



SUNSHINE COAST REGIONAL DISTRICT

MARCH 14, 2024

MINUTES OF THE MEETING OF THE REGULAR BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHULT, 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	I. Winn (Alt.)
		District of Sechelt	D. Inkster (in part)
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	General Manager, Infrastructure Services		R. Rosenboom
	General Manager, Planning and Development		I. Hall
	Manager, Information Services		D. Nelson (in part)
	Manager, Capital Projects		B. Shoji (in part)
	GIS Coordinator		E. Walton (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 1:03 p.m.

AGENDA

Agenda **It was moved and seconded**

074/24 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes **It was moved and seconded**

075/24 THAT the Board meeting minutes of February 22, 2024 be adopted.

CARRIED

REPORTS

COW

It was moved and seconded

076/24

THAT Committee of the Whole recommendation Nos. 1 - 9 of February 22, 2024 be received, adopted and acted upon as follows:

Recommendation No. 1 *Water Supply and Distribution System
Hydraulic Capacity Analysis*

THAT the presentation from Ben Loewen, P. Eng. PMP of GeoAdvice Engineering Inc. titled Water Supply and District System Hydraulic Capacity Analysis be received for information.

Recommendation No. 2 *Water System Fire Flow Update – Results
Part 2*

THAT the report titled Water System Fire Flow Update – Results Part 2 be received for information.

Recommendation No. 3 *Sangster Road Float Sublease Renewal*

THAT the report titled Sangster Road Float Sublease Renewal be received for information;

AND THAT the Sunshine Coast Regional District and the Lagoon Waterfront Owners Society enter into a month-to-month interim sublease agreement for the purposes of maintaining and operating the Sangster Road Float;

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

Recommendation No. 4 *RFP 235002 – Planning Enhancement
Project 2*

THAT the report titled Request for Proposal (RFP) 235002 – Planning Enhancement Project 2 (PEP) – Official Community Plan and Zoning Bylaw Comprehensive Review Contract Award be received for information;

AND THAT the contract to provide consulting services related to Phases 1, 2 and 3 of PEP2 – Official Community Plan and Zoning Bylaw Comprehensive Review be awarded to KPMG LLP in the amount of up to \$478,630 (excluding GST);

AND THAT the total PEP2 – Official Community Plan and Zoning Bylaw Comprehensive Review contract value with KPMG LLP include additional, related consulting services of up to \$302,150 (excluding GST) for additional phases, offered at SCRD's sole discretion, and subject to Board approval of financial resources;

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

076/24 cont.

Recommendation No. 5 *Community Emergency Preparedness Fund Grant Application – Evacuation Route Planning*

THAT the report titled Community Emergency Preparedness Fund Grant Application – Evacuation Route Planning be received for information;

AND THAT the grant application of up to \$120,000 for the Community Emergency Preparedness Fund – Evacuation Route Planning be submitted to the Union of British Columbia Municipalities on behalf of the Sunshine Coast Regional District;

AND THAT the Sunshine Coast Regional District supports the Evacuation Route Planning project and is willing to provide overall grant management;

AND FURTHER THAT requests for resolution of support for the Sunshine Coast Regional District's grant application be forwarded to shíshálh Nation Government District, District of Sechelt and Town of Gibsons.

Recommendation No. 6 *Infrastructure Services Department – 2023 Q4 Report*

THAT that the report titled Infrastructure Services Department – 2023 Q4 Report be received for information.

Recommendation No. 7 *Planning and Development Department – 2023 Q4 Report*

THAT the report titled Planning and Development Department – 2023 Q4 Year End Report be received for information.

Recommendation No. 8 *Community Services Department – 2023 Q4 Report*

THAT the report titled Community Services Department – 2023 Q4 Report be received for information.

Recommendation No. 9 *Corporate and Administrative Services – Semi-Annual Report*

THAT the report titled Corporate and Administrative Services – Semi-Annual Report for July to December 2023 be received for information.

CARRIED

COW

It was moved and seconded

077/24

THAT Committee of the Whole recommendation Nos. 2 and 3 of March 14, 2024 be received, adopted and acted upon as follows:

077/24 cont. **Recommendation No. 2** *Partnership Agreement with BC Healthy Communities Wellbeing Initiative – OCP Renewal*

THAT the report titled Partnership Agreement with BC Healthy Communities Wellbeing Initiative – OCP Renewal be received for information;

AND THAT the delegated authorities be authorized to enter into a Partnership Agreement with BC Healthy Communities Wellbeing Initiative for Sunshine Coast Re-Membering Youth.

Recommendation No. 3 *Application to the Local Government Development Approval Program (LGDAP)*

THAT the report titled Application to the Local Government Development Approval Program (LGDAP) be received for information;

AND THAT an application for \$150,000 be made to the UBCM's/Ministry of Housing's Local Government Development Approvals Program (LGDAP) to implement recommendations of the Development Approvals Process Review (DAPR) Final Report;

AND FURTHER THAT should the application for LGDAP funding be successful, SCRD commits to provide overall grant management.

CARRIED

PTRRP **It was moved and seconded**

078/24 THAT the Parcel Tax Roll Review Panel meeting minutes of February 22, 2024 be adopted.

CARRIED

Award Report **It was moved and seconded**

079/24 THAT the report titled Award Report – Three Year Geographic Information Systems (GIS) Software Contract Renewal be received;

AND THAT the SCRD enter into a contract with ESRI Canada for 3 years starting June 1, 2024 for a license for software usage, maintenance, and support for a total value up to \$120,118 (excluding GST);

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

CARRIED

Contract Award **It was moved and seconded**

080/24 THAT the report titled Universal Water Metering Phase 3 - Archaeological Monitoring Service Agreement be received for information;

080/24 cont. AND THAT a Service Agreement in the amount of \$681,261 (excluding GST) be direct awarded to the shíshálh Nation;

AND FURTHER THAT the delegated authorities be authorized to execute the Service Agreement.

CARRIED

COMMUNICATIONS

Biosphere Region **It was moved and seconded**

081/24 THAT the correspondence from Ruth Simons, Executive Director, Howe Sound Biosphere Region Initiative Society, dated February 12, 2024 regarding Howe Sound Community Forum & Atl'ka7tsem / Howe Sound Biosphere Region Updates be received for information.

CARRIED

Drought Conditions **It was moved and second**

082/24 THAT the correspondence from Brian Bedford, Executive Director, Local Government Infrastructure and Finance Branch, dated February 29, 2024 Regarding Potential for Drought Conditions in 2024 be received for information.

CARRIED

License TA0521 **It was moved and seconded**

083/24 THAT the correspondence from Pierre Aubin, RPF, Practices Forester, BC Timber Sales (BCTS), Chinook Business Area, dated February 22, 2024 regarding BCTS Response to SCRD Letters on BCTS License TA0521 be received for information.

CARRIED

License TA0521 **It was moved and seconded**

084/24 THAT the correspondence from Jillian Tougas, A/District Manager, Ministry of Forests (MOF), Sunshine Coast Forest District, dated March 1, 2024 regarding MOF Response to SCRD Letter on BC Timber Sales License TA0521 be received for information.

CARRIED

MOTIONS

UBCM CEPF **It was moved and seconded**

085/24 THAT the Sunshine Coast Regional District supports the grant application submission from shíshálh Nation to aid in the initial stages of the Lower Crown Reservoir project to secure additional water supply for the Sunshine Coast community as a result of systemic drought;

085/24 cont. AND THAT the Sunshine Coast Regional District approves the primary applicant, shíshálh Nation, in receiving and managing the grant funding on behalf of the Sunshine Coast Regional District.

CARRIED

BYLAWS

Bylaw 764 **It was moved and seconded**

086/24 THAT the following question be laid on the table:

 THAT the report titled SCRD Subdivision Servicing Bylaw No. 320 Amendment be received for information;

 AND THAT the Board proceed with readings and adoption of amendment bylaw 320.18.

CARRIED

The Board recessed at 2:16 p.m. and reconvened at 2:27 p.m.

The Board moved In Camera at 2:27 p.m.

IN CAMERA It was moved and seconded

087/24 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (g), (i) and (k) of the *Community Charter* – “litigation or potential litigation affecting the municipality”; “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose”; and, “negotiations and related discussions respecting the proposed provision of a municipal service [...]”

CARRIED

Director Inkster left the meeting at 2:40 p.m.

The Board moved out of In Camera at 3:24 p.m.

Bylaw 764 **It was moved and seconded**

088/24 THAT the following recommendations be taken from the table:

 THAT the report titled SCRD Subdivision Servicing Bylaw No. 320 Amendment be received for information.

 AND THAT the Board proceed with readings and adoption of amendment bylaw 320.18.

CARRIED

Directors Backs and Toth opposed

Bylaw 764 **It was moved and seconded**

089/24 THAT *Sunshine Coast Regional District Subdivision Servicing Amendment Bylaw No. 320.18, 2024* be read a first, second and third time.

CARRIED

Bylaw 764 **It was moved and seconded**

090/24 THAT *Sunshine Coast Regional District Subdivision Servicing Amendment Bylaw No. 320.18, 2024* be adopted.

CARRIED

DIRECTORS REPORTS

The Directors provided an update on their activities.

ADJOURNMENT

091/24 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:47 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair