



PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE

Thursday, February 7, 2019
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

AGENDA

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

2. Maggie Scott, President, Chinook Swim Club Annex A
Regarding Chinook Swim Club access to facility resources. pp 1 - 7

REPORTS

3. General Manager, Planning and Community Development – Planning and Community Development Department 2018 Q4 and Year-End Report Annex B
Planning and Community Development Services (Voting – All) pp 8 - 22
4. Senior Planner – LCRB Endorsement Applications for Lounge and Picnic Area – Sunday Cider Company - Electoral Area E Annex C
Electoral Area E (Rural Planning) (Voting – A, B, D, E, F) pp 23 - 32
5. Senior Planner - Park Dedication Lot 6 Largo Road Subdivision - Electoral Area D Annex D
Electoral Area D (Rural Planning) (Voting – A, B, D, E, F) pp 33 - 45
6. Planning Technician – Development Permit Application DP000061 (Bonniebrook Industries) – Electoral Area F Annex E
Electoral Area F (Rural Planning) (Voting – A, B, D, E, F) pp 46 - 63
7. Parks Planning Coordinator – License of Occupation No. 240720 Renewal – Ocean Beach Esplanade Annex F
Community Parks (Voting – A, B, D, E, F) pp 64 - 87
8. Manager, Recreation and Community Partnerships – Fitness Equipment Replacement RFP 18 352 Award Report Annex G
Regional Recreation (Voting – All) pp 88 - 90
9. Parks Planning Coordinator – Whispering Firs Park Name Change Request Annex H
Community Parks (Voting – A, B, D, E, F) pp 91 - 97
10. General Manager, Planning and Community Development – Child Care Planning Grant for the Sunshine Coast (District of Sechelt) – Additional Clause Annex I
Regional Planning (Voting – All) pp 98 - 99
11. Executive Assistant – 2019 High Ground: Centre for Civic Governance Forum (Voting – All) Annex J
pp 100 - 103

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| 12. Agricultural Advisory Committee Minutes of January 22, 2019
Rural Planning (Voting – A, B, D, E, F) | Annex K
pp 104 - 106 |
| 13. Electoral Area D (Roberts Creek) APC Minutes of January 21, 2019
Electoral Area D (Rural Planning) (Voting – A, B, D, E, F) | Annex L
pp 107 - 109 |
| 14. Electoral Area E (Elphinstone) APC Minutes of January 23, 2019
Electoral Area E (Rural Planning) (Voting – A, B, D, E, F) | Annex M
pp 110 - 113 |

COMMUNICATIONS

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 15. <u>BC Ferries Key Stakeholder Update dated January 21, 2019</u>
Regarding Horseshoe Bay Terminal Redevelopment Project Update | Annex N
pp 114 |
| 16. <u>Hon. Claire Trevena, Minister, Ministry of Transportation and Infrastructure dated January 24, 2019</u>
Regarding Pedestrian Safety on Sunshine Coast Highway 101 | Annex O
pp 115 -118 |

NEW BUSINESS

- | | |
|------------------------------------------------------------------------|-------------------------|
| 17. Notice of Motion – Declaration of Climate Emergency (Director Tize | Annex P
pp 119 - 120 |
|------------------------------------------------------------------------|-------------------------|

ADJOURNMENT

To the SCRD Board of Directors,

We are writing with regard to the development of the Chinook Swim Club. Over the last five years, we have been working collaboratively with the staff at the Sechelt aquatic center as our club has developed into a more competitive model. The Sechelt management has been helpful and supportive of our club to the level that is allowed by the current policies of the SCRD.

We are asking for more time allotted for our competitive program so that our youth athletes can train as recommended by the Long Term Athlete Development Model outlined by Swimming Canada, please refer to attached documentation.

We have had multiple meetings with Senior Management at the Sechelt Aquatic Centre over the past five years and are now in a position to appeal to the SCRD Board of Directors to see how we can increase our ability to nurture the growth of youth sport in our community. We look forward to discussing the Chinook Swim Club vision, both for our athletes and our community.

Please see the formal attached letter directed to the Board and review the Long Term Athlete Development Model prior to our meeting on February 7th, 2019.

Regards,

Maggie Scott, President
Christine Miller, Vice President/Secretary
Jolene Good, Treasurer
Sarah Hynd, Registrar/Head Coach
Lorrie Marquette, Member at Large

For Submission to the SCRD Board

Request for Decrease in Pool Lane Fees and Increase in Lane Usage

Chinook Swim Club

We are a non-profit organization committed to the goal of empowering children and youth through engagement in the sport of competitive swimming. Our club affords the opportunity to equip our community's youth with pro social life skills such as; perseverance, work ethic, self discipline, goal setting, and the emotional management of success and failure, all within the context of a supportive team atmosphere. The development of this skill set is equally important to the time spent in the pool perfecting stroke technique, endurance, and speed.

Volunteer Board

President Maggie Scott
Vice president Christine Miller
Treasurer Jolene Good
Secretary Maggie Scott
Registrar Sarah Hynd
Member at Large Tara Nelson
Lorrie Marquette

Coaches

Certified Coaches Through Swimming Canada x 6
Student Volunteer Coaches in training x 5
We are fortunate to have provincial, national and international competitive swimmers coaching the children and youth of the Chinook Swim Club. With them, they bring knowledge on what it means to be dedicated to a sport and use this knowledge to guide our athletes through the process of goal setting, training and competing. We have a strong focus on comradery and cohesiveness that our volunteer coaches bring into our novice program.

We are fortunate to have many senior swimmers in our program who are competitive swimmers but also enjoy volunteering with our novice swimmers. This program is largely beneficial for the SCRD and for the Chinooks as our Certified Coaches mentor these athletes on how to coach swimming and become leaders. Some of our senior athletes volunteer for 2 years and then are eligible to enter into the community coach course through Swim BC. Once they are 16 they can then take their WSI (RED Cross Water Safety Instructor) or their 101 competitive swimming certification (Swimming Canada/Swim BC). As you can see, we are offering a program that is exposing our strong athletes into coaching roles at a young age. Some of these athletes will end up choosing to go into lifeguarding and some will continue along the competitive path. Either way, our community will gain strong leaders that are experienced in the sport of swimming and will bring enthusiasm to their teaching. This ability to cultivate not only competitive athletes

but also opportunities to coach for youth transitioning into the adult world, has allowed our Club to grow into a wonderfully supportive community.

Certified Head Coach We have run the past three years with a paid certified head coach which has allowed us to offer a more structured, directed program. Our head coach is a national level swimmer, and brings her experience and enthusiasm to the athletes. Our certified coach is essential for the dedication required for lesson planning and programming to best serve the kids, the growth and direction this club is taking.

Our coaches are certified through SwimBC/Swim Canada and are required to have SwimBC certification and maintain their skills with regular continuing education. As the Club has grown in numbers, so too have the costs of maintaining quality Coaches and adhering to the mandate of SwimBC/Swim Canada.

Chinook Success

In the last two years, the Chinook Swim Club has been transitioning into a competitive club and this has come with a tremendous increase in meet attendance and the development of fast swimmers. In the last two years there have been Sunshine Coast youth ages 11 to 15 who have qualified for Lower Mainland Regionals, Tier 1 Provincials, and most recently Junior Nationals. Some of these athletes are ranked in the top 5 in their age group in British Columbia and top 20 in Canada. This is an incredible achievement for such a young club and has gotten the attention of Canadian National and Olympic Coaches who see our athletes excelling at every meet that we attend.

Lane Rentals/Registration

Our program has been well received within our community and is evident in our increased registration from 40 athletes in 2015 to 72 athletes in 2018. Our registration for this season is also up and retention in the program is outstanding. The problem that we are running into now is lane space. While the SCRD has been very supportive in helping us to book our training times, they are operating within the current policies of the facility keeping two lanes open to the public. This often means that we are training with 8-10 swimmers in each of the lanes while the public lanes often have 1-2 swimmers in them. Please keep in mind that these swimmers are also my pass holders so are paying the same fees as those that are using the public lanes beside them. We are currently asking for the ability to rent more lane space.

Currently our senior athletes are training 9 hours per week in the pool but as they age up they will need 12-20 hours of training as noted in the Long Term Athlete Development recommended by Swimming Canada in order to be competitive at a high level. Please reference the link below to learn about the training requirements of developmental to elite athletes. Also, as our athletes progress in competitive swimming they will be required to train longer into the season as nationals are held in August. This would bring in more revenue for the SCRD in the summer months.

https://static1.squarespace.com/static/54079aafe4b046dc42950d2c/t/5434d059e4b039dc4b930e6c/1412747353736/SNC_LTAD_strategy.pdf

Printable PDF version: <https://www.swimming.ca/content/uploads/2015/12/ltad.pdf>

The increased need for training as our athletes age up will lead to requiring more lane space for morning and evening sessions. Currently, in our morning session we have two lanes for 50 minutes and one lane for the last 25 minutes due to the aquasize group starting at 7. This requires 6 swimmers of different levels to be training in one lane at this time which is not ideal for interval training. Is it a possibility for aquasize to start at 7:30 to allow for our youth to train prior to attending school? Most of the people that attend the aquasize program are of retirement age.

Lane Fees:

Currently our lane fees are the largest expense in the running of our program. This reduces the accessibility to our youth by being a cost burden to families. We currently have coaches that are dedicated to the development of the club and are doing many hours of volunteer work to increase accessibility. We are asking that the SCRD support this development by considering a reduction in our lane rental costs which are, on average, double those of comparable pools in BC. Currently we are invoiced \$19 per lane per hour and \$75 per hour for the Gibsons pool on Saturdays which we rent for two hours when available. We are invoiced on average \$2,748.19 per month.

Below are the fees that various clubs in our competitive circle pay. These clubs receive youth non profit discounts and bulk usage discounts:

Penticton: \$7/lane/hour

Abbotsford: \$10/lane/hour

Powell River: \$12.50/lane/hour

West Vancouver Otters: \$11.15 /lane/hour

Population/Facility Usage

We would like to note that our club is providing a competitive sport to a female dominated population. Last year our male to females was 22:49. It is incredibly important that we provide female athletes on the coast with the same support as their male counterparts. Please note that other sport organizations on the coast such as hockey, soccer and skating have the opportunity to have full facility rentals for their training and competitions. We ask that you consider changing policies so that the Chinook Swim Club can rent the pool without having the requirement to maintain the two lanes for the public at all times. This would allow proper space for our youth to train and the opportunity to hold a competitive meet.

The Chinook Swim Club is requiring more lanes per session at a reduced rate and is asking the SCRD to look at how we can improve policies to support this vibrant and inclusive youth non profit swim program. The success of our athletes in the competitive swimming world and our consistent pool rentals shows that we are a program that is organized and dedicated to our athletes. We feel that we can bring the SCRD a reliable and consistent income over the years and plan on increasing our usage. If we can receive reduced lane rental fees while increasing our number of lanes we will be able to support hiring more certified coaches. While we train our senior athletes in coaching roles in their years with our program we will provide the SCRD with some athletes that will transition into lifeguarding roles that have learned dedication, hard work and leadership skills. These athletes will be well trained to provide the community with swimming lessons in this role. Together we can improve the aquatics program on the Sunshine Coast.

Long Term Swimmer Development Model

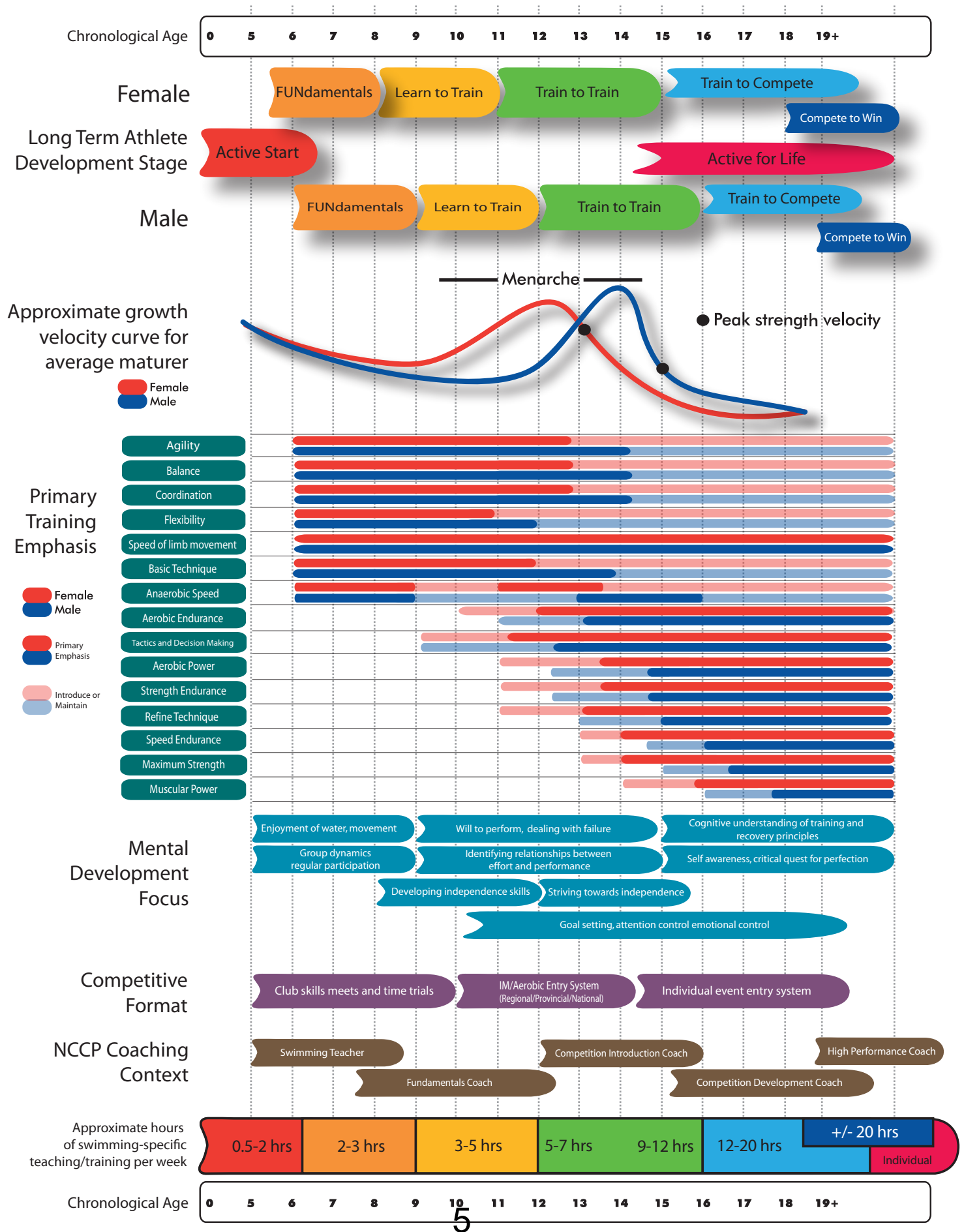
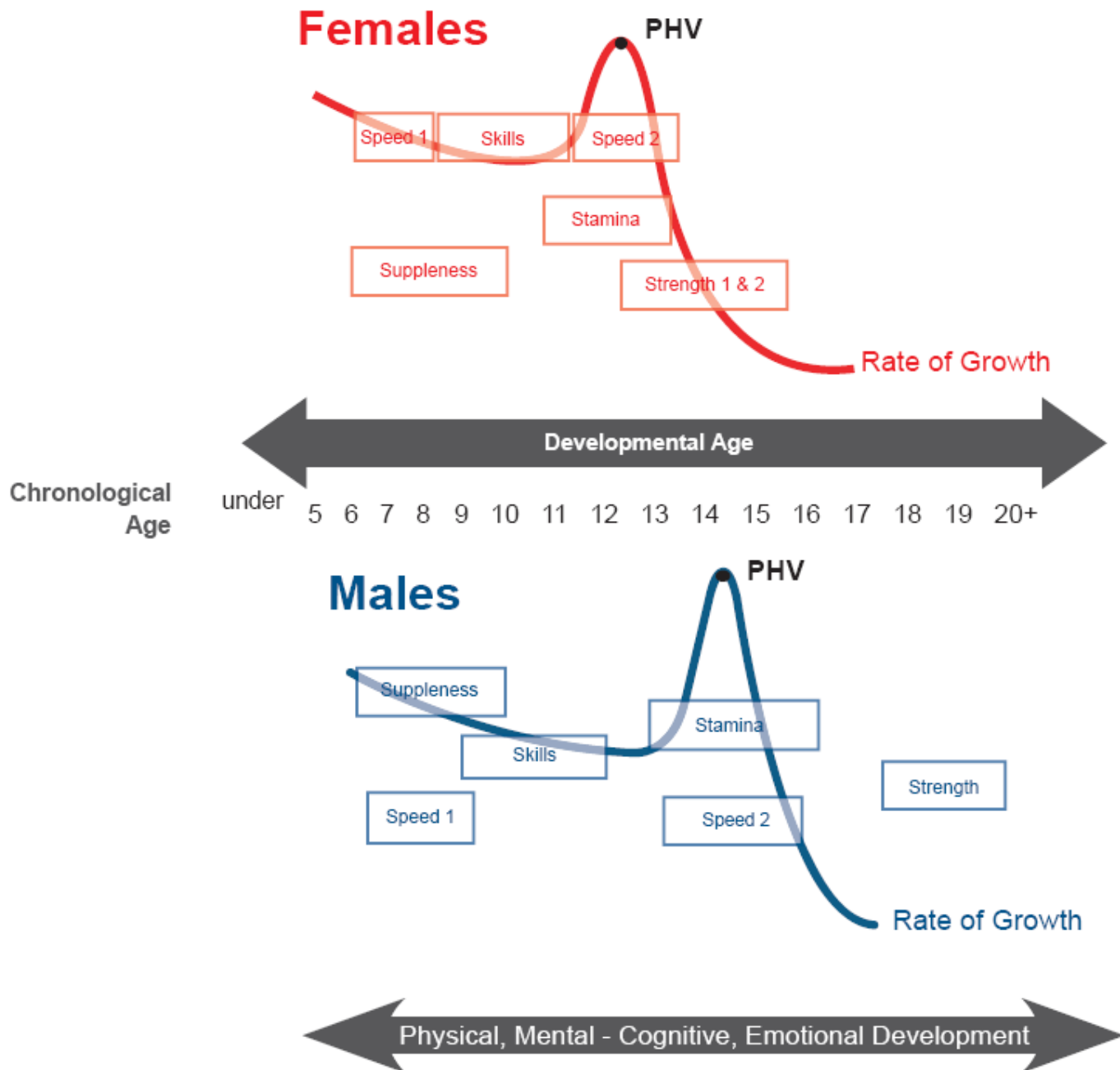


Figure 8 PacificSport - Optimal Windows of Trainability (Balyi and Way, 2005)



All Systems Are Always Trainable!

GUIDELINES FOR THE TRAINING OF ATHLETIC ABILITIES

Athletic Abilities	F	PRE-GROWTH SPURT					GROWTH SPURT			POST-GROWTH SPURT							
		6 yrs	7 yrs	8 yrs	9 yrs	10 yrs	11 yrs	12 yrs	13 yr	14 yrs	15 yrs	16 yrs	17 yrs	18 yrs	19 yrs	20yr+	
		Fundamentals			Learn to Train			Train to Train			Train to Compete		Compete to Win/Active for Life				
	M	PRE-GROWTH SPURT						GROWTH SPURT			POST GROWTH SPURT						
6 yrs		7 yrs	8 yrs	9 yrs	10 yrs	11 yrs	12 yrs	13 yr	14 yrs	15 yrs	16 yrs	17 yrs	18 yrs	19 yrs	20yr+		
		Fundamentals					Learn to Train			Train to Train			Train to Compete		Compete to Win/Active for Life		
Agility/Balance/ Coordination	F	☺					☺										
	M	☺					☺										
Flexibility	F	☺										☺					
	M	☺										☺					
Speed of limb movement – short intense bursts	F	☺			☺												
	M	☺			☺												
Basic Techniques	F	Introduce		☺					☺								
	M	Introduce			☺					☺							
Anaerobic Speed efforts of 8 sec or less – Fast FUN	F	▨	☺								☺						
	M	▨	☺										☺				
Aerobic Endurance – FUN Fitness	F	☹				Introduce		☺			☺						
	M	☹					Introduce		☺			☺					
Tactics and Decision-making	F	☹			▨		Introduce		☺								
	M	☹			▨		▨		Introduce		☺						
Aerobic Power	F	☹					Introduce			☺				☺			
	M	☹						Introduce			☺			☺			
Strength- Endurance	F	☹					Introduce		☺				☺				
	M	☹							Introduce		☺			☺			
More Advanced Techniques	F	▨	▨	▨	▨	▨	▨	Introduce		☺				☺			
	M	▨	▨	▨	▨	▨	▨	Introduce		☺			☺				
Speed-Endurance	F	☹						Introduce		☺		☺					
	M	☹								Introduce		☺		☺			
Maximum Strength	F	☹							Introduce		☺			☺			
	M	☹									Introduce			☺		☺	
Speed-Strength (muscle power)	F	☹							Introduce		☺					☺	
	M	☹									Introduce			☺		☺	

Legend: ☹ Should be avoided ▨ Not a priority □ Introduce ☺ Optimal training age ☹ Coach should individualize for the athlete

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Ian Hall, General Manager, Planning and Community Development

SUBJECT: **PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT - 2018 Q4 / YEAR-END REPORT**

RECOMMENDATION

THAT the report titled Planning and Community Development Department - 2018 Q4 / Year-End Report be received.

BACKGROUND

The purpose of this report is to provide an update on activity in the Planning and Community Development Department for the Fourth Quarter (Q4) and 2018 Year-End: October 1 to December 31, 2018.

The report provides information from the following divisions: Planning & Development, Building, Ports & Docks, Facility Services & Parks, Corporate Sustainability, Recreation & Community Partnerships, and Pender Harbour Aquatic & Fitness Centre.

PLANNING AND DEVELOPMENT DIVISION

Regional Planning [500]

Key projects in Q4 included:

- Dialogue with Vancouver Coast Health, member municipalities and other key organizations about opportunities to access recently-announced childcare grants. Staff are striving to identify ways SCRD can assist, within the regional district model, Coast initiatives to enhance childcare availability and access. Although SCRD does not have a service for childcare, a role providing data or leveraging an SCRD facility may be a fit.
- Members of the Planning and Infrastructure management team met with colleagues from Member Municipalities and shíshálh Nation to discuss regional coordination of development on the Sunshine Coast and impacts on development servicing requirements. Additional meetings are expected.

Rural Planning [504]

Key projects in Q4 included:

- Zoning Bylaw 310 Review – Two public workshops were held in Q4, both of which were well attended and feedback was received which can define next steps, including focus group conversations and a planned questionnaire. The questionnaire is under development and is expected to go live in Q1 2019. Staff continue to work with consultants (The Arlington Group) to examine all parts of Zoning Bylaw 310 to identify opportunities for improvement.
- Short Term Rental Accommodations – Proposed zoning amendment bylaws to regulate short term rental accommodation received first reading in October. Agency referrals have been completed. The topic was discussed at Zoning Bylaw 310 review workshops in Q4 and additional Public information meetings are planned for Q1 2019.
- Temporary Housing Pilot Project – A report outlining project potentials was presented to PCDC in Q3 2018. A follow up report with an implementation plan and bylaw amendments is expected in Q1 2019.
- Planning staff took steps to improve subdivision application processes relating to frontage waivers. Improvements include adding a frontage check to the subdivision application form, expanding and clarifying wording contained in the subdivision approval conditions regarding frontage waivers. Frontage waiver applications have also been incorporated into the Prospero application management system used internally to track the receipt and progress of applications. Further process improvements may be considered as part of a future review of Planning and Development Procedures and Fees Bylaw No. 522.

- Suncoaster Trail Phase 2 – Trail planning for Suncoaster Phase 2 advanced in Q4 2018. An information meeting was held where proposed trail alignment was displayed and members of the public and trail users were able to review alignment and provide ideas for staff and consultant from Diamond Head to review. Feedback has been used to refine sections of the trail. Staff have also met with stakeholders and focus groups to further explore the route and alignment options. A final report will be presented to Committee in 2019.
- A new Policy for Geo-Hazard Acceptability in Development Approval was approved. Additional information respecting existing buildings within a new subdivision was gathered, and is shared here for the Committee's information:
 - If a new subdivision involves lands that are exposed to geo-hazards, a Development Permit (DP) is required at the subdivision stage and may be required at the individual building stage of the development.
 - A DP at the subdivision stage examines the land of the subdivision as a whole and ensures there are safe building sites in all lots of the subdivision with adequate setbacks from features such as creeks, shoreline or top of banks.
 - A further DP may be required at the individual building stage if the proposed new building site is within a Development Permit Area involving geo-hazards.
 - As a new subdivision makes more lands available for building and development that are potentially exposed to geo-hazards, both the subdivision as a whole and each individual new building should be subject to the highest geo-technical standards as indicated in the Policy, regardless of the size of the new buildings.
 - An existing building within a subdivision may not be in the most suitable location in terms of protection from geo-hazards. However it should be allowed to remain in place if no change or only renovation or small addition is proposed, because the existing building is already exposed to the same hazards on the land, and does not create new density or expose more development to hazards. The subdivision DP will examine the land to ensure there is a suitable location to re-build it on in the future. If the proposed location is within a Development Permit Area involving geo-hazards, a further DP will be required for the re-development of the existing building.

OPERATIONS

Development Applications Statistics

Applications Received	Area A	Area B	Area D	Area E	Area F	Areas B, D, E, F	Q4 2018	2018 Total
Development Permit		1			3		4	30
Development Variance Permit	1		1		1		3	14
Subdivision	2		1				3	25
Rezoning/OCP	1*					1*	2	18
Board of Variance							0	1
Agricultural Land Reserve							0	0
Total	4	1	2	0	4	1	12	88

*SCRD Short Term Rental Accommodation Bylaw 337.118 and 310.184

There were 12 Development Applications received in Q4 2018 compared to 22 in Q4 2017.

- The 2018 total for Development Applications was 88.
- The 2017 total for Development Applications was 80.
- The 2016 total for Development Applications was 57.
- The 2015 total for Development Applications was 51.

Provincial and Local Government Referrals

Referrals	DoS	ToG	SIGD	Isld Trst	SqN	Province	Other*	Q4 2018	2018 Total
Referrals						5	1	6	24

*LCRB Referral

There were 6 Referrals received in Q4 2018 compared to 5 in Q4 2017.

- The 2018 total for Referrals was 24.
- The 2017 total for Referrals was 36.
- The 2016 total for Referrals was 34.
- The 2015 total for Referrals was 48.

Building Permit Reviews Completed by Planning Staff

BP Review	Area A	Area B	Area D	Area E	Area F	Q4 2018	2018 Total
Building Permit Reviews by Planning	10	12	13	10	8	53	254

There were 53 Building Permit Reviews completed in Q4 2018 compared to 58 in Q4 2017.

- The 2018 total for Building Permit Reviews was 254.
- The 2017 total for Building Permit Reviews was 241.
- The 2016 total for Building Permit Reviews was 293.
- The 2015 total for Building Permit Reviews was 215.

Development Applications Revenue

Revenue Stats	Area A	Area B	Area D	Area E	Area F	Q4 2018	2018 Total
DP		\$500			\$1,727	\$2,227	\$14,677
DVP	\$500		\$500		\$500	\$1,500	\$8,150
Subdivision	\$1,565		\$865			\$2,430	\$25,215
Rezoning/ OCP						\$0	\$20,360
BoV						\$0	\$1,000
ALR						\$0	\$0
Total	\$2,065	\$500	\$1,365	\$0	\$2,227	\$6,157	\$69,402

Development Applications revenue was \$6,157 in Q4 2018 compared to \$16,715 in Q4 2017.

- The 2018 total for Development Applications revenue was \$69,402.
- The 2017 total for Development Applications revenue was \$63,360.
- The 2016 total for Development Application revenue was \$54,505.

BUILDING DIVISION

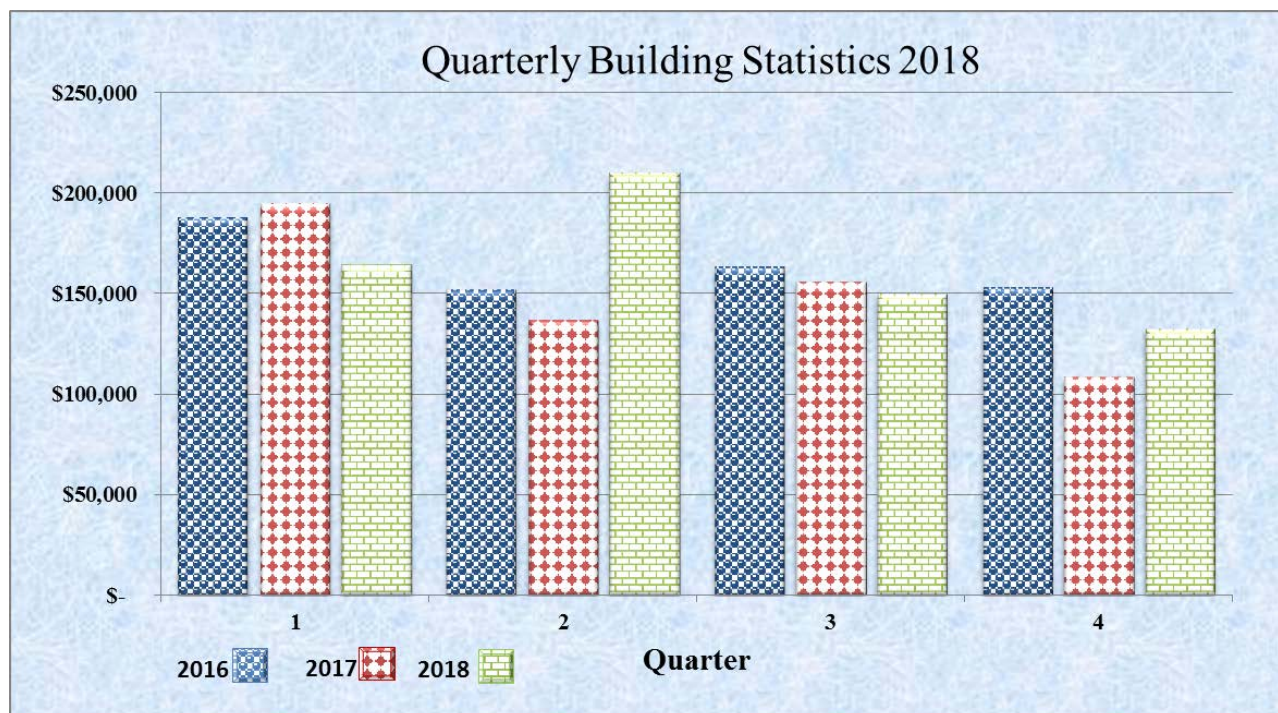
Building staff are preparing for the implementation of the updated BC Building and Plumbing Codes which came into effect on December 10, 2018. Any building permit applied for after that date will need to meet the new requirements.

The 2018 BC Building and Plumbing Code includes most of the 2015 National Code requirements and some variations specific to British Columbia. Some important BC-specific code changes introduced in the 2018 BC Building Code include:

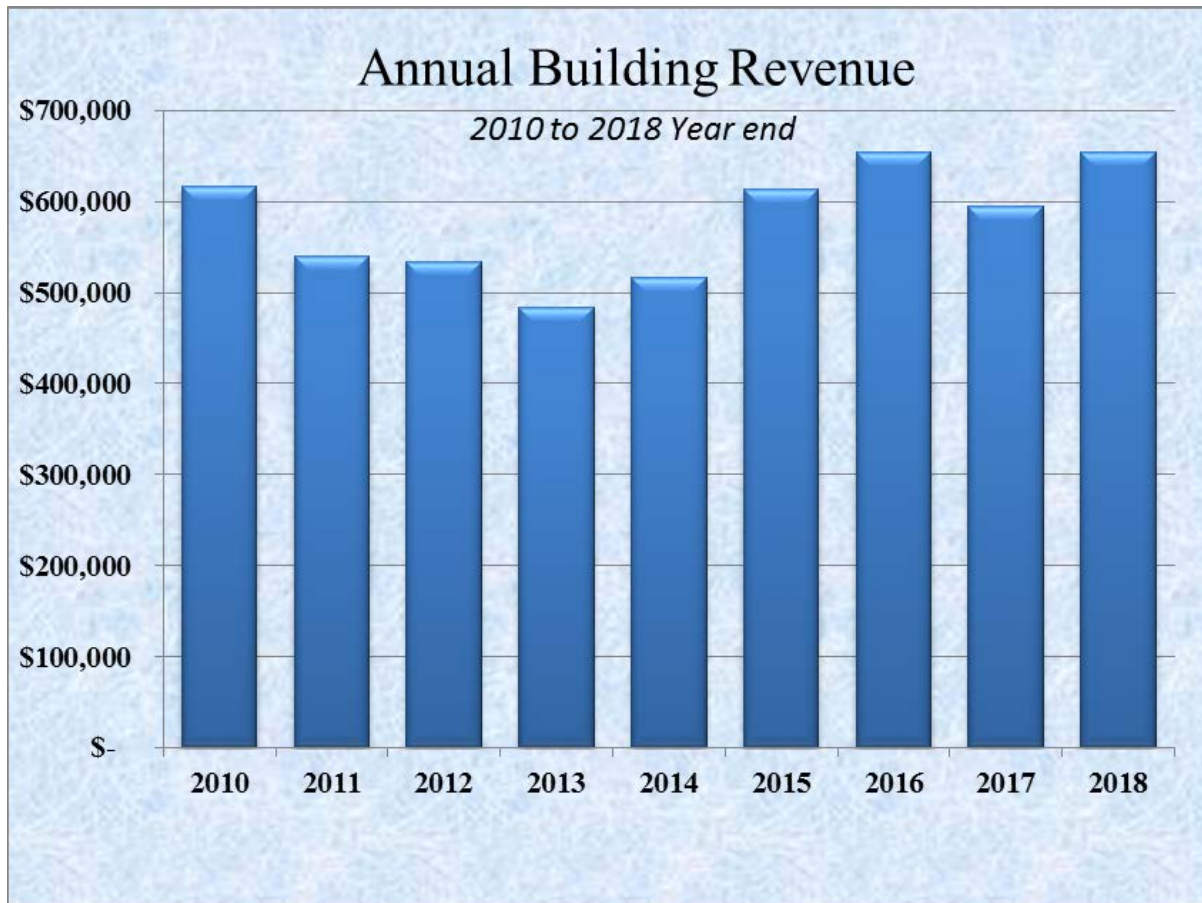
- Increasing building accessibility for persons with disabilities.
- Updating radon data, based on recent studies.
- Increased minimum dimension for stair treads in residential buildings.

SCRD Building Officials attended mandatory code change training November 28-30, 2018.

Quarterly Building Statistics Comparison 2016 – 2018



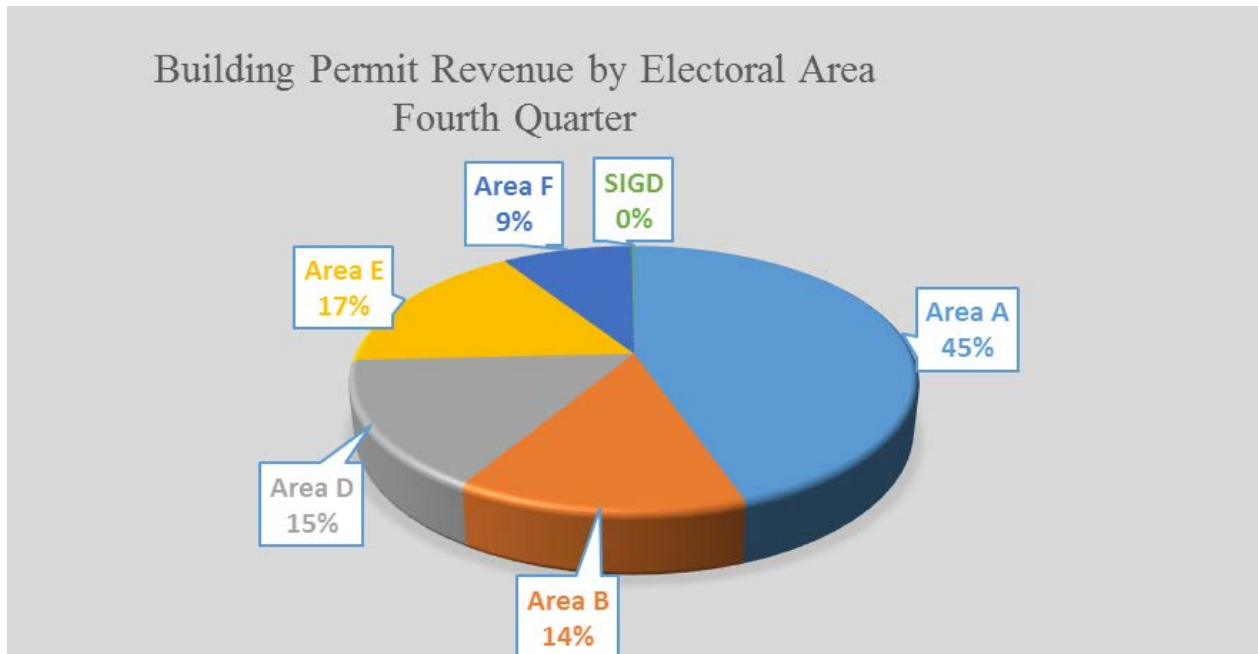
Annual Building Revenue Comparison 2010 – 2018 year end



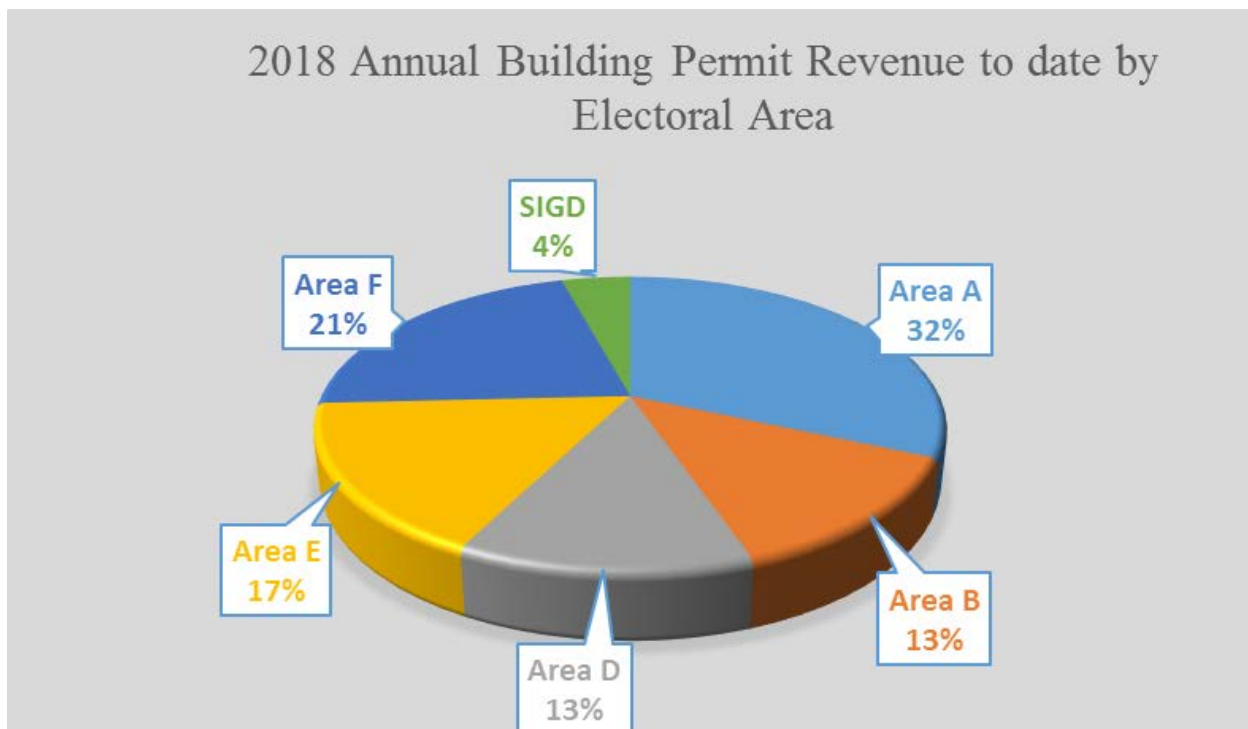
Quarterly Value of Construction Yearly Comparison 2017 - 2018



Building Permit Revenue by Electoral Area – Q4 2018



Building Permit Revenue by Electoral Area - 2018 Annual



PORTS AND DOCKS DIVISION

OPERATIONS

Q4 work, some identified from earlier inspections, included:

- Wheel replacement on gangway at Eastbourne
- Minor repairs at Hopkins Landing
- Underwater float inspections were conducted at Halkett Bay and Keats Landing in November to investigate issues related to listing floats. Both floats require flotation repairs. This work is being designed for completion in Q1 2019.

Winter storms in December resulted in some reported damage to the older float at Gambier Harbour. Inspection and repairs will take place early in 2019.

PORTS MONITORS (POMO) COMMITTEE

The POMO approach of “eyes on the dock” to identify condition, maintenance or operation issues provided useful feedback during Q4 that enables SCR D to respond to issues more quickly and more efficiently.

A number of updates were published to POMO representatives in Q4 providing updates on maintenance and repairs, service interruptions, capital project planning and the 2019 budget process.

Ports capital project update was provided to POMO in December 2018.

MAJOR PROJECTS

- Ports load ratings and safety assessment contract was awarded to Herold Engineering in Q4.
- Ports Engineering Service for 2018 capital projects was awarded to KLA Engineering in Q4.
- Ports Maintenance and Minor Repair contract RFP 18 354 bid process was undertaken in Q4.

FACILITY SERVICES DIVISION

Building Maintenance [313]

Building Maintenance Tickets	Oct 1 – Dec 31
Tickets received	64
Tickets resolved	78
Open (unresolved) tickets as of Dec 31 st	14

Recreation Facilities [613]

Gibsons and Area Community Centre

- Replace leaking refrigeration system valve.
- Replace boiler damper actuator.
- Replace failed roof top HVAC unit #9.
- Repair domestic water pressure reducing valve.
- Repairs to roof top HVAC unit #3.
- Ongoing routine preventative maintenance.

Sechelt Aquatic Centre

- Reprogram hot tub jet pump onto a different DDC control module.
- Replace sauna heating elements.
- Replace leisure pool UV light.
- Shut down/drain solar thermal heating system for winter.
- Ongoing routine preventative maintenance.

Sunshine Coast Arena

- Replace failed septic pump.
- Purchased small floor scrubber (per capital plan).
- Troubleshooting and repairs to Zamboni by fleet maintenance and contractor.
- Annual fire safety system inspections completed by contractor.
- Continued work with WorkSafeBC and Technical Safety BC to address regulatory orders.
- Ongoing routine preventative maintenance.

Gibsons & District Aquatic Facility

- Main pool heat exchanger actuator valve replaced.
- Replace a portion of tots pool circulation plumbing.
- Installed makeup water supply line to tots pool.
- Continued work with WorkSafeBC and Technical Safety BC to address regulatory orders.
- Ongoing routine preventative maintenance.

PARKS DIVISION

Cemeteries [400]

Q4 Statistics – Oct 1 to Dec 31

	2018 Q4	2017 Q4	2018 Q4	2017 Q4
Service	Burials	Burials	Cremations	Cremations
Plots Sold	2	4	0	4
Niches Sold	N/A	N/A	1	2
Interments	1	3	1	7
Inurnments (Niche)	N/A	N/A	0	0

Yearly Statistics – 2018 vs 2017

	2018	2017	2018	2017
Service	Burials	Burials	Cremations	Cremations
Plots Sold	21	12	9	11
Niches Sold	N/A	N/A	7	7
Interments	6	14	22	20
Inurnments (Niche)	N/A	N/A	5	2

- Planting completed to reduce road noise and provide additional privacy in area where trees were removed by MOTI.
- Tree management work was completed in Q4. Signage and web notices promoted visitor awareness to ensure safety and manage expectations of a serene environment.

Parks [650]

PROJECTS

Parks, Trails and Beach Access

- Trail clearing and inspections took place in areas D, E and F.
- Katherine Lake campground closed down and facilities were winterized.
- Sprockids Park had trail inspections completed and repair / removal of any unsafe structures.
- New gates were installed at the Shirley Macey Dog Park.
- New fencing and gates were installed at the Shirley Macey water park.
- Material for stair and railing replacement was airlifted up Soames Hill to conduct capital replacement work in 2019.
- Road maintenance was done at Cliff Gilker and Conner Parks.
- Tree inspection and management work took place at the following areas:
 - John Daley Park
 - Cliff Gilker Park
 - Shirley Macey Park
 - Maryanne West Park
 - Pender Field
 - Gambier Island
 - Keats Island

Sports Fields

Number of bookings per sports field in 2018 Q4 compared to 2017 Q4 bookings:

Sports Field	2018 Q4 Bookings	2017 Q4 Bookings
Lions Field	52	41
Cliff Gilker	235	179
Connor Park	87	98
Maryanne West	84	26
Shirley Macey Park	173	105

Number of annual bookings per sports field – 2018 vs 2017 bookings:

Sports Field	2018 Bookings	2017 Bookings
Lions Field	104	126
Cliff Gilker	802	656
Connor Park	459	532
Maryanne West	114	164
Shirley Macey Park	508	372

- Shirley Macey, Cliff Gilker and Conner fields were aerated and sanded in Q4.
- Maryanne West was booked primarily by the Sunshine Coast Youth Soccer Association (SCYSA) to maintain backup practices in case Shirley Macey fields were closed.
- SCYSA booked more times at Cliff Gilker than in previous years, citing that the central location works best for both local and off-site residents.

Community Halls

Number of bookings in Community Halls in 2018 Q4 compared to 2017 Q4 bookings:

Community Hall	2018 Q4 Bookings	2017 Q4 Bookings
Eric Cardinal	38	56
Frank West Hall	38	44
Coopers Green	25	32
Chaster House	44	47

- Community Halls had the floors waxed and polished as per preventive maintenance schedule.
- Septic tanks were pumped out at Cliff Gilker, Chaster House, Goodwin House and Eric Cardinal Hall.
- RFP for construction was issued for the new roof for Frank West Hall / Cliff Mahlman.

Dakota Ridge [680]

- 25 trail hosts and 10 groomers participated in onsite orientation session in December.
- Facility opened one week late due to low snow. Staff and volunteers worked together to have the facility operational for the Holiday season.
- The Dakota Ridge Nordics (a community volunteer program) has 108 children registered in their nationally certified learning to ski program which takes place on Sundays starting in January.

RECREATION AND COMMUNITY PARTNERSHIPS DIVISION

Project Highlights

- Two *One Goal* programs delivered for 3-5 year olds successfully reached maximum registration of 20 participant per program. In addition, two *Ready Set Skate* programs also reached maximum participation.
- *Coed Adult - Learn to Play* hockey was offered with 14 registered participants.
- The annual *Winter Wonderland* skate was held on Monday December 24th. Approximately 200 skaters participated.
- Sunshine Coast Minor Hockey hosted two tournaments in Q4 with games scheduled in both arenas.
- Unifor Local 1119 held their annual Santa Skate on December 15th. Up to 200 skaters participated.

Gibsons and District Aquatic Facility

Admissions and Program Registrations

GDAF	Q4 2018	Q4 2017
Admission Visits	5027	2779
Program Registrations	768	0

This represents an increase of 2,248 during the period of October – December. In 2017 the facility was closed in September for the repair and install of the Hot tub.

In 2017 there were no Fall programs offered due to the extended closure of the facility for the Hot Tub repairs.

These numbers include 460 L.I.F.E Admissions for those requiring participation assistance for 2018.

2018 Annual Totals:

Admission Visits 16,038
Program Registrations 4,001

2017 Annual Totals:

Admission Visits 10,814
Program Registrations 3,312

Gibsons and Area Community Centre

Admissions and Program Registrations

GACC	Q4 2018	Q4 2017
Admission Visits	32,095	30,621
Program Registrations	2,962	2,170

This represents an increase of 1,474 admission visits in the October - December 2018 period. This increase is primarily due to improved and more accurate tracking of actual numbers with respect to facility rental totals.

Included in this admission total are 412 L.I.F.E admissions for those requiring participation assistance for 2018 and arena facility rental attendance.

Program registration increase of 792.

2018 Annual Totals:

Admission Visits 96,421
Program Registrations 7,950

2017 Annual Totals

Admission Visits 85,702
Program Registrations 6,383

Sunshine Coast Arena

Admissions and Program Registrations

SCA	Q4 2018	Q4 2017
Admissions	14,803	8,975
Program Registrations	519	412

This represents an increase of 5,828 admission visits in the October – December 2018 period. In 2017 the facility Fall season opening was delayed due to the water shortage.

Included in this total are 80 L.I.F.E admissions for those requiring participation assistance for 2018.

2018 Annual Totals:

Admission Visits 30,149
Program Registrations 922

2017 Annual Totals

Admission Visits 18,965
Program Registrations 739

Sechelt Aquatic Centre

Admissions and Program Registrations

SAC	Q4 2018	Q4 2017
Admission Visits	41,983	41,961
Program Registrations	4,749	5,423

This represents an increase of 22 admission visits in the October - December 2018 period.

Included in this total are 2,384 L.I.F.E. admissions for those requiring participation assistance for 2018.

Program registration decrease in part due to no private lessons in 2018 and Swim Fit was a registered program in 2017 but became a drop in program in 2018.

2018 Annual Totals:

Admission Visits 153,545
 Program Registrations 14,168

2017 Annual Totals

Admission Visits 148,224
 Program Registrations 16,138

Pender Harbor Aquatic and Fitness Centre

Admissions and Program Registrations

PHAFC	Q4 2018	Q4 2017
Admission Visits	3,767	3,385
Program Registrations	1,705	1,452

This represents an increase of 382 visits for the October - December 2018 period.

Included in this total are 83 L.I.F.E admissions for those on low income for 2018.

Program registrations increase due in part to larger enrollment in the Swim Lessons as well as the some of the workshops included in the Elevating Your Workout series.

2018 Annual Totals:

Admission Visits 13,194
 Program Registrations 5,404

2017 Annual Totals

Admission Visits 11,662
 Program Registrations 3,972

Reviewed by:			
Manager	X- A. Allen X- D. Cole X- K. Preston X- K. Robinson X- A. Whittleton	Finance	
GM	X – I. Hall	Legislative	
CAO	X – J. Loveys	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: LCRB ENDORSEMENT APPLICATIONS FOR LOUNGE AND PICNIC AREA - SUNDAY CIDER COMPANY (ELECTORAL AREA E)

RECOMMENDATIONS

THAT the report titled LCRB Endorsement Applications for Lounge and Picnic Area - Sunday Cider Company (Electoral Area E) be received;

AND THAT SCRD respond to LCRB indicating support for the proposed Lounge and Picnic Area Endorsements.

BACKGROUND

SCRD received a request from Sunday Cider Company to review its applications to the BC Liquor and Cannabis Regulation Branch (LCRB) for endorsement of a food and beverage lounge and a picnic area. Supporting information was provided by the applicant (Attachment A).

Through these applications, the local government is asked to provide a resolution or comment on public input from the community within the immediate vicinity of the establishment, location, capacity and operation of the establishment, impact on nearby residents and the community, as well as compliance with local zoning bylaw and land use policies.

LCRB requests local governments to conduct public consultation when considering endorsement applications. The local government can choose what consultation methods to use. There is an option for local governments not to conduct consultation and to have LCRB conduct their own process. In this case, since the proposed development complies with the Elphinstone Official Community Plan (OCP), Zoning Bylaw No. 310 and Agricultural Land Commission policies, consultation with the Elphinstone Advisory Planning Commission and the Agricultural Advisory Committee is considered a suitable method for gathering input from the community. SCRD has used this approach on similar provincial referrals and it is acceptable to the LCRB. SCRD Procedures and Fees Bylaw No. 522 does not stipulate an additional process for notification to neighbouring residents for applications that are compliant with the OCP and zoning bylaw.

The purpose of this report is to provide information and an analysis of the applications from the SCRD's perspective and confirm direction on the requested endorsements. An application summary, a location map and an aerial photo are provided below.

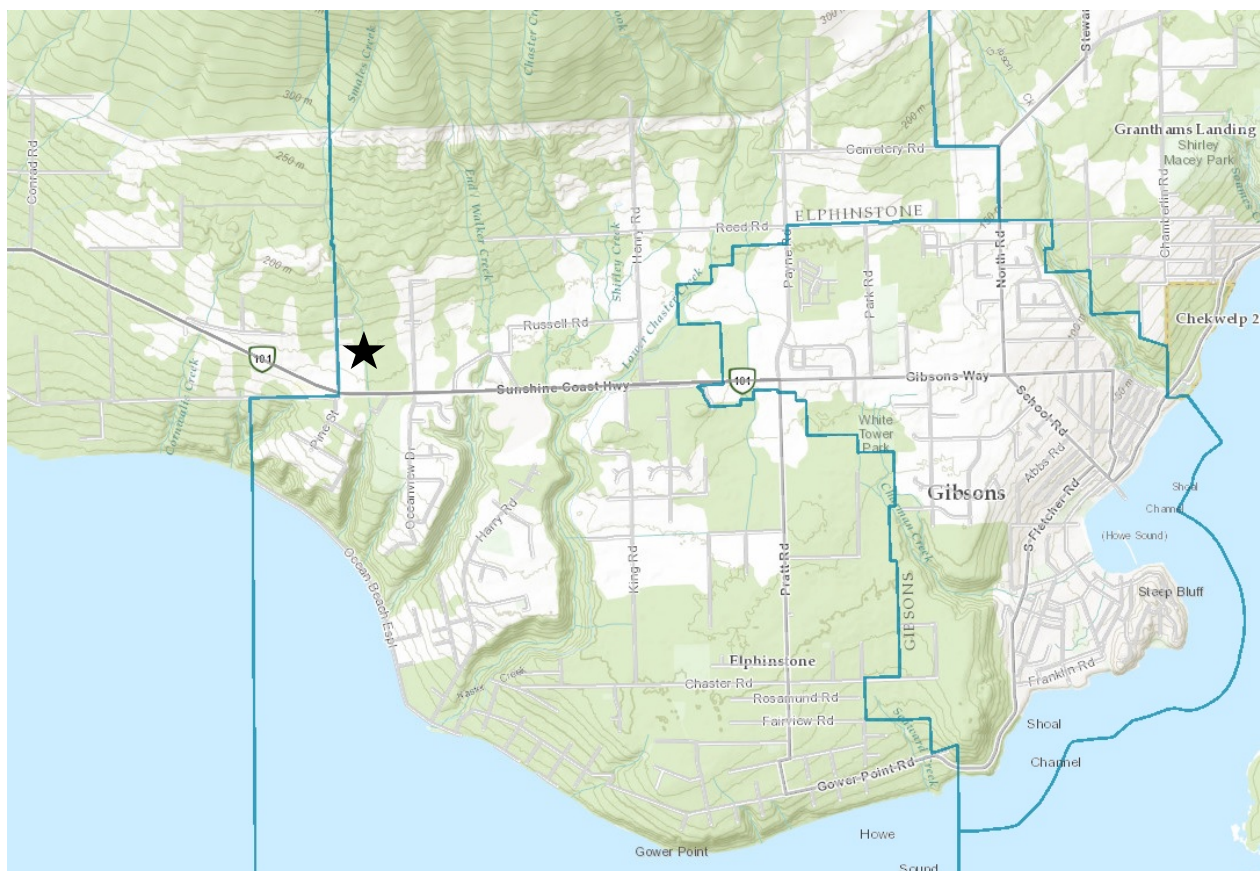
Staff Report to Planning and Community Development Committee - February 7, 2019
LCRB Endorsement Applications for Lounge and Picnic Area - Sunday Cider Company
(Electoral Area E)

Page 2 of 10

Application Summary

Owner / Applicant:	Sunday Cider Company Ltd.
Civic Address:	1632 Sunshine Coast Highway
Legal Description:	Block 3 District Lot 903 Plan 3877; Block E except part in Statutory Right of Way Plan 18688, District Lot 903 Group 1 New Westminster District Plan 5758
Electoral Area:	Area E (Elphinstone)
Parcel Area:	8.35 hectares
OCP Land Use:	Agricultural A and Rural Residential
Land Use Zone:	AG (Agriculture)
Other land use:	Agricultural Land Reserve
Application Intent:	Food and beverage service lounge and picnic area endorsements

Location Map



Aerial Photo

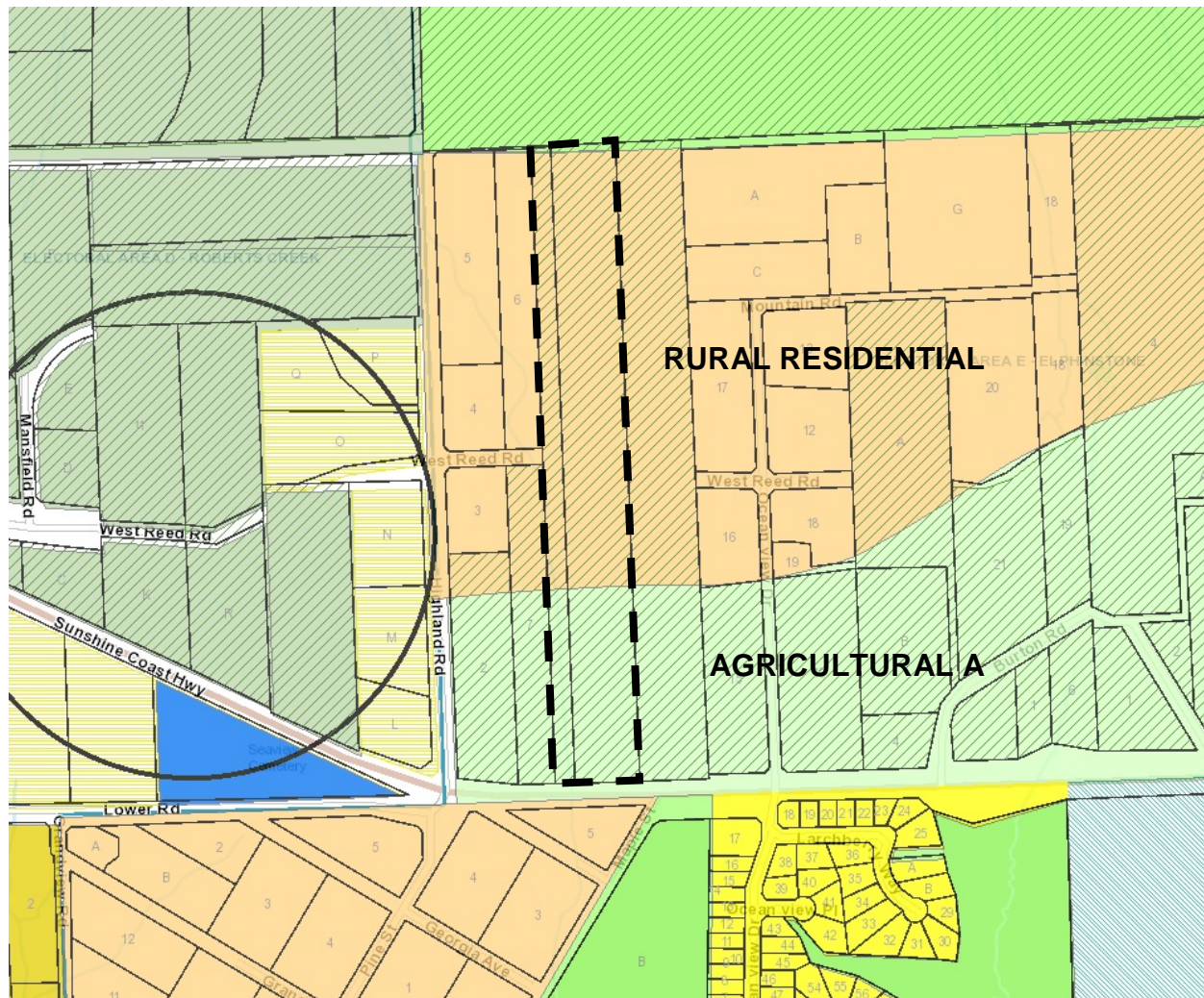


DISCUSSION

SCRD OCP and Zoning Bylaw

As indicated in the map below, the site is designated both Agricultural A and Rural Residential in the Elphinstone Official Community Plan. Agricultural activities are the primary land use intended for the Agricultural A designation while they are also permitted in the Rural Residential designation. Marketing of agricultural products grown on site is also permitted in accordance with the zoning bylaw.

OCP Land Use Map



The site is zoned AG (Agriculture) which permits a range of agricultural uses, cidery and food and beverage service lounge auxiliary to a cidery. A food and beverage service lounge is limited to a floor area of 100 m², an indoor seating capacity of 30 and an outdoor area of 50 m².

Sunday Cider Company Ltd. is proposing a food and beverage service lounge with an indoor floor area of 100 m² and an outdoor patio of 50 m² (Floor Plan – Attachment A). The indoor area includes seating space for 30 persons, a kitchen, a bar, retail space, washrooms and a mechanical room. The outdoor area also has a seating capacity for 30 persons. The proposed use and size and capacity of the lounge meet requirements of the zoning bylaw.

ALC Policies and LCRB Regulations

Sunday Cider has received an Approval in Principle from LCRB for a cider production facility and is in the process of planting an apple orchard on 8 acres of land on the property. The

property is located within the Agricultural Land Reserve (ALR). A cidery is permitted in both the AG zone and the ALR lands.

The SCRD zoning bylaw does not provide specific regulations for picnic areas associated with an alcohol production facility in the AG zone. However, policies of the Agricultural Land Commission (ALC) permit picnicking on an open air area of a farm where visitors can consume alcohol product purchased from the farm if the facility has a picnic area endorsement from the LCRB.

LCRB regulations restrict a picnic area to 1000 m² and a capacity of 30 persons. The proposed picnic area at Sunday Cider is located south of the food and beverage service lounge, and its size and capacity appear to comply with these regulations. There are also other LCRB regulations for the picnic area, for example, opening hours may be from 9 a.m. to half an hour after sunset, the area must be supervised and indicated by signage, amplified sound is not permitted, and the area must not be used as an overflow area for a lounge.

Site Development Consideration

The food and beverage service lounge is proposed to be located next to the existing cider production facility in an area on the south half of the property which is surrounded by forested areas on all sides. Adjacent parcels are also large, agricultural or rural properties. The physical isolation and buffering of the site can serve as natural barrier to potential noise, visual and other disturbances that could be generated by the facility.

The site is proposed to be accessed through a long driveway off the Sunshine Coast Highway. This approach provides direct access to the site rather than routing through side streets to the west which may potentially have more traffic impact on adjacent properties. However, increased traffic volume to be generated by the proposed facility may impact this access point off the Sunshine Coast Highway. The applicant indicates that the Ministry of Transportation and Infrastructure (MOTI) has reviewed the proposal and has no concerns with the access.

The applicant indicates that over 34 parking spaces can be located on site with extra space for overflow parking. This can accommodate the maximum total capacity of the facility for 90 customers, including 30 for the indoor lounge, 30 for the outdoor area and 30 for the picnic area. Staff note that this exceeds zoning bylaw parking requirement of 30 spaces (0.33 space per seat) for a restaurant with the same seating capacity of 90 persons.

The applicant intends to limit operating hours to minimize potential disturbance to neighbours. The operating hours of the lounge are proposed to be Wednesday to Sunday, 11 a.m. to 8 p.m. between April to September, and 12 p.m. to 7 p.m. between October to March.

A type 2 wastewater treatment system specific to cidery use has been installed on site and a letter of certification for the system from Vancouver Coastal Health has been provided to SCRD.

The applicant plans to deploy water conservation methods for both cider production and orchard cultivation. Water is not an ingredient in cider, but rather apple juice. Municipal water will be mainly used to clean the cider production tanks. The applicant has a water license to a creek on

the property. Creek water will be used for orchard irrigation and rinsing of apples during processing.

APC and AAC Comments

Both the Elphinstone Advisory Planning Commission and the Agricultural Advisory Committee recommend support for the proposed endorsements.

STRATEGIC PLAN AND RELATED POLICIES

The review of the application meets the Strategic Plan Value of Transparency.

The applications are aligned with the Elphinstone OCP and Zoning Bylaw No. 310.

CONCLUSION

Sunday Cider's applications to the LCRB for a food and beverage service lounge endorsement and a picnic area endorsement is compliant with the zoning bylaw and OCP policies of the SCRD. The proposed development also appears to adhere to ALC and LCRB regulations, and the applicant has consulted MOTI regarding the access point and considered implementing sustainable methods for wastewater treatment and water supply for the facilities.

Staff recommend that the SCRD indicate support of these applications to LCRB.

Attachments

Attachment A – Application Information

Reviewed by:			
Manager	A. Allen	Finance	
GM	I. Hall	Legislative	
CAO	J. Loveys	Other	

ATTACHMENT A

Application Information

Sunday Cider Company
December 6, 2018

ATTENTION:
Sunshine Coast Regional District
1975 Field Rd
Sechelt, BC V0N 3A1



RE: Food and Beverage Lounge Endorsement for Sunday Cider

Sunday Cider is a craft cider company and orchard located in the rural agricultural area of Elphinstone B.C. at 1632 Sunshine Coast Highway. Our focus is on producing premium craft cider using 100% B.C. apples and supporting the local agricultural economy. Sunday Cider strives to be a triple bottom line business. We will work to:

1. Connect people in our community through delicious, locally produced food and cider.
2. Act as responsible stewards of our environment by embracing sustainable agricultural practices and implementing specific sustainability measures on our farm such as rainwater catchment systems.
3. Run a financially sustainable business that provides local employment in the areas of agritourism, cidermaking, food and beverage service, farming and orcharding.

Our beautiful 20+ acre ALR property is home to a number of heritage apple and fruit trees. We're in the process of planting heirloom and cider apple trees on over 8 acres of land. Sunday Cider has received an Approval in Principle from the LCRB for a land based winery license, a tasting room and retail area. Using local tradespeople, we are in the process of converting a small cottage into a cider production facility. We will be fermenting, aging and producing all of our cider on site in this facility.

We would like to build a small food and beverage service lounge to showcase our ciders and serve meals made with food sourced from local farms, bakers and butchers. Not only are we growing our own fruit for our cider, we will also be growing our own greens, herbs and other veggies to serve to our customers. Our food and beverage service lounge will be a place where folks can enjoy a flight of cider or choose from a selection of house made non-alcoholic beverages such as kombuchas and shrubs. We would also like to have a guest tap of local beer or wine to offer guests other beverage options and showcase Sunshine Coast producers. These guest taps will be a small part of our offering and will never exceed 20% of liquor sales. In order to achieve this, we are applying for – and will require – a food and beverage lounge endorsement from the LCRB with the support of the SCRD.

We will take steps to ensure our food and beverage lounge feels like a small, quaint, farm-to-table ciderhouse. Sunday Cider is a family-oriented, farm-based business committed to hiring and sourcing locally and giving back to the community we live in. In our space there will not be bar-like games, a DJ booth, a dance floor, gambling, or karaoke, etc. Cidermaker and owner Clinton McDougall lives onsite with his wife and three young children. He has taken steps to engage the local community in our planning and business development process. He has attended local community meetings in the Elphinstone area, introducing himself and the work he's been doing to plant an orchard and build a ciderhouse.

The proposed Sunday Cider food and beverage lounge will be located in a new building directly adjacent to the production facility with forested areas surrounding on all sides. Because of the location, size and access to the property, the potential for noise or other types of disturbances to neighbours will be minimal. More specifically:

- Access to Sunday Cider is directly off the Sunshine Coast Highway 101. This means customers will not access our site via residential streets.
- The property is over 20 acres and is densely forested on all sides.
- Adjacent properties are also very large and separated from Sunday Cider by forested areas.
- The proposed food and beverage lounge will have a maximum occupancy of 30 people inside and 30 people on the patio. Please see floor plan for more detail.
- No neighbouring houses or structures are within 50 meters from the proposed food and beverage lounge.
- No neighbouring houses or properties are visible from the proposed food and beverage lounge.
- There is ample parking onsite (over 34 stalls in the main parking) plus onsite overflow parking
- Our operating hours are designed to help minimize any potential disturbance to neighbours. Normal business hours in peak season (April - Sept) will be Wednesday - Sunday, 11 am to 8 pm. In the low season (Oct - March) Sunday Cider will be open Wednesday - Sunday from 12 pm - 7 pm.
- We will install signage reminding patrons to act responsibly and to respect our neighbours.

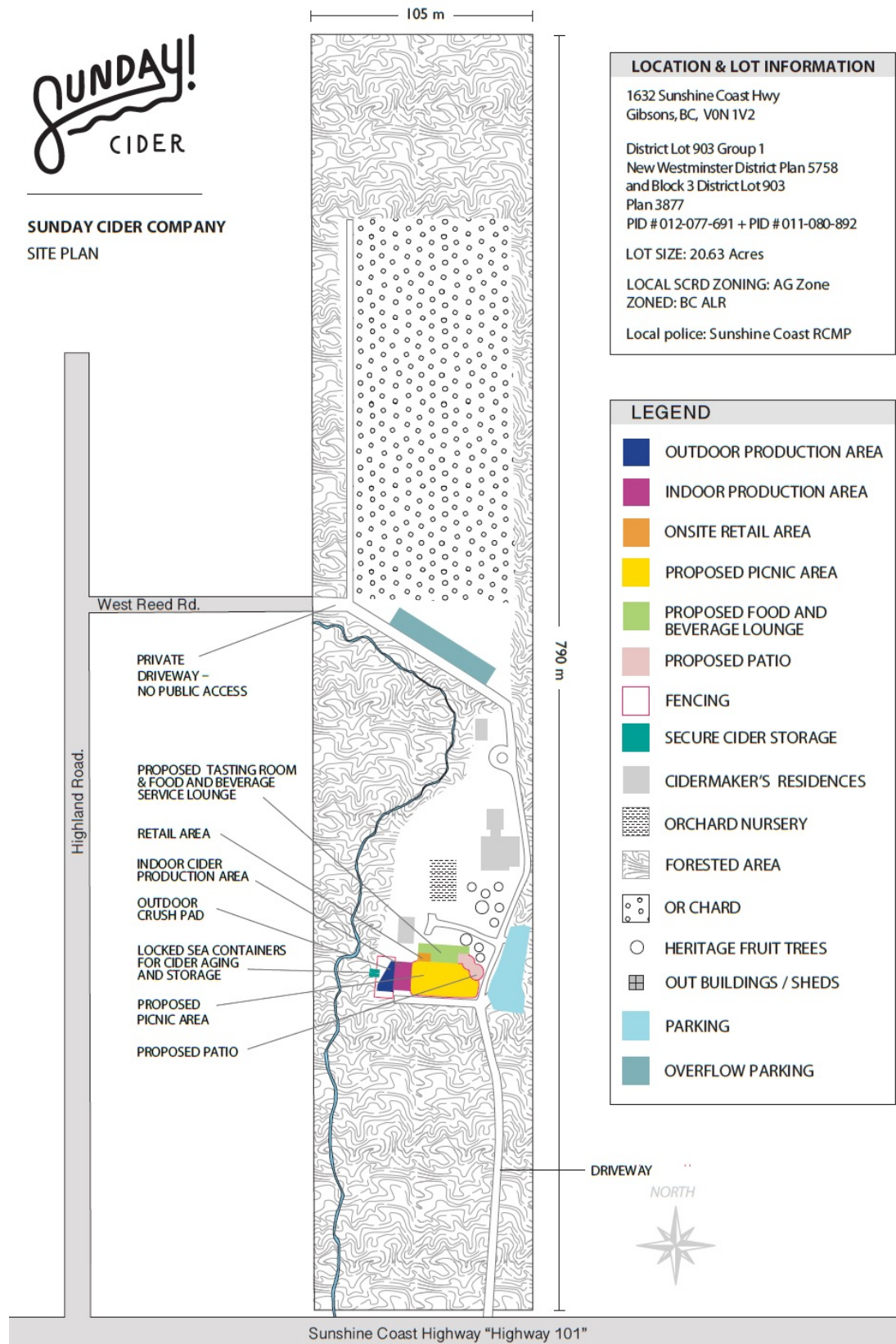
Sunday Cider is a small batch artisanal cider producer. Having a food and beverage lounge endorsement is a critical component to the financial viability of our farm-based business. We take our community responsibilities seriously and will take ongoing measures to ensure our neighbours remain happy with Sunday Cider. We are excited to launch Sunday Cider on the Sunshine Coast and build a community space where locals and tourists alike can experience the delight of local craft cider and farm-to-table food in the very place it's grown.



Clinton McDougall
Owner and Cidermaker at Sunday Cider



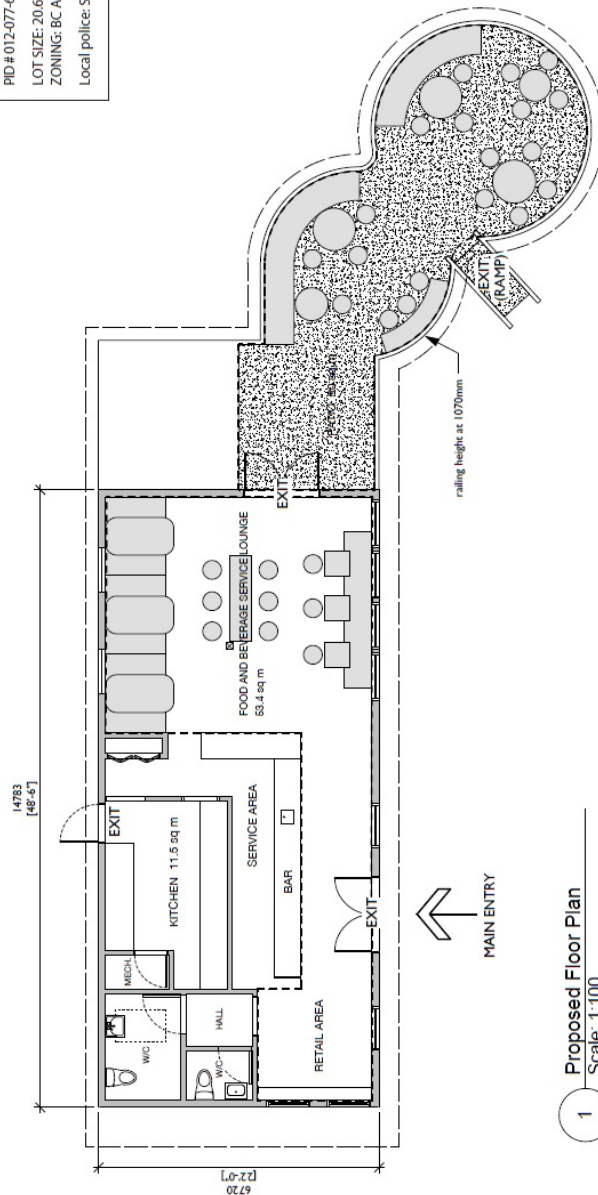
Patrick Connelly
Owner at Sunday Cider





SUNDAY CIDER COMPANY
FLOOR PLAN

LOCATION & LOT INFORMATION
1632 Sunshine Coast Hwy
Gibsons BC, V0N 1V2
District Lot 903 Group 1
New Westminster District Plan 5758
and Block 3 District Lot 903
Plan 3877
PID # 012-077-691 + PID 011-080-992
LOT SIZE: 20.63 Acres
ZONING: BC ALR
Local police: Sunshine Coast RCMP



1 Proposed Floor Plan
Scale: 1:100

Project Information
Building Area: 6.72m x 14.78m = 99.34m²
Max Area per SCR D Zoning Bylaw 1021.7(3)(a)(i) = 100m²
Occupant Load
INTERIOR Occupant Load : 30 persons
(based on "Low Occupant Load" building, ref 3.1.2.6 BCBC 2012)
PATIO Occupant Load : 30 persons
(satisfies 1.2 m²/person, ref 3.1.17.1 BCBC 2012)
OCCUPANT LOAD SHALL BE POSTED PER BCBC 3.1.17.1(2)

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Jonathan Jackson, Senior Planner

SUBJECT: PARK DEDICATION FOR LOT 6 LARGO ROAD SUBDIVISION – ELECTORAL AREA D

RECOMMENDATIONS

1. **THAT the report titled Park Dedication for Lot 6 Largo Road Subdivision – Electoral Area D be received;**
 2. **AND THAT the SCRD accept the following conditions as part of a proposed 13-lot residential subdivision as outlined in Option 1:**
 - a. **maximum statutory 5% park requirement in a combined form of approximately 2.3% land dedication and approximately 2.7% market value monetary contribution towards the SCRD's Future Park Acquisition Reserve Fund; and**
 - b. **donation of additional 8,848 m² of parkland.**
-

BACKGROUND

A subdivision application has been received by SCRD for a 7.57 hectare (18.7 acre) vacant parcel of land known as Lot 6 Largo Road located in Roberts Creek, as shown in Figure 1. The property is within the Residential C land use designation and also the Village Amenity Density Bonus Area as outlined in the Roberts Creek OCP. Current zoning of the property is R2 with Subdivision District E (Table 1). The Village Amenity Density Bonus Area is intended to provide opportunity through a rezoning process for increased density in exchange for the provision of desired community amenity contributions that may include parkland.

The Roberts Creek OCP identifies a future neighbourhood park in this general area of Roberts and Clack Creeks. The applicant wishes to subdivide under the existing zoning and subdivision district. Under the *Local Government Act* requirements for provision of park land or payment for parks purposes (Section 510) this subdivision would be obligated to provide up to 5% of the land area to be dedicated as park or the equivalent, or the balance, provided in a monetary value to the SCRD's Future Park Acquisition Reserve Fund.

The purpose of this report is to provide information on the park requirement options for this application and obtain direction from the Planning and Community Development Committee for moving forward with one of the potential park requirement options for this site.

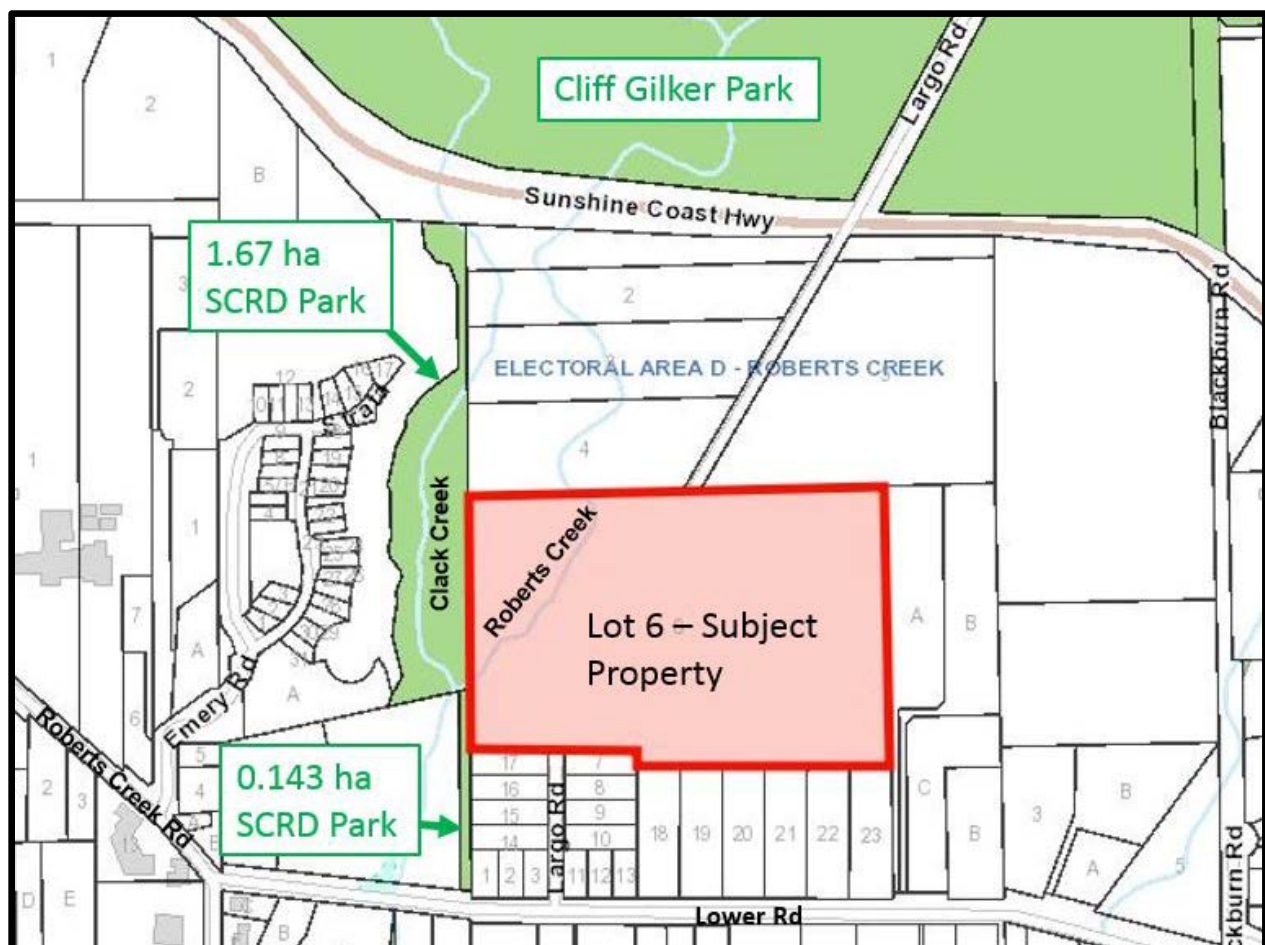


Figure 1 – Location Map of Lot 6, Largo Road

Owner / Applicant:	Largo Road Community Development (Contact: Jim Green)
Legal Description:	Lot 6 Except Portions in Reference Plan 3805 and Plan 9563, 11675 and 12209 Block A District Lot 809 Plan 8503
Electoral Area:	Roberts Creek (D)
Parcel Area:	7.57 hectares (18.7 acres)
OCP Land Use:	Residential C
Zoning:	Land Use: R2 / Subdivision District: E (Average 5,000 square metres)
Application Intent:	<ol style="list-style-type: none"> 1. Subdivide under existing zoning and subdivision district to create 13 lots having a minimum area of 4,000 m² with a 5,000 m² average per lot over the entire subdivision, and contributing a combination of parkland dedication and cash meeting statutory 5% park requirements; and 2. Donate approximately 8,848 m² (≈2.18 acres) or ≈11.7% of the lands, consisting of the area of the property west of Roberts Creek, to the SCRD for park purposes after the subdivision is registered. This would be secured through covenant at the time of subdivision.

Table 1 - Application Summary

DISCUSSION

Analysis

Official Community Plan

While the Residential C land use designation upholds the minimum 5,000 m² parcel size that is permitted under the existing subdivision district, the OCP establishes a Village Amenity Density Bonus Area for which density incentives to provide public amenities can be considered. This property is included in this Bonus Area and eligible for consideration of rezoning; however, the applicant has communicated that this option is not desirable due to considerations such as soil typology on portions of the land and the resulting residential product type.

The OCP further notes a general desired location for a future neighbourhood park site that in part encompasses consideration of land on the subject property, as shown in Figure 2.

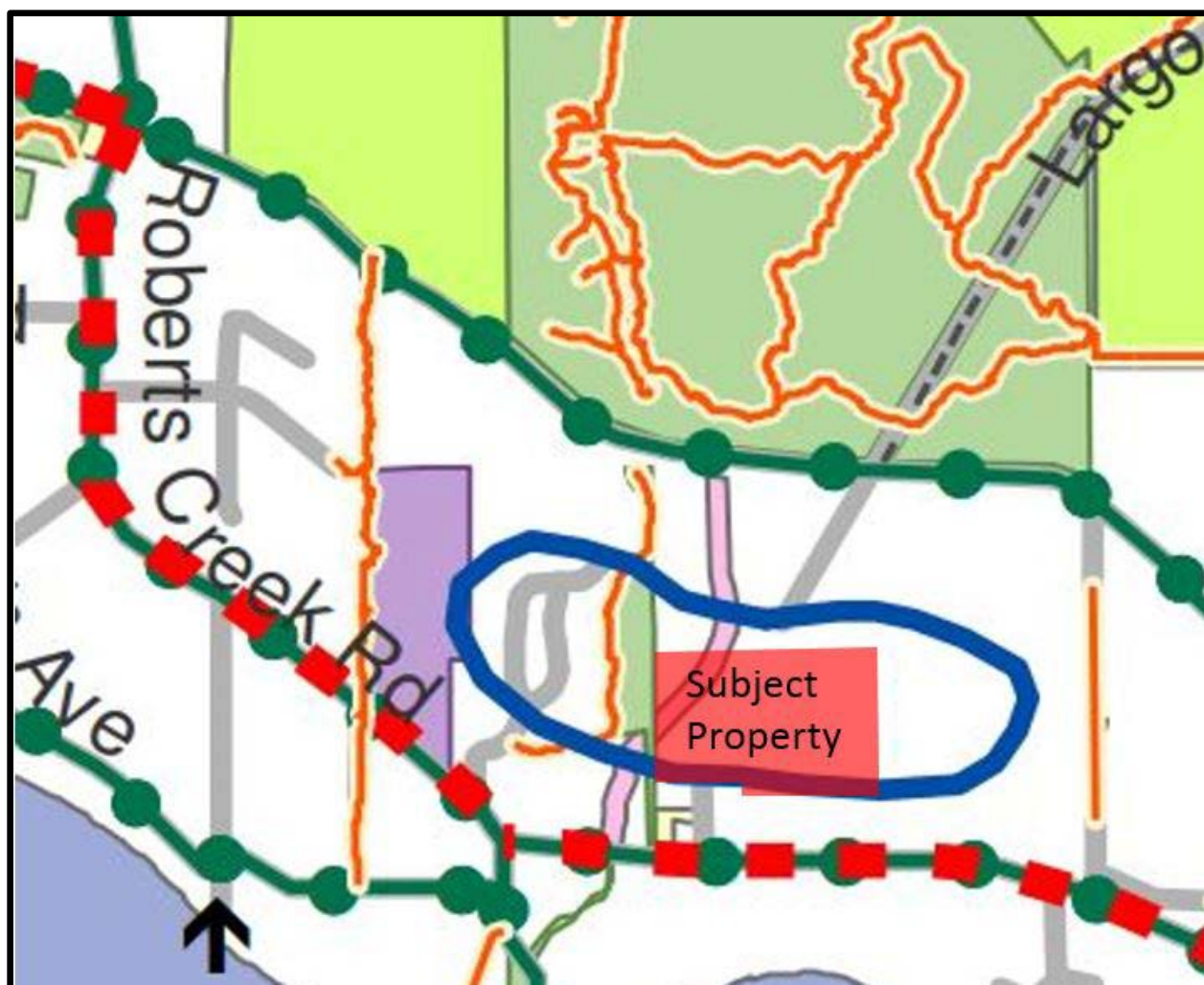


Figure 2 – Roberts Creek OCP Map 2 excerpt showing subject property relative to detail of preferred general future neighbourhood park location outlined in blue

A minimum of 2.8 hectares (6.92 acres) is recommended for new park(s) within this general area of the Roberts and Clack Creek corridors and the Roberts Creek Elementary School Site. The neighbourhood open space in this area is suggested by the OCP to consist of one or two sites of 1 to 2 hectares or one site of at least 3 hectares in size. This minimum 2.8 hectares of new parkland for this area has been identified since the original 1994 adoption of Roberts Creek OCP Bylaw No. 375, and continues to be shown by the updated 2012 version, Bylaw No. 641.

Previous Park Dedications

To achieve the desired parkland area for the identified neighbourhood park site, two key pieces have been established as SCRD parks to date.

The first is a 1.67 hectare (4.13 acre) site most commonly known as the “Co-Housing Park and Trail” that encompasses much of the lands adjoining Clack Creek to the north of the confluence with Roberts Creek and south of the Sunshine Coast Highway. This park was created in 2003 through a community amenity contribution as part of the rezoning and subdivision that created the Co-Housing site. A trail exists on this parkland, running from the community sewer facility site at the end of Emery Road, along the west side of Clack Creek to the Sunshine Coast Highway.

OCP Policy 8.2 (9) notes the need to acquire the adjacent land west of Roberts Creek and generally east of Clack Creek as the lots along Largo Road develop. Lot 6 on Largo Road is the first and largest of the five sites along Largo Road that border Roberts Creek. The current development application is an opportunity to work towards achieving the OCP policy objective.

The second park in this area is a 1,430 m² (0.35 acre) park strip of approximately 8.9 m (29 feet) in width. This linear park was achieved in 2004 through a development that did not pursue a rezoning with community amenity contribution, but instead utilized existing zoning to complete a subdivision, delivering only the required statutory obligation for 5% parkland dedication.

This piece of parkland is most commonly known as the Roberts Creek Legion Trail, although there are currently no formal trails constructed or maintained on the lands. Policy 8.2 (10) notes that this piece of parkland is intended to be connected to the Co-Housing Park, which would require a bridge over Roberts Creek, and a bridge over Clack Creek if it were to also join the existing trail to its west.

Although these two existing park dedications adjoin, staff site investigation notes that this occurs almost directly at the confluence of Roberts and Clack Creek, making a bridged crossing at this location within existing SCRD lands challenging due to environmental and engineering constraints.

Review of Potential Park Lands

Planning and Park staff reviewed the lands identified in the OCP for potential park and those proposed for dedication. The area is a mixed forest of primarily conifers cut by creek ravines, similar though perhaps steeper than those upstream in Cliff Gilker Park. An understory of mixed native species is present, with concerns for invasive species being limited. The lands possess natural beauty including notable waterfalls and provide habitat and habitat corridor opportunity. Both creeks contribute to fish habitat. Informal paths follow high banks where erosion and fall hazards are a concern. Staff consider that the tranquil setting has the potential for walking paths, lookouts, future bridges (subject to geotechnical review).

Subdivision District Zoning

The E Subdivision District permits a maximum density of an average of one parcel per 5,000 m² with the absolute minimum parcel size being 4,000 m² with no parcel greater than 9,999 m². The proposed subdivision is to comply with this regulation at the time of registration. This average of 5,000 m² allows for lots as small as 4,000 m², but upholds an overall neighbourhood character with the additional open space created by slightly larger lots.

Roberts Creek Advisory Planning Commission

On November 19, 2018 the Roberts Creek Advisory Planning Commission (APC) met and discussed the subject application. In relation to the park dedication matters, the APC recommended that the SCRD work with the developer with the aim of creating a park dedication or public amenity on the west side of Roberts Creek and the riparian zone to the east side of Roberts Creek. The APC was not in favour of monetary contributions in lieu of a park dedication.

Proposal

As a zoning-compliant subdivision creating three or more additional lots, the application triggers park requirements under the *Local Government Act*. This requirement obligates an amount for park of a maximum of 5% in the form of land dedication or a market value monetary contribution equivalent to the land that may otherwise be required for park. The Roberts Creek OCP identifies locations and types of parks and therefore the SCRD has the authority to determine if the park requirement is taken in the form of land for park or payment to the SCRD's Future Park Acquisition Reserve Fund, or a combination thereof.

In this case, since the subject site is within the area outlined for consideration of park, typically 5% land would be requested. Five percent of the lands equates to 3,741 m² (0.92 acres), while the desired portion of the subject lands lying west of Roberts Creek is 8,848 m² (2.18 acres). Given the topography of the land which divides the west and east sides of Roberts Creek with a steep ravine, acquiring only a portion of the area would create administrative and practical challenges in terms of establishing park boundaries and maintaining this unique area of land that includes many environmentally sensitive areas.

An additional challenge of acquiring only the basic statutory maximum 5% parkland provision is achieving the OCP policy that seeks to connect the lands west of Roberts Creek to the existing lands for the Roberts Creek Legion Trail. Achieving this goal will require acquisition of additional lands to the east of Roberts Creek on the subject property to create access to an area suitable for a future creek crossing.

Thus the maximum statutory 5% parkland requirement that could be invoked through the zoning-compliant subdivision is insufficient to achieve the goals of the OCP. Typically, a community amenity contribution through a rezoning application for additional density could be used to negotiate these OCP goals for park. In this case the existing zoning requirements allow for subdivision, and while the OCP would allow for additional density (smaller lots) through a rezoning process, an owner of land is not obligated to choose this option.

If the park requirement is chosen to be the full 5% in parkland dedication at the time of subdivision instead of a monetary contribution, it would decrease the net area for new residential lots and decrease the overall yield from 13 to 12 under the existing subdivision district requirements. This would occur because although the minimum required lot size of 4,000 m² could be maintained for the 13 lots, the average lot area for the subdivision would drop below the 5,000 m² requirement.

In recognition of the OCP objectives for park on this site, the APC recommendations and the implication of a 5% land dedication decreasing the lot yield, staff have worked with the applicant to propose an alternative. This alternative would result in a total parkland area greatly in excess of the statutory required 5% park dedication, while maintaining the originally proposed 13 residential lots.

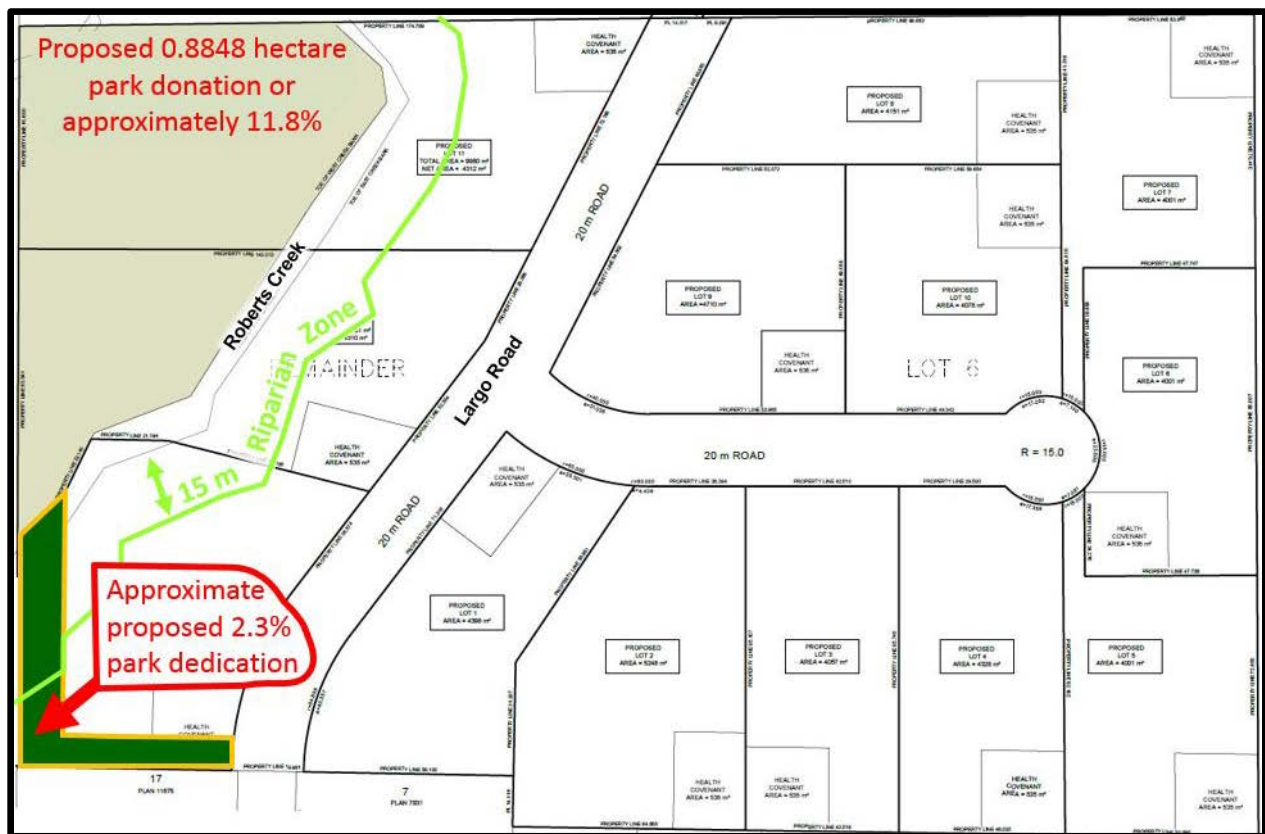


Figure 3 –New proposed park areas, consisting of donation and dedication.

The applicant's proposal seeks to provide 8,848 m² (2.18 acres) of parkland as a donation after subdivision registration to the SCRD, which totals approximately 11.8% of the parcel. This area is the entire area of land west of Roberts Creek on the subject property and adjoining the existing parkland that bounds Clack Creek (Figure 3).

This donation is achievable under Division 6 Section 99 and Division 8 Section 107 of the *Land Title Act*, whereby a plan may be deposited in the Land Titles Office that does not conform to the minimum provisions of a zoning bylaw if the land being vested or dedicated is for park. In order to achieve the 13 lots this donation must therefore be completed after the proposed lots are legally created in conformance with zoning.

While this dedication will deplete the land area of the total subdivision to an average of less than 5,000 m² per lot, each lot will still meet the minimum 4,000 m² required for an individual parcel under the subdivision district. This donation would be secured through a restrictive covenant on title of the lots west of Largo Road that requires no buildings or structures be constructed on the new lots in their entirety until the covenant is released following the proposed park donation.

This method of providing park to achieve the goals of the OCP maintains the intent of the E subdivision district, as all lots will maintain the minimum 4,000 m² lot area after the additional park donation is made. While the average parcel area of the subdivision would deplete below 5,000 m², this would only occur only because of the large area being protected in natural state as park, and not because of extra lots with additional dwellings. The protection of this land as park would ultimately maintain the feeling of a more rural character for the overall subdivision.

The applicant additionally proposes to provide the full statutory 5% park requirement in a combined land dedication and monetary contribution form. In order to not deplete the land at the time of subdivision below an area that achieves 13 residential lots, the applicant proposes to dedicate up to approximately 2.3% of the land ($\approx 1,800 \text{ m}^2$) as an additional park area east of Roberts Creek in the southwest corner of the subject property. The majority of this land area is intended to ensure that OCP Policy 8.2 (10) is achievable in the future. It will provide enough new parkland adjoining the existing park strip intended for a future Roberts Creek Legion Trail to physically permit a crossing north of the confluence to the lands between the creeks.

This future potential crossing would require an engineered pedestrian bridge and therefore have significant associated construction costs that are not budgeted for in current work plans, and there is currently no timeline contemplated to deliver this park asset.

An additional trail strip would also be provided along the south corner of the property up to Largo Road to permit a secondary point of access to this future crossing. In the interim this secondary access point would facilitate the future potential to develop a short trail loop on the SCRD lands east of Roberts Creek for viewing of the confluence area in advance of a bridge crossing. This trail route could run beside the Roberts Creek Legion from Lower Road to the confluence area and exit at Largo Road.

Further site investigation by staff and the applicant's Land Surveyor will determine the ultimate land area for this additional piece of dedicated parkland, noted to be approximately 2.3% of the total subject land area. The balance of the remaining 5% park requirement is proposed to be provided in a monetary contribution to the SCRD Future Park Acquisition Reserve Fund based on the market value of the land. This cash value would be determined through a property appraisal.

The APC additionally recommended investigating acquiring the entire riparian area west and east of Roberts Creek as park. The proposal would achieve this on the west side, but only in the southern corner for the east side. This is primarily due to ensuring that there is a desirable lot depth maintained for the northernmost two lots proposed on the west side of Largo Road, noting that the road alignment is set by existing allowances to the north and south and cannot be adjusted to alleviate this pinch point. Additionally, staff and the applicant agree that due to the steep topography of this 15 metre riparian zone in this area and the resulting inability to achieve a public park amenities at this location, the lands are more appropriately privately held and protected by environmental and geotechnical covenants.

If the proposed park location, approximate sizes and acquisition methods receives Board support, the total land area being created for new park through this subdivision would be approximately 1 hectare or about 14% of the subject parcel, as shown in Figure 4. When the proposed offered land and cash in lieu values are combined the overall value to the SCRD would be about 16.8% of the parcel, with approximately 2.7% value given as a monetary contribution to the Future Park Acquisition Reserve Fund. This is more than three times the statutory 5% park requirement value typically achieved in standard zoning-compliant subdivisions containing three or more lots.

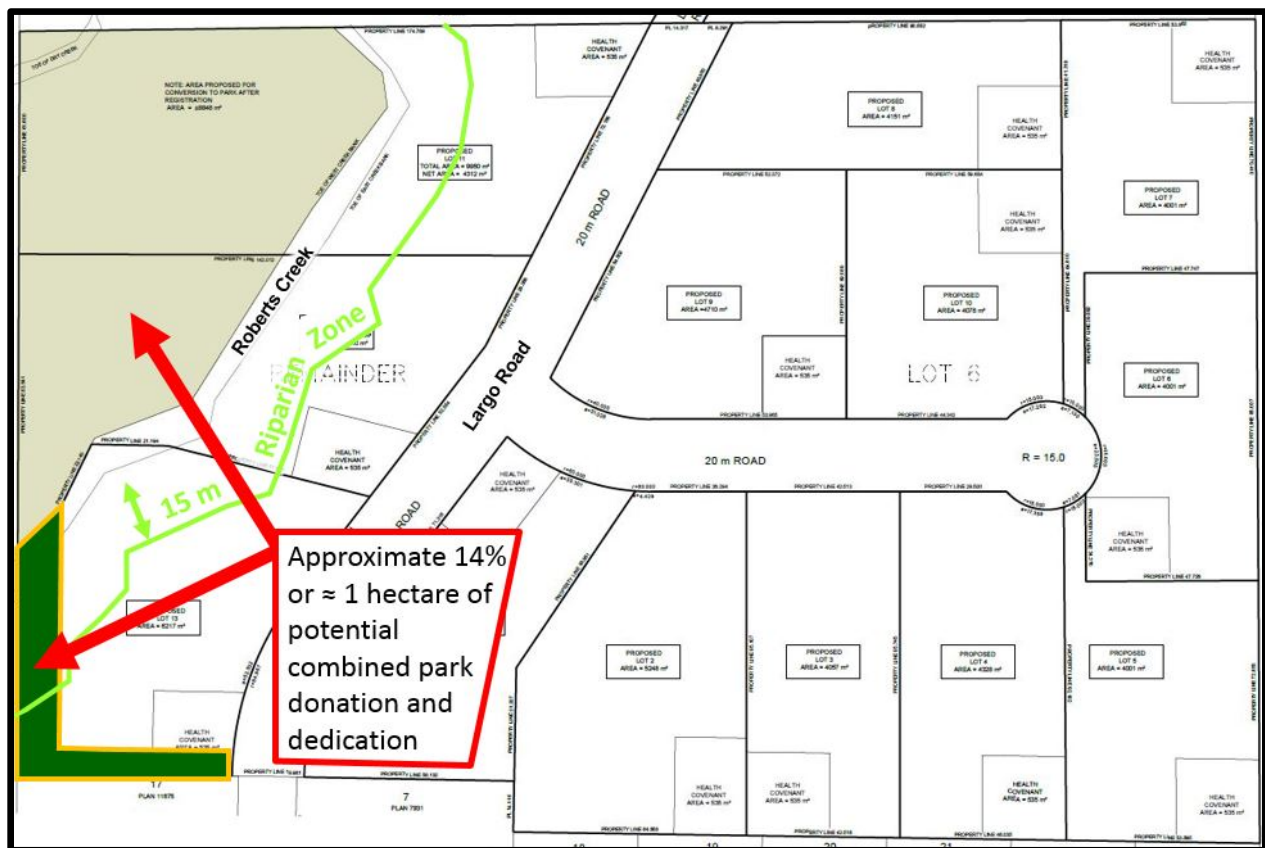


Figure 4 – Approximate combined proposed new park area, consisting of donation and dedication.

OCP Neighbourhood Park Goals

The OCP envisions this identified neighbourhood park area become a minimum 2.8 hectares if achieved in two sites ranging from 1 to 2 hectares, and a minimum of 3.0 hectares if the park area is contained in one contiguous site. The proposal would add approximately 1 hectare adjoining the existing 1.813 hectares contained in the two existing adjacent parcels to form one contiguous park totaling approximately 2.8 hectares, as shown in Figure 5. Staff note this parkland also has adjacent SCRD lands containing a community sewer site, which creates additional adjacent open space for the community and also provides trail access to the Park from Emery Road.

Policy 8.2 (9) additionally references the need to acquire adjacent land to the existing parkland commonly known as the Co-Housing park and trail when parcels on the west side of Largo Road are developed. It further notes the need to provide access to these lands between the creeks with a future bridge connection, at the appropriate time. Although the subject proposal would achieve the minimum required 2.8 hectares of neighbourhood parkland in this area, this OCP policy seeks to acquire more land in excess of this minimum to provide a contiguous park experience on the lands between Roberts and Clack Creeks, as future development opportunities are presented. It is likely that this overall park area would exceed the 3.0 hectares suggested as a minimum contiguous park area by the OCP.

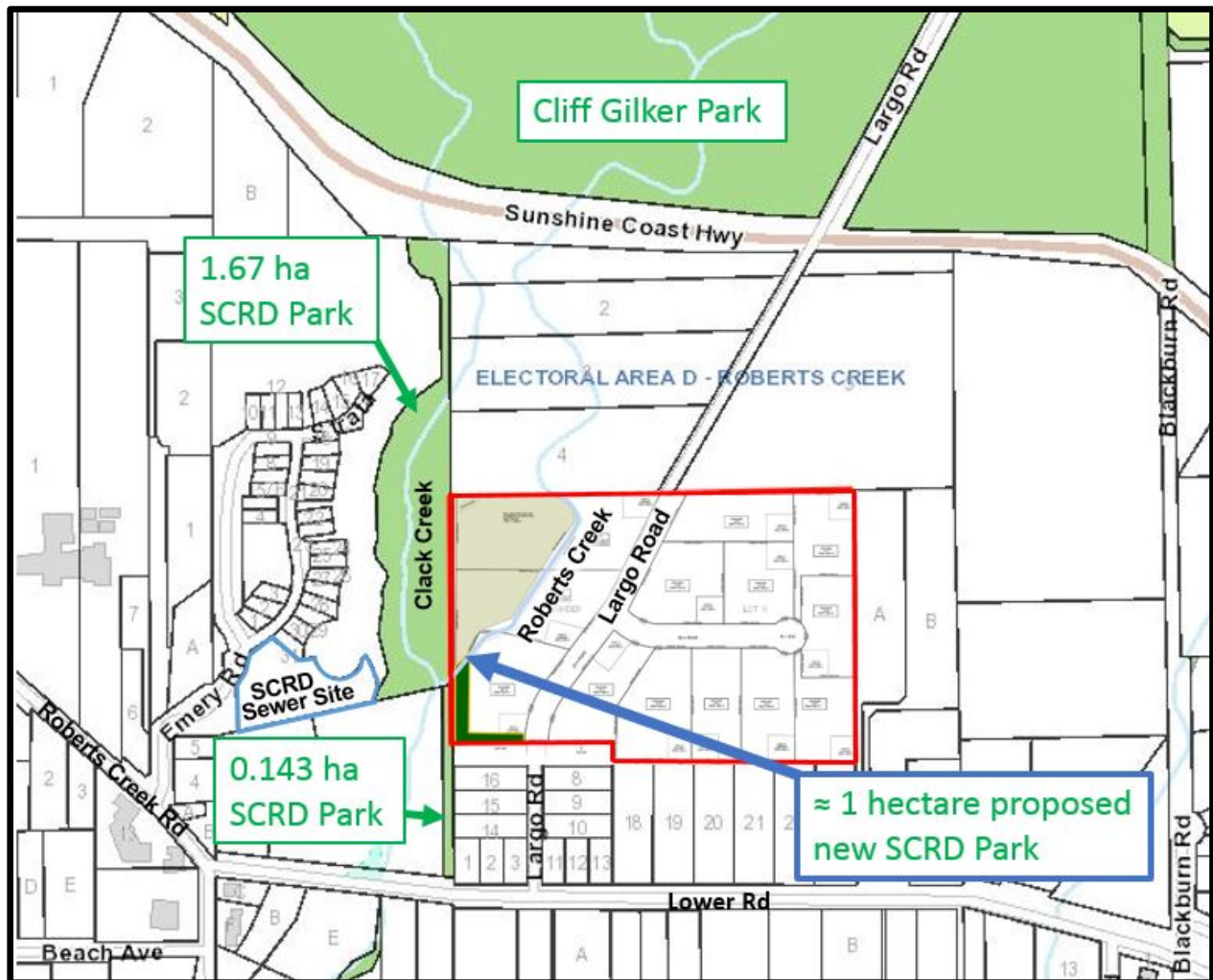


Figure 5 – Total neighbourhood park area achieved if proposal is supported

Park Planning and Development

The OCP envisions further acquisition of land between Roberts and Clack Creeks as lots in the area develop. As this objective of the OCP becomes realized through further acquisition of land, comprehensive park planning exercises will inform the ultimate park development.

With the proposed addition of approximately 1 hectare (2.47 acres) of land to the existing 1.813 hectares (4.48 acres) of existing park, staff anticipate there to be potential interim concerns, needs and opportunities that will require attention. This could involve park development such as park naming, signage, trails, and bridges as well as environmental and hazard management. A future staff report after park dedication has been completed can be provided to inform Board decisions on these matters.

Options

Possible options to consider:

Option 1: Support the proposed 13 residential lot subdivision meeting the maximum statutory 5% park requirement in a combined form of land dedication and market value monetary contribution to the SCRD's Parkland Reserve Acquisition Fund and an additional donation of 8,848 m² for park.

The proposed amount of parkland and monetary contribution for the Parkland Acquisition Reserve is comparable to the value of community benefit that would typically be achieved through a rezoning. While a rezoning has not been pursued, in this case the *Local Government and Land Titles Act* provide an ability to achieve the OCP neighbourhood park goals for this site, while allowing the applicant to maintain the maximum number of lots the property would yield under the existing zoning if no land was depleted for park.

While the OCP provides only a general location for this neighbourhood park, the supporting policies outline park criteria that are to be achieved. The proposed new parkland of the approximately 1 hectare fits within the general location prescribed by the OCP and will additionally help achieve the supporting policies, such as the ability to create desired creek crossings and having a contiguous usable area between the creeks. All environmentally sensitive areas would be protected by covenant on both public and private lands.

This approach most closely addresses comments from the APC.

Staff recommend this option.

Option 2: Proceed with the standard 5% parkland acquisition and 12 residential lot subdivision.

This option would still achieve some new parkland for the area, with the standard 5% land acquisition having an area of approximately 3,741 m² (0.92 acres). The ultimate location and configuration would require further analysis, to determine how to best achieve appropriate neighbourhood park needs and OCP objectives for this area.

If this option was pursued the applicant would create 12 residential lots in this subdivision. All environmentally sensitive areas would be protected by covenant on both public and private lands.

Option 3: Proceed with 5% cash value to be placed in the SCRD's Future Park Acquisition Reserve Fund and facilitate a 13 residential lot subdivision.

This option would not contribute to directly achieving the neighbourhood park objectives outlined in the OCP for this area at this time. It is possible for a SCRD Board motion to direct the use of Future Park Acquisition Reserve Fund monies to be used to purchase other desired land for park in this area as an alternative.

The applicant would maintain the desired 13 residential lots in the proposed subdivision. All environmentally sensitive areas would be protected by covenant.

Organization and Intergovernmental Implications

The OCP clearly outlines this area as one desired for additional parklands, due to neighbourhood need and environmental and historical attributes associated with Roberts Creek. The proposed parkland additionally adjoins an existing large park area. These attributes and locational criteria create a situational case to consider pursuing the recommended parkland acquisition option.

Roberts Creek is recognized as the historic boundary between the *shíshálh* Nation and the *Skwxwú7mesh* (Squamish) Nation territory. As such, an opportunity exists to work with both Nations on an official park naming process and further engagement on identification, interpretation and protection of cultural resources that may exist on the lands.

Staff are aware that transportation issues related to this subdivision are currently being discussed by the Area Director, area residents and the Ministry of Transportation and Infrastructure (MOTI). Given that MOTI is the authority for roads in rural areas, this report is confined to the park dedication aspect of the subdivision. The recommended option is not anticipated to affect any road design decisions that MOTI might make.

SCRD's park system has grown over time through subdivision and donation processes to become a diverse, highly-valued amenity with benefits for Sunshine Coast residents, ecology and provision of natural asset services. Should the proposed park dedication/donation proceed, preliminary planning and preliminary capital needs would include archaeological reconnaissance, environmental review, geotechnical review and signage. This pre-planning work could be used as the basis for a public participation process related to park planning.

Operating resources for park inspection and basic maintenance including management of danger trees in high-target locations will be required and would also be identified through future budgeting processes. More significant medium to long-term development of the park, for example the addition of bridges or construction of trails, could only be undertaken with incremental, Board-approved resources and on the basis of a park management and development plan.

Financial Implications

At this time the financial implications of acquiring the proposed parkland and obtaining the additional cash for the SCRD's Future Park Acquisition Reserve Fund are minimal.

As noted above, there are anticipated to be preliminary planning and capital needs following acceptance. A concept plan and future-year budget proposal will recommend specific actions. At this time staff estimate these preliminary needs could be in the range of \$20,000-\$40,000.

Some costs and use of staff time may be required in the interim to demark hazardous or environmentally sensitive areas.

Although new trail and bridge construction is not currently planned, staff recognize that there will be financial costs associated with the ongoing maintenance of the land and additional future costs to construct and maintain future park assets, once trail networks are built.

Communications Strategy

Staff will refer this report as information to the Roberts Creek APC, with a staff covering memo providing an update on the Board decision.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

Staff recommend Option 1 be pursued, as it provides an amount of parkland that would only typically be achievable through a rezoning. In this case, an alternative approval approach will allow the applicant to maintain their desired 13 residential lots, while also providing a monetary contribution for future park acquisition and an amount of parkland that is consistent with OCP objectives, and voluntarily in excess of the statutory maximum requirements.

The proposed general location has been reviewed by staff and would achieve several supporting OCP policies for parkland development in this area. If supported, staff and the applicant's surveyor would finalize the parkland boundaries in accordance with the recommendations contained within this report.

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	
CAO	X – J. Loveys	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Sven Koberwitz, Planning Technician

SUBJECT: DEVELOPMENT PERMIT APPLICATION DP000061 (BONNIEBROOK INDUSTRIES)

RECOMMENDATIONS

THAT the report titled Development Permit Application DP000061 (Bonniebrook Industries) be received;

AND THAT the Development Permit DP000061 located within Form and Character Development Permit Area 8 (Stewart Road Light Industrial) be issued, subject to the following conditions:

1. The applicant submit a landscape plan acceptable to the Manager, Planning and Development, that addresses the following:
 - a. Creating a visual buffer using shrubs and trees along the west side of the existing cedar fence located near the west property boundary;
 - b. Specify a variety of drought-tolerant deciduous and evergreen native plant species suited to the site-specific growing conditions and promote water conservation;
 - c. Provide an estimated cost of the recommended landscape works in order to establish the value of a security deposit.
 2. The applicant must provide a cash security deposit based on the estimated amount of the landscape works plus 10%. The security deposit will be refunded upon confirmation that the landscape works have been completed in a manner acceptable to the Manager, Planning and Development.
 3. Confirmation from the Director of the Land Remediation Section of the Ministry of Environment and Climate Change Strategy that all requirements pertaining to site remediation have been met in accordance with the *Environmental Management Act* and the *Contaminated Sites Regulation*.
-

BACKGROUND

SCRD has received an application to construct a 237 square metre single-storey industrial building proposed to be situated on an industrial-zoned lot located on Stewart Road in West Howe Sound. The building is proposed to be used for storage and operational needs of Bonniebrook Industries, a septic service company. The subject property is located within Development Permit Area #8 (Stewart Road Industrial) of the West Howe Sound Official Community Plan (OCP) which provides guidelines for the form and character of new development.

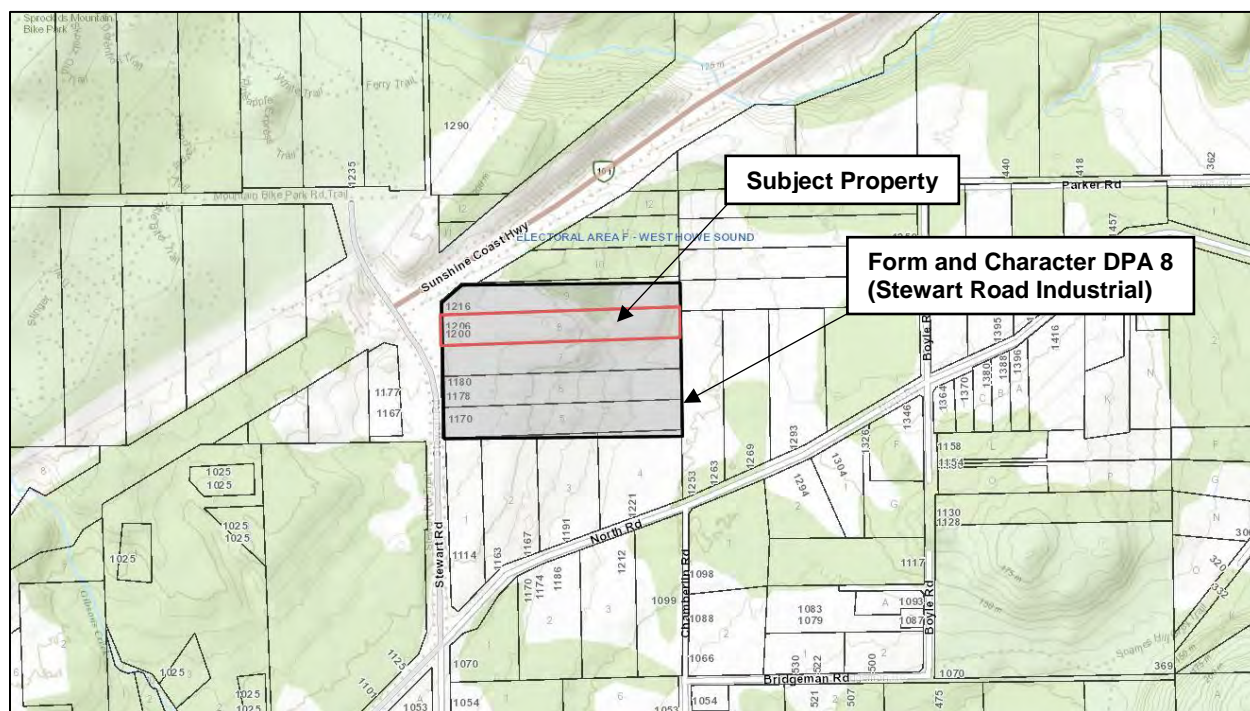


Figure 1 - Location of Subject Property and Development Permit Area

Owner / Applicant:	Bonniebrook Industries
Civic Address:	1200 Stewart Road
Legal Description:	Lot 8 Block 6 District Lot 692, PID: 005-742-757
Electoral Area:	F - West Howe Sound
Parcel Area:	1.97 hectares
OCP Land Use:	Industrial
Land Use Zone:	Industrial 1
Application Intent:	To construct a new 237 square metre industrial building.

Table 1 - Application Summary

The purpose of this report is to provide information on the application and obtain direction from the Planning and Community Development Committee.

DISCUSSION

The subject property is located on the east side of Stewart Road in the industrial area between North Road and the Langdale Bypass. The 1.97 hectare property contains several existing buildings used for storage related to the industrial use of the property.

The applicant proposes to construct a new 237 square metre building to be used for vehicle storage and the operational needs of the septic services company located on site (Attachment A - Site Plan).

Development Permit Area (DPA) #8 (Stewart Road Light Industrial) regulates the form and character of development and all applications must be considered by the SCRD Board for approval conditions.



Figure 2 - Aerial view of subject property

Official Community Plan

The West Howe Sound OCP designates the industrial properties along Stewart Road as within a form and character DPAs. Form and character development permit areas are intended to provide basic design guidelines to ensure new development meets the aesthetic preferences set out in the OCP. A development permit is required on this site prior to the issuance of building permits for the construction of buildings, associated landscaping, and land alteration.

The Stewart Road Light Industrial DPA provides design guidelines for building forms, landscaping, lighting, signage, and energy efficiency:

Building Form

DPA guidelines require that buildings should be designed to appear relatively small in scale and not overwhelm adjacent buildings or roads by varying building heights or shifting rooflines on buildings with long road frontages.

The subject property location ranges 30 to 50 metres from the constructed portion of Stewart Road and is accessed by an unofficial frontage road within the extended road dedication. This situation creates a substantial separation between the road and the proposed development.

Presently natural vegetation and trees within the road allowance partially obscure views from Stewart Road and the Langdale Bypass towards the subject property and proposed building.

The proposed building is 5.8 metres in height at the peak of the roof. This limited height combined with a natural grade that drops 1 to 2 metres from the Stewart Road will mitigate some of the visual impact of the building.

The applicant has proposed to further enhance the aesthetic of the building by incorporating several covered entrances, doors and windows along the east elevation to break-up the monotonous building façade (Attachment B - Building Plans).

Fencing and Landscape Screening

DPA guidelines require that vegetation or wood fencing be used to provide a visual buffer between commercial buildings and adjacent areas.

Both adjacent parcels to the north and south are also industrial properties and therefore additional landscape screening is not required adjacent to these property lines.

A cedar fence has been installed along the entire frontage of the property along Stewart Road providing a visual buffer. In order to enhance this area and in accordance with DPA guidelines, planning staff recommend further landscape works along the west property line adjacent to the existing fence. A landscape plan must be provided and include recommendations for a variety of drought-tolerant deciduous and evergreen native plant species that are suited to the site-specific growing conditions and promote water conservation.

Existing natural vegetation adjacent to the Langdale Bypass provides additional visual buffering for the users of Stewart Road.



Figure 3 - View looking northeast towards subject property from Stewart Road.

Signage and Lighting

DPA guidelines are provided for signage and lighting. No signs are proposed as part of this permit application.

Lighting must be for the purpose of on-site safety and security and must be directed downwards to avoid light spill into adjacent rural properties. While there are no adjacent rural properties that will be affected by this development the owner has provided light fixture specifications that meet the intent of the DPA guidelines (Attachment C - Lighting Specifications).

Energy Efficiency

DPA guidelines are provided to encourage energy efficient building design. Specifically, buildings should be sited with consideration given to passive solar opportunities. The applicant has incorporated windows into the west facing side of the building where southwest exposure can take advantage of some passive solar opportunities.

The proposed building is intended to be an unoccupied and unconditioned storage space. Therefore there are limited opportunities for additional energy efficient building upgrades.

Zoning Bylaw No. 310

The property is zoned Industrial One (I1) where permitted uses include light industrial and storage. The existing and proposed use is consistent with the uses permitted in the I1 zone.

The permitted parcel coverage is 50% and the existing and proposed buildings are well within this limit.

The proposed setback of 9.1 metres from Stewart Road meets the required front parcel line setback of 7.5 metres (Attachment A - Site Plan). A side parcel line setback is not required to either adjacent industrial parcel to the north and south.

The proposed height of the building is 5.8 metres at the peak of the roof is well below the permitted 11 metres.

Contaminated Sites Regulation

A requirement of the *Contaminated Sites Regulation* is the submission of a Site Profile prior to development occurring on a property where industrial or commercial activity has taken place. Once submitted the *Land Remediation Section* of the Ministry of Environment and Climate Change Strategy will determine whether further site investigation and possible remediation is required prior to development. Issuance of any development approvals are held until a release is granted by the Director of the Land Remediation Section.

Planning staff recommend that this be a condition of issuance for the development permit as the timeline for any required site investigation of remediation is unknown at this point.

Organization and Intergovernmental Implications

The development permit has been referred to the following agencies and departments for comment:

Referral Comments	Referral Comments
SCRD Building Division	<p>A site inspection was conducted at 1200 Stewart Rd on January 7, 2019.</p> <p>Five separate structures were located on the property that were constructed or moved on without building permits. Two of the structures were comprised of 40 foot shipping containers, stacked and enclosed with walls and a roof. The building that was being used as an office had been moved in from another location and was placed on temporary blocking. One of the buildings was custom made from welded pipe trusses covered with corrugated steel panels. This building was sitting on the ground with no foundation. Another building was a tent structure built on lock blocks and was open on both ends.</p> <p>No record of building permits were located for this property.</p> <p>The Building Division has no objection to the issuance of Development Permit DP000061 but will be contacting the Owner of the property regarding the non-permitted buildings and structures.</p>
Skwxwú7mesh Nation (Squamish)	Referral sent January 7, 2019. No comments received to date.
Ministry of Environment and Climate Change Strategy	<p>A site profile was completed and submitted to the Ministry of Environment and Climate Change in accordance with the <i>Environmental Management Act</i> and <i>Contaminated Sites Regulation</i>.</p> <p>Prior to issuance of the development permit a release must be issued by the Director of the Land Remediation Section confirming that all requirements under the <i>Contaminated Sites Regulation</i> have been met.</p>

Options

Possible options to consider:

Option 1: Issue the permit.

This option would authorize the issuance of the development permit subject to the conditions provided in the recommendation.

Staff recommended this option.

Option 2: Deny the permit.

This option would require the SCRD Board to take issue with the proposed form and character of the proposed development relative to the Stewart Road Light Industrial DPA Guidelines and require changes to or denial of the proposed Development Permit.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

An application has been received for a development permit application to construct a 237 square metre industrial building. Under consideration is the form and character of the proposed development as it relates to building form, landscaping, lighting, and energy efficiency.

Planning staff consider this application to be in keeping with the relevant development permit area guidelines. Therefore planning staff recommend issuance of the development permit subject to conditions contained in the recommendation.

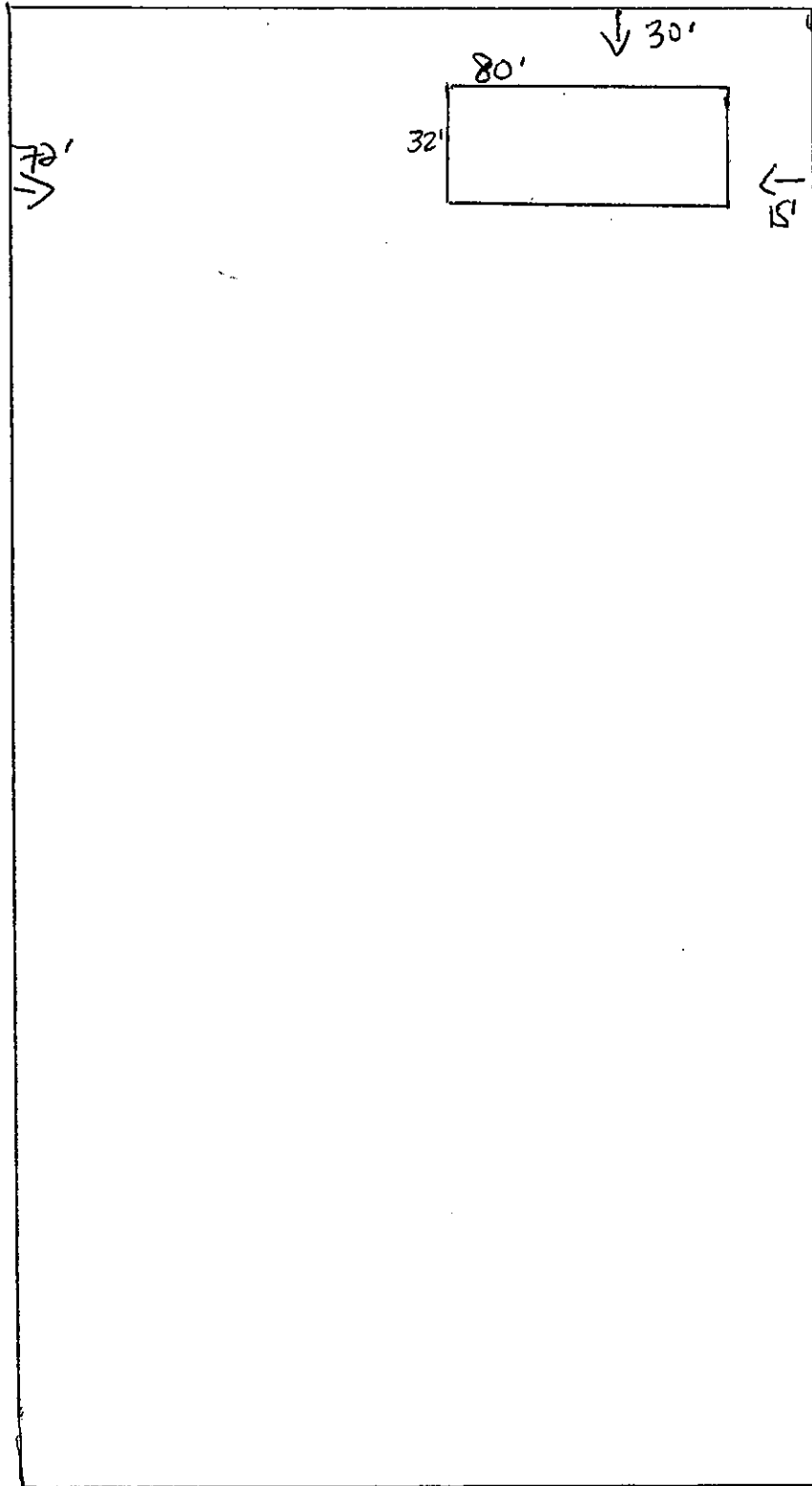
Attachments

Attachment A - Site Plan
Attachment B - Building Plan
Attachment C - Lighting Specifications
Attachment D - Additional Photos

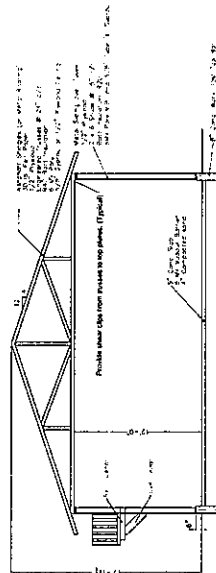
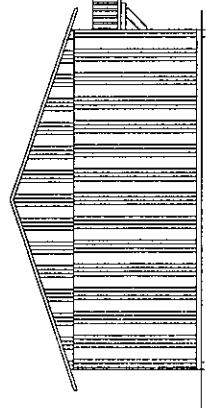
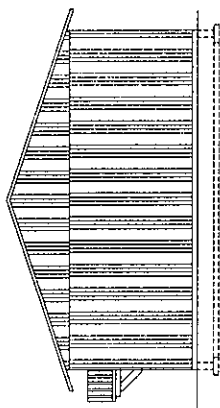
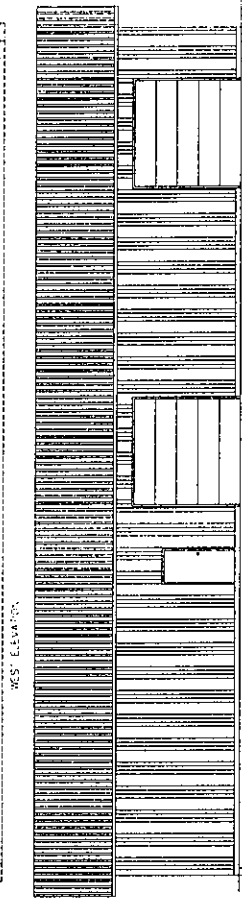
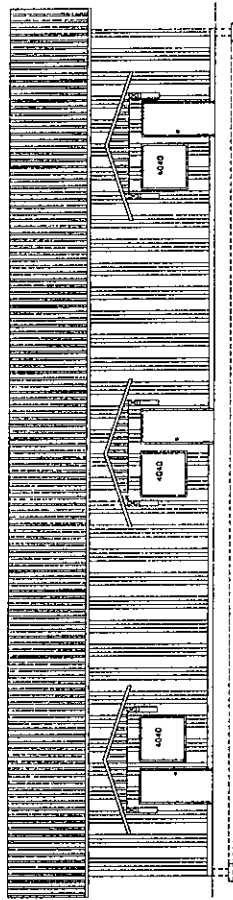
Reviewed by:			
Manager	X - A. Allen	Finance	
GM	X. I. Hall	Legislative	
CAO	X. J. Loveys	Other	

1200 Stewart Rd.
Lot 8, Block 6, DL 692 PLAN 3633
PID 005-742-757, Folio: 746000509.000

Attachment A



Attachment B



NO.	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	1/2" PLYWOOD OR OSB SHEATHING (UNLOCKED)	1000	SQ. FT.	1.50	1500.00
2	2x4x8 SCHED. 40	100	LB.	0.15	15.00
3	2x4x8 SCHED. 40	100	LB.	0.15	15.00
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81	2x4x8 SCHED. 40	100	LB.	0.15	15.00
82	2x4x8 SCHED. 40	100	LB.	0.15	15.00
83	2x4x8 SCHED. 40	100	LB.	0.15	15.00
84	2x4x8 SCHED. 40	100	LB.	0.15	15.00
85	2x4x8 SCHED. 40	100	LB.	0.15	15.00
86	2x4x8 SCHED. 40	100	LB.	0.15	15.00
87	2x4x8 SCHED. 40	100	LB.	0.15	15.00
88	2x4x8 SCHED. 40	100	LB.	0.15	15.00
89	2x4x8 SCHED. 40	100	LB.	0.15	15.00
90	2x4x8 SCHED. 40	100	LB.	0.15	15.00
91	2x4x8 SCHED. 40	100	LB.	0.15	15.00
92	2x4x8 SCHED. 40	100	LB.	0.15	15.00
93	2x4x8 SCHED. 40	100	LB.	0.15	15.00
94	2x4x8 SCHED. 40	100	LB.	0.15	15.00
95	2x4x8 SCHED. 40	100	LB.	0.15	15.00
96	2x4x8 SCHED. 40	100	LB.	0.15	15.00
97	2x4x8 SCHED. 40	100	LB.	0.15	15.00
98	2x4x8 SCHED. 40	100	LB.	0.15	15.00
99	2x4x8 SCHED. 40	100	LB.	0.15	15.00
100	2x4x8 SCHED. 40	100	LB.	0.15	15.00

WALL SHEATHING NOTES:
1. USE 1/2" PLYWOOD OR OSB SHEATHING (UNLOCKED)
2. NAILING SCHEDULE IS:
TYPE "A" WALL - EDGES @ 6" O.C. INTERIOR @ 12" O.C.
TYPE "B" WALL - EDGES @ 6" O.C. INTERIOR @ 12" O.C.
TYPE "C" WALL - EDGES @ 6" O.C. INTERIOR @ 12" O.C.
TYPE "D" WALL - EDGES @ 6" O.C. INTERIOR @ 12" O.C.
Provide other details from Schedule to shop plans. (If any)

Shop Plans
For Bonnetbrook Industries
1200 Stewart Road
Gibsons, B.C.
2018
3:16 PM
Aug 27, 2018
10

Attachment C



Date :

Title :

Desc :

For :

By :

Luminaire

IES Filename : XTOR3A-N-XTORFLD+VISOR+IMPACT

Description : XTOR3A-N-WITH XTORFLD-XXX-WITH VISOR +
IMPACT SHIELD
LUMARK CROSSTOL R LED LUMINAIRE WITH
FLOOD KIT - 30W - 3500K

Light Loss Factor : 1.00

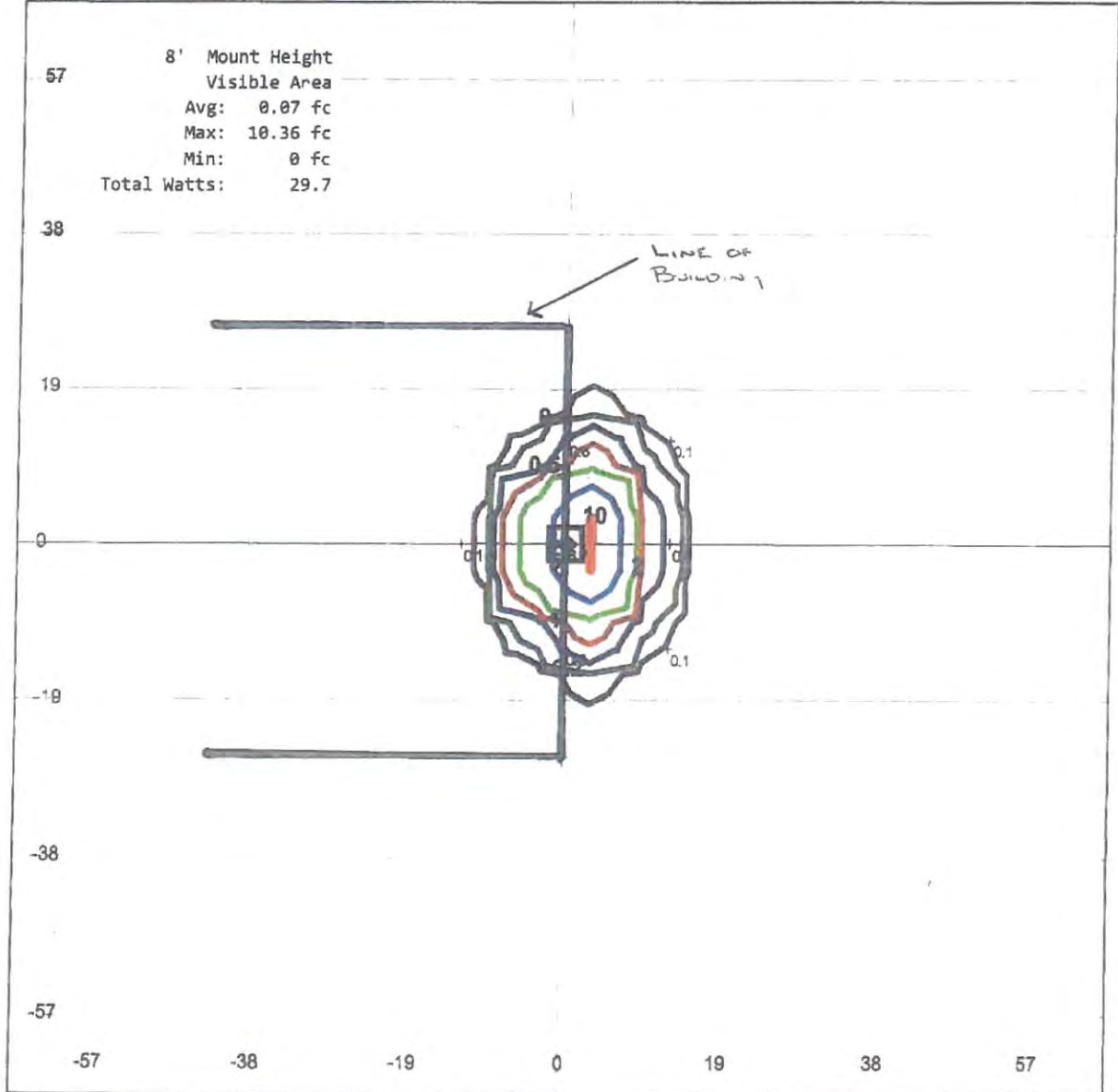
Number of Lamps : 1

Lamp Lumens : -1 lms

Luminaire Watts : 30 W

Scale: 0 19 38 feet

Arrangement Magnification: 100 %



FlashOutdoor | 38 Baic 72 -0344 | © 2004-2013 Lighting Analysis, Inc. | Calculations based on IESNA methods and recommendations | Results derived from context of photometric data



Date :

Title :

Desc :

For :

By :

Luminaire

IES Filename : XTOR3A-N-XTORFLD+VISOR+IMPACT S

Description : XTOR3A-N-WITH XTORFLD-XXX-WITH VISOR +
IMPACT S-1ELD
LUMARK CROSSTOUR LED LUMINAIRE WITH
FLOOD KIT - 30W - 3500K

Light Loss Factor : 1.00

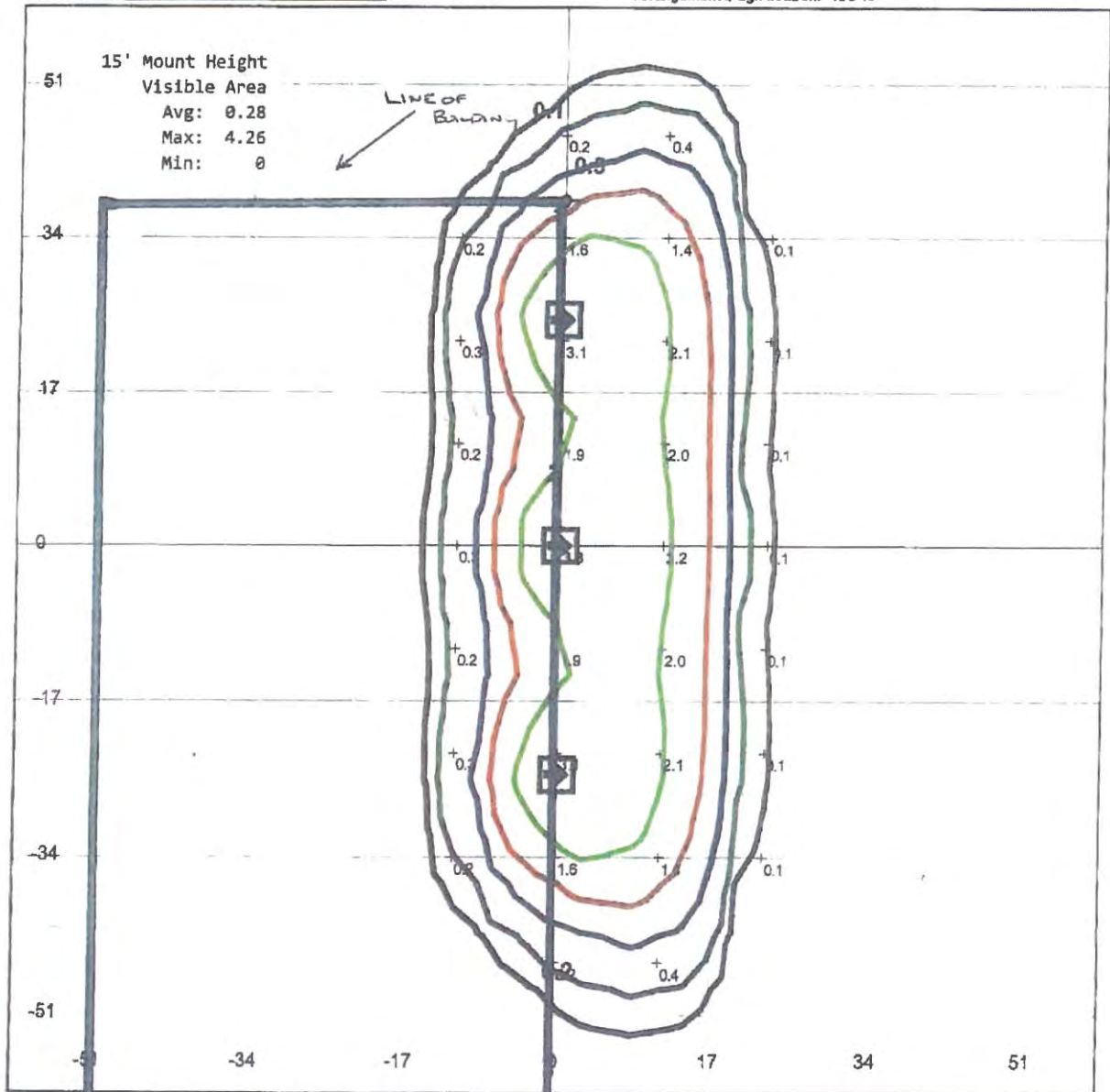
Number of Lamps : 1

Lamp Lumens : -1 lms

Luminaire Watts : 30 W

Scale: 0 17 34 feet

Arrangement Magnification: 100 %



FlashOutdoor v 36 Build 72-0344x | © 2004-2013 Lighting Analysis Inc. | Calculations based on IESNA methods and recommendations | Results derived from content of photometric files



Date :

Title :

Desc :

For :

By :

Luminaire

IES Filename : XTOR3A-N-XTORFLD+VISOR+IMPACT S

Description : XTOR3A-N-WITH XTORFLD-XXX-WITH VISOR +
IMPACT SHIELD
LUMARK CROSSTOUR LED LUMINAIRE WITH
FLOOD KIT - 30W - 3500K

Light Loss Factor : 1.00

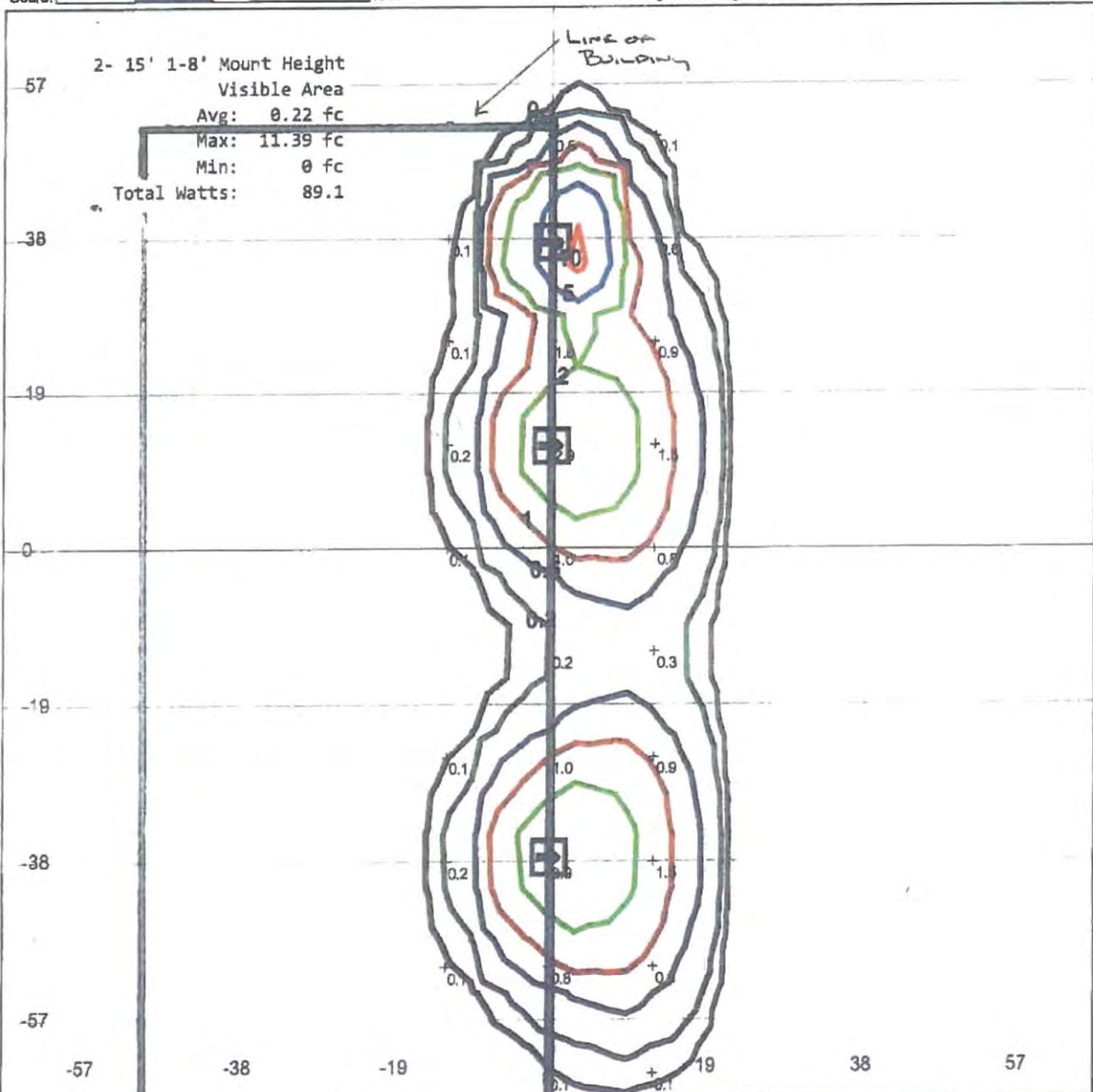
Number of Lamps : 1

Lamp Lumens : -1 lms

Luminaire Watts : 30 W

Scale: 0 19 38 feet

Arrangement Magnification: 100 %





Date :

Title :

Desc :

For :

By :

Luminaire

IES Filename : XTOR3A-N-XTORFLD+VISOR+IMPACT S

Description : XTOR3A-N-WITH XTORFLD-XXX-WITH VISOR +
IMPACT SHIELD
LUMARK CROSSTOUR LED LUMINAIRE WITH-
FLOOD KIT - 30W - 3500K

Light Loss Factor : 1.00

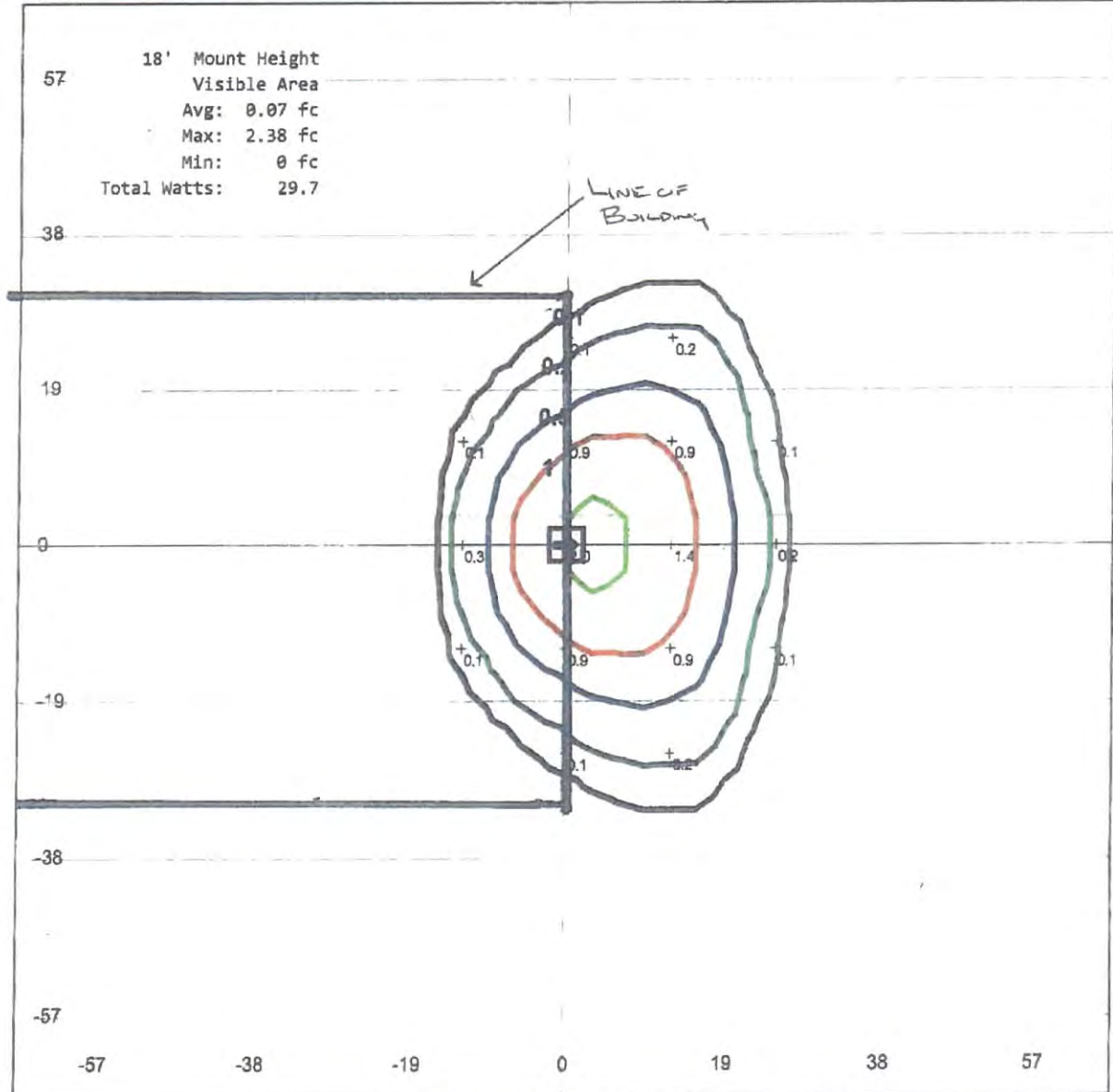
Number of Lamps : 1

Lamp Lumens : -1 lms

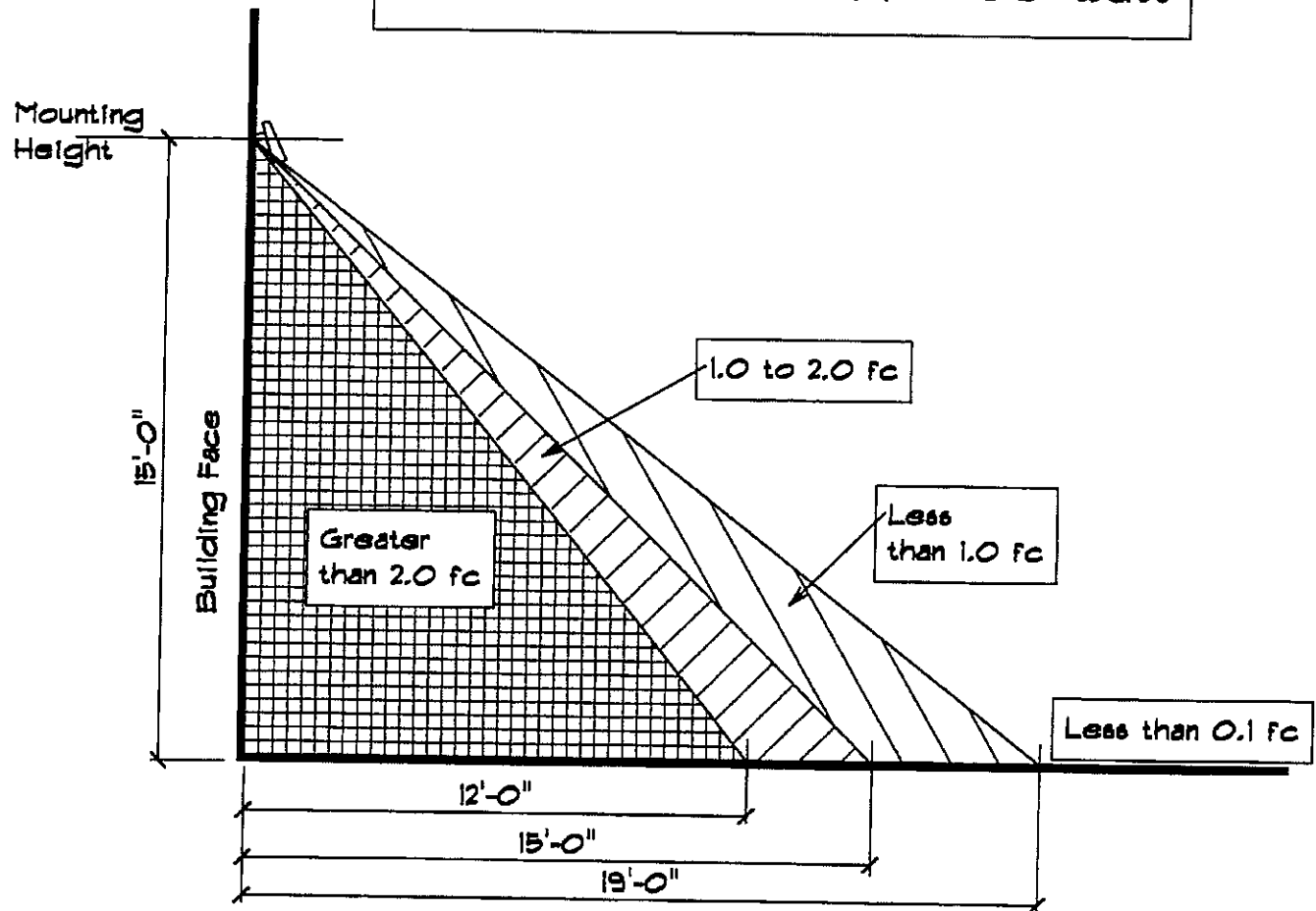
Luminaire Watts : 30 W

Scale: 0 19 38 feet

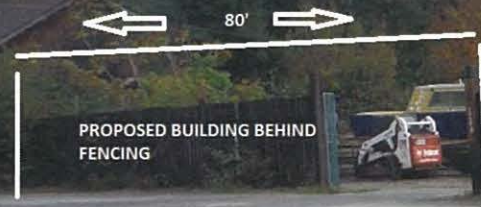
Arrangement Magnification: 100 %



Lighting Information
Lumark Crosstour LED - 30 Watt



Attachment D



NEW GATE




PROPERTY LINE

EXISTING BLACKTOP

FENCE SET BACK 25'

A photograph of a street scene. In the foreground, a paved road with white and yellow lane markings is visible. A dense line of trees, mostly green with some autumnal yellowing on the right, runs across the middle ground. A tall, thin street light pole stands on the right side of the road. The sky is clear and blue. The text "VIEW FROM ACROSS THE STREET" is overlaid in white capital letters in the center of the image.

VIEW FROM ACROSS THE STREET



VIEW FROM THE LIGHTS AT THE
TOP OF THE BYPASS

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Sam Adams, Parks Planning Coordinator

SUBJECT: LICENSE OF OCCUPATION NO. 240720 RENEWAL – OCEAN BEACH ESPLANADE

RECOMMENDATIONS

THAT the report titled License of Occupation No. 240720 Renewal – Ocean Beach Esplanade be received;

AND THAT SCRD send a letter to the Ministry of Transportation and Infrastructure requesting their support as the upland land owners for the renewal;

AND THAT SCRD respond to the Ministry of Forests, Lands and Natural Resource Operations and Rural Development requesting a 10-year renewal of License of Occupation No. 240720 for the Ocean Beach Esplanade Foreshore for the purposes of recreation;

AND FURTHER THAT SCRD Delegated Authorities be authorized to sign the license of occupation renewal documents.

BACKGROUND

This report provides background and considerations for renewal on a license of occupation on the foreshore adjacent to Ocean Beach Esplanade.

The license covers an area of approximately 52.5 hectares of foreshore or lands covered by water in front of Ocean Beach Esplanade for recreational purposes such as beach-use, swimming and walking. The license is supported in the Elphinstone Official Community Plan (OCP) and offers some protection of the 52.5 hectare area from non-recreational development.

SCRD has held the license since 1988 and it has been renewed in 1998, and 2008 respectively. In a letter dated April 19, 2018 the Ministry of Forests, Lands and Natural Resources Operations and Rural Development (FLNRORD) informed the SCRD of the expiration of the current license on April 12, 2018. Staff subsequently requested and was granted an extension to review the possibility of renewal.

DISCUSSION

Ocean Beach Esplanade is a popular and scenic recreation area for residents and visitors as it provides easy foreshore access. The area is divided up into five sections: Chaster House property (SCRD Park). Chaster Park property (SCRD Park), East Esplanade and West Esplanade, and the Foreshore Licenses for recreational purposes (see Attachment A – Overview Map). SCRD manages and maintains several beach accesses along the upland portion of the West Esplanade which connect to the foreshore license area.

Over the years there have been committees and groups that have provided recommendations to the SCRD regarding the management of this area, such as the Ocean Beach Esplanade Stewardship Advisory Committee, and during review and development of the current Elphinstone OCP.

As a result of these recommendations the SCRD held or explored holding leases on the provincial sections of the eastern and western portion of the esplanade. However, in 2013 due to issues of shoreline erosion and upland slope stability SCRD chose not to pursue those leases above the natural boundary of the ocean. The risks of shoreline erosion and upland slope stability are clearly articulated in the Elphinstone OCP's development permit areas (DPA – See Attachment B - Ocean Beach Esplanade - Development Permit Areas):

- DPA#1 – Beach Front and Ravine/Creek-Eroded Slopes;
- DPA#2 – Base of Mount Elphinstone and Creek Ravine Mouths; and
- DPA#3 – Stream Riparian Assessment Area

The following section of the Elphinstone OCP provides the community background, or basis, for which the SCRD holds the license for recreational purposes:

B-11: PUBLIC RECREATION USE

Objective

1. To maintain the entire foreshore fronting the Elphinstone community for public recreational use in its natural state.

B-11.1 Policies

1. The area extending out 300 metres (984 ft.) from the natural boundary of the shoreline of the Strait of Georgia facing Electoral Area E is designated on *Map 3 – Land Use Designations* as *Public Recreation Use* and shall be used:

(a) By the general public and designated by government agencies for public recreation and environmental protection uses; and

(b) For navigation of water craft, but will not include any docks, wharfs or boat mooring facilities.

As previously noted the license has been held by the SCRD for 30 years (see Attachment C – Ocean Beach Esplanade – Official Community Plan Land Use Designations).

The license of occupation as a form of tenure, is limited:

- Fewer rights than a lease. It conveys non-exclusive use for the purpose described, is not a registerable interest that can be mortgaged, and does not require a survey.
- It does not allow the tenure holder to curtail public access over the licence area except where it would impact the licensee's right to use the land as per the licence document. The Province may authorize overlapping and layering of tenures.

The benefit of the license is it allows for the area to be used for public recreational purposes, such as walking and swimming (see Attachment D – expired License No 240720). If the Provincial government was to receive an application for purposes which were not compatible with that usage then those incompatible uses would be disallowed.

Alternatively the Province has indicated, if the SCRD was not holding this license then the Province would be able to accept a more broad range of applications in the area, including leases, which allow for the exclusive right to an area.

Options and Analysis

The license of occupation acts as a form of protection during land use decisions for the area and is in keeping with the community's objectives and policies as expressed in the OCP.

If the SCRD relinquished the license it may be very difficult to acquire again at a future date.

Provincial staff recently confirmed that the license does not obligate the SCRD to take on additional risk or responsibility for concerns such as marine debris cleanup, or shoreline erosion issues. Erosion and storm damage are increasing concerns in coastal BC due to climate change and rising sea level.

SCRD may be more involved in land use discussions, in a way it would not be involved if it did not hold the license, should requests to the Province or Provincial issues arise within the license area in the future.

SCRD currently does not devote resources to the management of the lease area. Should the renewal proceed a formal annual inspection of the area, by staff, including photo documentation should be completed in keeping with contemporary/emerging service standards and risk management approaches.

This is an example of growing demand for park management service. Staff are currently reviewing asset management and service standards for parks operations.

Option 1 (Recommended)

- Renew License No. 2407720 with the Province for a period of 10 years;
- Conduct annual inspection of the foreshore area including photo documentation;

Option 2

- Do not renew license of occupation in order to focus all available resources on SCRD-owned Parks and limit risks.
- If this option is directed, staff would notify the Province of the SCRD's intention not to renew the license.
- Responsibility for the lands would revert to the Province, or another party authorized by the Province.

Organizational and Intergovernmental Implications

If the SCRD moves forward with renewing the license of occupation then it will be necessary to:

- contact the Ministry of Transportation and Infrastructure as the upland owner for the length of the tenure, for consent;
- submit a management plan to the Province;
- inspect the area annually and report any concerns to the Province.

Financial Implications

Implementation of the annual monitoring of the license area will require staff resources, up to four person days annually for parks staff to inspect the foreshore area and follow up with an inspection report. Additional staff resources may be required if there was an unforeseen incident such as a spill emergency, or large storm event which requires SCRD assistance or input.

The fee to renew the tenure is \$200.00.

Timeline for next steps or estimated completion date

Following Board direction, staff will send a referral letter to the upland property owner (the Ministry of Transportation and Infrastructure) to seek support for renewing the license and then submit the application to FLINRORD.

Recognizing that agreement expired on April 12, 2018 FLINRORD staff have indicated that the agreement is being extended on a month-to-month basis pending Board decision on the renewal in 2019.

STRATEGIC PLAN AND RELATED POLICIES

The recommendations of this report consider the Elphinstone OCP and the SCRD priority to ensure fiscal sustainability.

CONCLUSION

SCRD has held a license for community recreational purposes on the foreshore of Ocean Beach Esplanade since 1988. Responsibilities and demands on the SCRD Parks service have increased in the intervening years along with knowledge around sea level rising, shoreline and upland erosion. At the same time this license helps protect the area from non-recreational development.

Based on the Elphinstone OCP recommendation, the high recreational value of the area, and the limited responsibility associated with having the license staff recommend renewing the license for a period of 10 years.

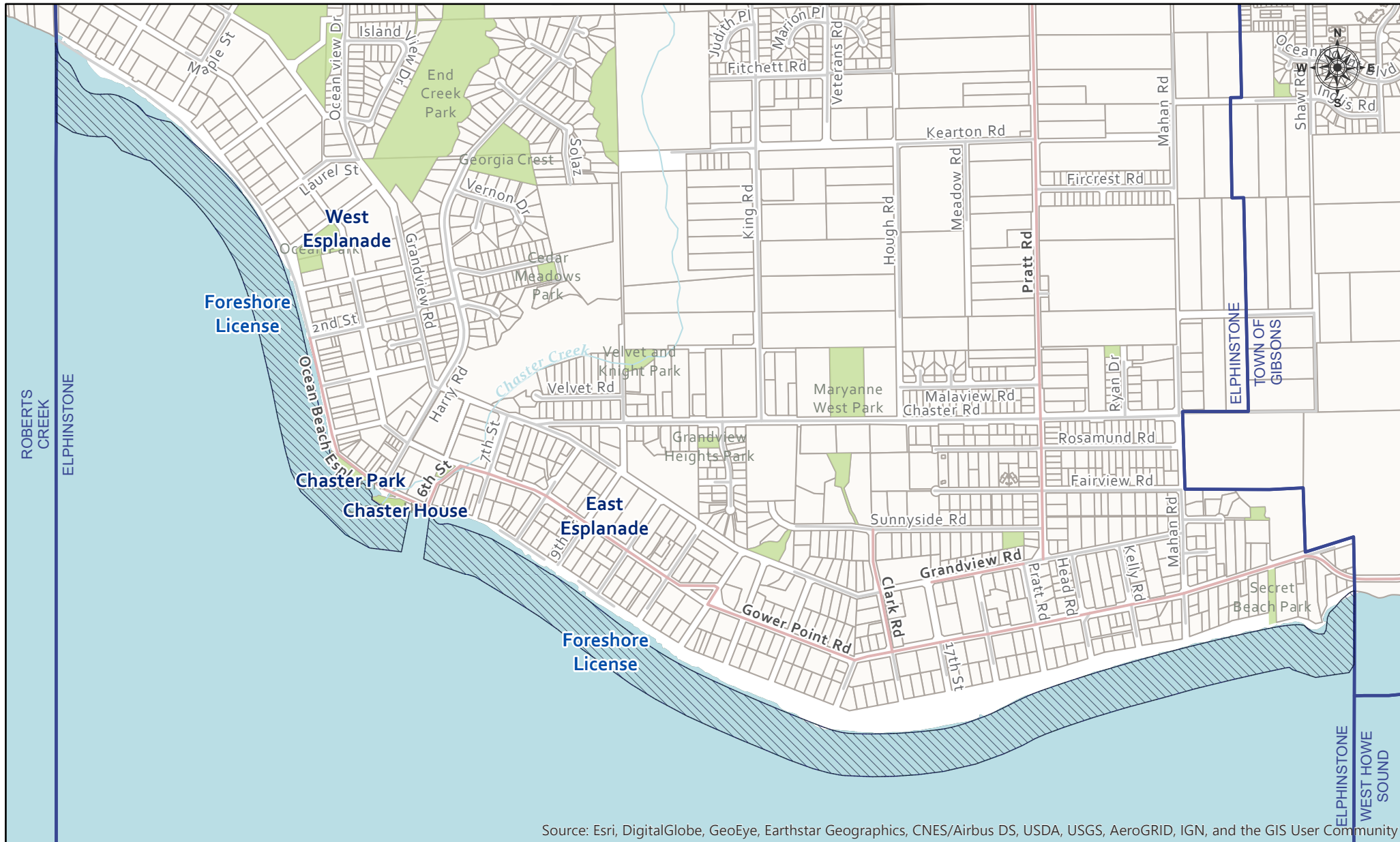
ATTACHMENTS

- A. Overview Map
- B. Ocean Beach Esplanade - Development Permit Areas
- C. Ocean Beach Esplanade – Official Community Plan Land Use Designations
- D. Expired SCRD License on the foreshore of Ocean Beach Esplanade No 240720

Reviewed by:			
Manager	X – A. Allen	CFO/Finance	X – T. Perreault
GM	X - I. Hall	Legislative	
CAO	X – J. Loveys	Parks	X – K. Robinson
		Risk Management	X - V. Cropp

Attachment A

Ocean Beach Esplanade - Overview Map



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



- Electoral Areas
- License Applications

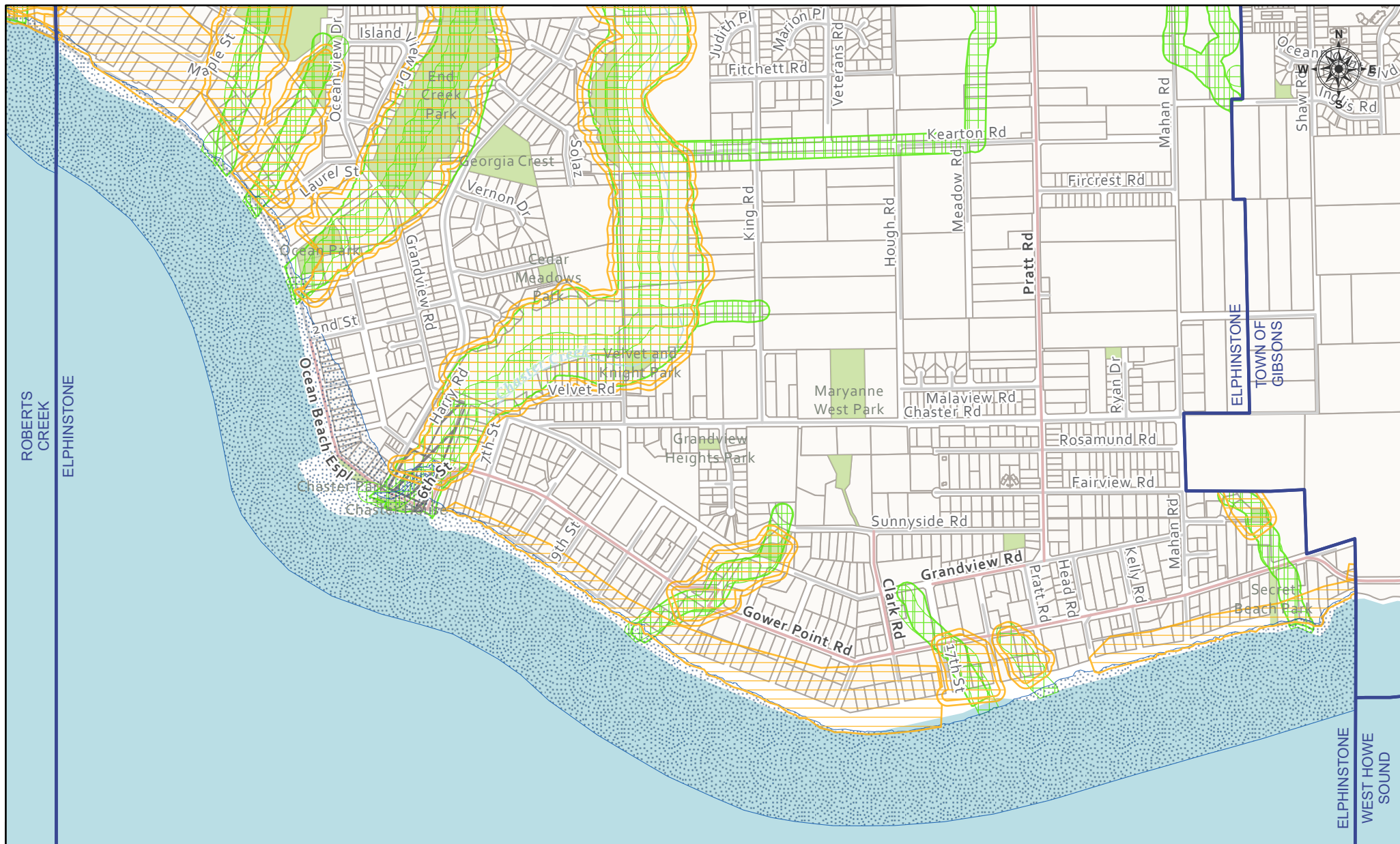
0 100 200 400 600 800
Meters

This information has been compiled by the Sunshine Coast Regional District (SCRD) using data derived from a number of sources with varying levels of accuracy. The SCRD disclaims all responsibility for the accuracy or completeness of this information.

Date Exported: 1/24/2019

Attachment B

Ocean Beach Esplanade - Development Permit Areas



Electoral Areas

Parks

- Cemetery
- Parks

DPA Current

- Environment
- Form and Character
- Hazards / Environment

Hazards - Flooding

Hazards - Geotechnical

Protection of Farming

Stormwater Management

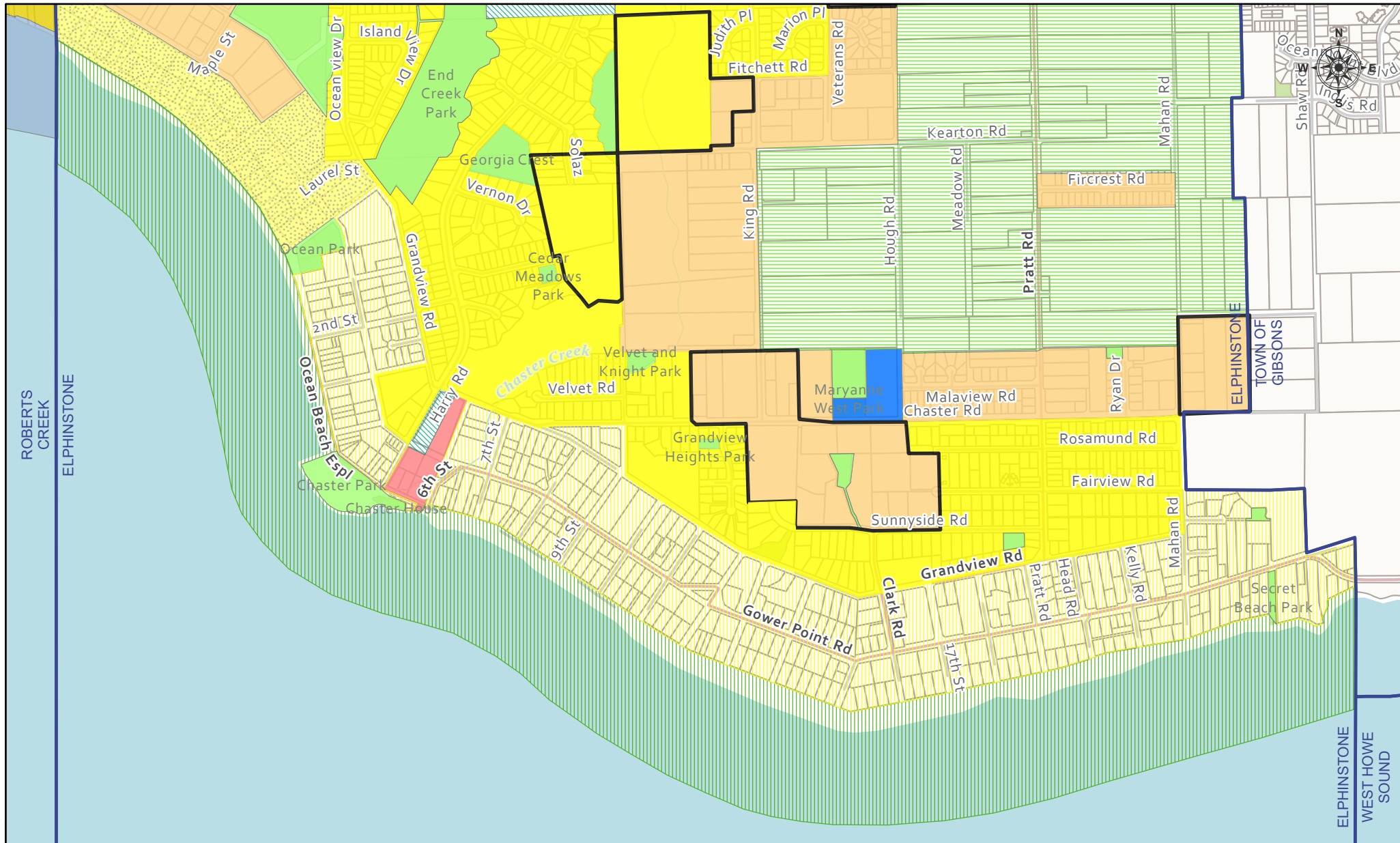
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Date Exported: 1/24/2019

Attachment C

Ocean Beach Esplanade - Official Community Plan Land Use Designations



- | | | |
|---------------------------------------|------------------|-----------------------|
| Comp. Dev. Cluster Housing Areas | Agricultural B | Tourist Commercial |
| Future Recreation or Public Use Ocean | Mobile Home Park | Public Recreation Use |
| Residential D | Residential A | Institutional |
| Rural Residential | Residential B | |
| Park | Residential C | |

0 100 200 400 600 800
Meters

This information has been compiled by the Sunshine Coast Regional District (SCRD) using data derived from a number of sources with varying levels of accuracy. The SCRD disclaims all responsibility for the accuracy or completeness of this information.

Date Exported: 1/24/2019



LICENCE OF OCCUPATION

Licence No.:

240720

File No.: 2403299

Disposition No.: 863534

THIS AGREEMENT is dated for reference April 1, 2008 and is made under the *Land Act*.

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the minister responsible for the *Land Act*, Parliament Buildings, Victoria, British Columbia

(the "Province")

AND:

SUNSHINE COAST REGIONAL DISTRICT
1975 Field Rd
RR 1
Sechelt, BC V0N 3A1

(the "Licensee")

The parties agree as follows:

ARTICLE 1 - INTERPRETATION

1.1 In this Agreement,

"Agreement" means this licence of occupation;

"Commencement Date" means April 25, 2008;

"disposition" has the meaning given to it in the *Land Act* and includes a licence of occupation;

"Fees" means the fees set out in Article 3;

"Improvements" includes anything made, constructed, erected, built, altered, repaired or added to, in, on or under the Land, and attached to it or intended to become a part of it, and also includes any clearing, excavating, digging, drilling, tunnelling, filling, grading or ditching of, in, on or under the Land;

“Land” means that part or those parts of the following described land shown outlined by bold line on the schedule attached to this Agreement entitled “Legal Description Schedule”:

UNSURVEYED FORESHORE OR LAND COVERED BY WATER BEING PART OF THE BED OF THE STRAIT OF GEORGIA, GROUP 1, NEW WESTMINSTER DISTRICT, CONTAINING 52.6 HECTARES, MORE OR LESS

except for those parts of the land that, on the Commencement Date, consist of highways (as defined in the *Transportation Act*);

“Realty Taxes” means all taxes, rates, levies, duties, charges and assessments levied or charged, at any time, by any government authority having jurisdiction which relate to the Land, the Improvements or both of them and which you are liable to pay under applicable laws;

“Security” means the security referred to in section 6.1 or 6.2, as replaced or supplemented in accordance with section 6.5;

“Term” means the period of time set out in section 2.2;

“we”, “us” or “our” refers to the Province alone and never refers to the combination of the Province and the Licensee: that combination is referred to as **“the parties”**; and

“you” or “your” refers to the Licensee.

- 1.2 In this Agreement, “person” includes a corporation, firm or association and wherever the singular or masculine form is used in this Agreement it will be construed as the plural or feminine or neuter form, as the case may be, and vice versa where the context or parties require.
- 1.3 The captions and headings contained in this Agreement are for convenience only and do not define or in any way limit the scope or intent of this Agreement.
- 1.4 This Agreement will be interpreted according to the laws of the Province of British Columbia.
- 1.5 Where there is a reference to an enactment of the Province of British Columbia or of Canada in this Agreement, that reference will include a reference to every amendment to it, every regulation made under it and any subsequent enactment of like effect and, unless otherwise indicated, all enactments referred to in this Agreement are enactments of the Province of British Columbia.
- 1.6 If any section of this Agreement, or any part of a section, is found to be illegal or

unenforceable, that section or part of a section, as the case may be, will be considered separate and severable and the remainder of this Agreement will not be affected and this Agreement will be enforceable to the fullest extent permitted by law.

- 1.7 Each schedule to this Agreement is an integral part of this Agreement as if set out at length in the body of this Agreement.
- 1.8 This Agreement constitutes the entire agreement between the parties and no understanding or agreement, oral or otherwise, exists between the parties with respect to the subject matter of this Agreement except as expressly set out in this Agreement and this Agreement may not be modified except by subsequent agreement in writing between the parties.
- 1.9 Each party will, upon the request of the other, do or cause to be done all lawful acts necessary for the performance of the provisions of this Agreement.
- 1.10 All provisions of this Agreement in our favour and all of our rights and remedies, either at law or in equity, will survive the termination of this Agreement.
- 1.11 Time is of the essence of this Agreement.
- 1.12 Wherever this Agreement provides that an action may be taken, a consent or approval must be obtained or a determination must be made, then you or we, as the case may be, will act reasonably in taking such action, deciding whether to provide such consent or approval or making such determination; but where this Agreement states that you or we have sole discretion to take an action, provide a consent or approval or make a determination, there will be no requirement to show reasonableness or to act reasonably in taking that action, providing that consent or approval or making that determination.

ARTICLE 2 - GRANT AND TERM

- 2.1 On the terms and conditions set out in this Agreement, we grant you a licence of occupation of the Land for public recreation purposes, and you acknowledge this licence of occupation does not grant you exclusive use and occupancy of the Land.
- 2.2 The term of this Agreement commences on the Commencement Date and terminates on the 10th anniversary of that date, or such earlier date provided for in this Agreement.

ARTICLE 3 - FEES

- 3.1 The Fee for the Term is \$1.00, the receipt of which we acknowledge.

ARTICLE 4 - COVENANTS

4.1 You must

- (a) pay, when due,
 - (i) the Fees to us at the address set out in Article 10,
 - (ii) the Realty Taxes, and
 - (iii) all charges for electricity, gas, water and other utilities supplied to the Land for use by you or on your behalf or with your permission;
- (b) deliver to us, immediately upon demand, receipts or other evidence of the payment of Realty Taxes and all other money required to be paid by you under this Agreement;
- (c) observe, abide by and comply with
 - (i) all applicable laws, bylaws, orders, directions, ordinances and regulations of any government authority having jurisdiction in any way affecting your use or occupation of the Land or the Improvements, and
 - (ii) the provisions of this Agreement;
- (d) in respect of the use of the Land by you or by anyone you permit to use the Land, keep the Land and the Improvements in a safe, clean and sanitary condition satisfactory to us, and at our written request, rectify any failure to comply with such a covenant by making the Land and the Improvements safe, clean and sanitary;
- (e) not commit any wilful or voluntary waste, spoil or destruction on the Land or do anything on the Land that may be or become a nuisance or annoyance to an owner or occupier of land in the vicinity of the Land;
- (f) use and occupy the Land only in accordance with and for the purposes set out in section 2.1;
- (g) not construct, place, anchor, secure or affix any Improvement in, on, to or into the Land except as necessary for the purposes set out in section 2.1 and, despite those purposes, you will not construct, place, anchor, secure or affix anything on or to the Land that may interfere with the riparian right of access of any person over the Land without first obtaining from that person a statutory right of way, in registrable form and in our favour, by which that person allows us to curtail his or her riparian right of access over the Land;

- (h) pay all accounts and expenses as they become due for work performed on or materials supplied to the Land at your request, on your behalf or with your permission, except for money that you are required to hold back under the *Builders Lien Act*;
- (i) if any claim of lien over the Land is made under the *Builders Lien Act* for work performed on or materials supplied to the Land at your request, on your behalf or with your permission, immediately take all steps necessary to have the lien discharged, unless the claim of lien is being contested in good faith by you and you have taken the steps necessary to ensure that the claim of lien will not subject the Land or any interest of yours under this Agreement to sale or forfeiture;
- (j) not cut or remove timber on or from the Land without
 - (i) our prior written consent, and
 - (ii) being granted the right under the *Forest Act* to harvest Crown timber on the Land;
- (k) not without prior written consent from us
 - (i) deposit on the Land, or any part of it, any earth, fill or other material for the purpose of filling in or raising the level of the Land;
- (l) take all reasonable precautions to avoid disturbing or damaging any archaeological material found on or under the Land and, upon discovering any archaeological material on or under the Land, you must immediately notify the ministry responsible for administering the *Heritage Conservation Act*;
- (m) not alter, repair or add to any Improvement without our prior written consent;
- (n) at our request and at your expense, have a British Columbia Land Surveyor conduct a survey of the Land within one year;
- (o) permit us, or our authorized representatives, to enter on the Land at any time to inspect the Land and the Improvements, provided that in regard to our inspection of the Improvements we take reasonable steps to minimize any disruption of your operations;
- (p) indemnify and save us and our servants, employees and agents harmless against all claims, actions, causes of action, losses, damages, costs and liabilities, including fees of solicitors and other professional advisors, arising out of
 - (i) your breach, violation or nonperformance of a provision of this Agreement, and

- (ii) any personal injury, bodily injury (including death) or property damage occurring or happening on or off the Land by virtue of your entry upon, use or occupation of the Land,

and the amount of all such losses, damages, costs and liabilities will be payable to us immediately upon demand; and

- (q) on the termination of this Agreement,

- (i) peaceably quit and deliver to us possession of the Land and, subject to paragraphs (ii), (iii) and (iv), the Improvements in a safe, clean and sanitary condition,
- (ii) within 30 days, remove from the Land any Improvement you want to remove, if the Improvement was placed on or made to the Land by you and you are not in default of this Agreement,
- (iii) not remove any Improvement from the Land if you are in default of this Agreement, unless we direct or permit you to do so under paragraph (iv),
- (iv) remove from the Land any Improvement that we, in writing, direct or permit you to remove, other than any Improvement permitted to be placed on or made to the Land under another disposition, and
- (v) restore the surface of the Land as nearly as may reasonably be possible to the same condition as it was on the Commencement Date, to our satisfaction, but if you are not directed or permitted to remove an Improvement under paragraph (iv), this paragraph will not apply to that part of the surface of the Land on which that Improvement is located,

and all of your right, interest and estate in the Land will be absolutely forfeited to us, and to the extent necessary, this covenant will survive the termination of this Agreement.

- 4.2 You will not permit any person to do anything you are restricted from doing under this Article.

ARTICLE 5 - LIMITATIONS

- 5.1 You agree with us that

- (a) we are under no obligation to provide access or services to the Land or to maintain or improve existing access roads;

- (b) this Agreement is subject to
- (i) all subsisting dispositions and subsisting grants to or rights of any person made or acquired under the *Coal Act*, *Forest Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Wildlife Act* or *Water Act*, or any extension or renewal of the same, whether or not you have actual notice of them, and
 - (ii) the exceptions and reservations of interests, rights, privileges and titles referred to in section 50 of the *Land Act*;
- (c) without limiting subsection 4.1(p), you must indemnify and save us and our servants, employees and agents harmless from and against all claims, actions, causes of action, losses, damages, costs and liabilities, including fees of solicitors and other professional advisors, arising out of any conflict between your rights under this Agreement and the rights of any person under a disposition or under a subsisting grant to or right of any person made or acquired under the *Coal Act*, *Forest Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Wildlife Act* or *Water Act* (or any prior or subsequent enactment of the Province of British Columbia of like effect), or any extension or renewal of the same, whether or not you have actual notice of them, and the amount of all such losses, damages, costs and liabilities will be payable to us immediately upon demand;
- (d) you release us from all claims, actions, causes of action, suits, debts and demands that you now have or may at any time in the future have against us arising out of any conflict between your rights under this Agreement and the rights of any person under a disposition or under a subsisting grant to or right made or acquired under the enactments referred to in subsection (c), and you acknowledge that this Agreement and your rights under this Agreement are subject to those grants and rights referred to in subsection (c) whether or not you have actual notice of them.
- (e) we may make other dispositions of or over the Land;
- (f) you will make no claim for compensation, in damages or otherwise, in respect of a disposition made under subsection (e), where such disposition does not materially affect the exercise of your rights under this Agreement;
- (g) subject to subsection (f), all of your costs and expenses, direct or indirect, that arise out of any lawful interference with your rights under this Agreement as a result of the exercise or operation of the interests, rights, privileges and titles reserved to us in subsections (b) and (e) will be borne solely by you;
- (h) you will not commence or maintain proceedings under section 65 of the *Land Act* in respect of any lawful interference with your rights under this Agreement that arises as a result of the exercise or operation of the interests, rights, privileges and titles described
-

in subsections (b) and (e);

- (i) you will not dredge or displace beach materials on the Land without our prior written consent;
- (j) you will not interrupt or divert the movement of water or of beach materials by water along the shoreline without our prior written consent;
- (k) you will not remove or permit the removal of any Improvement from the Land except as expressly permitted or required under this Agreement;
- (l) any interest you may have in the Improvements ceases to exist and becomes our property upon the termination of this Agreement, except where an Improvement may be removed under paragraph 4.1(q)(ii), (iii) or (iv) in which case any interest you may have in that Improvement ceases to exist and becomes our property if the Improvement is not removed from the Land within the time period set out in paragraph 4.1(q)(ii) or the time period provided for in the direction or permission given under paragraph 4.1(q)(iii); and
- (m) if, after the termination of this Agreement, we permit you to remain in possession of the Land and we accept money from you in respect of such possession, a tenancy from year to year will not be created by implication of law and you will be deemed to be a monthly occupier only subject to all of the provisions of this Agreement, except as to duration, in the absence of a written agreement to the contrary.

ARTICLE 6 - SECURITY AND INSURANCE

- 6.1 On the Commencement Date, you will deliver to us security in the amount of \$0.00 which will
- (a) guarantee the performance of your obligations under this Agreement;
 - (b) be in the form required by us; and
 - (c) remain in effect until we certify, in writing, that you have fully performed your obligations under this Agreement.
- 6.2 Despite section 6.1, your obligations under that section are suspended for so long as you maintain in good standing other security acceptable to us to guarantee the performance of your obligations under this Agreement and all other dispositions held by you.
- 6.3 We may use the Security for the payment of any costs and expenses incurred by us to perform any of your obligations under this Agreement that are not performed by you or to pay any overdue Fees and, if such event occurs, you will, within 30 days of that event, deliver further Security to us in an amount equal to the amount drawn down by us.

6.4 After we certify, in writing, that you have fully performed your obligations under this Agreement, we will return to you the Security maintained under section 6.1, less all amounts drawn down by us under section 6.3.

6.5 You acknowledge that we may, from time to time, notify you to

- (a) change the form or amount of the Security; and
- (b) provide and maintain another form of Security in replacement of or in addition to the Security posted by you under this Agreement;

and you will, within 60 days of receiving such notice, deliver to us written confirmation that the change has been made or the replacement or additional form of Security has been provided by you.

6.6 You must

- (a) without limiting your obligations or liabilities under this Agreement, at your expense, effect and keep in force during the Term Comprehensive/Commercial General Liability insurance protecting us as an additional insured in an amount of not less than \$1,000,000.00 inclusive per occurrence insuring against liability for personal injury, bodily injury (including death) or property damage, and claims for liability assumed under contract, arising from all accidents or occurrences on the Land or the Improvements;
- (b) on the Commencement Date and immediately upon demand, deliver to us a completed "Province of British Columbia Certificate of Insurance" for all insurance required to be maintained by you under this Agreement;
- (c) ensure that all insurance required to be maintained by you under this Agreement is
 - (i) placed with insurers licensed in British Columbia,
 - (ii) primary and does not require the sharing of any loss by any insurer that insures us, and
 - (iii) endorsed to provide us with 30 days' advance written notice of cancellation or material change; and
- (d) deliver or cause to be delivered to us, immediately upon demand, certified copies of all policies of insurance required to be maintained by you under this Agreement.

6.7 You acknowledge that we may, from time to time, notify you to

- (a) change the amount of insurance set out in subsection 6.6(a); and
- (b) provide and maintain another type or types of insurance in replacement of or in addition to the insurance previously required to be maintained by you under this Agreement;

and you will, within 60 days of receiving such notice, cause the amounts and types to be changed and deliver to us a completed "Province of British Columbia Certificate of Insurance" for all insurance then required to be maintained by you under this Agreement.

ARTICLE 7 - ASSIGNMENT

- 7.1 You must not sublicense, assign, mortgage or transfer this Agreement, or permit any person to use or occupy the Land, without our prior written consent, which consent we may withhold.
- 7.2 For the purpose of section 7.1, if you are a corporation, a change in control (as that term is defined in subsection 2(3) of the *Business Corporations Act*) will be deemed to be a transfer of this Agreement.
- 7.3 Section 7.2 does not apply to a corporation if the shares of the corporation which carry votes for the election of the directors of the corporation trade on a stock exchange located in Canada.
- 7.4 Prior to considering a request for our consent under section 7.1, we may require you to meet certain conditions, including without limitation, that you submit to us a "site profile", "preliminary site investigation" or "detailed site investigation" (as those terms are defined in the *Environmental Management Act*) for the Land or other similar type of investigation of the Land.

ARTICLE 8 - TERMINATION

- 8.1 You agree with us that
 - (a) if you
 - (i) default in the payment of any money payable by you under this Agreement, or
 - (ii) fail to observe, abide by and comply with the provisions of this Agreement (other than the payment of any money payable by you under this Agreement),
- and your default or failure continues for 60 days after we give written notice of the default or failure to you,

- (b) if, in our opinion, you fail to make diligent use of the Land for the purposes set out in this Agreement, and your failure continues for 60 days after we give written notice of the failure to you;
- (c) if you
 - (i) become insolvent or make an assignment for the general benefit of your creditors,
 - (ii) commit an act which entitles a person to take action under the *Bankruptcy and Insolvency Act* (Canada) or a bankruptcy petition is filed or presented against you or you consent to the filing of the petition or a decree is entered by a court of competent jurisdiction adjudging you bankrupt under any law relating to bankruptcy or insolvency, or
 - (iii) voluntarily enter into an arrangement with your creditors;
- (d) if you are a corporation,
 - (i) a receiver or receiver-manager is appointed to administer or carry on your business, or
 - (ii) an order is made, a resolution passed or a petition filed for your liquidation or winding up;
- (e) if you are a society, you convert into a company in accordance with the *Society Act* without our prior written consent;
- (f) if this Agreement is taken in execution or attachment by any person; or
- (g) if we require the Land for our own use or, in our opinion, it is in the public interest to cancel this Agreement and we have given you 60 days' written notice of such requirement or opinion;

this Agreement will, at our option and with or without entry, terminate and your right to use and occupy the Land will cease.

8.2 If the condition complained of (other than the payment of any money payable by you under this Agreement) reasonably requires more time to cure than 60 days, you will be deemed to have complied with the remedying of it if you commence remedying or curing the condition within 60 days and diligently complete the same.

8.3 You agree with us that

- (a) you will make no claim for compensation, in damages or otherwise, upon the lawful termination of this Agreement under section 8.1; and
- (b) our remedies under this Article are in addition to those available to us under the *Land Act*.

ARTICLE 9 - DISPUTE RESOLUTION

- 9.1 If any dispute arises under this Agreement, the parties will make all reasonable efforts to resolve the dispute within 60 days of the dispute arising (or within such other time period agreed to by the parties) and, subject to applicable laws, provide candid and timely disclosure to each other of all relevant facts, information and documents to facilitate those efforts.
- 9.2 Subject to section 9.5, if a dispute under this Agreement cannot be resolved under section 9.1, we or you may refer the dispute to arbitration conducted by a sole arbitrator appointed pursuant to the *Commercial Arbitration Act*.
- 9.3 The cost of the arbitration referred to in section 9.2 will be shared equally by the parties and the arbitration will be governed by the laws of the Province of British Columbia.
- 9.4 The arbitration will be conducted at our offices (or the offices of our authorized representative) in Surrey, British Columbia, and if we or our authorized representative have no office in Surrey, British Columbia, then our offices (or the offices of our authorized representative) that are closest to Surrey, British Columbia.
- 9.5 A dispute under this Agreement in respect of a matter within our sole discretion cannot, unless we agree, be referred to arbitration as set out in section 9.2.

ARTICLE 10 - NOTICE

- 10.1 Any notice required to be given by either party to the other will be deemed to be given if mailed by prepaid registered mail in Canada or delivered to the address of the other as follows:

to us

MINISTRY OF AGRICULTURE AND LANDS
200-10428 153 St
Surrey, BC V3R 1E1;

to you

SUNSHINE COAST REGIONAL DISTRICT
1975 Field Rd
RR 1
Sechelt, BC V0N 3A1;

or at such other address as a party may, from time to time, direct in writing, and any such notice will be deemed to have been received if delivered, on the day of delivery, and if mailed, 7 days after the time of mailing, except in the case of mail interruption in which case actual receipt is required.

- 10.2 In order to expedite the delivery of any notice required to be given by either party to the other, a concurrent facsimile copy of any notice will, where possible, be provided to the other party but nothing in this section, and specifically the lack of delivery of a facsimile copy of any notice, will affect the deemed delivery provided in section 10.1.
- 10.3 The delivery of all money payable to us under this Agreement will be effected by hand, courier or prepaid regular mail to the address specified above, or by any other payment procedure agreed to by the parties, such deliveries to be effective on actual receipt.

ARTICLE 11 - MISCELLANEOUS

- 11.1 No provision of this Agreement will be considered to have been waived unless the waiver is in writing, and a waiver of a breach of a provision of this Agreement will not be construed as or constitute a waiver of any further or other breach of the same or any other provision of this Agreement, and a consent or approval to any act requiring consent or approval will not waive or render unnecessary the requirement to obtain consent or approval to any subsequent same or similar act.
- 11.2 No remedy conferred upon or reserved to us under this Agreement is exclusive of any other remedy in this Agreement or provided by law, but that remedy will be in addition to all other remedies in this Agreement or then existing at law, in equity or by statute.
- 11.3 The grant of a sublicence, assignment or transfer of this Agreement does not release you from your obligation to observe and perform all the provisions of this Agreement on your part to be observed and performed unless we specifically release you from such obligation in our consent to the sublicence, assignment or transfer of this Agreement.
- 11.4 This Agreement extends to, is binding upon and enures to the benefit of the parties, their heirs, executors, administrators, successors and permitted assigns.
- 11.5 If, due to a strike, lockout, labour dispute, act of God, inability to obtain labour or materials, law, ordinance, rule, regulation or order of a competent governmental authority, enemy or

hostile action, civil commotion, fire or other casualty or any condition or cause beyond your reasonable control, other than normal weather conditions, you are delayed in performing any of your obligations under this Agreement, the time for the performance of that obligation will be extended by a period of time equal to the period of time of the delay so long as

- (a) you give notice to us within 30 days of the commencement of the delay setting forth the nature of the delay and an estimated time frame for the performance of your obligation; and
- (b) you diligently attempt to remove the delay.

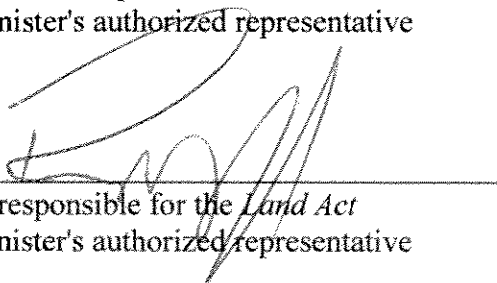
11.6 You agree with us that

- (a) we are under no obligation, express or implied, to provide financial assistance or to contribute toward the cost of servicing, creating or developing the Land or the Improvements and you are solely responsible for all costs and expenses associated with your use of the Land and the Improvements for the purposes set out in this Agreement; and
- (b) nothing in this Agreement constitutes you as our agent, joint venturer or partner or gives you any authority or power to bind us in any way.

11.7 This Agreement does not override or affect any powers, privileges or immunities to which you are entitled under any enactment of the Province of British Columbia.

The parties have executed this Agreement as of the date of reference of this Agreement.

SIGNED on behalf of **HER MAJESTY
THE QUEEN IN RIGHT OF THE
PROVINCE OF BRITISH COLUMBIA**
by the minister responsible for the *Land Act*
or the minister's authorized representative




Minister responsible for the *Land Act*
or the minister's authorized representative

Licence

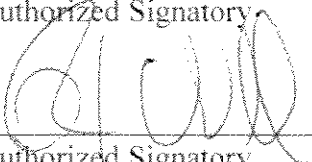
File No.: 2403299

Disposition No.: 863534

SIGNED on behalf of SUNSHINE COAST REGIONAL DISTRICT
by its authorized signatories



Authorized Signatory



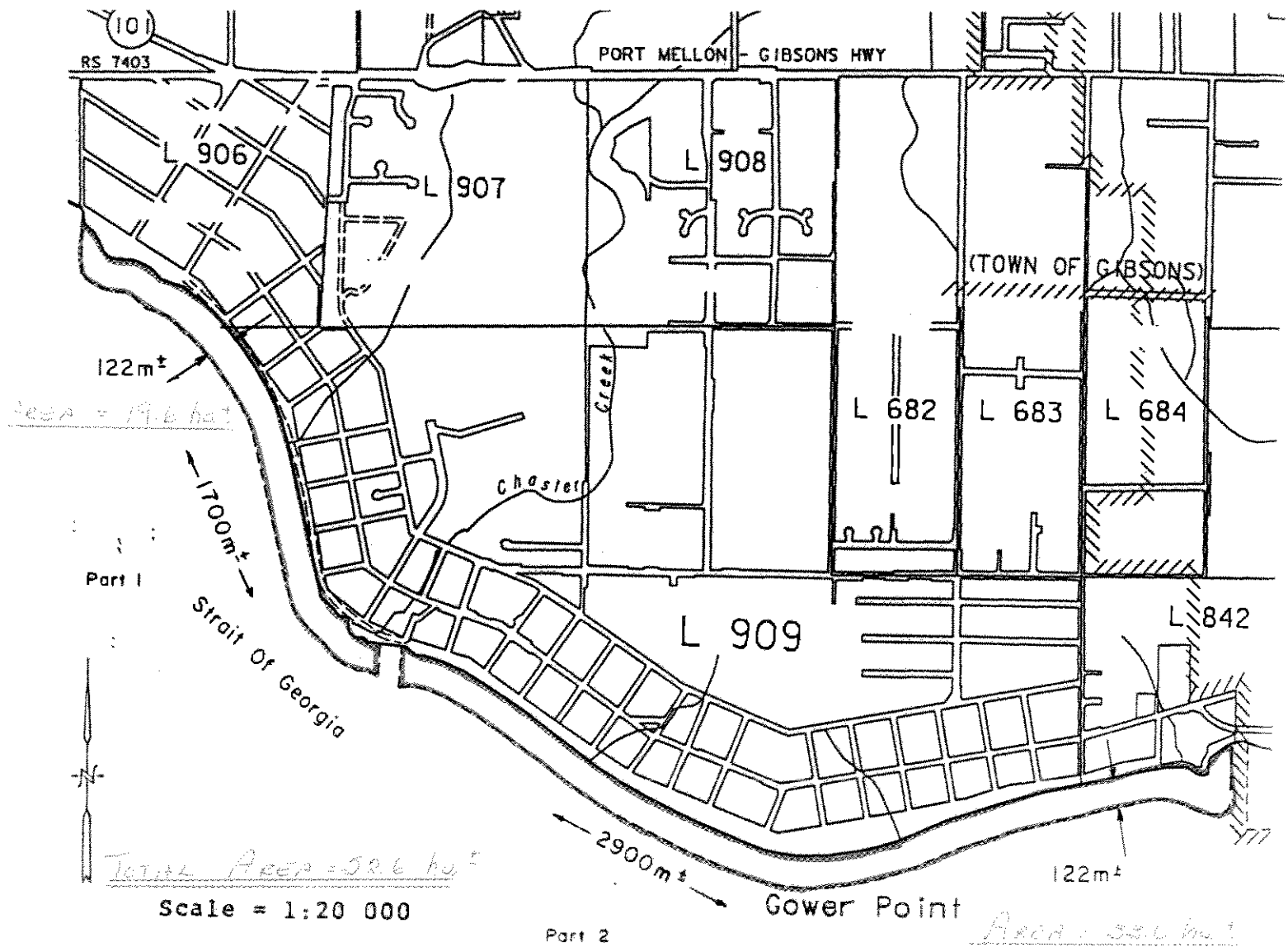
Authorized Signatory

Licence

File No.: 2403299

Disposition No.: 863534

LEGAL DESCRIPTION SCHEDULE



SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Karen Preston, Manager, Recreation and Community Partnerships

SUBJECT: Fitness Equipment Replacement RFP 18 352 Award Report

RECOMMENDATION(S)

THAT the report titled Fitness Equipment Replacement RFP 18 352 Award Report be received;

AND THAT a contract be awarded to Matrix Canada/STAK Fitness (Johnson Health Technologies Canada Commercial Inc.) for up to \$189,086 (inclusive of taxes) for a portion of the equipment;

AND THAT a contract be awarded to Flaman Fitness BC Ltd. for up to \$6,151 (inclusive of taxes) for a portion of the equipment;

AND THAT a contract be awarded to Life Fitness-Western Canada 116 for up to \$14,107 (inclusive of taxes) for a portion of the equipment.

BACKGROUND

Request for Proposal (RFP) 18 352 Fitness Equipment Replacement and Service Contract was published on November 15, 2018 and closed on December 13, 2018. Five addendums were issued.

The scope of work was to supply, deliver and install new replacement fitness equipment and remove for trade in the existing equipment for three SCRD recreation facilities: Sechelt Aquatic Centre, Gibsons and Area Community Centre and Pender Harbour Aquatic and Fitness Centre.

DISCUSSION

RFP Process and Results

Following standard advertising and active solicitation of proposals from the commercial fitness equipment sector, purchasing received seven proposals. Submissions were reviewed by a committee, using scoring on criteria set out in the RFP.

Staff recommend that a contract be awarded to Matrix Canada/STAK Fitness (Johnson Health Technologies Canada Commercial Inc.), Flaman Fitness BC Ltd., and Life Fitness-Western Canada as they have met the specifications listed in the RFP.

Company Name	Contract Value (up to)
Matrix Canada/STAK Fitness (Johnson Health Technologies Canada Commercial Inc.)	\$ 189,086
Flaman Fitness BC Ltd	\$ 6,151
Life Fitness-Western Canada 116	\$ 14,107
Total Value of Combined Contracts	\$ 209,344 including taxes

As part of the purchasing process, staff have considered community benefit possibilities and have negotiated with suppliers that some of the equipment being retired will be provided to the shíshálh Nation as a donation. The equipment to be donated has been identified as supporting shíshálh Nation goals, and has a total trade-in value of not more than \$1,651. Suppliers have agreed to accept the trade-in and then make the donation of equipment, including *pro bono* assistance with installation.

Financial Implications

The replacement of fitness equipment for both Sechelt Aquatic Centre and the Gibsons & Area Community Centre was approved to be funded through reserve funds. The recommend awards for equipment purchase are within the approved project budget of \$251,650.

The replacement of fitness equipment for the Pender Harbour Aquatic and Fitness Centre [625] was planned to be funded through 2018 base budget. As purchases made for PHAFC under RFP 18 352 will be executed in 2019, the 2018 based budget funds were committed at year-end to reserves, and will now be accessed from reserves.

Timeline for next steps or estimated completion date

Contract award will be made following Board decision.

Communications Strategy

Following award, an update on the fitness equipment replacement plan process will be shared with patrons of the Sechelt Aquatic Centre, the Gibsons and Area Community Centre and the Pender Harbour Aquatic and Fitness Centre. Staged installation will be used to limit disruption to services.

STRATEGIC PLAN AND RELATED POLICIES

The community benefit aspect of this purchase supports community development and is an opportunity to enhance SCRD's relationship with the shíshálh Nation.

CONCLUSION

SCRD received seven compliant bids deemed to represent fair value for money on RFP 18 352 Fitness Equipment Replacement. Staff recommend award of the equipment supply contract to Matrix Canada/STAK Fitness (Johnson Health Technologies Canada Commercial Inc.), Flaman Fitness BC Ltd., and Life Fitness-Western Canada for a total cost of \$209,344 (taxes included).

A donation opportunity has been arranged as part of the project.

Patron updates regarding installation will be provided at recreation facilities.

Reviewed by:			
Manager	X – K. Preston X – D. Cole X – K. Robinson	CFO/Finance	X – T. Perreault
GM	X – I. Hall	Legislative	
CAO	X – J. Loveys	Risk/Purchasing	X – V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Rebecca Porte, Parks Planning Coordinator

SUBJECT: WHISPERING FIRS PARK NAME CHANGE REQUEST

RECOMMENDATIONS

THAT the report titled Whispering Firs Park Name Change Request be received;

THAT this report be referred to Skwxwú7mesh Nation, Elphinstone Advisory Planning Commission, and Gibsons and District Volunteer Fire Department;

AND THAT a public participation process be initiated to garner feedback on name change;

AND FURTHER THAT staff report to a future Committee summarizing the consultation and feedback.

BACKGROUND

In August 2018, the Woodcreek Park Neighbourhood Association (WPNA) submitted a request to SCRD to change the name of Whispering Firs Park to Woodcreek Park (See Attachment A). Whispering Firs Park is a 7.8 hectare SCRD Community Park in Elphinstone and is adjacent to the Woodcreek Park subdivision. The park includes a large grassy area, playground, sheltered picnic site and a trail through mixed conifer forest.

The purpose of this report is to provide background on the original naming process of Whispering Firs Park, considerations around a park name change, and options for Committee consideration.

DISCUSSION

Whispering Firs Park was named in 1984 following a contest held at Cedar Grove Elementary School. WPNA would like the name of Whispering Firs Park changed to Woodcreek Park. WPNA's stated goal for the name change is to create continuity between the community subdivision name and the SCRD Park name. The WPNA would like to enhance the sense of community identity, and name consistency is considered important to them. The Association is also motivated by the current lack of a Woodcreek Park neighbourhood sign, which correspondence indicates has been removed.

The SCRD Park Naming Policy (Attachment B) does allow parks to be named by subdivision name, meaning that naming the park Woodcreek Park would fit within the guidelines during original naming of the park. The Park Naming Policy, however does not address name changes to existing parks.

Some general considerations with an SCRD Park name change request are:

- **Potential Precedent Setting:** It is possible that the SCRD will receive additional name change requests in the future. The decision made regarding Whispering Firs would likely be seen as precedent setting.
- **Community Consultation:** The WPNA's membership includes people living in the area surrounding Whispering Firs Park, and based on their website, represents 140 home owners. While the WPNA is in favour of the name change, it is unknown at this time if there are people within Woodcreek Park and neighboring communities who would be opposed to a name change.
- **First Nation Consultation:** The area is within the territory of the Skwxwú7mesh Nation and there may be a place name which is applicable and can be included on the sign as a co-name of the park. SCRD is in the practice of inviting dialogue about naming from our First Nations partners. Staff note that this opportunity for naming dialogue extends beyond this one case.
- **Referral to Gibsons and District Volunteer Fire Department.** The request should be review the name change to ensure clarity for future emergency response. A common name with a park and subdivision could cause confusion. A specific civic address to the park could alleviate this potential confusion.
- **Community Heritage:** Should a change be made consideration could be given to preserving the name Whispering Firs, perhaps through naming of a trail or another feature within the park.
- **Costs of Name Change:** There will be some costs, including signage, associated with a park name change.

Options

Staff do not have concerns about considering a name change to support neighbourhood identity. However, a public participation process is recommended to form part of the decision making process.

Option 1: Change the name of Whispering Firs Park to Woodcreek Park (recommended option)

If a name change was pursued, the following steps would be taken prior to reporting back to committee for decision:

- Consult with Skwxwú7mesh Nation to ensure new signage includes both Woodcreek Park name and Skwxwú7mesh Nation name.
- Referral to Elphinstone Advisory Planning Commission.
- Referral to Gibsons and District Volunteer Fire Department.

- A public participation process be initiated which could include posters inviting feedback and online engagement.

Option 2: Do not change the name

If a name change was not pursued, a letter would be sent advising WPNA of the decision.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

SCRD has received a request to change the name of Whispering Firs Park to Woodcreek Park. It is recommended that community consultation and referral to Skwxwú7mesh Nation commence and that a future report with consultation summary be presented to Committee for decision.

Attachments:

Attachment A: Letter from Whispering Firs Neighbourhood Association

Attachment B: SCRD Park Naming Policy

Reviewed by:			
Manager	X – A. Allen	Finance	
GM	X – I. Hall	Legislative	
CAO	X – J. Loveys	Other	

WOODCREEK PARK NEIGHBOURHOOD ASSOCIATION

c/o Claire Finlayson
1568 Cypress Way, Gibsons, BC V0N 1V5

August 15, 2018

Ian Hall, General Manager
Planning and Community Development, SCR D

Dear Mr. Hall:

This letter is in regard to Whispering Firs Park, which sits at the entrance to the Woodcreek Park subdivision in Area E and is accessed via Oceanview Drive at Highway 101. Our neighbourhood association would like to put forward two requests for your consideration.

The first is that you consider changing the name of this park to *Woodcreek Park*.

In the 80s and 90s, there were large signs at the entrance to the subdivision, each with the name *Woodcreek Park* spelled out in embossed letters. These signs gave the neighbourhood a sense of identity. There are various stories as to why they were taken down, but as a 27-year resident of Woodcreek, I seem to recall that the sturdy brick pillars that supported the sign on the west side of the street were demolished for road widening when the turn lanes went in, or perhaps for the installation of the streetlight that now stands there—no one seems to know for sure. But since the demolition of the signs, Woodcreek Park exists only as an idea perpetuated by long-time residents. We were recently awarded a small Resilient Neighbourhoods grant and will use the \$250 toward restoring the entrance signage. We don't want to be "the subdivision between the trailer park and the cemetery" anymore.

It is logical that the park and the subdivision share the same name. This will both help clear up confusion and give our neighbourhood back its identity.

Geri Gelineau dug up the history of the naming of the park – it was named in 1984 as a result of a contest held at Cedar Grove Elementary School. Geri also provided us with the naming criteria for parks, and we are happy to note that our petition seems to fit within the guidelines, namely that parks can be called "by subdivision name." We hope those criteria also apply to *re-naming* parks! (A walk through the park today, incidentally, reveals a mixed conifer forest of cedars, hemlocks and spruce trees, but I don't think I saw a fir.)

Our second request concerns the lack of amenities in the park. Frankly, Whispering Firs is not a destination for neighbourhood kids—we have only a swing set and a slide suitable for very young children. (The nearest park with decent amenities is Shirley Macey, almost 5 km away.) With more and more young families moving into Woodcreek, we would dearly love to have an inviting place for our kids to play. We currently have about 140 homes in the neighbourhood. Parents report that they are in favour of anything that gets kids outside and using their bodies, especially climbing walls and jungle gyms for slightly older kids. We have polled a few “expert” playground users for their suggestions and have come up with the following wish list:

- More climbing stuff! As in, the UFO-shaped climbing wall at Shirley Macey or the rope spider at Cedar Grove
- A jungle gym with a firefighter's pole & spiral slide - it would be great if we could have ones that are suitable for toddlers/wee ones AND older elementary school-aged kids
- "Cloud 9" swing that can hold 2-3 people at once
- Spinning cups like the ones at the playground in Horseshoe Bay or spinning stands like the ones at Cedar Grove Elementary
- Merry-go-round like the one at Gibsons Elementary

We know that playground equipment is expensive and are willing to fundraise if necessary. Please let us know if we have a shot at renaming the park and beefing up the playground equipment, and do advise if there's anything else we can do to improve our chances of success.

Thank you very much for considering our petition.

Claire Finlayson, Secretary

Woodcreek Park Neighbourhood Association

claire@finlaysons.ca 604 886 7267

Sunshine Coast Regional District**BOARD POLICY MANUAL**

Section:	Parks Administration	12
Subsection:	Parks Administration – General	5810
Title:	SCRD Park Naming	2

POLICY

Naming guidelines will be as follows:

- < by pioneers/community leaders/volunteers/individuals in the area in which the park is located;
- < by geographic/historical location or special feature, eg. recreation complex, physical feature;
- < by subdivision name (excluding real estate or development companies);
- < proponents are encouraged to co-ordinate naming competitions within their communities;
- < parks located beside a school should be named after the school where appropriate;
- < consideration may be given to naming park sites of reasonable size after the donor;
- < parks should not be named after a politician while holding office;
- < small areas (tot lots, cul de sacs) may not be deemed necessary to be officially named. A road name reference for identification purposes is all that should be necessary;
- < park signage will be used where appropriate for the park and SCRД logo is to appear on all signs;
- < interpretive signage may be used to explain why a park name commemorates an individual.

REASON FOR POLICY

This policy will identify guidelines for naming park sites in the Sunshine Coast Regional District Electoral Areas.

AUTHORITY TO ACT

Retained by the Board

PROCEDURE

1. Requests are to be received in writing outlining why the person(s) should be recognized under the policy.
2. The request will be reviewed by the staff in relation to the provisions of the policy and discuss their findings with the proponent.
3. The request will then be forwarded to the Parks and Recreation Committee for consideration. The Parks and Recreation Committee will review all submissions and provide opportunity for public input prior to making a recommendation to the board.
4. Staff may initiate a request to name a park.

Approval Date:	June 22, 2000	Resolution No.	281/00
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Ian Hall, General Manager, Planning and Community Development

SUBJECT: CHILD CARE PLANNING GRANT FOR THE SUNSHINE COAST (DISTRICT OF SECHELT) - ADDITIONAL CLAUSE

RECOMMENDATION(S)

THAT the report titled Child Care Planning Grant for the Sunshine Coast (District of Sechelt) – Additional Clause be received;

AND THAT the 2019 Child Care Planning grant application submitted by District of Sechelt is a collaborative application for the Sunshine Coast, and the SCRD is a partner (in-kind services) in the project, and fully supports and gives permission to the District of Sechelt to apply for, receive and manage the child care planning grant funding on behalf of the partnership.

BACKGROUND

The SCRD Board adopted the following resolution on January 10, 2019:

004/19 **Recommendation No. 5** *Child Care Planning Grant for the Sunshine Coast (District of Sechelt)*

THAT the report titled Child Care Planning Grant for the Sunshine Coast (District of Sechelt) be received;

AND THAT SCRD supports the District of Sechelt's application to the UBCM Child Care Planning Program (2019);

AND THAT SCRD contribute in-kind services to Child Care Planning for the Sunshine Coast project.

The SCRD resolution was forwarded to the District of Sechelt to be included with the District's UBCM Child Care Planning Grant application. Following the application being submitted, District of Sechelt staff were advised by UBCM that the SCRD Board resolution must indicate that the application is a collaborative partnership and indicate support for the District of Sechelt to apply for the grant on behalf of the partnership and to receive and manage any awarded grant funds on behalf of the partnership.

A similar change was requested by UBCM with regard to the resolution provided by the Town of Gibsons.

An additional resolution from the SCRD must be submitted to address this requirement from UBCM, as shown in the recommendations for this report.

This additional clause aligns with staff's understanding of the project and the role of the Regional District as presented in the Staff Report of January 10, 2019 introducing the grant opportunity.

DISCUSSION

Organizational and Intergovernmental Implications

This project is an opportunity for intergovernmental collaboration, with partners acting within their areas of jurisdiction/mandate.

Financial Implications

There are no direct financial implications to SCRD's participation in this grant/project; SCRD is not being requested to provide a financial contribution.

Staff time will be required; this will be included in work plans.

Timeline for next steps or estimated completion date

Following adoption of the additional SCRD Board resolution, it will be forwarded to District of Sechelt staff and to UBCM.

Notification of application result/status is expected within 90 days. Work must be completed within one year of approval.

Communications Strategy

Staff will provide updates to the Board through departmental quarterly reports.

STRATEGIC PLAN AND RELATED POLICIES

Work undertaken through this grant supports regional coordination.

Having adequate childcare available in the community supports economic opportunity and participation, particularly for women. Quality care supports child development.

CONCLUSION

The District of Sechelt will be re-submitting the SCRD resolution to more clearly articulate the collaborative nature of the project, and indicating support and permission for the District of Sechelt to apply for, receive and manage the child care planning grant funding on behalf of the partnership.

Staff recommend that a resolution of support be provided to District of Sechelt and UBCM.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO	X – J. Loveys	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – February 7, 2019

AUTHOR: Tracey Hincks, Executive Assistant

SUBJECT: 2019 HIGH GROUND: CENTRE FOR CIVIC GOVERNANCE FORUM

RECOMMENDATION(S)

THAT the report titled 2019 High Ground: Centre for Civic Governance be received;

AND THAT the following Directors _____ be approved to attend the 2019 High Ground: Centre for Civic Governance Forum;

AND FURTHER THAT approved Directors who attend the 2019 High Ground: Centre for Civic Governance Forum be paid stipend and expenses.

BACKGROUND

There has been interest expressed in attending the 2019 High Ground: Centre for Civic Governance Forum. The event takes place in Harrison Hot Springs from Friday, March 29 to Saturday, March 30 (preliminary program is attached).

DISCUSSION

As per Remuneration Bylaw No. 636 expenses and stipend are paid for conferences such as Union of British Columbia Municipalities (UBCM) or Association of Vancouver Island and Coastal Communities (AVICC), the UBCM Annual Electoral Area Directors Forum or Local Government Leadership Academy Conference.

Attendance at any other conference or forum where compensation is received requires Board support in the form of a motion.

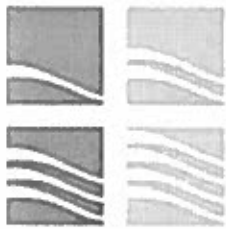
STRATEGIC PLAN AND RELATED POLICIES

This report is aligned with the strategic priority to Enhance Board structure and processes, as well as with the value of Transparency.

CONCLUSION

Where conference and forum attendance is approved by the SCRD Board, the Directors are eligible for paid expenses and stipend.

Reviewed by:			
Manager		Finance	
GM		Legislative	X-A. Legault
CAO	X – J. Loveys	Other	



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CENTRE FOR CIVIC GOVERNANCE



Home » Latest Blogs » 2019 High Ground: Centre for Civic Governance Forum

2019 High Ground: Centre for Civic Governance Forum

November 26, 2018 by Centre for Civic Governance | Filed in: [Civic Governance Forums](#) [Events](#)

Columbia Institute's Centre for Civic Governance is pleased to announce that our **2019 Centre for Civic Governance Forum** will take place in Harrison Hot Springs from Friday, March 29 to Saturday, March 30.

Register Now!

At this special 26.5 hour event, which will take place under the banner of "**Rising to the Challenge**," we aim to develop a deeper understanding of the issues shaping our times and to provide insights on how to build more inclusive, sustainable communities. There are also plenty of opportunities to network with colleagues!

To take a look at some highlights from last year's event, including the program and videos, visit <http://www.civicgovernance.ca/2018-high-ground/>.

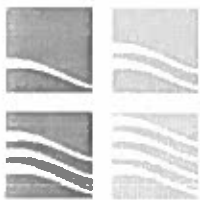
If you have any ideas for speakers and/or workshops, please email us at sroling@columbiainstitute.ca

Program: Click here for the preliminary program, check back as we update it.

Register: To register for the forum, please click here.

Accommodation: Hotel accommodation is booked separately. Please call Harrison Hot Springs Resort at 1-800-663-2266 to book your accommodation using our room and group rates.

Stay tuned for more information!



About CENTRE FOR CIVIC GOVERNANCE

The Centre for Civic Governance works to support community leadership meeting today's social and environmental challenges: climate change, Canada's increasing equity gap, and shifting social trends. At the Centre for Civic Governance, our goal is to strengthen Canadian communities through sharing best practices, providing tools for locally elected leaders, and progressive policy analysis. We strive to provide knowledge and information to make real

and positive social change.

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PROGRAM AT A GLANCE



Friday, March 29		Pre-Conference Workshop			
11:30 am – 12:30 pm	Women in Leadership Dialogue				
Friday, March 29	High Ground: Rising to the Challenge				
1:00 – 2:30 pm	Conference Opening: Rising to the Challenge Welcome Remarks Plenary				
2:45 pm	Session	Session	Session	Session	
4:00 pm	Networking Break				
4:30 – 5:45 pm	Session	Session	Session	Session	
6:15 pm	Reception (6:15) / Dinner (7:00)				
8:00 pm	Pecha Kucha Style!				
Saturday, March 30	High Ground: Rising to the Challenge (continues)				
from 7:00 am	Buffet opens				
7:45 am	Breakfast Dialogue				
9:15 – 10:30 am	Session	Session	Session	Session	
10:30 – 11:00 am	Networking Break				
11:00 – 12:00 pm	Emerging Issues				
12:00 – 1:30 pm	Action Lunch				
1:30 – 2:45 pm	Session	Session	Session	Session	
2:45 – 3:30 pm	Closing Plenary				

Subject to Change: As of January 2, 2019

SUNSHINE COAST REGIONAL DISTRICT

AGRICULTURAL ADVISORY COMMITTEE

January 22, 2019

MINUTES FROM THE AGRICULTURAL ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM AT THE SUNSHINE COAST REGIONAL DISTRICT OFFICES, 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	David Morgan
	Members	Paul Nash Gretchen Bozak Barbara Seed Erin Dutton Gerald Rainville Jon Bell
ALSO PRESENT:	Director, Electoral Area F	Mark Hiltz
	Director, Electoral Area E	Donna McMahon
	Director, District of Sechelt	Darnelda Siegers (part)
	Manager, Planning and Development	Andrew Allen
	Senior Planner	Yuli Siao
	Planning Office Assistant /Recorder	Genevieve Dixon
	Applicant	Patrick Connelly
	Applicant	Clinton McDougall
	Public	1
REGRETS:	Member	Faye Kiewitz

CALL TO ORDER 3:35 p.m.

INTRODUCTIONS Round table introductions

AGENDA The agenda was adopted as presented.

DELEGATIONS

Patrick Connelly and Clinton McDougall from Sunday Cider Company Limited.

MINUTES

Recommendation No. 1 AAC Meeting Minutes for May 22, 2018

The Agricultural Advisory Committee recommended that the meeting minutes of May 22, 2018 be received and approved.

REPORTS

LCRB Endorsement Applications for Lounge and Picnic Area – Sunday Cider

Patrick Connelly and Clinton McDougall from Sunday Cider Company Limited presented a presentation on the Liquor and Cannabis Regulation Branch (LCRB) application for endorsement of a food and beverage lounge and picnic area in Electoral Area E to the AAC.

Key points of discussion:

- The subject property is a 20 acre site. Sunday Cider has a lease on an Okanagan orchard (Macintosh and Golden Delicious) apples for future use, and also a purchase agreement with an orchardist in Lake Country that is growing cider apples.
- Initially the applicant will use 50% of product from off Coast until orchard is mature.
- First block of 427 trees planted on the property. Experimenting with a variety of root stalks.
- The applicant clarified that the application for lounge meets all agency requirements for seating (30 people or less), and SCRD requirements are 50sq metres.
- ALC site requirements are 1000sq metres, alcohol can be brought to the picnic area but no liquor sales in the picnic area.
- There will be a small retail area to purchase products for use on or off the property.
- The applicant plans to showcase other local beer/wine provider's onsite as permitted through licensing.
- Applicant is aware of challenges with fencing and eventually will add an electric fence around the perimeter.
- LCRB licensing requires 25% grown products on site or leasing from another orchard and the ALC area requirements is 50% grown products on site, both entities will continually check to ensure the requirements are met year after year.
- The applicant has indicated that they applied for farm development status with BC Assessment. BC Assessment will be out in the summer months to look at progress on site.
- The applicant confirms the license for cidery is similar to winery license. No current plan on growing grapes.
- The applicant intends on selling product to wine shops and bottle shops. Potentially package cider for restaurants and pubs.
- The applicant states they have no intention to sell packaged non-alcoholic beverages offsite. Non-alcoholic beverages will be sold only onsite.
- The applicant intends to employ water conservation methods when using regional water and using water from the creek for part of the process.
- The creek does run low in the summer but runs all year.
- The root stock trees chosen are of standard size, low maintenance. Not high density, interested in trees that can survive without need a lot of water.
- The applicant has been granted an approval and principle by the LCRB. Which includes a tasting room and a retail /online store.
- The applicant notes timeline for full approval is a year to acquire the lounge license.
- Construction to be complete with final building inspection around April 2019.
- A land based winery is the classification that first gets put on by the Liquor Distribution Branch. The requirement to meet the ALC agreement is two hectares of land where a cidery orchard exists upon or in development and a lease in place.
- The ALC is aware of application and does not require a formal application at this point and will reach out in the future.
- There is a Type 2 waste water disposal system that was recently installed on site and organic

waste will be sent to another farm for animal feed. Remaining waste will be composted on site that will be filtered and spread out in the compost field on the property.

- Environmental consultants have done a preliminary walk through on the site.
- The applicant indicates that the existing property access is from Highway 101. The gravel driveway may be paved in the future.

Recommendation No. 2 *LCRB Endorsement Applications for Lounge and Picnic Area – Sunday Cider*

The Agricultural Advisory Committee supports the LCRB Endorsement Applications for Lounge and Picnic Area for Sunday Cider Company Limited.

Recommendation No. 3

The Agricultural Advisory Committee would like to determine priority policy areas for agriculture and intends to examine three such areas in its remaining term and therefore the AAC seeks direction from the Board regarding priority policy areas, such as water use.

NEXT MEETING Tuesday, February 26, 2019

ADJOURNMENT 5:11 p.m.

SUNSHINE COAST REGIONAL DISTRICT

ROBERTS CREEK (AREA D) ADVISORY PLANNING COMMISSION

January 21, 2019

RECOMMENDATIONS FROM THE ROBERTS CREEK (AREA D) ADVISORY PLANNING COMMISSION MEETING HELD IN THE ROBERTS CREEK LIBRARY READING ROOM LOCATED AT 1044 ROBERTS CREEK ROAD, ROBERTS CREEK, B.C.

PRESENT:	Chair	Bill Page
	Members	Dana Gregory Mike Allegretti Marion Jolicoeur Nichola Kozakiewicz Danise Lofstrom
ALSO PRESENT:	Electoral Area D Director Recording Secretary Applicant Public	Andreas Tize Vicki Dobbyn Jim Green 2
REGRETS:	Members	Heather Conn

CALL TO ORDER 7:00 p.m.

AGENDA The agenda was adopted as presented.

MINUTESArea D Minutes

Roberts Creek (Area D) APC minutes of November 19, 2018, were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont / Pender Harbour (Area A) APC Minutes of November 28, 2018
- Halfmoon Bay (Area B) APC Minutes of November 27, 2018
- Elphinstone (Area E) APC Minutes of November 28, 2018
- West Howe Sound (Area F) APC Minutes of November 27, 2018
- Planning and Community Development Committee Minutes of November 15, 2018

REPORTS

Introduction of Proposed Roberts Creek Official Community Plan Amendment for Remainder District Lot 1312 was received.

Key points of discussion:

- The property is about 100 acres and it is proposed that 70 acres be given to the SCRD as fee simple owners, and the remaining 30 acres be used for a subdivision.
- This property is zone RU4 and is in the subdivision district Z zone (100 hectare minimum parcel size with one dwelling).
- The future of the Z zone was discussed at length in drafting the current OCP, which collected public opinion over a period of about 3 years, before being approved in October 2012. The Z zone was to stay as productive forest lands.
- The proposal is to subdivide the south edge of this property into 12 rural residential lots with a minimum lot size of 2.5 acre (Subdivision District F) and rezone this section as RU1. This would introduce more extensive country residential use than currently exists in the Z zone. This would be the first time SCRD changes land use in a Z zone.
- The OCP considered country residential zoning more appropriate near the highway. The danger of residential sprawl higher upland, separate from SCRD services, was a concern expressed in the OCP, hence restrictions were applied to the Z zone.
- One problem in the report is the statement is that Z zone lands are separated from residential areas, but this is not the case.
- APC acknowledged that there have been a lot of changes on the Coast since the OCP was written (2009-2012), especially with regard to population, affordable living and water availability. Is there now planning or public interest in country residential development in the Z zone?
- Is the Z zone being treated as sacred, like the ALR, when the Z zone overlay wasn't really well thought out when it was created?
- APC was concerned that this application (if approved) would serve as a precedent for rampant Z zone development. What developmental pressures does this release?
- APC was reminded that other applications would still need a full review.
- In the proposed subdivision, 2.5 acres meets requirements for drilled well and septic system. The applicant stated that wells on the property are producing water at good rates and also expected good water availability in the 70 acre piece.
- If the SCRD accepts the 70 acre piece it will take a long time to figure out how it may be a benefit or liability for the SCRD to own land.
- Although the gift of 70 acres and subdivision looked like amenity bonussing, it was stated clearly by APC members who served on drafting the OCP that Amenity Density Bonussing was meant for just the downtown core of Roberts Creek.
- Cost of a lot in the subdivision might be in the low \$300,000's.
- Option 2 in the Staff Report seems premature as more information is needed.
- Pros of proposal:
 - Water potential
 - Looks like a good deal for the SCRD to get 70 acres of land
- Cons of proposal:
 - 70 acres in the Z zone has very limited uses
 - Contrary to the existing OCP
 - Drilling wells here may reduce water supply to downslope properties

Recommendation No. 1 *Introduction of Proposed Roberts Creek Official Community Plan Amendment for Remainder District Lot 1312*

The APC recommends that the SCRD accept Option #1 in the above noted Staff Report, and to work with the applicant to refine the application, and that the SCRD look at well potential as part of gathering more information.

DIRECTOR'S REPORT

The Director's Report was received.

NEXT MEETING February 18, 2019

ADJOURNMENT 8:50 p.m.

SUNSHINE COAST REGIONAL DISTRICT**AREA E – ELPHINSTONE
ADVISORY PLANNING COMMISSION****January 23, 2019**

RECOMMENDATIONS FROM THE AREA E ADVISORY PLANNING COMMISSION MEETING
HELD AT FRANK WEST HALL, 1224 CHASTER ROAD, ELPHINSTONE, BC

PRESENT:	Chair	Mary Degan
	Members	Rod Moorcroft Dougald Macdonald Nara Brenchley
ALSO PRESENT:	Electoral Area E Director Electoral Area E Alternate Director Recording Secretary Public	Donna McMahon Stephanie Grindon Diane Corbett 11
REGRETS:	Member	Lynda Chamberlin
ABSENT:	Members	Patrick Fitzsimons Jenny Groves Bob Morris Rob Bone

CALL TO ORDER 7:00 p.m.

AGENDA The agenda was adopted.

DELEGATIONS

Patrick Connelly and Clinton McDougall, Sunday Cider Company Ltd.

Clinton McDougall gave a presentation regarding an application by Sunday Cider Company Ltd. for Liquor and Cannabis Regulation Branch (LCRB) Endorsement Applications for a lounge and picnic area located at a property in an AG (Agriculture) zone on the Sunshine Coast Highway. Information on background, mission, vision, project description, and process to date was provided. It was noted the application falls within regulations, is a permitted use, and that no exemptions or variances were being requested. The applicants responded to APC comments and questions.

MINUTES

Area E Minutes

The Elphinstone (Area E) APC Minutes of November 28, 2018 were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of November 28, 2018
- Halfmoon Bay (Area B) APC Minutes of November 27, 2018
- Roberts Creek (Area D) APC Minutes of November 19, 2018
- Planning and Community Development Committee Minutes of November 15, 2018

REPORTS

LCRB Endorsement Applications for Lounge and Picnic Area – Sunday Cider

The APC discussed the staff report regarding LCRB Endorsement Applications for Lounge and Picnic Area – Sunday Cider. The following points were raised by the APC and public:

- Question about intended size of production
 - In addition to on-site service, applicant would bottle cider to put into private wine shops, and make cider available in kegs for restaurants on the coast and in the city. Canning would be done by a mobile service.
- Question about SCRD water use for product and operations
 - Applicant would utilize water-efficient systems and practices, water storage tank and water detention. Plumbing system has been upgraded, is brand new, and will help manage water consumption; chance of leaks is low.
 - Cider is made with apples, not water.
 - Most of the cider making would happen during the wet season, with consumption mainly during the dry season.
- Would like to see a budget on how much water will be used on full build out for each part of the operation
 - Applicant could figure out water consumption; has Vancouver Coastal Health calculations; septic system was built to handle this.
- Concern about impact on neighbours
 - Both neighbours were supportive; had been invited by applicant to learn more.
- Properties on west side of Highland Road have covenants indicating potential road for a bypass; it might affect applicant. Applicant was aware.
- Love the idea.
- Will applicant have bees?
 - Yes; an area of the orchard where bees are kept would be fenced.
- Will there be fencing around seed containers?
 - Seed containers would be located behind cider house and not visible to neighbours or public; would be insulated inside.
- Concern about traffic
 - Facility and parking would be kept close to the highway.
- Has there been discussion with the Ministry of Transportation and Infrastructure (MoTI) about traffic safety, in light of there being 34 parking spots and people turning in and out, and the location near Lower Road? Making a left turn out could be a challenge.
 - Applicant had talked to MoTI area manager who said access is okay as is. There are plans to pave the entrance, improve the lighting, and signage to make it as safe as possible. Applicant had considered championing getting the speed limit lowered in the area and getting crosswalks.

Recommendation No. 1 *LCRB Endorsement Applications for Lounge and Picnic Area – Sunday Cider*

The APC recommended that LCRB Endorsement Applications for Lounge and Picnic Area for Sunday Cider be supported, as the APC agrees with the staff recommendation of support and the application is aligned with the Official Community Plan and SCRD zoning.

Answers to Questions on Temporary Movable Small Home Pilot Project in Rural Areas

The staff report with answers to APC member's questions on the proposed Temporary Movable Small Home Pilot Project in rural areas was received. Points from ensuing discussion included:

- Disagree with the approach. A trailer park idea is more applicable. It would be more appropriate to encourage someone with a block of land and encourage SCRD to ease up on zoning to allow a trailer park situation.
- It is too risky if a person might have to leave after three years. Concern about the uncertainty, the "what if's".
- All the pads are full on the Coast; people still have these homes and are looking for a place to be. This is an innovative way the SCRD is working on to try to find a solution. APC member had been approached by people to do this on her property a number of times.
- There is a desperate need for housing on the Coast; this helps alleviate tent cities. A tiny home is a method of changing the culture of what we expect in a dwelling. Pilot project has some merit and should be looked at.
- It was noted criteria to determine whether the project has worked, as requested by the APC, were not provided in the staff report.

Development Variance Permit Application DVP00035 (Reeves)

The APC discussed the staff report regarding Development Variance Permit Application DVP00035 (Reeves) to vary the maximum floor area of an auxiliary dwelling from 55 sq.metres to 70 sq.metres. The following points were noted:

- Uncertainty related to the background of the application, and whether the applicant had been trying to skirt the regulations.
- Would be helpful to have a member of staff in attendance at this meeting.
- This is okay. Issue the permit.
- Size needs to stay at 55 sq.metres; support view of person who wrote letter favouring universal application of the regulations and not permitting variance in auxiliary dwelling floor area. Where do you draw the line (if allowing a variance)?
- Leave this if it is a liveable dwelling, and build the other one according to code.
- Issue the permit with condition of long-term rental or affordable housing. Perhaps put a covenant on the building that it be a long-term rental, with no short-term rental permitted.
- Since many are desperate for a place to live, leave as a place someone can live in.
- There have been examples where the auxiliary dwelling did exceed requirements.
- If it is destroyed, don't have a grandfather clause; they have to build to 55 sq. metres (legal limit).
- SCRD is also looking at expanding auxiliary dwellings. The current 70 sq. metre size of the auxiliary dwelling could end up being legal.

Recommendation No. 2 *Development Variance Permit Application DVP00035 (Reeves)*

The APC recommended that Development Variance Permit Application DVP00035 (Reeves) be issued for the following reasons:

- The size of auxiliary dwellings is undergoing re-consideration by the SCRD, possibly to be enlarged.
- There is a housing crisis and it does not make sense to remove this home as a residence.

Introduction of Proposed Roberts Creek Official Community Plan Amendment for Remainder District Lot 1312 – Electoral Area D

The APC discussed the staff report regarding Proposed Roberts Creek Official Community Plan Amendment for Remainder District Lot 1312. The following points were noted:

- A lot of the forestry land has become residential; this is continuing what has already happened here. It could be of benefit to us, with creation of a buffer from the logging that will be continuing to happen above it. A lot of the properties there now exist because subdivision happened.
- Concern: it is outside fire protection and SCRD water infrastructure.

The applicant, who was involved in the previous subdivision of the parcel, provided a map, discussed history and development of the area under consideration, and emphasized that this was preliminary to a public process that would ensue should discussions proceed. The applicant explained that the owner planned to donate to the SCRD for free as a fee simple title 70 acres of the 100-acre Z zone parcel. Wells would be drilled on each of the proposed lots south of Porter Road. The applicant noted it is an obvious location for a water reservoir.

Recommendation No. 3 *Proposed Roberts Creek Official Community Plan Amendment for Remainder District Lot 1312 – Electoral Area D*

The APC recommended support for option 1, that staff be directed to continue work with the applicant to refine the application and provide a report to the Committee in Q1 2019 with regard to the proposed First Readings of *Roberts Creek Official Community Plan Amendment Bylaw No. 641.11* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.182*, for the following reasons:

- Proposal seems to be in alignment with other development in the area.
- It is an exciting possibility of having 70 acres of land being given to the SCRD that could have multiple purposes, such as for affordable housing, creating a buffer from the logging above, or continuation of a park link to District Lot 1313.
- The APC looks forward to seeing what staff does with this.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING Wednesday, February 27, 2019

ADJOURNMENT 8:55 p.m.



SCRD
RECEIVED

JAN 21 2019

CHIEF ADMINISTRATIVE
OFFICER

Key Stakeholder Update

January 21, 2019

Horseshoe Bay Terminal Engagement – A Vision for the Future Final internal reviews underway

We wanted to provide you with a quick update on the Horseshoe Bay Terminal Redevelopment Project as we continue to make progress. Draft concepts for the new terminal are now complete, and we are going through final internal reviews before we present them to the community for feedback this spring.

At the end of this month we will be holding a workshop with our partners on this project: the District of West Vancouver, TransLink, and the Ministry of Transportation and Infrastructure (MOTI). At this workshop we will review the draft concepts to gather early feedback from our partners as we continue planning. Their input is essential to redeveloping Horseshoe Bay terminal in a way that integrates with the surrounding Village and transportation network.

We have also started preparing our engagement materials and will be ready to present the draft terminal concepts to communities later this spring. We are planning to host a number of activities to gather community feedback, including:

- A key stakeholder workshop
- A community open house in Horseshoe Bay
- Engagement events at the terminal and onboard Langdale, Bowen Island, and Nanaimo routes
- Online engagement

We will continue to keep you updated as we finalize engagement dates. In the meantime, project information, including reports on our previous engagement activities, are always available on our webpage at www.bcferrries.com/about/hsbvvision.

Project Manager Contact Information

If you have any questions about this information or the process itself, please contact Darcy Vermeulen, Senior Consultant with Context Research and Project Manager for the Horseshoe Bay terminal engagement, at (604) 669-7300 ext. 209 or dvermeulen@contextresearch.ca.



SCRD
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JAN 24 2019

CHIEF ADMINISTRATIVE
OFFICER

JAN 24 2019

Lori Pratt, Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt BC V0N 3A1

Reference: 281947

Dear Chair Pratt,

Re: Highway 101

Thank you for your letter of November 13, 2018, regarding safety along Highway 101 on the Sunshine Coast. The safety of all road users is the ministry's highest priority, and I appreciate you sharing your support for the petition from residents of The Poplars, Woodcreek Park and the surrounding neighbourhoods.

As you note, ministry staff reviewed Highway 101 at The Poplars and Oceanview Drive in 2011 as part of the Regional District's Integrated Transportation Study. Although neither location was a candidate for a new crosswalk based on our engineering review at that time, we completed several improvements to enhance pedestrian safety along this section of highway. These included improving lighting and widening the shoulder width to a minimum of 1.5 metres to allow cyclists and pedestrians to safely share the shoulder. In 2017 we installed an additional overhead light at the intersection with Oceanview Drive to help improve nighttime visibility.

In recognition of the time elapsed since our last review of this corridor, I have asked the ministry's traffic and highway safety engineers to revisit the 2.4 kilometre stretch of Highway 101 described in your email to see if further pedestrian safety measures are merited. They will also work with local staff to conduct speed surveys to determine whether the existing speed limit is appropriate. As provincial speed limits are based on safe operating speeds in ideal road and weather conditions, these surveys must be completed when pavement is bare and dry to ensure evaluations reflect accurate and appropriate information. As such, this work will be undertaken this spring. We would be happy to share the results of these reviews as they become available.

In the meantime, please do not hesitate to contact the ministry's local Associate District Manager, Don Legault, directly by telephone at 604 527-2236 or by email at Don.Legault@gov.bc.ca should you want an update on this work.

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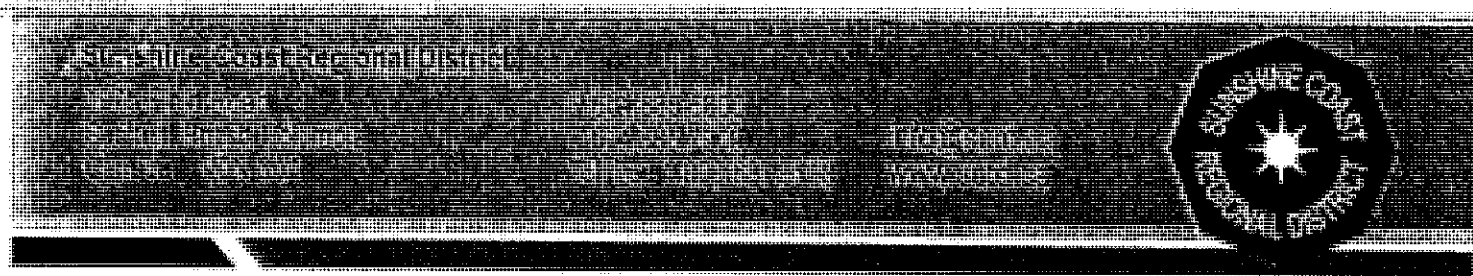
Thank you again for taking the time to write.

Yours sincerely,



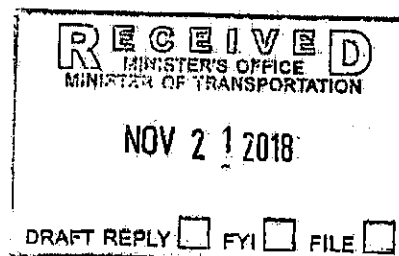
Claire Trevena
Minister

Copy to: Don Legault, Associate District Manager
Lower Mainland District



November 13, 2018

Honourable Claire Trevena
Minister of Transportation & Infrastructure
PO Box 9055 Prov Stn Govt
Victoria, BC V8W 9E2



Dear Minister Trevena:

Re: Pedestrian Safety on the Sunshine Coast Highway 101

As the population and traffic increases, road safety is becoming a major concern on the Sunshine Coast. The Elphinstone Community Association circulated a petition with over five hundred signatures was forwarded to MLA Nicholas Simons which was then submitted to the Ministry of Transportation & Infrastructure.

The petition is supported by the residents of the Poplars Trailer Park, WoodCreek Park, surrounding neighbourhoods in the Elphinstone Regional District (Area E) and the Elphinstone Community Association.

Pedestrian safety is essential to successfully promoting alternatives to single occupant vehicle use and to reducing greenhouse gases, the priorities established in the Sunshine Coast Regional District Integrated Transportation Study (2011). Improved pedestrian facilities at The Poplars on Highway 101, including a potential speed limit reduction, are specifically identified as a need in this study (section 9.5.10).

At the regular Board meeting of September 27, 2018, the Sunshine Coast Regional District Board adopted the following Resolution:

266/18 Recommendation No. 2 Letter of Support – Elphinstone Community Association – Pedestrian Safety

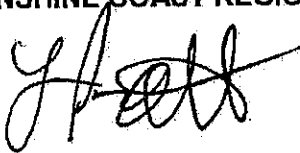
THAT SCRD write a letter of support for the Elphinstone Community Association on behalf of their petition to the Minister of Transportation and Infrastructure with respect to efforts to increase pedestrian safety on the Sunshine Coast Highway 101;

AND THAT the SCRD Integrated Transportation Study (2011) be referenced in the letter.

Pedestrian safety along the Sunshine Coast Highway 101 is a concern for all residents and the Sunshine Coast Regional District supports this petition.

Sincerely,

SUNSHINE COAST REGIONAL DISTRICT

A handwritten signature in black ink, appearing to read 'L. Pratt', written over the printed name.

Lori Pratt
Chair

cc: Donna McMahon, Area E, Elphinstone

Notice of Motion

January 27, 2019

Submitted by Andreas Tize, Director, SCRD Area D (Roberts Creek) for consideration at the regular board meeting, January 31, 2019.

I would like to make a motion that the SCRD undertake the following recommendation:

THAT the SCRD declare a “Climate Emergency”

AND THAT staff reports back on the feasibility and time frames of executing the following measures:

- Creating a climate change action plan committee to help create, advise, and monitor progress on the Climate Change Action Plan.
- Creating a Climate Change Action Plan, including mitigation measures, adaptation measures and setting aggressive, yet achievable targets for reducing greenhouse gas emissions.
- Adopting the Building Step Code to improve the performance of houses built in the SCRD.
- Reviewing building permit applications and standardizing energy efficiency measures with the municipalities in the SCRD. eg.: Require the prewiring of electric car chargers into all new carports/garages.
- Communicating and keeping track of the cost of climate change to our community
- Making all new buildings built by the SCRD net zero with rainwater collection to run toilets and for irrigation.
- Communicating this initiative to the AVICC as a potential province-wide resolution.

Following the latest IPCC Report on Climate Change, the urgency for immediate action to reduce Greenhouse Gas Emissions to reduce the amount of temperature increase forecasted has increased considerably. The earlier action is taken, the more the impact of this action will be.

The reason why the SCRD needs to declare a Climate Emergency is to increase awareness of not only the urgency of our actions, but that we are now starting to feel the real effects of climate

change. There are now real costs associated with the effects of climate change and we need to inform our electorate of the cause of these costs.

Examples of current and future costs of Climate Change in the short and medium term:

We will have to expand and diversify our water sources in order to meet current and future demand. Climate Change forecasts are predicting warmer, wetter winters and drier, warmer summers. We currently don't have the reservoir capacity and/or alternative water sources to adequately supply our communities during the summer time. The cost of installing this new infrastructure can be 100% attributed to climate change, because our overall water demand has decreased by 13% in the past years due to the installation of water meters and resulting leak detection, as well as improved conservation measures.

Warmer, drier summers are stressing the native tree and plant population, especially Red Cedars. These drier conditions and less resilient native flora are creating more hazardous conditions for wildfires. Emergency preparedness and investment in wildfire prevention and mitigation measures will have to increase.

Climate Change is also bringing sea level change, and forecast models keep getting updated towards faster changes than originally anticipated. Critical infrastructure at or close to sea level, like the Sunshine Coast Highway at Davis Bay, will have to be moved to ensure that access to critical infrastructure like hospitals can be guaranteed. Adaptation to sea level change in densely populated low-lying areas like downtown Sechelt will cost considerable amounts of money in the medium and long term.

It is crucial that our citizens are aware that climate change is having a real and immediate impact on the services that the SCRD offers, and that we are no longer acting in a stable, predictable environment. The SCRD will do its best to mitigate and adapt to the effects of Climate Change, but the awareness needs to be there that there will be costs involved with the measures the SCRD will have to take. It is also essential that the SCRD spend resources and staff time to create a climate change action plan that prepares and plans mitigation and adaptation measures not only on a reactive basis, but looking ahead at short-, medium and long-term plans.

The best way to communicate that we are no longer living in a stable climate and that real effects and real costs are going to be part of the future operation of local government is by declaring a "climate emergency".