



SUNSHINE COAST REGIONAL DISTRICT

JUNE 13, 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
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
	Chief, Halfmoon Bay Volunteer Fire Department		R. Daley (in part)
	Manager, Facilities		A. van Velzen (in part)
	Parks Planning/Community Development Coord.		S. Adams (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 1:09 p.m.

Director Lee passed the Chair to Director Toth; Director Toth assumed the Chair.

AGENDA **It was moved and seconded**

175/24 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes

It was moved and seconded

176/24

THAT the Regular Board meeting minutes of May 23, 2024 be adopted as presented.

CARRIED**REPORTS**

COW

It was moved and seconded

177/24

THAT Committee of the Whole recommendation Nos. 2 – 4 and 6 – 8 of May 23, 2024 be received, adopted and acted upon as follows:

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

THAT the report titled Budget Project Status Report – May 2024 be received for information.

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

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*

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.

177/24 cont.

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*

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 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*

THAT the Egmont/Pender Harbour Advisory Planning Commission meeting minutes of March 27, 2024, be received for information.

CARRIED

Recommendation No. 5 from the May 23, 2024 Committee of the Whole was received, pulled from the recommendations block and, therefore, not acted upon nor adopted.

COW

It was moved and seconded

178/24

THAT Special Committee of the Whole recommendation No. 1 of June 3, 2024 be received, adopted, and acted upon as follows:

Recommendation No. 1 *Drafted Community Climate Action Plan*

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;

178/24 cont.

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 Sk̓wxwú7mesh 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.

CARRIED

RFQ 2421601

It was moved and seconded

179/24

THAT the report titled Request for Quotation 2421601 - Rescue Truck: Halfmoon Bay Fire Department Award Report be received for information;

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);

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

CARRIED

RFP 2461304

It was moved and seconded

180/24

THAT the report titled RFP 2461304 Fitness Equipment Preventative Maintenance - Contract Award be received for information;

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);

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

CARRIED

RFP 2440001 It was moved and seconded

181/24 THAT the report titled RFP 2440001 Design and Construction Administration Cemetery Expansion – Contract Award Report be received for information;

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);

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

CARRIED

BYLAWS**Bylaw 768 It was moved and seconded**

182/24 THAT the report titled Town of Gibsons Borrowing be received for information;

AND THAT the Board consent to the long-term borrowing of \$3,329,000 over a 25-year term for the Town of Gibsons;

AND FURTHER THAT Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024 be given three readings and be adopted.

CARRIED

Bylaw 768 It was moved and seconded

183/24 THAT Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024 be given three readings.

CARRIED

Bylaw 768 It was moved and seconded

184/24 THAT Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024 be adopted.

CARRIED

DIRECTORS REPORTS

The Directors each provided verbal updates on their activities.

The Board moved In Camera at 2:07 p.m.

IN CAMERA**It was moved and seconded**

185/24

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 3:13 p.m.

RELEASE OF ITEMS FROM IN CAMERA

Arena Advertising

It was moved and seconded

186/24

THAT staff issue a Notice of Intent (NOI) to enter into direct negotiations with the Coastal Sport Entertainment Group for advertising rights at the Gibsons and Area Community Centre arena

AND THAT if the NOI is unchallenged, that the delegated authorities enter into an agreement with the Coastal Sport Entertainment Group for advertising rights at the Gibsons and Area Community Centre arena

AND FURTHER THAT if an open competition is required, that the delegated authorities enter into an agreement with the successful proponent for advertising rights at the Gibsons and Area Community Centre arena

CARRIED**ADJOURNMENT****It was moved and seconded**

187/24

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:13 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair