNE 13, 2024

AGENDA

CALL TO ORDER 1:00 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of May 23, 2024

Annex A
Pages 3 - 14

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Committee of the Whole meeting recommendation Nos. 2 – 8 of May 23, 2024
Recommendation no. 1 previously adopted Annex B
pp 15 - 18
4. Special Committee of the Whole meeting recommendation No. 1 of June 3, 2024 Annex C
pp 19 - 21
5. Request for Quotation 2421601 - Rescue Truck: Halfmoon Bay Fire Department Award - Fire Chief, Halfmoon Bay Fire Department
(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD 1) Annex D
pp 22 - 23
6. RFP 2461304 Fitness Equipment Preventative Maintenance – Contract Award – Manager, Facility Services
(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1) Annex E
pp 24 – 25
7. RFP 2440001 Design and Construction Administration Cemetery Expansion – Contract Award Report – Parks Planning and Community Development Coordinator
(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1) Annex F
pp 26 - 27

COMMUNICATIONS

MOTIONS

BYLAWS

- 8. *Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024 - receipt of staff report – Corporate Officer*
- first, second, third reading and adoption
(Voting – All Directors – Weighted Vote: B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1) Annex G
pp 28 - 34

DIRECTORS’ REPORTS Verbal

NEW BUSINESS

IN CAMERA

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

ADJOURNMENT



SUNSHINE COAST REGIONAL DISTRICT

MAY 23, 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	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
		District of Sechelt	A. Toth
		Town of Gibsons	S. White
		Shishalh Nation Government District	P. Paul
 ALSO PRESENT:	A /	Chief Administrative Officer	T. Perreault
	Corporate Officer		S. Reid
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Community Services		S. Gagnon
	Manager, Asset Management		K. Doyle (in part)
	Chief Building Official		B. Kennett (in part)
	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 1:07 p.m.

AGENDA **It was moved and seconded**

148/24 THAT the agenda for the meeting be adopted, as amended, as follows:

- by striking the item for Director's Reports

CARRIED

MINUTES

Minutes

It was moved and seconded

149/24

THAT the Regular Board meeting minutes of May 9, 2024 be adopted as presented.

CARRIED

Minutes

It was moved and seconded

150/24

THAT the Special Board meeting minutes of May 16, 2024 be adopted as presented.

REPORTS

COW

It was moved and seconded

151/24

THAT Committee of the Whole recommendation Nos. 1 - 10 of May 9, 2024 be received, adopted and acted upon as follows:

Recommendation No. 1 *Water Supply Update*

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

AND THAT staff bring forward a list of the top 25 high water users for the Chapman and South Pender Harbour Water Systems to the next appropriate in-camera meeting.

Recommendation No. 2 *Letter of Support: Connect the Coast Society Application to the Green Municipal Fund – Transportation Networks and Community Grant*

THAT the report titled Letter of Support: Connect the Coast Society Application to the Green Municipal Fund – Transportation Networks and Community Grant be received for information;

AND THAT a letter of support be sent confirming the SCRD's commitment to provide \$35,000 in matching funding should the Green Municipal Fund – Transportation Networks and Community Grant application be successful;

AND FURTHER THAT if the Green Municipal Fund – Transportation Networks and Community Grant application is successful, the delegated authorities be authorized to enter into an agreement with Connect the Coast Society for a financial contribution of \$35,000 matching funds.

151/24 cont.

Recommendation No. 3 *Sunshine Coast Regional District Fire Departments – Provincial Wildfire Deployment*

THAT the report titled Sunshine Coast Regional District Fire Departments – Provincial Wildfire Deployment be received for information;

AND THAT the SCRD Board provide authorization to continue to support the Province and other local communities to respond to requests for deployment to wildland urban interface fires where feasible;

AND FURTHER THAT going forward SCRD Protective Services prepare a post-season report to the Board on deployments.

Recommendation No. 4 *Letter of Support Request – Ocean Legacy Foundation and Let's Talk Trash*

THAT the report titled Letter of Support Request – Ocean Legacy Foundation and Let's Talk Trash be received for information;

AND THAT the Sunshine Coast Regional District provide a Letter of Support to the Ocean Legacy Foundation and Let's Talk Trash for the 2024 Clean Coast Clean Waters Provincial funding opportunity to conduct shoreline cleanup efforts in the region.

Recommendation No. 5 *2035001 Mattress Transportation Services Contract Extension*

THAT the report titled 2035001 Mattress Transportation Services Contract Extension be received for information;

AND THAT the contract with Pacific Coast Distribution Ltd. for mattress transportation services be extended to September 30, 2025;

AND THAT the contract with Pacific Coast Distribution Ltd. be increased by \$128,070 to \$335,070 (excluding GST);

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

Recommendation No. 6 *2035011 Mattress Recycling Contract Extension*

THAT the report titled 2035011 Mattress Recycling Contract Extension be received for information;

AND THAT the contract with Pacific Mattress Recycling Inc. for mattress recycling services from the Sechelt Landfill and Pender Harbour Transfer Station be extended for an additional one-year period to December 31, 2025;

151/24 cont. AND THAT the contract with Pacific Mattress Recycling Inc. be increased by \$68,740 to \$332,875 (not including GST);

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

Recommendation No. 7 *Regional Housing Coordinator Contract 2150002 Renewal*

THAT the report titled Regional Housing Coordinator Contract 2150002 Renewal be received for information;

AND THAT Regional Housing Coordinator Contract 2150002 be amended and increased from \$76,997.00 to a maximum value of \$158,614.00 (excluding GST);

AND FURTHER THAT the delegated signatories be authorized to execute the contract amendment.

Recommendation No. 8 *Infrastructure Services Department – 2024 Q1 Report*

THAT the report titled Infrastructure Services Department – 2024 Q1 Report be received for information.

Recommendation No. 9 *Planning and Development Department 2024 Q1 Year End Report*

THAT the report titled Planning and Development Department 2024 Q1 Year End Report be received for information.

Recommendation No. 10 *Community Services Department 2024 Q1 Report*

THAT the report titled Community Services Department 2024 Q1 Report be received for information.

CARRIED

EAS **It was moved and seconded**

152/24 THAT a Grant-in-Aid debrief session be scheduled on or before June 20, 2024.

CARRIED

EAS **It was moved and seconded**

153/24 THAT Special Electoral Area Services Committee recommendation No. 1 of May 16, 2024 be received, adopted and acted upon as follows:

153/24 cont.

Recommendation No. 1 *Electoral Areas' Grant-in-Aid*

THAT the report titled 2024 Electoral Areas' Grant-in-Aid (GIA) be received for information.

CARRIED

COW

It was moved and seconded

154/24

THAT Committee of the Whole recommendation No. 1 of May 23, 2024 be received, adopted and acted upon as follows:

Recommendation No. 1 *Lower Crown Raw Water Reservoir Project Update*

THAT the report titled Lower Crown Raw Water Reservoir Project Update be received for information.

AND THAT the following proposed motion be referred to a future intergovernmental meeting related to water to be held within 30 days:

THAT the SCRD pause staff work on the Lower Crown Reservoir project until:

- *A new seasonal environmental flow (EFN) regime for Chapman Creek is approved by the Province, set to levels determined by local shishalh Nation-SCRD co-monitoring to be necessary to support fish and wildlife habitat;*
- *Further, enhanced siphon use for Chapman Lake is successfully negotiated with the Province and Shishalh Nation for a multi-year term, guided by our mutual interest in the sustainability of the ecosystem;*
- *The 2024 groundwater exploration program is proceeding with test drilling;*
- *A list of the highest water users in the Chapman and South Pender systems is reviewed by the Board and a strategy is enacted to significantly reduce that usage that includes shutting off the water to an unreasonably high users by Stage 2;*
- *The aquifer 560 agreement with the town of Gibsons is being actively implemented to optimize the interconnection between the SCRD and tog water systems; and*
- *A schedule of intergovernmental water meetings, to take place at least every two months but preferably monthly, is et up with a focus on discussing critical issues and concerns identified by elected leadership, moving toward the establishment of a permanent regional watershed(s) board with Indigenous co-governance, and with the first meeting to be scheduled by mid-June*

154/24 cont.

AND THAT the SCRD explore conducting an inventory and condition assessment of the natural assets of the Chapman Lake watershed, in partnership with the Shishalh Nation, and report back to the Board in Q2;

AND FURTHER THAT the Town of Gibsons be invited to present to the board on its progress of the Aquifer 560 Agreement in a workshop format.

CARRIED

Transit AOA

It was moved and seconded

155/24

THAT the report titled Final 2024-2025 BC Transit Annual Operating Agreement (AOA) be received for information;

AND THAT the delegated authorities be authorized to execute the 2024-2025 BC Transit Annual Operating Agreement.

CARRIED

RFP 2465004

It was moved and seconded

156/24

THAT the report titled RFP 2465004 – Design & Professional Services Development of a Community Hall – Contract Award be received for information;

AND THAT a contract be awarded to Principal Architecture Inc., in the amount up to \$315,000 (excluding GST);

AND FURTHER THAT the delegated authorities be authorized to execute the funding agreement and accept the Terms of Conditions of the Agreement.

CARRIED

RFP 2465001

It was moved and seconded

157/24

THAT the report titled RFP 2465001 - Construction Management Services for the Development of a Community Hall - Contract Award be received for information;

AND THAT a contract be awarded to Summerhill Fine Homes Ltd., in the amount up to \$2,700,000 (excluding GST);

AND FURTHER THAT the delegated authorities be authorized to execute the funding agreement and accept the Terms of Conditions of the Agreement.

CARRIED

AAP

It was moved and seconded

158/24

THAT the report titled Gibsons/West Howe Sound Fire Protection Pumper Apparatus Replacement Project Alternative Approval Process be received for information;

AND THAT an Alternative Approval Process be conducted with respect to the elector approval required for Loan Authorization Bylaw No. 765 and participating area approval be obtained for the entire service area as follows:

a. the total number of eligible electors to which the Alternative Approval Process applies is determined to be:

- 8,450 within the Gibsons/West Howe Sound Fire Protection service area (Town of Gibsons, and a defined area within the Electoral Areas of Elphinstone - Area E and West Howe Sound - Electoral Area F) for which a 10% threshold = 845

AND THAT with respect to Bylaw No. 765, the Elector Response Form be established and approved as amended;

AND THAT the deadline for receiving elector responses be July 15, 2024 at 4:30 pm, following the 30-day statutory elector response period;

AND THAT Notice for each bylaw be published in accordance with section 86(2) of the *Community Charter* in the Coast Reporter newspaper as well as additional notice provided via the SCRD website;

AND FURTHER THAT elector response forms may be accepted in any one of the following ways:

- a. Delivered in person at the SCRD Administration Office at 1975 Field Road, Sechelt, BC during regular office hours (Monday to Friday, 8:30 am to 4:30 pm, excluding statutory holidays) or after hours if deposited into the overnight mail drop slot in the entrance on the east side of the SCRD Administration Office building
- b. By mail to Sunshine Coast Regional District, 1975 Field Road, Sechelt, BC V7Z 0A8
- c. By emailing a legible scanned copy to: legislative@scrd.ca with the subject heading: Elector Response Form

CARRIED

2023 Annual Report

It was moved and seconded

159/24

THAT the report titled 2023 Sunshine Coast Regional District (SCRD) Corporate Annual Report be received for information;

159/24 cont. AND THAT the 2023 Annual Report be approved for distribution.

CARRIED

Notice on Title **It was moved and seconded**

160/24 THAT the report titled Placement of Notice on Title be received for information;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the Community Charter against the land title of Strata Lot 15, District Lot 4696, Strata Plan VR.1414, PID 005-163-340, Folio 746.06494.150.

CARRIED

Notice on Title **It was moved and seconded**

161/24 THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the Community Charter against the land title of Lot 15, Block 2, District Lot 1362, Plan VAP14165, PID 008-483-256, Folio 746.03284.070.

CARRIED

COMMUNICATIONS

Letter of Support **It was moved and seconded**

162/24 THAT the correspondence from Emanuel Machado, Chief Administrative Officer, Town of Gibsons, dated May 13, 2024 regarding request for a letter of support be received for information;

AND THAT a letter of support be provided for the Town of Gibsons' funding application to the Spring 2024 Community Emergency Preparedness Fund – Disaster Risk Reduction – Climate Adaptation funding stream as soon as practicable.

CARRIED

EDMA Regulations **It was moved and seconded**

163/24 THAT the correspondence from the Union of BC Municipalities dated May 1, 2024 regarding invitation to apply for the Local Government Advisory Committee on *Emergency and Disaster Management Act Regulations* be received for information.

CARRIED

BYLAWS

Bylaw 640.6 **It was moved and seconded**

164/24 THAT *West Howe Sound Official Community Plan Amendment Bylaw No. 640.6, 2024* be read a first time.

CARRIED

Bylaw 722.10 **It was moved and seconded**

165/24 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.10, 2024* be read a first time.

CARRIED

Bylaw 337.123 **It was moved and seconded**

166/24 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 337.123, 2023* be read a second time.

CARRIED

Bylaw 722.9 **It was moved and seconded**

167/24 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.9, 2023* be read a second time.

CARRIED

Bylaw 722.6 **It was moved and seconded**

168/24 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.6, 2023* be adopted.

CARRIED

Bylaw 717.4 **It was moved and seconded**

169/24 THAT *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.4, 2024* be adopted.

CARRIED

Bylaw 766 **It was moved and seconded**

170/24 THAT *Community Recreation Facilities Fees and Charges Bylaw No.766, 2024* be adopted.

CARRIED

Bylaw 767 **It was moved and seconded**

171/24 THAT *Pender Harbour Aquatic and Fitness Centre Fees and Charges Bylaw No. 767, 2024* be adopted.

CARRIED

The Board moved In Camera at 2:04 p.m.

IN CAMERA It was moved and seconded

172/24 THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (a), (c), (k), and (i) 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 out of In Camera at 2:54 p.m.

RELEASE OF ITEMS FROM IN CAMERA

Grant-in-Aid **It was moved and seconded**

173/24 **Recommendation No. 1** 2024 Electoral Areas’ Grant-in-Aid (GIA)

THAT the 2024 Electoral Areas’ GIA allocations be approved as follows:

British Columbia Conservation Foundation	\$5,000
Coast Recital Society (The)	\$ 500
Coast Rogue Arts Society	\$3,500
Deer Crossing: The Art Farm Society (Imagination Network - Who Cares?)	\$1,700
Deer Crossing: The Art Farm Society (Intelligence - formerly Emergence)	\$1,700
Gambier Island Community Association	\$3,700
Gibsons Landing Heritage Society	\$5,000
Gibsons Public Art Gallery	\$2,000
Halfmoon Bay Child Care Centre Society	\$2,790
Halfmoon Bay Community Association	\$4,000
Loon Foundation (The)	\$5,000
Pender Harbour Community Club	\$5,000
Pender Harbour Living Heritage Society	\$3,000
Pender Harbour Music Society	\$5,000
Raincoast Conservation Foundation	\$3,500
Restorative Justice Program of the Sunshine Coast	\$5,000
Roberts Creek Community Association: Creek Daze	\$1,300
Roberts Creek Community Association: Earth Day	\$1,000
Roberts Creek Community Association: Slow Sundays	\$ 500

173/24 cont.	Roberts Creek Community Association: Speakers	\$5,000
	Society for the Protection of Sargeant Bay	\$ 900
	Special Olympics BC - Sunshine Coast	\$2,000
	Suncoast Woodcrafters Guild	\$ 400
	Sunshine Coast Arts Council	\$3,800
	Sunshine Coast Community Orchestra Association	\$1,500
	Sunshine Coast Community Services Society	\$5,000
	Sunshine Coast Conservation Association	\$4,000
	Sunshine Coast Conservation Association (RhizomeUp!Media)	\$3,000
	Sunshine Coast Driftwood Players	\$2,000
	Sunshine Coast Festival of the Performing Arts	\$5,000
	Sunshine Coast Foundation	\$2,800
	Sunshine Coast Jazz and Entertainment Society	\$2,500

AND THAT the Roberts Creek Mandala Society application be approved in the amount of \$2,650 and funded by June 2024;

AND THAT the following applicants be sent correspondence notifying of unsuccessful grant applications for 2025:

- BluAct Marine Society
- Gambier Island Farmers Market Society
- Elphinstone Community Association
- Pender Harbour Golf Club Society
- One Straw Society

AND THAT the Gibsons Curling Club application be denied with correspondence to suggest that the Gibsons Curling Club reapply for the 2025 GIA intake for future minor renovations not involving major capital improvements or asbestos remediation;

AND THAT the Pender Harbour Area Residents Association be denied with correspondence to suggest that the Pender Harbour Area Residents Association reach out the Sunshine Coast Regional District (SCRD) Solid Waste Services for information regarding the next Trash Bash and the Good Samaritan Program;

AND FURTHER THAT the Pender Harbour Living Heritage Society applications pertaining to Sarah Wray Hall be denied with correspondence advising that the applications for accessible gravel parking and installation for a two-zone heat pump will be forwarded to the SCRD Parks Services for review.

CARRIED

ADJOURNMENT **It was moved and seconded**

174/24 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:55 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
COMMITTEE OF THE WHOLE**

May 23, 2024

RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE MEETING HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Town of Gibsons	S. White
	Directors	Electoral Area A Electoral Area B Electoral Area D Electoral Area E Electoral Area F District of Sechelt District of Sechelt shíshálh Nation Government District	L. Lee J. Gabias K. Backs D. McMahon K. Stamford A. Toth D. Inkster P. Paul
ALSO PRESENT:	A/ Chief Administrative Officer Corporate Officer GM, Infrastructure Services GM, Planning and Development GM, Community Services Parks Planning & Community Dev. Coordinator Manager, Parks Services Deputy Corporate Officer / Recorder Legislative Assistant Media Public		T. Perreault S. Reid R. Rosenboom (part) I. Hall (part) S. Gagnon D. Brennen (part) J. Huntington (part) K. Wiebe K. Gower 1 5 (Part)

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

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

REPORTS

The General Manager, Infrastructure Services, provided an introduction to the Lower Crown Reservoir Project Update report. Committee discussion ensued.

The Committee Chair introduced a proposed motion regarding the Lower Crown Raw Water Reservoir Update. The proposed motion was moved to the floor for debate.

IN CAMERA

The Committee moved In-Camera 9:54 a.m.

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service”; ...”.

The Committee moved out of In-Camera at 10:52 a.m.

The Committee recessed at 10:52 a.m. and reconvened at 10:58 a.m.

REPORTS cont.

Recommendation No. 1 *Lower Crown Raw Water Reservoir Project Update*

The Committee of the Whole recommended the report titled Lower Crown Raw Water Reservoir Project Update be received for information;

AND THAT the following proposed motion be referred to a future intergovernmental meeting related to water to be held within 30 days:

THAT the SCRD pause staff work on the Lower Crown Reservoir project until:

- *A new seasonal environmental flow (EFN) regime for Chapman Creek is approved by the Province, set to levels determined by local shíshálh Nation-SCRD co-monitoring to be necessary to support fish and wildlife habitat;*
- *Further, enhanced siphon use for Chapman Lake is successfully negotiated with the Province and Shishalh Nation for a multi-year term, guided by our mutual interest in the sustainability of the ecosystem;*
- *The 2024 groundwater exploration program is proceeding with test drilling;*
- *A list of the highest water users in the Chapman and South Pender systems is reviewed by the Board and a strategy is enacted to significantly reduce that usage that includes shutting off the water to an unreasonably high users by Stage 2;*
- *The aquifer 560 agreement with the town of Gibsons is being actively implemented to optimize the interconnection between the SCRD and tog water systems; and*
- *A schedule of intergovernmental water meetings, to take place at least every two months but preferably monthly, is et up with a focus on discussing critical issues and concerns identified by elected leadership, moving toward the establishment of a permanent regional watershed(s) board with Indigenous co-governance, and with the first meeting to be scheduled by mid-June.*

AND THAT the SCRD explore conducting an inventory and condition assessment of the natural assets of the Chapman Lake watershed, in partnership with the Shishalh Nation, and report back to the Board in Q2;

AND FURTHER THAT the Town of Gibsons be invited to present to the board on its progress of the Aquifer 560 Agreement in a workshop format.

AND FURTHER THAT this recommendation be forwarded to the regular meeting of the Board on May 23, 2024.

Recommendation No. 2 *Budget Project Status Report – May 2024*

The Committee of the Whole recommended that the report titled Budget Project Status Report – May 2024 be received for information.

Director Gabias left the meeting at 11:18 a.m. and returned at 11:25 a.m.

Recommendation No. 3 *2024 Budget Debrief and 2025 Budget Process and Timelines*

The Committee of the Whole recommended that the report titled 2024 Budget Debrief and 2025 Budget Process and Timelines be received for information;

AND THAT the process and timelines for the 2025-2029 Financial Planning Process be approved as presented;

AND THAT the 2024 Board meeting schedule be amended to add Finance Committee meetings for the purposes of 2025-2029 Financial Planning Pre-Budget, Fees and Charges Review, and Budget Meetings as follows:

- Pre-Budget Finance Committee - October 28 – 29, 2024
- Fees and Charges Review Finance Committee – November 21, 2024
- Round 1 Budget Finance Committee – November 25 – 26, 2024;.

AND FURTHER THAT the Round 2 Budget Finance Committee meeting be scheduled for January 13-14, 2025 in the 2025 Board meeting schedule.

Recommendation No. 4 *Cliff Gilker Park Recovery Project*

The Committee of the Whole recommended that the report titled Cliff Gilker Park Recovery Project be received for information;

AND THAT a Budget Proposal for the Cliff Gilker Recovery Project be submitted as part of the 2025-2029 Financial Planning Process.

Director Backs left the meeting at 11:36 a.m. and returned at 11:38 a.m.

Recommendation No. 5 *Chaster Park Pedestrian Bridge Recovery Project*

The Committee of the Whole recommended that the report titled Chaster Park Pedestrian Bridge Recovery Project be received for information;

AND THAT a Budget Proposal for a new pedestrian bridge and revetment wall repair at Chaster Park be submitted as part of the 2025-2029 Financial Planning Process.

Directors Backs and Stamford opposed.

Recommendation No. 6 *Chaster Park Pedestrian Bridge Recovery Project*

THAT Staff prepare an interim plan for access to Chaster Hall until the Chaster Park Pedestrian Bridge can be repaired.

Recommendation No. 7 *Sunshine Coast Chamber of Commerce and Sunshine Coast Tourism – Grant Payments*

The Committee of the Whole recommended that the report titled Sunshine Coast Chamber of Commerce and Sunshine Coast Tourism – Grant Payments be received for information;

AND THAT for 2024, Sunshine Coast Tourism be funded as follows:

- Pender Harbour Tourism Sanitation Services (Portable Toilets) - \$3,000 (Electoral Area A Economic Development [531]);
 - Pender Harbour Visitor Information Centre Washrooms - \$11,000 (Electoral Area A Economic Development [531]);
 - Pender Harbour Visitor Information Booths - \$11,500 (Electoral Area A Economic Development [531]);
 - BC Ferries Travel Ambassador Program - \$3,000 (Electoral Area A [531] \$600, Electoral Area B [532] \$600, Electoral Area D [533] \$600, Electoral Area E [534] \$600 and Electoral Area F [535] \$600);
- AND THAT the contract with Pacific Mattress Recycling Inc. be increased by \$68,740 to \$332,875 (not including GST);

AND THAT the Sunshine Coast Chamber of Commerce be funded as follows:

- Pender Harbour Economic Development - \$2,500 (Electoral Area A Economic Development [531]).
- Visitor Services-- Gibsons/Area D, E, and F (Visitor Information Park Kiosk, Wayfinding Map Info, and Rest Stop) - \$6,000 (Electoral Area E [534] \$2,000 and Electoral Area F [535] \$4,000);

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

Recommendation No. 8 *Egmont/Pender Harbour (Area A) Advisory Planning Commission Meeting Minutes of March 27, 2024*

The Committee of the Whole recommended that the Egmont/Pender Harbour Advisory Planning Commission meeting minutes of March 27, 2024, be received for information.

IN CAMERA

The Committee moved In-Camera at 11:51 a.m.

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) and 90 (2) (b) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service...”, and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government...”

The Committee moved out of In Camera at 12:01 p.m.

ADJOURNMENT 12:01 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL COMMITTEE OF THE WHOLE**

June 3, 2024

RECOMMENDATIONS FROM THE SPECIAL COMMITTEE OF THE WHOLE MEETING HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Town of Gibsons	S. White
	Directors	Electoral Area A	L. Lee
		Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area E	D. McMahon
		Electoral Area F	K. Stamford
		District of Sechelt	A. Toth
		District of Sechelt	D. Inkster
ALSO PRESENT:	Acting Chief Administrative Officer		T. Perreault
	Corporate Officer		S. Reid
	GM, Planning and Development		I. Hall
	GM, Community Services		S. Gagnon
	GM, Infrastructure Services		R. Rosenboom
	Manager, Sustainable Development		R. Shay
	Recording Secretary		A. O'Brien
	Media		0
	Public		31 (part)

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

CALL TO ORDER 9:36 a.m.

AGENDA The agenda was adopted as presented.

DELEGATIONS

Dr. Moliehi Khaketla, Medical Health Officer, Vancouver Coastal Health addressed the Committee regarding links between the 2023 VCH Chief Medical Health Officer report Protecting Population Health in a Climate Emergency and SCRD's Community Climate Action Plan (CCAP). Vancouver Coastal Health's recommendations align with the SCRD's CCAP goals and actions in the areas of protecting at-risk populations, adapting to changing climate and mitigating further climate change.

SCRD Manager, Sustainable Development provided an introduction to the SCRD's Community Climate Action Plan. The Manager summarized the areas of the plan that have been updated due to more recent data gathered. The themes, goals and actions of the CCAP were reviewed.

REPORTS**Recommendation No. 1** *Draft Community Climate Action Plan*

The Committee of the Whole recommended that the report titled Draft Community Climate Action Plan (CCAP) be received for information;

AND THAT the Community Climate Action Plan be adopted as presented;

AND THAT the SCRD's renewed Official Community Plans incorporate science based targets for Greenhouse Gas Emission reductions pursuant to Section 473(3) of the *Local Government Act*;

AND THAT the following recommendations supporting core actions be implemented:

- a. That a climate lens that builds on current practices and further operationalizes climate considerations in governance be brought to the Board for consideration in Q4 2024;
- b. That a report outlining climate risks to assets and a framework to prioritize adaptation planning be brought to the Board for consideration in Q1 2025;
- c. That a gap analysis of climate change's impacts on water supply and demand be brought forth for consideration in Budget 2025 in Q3 2025;
- d. That Complete, Compact, Communities principles guide Official Community Plan renewal, as committed to as a signatory to the Climate Action Charter;
- e. That a report outlining regulatory tools to support clean energy be brought to the Board for consideration in Q1 2025;
- f. That the role of natural assets and green infrastructure be documented under the OCP renewal and made explicit in description of service levels;
- g. That a proposal be brought forth for consideration in Budget 2025 to support the inclusion of ecological stewardship, habitat connectivity and restoration in new land use planning policies and regulations;
- h. That the SCRD organizes education and training opportunities to increase market readiness for significant scaling of energy efficiency retrofits starting in Q4 2024;
- i. That the SCRD explore pursuing a municipal natural assets evaluation of the Chapman and Edwards Lake watersheds for consideration in the 2025 Budget process;

AND THAT CCAP be the subject of a future inter-governmental meeting, proposed for Q3 2024;

AND THAT staff develop summary material, infographics, and activities to inform the community of the CCAP in Q3 2024;

AND THAT CCAP be referred to District of Sechelt, Town of Gibsons, shíshálh Nation, and Sḵw̓x̓wú7mesh Nation for information, response, endorsement, or adoption as may be desired;

AND FURTHER THAT a review of CCAP be completed in three to five years based on annual progress reporting.

ADJOURNMENT

11:41 a.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 13, 2024

AUTHOR: Ryan Daley, Fire Chief, Halfmoon Bay Fire Department

SUBJECT: REQUEST FOR QUOTATION 2421601 – RESCUE TRUCK: HALFMOON BAY FIRE DEPARTMENT AWARD REPORT

RECOMMENDATION(S)

- (1) **THAT the report titled Request for Quotation 2421601 - Rescue Truck: Halfmoon Bay Fire Department Award Report be received;**
 - (2) **AND THAT the contract for Rescue Truck: Halfmoon Bay Fire Department be awarded to International Truck Body (BC) Inc. for the amount up to a total value of \$587,718 (before GST);**
 - (3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

In the 2023 Annual Budget (as part of the fire department's 20-year capital plan), replacement of the Halfmoon Bay Fire Department rescue truck was directed, based upon a budget of \$623,200.

Three compliant proposals were received for RFQ 2421601. Led by Purchasing, the evaluation committee consisted of three members who reviewed and scored the proposal against the criteria set out in the posted RFQ. Based on the best overall score and value offered, staff recommend that a contract for supply and delivery of a rescue truck be awarded to International Truck Body (BC) Inc.

DISCUSSION

Options and Analysis

The RFQ was posted on February 21, 2024, and closed on March 26, 2024. No addendums were issued. Three compliant proposals were received.

Staff recommend a contract be awarded to International Truck Body (BC) Inc. as they met the specifications as outlined and are the highest scoring proponent and best value for the above-mentioned project.

This unit is specified for replacement in the 20-year capital plan for these fire protection services and is integral to service delivery.

Financial Implications

The replacement of the Halfmoon Bay Rescue truck has been approved and included in the 2024-2028 Financial plan. The truck was approved to be funded through a long-term loan which was approved through elector alternative approval process (AAP) in 2023. The contract value includes a \$15,000 contingency and is within budget.

Timeline for next steps or estimated completion date

Delivery is anticipated in 2025.

STRATEGIC PLAN AND RELATED POLICIES

N/A - operational

CONCLUSION

Three compliant proposals were received for RFQ 2421601. Based on the best overall score and value offered, staff recommended that a contract for supply and delivery of the rescue truck be awarded to International Truck Body (BC) Inc. The project cost is within the anticipated budget.

Reviewed by:			
Manager	X – R. Daley	Finance	X - A. Taylor
GM	X – I. Hall	Legislative	
Acting CAO	X – T. Perreault	Purchasing	X – V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 13, 2024

AUTHOR: Allen van Velzen, Manager Facility Services

SUBJECT: RFP 2461304 FITNESS EQUIPMENT PREVENTATIVE MAINTENANCE - CONTRACT AWARD

RECOMMENDATION(S)

- (1) **THAT the report titled RFP 2461304 Fitness Equipment Preventative Maintenance - Contract Award be received for information;**
 - (2) **AND THAT a contract to provide Fitness Equipment Preventative Maintenance be awarded to LIVun Ltd. in the amount of up to \$173,480 (excluding GST);**
 - (3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The purpose of Request for Proposal (RFP) 2461304 is for fitness equipment preventative maintenance and repair services at the Gibsons and Area Community Center, Sechelt Aquatic Center and Pender Harbour Aquatic Fitness Center. The current fitness equipment preventative maintenance and repairs contract is ending June 15, 2024 and is held by Westwood Fitness Solutions who have been providing service under the current contract for 5 years.

The reason for this report is that the Board Delegation Bylaw requires Board approval for expenditures over \$100,000.

Project Scope and Term

The scope of work provides routine scheduled preventative maintenance on fitness equipment at the Gibsons and Area Community Center, Sechelt Aquatic Center and Pender Harbour Aquatic Fitness Center. All tools, equipment and consumables required to perform the preventative maintenance are included in the service contract. Repairs outside the scope of preventative maintenance are subject to approval by the SCRD prior to being initiated.

The term of the contract is for up to 5 years.

DISCUSSION

Request for Proposal (RFP) Process and Results

Request for proposal 2461304 Fitness Equipment Preventative Maintenance was issued on April 3, 2024 and closed on May 6, 2024.

Two compliant proposals were received for RFP 2461304. Led by the Purchasing Division, the evaluation team consisted of three team members. The evaluation committee reviewed and scored the proposal against the criteria set out in the RFP document. Based on the best overall

score and value offered, staff have recommended that a contract be awarded to LIVun Ltd. as they met the specifications as outlined and are the best value for the above-mentioned contract.

It is recommended that the awarded contract be in the amount not to exceed \$173,480 (not including GST).

Financial Implications

This service contract is funded through the Board approved annual operating budgets for functions 613 & 625 and is within the 2024 – 2028 Financial Plan.

Timeline for next steps or estimated completion date

Following Board decision, the contract award will be made. It is anticipated that the new service provider would start June 24, 2024.

STRATEGIC PLAN AND RELATED POLICIES

N/A - Operational

CONCLUSION

In accordance with the SCRD's Procurement Policy, RFP 2461304 was issued for Fitness Equipment Preventative Maintenance. Two compliant proposals were received.

Based on the best overall score and value offered, staff recommend that the SCRD enter into a contract agreement with LIVun Ltd. for up to a 5-year contract with a value of up to \$173,480 (excluding GST), which includes a \$65,000 repairs contingency and that the delegated authorities be authorized to execute the contract.

Reviewed by:			
Manager	X - G. Donn	Finance	X- A. Taylor
GM	X - S. Gagnon	Legislative	
Acting CAO	X-T. Perreault	Other	X- V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 13, 2024

AUTHOR: Sam Adams, Parks Planning and Community Development Coordinator

SUBJECT: RFP 2440001 DESIGN AND CONSTRUCTION ADMINISTRATION CEMETERY EXPANSION – CONTRACT AWARD REPORT

RECOMMENDATION(S)

- (1) **THAT the report titled RFP 2440001 Design and Construction Administration Cemetery Expansion – Contract Award Report be received for information;**
 - (2) **AND THAT a contract to provide design and construction administrative services for Seaview Cemetery be awarded to E. LEES + Associates Consulting Ltd. in the amount of up to \$325,000 (excluding GST);**
 - (3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The 2022 Sunshine Coast Regional District (SCRD) Draft Cemetery Master Plan outlines a phased approach to meeting current and future burial services demands at Seaview Cemetery. In 2023 the Board approved funding to address the urgent need for additional casket burial plots and columbarium niches, as well as the design of the undeveloped southwest corner of the property, cremation garden expansion, and drainage to accommodate the anticipated demand over the next 25 years.

The purpose of Request for Proposal RFP 2440001 is to provide detailed design works, professional services, and construction administration support for the redevelopment of existing redundant spaces to accommodate new in ground interment sites and the installation of a new columbarium, as well as the detailed design and cost estimates for the undeveloped south-west corner of the property, cremation garden expansion and site drainage.

The purpose of this report is to seek approval for this contract as the Board Delegation Bylaw requires Board approval for expenditures over \$100,000.

DISCUSSION

Request for Proposal (RFP) Process and Results

Request for proposal 2440001 Design and Construction Administration Cemetery Expansion was issued on March 25, 2024, and closed on May 6, 2024.

One compliant proposal was received for RFP 2440001. Led by the Purchasing Division, the evaluation team consisted of three team members. The evaluation committee reviewed and scored the proposal against the criteria set out in Section 7 of the RFP document.

Staff are recommending that a contract be awarded to E. LEES + Associates Consulting Ltd. as they met the specifications as outlined and are the best value for the above-mentioned contract.

It is recommended that the awarded contract be in the amount not to exceed \$325,000.

Financial Implications

There are no financial implications resulting from the recommendations of this report. This project budget has been approved and is included in the 2024-2028 Financial Plan. The contract value, including contingency, aligns with the projected budget for this component of the project.

Timeline for next steps or estimated completion date

After the design phase, the installation of the columbarium and the construction for the immediate in ground caskets lots will need to be tendered and awarded which is anticipated to take place late in Q4 2024 or early Q1 2025.

Following Board direction the contract will be awarded. It is anticipated that the project, including the first phase of construction, will be complete by the end of Q2 2025.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

In accordance with the SCRD’s Procurement Policy, RFP 24400001 was issued for Design and Construction Administration Cemetery Expansion for Seaview Cemetery and one compliant proposal was received.

Based on the best overall score and value offered, staff recommend that the SCRD enter into a contract agreement with E. LEES + Associates Consulting Ltd. with a value of up to \$325,000 (excluding GST) and that the delegated authorities be authorized to execute the contract.

Reviewed by:			
Manager	X – J. Huntington	Finance	X-A. Taylor
GM	X – S. Gagnon	Legislative	
Acting CAO	X-T. Perreault	Purchasing	X- V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 13, 2024

AUTHOR: Sherry Reid, Corporate Officer

SUBJECT: TOWN OF GIBSONS BORROWING

RECOMMENDATION(S)

- (1) **THAT the report titled Town of Gibsons Borrowing be received for information;**
 - (2) **AND THAT the Board consent to the long-term borrowing of \$3,329,000 over a 25-year term for the Town of Gibsons;**
 - (3) **AND FURTHER THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024* be given three readings and be adopted.**
-

BACKGROUND

As per Section 410 of the *Local Government Act*, a regional district may finance, at the request and sole cost of a municipality, an undertaking for which the council of the municipality has adopted a loan authorization bylaw in accordance with the *Community Charter*.

Staff have received a request from the Town of Gibsons for the Board to adopt a Security Issuing Bylaw in order to partake of the Fall 2024 Issue through the Municipal Finance Authority of British Columbia (MFA). The Town of Gibsons borrowing was authorized through *Loan Authorization Bylaw No. 1265, 2019 Capital Improvement Financing Bylaw*.

DISCUSSION

A proposed bylaw is attached for consideration.

Financial Implications

Per the Community Charter, municipalities are subject to a 25% liability servicing limit when adopting a loan authorization bylaw. The Town of Gibsons provided their Liability Servicing Limit Certificate and have estimated that the Town's current annual debt servicing cost is approximately 10.3% of applicable revenues.

In the unlikely event that a municipality is unable to meet their financial obligations in order to discharge a loan, the deficiency becomes a liability of the municipality to the regional district. This is not viewed as a risk to the SCRD for this security issuing.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

Staff have received a request from the Town of Gibsons for the Board to adopt a Security Issuing Bylaw in order to partake of the Fall 2024 Issue through MFA.

Staff recommend that *Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024* be given three readings and be adopted.

Reviewed by:			
Manager		Finance	
GM		Legislative	
A / CAO & CFO	X – T. Perreault	Other	

Sunshine Coast Regional District

Bylaw No. 768

A bylaw to authorize the entering into of an Agreement respecting financing between the Sunshine Coast Regional District and the Municipal Finance Authority of British Columbia

WHEREAS the Municipal Finance Authority of British Columbia (the “Authority”) may provide financing of capital requirements for regional districts or for their member municipalities by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS the Town of Gibsons is a member municipality of the Sunshine Coast Regional District (the “Regional District”);

AND WHEREAS the Regional District will finance from time to time on behalf of and at the sole cost of its member municipalities, under the provisions of Section 410 of the *Local Government Act*, the works financed pursuant to the herein mentioned loan authorization bylaws;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, the amount being issued under the authority thereof by this bylaw, and the term of the debt are included in this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority;

NOW THEREFORE the Regional Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This bylaw may be cited as the *Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024*.
2. The Regional Board hereby consents to financing the debt of the Town of Gibsons and further described in the Municipal Loan Authorization Bylaws table, in the amount of THREE MILLION THREE HUNDRED AND TWENTY-NINE DOLLARS (\$3,329,000) in accordance with the following terms.

<u>Municipality</u>	<u>L/A Bylaw Number</u>	<u>Purpose</u>	<u>Amount of Borrowing Authorized</u>	<u>Amount Already Borrowed</u>	<u>Borrowing Authority Remaining</u>	<u>Term of Issue</u>	<u>Amount of Issue</u>
Town of Gibsons	1265	To construct improvements to water infrastructure	\$3,329,000	\$ Nil	\$3,329,000	25 years	\$3,329,000

Total

\$3,329,000

3. The Authority is hereby requested and authorized to finance from time to time the above noted undertakings, and further described in the Municipal Loan Authorization Bylaws table, at the sole cost and on behalf of the Town of Gibsons up to, but not exceeding THREE MILLION THREE HUNDRED AND TWENTY-NINE DOLLARS (\$3,329,000) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed \$3,329,000 in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.
4. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
5. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
6. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
7. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
8. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Saanich and at such time or times as shall be determined by the Treasurer of the Authority.
9. During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of the Town of Gibsons *Loan Authorization Bylaw No. 1265, 2019 Capital Improvement Financing Bylaw* there shall be requisitioned annually an amount sufficient to meet the annual payment of interest and the repayment of principal.
10. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

11. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to Section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

READ A FIRST TIME	this	13 th	day of	June, 2024
READ A SECOND TIME	this	13 th	day of	June, 2024
READ A THIRD TIME	this	13 th	day of	June, 2024
ADOPTED	this	13 th	day of	June, 2024

CORPORATE OFFICER

CHAIR

Schedule “A” to Bylaw No. 768

CANADA

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

Sunshine Coast Regional District

The Sunshine Coast Regional District (the “Regional District”) hereby promises to pay to the Municipal Finance Authority of British Columbia (the “Authority”) at its Head Office in Saanich, British Columbia, the sum of THREE MILLION THREE HUNDRED AND TWENTY-NINE DOLLARS (\$3,329,000) in lawful money of Canada, together with interest thereon from the ____ day of _____ 20__, at varying rates of interest, calculated semi-annually, in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the schedule attached commencing on the ____ day of _____ 20__, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at _____, British Columbia, this ____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 768 cited as *Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024*, this Agreement is sealed with the Corporate Seal of the Sunshine Coast Regional District and signed by the Chair and Chief Financial Officer thereof.

Chair

Chief Financial Officer

Pursuant to the *Local Government Act*, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatsoever in any court of the Province of British Columbia.

Deputy Inspector of Municipalities of British Columbia

PRINCIPAL AND/OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

Date of Payment	Total Payment	Principal/Sinking Fund Deposit	Interest
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$