

- | | | |
|----|--|------------------------|
| 4. | Senior Planner – Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605)
Electoral Area F (Rural Planning) (Voting – A, B, D, E, F) | Annex A
pp 1 - 22 |
| 5. | General Manager, Planning and Community Development – Planning and Community Development Department – 2019 Q2 Report
Planning and Community Development (Voting – All) | Annex B
pp 23 - 41 |
| 6. | General Manager, Planning and Community Development – Active Transportation Infrastructure Memorandum of Understanding – Ministry of Transportation and Infrastructure
Bicycle and Walking Paths (Voting – A, B, D, E, F) | Annex C
pp 42 - 50 |
| 7. | Senior Planner – Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019 (Morrissey – 2284 Pixton Rd) Consideration of First Reading – Electoral Area D
Electoral Area D (Rural Planning) (Voting – A, B, D, E, F) | Annex D
pp 51 - 57 |
| 8. | Senior Planner – Provincial Referrals – Revised Recommendation for Private Moorage in Secret Cove (Pope for Brynelsen) – Electoral Area B
Electoral Area B (Rural Planning) (Voting – A, B, D, E, F) | Annex E
pp 58 - 93 |
| 9. | Planner – Provincial Referral CRN00085 for Log Handling, Storage and Floating Work Camp (Tsain-Ko/ Capacity Forest Management) – Electoral Area A
Electoral Area A (Rural Planning) (Voting – A, B, D, E, F) | Annex F
pp 94 - 121 |

10. Manager, Planning and Development – Frontage Waiver FRW00004 (Carroll for Wakeford) – Electoral Area E
Electoral Area E (Rural Planning) (Voting – A, B, D, E, F) Annex G
pp 122 - 126
11. Senior Planner – Frontage Waiver FRW00005 (Largo Road Community Development Ltd.) – Electoral Area D
Electoral Area D (Rural Planning) (Voting – A, B, D, E, F) Annex H
pp 127 - 131
12. Executive Assistant – Gibsons and District Fire Protection Commission Amended Terms of Reference
Gibsons & District Fire Protection (Voting – E, F, Gibsons) Annex I
pp 132 - 136
13. Agricultural Advisory Committee Minutes of June 11, 2019
Regional Planning (Voting - All) Annex J
pp 137 - 139
14. Agricultural Advisory Committee Minutes of June 25, 2019
Regional Planning (Voting - All) Annex K
pp 140 - 141
15. Natural Resource Advisory Committee Minutes of June 27, 2019
Regional Planning (Voting - All) Annex L
pp 142 - 143
16. Electoral Area A (Egmont/Pender Harbour) APC Minutes of June 19, 2019
Electoral Area A (Rural Planning) (Voting – A, B, D, E, F) Annex M
pp 144 - 145
17. Electoral Area B (Halfmoon Bay) APC Minutes of June 25, 2019
Electoral Area B (Rural Planning) (Voting – A, B, D, E, F) Annex N
pp 146 - 148
18. Electoral Area E (Elphinstone) APC Minutes of June 26, 2019
Electoral Area E (Rural Planning) (Voting – A, B, D, E, F) Annex O
pp 149 - 152
19. Electoral Area F (West Howe Sound) APC Minutes of June 25, 2019
Electoral Area F (Rural Planning) (Voting – A, B, D, E, F) Annex P
pp 153 - 155

COMMUNICATIONS

20. Don Cunliffe, Halfmoon Bay Community Association, dated July 3, 2019
Regarding Request for Letter of Support for Sunshine Coast Community Forest Funding Application. Annex Q
pp 156

IN CAMERA

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605)

RECOMMENDATIONS

THAT the report titled Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605) be received;

AND THAT ALC Application 58605 be supported subject to the following conditions:

- 1. The Agricultural Land Commission verifies the location and size of the non-ALR portion of land within the subject parcel as proposed by the applicant;**
- 2. The applicant provides Agricultural Land Commission with updated professional evidence indicating that the land proposed for exclusion is unsuitable for agriculture.**

AND THAT SCRD's conditional support for ALC Application 58605 be forwarded to the Agricultural Land Commission.

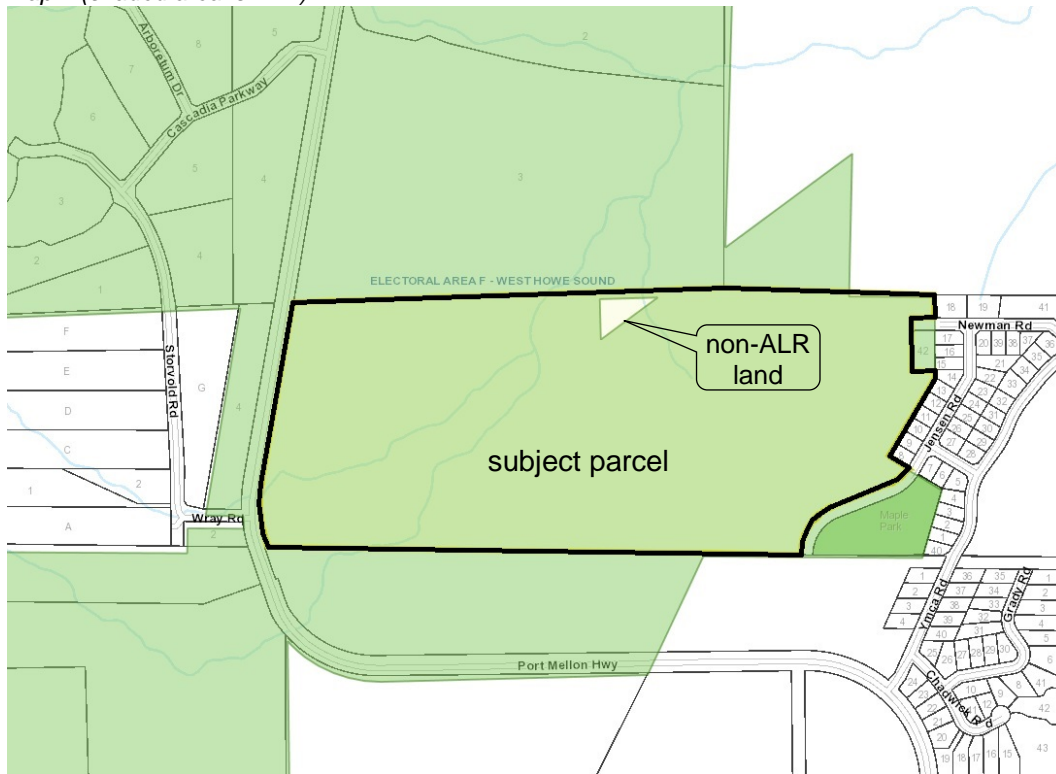
BACKGROUND

The SCRD received a referral from the Agricultural Land Commission (ALC) regarding an application for excluding lands from the Agricultural Land Reserve (ALR) and including lands into the ALR. The following are an application summary and a map showing the location of this non-ALR portion.

Table 1 - Application Summary

Owner / Applicant:	David Morgan
Civic Address:	1685 Jensen Road
Legal Description:	DISTRICT LOT 1398 EXCEPT PORTIONS IN PLANS 11244, 11566, 16437 21531 AND LMP23770
Electoral Area:	F - West Howe Sound
Parcel Area:	39.8 ha
OCP Land Use:	Agricultural
Land Use Zone:	AG (Agricultural)

Map 1 (shaded area is ALR)



According to ALC and SCRD mapping, the subject property is within the ALR except a 0.3-hectare triangular piece of land in the north middle section of the parcel. However, the applicant indicates that based on BC assessment records and a BC land survey completed on June 24, 1981, the non-ALR land is 1.16-hectare and is located west of the location of the ALC mapping (Attachment A). It is recommended that the ALC verifies the location and size of this land prior to making a decision on the application.

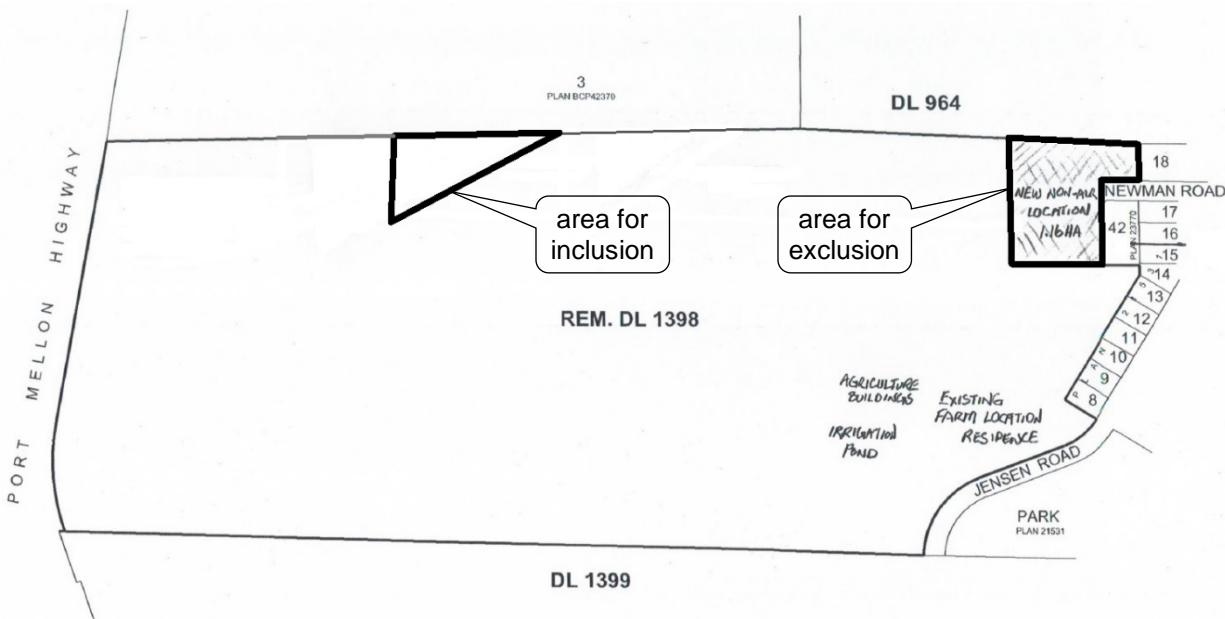
The applicant proposes to include the non-ALR land into the ALR, and in exchange, exclude from the ALR a piece of equally sized land on the northeast corner of the parcel, as shown in the Map 2 on the next page.

As the triangular non-ALR area of the parcel is currently land locked and surrounded by agricultural lands on all sides, it is not only unsuitable for non-farm development, it can also conflict with the surrounding agricultural uses. It can only be accessed by a road through the ALR portion of the parcel. Such a road will occupy farm land and interfere with farming activities. The intent of the proposal is to consolidate the farm parcel into one contiguous land mass, so that the potential conflict by the non-ALR area can be removed and land use efficiency of the farm parcel can be improved.

The northeast portion of the parcel proposed for exclusion has steep topography with an average of 25% slope. A 1986 agrology report indicates that this area has very limited agricultural capability. This area is adjacent to the end of Newman Road and an existing residential subdivision. Therefore the applicant considers this area suitable for potential future non-agricultural development, but no development proposal is included in the application. Any future development would be subject to the planning approval process that could include

rezoning, subdivision and/or an OCP amendment, with related public participation opportunities. The scope of this report is limited to the ALC referral.

Map 2 Land exchange



Discussion

West Howe Sound Official Community Plan (OCP) Policies

Agricultural Land Use

The subject parcel is designated Agricultural in the OCP. Policies of the OCP support the preservation of agricultural land and protection of agricultural activities from conflict with non-agricultural uses within the ALR and the Rural Residential designated lands adjacent to the ALR. The proposal is consistent with these policies as it seeks to optimize the layout of agricultural lands and reduces conflict with non-agricultural activities. The area proposed for exclusion remains within the Agricultural designation of the OCP. Future non-agricultural uses of this land will be subject to an OCP amendment application.

Development Permit Areas

The middle portion of the parcel including the non-ALR triangle is within a number of Development Permit Areas for Aquifer Protection and Storm Water Management, Stream Riparian Assessment, and Ravines and Creek Corridor Protection. This poses significant constraints on non-agricultural developments such as construction of dwellings, but farm operation is exempt from requirements of the Stream Riparian Assessment and Aquifer Protection and Storm Water Management Development Permit Areas. Therefore by inclusion into the ALR, the non-ALR portion can become an integral part of the large ALR parcel and the surrounding ecological system.

Zoning Bylaw No. 310 Land Use Designation

Within Zoning Bylaw No. 310, the subject parcel is zoned AG (Agricultural). The AG zone permits primarily a range of agricultural uses and residential uses. The area proposed for exclusion remains within the AG zone. Potential future non-agricultural uses or subdivision of the excluded portion of land would be subject to a zoning amendment application.

Agricultural Area Plan

The Agricultural Area Plan identifies protecting farms, improving farming opportunities and expanding access to land for agriculture as a strategic goal. The Plan calls for actions to adopt “no net loss to agriculture” criterion for evaluating land development proposals in order to help ensure the overall availability of arable land for agriculture is not compromised by other land uses.

The proposed land exchange may result in no net loss of agricultural lands only if it can be verified that the ALR land proposed for exclusion is unsuitable for agriculture. It is recommended that updated professional evidence be provided to the ALC to verify such land quality prior to making a decision on the application. The area proposed for inclusion into the ALR is mainly intended to optimize the layout of the farm and remove conflict with non-farm use in this area. Even if it may not be suitable for agricultural use, it can form an integral part of the farm and preclude non-agricultural uses.

Regional Sustainability Plan: We Envision for the Sunshine Coast

The Plan sets community food security as a strategic direction with the objective of increasing the amount of and access to locally grown and produced food.

The proposal is aligned with this strategic direction of the Plan as the consolidation of land masses of the parcel could help improve productivity of the farm.

Servicing and Infrastructure Considerations

The western portion of the property is outside of areas serviced by regional water system, refuse collection and fire protection. The area proposed for exclusion is located adjacent to a residential neighbourhood which is within the service area. Whether or not services may be extended to the area should future non-agricultural uses be proposed, along with all other aspects of development, would be reviewed by the SCRDC through an OCP/zoning amendment application.

AAC Comments

The Agricultural Advisory Committee recommends support for the application.

APC Comments

The APC recommended that Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605) be supported under conditions as noted in the staff report, and for the following reasons:

- It is logical to take the non-agricultural piece out of the ALR and put in piece of higher class ALR land to create a contiguous swath.

- The existing configuration would have to allow an access road into that non-ALR section, taking up agricultural land.
- The non-ALR portion is near the creek; making the switch will protect the creek more.

Feedback from Residents

Seven letters and a petition signed by 32 adjacent residents have been received expressing concerns for and objection to the application (Attachment B). The main concerns of the residents' responses are the lack of notice about the application and opportunity to participate in the process, the validity of agricultural suitability of the lands proposed for exchange, and potential impact of future development on this neighbourhood. These concerns are addressed as follows.

Notification

As the application is administered by the ALC, the SCRD does not make a decision on the application, nor does it deal with notification requirements. The ALC requires a notification sign be placed at the midpoint of the property along a public road. The parcel does not have a direct frontage on the open portion of Jensen Road or Newman Road, thus it appears that the only location for the sign meeting this requirement is on Port Mellon Highway, despite its being far away from the neighbourhood. The ALC requires the applicant to serve notice of the application to owners of land in the ALR that share a common boundary with the subject property. Although some parcels of the adjacent residential subdivision share a common boundary with the subject parcel, none are within the ALR. This appears to be the reason why these residents were not served notices.

Public Participation

The role of a local government in an ALC application is to consult the local Agricultural Advisory Committee (AAC) and Advisory Planning Commission (APC), and provide a recommendation on the application. The SCRD Planning and Development Procedures and Fees Bylaw No. 522 does not stipulate a process for consultation with neighbouring residents for referred applications that are compliant with the OCP and zoning bylaw.

The responses from area residents were received after publication of the AAC meeting agenda. Staff provided a brief summary of these responses at the AAC meeting on March 26, 2019. A number of area residents attended this meeting. Staff also advised the representative of the area residents of the opportunity to attend the APC meeting and appear as a delegation at a Planning and Community Development Committee meeting when the application would be reviewed by the Board.

Agricultural Suitability

A number of the responders believe that the area proposed for inclusion has no agricultural capability whereas the area proposed for exclusion does. This issue has been discussed in detail in this report, which recommends verification of the agricultural suitability of these lands as a condition for approval of the application.

Neighbourhood Impact

Area residents are concerned that future non-agricultural development, especially housing development in the area proposed for exclusion, will have a negative impact on the existing

servicing capacity of the neighbourhood, particularly water supply, sewage disposal, and drainage. There are also concerns on the undesirable effect of increased traffic, as well as loss of seclusion of the neighbourhood.

No development proposal or application has been made. It is not possible to analyze potential impacts.

As discussed in the report, the subject of this ALC application is the inclusion and exclusion of ALR lands, other than future development of these lands. These lands will remain within the Agricultural designations of the current OCP and zoning bylaw. If the subject ALC application is approved, future non-agricultural development will be subject to OCP and zoning amendment applications. At that time, all aspects of the development such as land use, servicing, traffic, etc., will be reviewed. Area residents would have opportunities to participate in the public consultation process of those planning applications.

Timeline for next steps

The SCRD Planning and Community Development Committee may make a recommendation on the application. The SCRD Board may then adopt a resolution noting its recommendation for either support, denial or conditional support of the application. The recommendation will be forwarded to the Agricultural Land Commission (ALC) for consideration of a final decision. ALC decisions are published on the Commission's website (<https://www.alc.gov.bc.ca>).

CONCLUSION

The proposed exchange of ALR lands intends to improve land use of the farm, and reduce conflict with non-farm uses. The proposal is consistent with the West Howe Sound OCP and Zoning Bylaw No. 310 of the SCRD. Subject to verification of the location, size and agricultural capability of the lands for exchange, the proposal may result in no net loss of agricultural land. Staff recommend supporting this application conditional upon ALC receiving evidence for the above noted verifications.

Attachments

Attachment A – Land survey sketch plan

Attachment B – Responses from area residents

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

SKETCH PLAN SHOWING AREA OF AGRICULTURAL LAND RESERVES EXCLUSION ON DISTRICT LOT 1398

EXCEPT PORTIONS IN PLANS 11244, 11566, 16437 21531 AND LMP23770

SUNSHINE COAST REGIONAL DISTRICT
CNIC ADDRESS: 1691 JENSEN ROAD
PID: 008-802-207

bennett®
LAND SURVEYING
SUNSHINE COAST LTD.
B.C. LAND SURVEYORS
611 AVENUE ROAD
GIBBSVILLE, BC
TEL: 604-466-2571
www.bennettsurveying.com

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

SCALE 1:2500

N

LEGEND:

- SCRD - DENOTES SUNSHINE COAST REGIONAL DISTRICT AREA
- ALR - DENOTES AGRICULTURAL LAND RESERVES AREA

GENERAL:

THIS PLAN SHOWS THE LOCATION OF VISIBLE FEATURES ONLY, AND DOES NOT INDICATE SHARED SERVICES THAT MAY EXIST ON OR AROUND THE SHOWN SITE.

FEATURES SHOWN WITHOUT DIMENSIONS SHOULD BE CONFIRMED WITH BENNETT LAND SURVEYING LTD.

NOTE:

ALL THE VISIBLE FEATURES ARE BASED ON PHOTOMAP AND AGRICULTURAL LAND RESERVES MAP.

THIS PLAN HAS BEEN PREPARED FOR MORTGAGE AND/OR FINANCIAL PURPOSES ONLY AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT. ALL RIGHTS RESERVED. NO PERSON MAY COPY, REPRODUCE, OR TRANSMIT THIS PLAN OR ANY PART HEREOF IN ANY FORM WITHOUT THE CONSENT OF BENNETT LAND SURVEYING LTD.

BENNETT LAND SURVEYING LTD. ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF ANY DECISION MADE OR ACTION TAKEN BASED ON THIS DOCUMENT.

CERTIFIED CORRECT

THIS _____ DAY OF _____, 2018.

JAMES RUI E.C.L.S.

THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED

3
PLAN BCP42370

DL 964

DL 1398

REM. DL 1398

PORT MELLON HIGHWAY

JENSEN ROAD

PARK PLANTERS

FROM SURVEYS AND MAPPING BRANCH
B.C. LANDS SERVICE, VICTORIA B.C.
DEPARTMENT OF ENVIRONMENT
DONE BY JUNE 24, 1981
AREA = 1.16 ha

FROM ALR
AREA = 0.30 ha

FROM SCRD
AREA = 0.30 ha

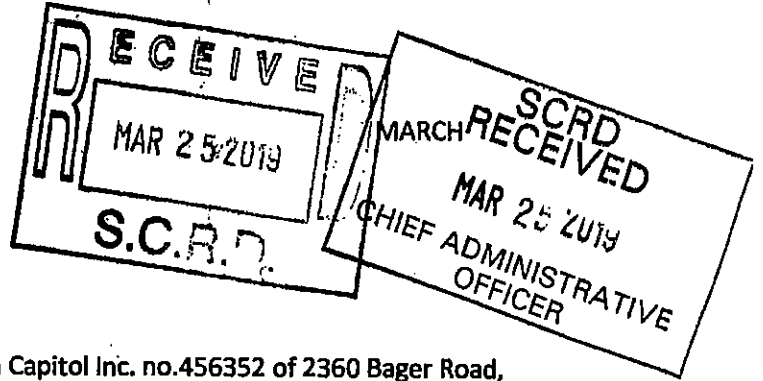
NEWMAN ROAD
PLAN 23770

18
17
16
15
14
13
12
11
10
9
8

COPY

25/2019

To Whom It May Concern:



It has just come to our attention that Morgan Capital Inc. no.456352 of 2360 Bager Road, North Vancouver, B.C. V7G-2H2 has intention on making an application pursuant to Section 30[1] of the Agricultural Land Commission Act to exclude from the Agricultural Land Reserve a 1.18 Ha portion of the 40.98 property which is legally described as PID.009-802-207 and DL 1398 except portions in plans 11244, 11566, 16437, 21531 and LMP23770.

The section of non-ALR portion that is 1.16 Ha in size that is connected to Newman Rd. is the property in question that concerns us. Our home is Newman Rd. on the corner of Jensen Rd. Our concern is of the future development of this property and the switching of apparently same size allotment.

There has been no notification to the home owners in our area, other than a sign on Port Mellon Hwy. that if your driving you can't see. Nothing was posted near Newman Rd or Jensen Rd. indicating any intentions of future change. If I hadn't purposely went looking for this sign I was told was there, I would not of known in enough time to voice our concern. This purposal was in my mind done very quietly and sneaky so it would go through by March 31-2019 unchallenged. This community which has been our home for 30 years has not been informed. As many of the residents have told me of their concerns as well.

My greatest concern is with any development on said property that they would want to tie in with our water and sewage facilities which is already at its max. This Morgan Capital Inc. which wants to develop does not even live here on the Coast. Will he develop and then just leave. seeings how their stationed in North Vancouver and not here in Langdale? It has also come to my attention that 3 mobile cement pads have already been laid out with a fourth

going in now with landscaping. So to put it BLUNTLY there is a Mobile Home Park going in.

We are concerned with the amount of traffic that would go right past my front window on Newman Rd. This road would have people speeding by the homes on this street, because this street is flat with no inclines, all young children who learn to ride bikes and trikes here would be at great risk. Many ~~people~~ ^{people} walk their pets here and seniors walk here as well. there is much deer, bear, and other wildlife that would also be jepordized.

We have many other concerns including the fact that we just found out today that there is a meeting today that we knew nothing about. THANKS FOR THE INFORMATION..... I need to get this letter to you before the dedline in 6 days.,[note: we are giving you the time allotment that your require] We respectfully require the same from you. We would hope to be able to verbally express ALL our concerns that will obviously affect ALL of us in the future.

Thank You for considering this extremely urgent matter. RE: Notice of Exclusion
Application by David and Heather Morgan and Morgan Capital Inc.

Yours truly:

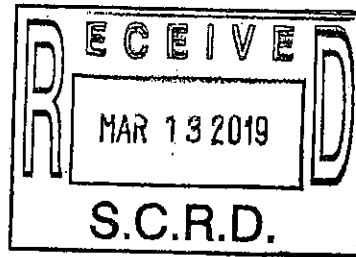
Newman Rd.

Gibsons, B.C.

VON-1V6

March 12, 2019

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



Re: Notice of Exclusion Application regarding Land in the Agricultural Land Reserve

This letter is further to the notice published in the local newspaper with respect to the application for exclusion of land in the ALR identified as 1.18Ha port of the 40.98 property which is legally described as PID; 009-802-207 and DL 1398 except portions in the plans 11244, 11566, 16437, 21531 and LMP23770.

The application states a section of DL1398 that currently resides outside the ALR and is 1.18Ha in size to be included in the ALR so the "land mass in the ALR does not change".

As a resident in the community adjacent to DL 1398, I hereby express serious concern with respect to this application. First, the land currently identified as the non-ALR portion and the land requested to be excluded from the ALR are vastly different in demographics. The current non ALR portion is situated in a very isolated area of land on DL1398. It runs close to Hutchinson Creek which has a wide portion of ravine crest boundary making any ALR development on this property limited if at all. The requested section of land in this application to be exchange out of the ALR and deemed non ALR is far more appealing which can leave one to question if removing it out of the ALR is for the purpose of housing development.

Being a 50+ year resident of the Sunshine Coast, I have witnessed decades of housing developments on land that should be used for agricultural growth. In fact the SCRD's ALR webpage shows mapping indicated the vastly undersized amount of ALR designated land on the Coast. We should not be taking land out or in this case, taking a less desirable parcel of land and exchanging it for a better parcel, we should, in fact, be adding land to the ALR.

In this situation, the community has heard the owner may be attempting this application to seek to develop housing on this land in question. To that I wholeheartedly disagree with the application for exclusion and any change to ALR designated property. Again, we can't afford to lose any and "switching" one parcel for another is not acceptable.

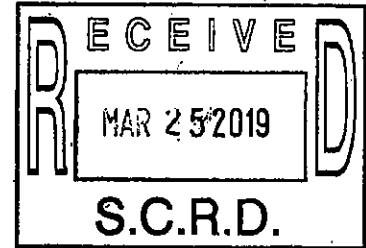
The Agricultural Land Commission performed soil capability mapping for the purposes of rating land to be retained and protected. That is why this land is part of the ALR. It's fair to say that the 1.18Ha of land already deemed non ALR was done so because it was identified then as not being of a quality soil capability necessary to meet ALR standards.

Based on your maps, ALR information, West Howe Sound Official Community Plans and geotechnical hazard reports for Hutchinson Creek, the Sunshine Coast Regional District has already clearly identified that ALR land is to be retained and protected and that means all ALR land, whether it's 1000s, 100s or 1.18Ha. There is an obligation on the part of our SCRD Board to honour this.

Respectfully,

Resident of Jensen Road, Langdale

Monroe Rd
Gibsons, BC V0N 1V6
March 24th 2019



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

Re: Langdale Agricultural Land Reserve & Exclusion involving Morgan Capital Inc

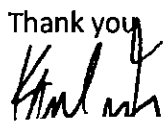
To whom it may concern:

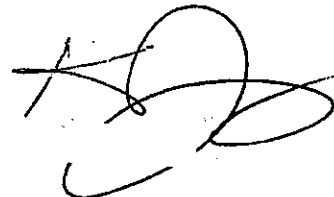
I was recently advised by neighbours in the YMCA Rd subdivision of The Notice of Exclusion Application brought about by David & Heather Morgan and their development company Morgan Capital Inc. I have multiple concerns on their proposal and how it will affect our community.

Firstly, the signage on the Port Mellon Hwy was positioned 1.25 miles down the road from our subdivision, somewhere I feel the locals could not see what the Morgan's are proposing.

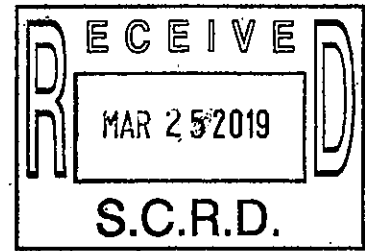
Secondly, the way the proposal is worded implies this a true swap of agricultural land all equal in value, but this misrepresents the facts. The land the Morgan's are willing to give up is a bog and marshland with little to no agricultural value. The property they wish to trade for and then devolve, has a much higher value associated to it because of its proximity to the existing subdivision's infrastructure.

I respectfully request that the SCR D have a meeting with all stakeholders so that we in the community can hear for ourselves why this land swap is being initiated. The meeting should also be held far enough in the future that community members can plan to attend.

Thank you

V



Jensen Road
Gibsons
BC V0N 1V6
tel:



24 March 2019

To Whom It May Concern:
Sunshine Coast Regional District,
1975 Field Road,
Sechelt,
BC V0N 3A1

DL1398: Application to exclude from ALR

As residents of the neighbouring Jensen Road /YMCA Road/ Newman Road neighbourhood, we object in the strongest terms to the proposed exchange of a parcel in the ALR.

Sleight of Hand

There has been no notice posted at the proposed site. The attached notice is posted on Port Mellon Highway, over 2 km from the proposed parcel. This contravenes the spirit of the ALR regulations, and strongly suggests that this numbered company is engaged in some subterfuge by concealing the proposal from those of us most affected. This was drawn to our attention yesterday, so this is the first opportunity we have had to respond. The statement "This notice and the application are posted on the subject property" is a flagrant misrepresentation when it is only posted 2km away from the subject site.

Principles of the ALR

Why is this numbered company is so interested in this land transfer? If it is indeed for the purposes of development, this in itself contravenes the spirit of the original ALR. It is absolutely not relevant that "no nett loss of the ALR" is anticipated. There should be no fooling around with portions of the ALR boundaries in order to get around the rules as a favour to developers.

Traffic and Safety

We also need to consider the nature of the development before any decision on land transfer is made. Most of us are not against *appropriate* development, so before this transfer is rushed through, let's remember the original concept in this area. It is single family homes, *with limited traffic, in view of the fact that we are the access to YMCA Camp Elphinstone.* The narrow roads in this valley are entirely unsuitable for through-traffic, or, in fact, any increase in traffic at all.

Drainage and Safety

With huge run-off in this area, this small community was planned with drainage channels and a central drainage system. The foothills of Mount Elphinstone could not be more unsuitable for a ~~mobile home park~~.

The Integrity of Camp Elphinstone

We foresee an enormous impact on Camp Elphinstone, as well as ourselves, with increased population, traffic and drainage needs arising from a high density development sprouting out of a very limited 1990s neighbourhood. Camp Elphinstone needs to be assured of seclusion and safety. The existing neighbourhood respects that, but the proposed development undermines the very essence of the historical Camp. We anticipate that its many alumni (and that includes one of us) will agree with us and view this development unfavourably.

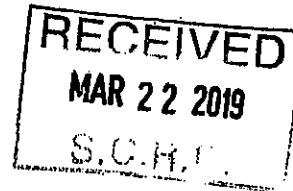
In Summary

We ask that you adhere to the spirit of the ALR and absolutely disallow this tinkering with boundaries which we believe has been dishonestly announced and which undermines the very important principles set out in 1973. The ALR legislation was regarded as "the most progressive of its kind in North America" (Wikipedia) and not intended as a vehicle for developers.

Sincerely

A handwritten signature in dark ink, appearing to be "M. J. ...", written over a circular stamp.

A handwritten signature in dark ink, appearing to be "J. ...", written in a stylized, cursive manner.



March 20, 2019

Sunshine Coast Regional District
Planning Department
1975 Field Rd.
Sechelt, B.C.
V0N 3A1

Dear SCR D Planners;

I am writing to express my concern regarding the application by Morgan Capital Inc. to exclude from the Agricultural Land Reserve a portion of their land holding in Langdale, legally described as PID; 009-802-207 and DL 1398. From what I understand from this application, and from a previous telephone conversation with a person in the planning department, this will constitute an exchange of the designation of two portions of the property, both 1.18 Ha in size. My concern as a resident of the YMCA Rd. subdivision, which is adjacent to the Morgan property, is that this will make possible the development of the present ALR portion of the property, which is located at the end of my street. Our subdivision is still presently connected to a neighbourhood septic system and this may not support additional dwellings. And the present residents of the neighbourhood will have limited input concerning future development. This is a neighbourhood of single family houses and we would like it to remain so. If Morgan Capital is interested in development, it would suit the residents of the YMCA subdivision much better if they developed that portion of their holding property that is currently excluded from the ALR, the portion adjacent to the Port Mellon Highway. This would have much less impact on those of us who live down here. Please register my objection to this proposal. Perhaps there should be a public meeting for those of us affected.

Newman Rd.

COMMUNITY RESPONSE TO NOTICE OF EXCLUSION APPLICATION REGARDING
LAND IN THE AGRICULTURAL LAND RESERVE: Specifically a notice in "The Local"
newsletter on February 28, 2019 proposing to "exclude from the ALR a 1.18Ha portion of the
40.98 property which is legally described as PID: 009-802-207 and DL 1398 except portions
in plans 11244, 11566,16437,21531 and LMP23770."

We the Community Members of Langdale, West Howe Sound area that is the residential
area situated off the Port Mellon Highway down YMCA Road and the surrounding
streets are submitting this document to make known to the Sunshine Coast Regional
District 1975 Field Road, Sechelt BC V0N 3A1 **our objection and total rejection of any
attempt by Heather Morgan, David Morgan and Morgan Capital Inc. to exclude the
current ALR designated portion of the property listed above and in its place move a
non-viable ALR portion to the ALR.**

Our Comments/Concerns are as follows:

1. The Notice of Exclusion Application was not provided to community members in a broad or open fashion. It was available as a one-time notice only in "The Local Weekly" on February 28, 2019. In addition, it was posted on or near the currently designated non-ALR portion of the property in question. The property notification was/is small and not particularly noticeable from the Port Mellon Highway and it is in an area of the highway where it is unlikely anyone would stop to read it and foot traffic in that area is negligible for numerous reasons. Both of these minimal attempts to provide such a notice of exclusion are being interpreted by local members of the community as a clear attempt to keep this information low-key and non-visible to the community members.
2. The notice of exclusion is written in such a manner as to try and put focus that there will be no net loss to the Agricultural Land Reserve. With some apology we must clearly state we feel this is a misrepresentation of the facts. How can there be no net loss when the application is to put into the ALR a piece of property that was clearly designated NON-ALR for numerous reasons. It is a piece of the property that in all ways is unsuitable for any type of agriculture.
3. There is no clarification provided as to how it becomes an equal-in-size exchange of non-ALR designation for ALR designation. The current non-ALR portion is 1.18Ha in size and the current ALR portion is 1.16Ha in size, yet the exclusion application states they are both 1.18Ha in size.
4. With due consideration we decided to add in a very obvious concern which is the reason for this swap in designations. It is clear to this community that the reason for the exchange is to allow for development on the portion that is currently and appropriately within the ALR.

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

Re: Notice of Exclusion Application by Heather Morgan, David Morgan and Morgan Capital Inc as posted in February 28, 2019 edition of The Local Weekly community newspaper.

I am writing to express concern regarding the exclusion application as noted above.

I would ask that the SCRD, prior to further review or action on this application, plan for and specifically allow for some direct community communication to meet and discuss the ramifications of this exclusion application with the members of the West Howe Sound community in the residential area off the Port Mellon Highway centered by the YMCA Road.

Excluding the currently designated ALR for the purpose of development is of key interest and concern for myself and others who live in this area.

The current Non-ALR designated area was originally designated non-ALR because it was deemed by professionals in the field to completely lack suitability for agricultural purposes. Now it seems a non-agricultural based development company owns the property and would like to look for a wedge into future development and to start this off by exchanging designated ALR for designated non-ALR. In order to do this it seems that someone has decided that the reverse is actually true the current Non-ALR portion has become better agricultural land.

Please understand this exclusion application is a major concern for resident members of this community and we ask you give consideration to our concerns through open meetings and discussions. At present it appears to be an attempt to avoid/downplay any input from the resident members of this community by providing one notice in the smallest local paper and a barely noticeable sign off the Port Mellon Highway.

It is my understanding that the West Howe Sound Community Committee no longer exists. If that is the case then I would assume that a key player in assisting the SCRD in obtaining our input and actually hearing our concerns would be Mr.

Thank you for your consideration of this matter.

Yours truly,

Newman Road
Gibsons, BC. V0N 1V6

March 28/19

To: Sunshine Coast Regional District (SCRD)

1975 Field Road - Sechelt, B.C. V0N 3A1

Regarding: "NOTICE OF EXCLUSION APPLICATION" pertaining to application by Morgan Capital Inc. as noted in the February 28/19 'LOCAL' Newsletter (attached).

To whom it may concern:

As residents of YMCA Road, my spouse and I feel strongly about this issue along with the summary letter as drawn up by concerned area residents (attached and duly signed). The APPLICATION seems no more than a shell game by stating ' this application will result in no net loss of the ALR '.

In addition, we have grave concerns regarding increased traffic flow on YMCA, Jensen and Newman Roads, all of which will be directly affected by accessing the proposed Exclusion Application and subsequent development of the parcel noted.

As it now stands, the aforementioned roads in the present YMCA ' subdivision ' are simplistic at best: no lighting, sidewalks, dividing lines make these roadways dangerous to the significant amount of foot traffic in the area - indeed, there are at least 30 children / grandchildren that inhabit residences in this small subdivision alone. These narrow, undulating roads that offer pedestrians nothing in the way of protection to vehicular traffic. The APPLICATION seems to state that this application will result in no net loss of the ALR.

About ten years ago, I successfully lobbied to get the speed limit on YMCA Road lowered to 30 km/hr.; something that has been a grand flop - clients / visitors of the YMCA Camp drive it like it is the highway - despite numerous reports to the RCMP, reporting Commercial drivers speeding to their offices and police, begging the ' Speedwatch ' group to set up and monitor vehicle traffic on YMCA Road; there has been zero in terms of enforcement for the past 17 years we have resided here. Zero.

The aforementioned roads in the present YMCA ' subdivision ' are simplistic at best: no lighting, sidewalks, dividing lines make these roadways dangerous to the significant amount of foot traffic in the area - indeed, there are at least 30 children / grandchildren that inhabit residences in this small subdivision alone.

Development of this portion is of concern/interest to current community members. We believe it is incumbent upon the SCRD and its representatives to make clear to us if this is a fact. As a community we have no concerns if the applicants for the exclusion wanted to develop the currently designated non-ALR portion of said property. In fact we see that as the most appropriate and supportable action.

Summary:

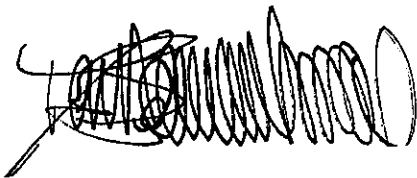
We have a number of concerns regarding this Notice of Exclusion foremost is the misleading information that the current Non-ALR portion can be a substitute for the current ALR designated portion.

The portion of land deemed non-ALR was given this designation for clear and justifiable reasons; those reasons have not changed and this designation switch should not be considered valid and should not be supported by the SCRD.

We ask that the SCRD give immediate response to our concerns by having a meeting where we can explore the ramifications and reasons for this application of exclusion and exchange of property designations within this overall property prior to any further action on this issue. We ask that this meeting be held as soon as possible and with sufficient notice for our community to ensure representative attendance.

We thank you for your time to review this critical and time sensitive issue and look forward to your response as to meeting date and time.

March 28/2019

A handwritten signature in black ink, appearing to be a stylized name with a large, circular flourish at the end.

YMCA Rd.

GIBSONS, BC

VON 1V6

While development may be inevitable, the services to increase traffic and the community septic system just are not present at this juncture.

A dedicated septic system for any expansion, as well as dedicated access from the Port Mellon Highway are a 'must do' if expansion in the area in question proceeds.

Thank you for your consideration in this matter.



While development may be inevitable, the services to increase traffic and the community septic system just are not present at this juncture.

Residents - YMCA Road, Gibsons, BC.

A dedicated septic system for any expansion, as well as dedicated access from the Port Mellon Highway are a 'must do' if expansion in the area in question proceeds.

Thank you for your consideration in this matter.

Maurice D.

YMCA Road, Gibsons, BC.

COMMUNITY RESPONSE TO NOTICE OF EXCLUSION APPLICATION REGARDING
 LAND IN THE AGRICULTURAL LAND RESERVE: Specifically a notice in "The Local"
 newsletter on February 28, 2019 proposing to "exclude from the ALR a 1.18Ha portion of the
 40.98 property which is legally described as PID: 009-802-207 and DL 1398 except portions
 in plans 11244, 11566, 16437, 21531 and LMP23770."

We the Community Members of Langdale, West Howe Sound area that is the residential
 area situated off the Port Mellon Highway down YMCA Road and the surrounding
 streets are submitting this document to make known to the Sunshine Coast Regional
 District 1975 Field Road, Sechelt BC V0N 3A1 **our objection and total rejection of any
 attempt by Heather Morgan, David Morgan and Morgan Capital Inc. to exclude the
 current ALR designated portion of the property listed above and in its place move a
 non-viable ALR portion to the ALR.**

NAME (PRINT)	ADDRESS	PHONE #	SIGNATURE
	Newman Rd		M. Green
	Monroe Rd		Handwritten signature
	YMCA Rd		
	YMCA Rd		Handwritten signature
	YMCA Rd.		Handwritten signature
	YMCA Rd		Handwritten signature
	YMCA RD.		59. Lane
	Monroe Rd		Handwritten signature
	Monroe Rd		M. Joseph
	Jensen Rd.		Handwritten signature
	Jensen Rd		Handwritten signature

COMMUNITY RESPONSE TO NOTICE OF EXCLUSION APPLICATION REGARDING
 LAND IN THE AGRICULTURAL LAND RESERVE: Specifically a notice in "The Local"
 newsletter on February 28, 2019 proposing to "exclude from the ALR a 1.18Ha portion of the
 40.98 property which is legally described as PID: 009-802-207 and DL 1398 except portions
 in plans 11244, 11566, 16437, 21531 and LMP23770."

We the Community Members of Langdale, West Howe Sound area that is the residential
 area situated off the Port Mellon Highway down YMCA Road and the surrounding
 streets are submitting this document to make known to the Sunshine Coast Regional
 District 1975 Field Road, Sechelt BC V0N 3A1 **our objection and total rejection of any
 attempt by Heather Morgan, David Morgan and Morgan Capital Inc. to exclude the
 current ALR designated portion of the property listed above and in its place move a
 non-viable ALR portion to the ALR.**

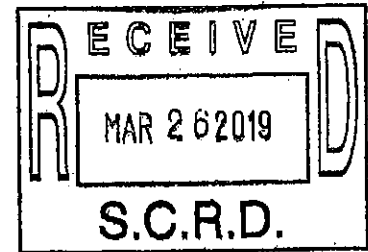
NAME (PRINT)	ADDRESS	PHONE #	SIGNATURE
	Jensen Rd GIBSONS BC V0N 3A1		[Signature]
	" "	" "	R. J. J.
	Jensen Rd Gibsons, BC V0N 3A1		[Signature]
	Jensen Rd. Gibsons, BC V0N 3A1		[Signature]
	Jensen Rd. Gibson's, B.C.		[Signature]
	Newman Rd. Gibson's, B.C.		Sharon B. B.
	Newman Rd. Gibsons		[Signature]
	" "	" "	[Signature]
	Newman Rd. Gibsons, BC Box 711		[Signature]
	Newman Rd. Gibsons BC.		[Signature]
	Newman Rd. GIBSONS, BC		[Signature]

COMMUNITY RESPONSE TO NOTICE OF EXCLUSION APPLICATION REGARDING
 LAND IN THE AGRICULTURAL LAND RESERVE: Specifically a notice in "The Local"
 newsletter on February 28, 2019 proposing to "exclude from the ALR a 1.18Ha portion of the
 40.98 property which is legally described as PID: 009-802-207 and DL 1398 except portions
 in plans 11244, 11566, 16437, 21531 and LMP23770."

We the Community Members of Langdale, West Howe Sound area that is the residential
 area situated off the Port Mellon Highway down YMCA Road and the surrounding
 streets are submitting this document to make known to the Sunshine Coast Regional
 District 1975 Field Road, Sechelt BC V0N 3A1 **our objection and total rejection of any
 attempt by Heather Morgan, David Morgan and Morgan Capital Inc. to exclude the
 current ALR designated portion of the property listed above and in its place move a
 non-viable ALR portion to the ALR.**

NAME (PRINT)	ADDRESS	PHONE #	SIGNATURE
	Sensen Rd		K. Conforti
	Jensen Rd		[Signature]
	Jensen Rd		[Signature]
	JENSEN Rd		[Signature]
	NEWMAN RD		K. Mc[Signature]
	NEWMAN RD		[Signature]
	Jensen Rd		[Signature]
	Jensen Rd		[Signature]
	JENSEN Rd		[Signature]
			[Signature]

Agricultural Advisory Committee
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC, V0N 3A1



March 25, 2019

RE: Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property - ACL Application 58605

Attached to this cover letter please find information put together by members of the community in response to the Exclusion Application for the Morgan property. We only found out today (the 25th) that the Agricultural Committee would be meeting tomorrow to discuss the application. A number of community members have submitted letters in response to this application for exclusion, the committee may already have some/all of those letters, however we have no way of knowing that so we have resubmitted a number of them as part of our process and our desire to discuss our concerns with this committee. In addition we have included a document that summarizes our concerns, supported by a petition from the residents in the surrounding area. As we were unaware the committee was meeting prior to the written submission deadline we have not completed our petition process. We do feel however that we have sufficient indication from the community members to demonstrate we are very concerned with the overall process and specifically concerned about the exchange of Non-ALR and ALR designations.

It was our understanding that written responses could be submitted up to and including March 31, 2019. There is no active West Howe Sound Advisory Planning Committee at present so it has been a very frustrating process to find a way to express our interest and concerns. We were able to find out today that we can attend this meeting. Therefore we brought some of our documentation with us to provide a starting point for discussion.

Overall we would ask that this committee and other SCRD committees give us ongoing input into this process and that the process not be pushed into deadlines that may restrict the relevant community from having formalized input and open discussion with as many relevant members of the SCRD as possible.

Thank you,

Submitted on behalf of the responding community centered in and around the YMCA Road.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

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

SUBJECT: PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT – 2019 Q2 REPORT

RECOMMENDATION

THAT the report titled Planning and Community Development Department – 2019 Q2 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 Second Quarter (Q2) 2019: April 1 to June 30, 2019.

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

PLANNING AND DEVELOPMENT DIVISION

Regional Planning [500]

Key projects in Q2 included:

- Staff analyzed the BCTS 2019-2023 Operating Plan referral, per the terms of the Communication Protocol.
- Planning provided coordinating information for a Transit Park and Ride report to the Transportation Advisory Committee.

Rural Planning [504]

Key projects in Q2 included:

- Zoning Bylaw 310 Review – A Public Participation report was provided to the Board in Q2 summarizing feedback from community consultation events in late 2018 and the questionnaire released late in Q1. Planning staff continue to work with the Planning Consultants, Arlington Group on preparation of a draft bylaw.
- Short Term Rental Accommodations –Staff reported to Committee on the recommended changes to the zoning amendment bylaws in Q2. A public hearing concerning these bylaws was held on June 18, 2019. Staff will review the results of the public hearing and overall process and prepare a recommendation moving forward.
- In Q2, staff continued analysis of referral feedback on a temporary movable small home pilot project (applying temporary use permits), taking into account public participation input on Zoning Bylaw No. 310 and short term rental accommodation.

OPERATIONS

Development Applications Statistics

Applications Received	Area A	Area B	Area D	Area E	Area F	Q2 2019	YTD Total
Development Permit	2	2	3	3	6	16	36
Development Variance Permit				1	1	2	6
Subdivision	1	1	1	1		4	8
Rezoning/OCP	1		1			2	7
Board of Variance					1	1	2
Agricultural Land Reserve						0	1
Frontage Waiver			1	1		2	3
Strata Conversion			1			1	1
Total	4	3	7	6	8	28	64

There were 28 Development Applications received in Q2 2019 compared to 25 in Q2 2018.

- 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*	Q2 2019	YTD Total
Referrals						6	1	7	13

* BC Timber Sales 5-year Operating Plan Referral re-sent on May 1, 2019 with revised information.

There were 7 Referrals received in Q2 2019 compared to 9 in Q2 2018.

- 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	Q2 2019	YTD Total
Building Permit Reviews by Planning & Development Div.	3	0	7	0	3	13	57

There were 13 Building Permit Reviews completed in Q2 2019 compared to 86 in Q2 2018.

- 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	Q2 2019	YTD Total
DP	\$1,000	\$1,000	\$1,500	\$1,900	\$3,000	\$8,400	\$17,000
DVP				\$500	\$500	\$1,000	\$2,500
Subdivision	\$1,180	\$1,195	\$700	\$865		\$3,940	\$3,940
Rezoning/ OCP	\$2,400	\$2,400				\$4,800	\$11,975
BoV					\$500	\$500	\$1,000
ALR						\$0	\$1,500
Strata Conversion			\$650			\$650	\$650
Total	\$4,580	\$4,595	\$2,850	\$3,265	\$4,000	\$19,290	\$38,565

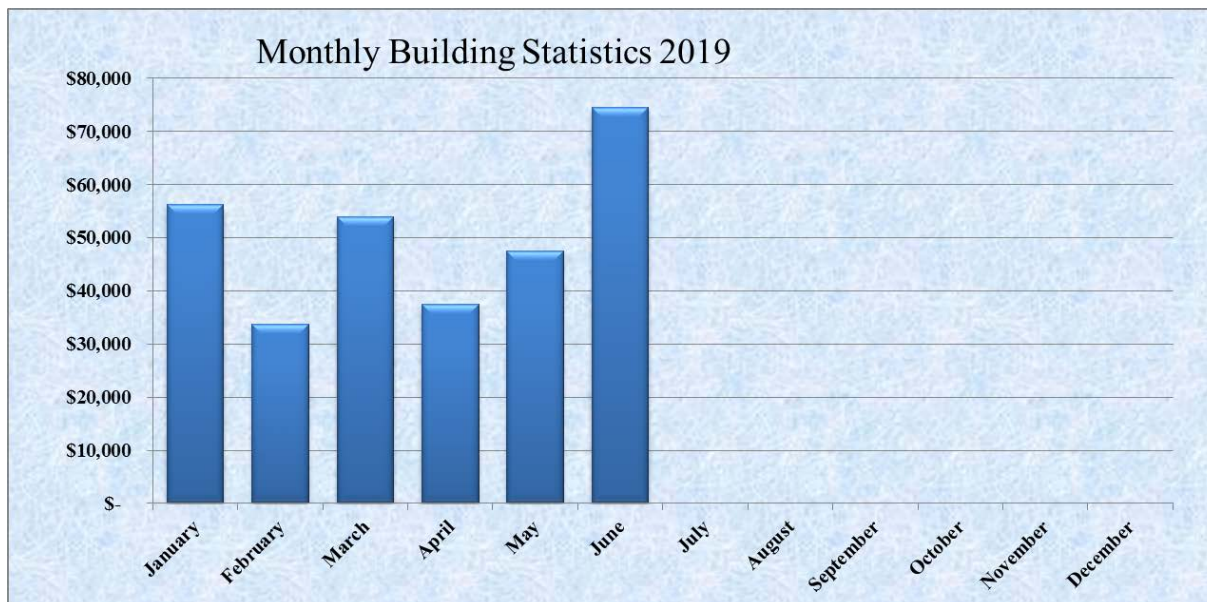
Development Applications revenue was \$38,565 in Q2 2019 compared to \$20,605 in Q2 2018.

- 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.

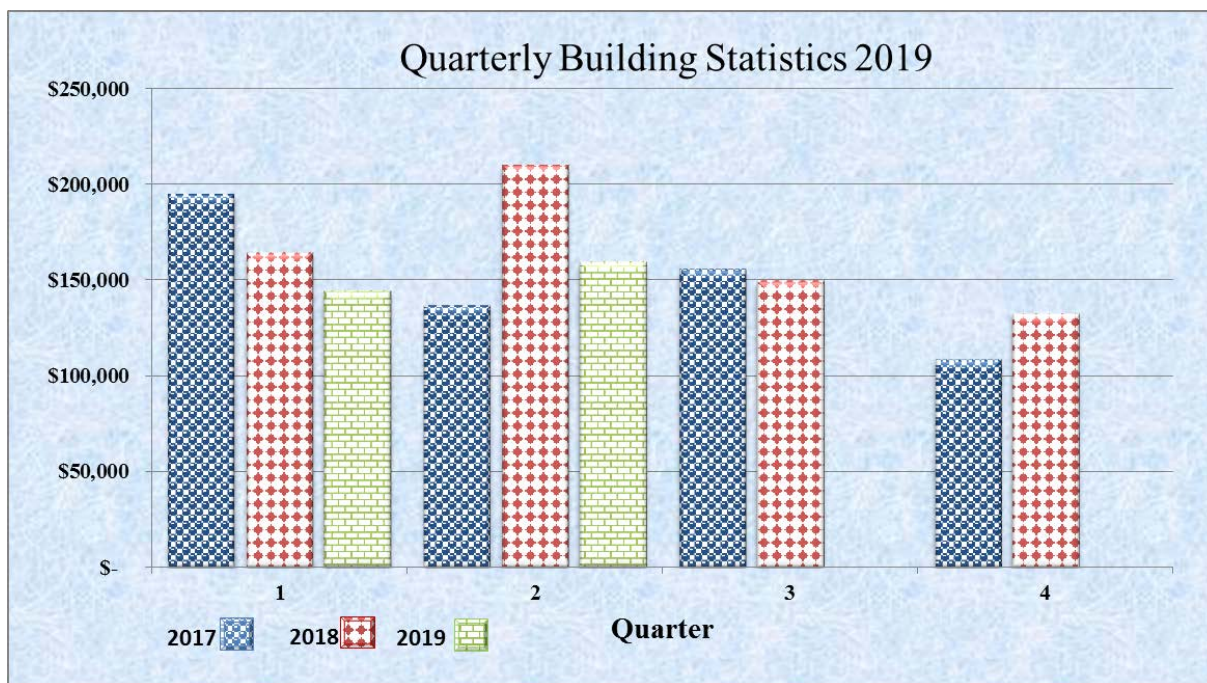
BUILDING DIVISION

Construction activity for Q2 2019 reflects continued strength. The number of inquiries received through the Building Division regarding the building permit process indicates *this strength will continue through Q3*.

Monthly Building Statistics 2019



Quarterly Building Statistics Comparison 2017 - 2019



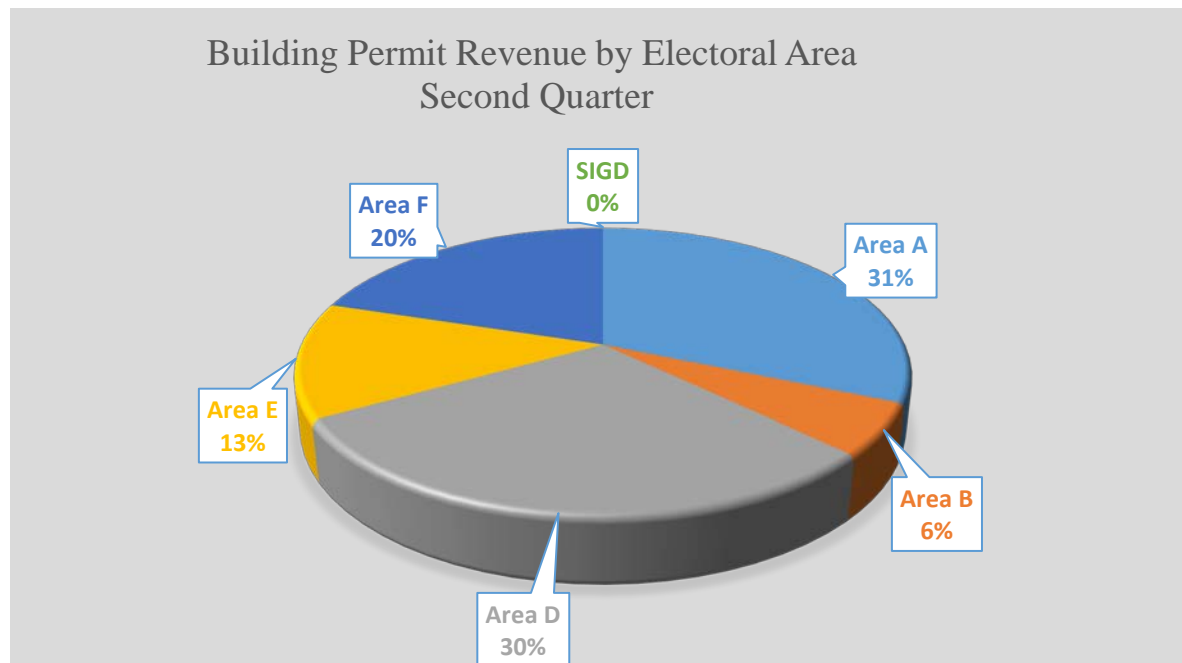
Building Revenue Comparison Q2 2010 – 2019



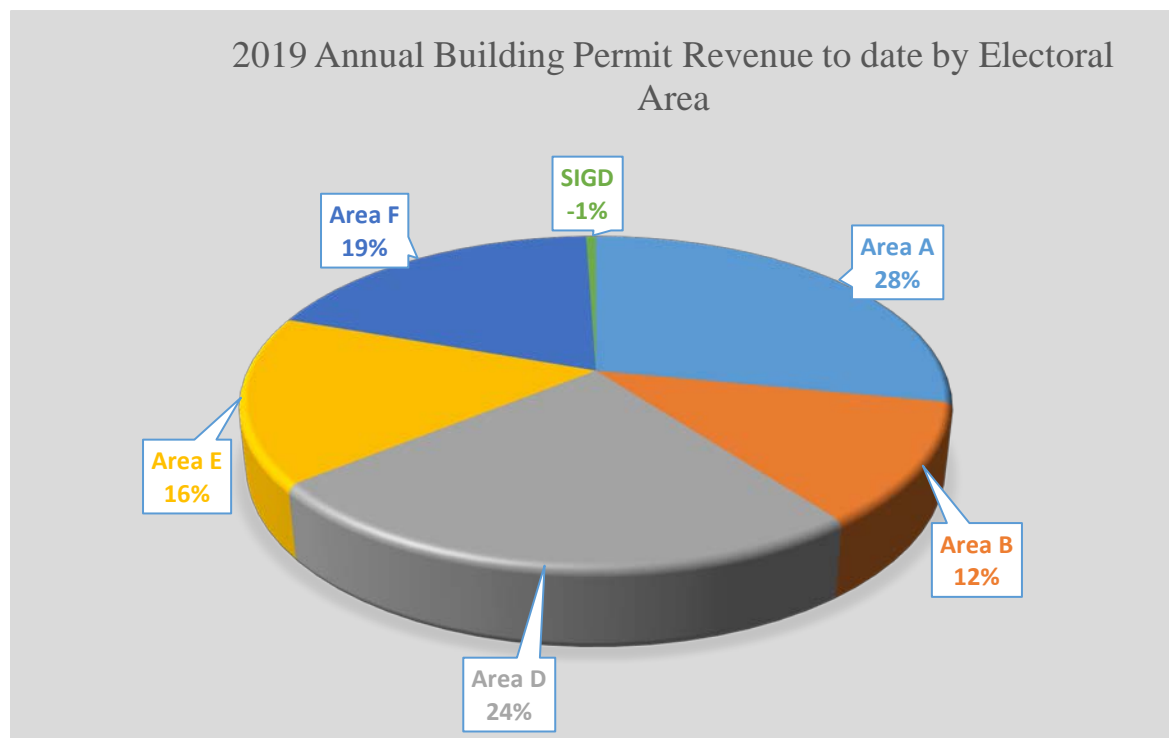
Quarterly Value of Construction Yearly Comparison 2017 – 2019



Building Permit Revenue by Electoral Area – Q2 2019



Building Permit Revenue by Electoral Area – 2019 to date



PORTS AND DOCKS DIVISION

OPERATIONS

In Q2, 2019 inspections and preventative maintenance were completed at all 9 docks. Reported deficiencies are being designed/costed for action in Q3.

A barge struck Keats Landing dock on June 25, 2019 causing damage to a number of piles. As a safety precaution the wharf approach was closed to vehicles. Notification were made to Keats Camp, POMO, water taxis, etc. Staff are working to deliver an emergency repair as soon as possible, noting that summer is a busy time for campers, seasonal residents and locals.

PORTS MONITORS (POMO) COMMITTEE

The POMO approach of “eyes on the dock” to identify condition, maintenance or operation issues provided useful feedback during Q2 that enables SCRD to respond to issues more quickly and more efficiently.

In Q2 2019, POMO was helpful in gathering feedback on planned capital projects including project design, timing and local service considerations.

Staff provided updates to POMO around inspection/maintenance visits and on key repair items.

A POMO meeting is planned for early Q3.

MAJOR PROJECTS

- Ports load ratings and safety assessment contract was awarded to Herold Engineering in 2018. Reports were received in Q1 and are being reviewed by staff. Staff are preparing a summary analysis and will be seeking input from POMO in Q3.
- Construction tender(s) for capital projects were developed in Q1 2019. Release of the first tender (Vaucroft) occurred in Q2.

FACILITY SERVICES DIVISION

Building Maintenance [313]

Building Maintenance Tickets	April 1 – June 30
Tickets received	65
Tickets resolved	61
Open (unresolved) tickets as of Dec 31 st	22

Example Projects:

- Prep and repaint SCEP storage containers at Elphinstone Secondary School due to vandalism.
- Annual preventative maintenance related to bird mitigation at Gibsons Library (protects and extends the life of roof.
- Furniture repairs in Field Road business centre room.
- Prep for maintenance to Field Road entry way soffit and signage. To be completed summer 2019.
- GACC: Youth center wheel chair ramp upgrade to meet building codes completed in Q2.
- GDAF: Developed troubleshooting guide for pool operations in Q2. Supports sustainable operations by reducing service interruptions.
- SAC: New Family Change Room benches constructed.
- PHAFC: Preparation for annual maintenance and repairs during August pool shutdown (multiple projects).

Recreation Facilities [613]

GACC

- Batteries replaced in electric floor scrubber.
- Roof top HVAC unit #6 damper motor failed and replaced.
- Intake filters replaced on all roof top HVAC units.
- Two domestic hot water tanks replaced as part of a capital replacement plan.
- Zamboni ice resurfacer sent to Kendrick Equipment for annual maintenance and electric drive motor replacement.
- Two hockey net frames repaired, new netting, bumpers and pads installed.
- Site meeting completed for Fall Protection and Hazardous Materials audit tender.
- Ongoing preventative maintenance.

SAC

- Temporary repair completed on pool leak in underwater light conduit.
- DDC software upgrade completed.
- Substantial repainting in gym and cardio rooms to coincide with fitness equipment replacement. Colours were changed to brighten up the rooms.
- Pool basin leak repairs completed by contractor during annual maintenance closure.
- 2019 annual maintenance shut down completed.
- Site meeting completed for Fall Protection and Hazardous Materials audit tender.
- Ongoing preventative maintenance.

SCA

- Annual overhead door maintenance and inspections completed.
- Boiler circulation pump failed and replaced.
- Community room repainted as part of annual maintenance work.
- Change rooms and cold area painting has been started as part of an annual maintenance work.
- Work continues on SCA machine room exhaust fan upgrade order from WorkSafeBC. Pre-order of exhaust fan has been completed, ETA middle of July. All engineer design work has been completed and installation tender released.
- Chiller replacement and refrigeration plant upgrade project work has commenced.
- Site meeting completed for Fall Protection and Hazardous Materials audit tender.
- Ongoing preventative maintenance.

GDAF

- Several work orders completed for minor repairs.
- Mechanical equipment trouble shooting guides for aquatics staff have been started.
- Rebuild kits installed on two chlorinator pumps.
- Preparation and planning for annual maintenance closure.
- Site meeting completed for Fall Protection and Hazardous Materials audit tender.
- Ongoing preventative maintenance.

PARKS DIVISION

Cemeteries [400]

Q2 Statistics – April 1 to June 30

	2019 Q2	2018 Q2	2019 Q2	2018 Q2
Service	Burials	Burials	Cremations	Cremations
Plots Sold	4	3	2	4
Niches Sold	N/A	N/A	0	5
Interments	0	2	1	9
Inurnments (Niche)	N/A	N/A	0	9

- Renewal of Seaview Cemetery maintenance contract;
- Coordination with Recreation Services Division on updating recreation guide material related to cemeteries;
- Clean up and polishing of Seaview Cemetery overhead arch entrance sign; and,
- Maintenance and repairs to Seaview Cemetery perimeter fencing along HWY 101.

Parks [650]

PROJECTS

Parks, Trails and Beach Accesses

Key projects, maintenance and repair activities:

Area A – Egmont Pender Harbour

- Initial consultation with water access residents at Ruby Lake concerning the re-development and improvements at the Ramp Road Community Boat Launch;
- Hazard tree mitigation and vegetation clean up completed at Ramp Road boat launch in partnership with the BC Ministry of Transportation and Infrastructure;
- Seasonal clean up and preparation at Katherine Lake Campground. Hazard tree assessment and mitigation at Katherine Lake Campground;
- Lighting and energy efficiency upgrades to public washroom facilities at Katherine Lake Campground;
- Replaced water system pressure tank at Katherine Lake Campground;
- Application submitted to the province and under review for required adjustments to annual regulatory approvals to allow for the addition of supplemental, clean sand above the high water mark at both Dan Bosch Community Park and Katherine Lake Campground beach;
- Hazard tree mitigation work at Pender Hill Park;
- Development of a permit application to the Heritage Conservation Branch to perform a focused archaeological impact assessment and improve recreational access and address erosion issues at Baker Beach Park;
- Removal of unauthorized informal structures along trail at Lily Lake Park;
- Beach access stair repair at Daniel Point;
- New signage installed at John Daly Park, including shashishalhem (shíshálh language) name;

Area B – Halfmoon Bay

- Maintenance improvements to Trout Lake Recreation Site, including signage install, picnic table reclamation and removal of unauthorized fire ring;
- Emergency Services communications station perimeter brushing and wildfire risk prevention at Connor Park;
- Trout Lake toilet pumped out and cleaned for beginning of operational season;
- Trout Lake Recreation Site maintenance contract renewal;
- Hazard tree mitigation following significant storm/wind event and damage at George Cormack Park;
- Split rail fence constructed and installed on O'Brien road at George Cormack Park;

Area D – Roberts Creek

- Seasonal staining and protection of benches and picnic tables at Roberts Creek Pier;
- High tide rock and drainage repair at Marlene Road Beach Access;
- Additional sand delivered and placed at Cliff Gilker Park children's play area;
- Filled and capped road deviations at Cliff Gilker Park;
- Hazard tree mitigation at Cliff Gilker Park;
- Asset renewal of the Gulf Road Beach access, including 2 staircases, a platform, handrails, crib steps and signage standardization;
- Additional grass seed placed near the public toilets at Roberts Creek Pier;
- Annual maintenance upgrades to the Roberts Creek Pier, including brushing, bench install, erosion correction, seasonal hazard mitigation and re-capping of trail surface material;
- Collaboration with the Sunshine Coast Golf Club on field irrigation, aeration practices and potential resource sharing;
- Assisted the community with the Henderson Beach knotweed and invasive species removal volunteer project;

Area E – Elphinstone

- Culvert replacement at 7th street and Ocean Beach Esplanade Trail;
- Hazard tree assessment and removal at Frank West Hall and Maryanne West all-weather field;
- Chaster Park parking lot pothole repair, capping and grading to improve user access;
- All Electoral Area E trails have received seasonal maintenance, brushing and upkeep;
- Support to roof replacement project at Frank West/Cliff Mahlman Hall (on track);

Area F – West Howe Sound

- Fertilization and seeding at Shirley Macey Dog Park;
- Filled and capped road deviations at Shirley Macey Park;
- Shirley Macey Water Park opened, operated per Water Conservation Regulations;
- Langdale Falls Trail (Sprockids Park) safety mitigation related to erosion. Safety issue resolved with trail route decommission and diversion;
- Renewal of Gambier Island parks and trails maintenance contract;
- Planning for accessibility improvements at Anavets Park, Gambier Island;
- Support to Grantham's Hall rehabilitation project;

All Areas:

- Coordination with Recreation Services Division on updating recreation guide material related to parks and the future implementation of a parks-specific marketing initiative;
- Key parks staff attended SCRD contract management and procurement training;
- Posts bolted in for operational season at Fullerton beach access;
- Parks Superintendent attended the annual British Columbia Parks and Recreation Symposium in Whistler May 1-3;
- Collaborative meetings with the BC Ministry of Transportation and Infrastructure on shared issues. Action plan established and is being systematically implemented with shared resources as time permits;
- Annual fire extinguisher inspection and re-charge complete;
- Scope of work finalized for the purchase of a new Parks Division work truck. Tender documents being prepared for advertisement;
- Hired, trained and implemented seasonal summer student staff.

Parks Planning

- Collaboration with Coast Mountain Bike Trail Association is underway to develop work plan and MOU for maintenance of Sprockids Recreation Site;
- Community consultation has commenced with on-site meetings and online questionnaire regarding potential improvements for Crab Road beach access;
- MOU has been developed with Pender Harbour Living Heritage Society regarding Hotel Lake access and is awaiting signatures;
- Parks Sign Guidelines are currently being developed to improve signage consistency throughout SCRD Park and trail system;
- Initial research and community collaboration is commencing to explore the potential for disc golf within Connor Park/Welcome Woods;
- Staff are exploring the potential to enter into an MOU with a community group for the maintenance of Secret Cove Falls Recreation site.

Sports Fields

Number of bookings per sports field in 2019 Q2 compared to 2018 Q2 bookings:

Sports Field	2019 Q2 Bookings	2018 Q2 Bookings
Lions Field	2	1
Cliff Gilker	199	202
Connor Park	187	175
Maryanne West	0	0
Shirley Macey Park	130	120

- Slicing, cutting and fertilizing of Pender Harbour (Lions), Cliff Gilker Park, Shirley Macey Park and Connor Park sports fields complete;
- Irrigation heads replaced on all sports fields where required;
- Scope of work and procurement package for the sports field water efficiency investigation project prepared and to be tendered;
- Pender Harbour (Lions) Field groundwater system brought into seasonal operation; and,
- Irrigation repairs and zone 4 and zone 5 electrical deficiency corrected at Cliff Gilker sports field to promote water efficiency.

Community Halls

Number of bookings in Community Halls in 2019 Q2 compared to 2018 Q2 bookings:

Community Hall	2019 Q2 Bookings	2018 Q2 Bookings
Eric Cardinall	58	55
Frank West Hall	49	47
Coopers Green	54	45
Chaster House	52	51

- Divisional collaboration with Building maintenance to effectively coordinate shared community hall safety and maintenance upgrades and priorities (ongoing);
- Frank West Hall/Cliff Mahlman Fire Hall roof replacement project start up;
- Working with the Child Development Center at the Pender Harbour Ranger Station on the construction of a play area sunshade on the property;
- Lease renewal for septic infrastructure with the Pender Harbour Authority;
- Renewal of annual community hall floor cleaning contract; and,
- Grantham's Landing Community Hall cleaned out and all related materials relocated in anticipation of the rehabilitation project.

Dakota Ridge [680]

- The Dakota Ridge Winter Recreation facility was closed for the season on April 1, 2019;
- Staff are preparing for annual maintenance for the trails, facilities and access road; and,
- Coordination with Recreation Services Division on updating recreation guide material related to Dakota Ridge.
- Annual visitation to Dakota Ridge is challenging to calculate due to how season passes are sold, fee structure (sometimes by vehicle, sometimes by person), and challenges with volunteers counting visitors on busy days. It is estimated that this facility receives approximately 8,000 individual visits per season. This number was substantiated in 2016 by an electronic trail counter.

Annual Dakota Ridge revenues from ticket, season passes and SCRD program sales:

Item	2016-2017 Season	2017-2018	2018-2019
Season Passes	\$ 3,582	\$11,913	\$10,757
Ticket	\$ 1,220	\$ 1,346	\$ 817
Programs	\$ 27,423	\$24,094	\$26,092
Total	\$ 32,225	\$37,353	\$37,666

RECREATION AND COMMUNITY PARTNERSHIPS DIVISION

Project Highlights

- Fitness Equipment Replacement Project: new equipment installed at GACC, SAC and PHAFC. Surplus equipment donation to shíshálh Nation completed. Response from patrons has been positive.

Gibsons and District Aquatic Facility

Admissions and Program Registrations

GDAF	Q2 2019	Q2 2018
Admission Visits	5,362	4,737
Program Registrations	644	1,381

This represents an increase of 625 admission visits during the period of April 1 to June 30, 2019.

Included in this admission total are 377 L.I.F.E Admissions for those requiring participation assistance for 2019.

Program registration decrease of 737 due to Water Safety School swim lessons now captured under the monthly facility rentals admissions stats.

Gibsons and Area Community Centre

Admissions and Program Registrations

GACC	Q2 2019	Q2 2018
Admission Visits	18,138	18,440
Program Registrations	1,560	1,843

This represents a decrease of 302 admission visits in the April 1 to June 30, 2019 period.

Included in this admission total are 360 L.I.F.E admissions for those requiring participation assistance for 2019 and arena facility rental attendance.

Program registration decrease of 283 mainly due to the Happy Hearts programs seeing less registration.

Sunshine Coast Arena

Admissions and Program Registrations

SCA	Q2 2019	Q2 2018
Admissions	4,781	3,824
Program Registrations	76	105

This represents an increase of 957 admission visits in the April 1 to June 30, 2019 period.

Included in this total are 43 L.I.F.E admissions for those requiring participation assistance for 2019.

Program registration decrease of 29

Sechelt Aquatic Centre

Admissions and Program Registrations

SAC	Q2 2019	Q2 2018
Admission Visits	29,032	30,736
Program Registrations	2,633	3,559

This represents a decrease of 1704 admission visits in the April 1 to June 30, 2019 period.

Included in this total are 1395 L.I.F.E. admissions for those requiring participation assistance for 2019.

Program registration decrease of 926 mainly due to no Happy Hearts program registrations and Water Safety School lessons now captured under the monthly facility rentals admissions stats.

Pender Harbor Aquatic and Fitness Centre

Admissions and Program Registrations

PHAFC	Q2 2019	Q2 2018
Admission Visits	3,701	3,966
Program Registrations	1,427	1,449

This represents a decrease of 265 visits for the April 1 to June 30, 2019 period.

Included in this total are 87 L.I.F.E admissions for those on low income for 2019.

Program registration decrease of 22.

Special events

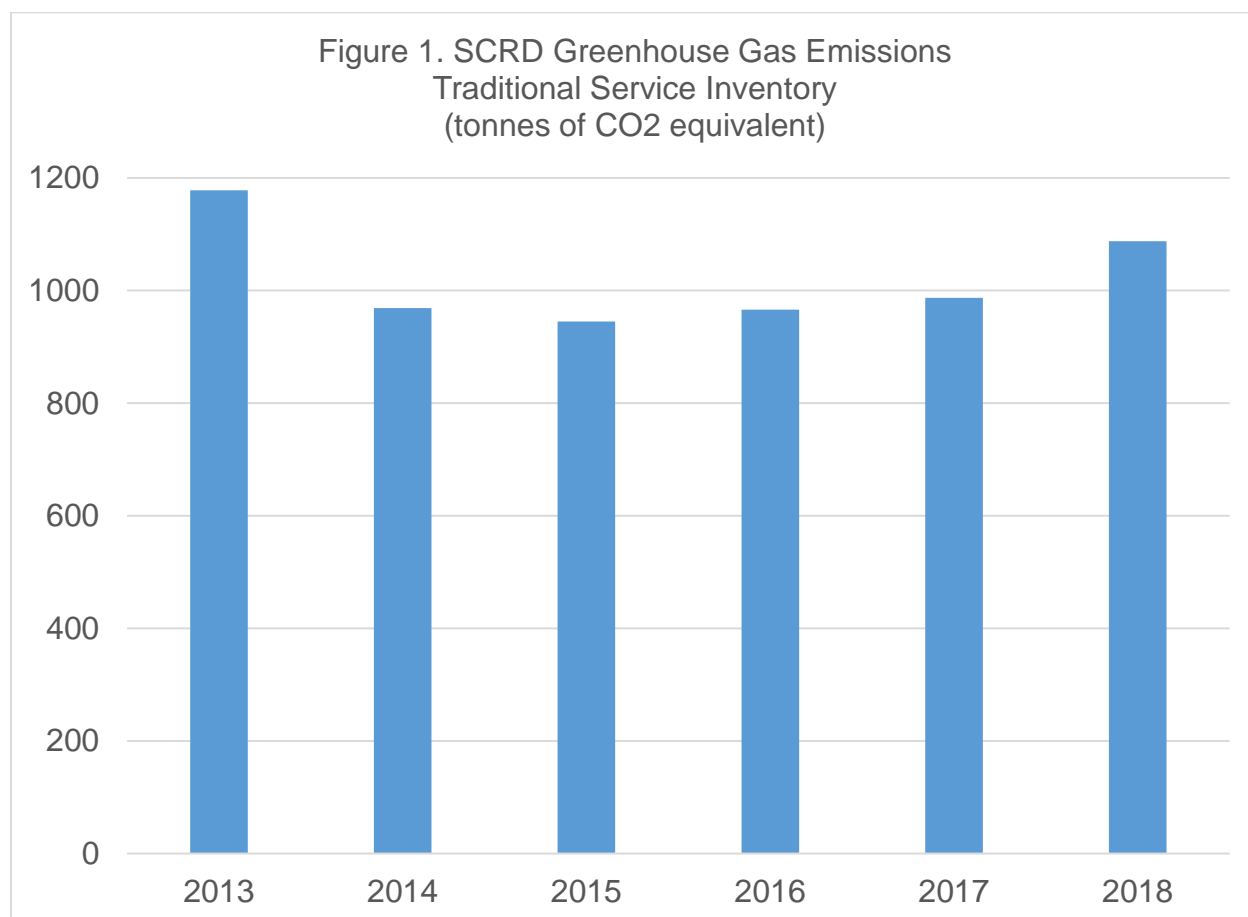
- Easter Scavenger Hunt involving Facebook posts and finding the clues at the facility April 15-20. Approximately 40 participants.
- Annual Swim Lesson Grad Barbeque hosted by the Pender Harbour Aquatic Society on June 5. Approximately 50 participants.

CORPORATE SUSTAINABILITY

As a Climate Action Charter signatory and in order to be eligible for the Climate Action Revenue Incentive Program (CARIP), SCRD calculates its greenhouse gas emissions and completes the Climate Action / Carbon Neutral Progress Survey every year. The 2017 Survey was shared with the Province in May and is publicly available on the SCRD website.

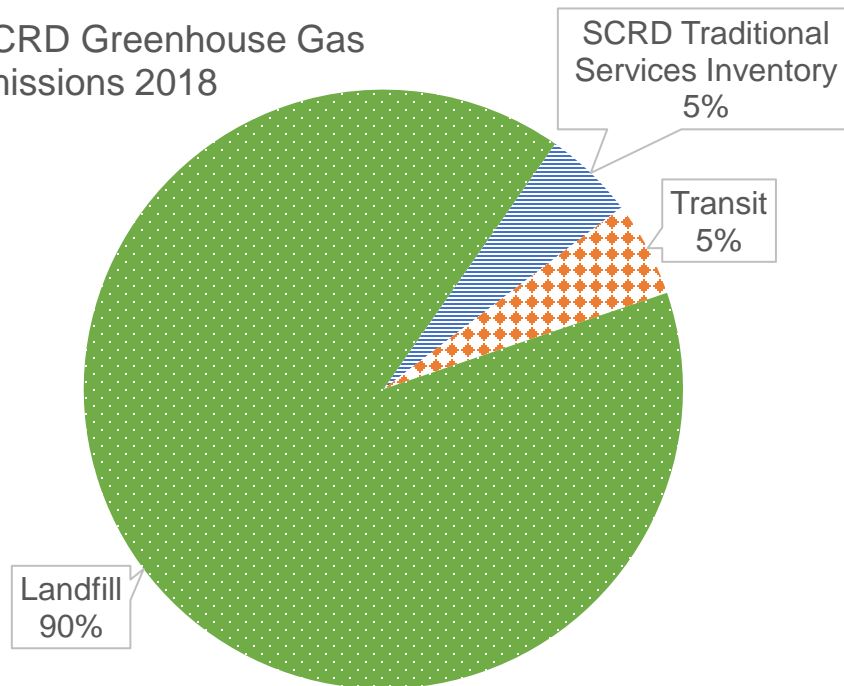
SCRD contributed 1,088 tonnes of carbon dioxide equivalent (tCO₂e) in 2018 as part of its Traditional Service Inventory (TSI). The scope of TSI emissions are defined for local governments by the Province of British Columbia.

Figure 1 compares TSI emissions over the past six years. The increase in 2018 is due to increased fleet fuel use, increased natural gas use at recreation centres (note that figures are not weather normalized), and the inclusion of the fuel used by some contractors that were not counted in the past (accounting improvements).



Although out of TSI's scope, the SCRD also generates greenhouse gas emissions from the Transit Service and the Sechelt Landfill. In 2018, the Transit Service contributed 1,149 tCO₂e and the Sechelt Landfill contributed 19,981 tCO₂e. Transit emissions have grown with the expansion of service and likely reduce overall community transportation emissions. The Sechelt Landfill emissions are calculated for reporting to Environment and Climate Change Canada (ECCC) and are predominantly methane from decomposing organic material. Figure 2 represents calculated emissions breakdown for 2018 for TSI, Transit Service and the Sechelt Landfill combined.

Figure 2. SCRD Greenhouse Gas Emissions 2018



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

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee, July 11, 2019

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

SUBJECT: **ACTIVE TRANSPORTATION INFRASTRUCTURE MEMORANDUM OF UNDERSTANDING – MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**

RECOMMENDATION(S)

THAT the report titled Active Transportation Infrastructure Memorandum of Understanding – Ministry of Transportation and Infrastructure be received;

AND THAT the delegated authorities be authorized to sign the Active Transportation Infrastructure Memorandum of Understanding with the Ministry of Transportation and Infrastructure.

BACKGROUND

Since the fall of 2018, Regional Districts within the Association of Vancouver Island and Coastal Communities (AVICC) area (qathet, Comox Valley, Cowichan Valley, Regional District of Nanaimo) have been working with the Ministry of Transportation and Infrastructure (MoTI) on a memorandum of understanding (MOU) about authorizing, in a transparent and consistent way, the construction of Regional District active transportation infrastructure (ATI) within the Ministry's right of way.

This work has its genesis in advocacy by SCRD and others in 2017 and early 2018, including a meeting between the SCRD Chair and Minister Trevena at UBCM in 2017.

Progress updates have been reported to the Board through departmental quarterly reports and the Chief Administrative Officer's reports.

The MOU (Attachment 1) provides general understandings and processes regarding the implementation of ATI within the MoTI right of way.

Under the MOU, planning and design for ATI will align with an ATI Planning and Approvals Guidelines Document which is under development. Once approved, there will be project-specific license of occupation agreements for each ATI project. SCRD will maintain a list of ATI priority projects that will be reviewed annually with MoTI.

Each of the above-noted Regional Districts will be considering individual MoUs with the same terms as the MoU between the SCRD and MoTI.

DISCUSSION

Staff recommend that the delegated authorities be authorized to sign the Active Transportation Infrastructure Memorandum of Understanding with the Ministry of Transportation and Infrastructure.

This is a first step in moving towards a collaborative relationship with MoTI in order to plan and develop ATI within developed and undeveloped MoTI road rights of way. The MOU provides consistent, documented processes, roles and responsibilities. As such, the agreement provides a solid foundation for planning and clarifies the liability of the Regional District.

Organizational and Intergovernmental Implications

Intergovernmental cooperation and collaborative planning of active transportation routes with member municipalities requires that SCRD have a tool to authorize work within the MoTI right of way; the MOU is helpful to this end.

At the organizational level, all SCRD ATI projects scoped or designed in the past but not constructed (i.e. projects “on the drawing board” or “in the queue”) will need to be reviewed for compliance with contemporary design standards. Formal management plans will be required.

Existing (built) ATI that has been permitted through a past/historic process will remain authorized. If existing ATI is planned to be upgraded or changed, the process set out in the MOU for licensing would be applied.

Financial Implications

There are no direct financial implications for the execution of the MOU.

Funding for individual bike and walk path projects is provided through [667] Bicycle and Walking Paths (Area A) and [665] Bicycle and Walking Paths (Areas B, D, E, F).

Use of Gas Tax Community Works Funds will be reviewed by UBCM as a potential funding source. The use of transparent, consistent licenses with long tenure is designed to facilitate the appropriate/permitted use of gas tax funds.

Timeline / Communications Strategy

Other AVICC regional district Boards are considering the MOU this month (July 2019). A coordinated press release is contemplated, pending direction from Board(s).

The MoTI Planning and Approval Guidelines document is anticipated to be finalized Q3 2019.

Further review of the use of gas tax funds for active transportation will be undertaken by UBCM.

STRATEGIC PLAN AND RELATED POLICIES

The subject matter of this report relates to building/enhancing collaboration with the Province of BC. Active transportation contributes to environmental leadership and community development. The development of active transportation infrastructure aligns with the Integrated Transportation Study, Parks and Recreation Master Plan and Official Community Plans.

CONCLUSION

SRCD and other AVICC regional districts have worked with MoTI on the development of an MOU related to Regional District development of ATI in the Ministry's right of way. The MOU provides clear process, roles and responsibilities and is a first step toward coordinated planning and delivering of ATI. Staff recommend that the delegated authorities be authorized to sign the MOU.

Planning and Approval Guidelines and UBCM review of the use of gas tax funds for ATI are next steps.

ATTACHMENTS

Attachment A: Draft Active Transportation Infrastructure MOU – MoTI and SCRD (Version June 6, 2019)

Reviewed by:			
Manager		Finance	
GM		Legislative	X - A. Legault
A/CAO	X – A. Legault	Risk	X –V.Cropp

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding made the _____ day of _____, 2019.

AMONG:

Sunshine Coast Regional District
1975 Field Road
Sechelt, B.C.
V0N 3A1
(“SCRD”)

AND:**HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA**

As represented by the Ministry of Transportation and Infrastructure,
PO Box 9850, Stn. Prov. Govt.
Victoria, BC VAW 9T5
(the “MoTI”)

WHEREAS:

- a. The Parties value active transportation, the health and wellness of the community and linking communities;
- b. The Parties recognize that the Ministry is vested with the administration and operation of the highways;
- c. MoTI recognizes and acknowledges that the SCRD is a public body with an interest in providing for public uses of lands comprising provincial public highway provided that such uses comply with applicable policies respecting the operation of provincial public highways including that such uses do not interfere with the integrity of the provincial public highway infrastructure and the primary operation of the provincial public highways as safe and efficiently functioning public highways;
- d. MoTI acknowledges that it can stream line and expedite its permitting process for use of highways under its jurisdiction when dealing with a public body such as the SCRD;
- e. The SCRD has requested the ability to place ATI adjacent to the roadway and within the provincial public highway; and Parties recognize the need to work cooperatively to achieve safe active transportation but that the intent of this MOU is establish a cooperative set of principles to allow for placement of ATI by the SCRD to be permitted under future specific agreements in a manner that is consistent with the shared values and desire to cooperate, that is set out herein;

NOW THEREFORE,

DEFINITIONS:

1. In this MOU:

“ATI” – means Active Transportation Infrastructure as described in this MOU.

“provincial public highway” – means the lands and infrastructure administered by the MoTI and comprising a “highway” as defined in the *Transportation Act*, including rural highway, arterial highways or highways referred to in section 35(2)(f) of the Community Charter, and for greater certainty includes without limitation lands whether or not improved in part or at all for public passage.

“roadway” – means the parts of the provincial public highway that are comprised of constructed road infrastructure including without limitation, those parts of the provincial public highway required for purposes of maintaining and facilitating the integrity of and the safe and efficient functioning of the road infrastructure whether or not used for vehicular traffic.

PURPOSE:

2. This Memorandum of Understanding (“**MOU**”) sets out the general understandings and processes of the SCRD and the MoTI as of the date of this MOU, regarding the implementation of ATI, which generally includes:
 - (a) Gravel Pathways/Trails adjacent to the roadway
 - (b) Multi Use Pathways adjacent to the roadway
 - (c) Sidewalks adjacent to the roadway
 - (d) Widened shoulders in support of ATI connections
3. This MOU is non – binding and is subject to any and all applicable laws. Nothing in this MOU is intended to or does fetter the exercise of statutory discretions or statutory authorities applicable to the matters contemplated in this MOU.

KEY PRINCIPLES:

4. The MoTI and the SCRD have been working collaboratively in unincorporated areas to consider and where reasonably appropriate permit and construct regional trails, pathways and other ATI within provincial public highway with the intent being that this will be implemented through project specific agreements for ATI projects under the guidelines described herein, which are to be developed in a mutually cooperative manner.

5. The SCRD wishes to develop a framework to support where reasonably appropriate, the implementation of consistent processes to guide the planning, design, approval, construction and ongoing responsibility for ATI adjacent to roadways.
6. The SCRD will work with other Regional Districts that comprise Vancouver Island Coastal Communities to promote consistency in liaising with the MoTI in its consideration of ATI proposals and administration and implementation of provincial review processes.
7. The MoTI will work, subject to and in conformance with applicable laws, with the SCRD and other Regional Districts to review proposed ATI within provincial public highway.

ROLES:

8. The MoTI is vested with the administration and operation of provincial public highways and as part of this mandate reviews and may approve proposed ATI's within provincial public highways.
9. The SCRD is representative, of rural areas of the Sunshine Coast, outside of the municipalities of the Town of Gibsons and the Sechelt Indian Government District and as a part of its mandate wishes to develop ATI for the benefit of its residents.
10. SCRD desires increased use and occupation of provincial public highway for ATI's and acknowledges that any such proposed use and occupation of provincial public highway must take into consideration and reflect provincial interests and requirements including interests and requirements relating to the preservation of the highway infrastructure and the safe and efficient functioning of the provincial public highway for ATI's.
11. SCRD are prepared to be responsible for the planning, design, construction, operation, maintenance and repair of ATI's and the SCRD shall contribute staff time, background studies and mapping to work cooperatively on same. The intention of the parties when dealing with future ATI projects proposed by SCRD is to act reasonably and cooperatively to achieve an efficient and effective process, in accordance with the principles in this MOU.
12. SCRD are prepared to have and maintain a ATI priority projects program that will be shared with and reviewed annually with MoTI.
13. MoTI will share and annually discuss the district rehabilitation, safety and minor betterments program with the SCRD.

14. The MoTI is mindful of the public interest in ensuring the provincial investments, financial and otherwise, in preserving the safe and efficient functioning of provincial public highways while acknowledging the interest of the SCRD to promote the location of ATI's within provincial public highways.

REGIONAL TRAIL PLANNING AND DESIGN:

15. MoTI and SCRD acknowledge that ATI proposals must be consistent, among other things, with the applicable laws, policies and requirements including interests and requirements relating to the preservation of the highway infrastructure and the safe and efficient functioning of the provincial public highway.
16. SCRD and MoTI acknowledge that among other factors that are to be taken into account in considering ATI's, there is a shared view that ATI's are generally to be located in locations sufficiently separated from roadways as to enable and where feasible maximize the integrity and the efficient functioning of the provincial public highway and the safety of person on and in the vicinity of provincial public highway and the ATI.
17. SCRD acknowledge that ATI planning and design are to be consistent with and align with, amongst other things, Provincial highway corridor planning studies and goals and with the ATI Planning and Approvals Guidelines Document and are to be carried out in a manner and by adopting timelines that reasonably enable the meaningful involvement of MoTI staff.
18. MoTI and SCRD acknowledge that numerous and varied factors including, without limitation, site specific circumstances and constraints, will apply to considering appropriate locations for ATI's and that as a result there may be an approach in considering and, if approved, approving proposed ATI's that is phased to allow for, amongst other things, incremental identification and resolution of issues including without limitation issues relating to the elaborate nature of ATI's and the distancing of ATI's from roadways. Without limiting MoTI's discretion, the parties agree that future guidelines will be developed by MoTI in consultation with the SCRD, which may then be used in the design, operation and maintenance of ATI.
19. The MoTI retains the right to reject or refuse approval for any ATI proposal at its discretion.

PROCESS:

20. SCRD and MoTI acknowledge that existing review and approval processes including without limitation, MoTI process for considering applications for permit and licence of occupation proposals, will apply and should be followed for ATI proposals, including

submission of ATI proposals to the appropriate local MoTI Office Development Approvals department.

21. MoTI, at its discretion, and taking into account the relevant factors relating to each ATI proposal, may determine whether, if approved, a permit or licence of occupation is to apply to implementation of the ATI proposal.

MEETING:

22. SCRD and MoTI intend that they will meet ~~whenever~~ a meeting is reasonably necessary or requested by the other party to deal with specific ATI projects and at least on an annual basis to discuss general matters and any upcoming highway and ATI plans, review operations on existing ATI on provincial public highway and review the terms of this MOU.
23. SCRD and the MoTI intend to meet as may be reasonably required to discuss ATI and to cooperate in scheduling such meetings to achieve positive progress towards the objectives in this MOU.

CONTACTS:

24. The provincial lead contact with the SCRD is the MoTI District Manager, [Lower Mainland District]
25. The provincial lead contact for SCRD Regional District members is the local MoTI office
26. The SCRD Regional District lead contact is.....

[Execution Page Follows]

This Memorandum of Understanding is signed on behalf of SCRD and MoTI as follows.

SUNSHINE COAST REGIONAL DISTRICT (SCRD)

Signature

_____, 2019
Date

Name

Title

Witness Signature

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

_____, 2019
Signature **Date**

Name

Title

Witness Signature

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019 (Morrissey – 2284 Pixton Rd) Consideration of First Reading – Electoral Area D

RECOMMENDATIONS

THAT the report titled **Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019 (Morrissey – 2284 Pixton Rd) Consideration of First Reading – Electoral Area D** be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment No. 310.187, 2019* be forwarded to the Board for consideration of First Reading;

AND THAT pursuant to Section 475 of the *Local Government Act* the bylaw be referred to the following agencies for consultation:

- Roberts Creek Advisory Planning Commission;
- Roberts Creek Volunteer Fire Department;
- Skwxwú7mesh Nation;
- Ministry of Transportation & Infrastructure; and
- Vancouver Coastal Health

AND FURTHER THAT a Public Information Meeting be held with respect to Bylaw No. 310.187, 2019 prior to consideration of Second Reading.

BACKGROUND

SCRD has received an application to amend Zoning Bylaw No. 310 to permit a second dwelling at 2284 Pixton Road, Roberts Creek. A location map and application summary are provided below.

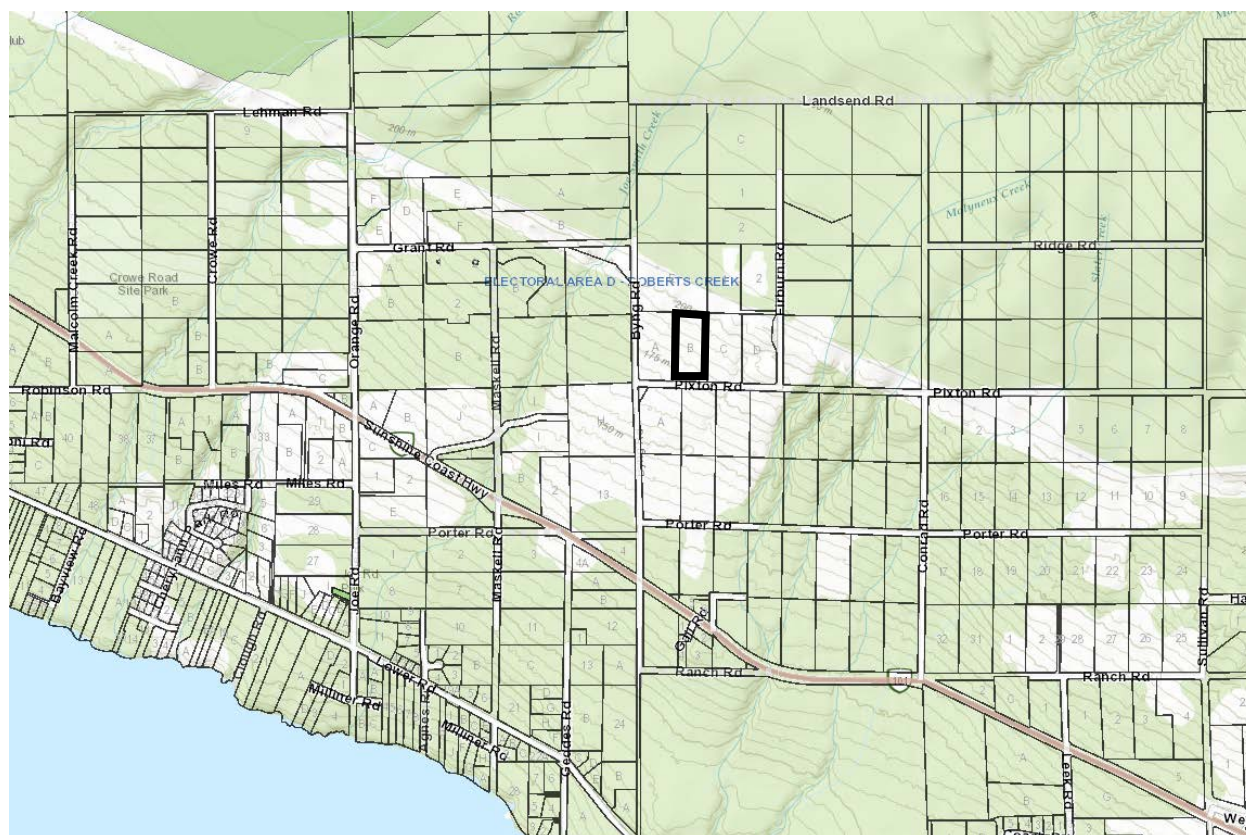


Figure 1 – General Location

Owner / Applicant:	Aaron Morrissey
Civic Address:	2284 Pixton Road
Legal Description:	Lot B, District Lot 1621, Group 1 New Westminster District, Plan EPP34685
Electoral Area:	D – Roberts Creek
Parcel Area:	4.86 acre (19668 m ²)
OCP Land Use:	Current – Country Residential
Land Use Zone:	Current - Country Residential Two (CR2)
Subdivision District:	Current - G
Application Intent:	To amend zoning bylaw to allow a second dwelling

Table 1 - Application Summary

The purpose of this report is to introduce the application and obtain direction from the Planning and Community Development Committee prior to moving forward to the next stage of the application process.

DISCUSSION

Existing and Proposed Uses

The property is a rectangular parcel fronting on Pixton Road and located north of the Sunshine Coast Highway in Roberts Creek. It is surrounded mostly by rural and country residential parcels of similar size. According to the applicant, a single family dwelling and an auxiliary building with a studio space exist on the property. The applicant is proposing to construct a second dwelling – a 130 m² (1400 ft²) rancher, to be located on the southeast corner of the property.



Official Community Plan

The parcel is within the Country Residential land use designation of the Roberts Creek Official Community Plan (OCP). The designation is established for rural acreage adjacent or in proximity to the Sunshine Coast Highway, intended to serve as a visual buffer of the Highway and maintain the rural atmosphere of the area. OCP policies encourage the creation of affordable housing opportunities in this designation through providing auxiliary dwellings, full

size second dwellings or other types of dwellings subject to parcel size and other requirements of the zoning bylaw. The proposal for a second dwelling on the subject property can be considered consistent with the general intent of the OCP.

Zoning Bylaw No. 310

The subject parcel is zoned CR2 (Country Residential Two), which permits no more than one dwelling and other uses such as bed and breakfast, home occupation, keeping of chickens and rabbits, and agriculture.

The subject parcel and several adjacent parcels are results of a previous subdivision of decommissioned Private Managed Forest lands, which were rezoned from RU1 (Rural One) to CR2 with a subdivision density change from 100 ha to 1.75 ha for minimum lot size. To compensate for the lot size reduction and maintain a generally consistent density in this rural area, the CR2 zoning limits the number of dwellings to one per parcel. Therefore the proposal for a second dwelling requires a site specific zoning amendment for this parcel.

The proposed second dwelling is a one-storey rancher with a footprint of 11m by 12m. It will be positioned in an unwooded vacant portion of the parcel with ample setback (15m+) from parcel lines, adjacent buildings and sensitive natural features. Proposed siting requirements are provided in the amendment bylaw (Attachment A). Amidst large lots (2 ha +) in the surrounding areas, this dwelling does not appear to have a detrimental effect on the surrounding environment or the general perception of building density and rural ambiance in this area.

Development Considerations

The property is located within the fire protection area of the Roberts Creek Volunteer Fire Department.

The subject property is located outside of the SCRD Water Service Area. On-site water supply systems must be available to both the existing dwelling and proposed dwelling. The applicant will need to provide an engineer's report indicating that lands within the parcel are capable of providing for on-site water supply and septic systems for both dwellings meeting provincial health requirements.

Staff recommend that if the bylaw amendment proceeds, an engineer's report be provided by the applicant indicating that the parcel is capable of providing on-site water supply and wastewater treatment for two dwellings, and such a report be provided before a public hearing is scheduled.

Organization and Intergovernmental Implications

This application will be referred to the Roberts Creek Advisory Planning Commission, Roberts Creek Volunteer Fire Department, Skwxwú7mesh Nation, Ministry of Transportation and Infrastructure, and Vancouver Coastal Health for comment.

Timeline for Next Steps

The referral process (including a public information meeting) will provide feedback on the community's desire to allow a second dwelling on the subject property in the CR2 zone.

A public information meeting will be organized by the applicant and consultation with agencies and First Nations will occur.

Comments received from the consultation process and public information meeting will be incorporated into another staff report to the Planning and Community Development Committee with recommendations relating to Second Reading of the bylaw, and if Second Reading proceeds, a public hearing would be arranged. After the public hearing conditions of final approval can be presented to the SCRD Board. At that time the Board can decide if it wishes to proceed with adoption of the bylaw.

Communications Strategy

The subject parcel is within the territory of Skwxwú7mesh Nation. It is also within 800 metres of a controlled access highway; thus Bylaw No. 310.187 requires approval from the Ministry of Transportation and Infrastructure pursuant to Section 52 of the *Transportation Act* before it may be considered for adoption.

Staff recommend that the bylaws be referred to:

- Roberts Creek Advisory Planning Commission;
- Roberts Creek Volunteer Fire Department;
- Skwxwú7mesh Nation;
- Ministry of Transportation & Infrastructure; and
- Vancouver Coastal Health

In addition a public information meeting should be held prior to consideration of Second Reading.

STRATEGIC PLAN AND RELATED POLICIES

The OCP and bylaw amendment process supports values of collaboration, respect & equity and transparency.

CONCLUSION

The SCRD received an application to amend Zoning Bylaw No. 310 to permit a second dwelling at 2284 Pixton Road in the CR2 zone. The proposal does not appear to have a negative impact on building density in this rural area and can be supported subject to reviewing neighbourhood input and meeting technical criteria which can be considered during the referral period.

Staff recommend that the bylaw receive First Reading and that referrals take place.

ATTACHMENTS

Attachment A - Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019

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

ATTACHMENT A

SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 310.187

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987*

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

PART A – CITATION

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:

Insert the following section immediately following Section 1000A.6:

Site Specific Uses

1000A.7 Notwithstanding Section 1000A.3 and Section 1000A.4, on Lot B, District Lot 1621, Group 1 New Westminster District, Plan EPP34685, two single family dwellings are permitted, one of which shall be subject to the following provisions:

- (1) maximum gross floor area: 130 square metres
- (2) maximum building height: 7 metres
- (3) minimum setback from the east side parcel line: 15 metres
- (4) minimum setback from the front parcel line: 15 metres
- (5) minimum setback from the rear parcel line: 170 metres
- (6) minimum setback from the west side parcel line: 70 metres

PART C – ADOPTION

READ A FIRST TIME this #### DAY OF MONTH, YEAR

READ A SECOND TIME this ##### DAY OF MONTH, YEAR

PUBLIC HEARING HELD PURSUANT TO THE
LOCAL GOVERNMENT ACT this #### DAY OF MONTH, YEAR

READ A THIRD TIME this ##### DAY OF MONTH, YEAR

APPROVED PURSUANT TO SECTION 52 OF
THE *TRANSPORTATION ACT* this

DAY OF MONTH , YEAR

ADOPTED this

DAY OF MONTH , YEAR

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: **PROVINCIAL REFERRALS – REVISED RECOMMENDATION FOR PRIVATE MOORAGE IN SECRET COVE (POPE FOR BRYNELSEN)**

RECOMMENDATIONS

1. **THAT the report titled Provincial Referrals – Revised Recommendation for Private Moorage in Secret Cove (Pope for Brynelsen) be received;**
2. **AND THAT the following comments be forwarded to the Ministry of Forests, Lands Natural Resource Operations and Rural Development:**
 - a. **The SCRD has no objection to approval of the existing residential private moorage fronting Strata Lot 1 - Crown File 2411830 and the existing residential private moorage fronting the Common Property - Crown File 2411832, as these moorage facilities were established before the adoption of Zoning Bylaw No. 310, and are considered legal non-conforming;**
 - b. **The following additional conditions apply to permissions for Crown Files 2411830 and 2411832:**
 - i. **The proposed new residential private moorage fronting Strata Lot 2 - Crown File 2411831 be denied;**
 - ii. **SCRD will require a building permit and/or a development variance permit if any new structures are constructed for the moorage facilities;**
 - iii. **SCRD mapping does not indicate any eelgrass beds in the vicinity. Eelgrass beds in or near the tenure areas should be identified and protected;**
 - iv. **Water quality should not be impacted by maintenance or construction activities, materials or fuel storage;**
 - v. **There is a history of strong community interest in maintaining public access for shellfish harvesting in this area, as well as for recreational boating and emergency refuge. Docks and associated tenure areas should be designed to ensure public access along the foreshore and adequate open water for navigation is maintained;**
 - vi. **The proponent should implement both the Province's and the *shíshálh* Nation's Best Management Practices for building moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems.**

PURPOSE

The purpose of this report is to provide updated information on the subject moorage facilities and provide a revised recommendation for the provincial referrals.

BACKGROUND

The SCRD Board adopted Resolution 229/17 on July 13, 2017 as follows:

Recommendation No. 11 *Private Moorage Referrals in Secret Cove (Pope for Brynelsen)*

THAT the report titled Private Moorage Referrals in Secret Cove (Pope for Brynelsen) – Electoral Area B be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands and Natural Resource Operations by July 18, 2017:

- a. It is the SCRD's preference that tenure be issued for a shared dock, as per OCP Policy 19.8, to reduce the cumulative impacts of foreshore private moorage developments in Secret Cove;
- b. The SCRD has no objection to approval of the existing residential private moorage fronting Strata Lot 1, Crown File 2411830, as the SCRD understands that the moorage facility has been in place since 1985 and its size is nonconforming to Zoning Bylaw No. 310;
- c. The SCRD may support the proposed residential private moorage fronting Strata Lot 2, Crown File 2411831, subject to the applicant successfully amending the W1 zone, within Zoning Bylaw No. 310, to allow more than one residential mooring facility for the parcel / strata development prior to permission issuance;
- d. The SCRD may support the existing residential private moorage fronting Common Property, Crown File 2411832, subject to the applicant successfully amending the W1 zone, within Zoning Bylaw No. 310, to allow more than one residential mooring facility for the parcel / strata development prior to permission issuance;
- e. The following additional conditions apply to permissions for Crown Files 2411830, 2411831 and 2411832:
 - i. SCRD will require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility;
 - ii. SCRD mapping does not indicate any eelgrass beds in the vicinity. Eelgrass beds in or near the tenure areas should be identified and protected;
 - iii. Water quality should not be impacted by maintenance or construction activities, materials, or fuel storage;
 - iv. There is a history of strong community interest in maintaining public access for shellfish harvesting in this area, as well as for recreational boating and emergency refuge. Docks and associated tenure areas should be designed to ensure public access along the foreshore and adequate open water for navigation is maintained;

- v. The proponent should implement both the Province's and the shishálh Nation's Best Management Practices for building moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems.

This recommendation pertains to the initial applications for provincial tenure for three docks including two existing and one new as referred to SCRD in Spring 2017 (Figure 1).

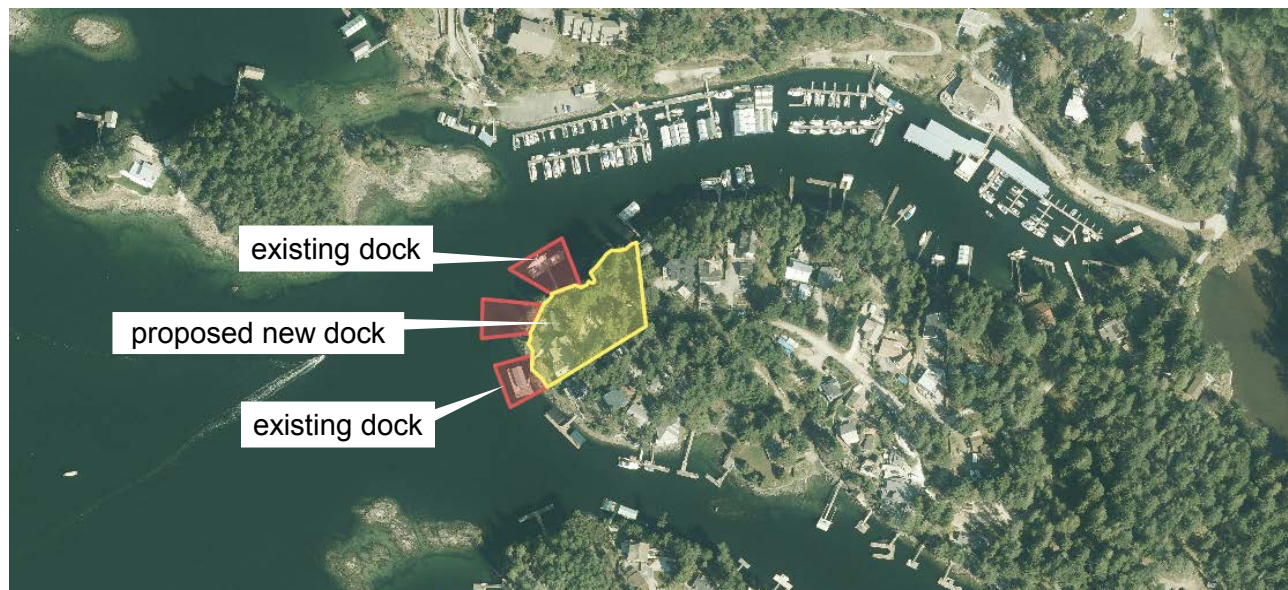


Figure 1: subject parcel showing approximate areas for tenure areas

For the Board's information, the staff report associated with this recommendation is provided in Attachment B.

The Board's recommendation was provided to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD). In July 2018 the Ministry issued its decision to the applicant requiring the removal of one of the two existing moorage facilities in order to bring the property into compliance with SCRD zoning bylaw. The Ministry also suggested applying for group moorage approval of the dock that was to remain.

DISCUSSION

Recently the applicant provided SCRD with detailed historic evidence of the property and the existing moorage facilities (Attachment A). The new information is accompanied with a request for review and reconsideration of the Board's 2017 recommendations in order to support re-applications to the province for the existing moorage facilities (Attachment A). Through the new information, the applicant demonstrates that the waterfront of the property has been in continual use since 1919, and the two existing docks have been established since 1945 despite periods when the docks were in the state of disrepair or replacement and might not be captured on historic low-resolution aerial photos which were snapshots of the earth's surface once per year. Legal non-conforming status should be based on the original structure when it was first established, and subsequent restorations of the structure in its original location are considered maintaining the legal non-conforming status. Therefore the legal non-conforming status of these docks can be established.

According to the applicant, the property is reliant on water access via these docks, as road access through Sans Souci Road is not a public road dedication and permitted through a year-to-year license from Sunny Harbour Estates.

Previously staff visited the property and the existing docks, and determined that the docks, being spaced apart, were compatible with the character of the area, and did not appear to have a detrimental effect on the foreshore and surrounding waterways. Given the recognition of two existing docks, any new docks cannot be supported, as the zoning bylaw restricts the number of docks to one per parcel.

Based on the above discussion, staff recommend revising the comments to be provided to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development stating that SCRD has no objection to moorage applications for the two existing docks, provided that the application for a new dock is denied and other previously recommended conditions are met.

Timeline for next steps

The Board resolution will be forwarded to FLNRORD which will make final decision on these applications.

STRATEGIC PLAN AND RELATED POLICIES

Strategic Plan Values: Embed Environmental Leadership

CONCLUSION

Since the Board's last consideration of the subject moorage application referral, the SCRD has received further information regarding the history of the existing docks which establishes their legal non-conforming status. Staff recommend revising comments to the Province supporting the applications for the existing docks subject to denial of application for a new dock and other conditions.

Attachments

- Attachment A – Application's request for reconsideration
- Attachment B – Information provided by applicant
- Attachment C – Staff report dated July 13, 2017

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

Attachment A Applicant's request for reconsideration



June 25, 2019

Sunshine Coast Regional District
Planning & Development
1975 Field Road
Sechelt BC V0N 3A1

To whom it may concern,

Re: Reapplication for Specific Permission for Private Moorage fronting Common Strata Property & Strata Lot 1,
both of DL 4552, Strata Plan BCS3893; 5383 & 5385 Sans Souci Road Halfmoon Bay BC.

Owners: Dana Brynelsen & Denise Broderick-Brynelsen

Our File: 15117-609

Crown Land Files: 2411830 and 2411832

This letter is to serve as a formal request to reconsider the applications noted above following the disallowance letter from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development dated July 30, 2018. The reasons for the reapplication include the existence of new evidence of historically consistent occupancy from both before and after the introduction in 1987 of the W1 Water Zoning Bylaw which includes both existing moorage facilities, as provided by the owner. As well as this, the reapplication has now been reduced to include only the existing facilities, ie. a reapplication for a new structure adjacent to Strata Lot 2 will not be made. Further to these reasons, Ministry of Forests, Lands, Natural Resource Operations and Rural Development has specifically requested a letter from the SCRD which demonstrates approval to reapply before they will accept a reapplication.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Pope", is written over a light blue horizontal line.

Seamus Pope, BCLS
Strait Land Surveying Inc.

PO Box 61 Sechelt, BC V0N 3A0
T: 604.885.3237 seamus@straitlandsurveying.com
www.straitlandsurveying.com

Attachment B Information provided by applicant

Dana Brynelsen, OBC, LLD (HON)

~~April 1, 2019~~

5383 Sans Souci Road, Halfmoon Bay, BC, V0N 1Y2

Mr. Andrew Allen
Manager, Planning and Development
SCRD
1975 Field Road, Sechelt, BC
V0N 3A1

Dear Andrew,

Thank you very much for meeting with Dal, Gary and me on Friday, March 11, 2019 to discuss our dock situation. I am enclosing information at your request to give you a chronology with documents to support our request that our docks be grandfathered. Please find attached the following documents

Response to Regional District Staff Report of May 11, 2017. This provides an early history of the Brynelsen family in Secret Cove and dates when docks were built.

West Dock Photographs. Family on dock, 1945. **Chart** BC102/19 July 25, 1964, **Chart** BC5760/143-Oct.19, 1976, **Chart** BC 85016/182- June 25, 1985.

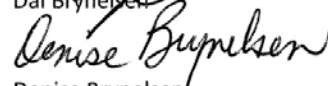
Boathouse Built 1978. Lawfully non-conforming. Staff report May 11, 2017 Page 4

Strata Plan Signed- Feb. 12, 2009 and registered in Land Registry, accepted by SCRDC, shows both West Dock and Boathouse.

We look forward to meeting with you at your convenience. Thank you for considering this information.

Yours sincerely


Dana Brynelsen

Dal Brynelsen

Denise Brynelsen

Response to Regional District Staff Report of May 11, 2017

Re Crown Referrals 2411830, 2411831, 2411832 Private Moorage in Secret Cove

The Brynelsen Family in Secret Cove

HISTORY 1895 to 2017

The Brynellsens have been on the Sunshine Coast for over a hundred years. We arrived from Norway and worked in logging, tow boating and fishing. We have taught school, worked in hotels, built houses. We have owned property in Secret Cove for nearly a hundred years, long before there was road access to this area. Boats were our method of transportation and work.

In the later part of the second to last century, our great grandfather towed logs from Sechelt to Vancouver. After WWI, in the 1920's, his brother Fritjof, emigrated from Norway to join him in BC and settled in Secret Cove. Fritjof Brynildsen built the seawall from his home on the west shore, below where the Jolly Roger stands, all the way to where the government dock is now. Our grandfather bought property beside him in the 1930's and his cousin, Oliver Hansen, a fisherman, bought the point in the 1930's, where we now live. Oliver built a cabin where Dana's house now stands and put in a dock and float for his fish boat.

The pilings for the dock on the west side of the point were first installed in the 1930's and the remains of that dock are still there. Over the past 90 years different docks, ramps, floats and/or pilings have continuously been in place, replaced when necessary. Usage has varied over the years, floats for storage of rowboats and fishing equipment.

Our grandfather retired to Secret Cove in 1960 and in 1964, his son John, our father, retired and built the original Jolly Roger Inn. Oliver Hansen was still living on the point and at his death the cabin was used by family who worked in the hotel. The cabin was water access, so a rowboat was used as transportation from the west dock. The hotel was sold in 1975 and John and Kathleen Brynelsen moved to the point and built a permanent residence beside the cabin. The west float was in continuous use for renters in the cabin and family use in the summer.

A second ramp and float had been in place in the early years to the south west of the point and was replaced by a boathouse in 1978 where it remains today. Piles were driven at that time, 1978, for the boathouse and for the west dock. The boathouse and dock became the primary float for the main house and used by,

John Brynelsen until his death in 1982, and his wife Holly Brynelsen in 1993, renters until 2000 when Dal and Denise moved to the point. Dana moved to the point in 2010.

A road was put in in 1973, although the access is across private land subject to an annual fee and contract that can be cancelled at any time.

The point has been continuously occupied since the 1930's, by Oliver Hansen, John and Kathleen Brynelsen, Holly Brynelsen (John's second wife) and the descendants of John and Kathleen, Dana and Dal, and Denise, Dal's wife. From the 1930's the west dock has been in continuous use and since 1978 the Boathouse dock has also been in continuous use.

Zoning

In 2004, Dal Brynelsen started the process to have the point subdivided into two lots. He and Dana each wanted to build a retirement home. He learned that the District had downzoned the area sometime in the past. We had not been notified of this downzoning and therefore had no chance to appeal. The downzoning at this time only affected our property as Sans Souci and Sunny Harbour had been parcelled up. It had been our father's expectation that we would at some point subdivide as there was 1.3 acre of property and 450 feet of waterfront. This is a piece of property far larger than other waterfront lots in the area. Even subdivided into two lots, the lots would be 50% larger than adjoining properties and each with 3 times more waterfront. He was turned down for rezoning and was told by the Health Inspector that the District told him to turn down the application as it did not want the point subdivided. Therefore they requested a treatment plant for a subdivision although the proposed treatment plans provided treatment far in excess of the requirement for two homes. Because he wished to proceed, he decided to go with a strata. The strata was approved by the SCRD with the two docks in place.

Road Access

Sunny Harbour Estates controls road access to this end of Sans Souci Road. We each pay \$720/year for access and each home owner has a very comprehensive contract which can be cancelled at any time. Water access will always be important for our properties.

Sunny Harbour Estates

Sunny Harbour is a private company and owns the 20 acres of land that separates our homes from the public road. There are many homes built on this property and approximately 13 docks some with fore shore leases. Sunny Harbour sued the Regional District for building permits and won their case in court based on use and they were grandfathered in by the judge. Sans Souci residents were not informed by the District of this court case so we were not in a position to petition the court to have Sunny Harbour provide access to lands beyond as they would if they were a subdivision. It is very likely that had we been able to petition for this at the time of the trial we would have been successful in getting road access to our properties.

Sunny Harbour is a company, one property with one legal description. And yet they have at least 13 floats and fore shore leases.

Summary

We believe that our use of the waterfront is minimal in contrast to waterfront use in Secret Cove as most waterfront lots are 70 feet to 100 feet wide . Since 1974 there has been two houses on our property which is 1.2 acres with 450 feet of waterfront. Each house has its own dock with a great deal of space between the docks and our neighbours. We have no legal road access to this property and rely on a year to year licence from Sunny Harbour Estates.

There has been continual use of our waterfront from the time we arrived here in 1919. We believe we are grandfathered in as to existing moorage facilities.

Response to Letter Annex 1, May 11, 2017 from Lesley-Ann Staats

1. Grandfathered, no amendment needed
2. Existing grandfathered facilities- have ramps, floats and boathouses
3. We agree there is no eelgrass
4. Water quality should not be impacted
5. Subject area has no shellfish, property on a cliff and very rocky, there is no foreshore that the public could use. The lease application has been approved by Transport Canada- open water for navigation is maintained
6. Boathouse and pilings provide a very active ecosystem for mussels and fish

2. Both our docks were in place long before the W1 Zone bylaw of 1987 permitting one mooring facility/parcel.
As you can see from the aerial photos of July 25, 1964, October 1976, and June 1985 our west float is evident in all aerial photos. We have personal photos of the west float from 1945.
3. Our neighbour, Sunny Harbour Estates is registered as one lot and it has 13 floats and boathouses and is granted fore shore leases. Since we have had continuous use of our floats for a far longer time under one family ownership, not 20 separate owners, we believe we should be grandfathered in. The west float and moorage has always been in place since we have been here, with photographs from 1945 and the original pier structure which predates that, can still be seen.

Thank you for your attention to this.

Kind regards,

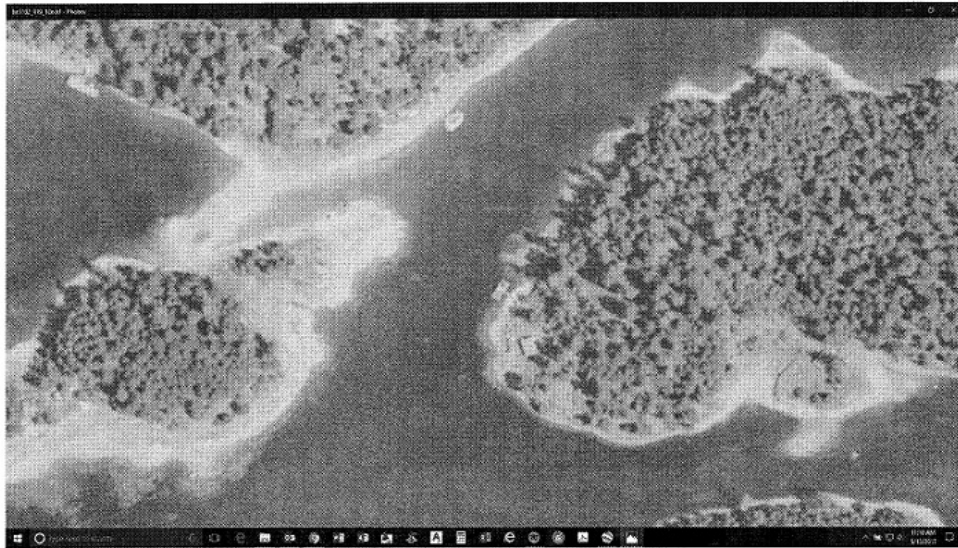
Dana Brynelsen

Dal Brynelsen

Denise Brynelsen



West Float - 1945
Dana, Mother, Grandfather
Great-great Uncle



BC5102/19 – July 25, 1964



BC5760/143 – Oct 19, 1976



BC85016/182 – June 25, 1985

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 13, 2017

AUTHOR: Lesley-Ann Staats, Planner

SUBJECT: PRIVATE MOORAGE REFERRALS IN SECRET COVE (POPE FOR BRYNELSEN) –
ELECTORAL AREA B

RECOMMENDATIONS

1. **THAT the report titled Private Moorage Referrals in Secret Cove (Pope for Brynelsen) – Electoral Area B be received;**
2. **AND THAT the following comments be forwarded to the Ministry of Forests, Lands and Natural Resources Operations by July 18, 2017:**
 - a. **It is the SCRD's preference that tenure be issued for a shared dock, as per OCP Policy 19.8, to reduce the cumulative impacts of foreshore private moorage developments in Secret Cove;**
 - b. **The SCRD has no objection to approval of the existing residential private moorage fronting Strata Lot 1, Crown File 2411830, as the SCRD understands that the moorage facility has been in place since 1985 and its size is non-conforming to Zoning Bylaw No. 310;**
 - c. **The SCRD may support the proposed residential private moorage fronting Strata Lot 2, Crown File 2411831, subject to the applicant successfully amending the W1 zone, within Zoning Bylaw No. 310, to allow more than one residential mooring facility for the parcel / strata development prior to permission issuance;**
 - d. **The SCRD may support the existing residential private moorage fronting Common Property, Crown File 2411832, subject to the applicant successfully amending the W1 zone, within Zoning Bylaw No. 310, to allow more than one residential mooring facility for the parcel / strata development prior to permission issuance;**
 - e. **The following additional conditions apply to permissions for Crown Files 2411830, 2411831 and 2411832:**
 - i. **SCRD will require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility;**
 - ii. **SCRD mapping does not indicate any eelgrass beds in the vicinity. Eelgrass beds in or near the tenure areas should be identified and protected;**
 - iii. **Water quality should not be impacted by maintenance or construction activities, materials, or fuel storage;**

- iv. There is a history of strong community interest in maintaining public access for shellfish harvesting in this area, as well as for recreational boating and emergency refuge. Docks and associated tenure areas should be designed to ensure public access along the foreshore and adequate open water for navigation is maintained;
 - v. The proponent should implement both the Province's and the *shíshálh* Nation's Best Management Practices for building moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems;
3. AND FURTHER THAT this recommendation be forwarded to the regular Board meeting of July 13, 2017 for adoption.

PURPOSE

The purpose of this report is to provide information on three residential private moorage referrals from the Ministry of Forests, Lands, and Natural Resource Operations (FLNRO) and to provide a response to FLNRO.



Figure 1: subject parcel showing approximate areas for tenure areas

BACKGROUND

The SCRCD received three referrals from FLNRO for specific permission for two existing residential private moorages and one proposed residential private moorage fronting 5383 Sans Souci Road, Halfmoon Bay. The referrals are enclosed for reference as Attachments A, B and C. An application summary is provided below.

Applicant:	Straight Land Surveying
Purpose:	Private Moorage (three)
Tenure Type:	Specific Permission
Period:	No fixed term
Legal Description:	UNSURVEYED FORESHORE OR LAND COVERED BY WATER BEING PART OF THE BED OF SECRET COVE, GROUP 1, NEW WESTMINSTER DISTRICT
Electoral Area:	B – Halfmoon Bay
Size (Area):	0.065 - 0.10 ha +/-
OCP Land Use:	Future Public Recreation Use
Land Use Zone:	W1 (Water One)
Response Due:	July 18, 2017 (Extended)

In 2010, the property completed a building strata to form Strata Lot 1, Strata Lot 2, and Common Property.

The proponent is requesting permission for each Strata Lot (which are dwellings) and the Common Property to have its own private moorage.

This matter was previously considered by the Committee (May 11, 2017) and, following the Board's directive, (174/17, Recommendation No. 2) a site visit was conducted and further information gathered.



Figure 2: Building Strata Plan

Staff researched the history of the docks, obtained from aerial photographs, summarized in Table 1 below:

	Strata Lot 1	Strata Lot 2	Common Property
Year	Did docks exist?		
1964	No	No	Yes
1976	No	No	Yes
1985	Yes	No	No
1989	June 8, 1989 – Zoning Bylaw 310 adopted		

	W1 Zone in place, permitted one moorage facility per parcel, included 4.5 m height restriction for boathouse		
1999	Yes	No	No
2003	July 10, 2003 – Zoning Bylaw 310 amended to include expanded conditions to W1 zone (siting, 65 m ² size limits, boathouse perimeter 35 m, etc.)		
2006	Yes	No	Yes
2014	Yes	No	Yes
2017	Application for permission for <i>existing</i> boathouse and dock 162 m ²	Application for permission for 65 m ² <i>proposed</i> dock	Application for permission for 123 m ² <i>existing</i> dock

Thus, the aerial images have provided the following information:

- The dock fronting Strata Lot 1 has been in place since 1985
- There has never been a dock fronting Strata Lot 2
- The dock fronting Common Property was in place in 1964, then removed after 1976, and put back in place in or before 2006.

Options

The SCRD is requested to choose one of the following options in response to each referral:

1. Interests unaffected
2. No objection to approval of project.
3. No objection to approval of project subject to the conditions outlined below.
4. Recommend refusal of project due to reasons outlined below.
5. N/A

DISCUSSION

This section includes a staff analysis on the referral with respect to zoning, Official Community Plan policies, site visit considerations, additional considerations, and recommendations.

Zoning

The foreshore in Secret Cove is zoned Water One (W1), which permits one mooring facility for pleasure craft, auxiliary to a residential use located on the adjacent upland parcel. The W1 zone outlines conditions as follows:

- a) the height of a building or structure shall not exceed 4.5 metres.
- b) a boathouse shall have an exterior perimeter not exceeding 35.0 metres.
- c) a mooring facility shall have a combined area, independent of any pedestrian access, not exceeding 65.0 square metres. In cases where differences result in applying subsections (b) and (c), the more restrictive provision shall prevail.
- d) a boathouse shall be located on the surface of water only if it has a structural connection to the adjacent upland.

Halfmoon Bay Official Community Plan

The subject area is designated as 'Future Public Recreation Use' under the Halfmoon Bay Official Community Plan. The following objectives are identified in the OCP:

18.1 To reserve land and water areas with high scenic value and recreational potential for future public use and conservation.

18.2 To Reserve the foreshore area designated as Future Public Recreation and Conservation Use for public recreation and preservation of the natural environment without alienation by private use or resource extraction.

18.3 To inform property owners of the *shíshálh* Nation's best management practices for moorage, which are attached to the OCP as Appendix A.

OCP policy 19.8 states the following:

19.8 Support community docks in other parts of the Plan area subject to adequate parking and access provisions to minimize the impact of excessive private moorage facilities on habitats and on marine traffic.

Staff recommend advising FLNRO that it is the SCRD's preference that tenure be issued for a shared dock, as per OCP Policy 19.8, to reduce the cumulative impacts of foreshore private moorage developments in Secret Cove.

Site Visit Considerations

Notwithstanding that OCP Policy 19.8 supports a shared dock to reduce the cumulative impacts of foreshore private moorage developments in Secret Cove, it was observed during the site visit that:

- The two docks are existing and appear to have been there for some time; and
- The existing docks are within the character of the area.

Further information gathered from the applicant with regards to the third dock (fronting Strata Lot 2) is that it is intended to serve as a kayak launch, as the existing docks are not accessible or appropriate for this purpose given their size, height and narrow stair access, all of which are reflective of and limited by the site topography. Staff consider that a small, kayak launch would not have a detrimental impact on area character.

Additional Analysis

For the purpose of Zoning Bylaw interpretation, Strata Lots 1 and 2 and the Common Property are a building strata and not a subdivision. Each building (strata lot) exists on its own legal title, however, the strata lots are on one shared parcel. Therefore, the strata is considered one parcel and zoning permits only one moorage facility for the parcel.

The two existing private moorages (fronting Strata Lot 1 and Common Property) exceed the maximum 65 m² size under Zoning Bylaw No. 310.

Strata Lot 1 – Crown Referral 2411830

- The existing 162 m² private moorage and boat house fronting Strata Lot 1 appears to have been in place since 1985 according aerial imagery.
- Staff determined that the dock and boat house was established prior to water zoning (1987).
- The size limitations were introduced in 2003; therefore the large dock and boat house size is lawfully non-conforming to Zoning Bylaw No. 310.

Staff recommend responding with no objection to approval of the existing residential private moorage fronting Strata Lot 1, Crown File 2411830, as the SCRD understands that the moorage facility has been in place since 1985 and its size is non-conforming to Zoning Bylaw No. 310.

Strata Lot 2 – Crown Referral 2411831

- There is no dock fronting Strata Lot 2; however, two docks fronting the parcel already exist which are non-conforming to Bylaw 310.
- The owners indicated the need for a kayak launch. Staff suggest the applicant apply for a Development Variance Permit to build a kayak launch off an existing dock.

Staff recommend responding recommending refusal of the proposed residential private moorage fronting Strata Lot 2, Crown File 2411831, due to the reasons outlined below:

- The Water One (W1) zone permits one mooring facility for the upland parcel, which fronts Strata Lot 1.
- The applicant must apply to amend the W1 zone, under Zoning Bylaw No. 310, to allow more than one residential mooring facility for the parcel / strata development prior to permission issuance.

Common Property – Crown Referral 2411832

- The existing 123 m² private moorage fronting Common Property appeared to be in place from 1964 to 1976, according to aerial photographs, which was prior to the W1 zoning.
- In the 1985 and 1999 aerial photographs, however, the dock is no longer in place.
- In 2006, the dock appears again, and is still in place.
- Because the new dock was installed after the W1 zone was implemented, staff consider it non-conforming and unlawfull.

Staff recommend responding recommending refusal of the proposed residential private moorage fronting Common Property, Crown File 2411832, due to the reasons outlined below:

- The Water One (W1) zone permits one mooring facility for the upland parcel, which fronts Strata Lot 1.
- The applicant must apply to amend the W1 zone, under Zoning Bylaw No. 310, to allow more than one residential mooring facility for the parcel / strata development prior to permission issuance.

In addition to the comments above, staff recommend forwarding the following comments to the Crown:

- SCRD will require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility.
- SCRD mapping does not indicate any eelgrass beds in the vicinity. Eelgrass beds in or near the tenure areas should be identified and protected.
- Water quality should not be impacted by maintenance or construction activities, materials, or fuel storage.
- There is a history of strong community interest in maintaining public access for shellfish harvesting in this area, as well as for recreational boating and emergency refuge. Docks and associated tenure areas should be designed to ensure public access along the foreshore and adequate open water for navigation is maintained.
- The proponent should implement both the Province's and the *shíshálh* Nation's Best Management Practices for building moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems.

Consultation

The Crown refers this application to the *shíshálh* Nation, SCRD and other agencies it identifies as appropriate (such as Fisheries and Oceans Canada, Navigable Waters, etc.) and posts an advertisement in the Coast Reporter to enable comments from the public.

The Halfmoon Bay Advisory Planning Commission reviewed this application at its meeting on April 25, 2017. The following three recommendations were made:

1. Crown File 2411830 (Strata Lot 1)

Recommendation No.1 *Crown Referrals 2411830, 2411831 and 2411832 (Pope for Brynelsen) for Private Moorages in Secret Cove*

Regarding Crown Referrals 2411830, 2411831 and 2411832 (Pope for Brynelsen) for Private Moorages in Secret Cove, the APC recommends that the SCRD support the application for specific permission for private moorage fronting Strata Lot 1 (Attachment A).

2. Crown File 2411832 (Common Property)

Recommendation No.2 *Crown Referrals 2411830, 2411831 and 2411832 (Pope for Brynelsen) for Private Moorages in Secret Cove*

Regarding Crown Referrals 2411830, 2411831 and 2411832 (Pope for Brynelsen) for Private Moorages in Secret Cove, the APC recommends that the SCRD support the application for specific permission for private moorage fronting Common Strata Property (attachment C) if findings prove it to be legally non-conforming.

3. Crown File 2411831 (Strata Lot 2)

Recommendation No.3 *Crown Referrals 2411830, 2411831 and 2411832 (Pope for Brynelsen) for Private Moorages in Secret Cove*

Regarding Crown Referrals 2411830, 2411831 and 2411832 (Pope for Brynelsen) for Private Moorages in Secret Cove, the APC recommends that the SCRD deny the application for specific permission for private moorage fronting Strata Lot 2 (attachment B) .

Timeline for next steps or estimated completion date

The Crown extended the deadline to comment on this application to July 18, 2017 in order to obtain a Board resolution. The resolution will be forwarded to FLNRO and final permission will be made by the Province.

In order to meet the extended deadline to comment, staff recommend that recommendations from this report be forwarded to the regular Board meeting of July 13, 2017 for consideration of adoption.

STRATEGIC PLAN AND RELATED POLICIES

Strategic Plan Values: Embed Environmental Leadership

CONCLUSION

The SCRD has been provided an opportunity to comment on three referrals for three private moorages in Secret Cove fronting a parcel that has a building strata with two strata lots and one common property. The proponent's request is to obtain permission for three residential moorage facilities: two that have been in place for at least 10 years and one proposed one.

Staff interpret that a building strata conversion – which results in Strata Lots – does not equate to a bare land subdivision – which results in parcels; therefore, the parcel is considered a single entity with two dwellings on it and is comparable to other single title parcels, where only one moorage facility is permitted.

Consideration to maintaining two facilities may be given if the applicant can prove that the two facilities are lawfully non-conforming.

This request is to obtain tenure and add a third facility for launching kayaks. The OCP supports shared moorage facilities to reduce the cumulative impacts of moorage facilities within Secret Cove. Staff consider this a priority when providing comments on moorage referrals.

Staff support FLNRO granting permission for a shared facility or a seasonal, non-permanent structure for launching kayaks. If three permanent structures are to be approved, the W1 zone must be amended to permit the density.

Attachments

- Attachment A - Crown File #2411830 Referral Package (SL 1)
- Attachment B - Crown File #2411831 Referral Package (SL 2)
- Attachment C - Crown File #2411832 Referral Package (Common Property)

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



STRAIT LAND SURVEYING INC.

Box 61 Sechelt, BC
V0N-3A0 604 885 3237
seamus@straitlandsurveying.com

Integrated Land Management Bureau
Ministry of Forests Lands and Natural Resource Operations
#200 – 10428 153rd Street
Surrey, B.C.
V3R 1E1

February 22, 2017

Re: Application for Specific Permission for Private Moorage Fronting
Strata Lot 1, DL 4552, Strata Plan BCS3893, 5383 Sans Souci Road, Halfmoon Bay, BC.

Dear Sir, Ms;

I wish to submit the following management plan on behalf of the owners of the above noted Property:

Section A – Project Overview.

- ❖ The lot owners wish to apply for specific permission for private moorage to encompass an existing private dock, consisting of an aluminium ramp, boat house and a wood float on the foreshore fronting their upland property for the purpose of mooring their boat, and to provide moorage for guests. These structures have been in place for over 100 years.
- ❖ There will be no commercial uses of the moorage.
- ❖ The site is located in Secret Cove, Strata Lot 1, DL 4552, Strata Plan BCS3893. The civic address is 5385 Sans Souci Road. It is important to note for this application that the upland parcel has no dedicated road access, and is considered water access only.
- ❖ The existing structures and access are as shown on the accompanying sketches.

Section B – Project Details.

- ❖ The site is used for the private moorage of boats owned by the upland owner and family. The upland consists of solid granite bluff.
- ❖ The boathouse is constructed of wood, it is approximately 12.2m x 7.3m. There are 3 piling locations. At the north end of the float, there is a 4-piling dolphin. At the south end of the float there is a 2-piling dolphin. There is also 1 additional piling to stabilize the boathouse. Please see Site Plan C.
- ❖ The ramp is 10.6m x 1.1m.

- ❖ The dimensions of the floats fronting SL 1 are approximately 2.2x20.6m and 7.5x15.5m with an open boat house on the latter.
- ❖ There are no proposed changes to the existing improvements.
- ❖ There are existing floats to the north and south of the application area, which are used for private moorage of the owner's boats.
- ❖ The nearest public access to the foreshore is approximately 150m South East of the application area to the east of lot 6, DL 4552, VAP13302. There is no publicly used beach in front of the subject lot or on any of the adjacent lots. The waterfront is composed of solid granite.
- ❖ The lot is flanked on each side by R-2 zoned sites with the southerly site having an existing pier, boathouse and float.

Section C – Additional Information.

1. Environmental

The owners will moor their boats at the float and use it during the boating season. Atmospheric impact will be minimal, some exhaust and motor noise when leaving and arriving at the float. I am not qualified to give an opinion on the impact of the dock on the aquatic zone and fish habitat.

2. Socio-Community

The property lies within the Sunshine Coast Regional District. The existing land use in the area is waterfront residential homes. The existing upland zoning is R-2, which allows for a single family dwelling. The existing water zoning is W1, which permits one mooring facility for pleasure craft.

First Nations have not been contacted regarding this application.

Owner(s): Denise Broderick-Brynnelsen
5385 Sans Souci Road
Halfmoon Bay, BC
V0N 1Y2

Our File: 15117-609 (1)

A stylized, handwritten signature in black ink, appearing to read 'S. Pope'.

Seamus Pope, BCLS

General Location - 2411830

92F/09

92G/12

MALASPINA

STRAIT

[SALISH SEA]

Sunshine Coast Hwy

SECHELT

CAREN

PENINSULA

YAKWITZ ISLAND

92G/05
THORMANBY
ISLANDS

SOUTH

82

HALFMOON BAY

1:50,000

Legend
- Dock

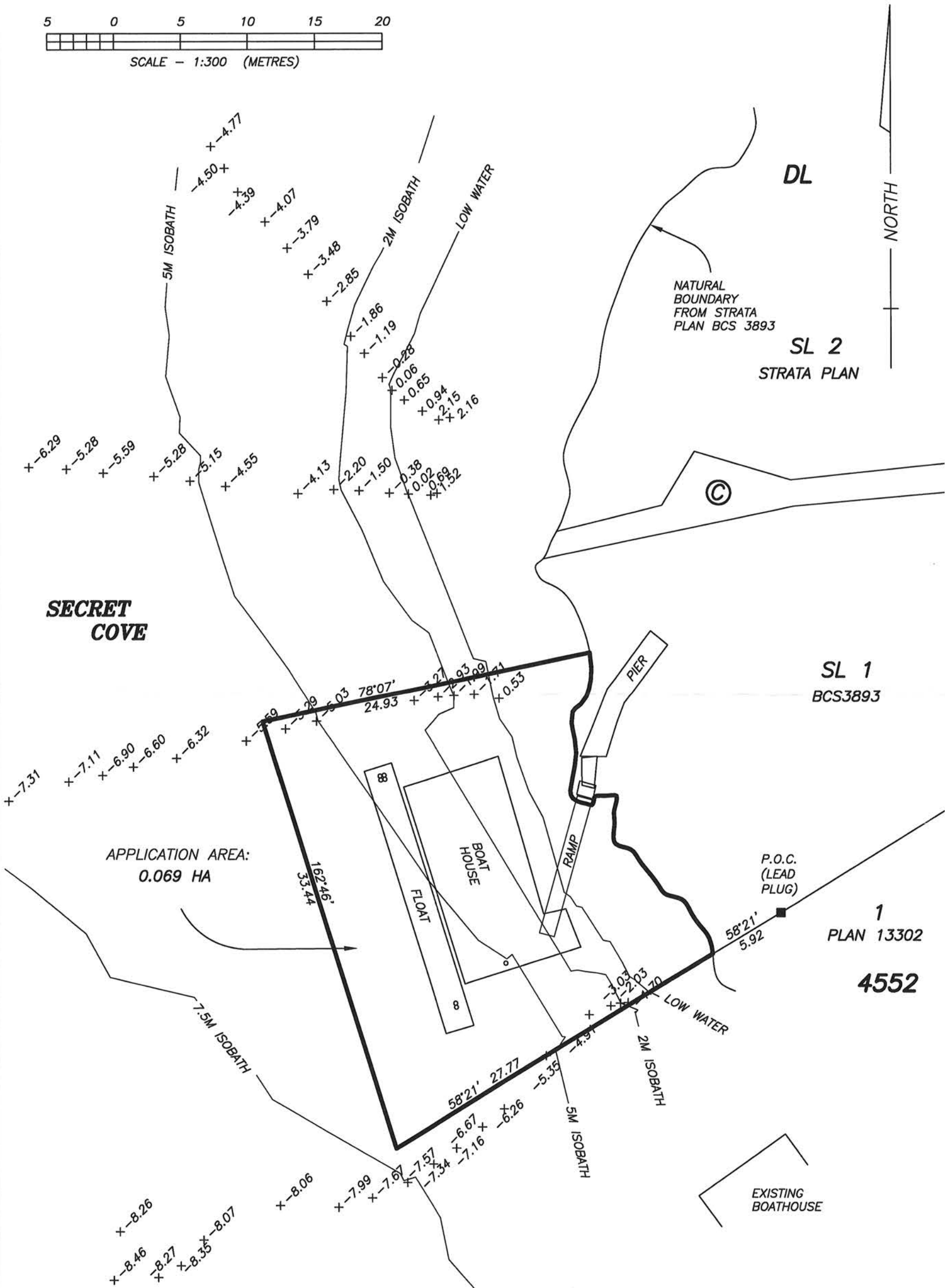
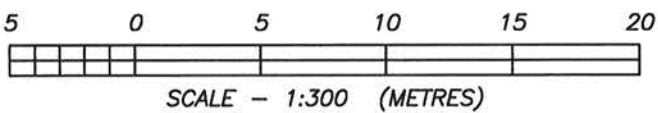
2F/08



6

SITE PLAN TO ACCOMPANY AN APPLICATION FOR SPECIFIC
 PERMISSION FOR PRIVATE MOORAGE FRONTING STRATA LOT 1,
 DL 4552, G.1, NWD, STRATA PLAN BCS3893.

LARGE SCALE
 SITE PLAN "C"



LEGEND:

- DENOTES A LEAD PLUG FOUND
- + DENOTES ELEVATION OF SEABED

ELEVATIONS SHOWN ARE IN METRES
 AND ARE REDUCED TO CHART DATUM.

ALL DISTANCES ARE IN METRES UNLESS
 OTHERWISE NOTED.

REVISED: OCTOBER 21, 2016
 DATE: NOVEMBER 27, 2015

STRAIT LAND SURVEYING INC.
 SEAMUS POPE, BCLS
 BOX 61 (5689 DOLPHIN ST)
 SECHLT, BC VON 3A0
 T: 604-885-3237



STRAIT LAND SURVEYING INC.

Box 61 Sechelt, BC
V0N-3A0 604 885 3237
seamus@straitlandsurveying.com

Integrated Land Management Bureau
Ministry of Forests Lands and Natural Resource Operations
#200 – 10428 153rd Street
Surrey, B.C.
V3R 1E1

February 22, 2017

Re: Application for a Specific Permission for Private Moorage Fronting
Strata Lot 2, DL 4552, Plan BCS3893, Halfmoon Bay, BC.

Dear Sir, Ms;

I wish to submit the following management plan on behalf of the owners of the above noted Property:

Section A – Project Overview.

- ❖ The lot owners wish to apply for specific permission for private moorage to build a private dock, consisting of an aluminium ramp and a wood float on the foreshore fronting their upland property for the purpose of mooring their boat, and to provide moorage for guests.
- ❖ There will be no commercial uses of the moorage.
- ❖ The site is located in Secret Cove, Strata Lot 2, DL 4552, Strata Plan BCS3893. The civic address is 5383 Sans Souci Road. It is important to note for this application that the upland parcel has no dedicated road access, and is considered water access only.
- ❖ The existing structures and access are as shown on the accompanying sketches.

Section B – Project Details.

- ❖ The site will be used for the private moorage of boats owned by the upland owner and family.
- ❖ There are existing floats to the north and south of the application area, which are used for private moorage of the owner's boats.
- ❖ The nearest public access to the foreshore is approximately 150m South East of the application area to the east of lot 6, DL 4552, VAP13302. There is no publicly used beach in front of the subject lot or on any of the adjacent lots. The waterfront is composed of solid granite.

- ❖ The dimensions of the float fronting SL2 will be approximately 18.3 metres long and 3.4 metres wide. The float will consist of wood over contained flotation blocks. The float will be held in position by either pilings if ground is soft or otherwise with concrete anchors and steel chain. The anchors will be placed from the dock back towards the shore for a distance of approximately 6m and are to be kept within the proposed tenure area.
- ❖ The ramp/pier fronting SL2 will each respectively be approximately 12.0 metres long and 1.2 metres wide, made of aluminium. There will be two concrete trestles constructed to hold up the pier, as shown in Site Plan D. These consist of a concrete footing with posts and a beam.
- ❖ Minimal ground disturbance is expected; when pilings are driven into soft ground or alternatively as anchors are dropped to the seabed.
- ❖ The dock and related structures are proposed to be constructed within 12-24 months of having been granted the licence.
- ❖ The lot is flanked on each side by R-2 zoned sites with the northerly site "Common Strata Property" having an existing ramp and float and the southerly site "SL1" having an existing ramp and float with semi-enclosed boat house.

Section C – Additional Information.

1. Environmental

The owners will moor their boats at the float and use it during the boating season. Atmospheric impact will be minimal, some exhaust and motor noise when leaving and arriving at the float. I am not qualified to give an opinion on the impact of the proposed dock on the aquatic zone and fish habitat.

2. Socio-Community

The property lies within the Sunshine Coast Regional District. The existing land use in the area is waterfront residential homes. The existing upland zoning is R-2, which allows for a single family dwelling. The existing water zoning is W1, which permits one mooring facility for pleasure craft.

First Nations have not been contacted regarding this application.

Owner(s): Dana Brynelson
5383 Sans Souci Road
Halfmoon Bay, BC
V0N 1Y2

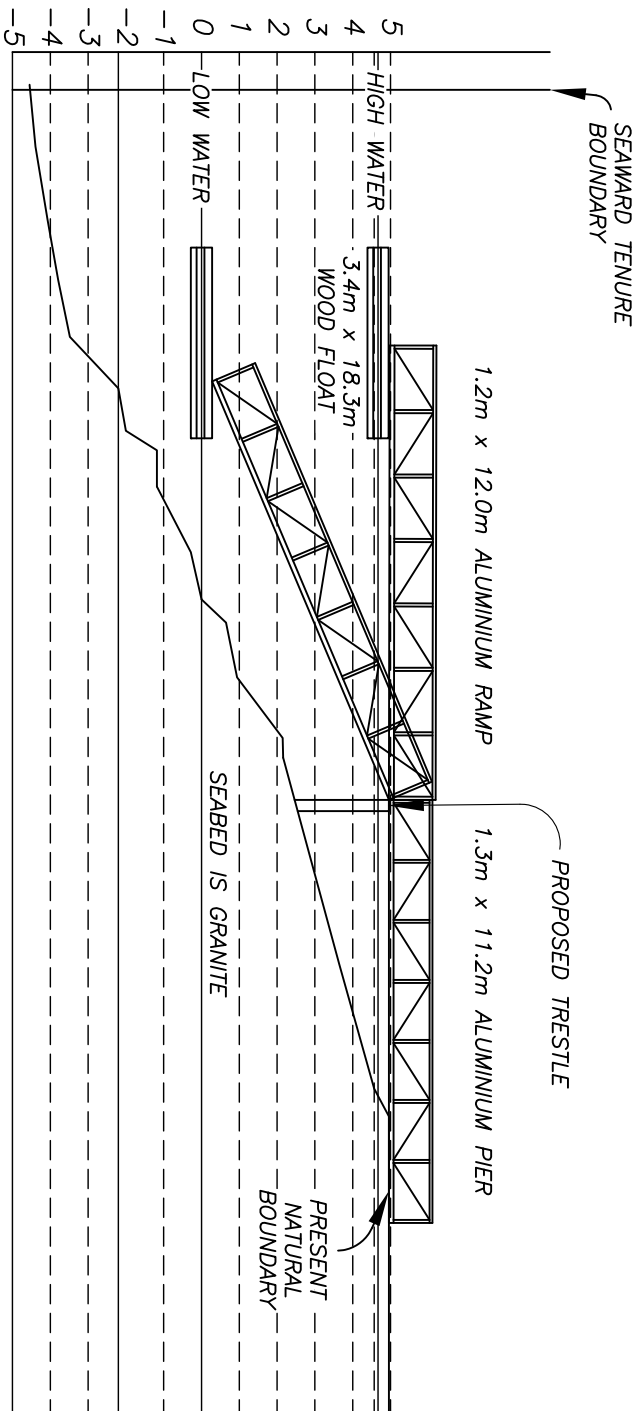
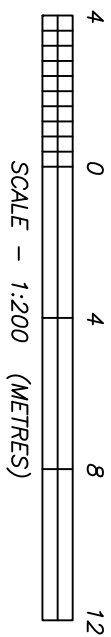
Our File: 15117-609 (2)

A stylized, handwritten signature in black ink, appearing to read 'S. Pope'.

Seamus Pope, BCLS

PROFILE PLAN TO ACCOMPANY AN APPLICATION FOR SPECIFIC PERMISSION FOR PRIVATE MOORAGE FRONTING STRATA LOT 2, DL 4552, G.1, NWD, STRATA PLAN BCS3893.

PROFILE VIEW
PLAN "D"



LEGEND

ELEVATIONS SHOWN ARE IN METRES
AND ARE REDUCED TO CHART DATUM.

ALL DISTANCES ARE IN METRES UNLESS
OTHERWISE NOTED.

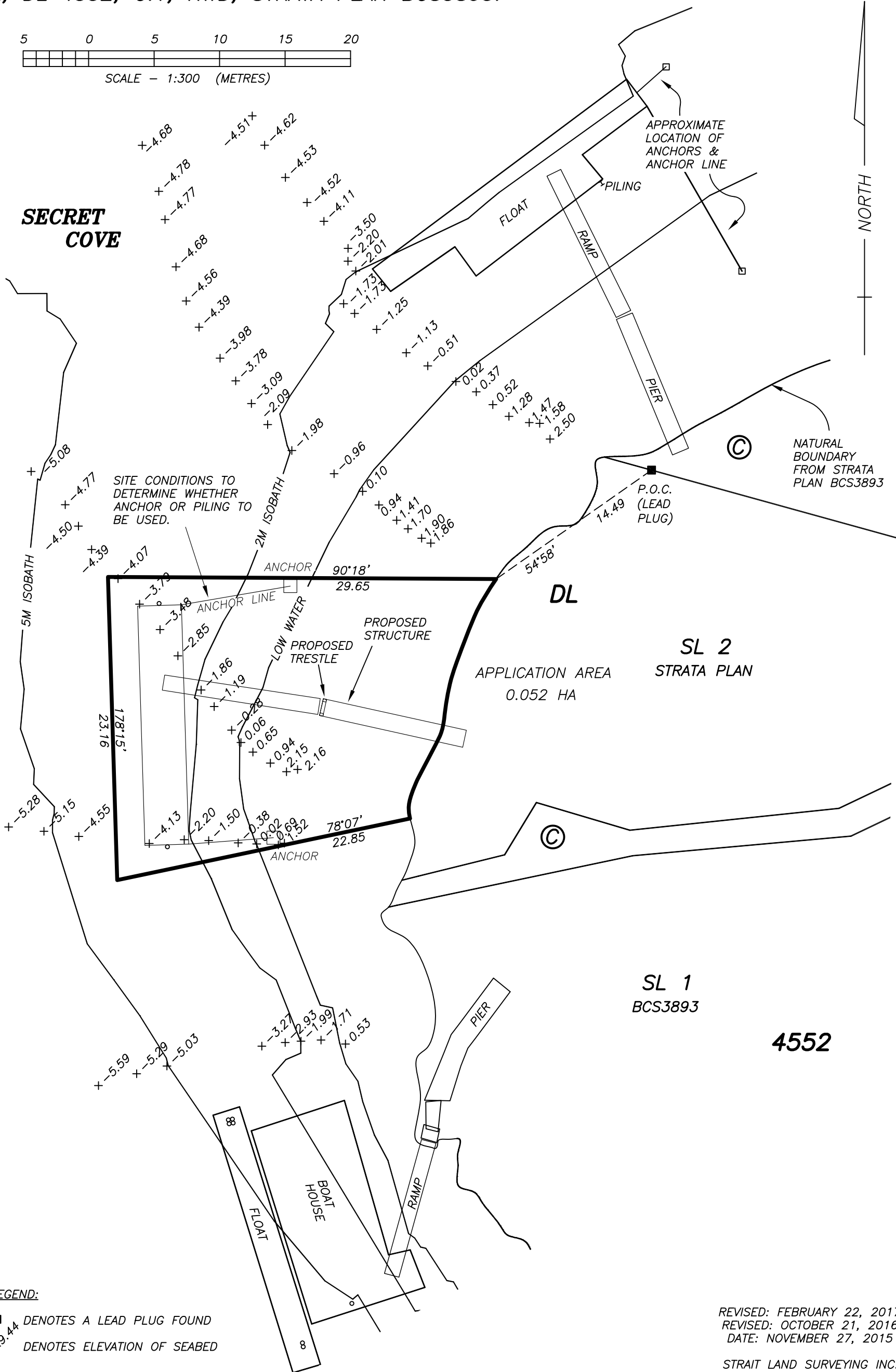
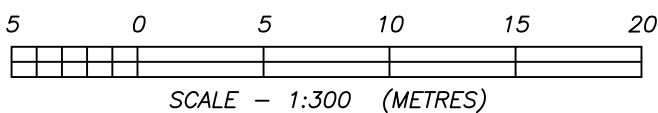
REVISED: FEBRUARY 22, 2017
DATE: NOVEMBER 27, 2015

STRAIT LAND SURVEYING INC.
SEAMUS POPE, BCLS
BOX 61 (5689 DOLPHIN ST)
SECHELT, BC V0N 3A0
T: 604-885-3237

15117-609 (2)

SITE PLAN TO ACCOMPANY AN APPLICATION FOR SPECIFIC PERMISSION FOR PRIVATE MOORAGE FRONTING STRATA LOT 2, DL 4552, G.1, NWD, STRATA PLAN BCS3893.

LARGE SCALE SITE PLAN "C"



LEGEND:

■ DENOTES A LEAD PLUG FOUND

+9.44 DENOTES ELEVATION OF SEABED

ELEVATIONS SHOWN ARE IN METRES AND ARE REDUCED TO CHART DATUM.

ALL DISTANCES ARE IN METRES UNLESS OTHERWISE NOTED.

REVISED: FEBRUARY 22, 2017
REVISED: OCTOBER 21, 2016
DATE: NOVEMBER 27, 2015

STRAIT LAND SURVEYING INC.
SEAMUS POPE, BCLS
BOX 61 (5689 DOLPHIN ST)
SECHLT, BC VON 3A0
T: 604-885-3237



STRAIT LAND SURVEYING INC.

Box 61 Sechelt, BC
 V0N-3A0 604 885 3237
 seamus@straitlandsurveying.com

Integrated Land Management Bureau
 Ministry of Forests Lands and Natural Resource Operations
 #200 – 10428 153rd Street
 Surrey, B.C.
 V3R 1E1

February 22, 2017

Re: Application for Specific Permission for Private Moorage Fronting
 Common Strata Property, DL 4552, Strata Plan BCS3893, Halfmoon Bay, BC.

Dear Sir, Ms;

I wish to submit the following management plan on behalf of the owners of the above noted Property:

Section A – Project Overview.

- ❖ The lot owners wish to apply for specific permission for private moorage to encompass an existing private dock, consisting of an aluminium ramp and a wood float over steel frame with foam flotation blocks on the foreshore fronting their upland property for the purpose of mooring their boat, and to provide moorage for guests.
- ❖ There will be no commercial uses of the moorage.
- ❖ The site is located in Secret Cove, Common Strata Property, DL 4552, Strata Plan BCS3893. The civic address is adjacent to 5385 Sans Souci Road. It is important to note for this application that the upland parcel has no dedicated road access, and is considered water access only.
- ❖ The existing structures and access are as shown on the accompanying sketches.

Section B – Project Details.

- ❖ The site will be used for the private moorage of boats owned by the upland owner and family.
- ❖ There are existing floats to the north and south of the application area, which are used for private moorage of the owner's boats.
- ❖ The nearest public access to the foreshore is approximately 150m South East of the application area to the east of lot 6, DL 4552, 13302. There is no publicly used beach in front of the subject lot or on any of the adjacent lots. The waterfront is composed of solid granite.

- ❖ The dimensions of the float fronting the common property are 24.1 metres long and 5.1 metres wide. The float consists of wood over a steel frame and foam flotation blocks. The float is held in position by a steel piling and concrete anchors and steel chain.
- ❖ The ramp/pier fronting the common property is 12.0 metres long and 1.2 metres wide, made of aluminium. The existing pier is held in place by a trestle system consisting of a concrete footing with 6x6 posts, 2x8 braces & 6x6 beams. These are all composed of pressure treated wood.
- ❖ The lot is flanked on each side by R-2 zoned sites with the northerly site 'lot 11' having an existing ramp, boathouse and float.

Section C – Additional Information.

1. Environmental

The owners will moor their boats at the float and use it during the boating season. Atmospheric impact will be minimal, some exhaust and motor noise when leaving and arriving at the float. I am not qualified to give an opinion on the impact of the existing dock on the aquatic zone and fish habitat.

2. Socio-Community

The property lies within the Sunshine Coast Regional District. The existing land use in the area is waterfront residential homes. The existing upland zoning is R-2, which allows for a single family dwelling. The existing water zoning is W-1, which permits one mooring facility for pleasure craft.

First Nations have not been contacted regarding this application.

Owner(s): Dana Brynelsen & Denise Broderick-Brynelson
5383 Sans Souci Road
Halfmoon Bay, BC
V0N 1Y2

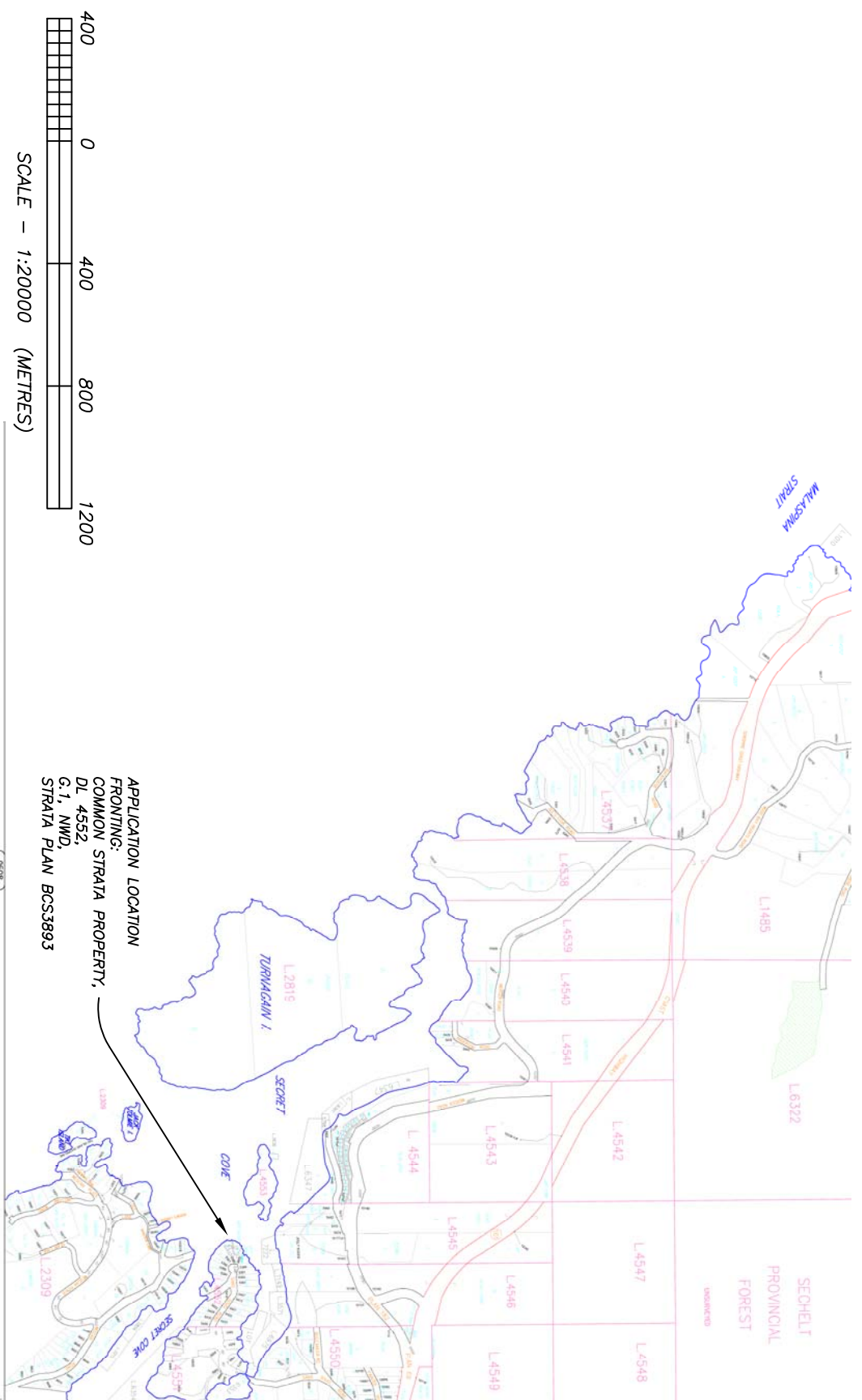
Our File: 15117-609 (3)



Seamus Pope, BCLS

GENERAL LOCATION PLAN TO ACCOMPANY AN APPLICATION FOR SPECIFIC PERMISSION FOR PRIVATE MOORAGE FRONTING COMMON STRATA PROPERTY, DL 4552, G.1, NWD, STRATA PLAN BCS3893.

SMALL SCALE GENERAL SITE PLAN "A"



NORTH

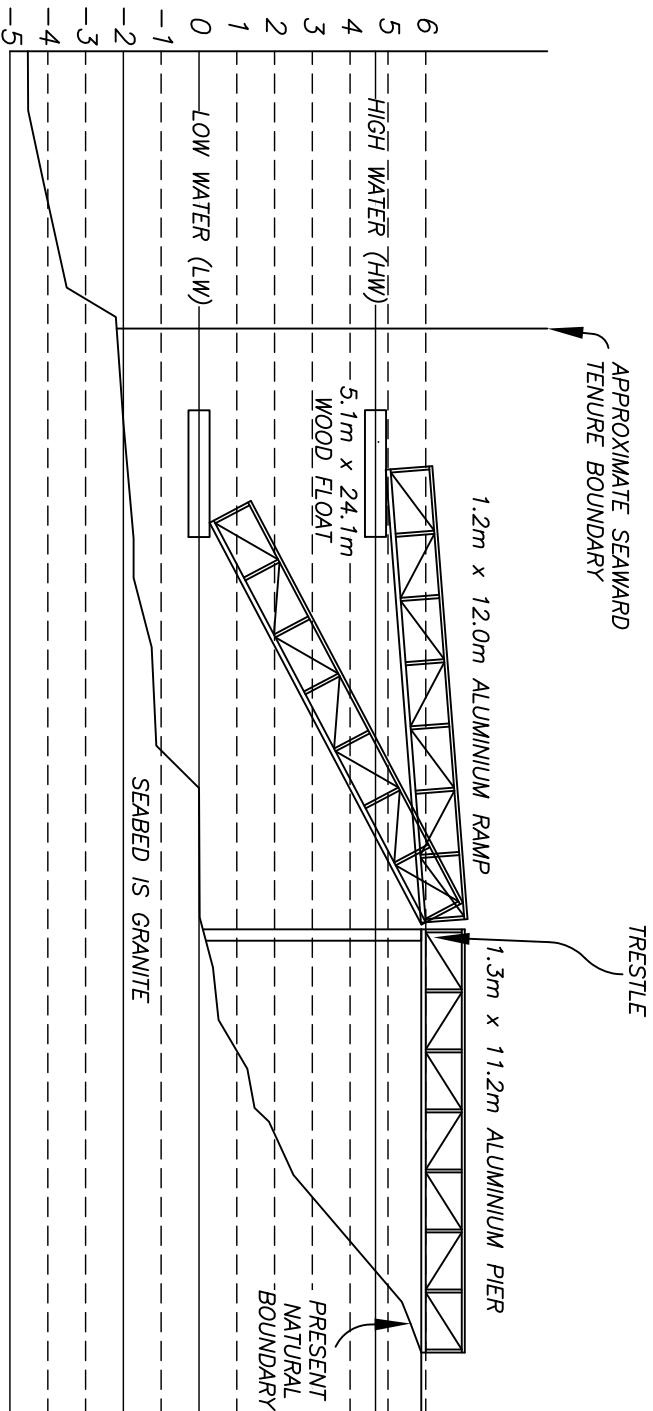
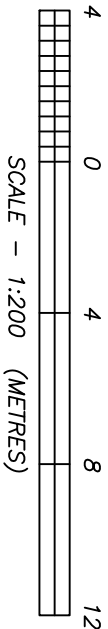
DATE: NOVEMBER 27, 2015

STRAIT LAND SURVEYING INC.
SEAMUS POPE, BCLS
BOX 61 (3689 DOLPHIN ST)
SECHELT, BC VON 3A0
T: 604-885-3237

15117-609 (3)

PROFILE PLAN TO ACCOMPANY AN APPLICATION FOR SPECIFIC PERMISSION FOR PRIVATE MOORAGE FRONTING COMMON STRATA PROPERTY, DL 4552, G.1, NWD, STRATA PLAN BCS3893.

PROFILE VIEW PLAN "D"



LEGEND

ELEVATIONS SHOWN ARE IN METRES
AND ARE REDUCED TO CHART DATUM.

ALL DISTANCES ARE IN METRES UNLESS
OTHERWISE NOTED.

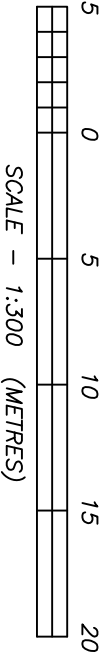
REVISED: FEBRUARY 22, 2017
REVISED: OCTOBER 21, 2016
DATE: NOVEMBER 27, 2015

STRAIT LAND SURVEYING INC.
SEAMUS POPE, BCLS
BOX 61 (5689 DOLPHIN ST)
SECHELT, BC V0N 3A0
T: 604-885-3237

15117-609 (3)

SITE PLAN TO ACCOMPANY AN APPLICATION FOR SPECIFIC PERMISSION
FOR PRIVATE MOORAGE FRONTING COMMON STRATA PROPERTY, DL
4552, G.1, NWD, STRATA PLAN BCS3893.

LARGE SCALE
SITE PLAN "C"



SECRET
COVE

5M ISOBATH

2M ISOBATH

APPROXIMATE
LOCATION OF
ANCHORS &
ANCHOR LINE

FLOAT

RAMP

APPLICATION AREA:
0.100 HA

PIER

LOW WATER

NATURAL
BOUNDARY
FROM STRATA
PLAN BCS3893

©
STRATA
PLAN

LEGEND:

- DENOTES A LEAD PLUG FOUND
- + DENOTES ELEVATION OF SEABED

ELEVATIONS SHOWN ARE IN METRES
AND ARE REDUCED TO CHART DATUM.

ALL DISTANCES ARE IN METRES UNLESS
OTHERWISE NOTED.

SL 2
BCS3893

REVISED: FEBRUARY 22, 2017
REVISED: OCTOBER 21, 2016
DATE: NOVEMBER 27, 2015
STRAT LAND SURVEYING INC.
SEAMUS POPE, BCIS
BOX 61 (5689 DOLPHIN ST)
SECHELT, BC V0N 3A0
T: 604-885-3237
15117-609 (3)

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

AUTHOR: Julie Clark, Planner

SUBJECT: PROVINCIAL REFERRAL CRN00085 FOR LOG HANDLING, STORAGE AND FLOATING WORK CAMP (TSAIN-KO / CAPACITY FOREST MANAGEMENT) – ELECTORAL AREA A

RECOMMENDATIONS

1. THAT the report titled Provincial Referral CRN00085 for Log Handling, Storage and Floating Work Camp (Tsain-Ko / Capacity Forest Management) – Electoral Area A be received;
2. AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

Subject to the following conditions, the Sunshine Coast Regional District has no objection to the proposed log handling facility located at Killam Bay, Provincial Referral Number 2412201:

- a. SCRD will require a building permit and/or a development variance permit if any structures are to be constructed to access the facility.
 - b. An environmental monitoring plan should be implemented during the construction and operation of the site.
 - c. Include potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in the project management plan.
 - d. Include measures to protect recreational and visual values in the project management plan.
 - e. Ensure that *shíshálh* Nation's comments are addressed and that any work undertaken complies with the *Heritage Conservation Act*.
 - f. Any Critical Habitat such as eelgrass beds in or near the tenure area should be identified and protected.
 - g. Water quality should not be impacted by log handling, camp operations, maintenance or construction activities, materials or fuel storage.
 - h. Implement *shíshálh* Nation Best Management Practices for building and maintaining moorage facilities to protect the foreshore ecosystems.
 - i. Complete restoration of the tenure area should be undertaken upon closure of the log booming sites, including the removal of all industrial equipment and potential contaminants to be disposed of in accordance with all provincial and SCRD regulations at the time.
-

-
3. **AND THAT** Comments from the SCRD Natural Resources Advisory Committee and the Egmont / Pender Harbour Advisory Planning Commission be provided to the Ministry;
 4. **AND FURTHER THAT** the recommendations be forwarded to the Regular Board meeting of July 11, 2019.
-

BACKGROUND

The SCRD received a Provincial referral from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) to permit a log handling facility, including storage and a floating work camp. The facility is proposed to be located in Killam Bay, Jervis Inlet 5 kilometres north of the community of Egmont. (Figures 1 & 2). The referral package can be found in Attachment A. A location map and a plan of the facility and an application summary are provided below.

The purpose of this report is to provide an analysis of the proposal and recommend a response to FLNRORD.

Figure 1 – Location Map (placeholder for better map coming)



Figure 2 –Facility Plan

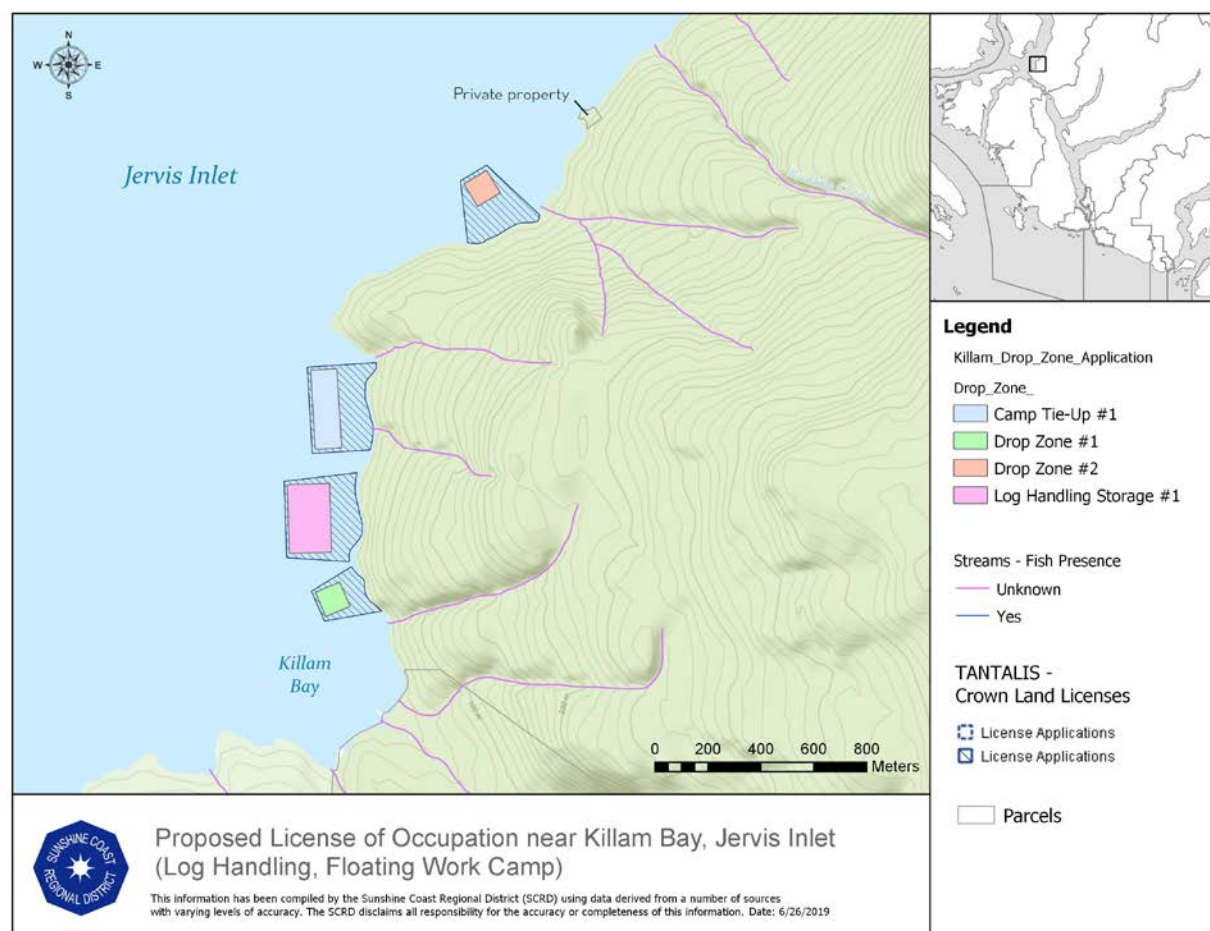


Table 1 - Application Summary

Owner / Applicant:	Tsain-Ko Forestry Limited Partnership, Capacity Forest Management Ltd
Purpose:	Log handling, storage, floating work camp
Tenure Type:	License of Occupation
Size:	24.6 ha
Location:	Killam Bay, Prince of Wales Reach, Jervis Inlet
Legal Description:	N/A
Electoral Area:	A – Egmont / Pender Harbour
OCP Land Use:	N/A
Land Use Zone:	RU2 (Rural Two) for adjacent upland parcels
Comment deadline:	August 2, 2019

DISCUSSION

The proposed log handling facility and floating work camp is located at Killam Bay, within the *shíshálh* swiya on the east side of the Prince of Wales Reach in Jervis Inlet, approximately 5 kilometres north of the community of Egmont. The applicant is requesting a License of Occupation on the ocean for 2-5 years in relation to a heli-logging operation on the upland.

The area is frequently used by members of the *shíshálh* Nation and the public for oyster harvesting, fishing and recreation purposes. Additionally, other private landowners and license holders use the area. There is a private moorage attached to a private property located just north of the proposed site. Lafarge Canada Inc. holds a light industrial license and operates in Killam Bay, less than one hundred metres south of the proposed site. The Province of British Columbia holds a mineral reserve license in the vicinity and the area is used by a licensed guide outfitter as well as a by a sea plane company. Once it is constructed, the proposed site will be visible from the Earl's Cove-Salter Bay ferry route.

Capacity Forest Management Ltd (CFM) coordinates and manages the timber harvesting program on this site behalf of Tsain-Ko Forest Limited Partnership. This specific proposal is to heli-log blocks of second growth Douglas Fir, Western Red Cedar and Hemlock and requires the construction of temporary facilities in Killam Bay for log storage, 2 helicopter drop zones and a floating accommodation for workers.

SCRD Official Community Plan and Zoning Analysis

The subject area does not have a land use designation as it is outside the boundaries of any Official Community Plan of the SCRD. OCP policies are not applicable in this area.

The surface of water of the subject area is not zoned under Zoning Bylaw No. 337. The adjacent upland areas are zoned RU2 (Rural Resource), which permits a wide range of rural uses including forest management, manufacturing, storage, construction camp and sawmill. Where the water is not zoned, the foreshore use should reflect the upland use. Log handling and storage is part of forest management operation that is a permitted use. This application appears to comply with the upland RU2 zoning.

The floating accommodation for workers is noted to not have a dock proposed. If a means to access the foreshore is constructed, *shíshálh* Nation best management practices for building and maintaining moorage facilities should be implemented.

Ecological and Cultural Impact Analysis

In advance of the application to the Province for a License of Occupation, the applicant completed a desktop analysis of marine ecosystems in consultation with a Registered Professional Biologist. They also conducted a Preliminary Archeological Field Review (PAFR), with an archeologist, in consultation with the Nation. The findings of these analyses prompted the applicant to move the location of the proposed site by 700m to the north to minimize risk to the shore area of Killam Bay.

Moving forward the applicant should ensure that the *shíshálh* Nation is kept informed and any work undertaken complies with the *Heritage Conservation Act*.

Staff recognize Tsain Ko / CFM's efforts to plan using multiple best practice guidelines to reduce impacts to habitats, wildlife, acknowledge their responsibilities to the *Fisheries Act*, *Policy for the Management of Fish Habitat*, the *Canadian Environmental Assessment Act*, the *Species at Risk Act*, the *Wildlife Act*, and *Navigable Waters Act*. The Management Plan indicates that if the mitigation measures detailed in the report are implemented and maintained properly throughout the duration of the project, serious harm to the marine environment may be avoided. Measures and standards to avoid and mitigate serious harm recommended in this report must be followed during the construction, operation, and decommissioning of the site. These measures and standards should be incorporated into an environmental monitoring plan.

Staff have the following recommendations in addition to the management plan priorities regarding minimizing risk to the marine and upland ecosystems, and request that Tsain-Ko consider the following:

- Marine discharge of grey and black water should only be considered if the appropriate permits and approvals of BC Ministry of Environment are in place.
- That the timing window for nesting birds be added to the list of considerations and best management practices.
- Eelgrass and other critical habitat data in this area is incomplete. Eelgrass beds / other critical habitat in or near the tenure area should be identified by field review and protected from the impacts of log handling, storage and the work camp.
- Upon the closure of the log handling site, complete restoration of the tenure area should be established, including the removal of all equipment and potential contaminants including the removal / remediation of any woody debris that sinks to the ocean floor

Jervis Inlet is frequented by recreational users. The recreational and visual resources within the area are important. The project management plan should include:

- Measures to protect recreational and visual values of the work camp and log handling facilities.
- Address potential navigational concerns resulting from escaped logs or related wood debris. Any lost wood debris should be collected.

Should Tsain-Ko or CFM wish to build any structures to access the log handling facilities or the floating work camp, SCRD will also require a building permit and/or a development variance permit.

Options

The Province requests SCRD to decide on one of the following options in response to the referral:

1. Interests unaffected
2. No objection to approval of project
3. No objection to approval of project subject to conditions
4. Recommend refusal of project due to reasons

Staff recommend Option 3, subject to comments outlined in the Recommendations.

Consultation

The Province referred this application to First Nations, SCRD and other agencies it identifies as appropriate. The applicant is responsible for advertising the application in a local paper to enable comments from the public.

If meetings can be arranged within the short available window the proposal may be referred to the Natural Resources Advisory Committee (NRAC) and the Egmont / Pender Harbour Advisory Planning Commission for review. Advisory Committee comments will be forwarded to the Province by SCRD.

Timeline for Next Steps

The Province extended the deadline to comment on this application to August 2, 2019 in order to obtain an SCRD Board Resolution. The Resolution will be forwarded to FLNRORD and final decision will be made by the Province.

STRATEGIC PLAN AND RELATED POLICIES

The following SCRD Strategic Plan objectives and success indicators relate to the subject of this report:

- Create and use an “environmental lens” for planning, policy development, service delivery and monitoring.

CONCLUSION

The SCRD was provided an opportunity to comment on a Provincial referral to permit a log handling, storage and floating work camp facility at Killam Bay in Prince of Wales Reach, Jervis Inlet. The proposal was analyzed against applicable SCRD policies, bylaws and regulations.

Staff recommend that SCRD respond to the Province with the option that the SCRD has no objection to the project subject to conditions identified in the management plan and this report, and that this recommendation be forwarded to the Regular Board meeting on July 11, 2019.

Attachments

Attachment A – Referral Package

Reviewed by:			
Manager	X - A. Allen	Finance	
GM	X - I. Hall	Legislative	
A/CAO	X – A. Legault	Other	



Crown Land Tenure Application

Tracking Number: 100280058

ATS 432596
vSUS820

Applicant Information

If approved, will the authorization be issued to
an Individual or Company/Organization? Company/Organization

What is your relationship to the
company/organization? Employee

APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: Tsain-Ko Development Corporation
Doing Business As: Tsain-Ko Development Corporation
Phone: 250-287-2120 ext. 317
Fax: 250-287-2125
Email: reception@capfor.ca
BC Incorporation Number:
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: Mark Siemens
Mailing Address: 1761 Redwood Street
 Campbell River BC v9w 3k7

CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

Email: marksiemens@capfor.ca
Contact Name: Mark Siemens

ELIGIBILITY

Question	Answer	Warning
----------	--------	---------

Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below?	Yes	
---	-----	--

Applicants and/or co-applicants who are Individuals must:

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada. (Except if you are applying for a Private Moorage)

Applicants and/or co-applicants who are Organizations must either:

1. be incorporated or registered in British Columbia (Corporations also include registered partnerships, cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or
2. First Nations who can apply through Band corporations or Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

TECHNICAL INFORMATION

Please provide us with the following general information about you and your application:

EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure? No

ALL SEASONS RESORTS

The All Seasons Resorts Program serves to support the development of Alpine Ski and non-ski resorts on Crown land. For more detailed information on this program please see the operational policy and if you have further questions please contact FrontCounter BC.

Are you applying within an alpine ski resort? No

WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu.

If you wish to use Crown land for a short term, low impact activity you may not need to apply for tenure, you may be authorized under the Permissions policy or Private Moorage policy.

To determine if your use is permissible under the Land Act please refer to either the Land Use Policy - Permissions or Land Use Policy - Private Moorage located here.

Purpose	Tenure	Period
Log Handling General log handling. Log Handling, Storage, Camp-Tie in relation to Helicopter Forest Harvesting	Licence of Occupation	Two to five years

ACCESS TO CROWN LAND

Please describe how you plan to access your proposed crown land from the closest public road: Access to proposed crown land will be done exclusively via boat and helicopter departing from Jervis Inlet, Sechelt Inlet, Egmont, Powell River and Sechelt

LOG HANDLING

Specific Purpose: General log handling. Log Handling, Storage, Camp-Tie in relation to Helicopter Forest Harvesting
Period: Two to five years
Tenure: Licence of Occupation

TOTAL APPLICATION AREA

Please give us some information on the size of area you are applying for.

Please specify the area: 24.6 hectares

ADDITIONAL QUESTIONS

In many cases you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction please answer the questions below. In addition, your application may be referred to other agencies for comments.

Is the Applicant or any Co-Applicant or their Spouse(s) an employee of the Provincial Government of British Columbia? No

Are you planning to cut timber on the Crown Land you are applying for? No

Are you planning to use an open fire to burn timber or other materials? No

Do you want to transport heavy equipment or materials on an existing forest road? No

Are you planning to work in or around water? Yes

1. If you will be working in or around fresh water, you will require a Water Sustainability Act Change Approval or Notification from the Province. 2. The federal Department of Fisheries and Oceans might need to review your project. 3. Review the Transport Canada website if the Navigation Protection Act applies.

Does your operation fall within a park area? No

LOCATION INFORMATION**LAND DETAILS****DRAWINGS**

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

☒ I will upload files created from a Geographic Information System (GIS)

SPATIAL FILES

Do you have a spatial file from your GIS system? You can upload it here.

NOTE: If uploading a .shp, please ensure that it is a polygon that has been projected in BC Albers in NAD83 format.

Description	Filename	Purpose
Application Area SHP file 1 of 7	Killam_Drop_Zone_Applicatio...	Log Handling
Application Area SHP file 2 of 7	Killam_Drop_Zone_Applicatio...	Log Handling
Application Area SHP file 3 of 7	Killam_Drop_Zone_Applicatio...	Log Handling
Application Area SHP file 4 of 7	Killam_Drop_Zone_Applicatio...	Log Handling
Application Area SHP file 5 of 7	Killam_Drop_Zone_Applicatio...	Log Handling
Application Area SHP file 6 of 7	Killam_Drop_Zone_Applicatio...	Log Handling
Application Area SHP file 7 of 7	Killam_Drop_Zone_Applicatio...	Log Handling

ATTACHED DOCUMENTS

Document Type	Description	Filename
General Location Map	Application Overview Map 1:10,000	Killam_Heli_Drop_Zone_Appli...
Log Handling and Storage Prospectus	Killam Bay Log Handling and Storage Prospectus	Killam Bay Prospectus - Log...
Other	Application Payment In Office/Egarms 1000001	2019-02-26 Egarms 1000001 C...
Other	Management Plan - Proposed Killam Bay Drop Zones and Camp Tie Up	Drop Zone Management Plan K...
Other	Sechelt Nation - Letter of Non-opposition	Tsain-Ko Letter of Non-Oppo...
Site Plan	Camp Tie-Up Construction Plan 1:2,500	Killam_Heli_Camp_1_2_5K.pdf

Site Plan	Drop Zone #1 Construction Map 1:2,000	Killam_Drop_Zone_1_2K.pdf
Site Plan	Drop Zone #2 Construction Plan 1:2,000	Killam_Drop_Zone_2_2K.pdf
Site Plan	Log Handling & Storage Construction Plan 1:2,500	Killam_Log_Storage_Handling...

PRIVACY DECLARATION

☒ Check here to indicate that you have read and agree to the privacy declaration stated above.

REFERRAL INFORMATION

Some applications may also be passed on to other agencies, ministries or other affected parties for referral or consultation purposes. A referral or notification is necessary when the approval of your application might affect someone else's rights or resources or those of the citizens of BC. An example of someone who could receive your application for referral purposes is a habitat officer who looks after the fish and wildlife in the area of your application. This does not apply to all applications and is done only when required.

Please enter contact information below for the person who would best answer questions about your application that may arise from anyone who received a referral or notification.

Company / Organization: Tsain-Ko Development Corporation C/O Capacity Forest Management Ltd.
Contact Name: Mark Siemens
Contact Address: 1761 Redwood Street
Campbell River, BC
V9W 3K7
Contact Phone: 250-287-2120
Contact Email: marksiemens@capfor.ca

☒ I hereby consent to the disclosure of the information contained in this application to other agencies, government ministries or other affected parties for referral or First Nation consultation purposes.

IMPORTANT NOTICES

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

DECLARATION

☒ By submitting this application form, I, declare that the information contained on this form is complete and accurate.

APPLICATION AND ASSOCIATED FEES

Item	Amount	Taxes	Total	Outstanding Balance
Crown Land Tenure Application Fee	\$1,000.00	GST @ 5%: \$50.00	\$1,050.00	\$0.00

OFFICE

Office to submit application to: Surrey

PROJECT INFORMATION

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

OFFICE USE ONLY

Office Surrey	File Number 2412201	Project Number
	Disposition ID	Client Number



MANAGEMENT PLAN

Proposed Killam Bay Drop Zones and Camp Tie Up
Killam Bay - Jervis Inlet, B.C.

Document Objectives

The intent of this document is to provide background information and present Best Management Practices (BMPs) to implement in the proposed Killam Bay helicopter drop zones and camp tie-up project in Jervis Inlet. These practices apply to the construction, operation and decommission of these facilities and have been selected to mitigate adverse impact to resources at risk such as water, marine mammals, fish and fish habitat in the vicinity of the operation.

Project Description

The Killam Bay project is located within the shíshálh swiya, on the east side of the Prince of Wales Reach in Jervis Inlet, approximately 5 kilometers north of the community of Egmont.

The area is frequently used by members of the shíshálh Nation and the public for oyster harvesting, fishing and recreation purposes. Additionally, other private landowners and licence holders use the area. There is a private moorage located north of the proposed site. Lafarge Canada Inc. holds a light industrial licence and operates in Killam Bay, less than a hundred meters south of the proposed site. The province of British Columbia holds a mineral reserve licence in the vicinity, and the area is used by a licensed guide outfitter as well as by a sea plane company. Once it is constructed, the proposed site will be temporarily visible from the Earl's Cove – Saltery Bay ferry route.

On behalf of Tsain-Ko Forestry Limited Partnership, Capacity Forest Management Ltd. (CFM) manages and coordinates the timber harvesting program. The specific project outlined in this document is composed of helicopter blocks of second growth Douglas fir, redcedar and western hemlock and will require the construction of temporary facilities in Killam Bay for log storage and workers accommodation.

CFM is SFI certified. Concurrently with the Best Management Practices presented in this document, an Environmental Management System will be implemented to train and monitor environmental awareness and standard operation practices of the company's representatives and contractors.

Site Description

The site is composed of 2 helicopter drop zones, 1 log storage area, and 1 camp tie-up location. Construction of these sites will consist of anchors, strings of boomsticks, stiff legs and tie backs to the shoreline. The exact amount of these will be determined at time of construction, though best estimates

can be found on the individual 1:2000 scale drop zone and camp location maps attached to this document.

Resources at Risk

Values and resources at risk as a result of this project include water quality and wildlife such as marine mammals, bivalves, and fish as well as their respective habitat.

Using the *Pathways of Effect for Log Handling Facilities* appendix from the *Information Requirements for Proposed Works and Activities Related to New Log Handling Facilities in Coastal British Columbia* document, a risk assessment was conducted to determine the effects of the proposed project on the environment.

It is not anticipated that the proposed facilities and operation will have a significant adverse impact on the adjacent land, atmospheric or wildlife habitat. There is potential that the project may lead to the following temporary effects, primarily through the introduction of woody debris and sediments in water:

- Change in sediment composition including density and sediment chemistry
- Change in intertidal habitat structure
- Change in benthic habitat quality and structure for fish, shellfish, invertebrates and algae
- Behavioral change in biota

The following Best Management Practices aim to mitigate those effects and to comply with:

- the *Fisheries Act*,
- the *Policy for the Management of Fish Habitat*,
- the *Canadian Environmental Assessment Act*,
- the *Species at Risk Act*,
- the *Wildlife Act* and
- the *Navigable Waters Act*.

Additionally, this Management Plan defines the strategies adopted to avoid causing harm and to protect fish, fish habitat and aquatic species at risk, as per the DFO guidelines.

BEST MANAGEMENT PRACTICES

1. Best Management Practices Implementation

- A pre-work meeting with operational and administrative staff working on site will be held prior to the start of operations to explain BMPs.
- A copy of the BMP document will be available on site for reference and training.
- Practices will be reviewed during the first month of operations to determine if the plan is being implemented as intended. Reviews will occur every 30-day period.
- Where operational and/or environmental deficiencies exist, changes in operations will be implemented.

2. Measures to Mitigate Atmospheric Disturbance from Logging Operations

- Considering proximity to adjacent tenure holders, aircrafts will be selected to minimize noise and rotor wash. Kaman K-Max helicopters are recommended for those reasons.
- For airlifted loads, flight paths will be planned in advance. Loads will not be flown over people, road (unless traffic is controlled), or structures.
- General operation timelines will be communicated with adjacent tenure holders.
- Consultation with First Nations and adjacent tenure holders will take place prior to harvesting operations.

3. Measures to Protect Riparian Values and Water Quality

Debris management is critical to limit changes in sediment composition and water quality.

- Logs will be limbed as much as possible on land before being yarded to water.
- Violent, free-fall dumping of logs into water is to be avoided.
- Logs will be removed daily from Heli Drop Zone 2. In-water log storage will be limited to the shortest period possible for other zones.
- Wood debris and bark loss will be minimized, and a support vessel will be available for the collection and disposal of floating debris resulting from operations.
- Debris will be disposed of at appropriate upland sites such as there is no negative impact to aquatic habitats.
- Within 60 days of the closure of a helicopter log dump operation, DFO will be notified on the dates and specifics of operations conducted, status of site decommissioning, a summary of any issues that had the potential to impact fish habitat and how they were addressed, and a summary of the Debris Management Plan effectiveness.

4. Measures to Protect Fish, Wildlife and Aquatic Habitat

4.1. Humpback and Killer whales

- The timing window of least risk for humpback whales is between December 15 and May 15. If the project is scheduled outside of this window, between May 16 and December 14, the following mitigations will occur:
- A dedicated whale monitor is required at all times during the dropping of logs and the whale monitor will be able to communicate with the helicopter crew to suspend log drop activities.
- Regardless of the timing of the operation, in the eventuality that whale presence is observed, the following mitigation measures will be adopted:
- Operations will be suspended if whales approach to within 500m of a drop zone.
- Operations will be suspended if the monitor believes whales may be harmed or harassed.
- Vessels will not knowingly approach within 400m of a whale.

4.2. Herring

- In order to reduce risk of harm to fish, eggs, juveniles and spawning adults as well as fish habitat, it is preferable to operate during timing windows of least risk:
 - Summer: between July 1 and September 1.
 - Winter: between December 1 and February 15
- If work is scheduled to occur outside of these least risk windows, the helicopter logging operation aircraft will monitor for any sign of herring spawn in the area. If herring signs are identified, a qualified Herring Monitoring DFO staff will be contacted to implement mitigation measures, which can include temporary suspension of operation.

4.3. Important Aquatic Habitat

- Flight paths will not be situated over active marine mammal haul outs, rookeries, tidal flats, salt marshes, eelgrass and shellfish beds.
- Log bundles will not be allowed to touch the ocean floor or de-water at low tide.

5. Measures to Mitigate Environmental Impacts of Camp and Log Storage

Capacity Forest Management will hire a Prime Contractor who is responsible for applying for any relevant permits pertaining to industrial camps, and making sure the setting up, daily operations and site decommissioning comply with all applicable health and environmental legislations. Some of the BMP for working in and around camps are included here. Additionally, all employees and contractors must adhere to the Standard Operating Procedures as part of Capacity's SFI Certification, including SOP#8 Fuel Handling, SOP #10 Camps, and SOP#12 Environmental Emergency Response.

5.1.Site Design and Location

Sites have been selected based on their proximity to the proposed harvest blocks, ocean depth, location relative to fish bearing streams as well as *shíshálh* traditional food harvesting sites and fishing activities.

- Log drop zones and storage areas will be located at least 100 m away from any fish bearing streams, tidal flats, salt marshes, shellfish harvest areas, eelgrass beds, and marine mammal haulouts.
- Log drop sites and camp will be located in water at least 30 meters deep.
- Log storage area will be located in water at least 20 meters deep.
- Drop Zones will have a ring of double boom sticks. Stiff legs will be used.
- Anchors and chains will be used/constructed with minimal impact to marine environment and animals.
- Log storage area will be offset from shore to prevent log bundles grounding out.

5.2.Waste Disposal

- Solid waste will be brought to a third party disposal facility.
- Grey and black wastewater will be collected in septic tanks and treated before being discharged. See Camp Details section.

5.3.Fuel and Deleterious Substance Management

- Capacity representants and contractors will manage fuel and other deleterious substances in accordance with their Fuel Management Procedure as part of their Environmental Management System.
- A fueling platform will follow appropriate fuel handling and storage procedures to prevent discharge of fuel into fish bearing waters.
- Float Camp and fuel barges will have appropriate fuel storage and sewage containment to prevent discharge of deleterious substances to water.
- Emergency spill kits and spill response plans will be on these sites at all times.
- Any oily sheen on water surface will be investigated and cleaned up as appropriate. Hydrocarbon spills to be immediately cleaned up. Reportable spills immediately reported to Provincial Emergency Spill Response: 1-800-663-3456.
- A suitable spill response kit will be kept at the log dump site and will be readily accessible in event of a hydrocarbon spill.
- All equipment/machinery will be suitable for operations adjacent to the marine environment (good repair, free of fuel/oil leakages, etc.)
- Solid waste generated on site (cables, garbage, etc.) will not be disposed of in the marine environment but disposed of as per legislated requirements.
- Discharge of deleterious substances, if required, will be as per Waste Discharge Regulations.

5.4.Site Decommissioning

Upon completion of operations at this site, the following decommissioning activities will be undertaken:

- All machinery/equipment brought to the site and/or installed, as part of operations under this Authorization, will be removed from the site.
- All refuse will be removed from the site.
- Drainage structures, sediment traps and fuel/water separators will be inspected, cleaned/maintained as required and left in working order.
- The site will be restored, as nearly as reasonably possible, to the condition that it was in on the commencement date.

6. Measures to Mitigate Any Concerns that Arise from Consultation

Tsain-Ko/Capacity must adhere to the results and strategies laid out in the 2007 Tsain-Ko Forest Stewardship Plan which includes consultation. The following measures are adapted from that document.

- Consultation will be conducted in an open, respectful and honest manner.
- Capacity will send maps outlining the location, timing, nature and scope of proposed developments to First Nations, tenure holders and private property owners potentially impacted by its operations.
- Capacity and consulted First Nations, tenure holders and private property owners will work together to determine concerns and proceed with agreements on ways to mitigate. This will be documented and kept on file.

SUMMARY OF ASSESSMENTS

1. Environmental and Dive Assessment

Dave Bates, PhD, RPBio, from FSCI Biological Consultants was first contacted on August 22, 2018 to request an environmental assessment and dive of the proposed heli drop zones and camp tie-up.

As a result of the ongoing conversation between Dave, Capacity and the *shíshálh* Nation regarding the environmental impacts of the site, the camp was moved 700 meters north of its original location to minimize any risks to the Killam Bay shore area.

Additionally, Dave Bates mentioned in an email that, in his professional opinion, there is no need to conduct a dive assessment as it would be both impractical and ineffective because the drop zone is located in deep water. Potential environmental impacts of the project are already addressed in the BMP: loss of bark, logs hitting the sea bottom, site location away from areas of critical habitat such as eelgrass, kelp forests and oyster beds, and potential of herring spawn areas close to camp.

2. Archeological Assessment

In Situ Consulting Inc. was contacted on October 15, 2018 to conduct a Preliminary Archeological Field Reconnaissance (PAFR) of the shore infrastructure tie up locations. The field survey occurred on November 27, 2018. Survey crew was composed of Jacob Salmen-Hartely, archeologist, Darryl Jackson and Corinna Julius, archeological technicians, and Mark Siemens, RFT from Capacity.

In the PAFR report, Jacob Salmen-Hartley affirms that no heritage resources or areas of elevated archeological potential were identified during the survey. Therefore, no further archaeological work is recommended prior to development activities.

SUMMARY OF FIRST NATION AND PUBLIC CONSULTATION

1. Communication with the *shíshálh* Nation

Russ Hawkins, RPF, operations planner at Capacity, initiated consultation with the *shíshálh* Nation regarding the Killam Bay heli-drop zones on June 28, 2018. Kim Wilkinson was contacted via email. This project was given the file number FO06005.29. At this point, consultation regarding the harvesting of associated heli block was already under way (FO6005.26).

The major concerns raised related to impacts to the Killam Bay shoreline and water quality, as it is an important site for commercial fisheries and shellfish and oyster harvesting. An archeological assessment of the tie up sites as well as an environmental assessment were requested. As a result of these assessments, the camp was moved 700 meters north of its original location to minimize any risks to the Killam Bay shore area.

2. Communication with private moorage owners

Mark Siemens had an initial phone conversation with the private moorage owners on May 9th 2019. It was followed by an in-person meeting at their residence on May 15, 2019. Present were the owners, Jordan Loie of Tsain-Ko, and Russ Hawkins and Mark Siemens of Capacity.

The following concerns were brought up by the owners. Tsain-Ko and Capacity worked jointly to discuss and determine ways to mitigate them.

1. Vicinity to private residence
2. Drop zone #2 location
3. Marine and wildlife
4. Visibility of the proposed cutblocks
5. First Nation Involvement
6. Water quality of Rankin Creek
7. Terrain Stability

Concerns about proximity to private residence, water rights and quality, terrain stability and visual sensitivity are addressed at the planning stage and will be included in site plans. The owners have been supplied with documentation and a terrain report for more detailed information. All operations comply with appropriate legislation including the *Forest Planning and Practices Regulations* and *Government Action Regulations Notices*.

Concerns about the location of Heli Drop Zone 2 and impacts of heli-logging on wildlife and aquatic habitat in the vicinity of the operations are addressed in the Management Plan. No areas of significant habitat have been found in the vicinity and all operations comply with applicable legislation such as the *Species at Risk Act* and the *Wildlife Act*.

A verbal agreement was made to continue information sharing between all parties. Any future concerns or changes in project, as well as declaration of development timelines, will be shared between parties. All communication will be documented and kept on file.

CAMP DETAILS

The following specifications are for reference only. Camp to be determined by bidding contractor.

Float Camp Name: Grand Horizon

Dimensions: 54' x 180' with a draft of 10'

Maximum overnight capacity: 41 people

Time period: Expected to be in place for the duration of the heli-logging operations, approximately 2 months.

Wastewater disposal:

The barge was built in 2017 and is equipped with an auto eco lab system for dispersing all cleaning products. Grey and black waters are collected in two 1500-gallon septic tanks for a total of 3000-gallon capacity. Wastewater first goes in tank 1 where a pump aerates the system, forcing the solids to deposit at the bottom. The residual grey water is transferred to tank 2 manually or by gravity, then gets discharged. Solids will be pumped out and brought to a third-party disposal facility. When camp is full, the estimated discharge is 500 gallons.



Cat Fleury, FIT
Assistant Engineer
Capacity Forest Management Ltd.



Mark Siemens, R.F.T.
Field Engineer
Capacity Forest Management Ltd.



May 31, 2019

Russell James Hawkins, RPF
Operational Planner
Capacity Forest Management Ltd.

REFERENCES

Best Management Practices documents

Best Management Practices for Helicopter Log Drop Sites in Marine Waters of British Columbia

<http://www.dfo-mpo.gc.ca/Library/334408.pdf>

Measures to Avoid Harm to Fish and Fish Habitat

<http://www.dfo-mpo.gc.ca/pnw-ppe/measures-mesures/measures-mesures-eng.html>

Guidebook: Environmentally Sustainable Log Handling Facilities in BC

<http://www.dfo-mpo.gc.ca/Library/274124.pdf>

Information Requirements for Proposed Works and Activities Related to New Log Handling Facilities in Coastal British Columbia

https://www.for.gov.bc.ca/ftp/tst/external/!publish/ems2/Supplements/New_Log_Handling.pdf

Fish and fish habitat

Fish timing windows

<http://www.dfo-mpo.gc.ca/pnw-ppe/timing-periodes/bc-s-eng.html>

Practitioners Guide to the Risk Management Framework for DFO Habitat Management Staff

<http://www.dfo-mpo.gc.ca/Library/343443.pdf>

BCTS: General Guidelines for Operating during Pacific Herring Spawn Windows

https://www.for.gov.bc.ca/ftp/tst/external/!publish/ems2/Supplements/General_Guidelines_Herring_Monitoring.pdf

Helicopter Logging and Camp

Safe Work Practices for Helicopter Operations in the Forest Industry, WorkSafeBC

<https://www.worksafebc.com/en/resources/health-safety/books-guides/helicopter-operations-in-the-forest-industry-safe-work-practices-for?lang=en>

Fact Sheet: Industrial Camps, Ministry of Environment and Climate Change Strategy, June 2018



Prospectus - Log Handling and Storage

This form is to accompany applications for log handling and storage purposes.

APPLICANT
NAME AND
ADDRESS →

APPLICANT
CONTACT NAME
AND TITLE →

PROJECT
JUSTIFICATION
Attach separate
sheets if
necessary. →
1. Summarize the
economic and
operational
reasons why this
project is
important to the
company.
2. Describe briefly
alternate sites
and/or methods of
operation which
were considered
for this project
site. Summarize
the reasons for
selecting the
proposed project
over the
alternatives
considered.

PROJECT
LOCATION →
Provide
information
relevant to the
project. Check ☒ the categories
included as
applicable.

PROJECT
DESCRIPTION
→

Tsain-Ko Development Corporation		Ministry File No.	
C/O Capacity Forest Management Ltd.		NTS Map No. 92G	
Mark Siemens, Field Engineer, RPF		Phone 250-287-2120 Ext 217	
Development Location Killam Bay, Jervis Inlet	Name of proposed development (if applicable)	Is project: new application <input checked="" type="checkbox"/> renewal application <input type="checkbox"/>	
<p>Project provides important income and job opportunities for Shishalh Nation. Conventional harvesting was considered and deemed to have great influence on visual quality objectives and sensitive ecosystems. Harvest areas are isolated and would be infeasible economically with necessary road construction and operating cost, in addition to additional negative environment affects</p>			
REQUIRED INFORMATION	Proposed site <input checked="" type="checkbox"/>	New and existing upland facilities neighbouring the proposed site !	Other facilities related to the project. Describe briefly. !
A. Project area map (To define the site location in relation to surrounding facilities and services)	Existing and proposed roads ! Construction borrow sources !	Waste and dredge material disposal areas !	
B. Proposed site map (state the scale) (To show location of development and improvements within the site.)	Boundaries of proposed site. <input checked="" type="checkbox"/> Construction works or improvements. ! Area to be dredged ! Area to be filled !	Total project site area in hectares. <input checked="" type="checkbox"/> Existing works, improvements or fill on the proposed site claimed by the applicant. ! Yes. ! No.	Other information related to the project: Describe briefly. !
C. Marine chart (if necessary). See attached maps			
D. Indicate the approximate slope of the application area (percent and direction.)			
A. TYPE OF DEVELOPMENT (Check <input checked="" type="checkbox"/> all applicable categories.)			
1. Log sorting Dry land sort ! Water sort <input checked="" type="checkbox"/>			
2. Log dumping Logs bundled (dry land) ! Logs bundled (in water) <input checked="" type="checkbox"/> Loose logs <input checked="" type="checkbox"/>			
3. Barging Log barge loading <input checked="" type="checkbox"/> Log barge unloading !			
4. Log booming (indicate percentages) Flat rafts 50 % Bundle booms 50 %			
5. Log boom storage Continuous base ! Intermittent basis <input checked="" type="checkbox"/> Emergency only !			
6. Conversion plants Sawmill 80 % ! Pulp mill ____ % ! Shakemill 20 % ! Other (specify) ____ % !			
7. Location:			

PROJECT →
DESCRIPTION
(Continued)

B. LOG FLOW

1. State the origin of the logs to be handled at the proposed site. Give type of tenure (ie TFL), location and name or number and life of tenure (no. of years).

2. List type and percentage of log species to be handled.

3. Anticipated log volume to be handled (Give ranges expected) Daily 300 - 1000 m m²

Annually 40,000 m²

4. Average turn-over period for the logs. Logs moved from log handling to storage zone daily, on average. Storage zones emptied monthly, on average

C. DEVELOPMENT

1. Duration of construction period. N/A

4. Life span of proposed project in years. 5

2. Anticipated date to begin construction. N/A

5. Volume to be dredged 0 m²

3. Method and timing of dredging and/or filling. N/A

6. Area to be filled 0 m²

D. Indicate the following as applicable.

Upland ownership Crown ☒ Company ☐ Other private ownership ☐ Uncertain ☐

PROJECT →
IMPLICATIONS

Attach any available information describing nature of discharges or accumulations and proposed remedy, if applicable.

Trees will be processed on-site. Limb pickers to be employed to remove wooden debris from log handling area
Drinking water will be produced via desalination
Waste water will be stored and disposed of in an approved manner

ADDITIONAL
INFORMATION →
(Attach separate sheets if necessary)
1. Briefly describe any further project planning and assessment studies which the company feels are required.
2. Provide any information which the company feels is necessary to clarify or expand upon the questions answered.

All riparian resources reviewed and approved by RP Bio
Shoreline and surrounding area surveyed/assessed by Archeologist
Terrain stability and hazard rating assessed by P. Geo
All surveys completed 2018
Log handling and storage sites are temporary in nature

AUTHORIZATION

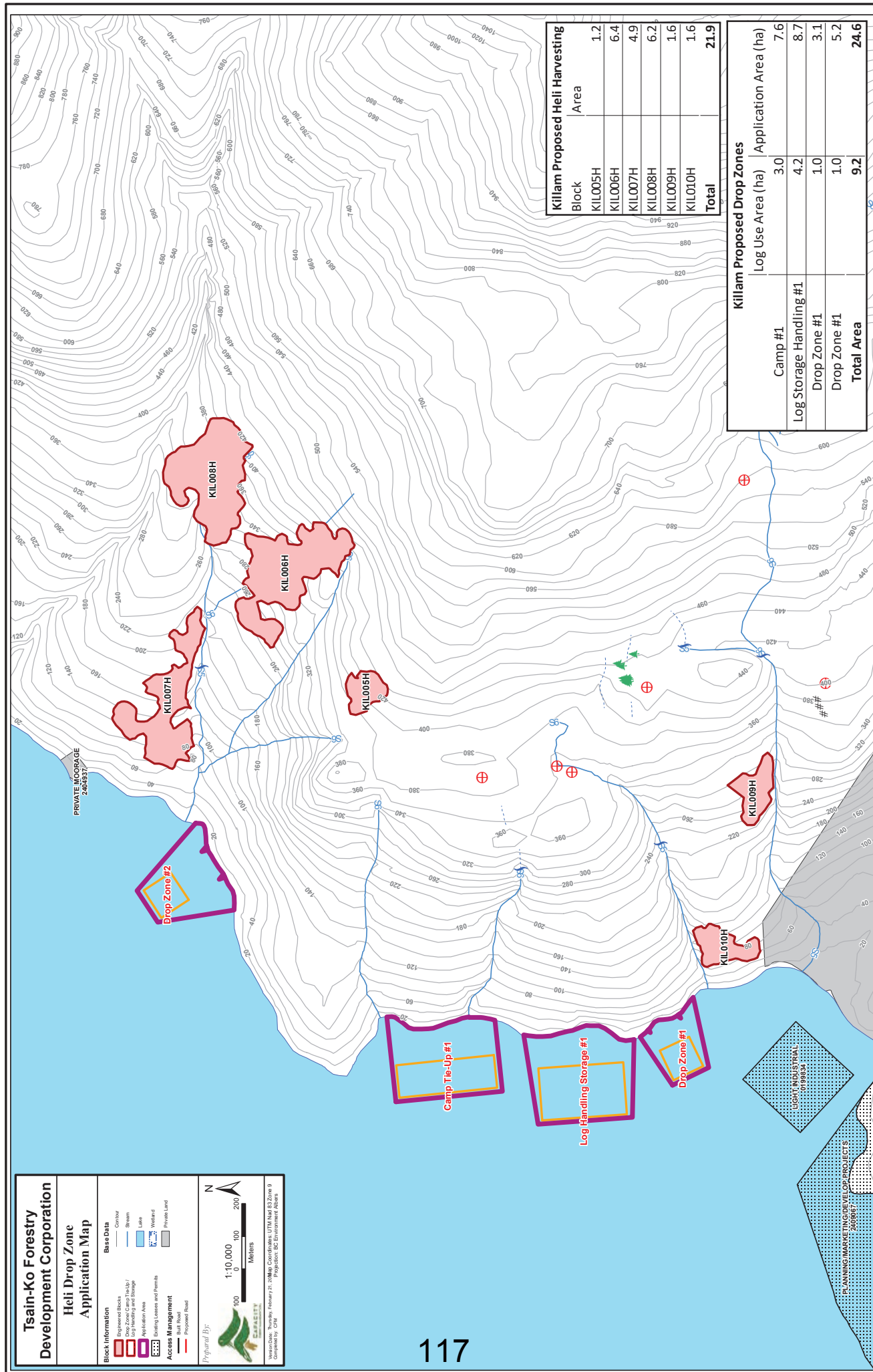
Feb 20, 2019

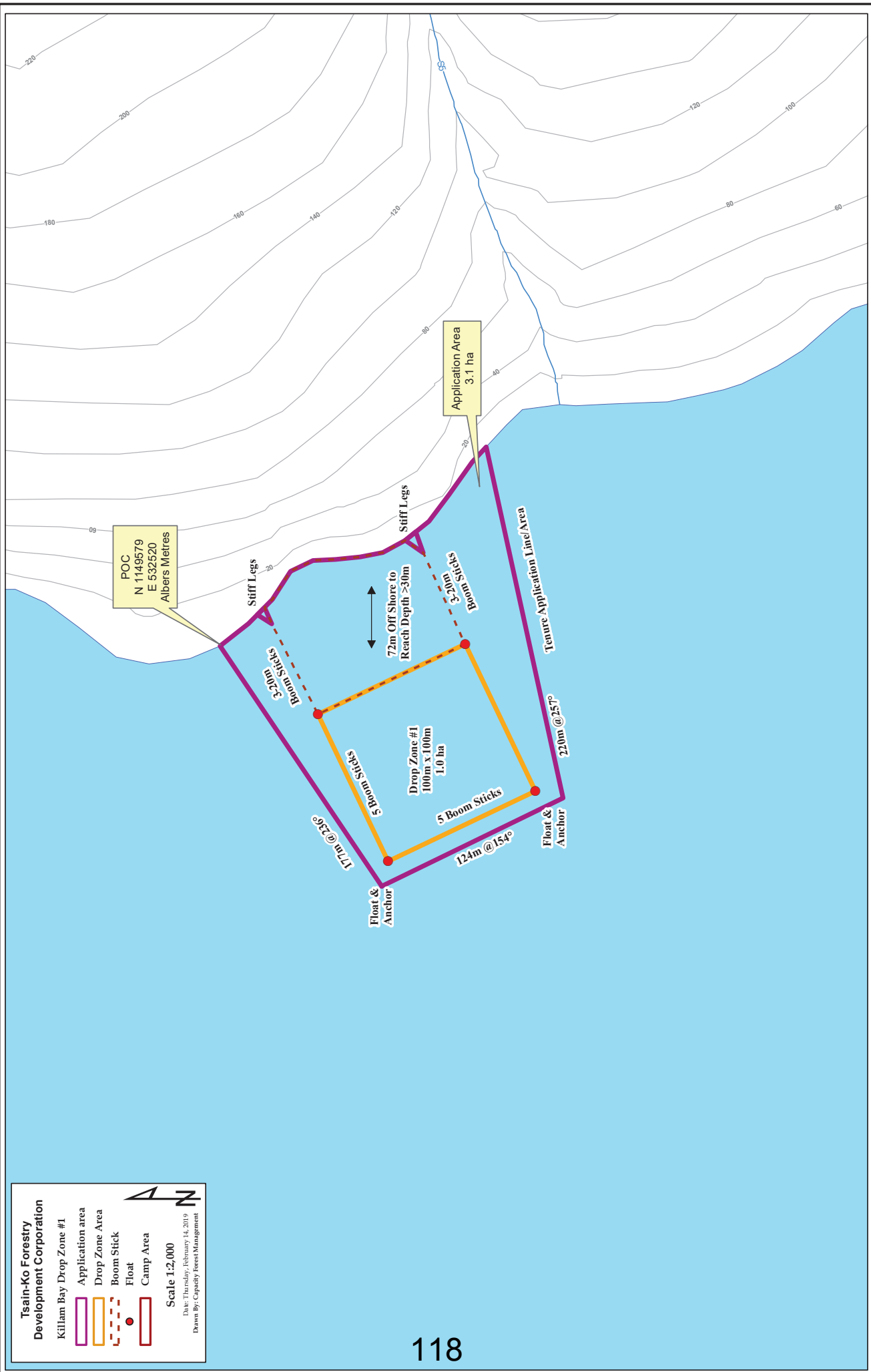
DATE

SIGNATURE

Field Engineer, RPF

TITLE





Tsain-Ko Forestry Development Corporation

Killam Bay Drop Zone #2

Application area

Drop Zone Area

Boom Stick

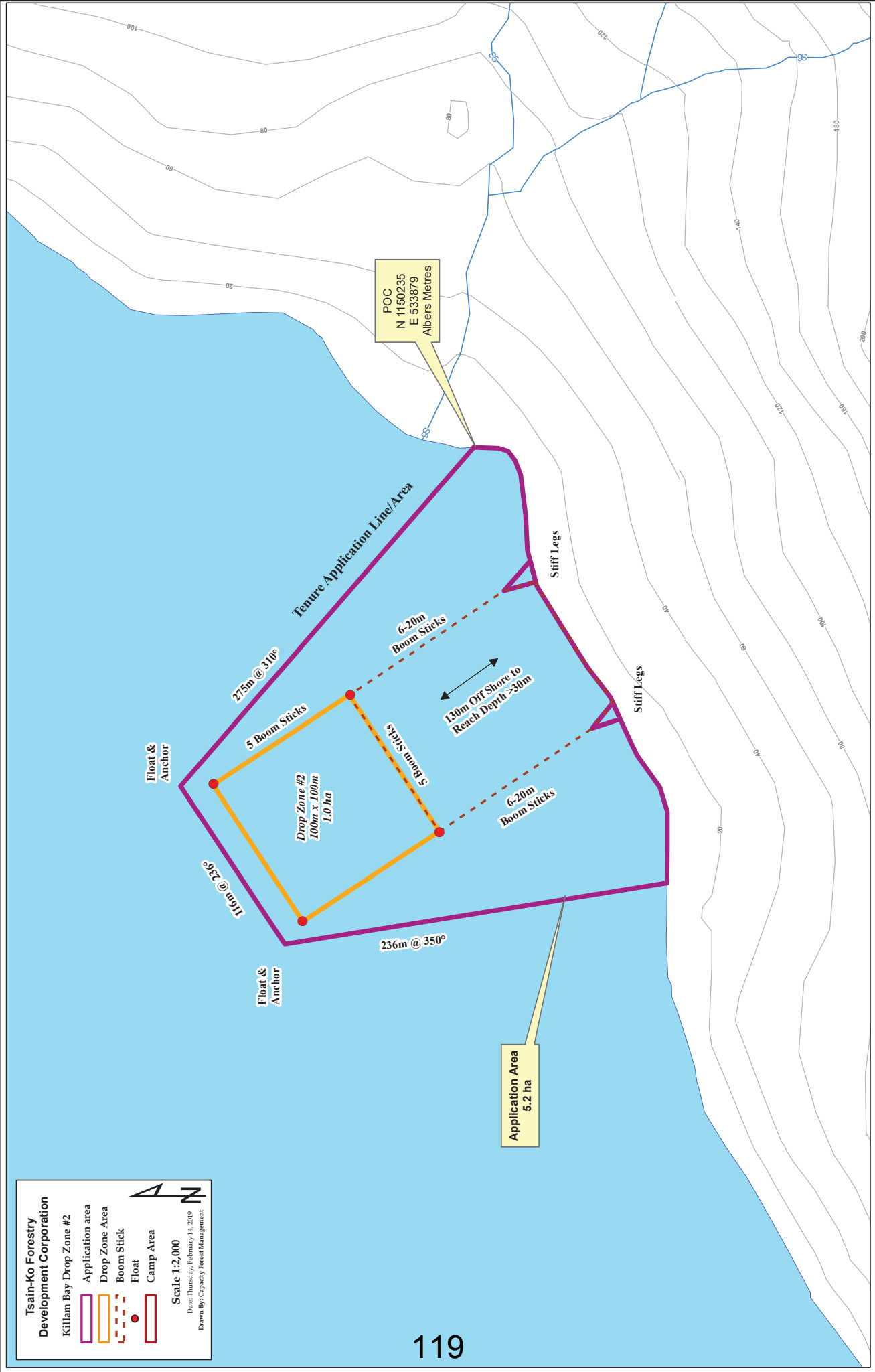
Float

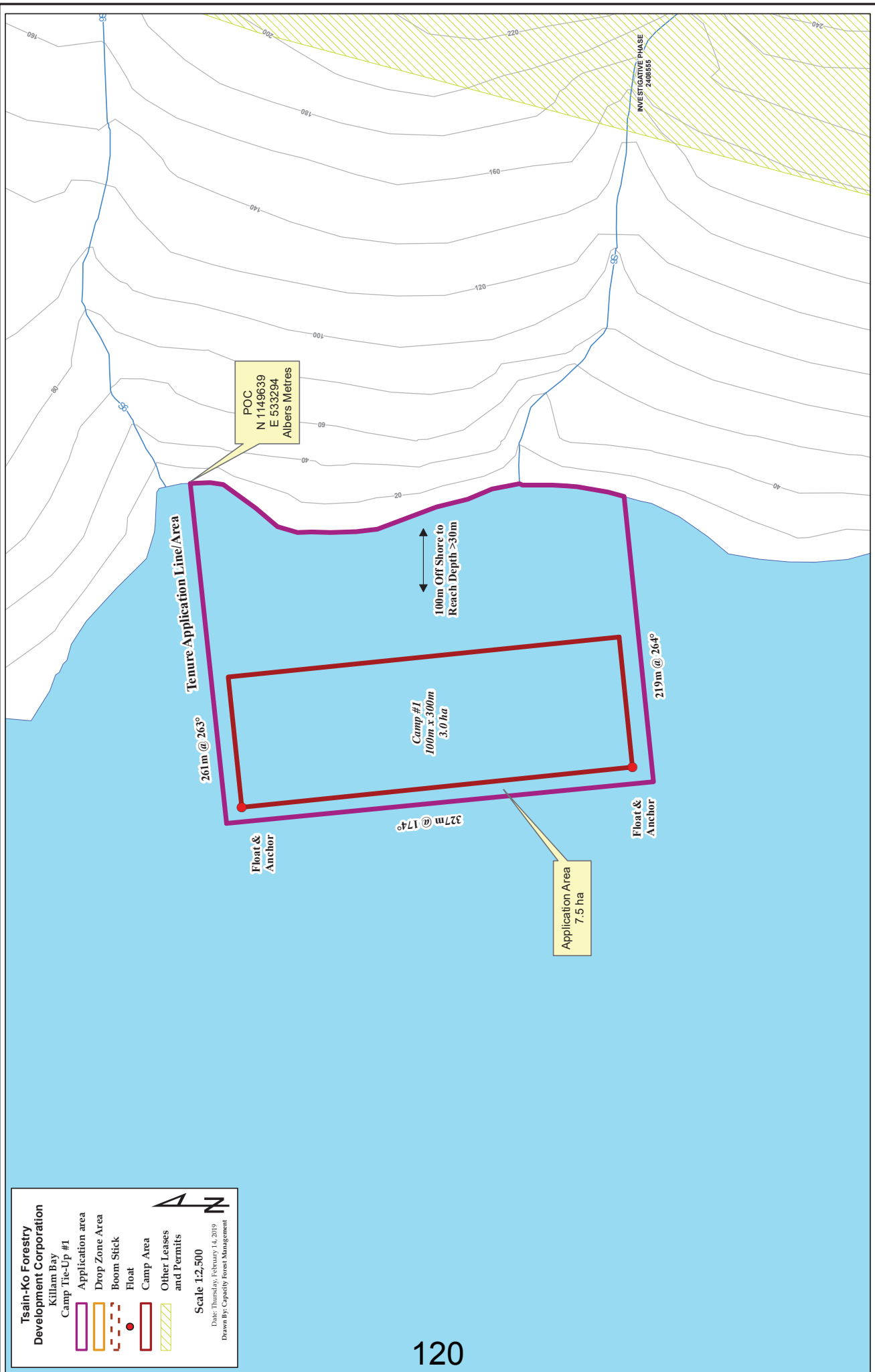
Camp Area

Scale 1:2,000

Date: Thursday, February 14, 2019

Drawn By: Capetly Forest Management







Tsain-Ko Forestry
Development Corporation
 Killam Bay Log Storage
 Handling #1

Application area
 Drop Zone Area
 Boom Stick
 Float
 Camp Area

Scale 1:2,500
 Date: Thursday, February 14, 2019
 Drawn By: Capacity Forest Management

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

AUTHOR: Andrew Allen, Manager, Planning and Development

SUBJECT: FRONTAGE WAIVER FRW00004 (CARROLL FOR WAKEFORD) – ELECTORAL AREA E

RECOMMENDATIONS

THAT the report titled Frontage Waiver FRW00004 (Carroll for Wakeford) – Electoral Area E be received;

AND THAT the requirement for 10 percent perimeter road frontage for the proposed creation of Lots 1 – 7 in the subdivision of Lots D and E, NW 1/4 District Lot 908, Plan VAP21534 be waived.

BACKGROUND

The SCRD has received a Frontage Waiver Application in relation to a 15-lot subdivision at Castle and King Roads in Elphinstone (Attachment A).

Section 512 of the *Local Government Act* requires that all new parcels have at least 10 percent of the perimeter fronting a public road unless a local government waives the requirement. Proposed Lots 1-7 each meet the zoning requirement of 2,000 square metres, however do not meet the frontage requirement of 10 percent of the perimeter fronting on to the road. Each of the parcels has over 20 metres of frontage and staff have no concerns relating to access or other parcel configuration.

Figure 1 - Location of subject property

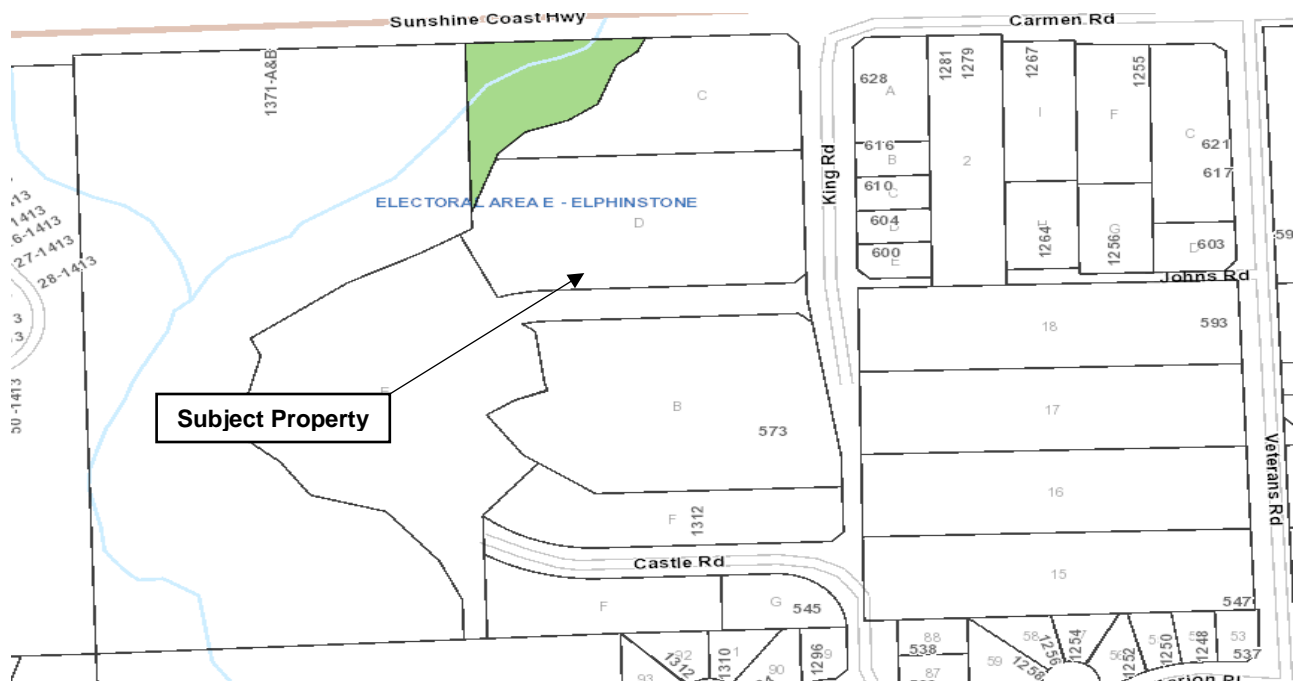


Table 1 - Application Summary

Owner / Applicant:	Lorne Carroll for Wakeford Developments
Civic Address:	Castle and King Roads
Legal Description:	Lots D and E, NW 1/4 District Lot 908, Plan VAP21534
Electoral Area:	E - Elphinstone
Parcel Area:	4 ha
OCP Land Use:	Residential C
Land Use Zone:	Residential 2 (R2)
Subdivision District:	C - 2000 m ² minimum parcel size
Application Intent:	To waive the requirements for 10% frontage along a public road for the proposed creation of Lots 1-7 in the 15 lot subdivision of Lots D and E, NW 1/4 District Lot 908, Plan VAP21534

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

DISCUSSION

Analysis

The subject property is accessed by the upper part of King Road from Carmen Road, which meets Veterans Road at the intersection with Sunshine Coast Highway. The subdivision development also includes construction of Castle Road, which connects to the lower portion of King Road in proximity to Fitchett Road.

There are two parent parcels with a total of close to 4 ha of land.

The Elphinstone Advisory Planning Commission reviewed the application in November, 2018 and recommended support for the application as it is consistent with the Official Community Plan. There was also a supplemental recommendation that the SCRD ask the Ministry of Transportation and Infrastructure to address access to and from the highway at the Carmen Road, Veterans Road and Highway 101 intersection. This was passed on to the Ministry for information.

The Ministry of Transportation and Infrastructure issued a Preliminary Layout Approval (PLA) on March 4, 2019 and the applicant continues to address conditions. Issuance of the PLA indicates that the Ministry has reviewed the layout and supports the configurations of the parcels as proposed.

In addition to road construction, addressing climate resilience with road design and storm water management are requirements of the PLA.

Figure 2 - Aerial View of the Subject Property



Options

Possible options to consider:

Option 1: Issue the frontage waiver.

The proposed subdivision conforms to zoning regulations and issuance of the frontage waiver will enable the subdivision to proceed toward final approval.

In this case the next step will be to install infrastructure servicing within the roadway, including watermains and underground hydro.

Staff recommend this option as listed in the recommendation.

Option 2: Deny the frontage waiver.

The proposed subdivision could not proceed and would require a re-design.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

A waiver for the 10 percent perimeter frontage requirement is required by the SCRD Board for the proposed subdivision to proceed.

Staff support this application and recommend issuing a road frontage waiver for proposed Lots 1-7, which will allow the subdivision to proceed and be considered for final approval by the Ministry of Transportation and Infrastructure.

ATTACHMENTS

Attachment A – Subdivision Plan

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

Proposed Subdivision of Lots D and E,
NW 1/4 DL 908, Plan 21534

Scale – 1:1000

The intended plot size of this plan is 432mm in width by
560mm in height (C size) when plotted at a scale of 1:1000.

Contour interval: 5m major
1m minor

Date this dwg. June 7th, 2018

This plan lies within the Sunshine Coast Regional District.

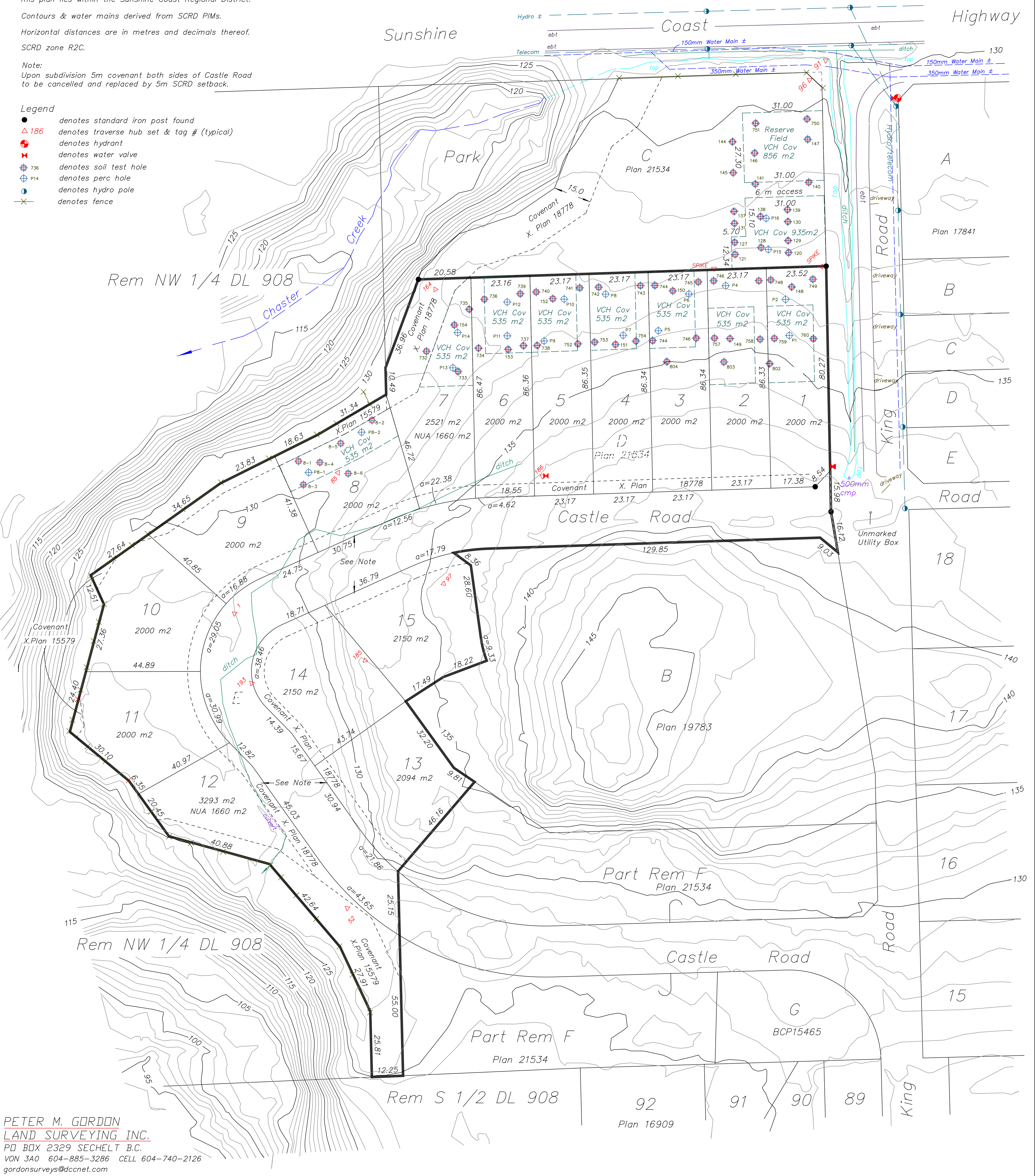
Contours & water mains derived from SCRD PIMs.

Horizontal distances are in metres and decimals thereof.

SCRD zone R2C.

Note:
Upon subdivision 5m covenant both sides of Castle Road
to be cancelled and replaced by 5m SCRD setback.

- Legend
- denotes standard iron post found
 - △ 186 denotes traverse hub set & tag # (typical)
 - ⊕ denotes hydrant
 - ⊕ denotes water valve
 - ⊕ 736 denotes soil test hole
 - ⊕ P14 denotes perc hole
 - denotes hydro pole
 - denotes fence



PETER M. GORDON
LAND SURVEYING INC.
PO BOX 2329 SECHLT B.C.
VON 3A0 604-885-3286 CELL 604-740-2126
gordonsurveys@dcnet.com

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

AUTHOR: Jonathan Jackson, Senior Planner

SUBJECT: **FRONTAGE WAIVER FRW00005 (LARGO ROAD COMMUNITY DEVELOPMENT LTD) – ELECTORAL AREA D**

RECOMMENDATIONS

THAT the report titled Frontage Waiver FRW00005 (Largo Road Community Development LTD) – Electoral Area D be received;

AND THAT the requirement for 10 percent perimeter road frontage for the proposed creation of Lots 5 – 7 in the subdivision of Lot 6, Except Portions in Reference Plan 3805 and Plan 9563, 11675 and 12209 Block A District Lot 809 Plan 8503 be waived.

BACKGROUND

The SCRD has received a Frontage Waiver Application in relation to a 13-lot subdivision at an unaddressed parcel known as Lot 6 Largo Road in Roberts Creek (Attachment A).

Section 512 of the *Local Government Act* requires that all new parcels have at least 10 percent of the perimeter fronting a public road unless a local government waives the requirement. Proposed Lots 5 through 7 each meet the zoning requirement of having a minimum parcel area of 4,000 square metres with an average parcel size of 5,000 square metres, however do not meet the frontage requirement of 10 percent of the perimeter fronting on to the road. The parcels are located at the end of a proposed new cul-de-sac, with Lots 5 and 7 having panhandle accesses and Lot 6 having a narrower road frontage as a result of being located between the panhandles from the other two lots. Staff have no concerns relating to access or other parcel configuration.

Figure 1 - Location of subject property

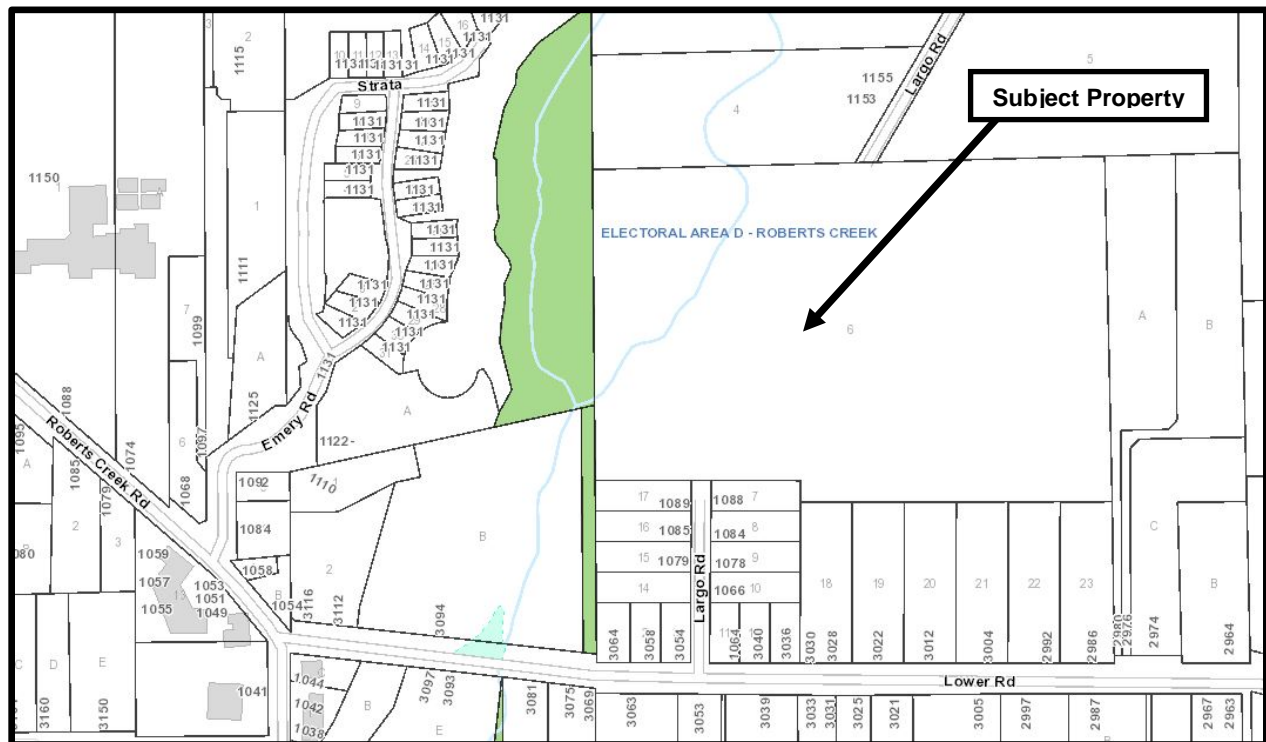


Table 1 - Application Summary

Owner / Applicant:	Largo Road Community Development LTD
Civic Address:	Lot 6 Largo Road
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:	D – Roberts Creek
Parcel Area:	7.57 ha
OCP Land Use:	Residential C
Land Use Zone:	Residential 2 (R2)
Subdivision District:	E – 4,000 m ² minimum parcel size (Average 5,000 square metres)
Application Intent:	To waive the requirements for 10% frontage along a public road for the proposed creation of Lots 5-7 in the 13 lot subdivision of Lot 6, Except Portions in Reference Plan 3805 and Plan 9563, 11675 and 12209 Block A District Lot 809 Plan 8503

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

DISCUSSION

Analysis

The subject property is accessed by Largo Road, and includes construction of the middle section that will connect Lower Road at the south intersection with the Sunshine Coast Highway at the north intersection. The subdivision development also includes construction of a new cul-de-sac road running east to west from Largo Road.

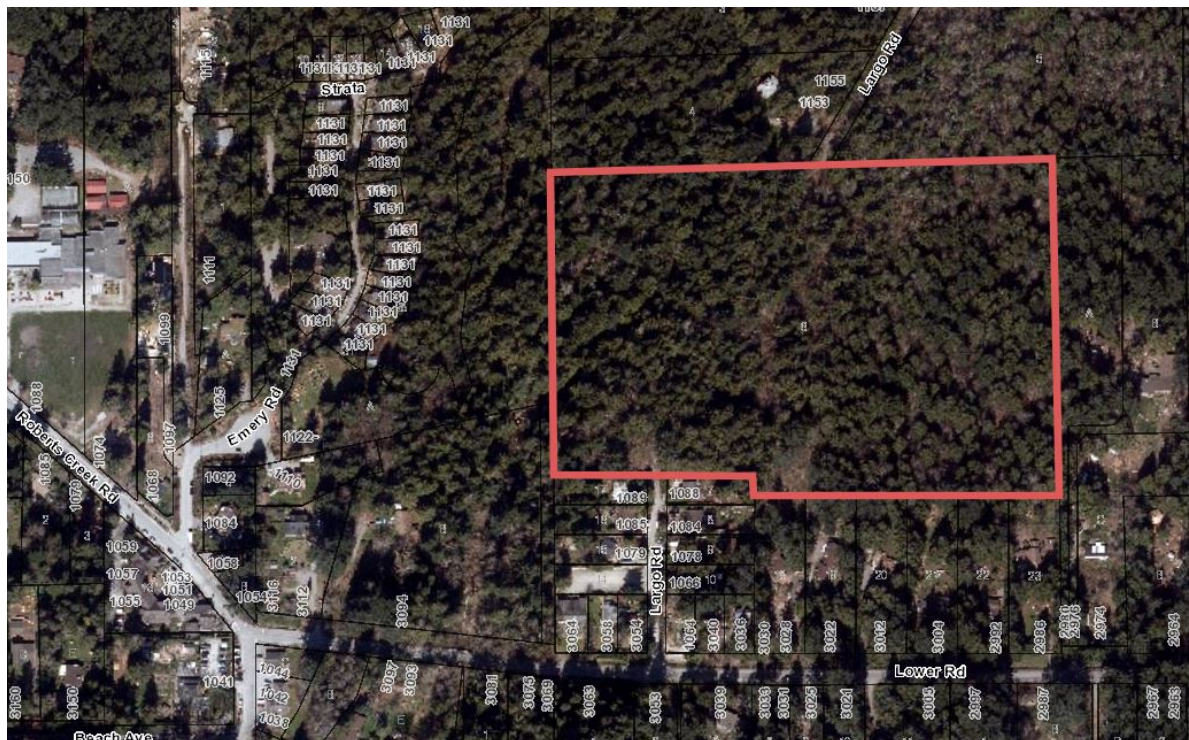
There is one parent parcel totalling 7.57 hectares of land. (Attachment A).

The Roberts Creek Advisory Planning Commission reviewed the application in November, 2018 and did not have concern over the proposed lot configuration. The APC provided a recommendation regarding the need for park dedication, and staff developed parkland acquisition options which have been endorsed by SCRD Board and incorporated into the proposed subdivision. An additional recommendation was made by the APC requesting that traffic volume and safety be mitigated on Largo Road. SCRD Board additionally made this recommendation, which was passed on to the Approving Officer at the Ministry for information.

The Ministry of Transportation and Infrastructure issued a Preliminary Layout Approval (PLA) on May 27, 2019 and the applicant continues to address conditions. Issuance of the PLA indicates that the Ministry has reviewed the layout and supports the configurations of the parcels as proposed.

In addition to road construction, addressing climate resilience with road design and storm water management are requirements of the PLA.

Figure 2 - Aerial View of the Subject Property



Options

Possible options to consider:

Option 1: Issue the frontage waiver.

The proposed subdivision conforms to zoning regulations and issuance of the frontage waiver will enable the subdivision to proceed toward final approval.

In this case the next step will be to install infrastructure servicing within the roadway, including water mains and other similar services.

Staff recommend this option as listed in the recommendation.

Option 2: Deny the frontage waiver.

The proposed subdivision could not proceed and would require a re-design.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

A waiver for the 10% perimeter frontage requirement is required by the SCRD Board for the proposed subdivision to proceed.

Staff recommend issuing a road frontage waiver for proposed Lots 5 through 7, which will allow the subdivision to be considered for final approval by the Ministry of Transportation and Infrastructure.

ATTACHMENTS

Attachment A – Proposed Subdivision Plan

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

**SKETCH OF SUBDIVISION PLAN OF
LOT 6 EXCEPT PORTIONS IN
REFERENCE PLAN 3805 AND PLAN
9563, 11675 AND 12209 BLOCK A DL
809 G1 NWD PLAN 8503
SUNSHINE COAST REGIONAL DISTRICT
BCGS 92GG-042**



bennett
LAND SURVEYING
(SUNSHINE COAST) LTD
BC LAND SURVEYORS
634 FARNHAM ROAD
GIBSON'S, B.C.
V0N 1V8
TEL 604-886-2531
www.bennettsurveyors.com
B P (NITIALS)

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – July 11, 2019

AUTHOR: Tracey Hincks, Executive Assistant

SUBJECT: GIBSONS AND DISTRICT FIRE PROTECTION COMMISSION AMENDED TERMS OF REFERENCE

RECOMMENDATION(S)

THAT the report titled Gibsons and District Fire Protection Commission Amended Terms of Reference be received;

AND THAT the Terms of Reference be approved subject to any feedback from the Town of Gibsons.

BACKGROUND

Over the years, the Gibsons and District Fire Protection Commission (G&DFPC) has discussed the mandate of the Commission and expressed interest in having formal Terms of Reference (TOR) to use as a guideline.

DISCUSSION

In May 2019, draft Terms of Reference were reviewed by the Commission and their feedback was incorporated into the document. The TOR were then presented to the June 13, 2019 Planning and Community Development Committee and the following recommendation was subsequently adopted at the June 27, 2019 regular Board meeting:

180/19 **Recommendation No. 11** *Gibsons and District Fire Protection Commission Terms of Reference*

THAT the report titled Gibsons and District Fire Protection Commission Terms of Reference be received;

AND THAT the Terms of Reference be referred to staff for further edits as follows:

- replace all instances of “Committee” with “Commission”.
- edit section 1.1 (b) to add: “and make recommendations on policy direction for fire protection services in the area”.
- strike out section 4.6 (e) “preserves and enhances the unique mix of natural ecosystems and green spaces in the SCRD.”
- strike out section 4.5 (c) “report back to the appropriate Standing Committee and Regional District staff.”

AND FURTHER THAT the amended Terms of Reference be circulated to Fire Commission members and brought back to the next Planning and Community Development Committee before being forwarded to the Town of Gibsons.

The TOR were updated accordingly and sent to Commission members for comment. The amended Gibsons and District Fire Protection Commission Terms of Reference is provided in Attachment “A” for approval. Staff recommend adoption of the TOR for the Gibsons and District Fire Protection Commission subject to any feedback received from the Town of Gibsons.

STRATEGIC PLAN AND RELATED POLICIES

Enhance Board Structure and Processes.

CONCLUSION

The Terms of Reference for the Gibsons and District Fire Protection Commission have been developed to assist Commission members with their role. Staff recommend that the amended Terms of Reference be approved, subject to any input from the Town of Gibsons.

ATTACHMENTS

Attachment A: Gibsons and District Fire Protection Commission amended Terms of Reference

Reviewed by:			
Manager		Finance	
GM		Legislative	
I/CAO	X - A. Legault	Other	

TERMS OF REFERENCE

Gibsons and District Fire Protection Commission

1. Purpose

- 1.1 The purpose of the Gibsons and District Fire Commission is to:
- a. Provide information to the elected officials located in the West Howe Sound Fire Protection District.
 - b. Review the Gibsons Fire Protection strategic plan and five-year financial plan, prior to November 30th and make recommendations on policy direction for fire protection services in the area.

2. Duties

- 2.1 The Gibsons and District Fire Commission will:
- a. Meet when the need arises for information sharing concerning the Gibsons and District Volunteer Fire Department administration.
 - b. Meet prior to November 30th of each year to review and discuss the Gibsons Fire Protection annual budget.

3. Membership

- 3.1 The Gibsons and District Fire Commission is comprised of the following members:
- a. Two members of the Council of the Town of Gibsons.
 - b. Two Directors of the Sunshine Coast Regional District being the Directors representing Electoral Areas of Elphinstone and West Howe Sound.
 - c. A Chair who shall be appointed annually by the members of the Commission at the first meeting held each year.
 - d. Members shall be appointed annually.
- 3.2 Regional District staff may be assigned to serve in a liaison capacity. The role of the staff liaison may include:
- a. providing information and professional advice;
 - b. facilitating and/or co-chairing meetings;
 - c. assisting with writing reports and recommendations to the Board as requested by the Commission;
 - d. bringing such matters to the Commission's attention as are appropriate for it to consider in support of Regional District Board direction;
 - e. serving as one of the communication channels to and from the Board; and
 - f. providing advice to the Board that is at variance to a Commission recommendation.

Approval Date:		Resolution No.	
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	

4. Operations

- 4.1 A majority of the voting members of the Commission, as listed in section 3 will constitute a quorum, providing that at least one member is from the Town of Gibsons and at least one member is from the Sunshine Coast Regional District.
- 4.2 The Gibsons and District Fire Commission will meet as required at the Gibsons and District Volunteer Fire Hall, located at 790 North Road.
- 4.3 All Commission meetings must be open to the public except where the Commission resolves to close a portion of it pursuant to Section 90 of the *Community Charter*.
- 4.4 The authority of the Commission is limited as follows:
 - a. The Gibsons and District Fire Commission does not have the authority to bind the SCRD or Town of Gibsons in any way, nor engage or otherwise contact third parties, consultants, organizations or authorities in a manner which may appear to be officially representing the SCRD or Town of Gibsons.
 - b. The Gibsons and District Fire Commission may communicate with external organizations and agencies to collect information and make inquiries.
 - c. Where the Gibsons and District Fire Commission wishes to express opinions or make recommendations to external organizations and agencies, it must first obtain authorization from the SCRD Board.
- 4.5 Commission members are encouraged to:
 - a. attend and participate in meetings of the Commission
 - b. share experiences and ideas while maintaining an open mind to others' perspectives
- 4.6 In carrying out its mandate, the Commission will work towards conducting operations in a way that:
 - a. improves the economic, environmental and social well-being for present and future generations;
 - b. encourages and fosters community involvement;
 - c. enhances the friendly, caring character of the community;
 - d. maintains an open, accountable and effective operation;
 - e. is consistent with the goals and objectives of the SCRD's strategic plan; and
 - f. recognizes advisory Commissions are one of many channels that the Regional Board may utilize to obtain opinions and advice when making decisions.
- 4.7 The SCRD will provide a recording secretary whose duties will include:
 - a. preparing meeting agendas and distributing them to the Commission members in advance of the meeting
 - b. preparing minutes of all meetings using SCRD standard practices
 - c. forwarding the minutes to the Commission Chair for review prior to submitting to the appropriate Standing Committee

- d. forwarding the approved minutes to the Planning and Community Development Committee for further consideration, approval or information.
- 4.8 Unless otherwise provided for, meetings shall be conducted in accordance with the rules of procedure set out in the Board Procedure Bylaw.
- 4.9 Commission members are subject to the Conflict of Interest legislation outlined in Section 100 – 109 of the *Community Charter*. The terms “Council” and “Commission” shall be interchangeable for the purpose of interpretation of these sections.
- 4.10 Commission members must respect and maintain the confidentiality of the issues brought before them.
- 4.11 Meetings may be called by any member.

5. Reference Documents

- 5.1 SCRD Procedure Bylaw No. 717
- 5.2 *Community Charter*, Section 100 – 109 – Conflict of Interest
- 5.3 *Community Charter*, Section 90 – Open/Closed Meetings
- 5.4 SCRD Gibsons and District Fire Protection Commission Bylaw No. 448
- 5.5 SCRD Gibsons / West Howe Sound Fire Protection Service Bylaw No. 1027

Approval Date:		Resolution No.	
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	

**SUNSHINE COAST REGIONAL DISTRICT
AGRICULTURAL ADVISORY COMMITTEE**

June 11, 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 Members	David Morgan Faye Kiewitz Raquel Kolof Jon Bell Gerald Rainville
ALSO PRESENT:	Director, Electoral Area F Director, Electoral Area E General Manager, Planning & Development General Manager, Infrastructure Services Manager, Planning & Community Development Recorder Public	Mark Hiltz Donna McMahon Ian Hall (part) Remko Rosenboom (part) Andrew Allen Genevieve Dixon 1
REGRETS:	Members	Paul Nash Erin Dutton Barbara Seed Gretchen Bozak
ABSENT:	Members	

CALL TO ORDER 3:31 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

Recommendation No. 1 *AAC Meeting Minutes for April 23, 2019*

The Agricultural Advisory Committee recommended that the meeting minutes of April 23, 2019 be amended and read as follows:

Under Agricultural Water Use Study Pg.2

Irrigation Course offered by Irrigation Industry Association of BC was cancelled, only one applicant. AAC requests the SSCFI look into running the course.

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESSAgricultural Land Commission Forum

- Manager, Planning and Development gave a briefing on highlights from the forum.
- Mobile home for farm use is no longer a permitted use.
- Bill 15 will declassify farmers from making an exclusion application, local government would have to carry application on their behalf.
- ALC prefer that cannabis may be grown in ALR that is soil bound, inside a greenhouse, a greenhouse cover or in a field.
- Ministry of Agriculture will allow the large industrial licensed producers. ALC won't object.
- Ag zone regulates on the southern part of the Coast.

REPORTSAgricultural Land Use Inventory and Water Demand Model (Ministry of Agriculture)

Key points of discussion:

- General Manager, Planning and Development gave an introduction on the report presented to the SCRD Infrastructure Services Committee and SCRD Board.
- SCRD and Ministry of Agriculture will partner on this.
- A preliminary date of July 9th for a community awareness participation session involving the AAC, more information to follow.
- How can the AAC assist the Ministry as this proceeds to best engage with the community?
- How best can the Ministry reach out to agricultural producers on the coast to invite participation and involvement in the project?
- Land use survey is used mainly with mapping and driving around.
- Recommended to include farmers and ask what type of crops are being grown.
- Ministry of AG will review local farms. A data sharing agreement with SCRD with support project. Results are shared with the community.
- How is data validated?
- The Sunshine Coast Farmers Institute (SSCFI) could help with the data validation study for all ALR land with permission from members.
- The SSCFI would be interested in attending the July 9th participation session.
- Ways to capture non ALR agricultural activity that have a farm class designation?
- Farm status is low around 20% and 50-60% are in the ALR.
- What is the completion date for the study? By the end of the summer.

NEW BUSINESSNotice of Motion

Key points of discussion:

- Cannabis may likely take over farm land instead of industrial land.
- Water usage for industrial non-soil cannabis production, is it mainly recycled?
- Export market for consumables CBD oil etc., how will it affect us?
- More land mass in the ALR than in industrial land.
- How many ALR parcels consisting of eight hectares are producing cannabis?
- What's the ETA on new Bylaw 310? Likely 2020 Board adoption.
- Ministry of Agriculture will make higher level decisions.

Recommendation No. 2 *Notice of Motion – Cannabis Production in the ALR*

The Agricultural Advisory Committee requests that the Ministry of Agriculture and the Agricultural Land Commission consider a moratorium on all non-soil bound licensed dark site cannabis production in the ALR until such time as local governments can create or amend local bylaws and regulations.

For additional information please refer to UBCM President Arjun Singh's letter dated May 22, 2019: <https://www.ubcm.ca/assets/Resolutions~and~Policy/Policy/Community~Safety/Marijuana~Regulation/2019-05-22%20UBCM%20Letter%20to%20Minister%20Donaldson%20-%20Cannabis%20Production%20FINAL.pdf>

Public Participation at Agricultural Advisory Committee

Key points of discussion:

- Public are welcome to sit and observe, participation in the meeting is at discretion of the members and chair.
- Open meetings, per The Local Government Act, Community Charter, and AAC Terms of Reference.
- June agenda item: BC Chamber of Commerce letter to the Ministry of Agriculture.
- District A Farmers Institute is hosting a meeting on Bill 15 & 52 and have invited all Agricultural Advisory Committees to attend. In Nanaimo June 17, 2019 at 1:00 p.m. Information will be shared from attendees at next AAC meeting.

NEXT MEETING Tuesday, June 25, 2019

ADJOURNMENT 5:03 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
AGRICULTURAL ADVISORY COMMITTEE**

June 25, 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 Members	David Morgan Faye Kiewitz Raquel Kolof Gerald Rainville Paul Nash Erin Dutton Gretchen Bozak
ALSO PRESENT:	Director, Electoral Area F Director, Electoral Area E Manager, Planning & Community Development Planner Recorder Public	Mark Hiltz Donna McMahon Andrew Allen Julie Clark Genevieve Dixon 1
REGRETS:	Members	Barbara Seed Jon Bell

CALL TO ORDER 3:32 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

Recommendation No. 1 *AAC Meeting Minutes of June 11, 2019*

The Agricultural Advisory Committee recommended that the meeting minutes of June 11, 2019 be adopted.

NEW BUSINESS

BC Chamber of Commerce Letter to Ministry of Agriculture

Key points of discussion:

- Farmers shouldn't provide an avenue to remove ALR land.
- Concern about landowners not defined as persons in the act.
- Local governments can only apply for exclusion and appeal to the ALC on behalf of property owners.
- Centralized authority regulations are approved in the City of Victoria not by Regional Boards as before.
- It appears that the preliminary review of applications has been downloaded to the local

governments. If this is true, would the SCRD be in a position to determine which applications proceed to ALC and which do not? At the moment SCRD is an application portal for ALC and referral agency.

- Grounds for appeal procedures in the courts.

Recommendation No. 2 *Agricultural Land Commission Legislation Changes to Bill 15*

The Agricultural Advisory Committee recommended that the Ministry of Agriculture and the Agricultural Land Commission recognize and include landowners, as defined persons under all ALC and ALR legislation;

AND THAT owners of ALR land be provided the ability to apply for an appeal process for rejected applications from the ALC.

District “A” Farmers Institute Meeting Regarding Bill 15 & Bill 52

Key points of discussion:

- June 9, 2019 at Nanaimo’s “Rusted Rake” farm. 50 farmers attended the meeting.
- Primary concern over the non-approval of a secondary dwelling on farm land.
- Temporary non-permanent secondary dwellings can be approved but not for family.
- Landowners can’t sell food that is grown on farms, apart from alcohol producers that can.
- 5300 sq. ft. rule on a single/second family dwelling combined.
- 50 hectares required to approve second dwelling.
- Taxation on alcohol production/sales on farms.
- Long term farm/family help are no longer acceptable to approve secondary dwelling to accommodate help.
- What is the status on cannabis facilities in the ALR with in the SCRD?
- Foreseeable restriction within the Ag and industrial zones for non-soil based cannabis production facilities.
- SCRD to provide the draft Bylaw 310 in the fall of 2019.
- Ability to provide farm staff accommodations.
- Housing shortage.

Recommendation No. 3 *Agricultural Land Commission Legislation Changes to Bill 52*

The Agricultural Advisory Committee recommended that, in order to promote economic viability of farm operations, a maximum two dwellings should be permitted on a parcel, not to exceed the current 500m2 floor area limit.

Agricultural Land Use Inventory & Workshop Invitation to Members

- Ministry of Agriculture argrologists will be on the Sunshine Coast from July 8 – 12th, 2019.
- Collection of information will include: crop information, irrigation, livestock and land use for farming.
- Tuesday, July 9, 2019 from 4 – 6:30 p.m. at the Roberts Creek Community Hall.
- Invitation to farmers, landowners and producers.

July agenda item – emergency planning for farmers and people with livestock.

NEXT MEETING Tuesday, July 23, 2019

ADJOURNMENT 4:45 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
NATURAL RESOURCE ADVISORY COMMITTEE**

June 27, 2019

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

PRESENT:	Chair Members	Gerald Shaffer Gordon Littlejohn Gordon Cassidy Shawna Van Poppelen Burt Meyers
ALSO PRESENT:	Electoral Area D Director Electoral Area E Director Electoral Area F Director GM, Planning & Community Development Planner Planning Office Assistant/Recorder Public	Andreas Tize Mark Hiltz Donna McMahon (part) Ian Hall Julie Clark Genevieve Dixon 0
REGRETS:	Member	Gordon White Anayansi Cohen-Fernandez
ABSENT:	Member	Mariel Yglesias

CALL TO ORDER 3:30 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

Recommendation No. 1 *NRAC Meeting Minutes of July 18, 2018*

The Natural Resource Advisory Committee recommended that the meeting minutes of July 18, 2018 be received and approved.

REPORTS

BC Timber Sales (BCTS) Operations Plan 2019 – 2023

The SCRDP Planner provided an overview of the report to the committee.

Key points of discussion:

- Due to complex subject matter, some NRAC members requested more time to review the report in order make a decision.
- The staff report does not discuss what the actual impacts would be to the Egmont area:
 - What type of logging is proposed for each block?
 - Has an environment assessment been completed?
 - What will be the impact on the species at risk?
 - Would future SCRD recreation trail development plans be impacted by this cutting?
- Concern about logging up to the access trail to Skookumchuck Narrows area and the impact on local recreation and tourism
- What is typically included in the referral to SCRD?
 - BCTS maps (proposed cut blocks, recently logged cutblocks and proposed road building), excel sheet list of cut blocks
 - New cut blocks have typically been added in the fifth year of the Operations Plan.
 - Is re-planting information included in the referral information provided? No.
 - Is respacing for tip for tip replanting included in the referral information provided? No.
- Five years is a long plan to approve.
- Have the residents of Egmont seen the Operations Plan?
- Are aquifers protected when exposed? How are they dealt with?
- Time of year is an important consideration regarding impacts to communities and tourism.

Recommendation No. 2 *BC Timber Sales (BCTS) Operations Plan 2019 - 2023*

The Natural Resource Advisory Committee recommended that the spatial data regarding Bio-Inventory and wetland survey data be shared with NRAC.

Recommendation No. 3 *BC Timber Sales (BCTS) Operations Plan 2019 - 2023*

The Natural Resource Advisory Committee recommended that BCTS be requested to consider and be sensitive to tourism peak seasons in their operations.

Recommendation No. 4 *BC Timber Sales (BCTS) Operations Plan 2019 - 2023*

The Natural Resource Advisory Committee recommended that BCTS be requested to provide the SCRD more details on the type of logging proposed such as tree species, type of block design, and type of equipment to be used.

A survey of NRAC member's availability will be conducted in order to set a start time for the July meeting.

NEXT MEETING Wednesday, July 17, 2019

ADJOURNMENT 4:38 p.m.

SUNSHINE COAST REGIONAL DISTRICT**AREA A - EGMONT/PENDER HARBOUR
ADVISORY PLANNING COMMISSION****June 19, 2019**

RECOMMENDATIONS FROM THE AREA 'A' ADVISORY PLANNING COMMISSION MEETING
HELD AT THE PENDER HARBOUR SECONDARY SCHOOL, 13639 SUNSHINE COAST
HIGHWAY, MADEIRA PARK, BC

PRESENT:	Chair	Alan Skelley
	Vice Chair	Peter Robson
	Members	Tom Silvey Gordon Politeski Janet Dickin
ALSO PRESENT:	Recording Secretary	Kelly Kammerle
REGRETS:		Jane McOuat Yovhan Burega Catherine McEachern Sean McAllister Alex Thomson Dennis Burnham Gordon Littlejohn Director Lee

CALL TO ORDER 7:00 p.m.

AGENDA The agenda was adopted as presented.

MINUTESArea A Minutes

The Egmont/Pender Harbour (Area A) APC Minutes of May 29, 2019 were approved as circulated.

The following minutes were received for information:

- Roberts Creek (Area D) APC Minutes of May 13, 2019
- Planning and Community Development Committee Minutes of May 9, 2019

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

The APC requests that a time line be set for a response to questions raised in its meeting of May 29, 2019.

REPORTS

BC Timber Sales 2019-2023 Operations Plan

The APC received BC Timber Sales 2019-2023 Operations Plan and support the concerns and recommendations in the SCRD report with additional recommendations:

- Need substantial buffers so not to affect the view scape around the Skookumchuck and Suncoaster Trails.
- Concern with the time frame and the lack of community consultation and presentation.
- Particular concern over the extent of logging in the Egmont area and its likely effect on the economy of a community which relies heavily on tourism.
- Concern that the BCTS seems to have abandoned the communication protocol in a rush to harvest cut blocks.
- Harvesting should take place during off-peak tourist times, and harvesting methods should be identified in advance.

The APC appreciates the efforts by the Planning Department to get a good comprehensive report completed in short order.

DIRECTOR'S REPORT

No Director's report

NEXT MEETING July 31, 2019

ADJOURNMENT 7:50 p.m.

SUNSHINE COAST REGIONAL DISTRICT

AREA B - HALFMOON BAY
ADVISORY PLANNING COMMISSION

JUNE 25, 2019

RECOMMENDATIONS FROM THE AREA B ADVISORY PLANNING COMMISSION MEETING
HELD IN THE COOPERS GREEN COMMUNITY HALL AT COOPERS GREEN PARK, 5500
FISHERMAN ROAD, HALFMOON BAY, BC

PRESENT:	Chair Members	Frank Belfry Guy Tremblay Alda Grames Jim Noon Nicole Huska Elise Rudland Marina Stjepovic Eleanor Lenz
ALSO PRESENT	Recording Secretary	Carol Fisher
REGRETS	Electoral Area B Director Members	Lori Pratt Lindsay Halls Bruce Thorpe Barbara Bolding Catherine Onzik

CALL TO ORDER 7:04 p.m.

AGENDA The agenda was adopted as presented with an addition under New
Business: Invasive Species.

MINUTESArea B Minutes

The Area B APC minutes of April 23, 2019 were adopted as presented.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of April 24 & May 29, 2019
- Roberts Creek (Area D) APC Minutes of April 15 & May 13, 2019
- Elphinstone (Area E) APC Minutes of April 24, 2019
- West Howe Sound (Area F) APC Minutes of April 23, 2019
- Planning and Community Development Committee Minutes of April 11 & May 9, 2019

REPORTS

Truman Road Beach Access Permit Cancellation (Electoral Area B)

The APC discussed the staff report regarding the proposed improvements of the Crab Road right of way.

The following comments were made:

- SCR D decommissioned the boat ramp as it was not in safe use for the public or for the neighbourhood.
- Truman Road is narrow, being 60 meters long and 3 meters wide and has been decommissioned. The stairway access has been removed. There has been no public consultation on the decommission.
- The APC would like to hear what the neighbours of Truman Road and Crab Road opinions are.
- APC should have been informed of the meeting advisory of Crab Road.
- SCR D should consider comments from APC regarding an emergency access and the SCR D should have an evacuation plan especially for forest fires for the public and neighbourhood.
- The APC would like to see the results of the neighbourhood survey for information. The report will go back to planning for information.

Recommendation No. 1 *Truman Road Beach Access Permit Cancellation*

The Halfmoon Bay Advisory Planning Commission recommended that the SCR D place a fence; hedging; rocks or an appropriate demarcation and signage along the property lines.

BC Timber Sales (BCTS) Operations Plan 2019-2023

The APC discussed the staff report, BCTS maps and provided comments to be forwarded to BCTS for consideration:

The following comments were made:

- APC discussed that BCTS would need to collaborate with the SCR D and Sunshine Coast Forest in regards to providing fire breaks and provide the services for urban interface planning.
- Logging roads should have accesses marked out clearly and not decommissioned which is viable to be able to locate the roads especially for emergency vehicles and emergency personnel.
- According to the Coastal Douglas Fir Ecosystem, 10% of all ecosystems must be kept and it has been noted that there is no lumber cutting west of the Sunshine Coast Highway.
- APC would like to see the Advisory Committees' comments on BCTS 2019 Operations Plan. There is no draft from 2019, only can see the comments from 2018. If there is a report from 2019, APC would like to see it to provide accurate recommendations on the BCTS Operations 2019-2023, 5 year plan.

Recommendation No. 2 *SRCD Evacuation Planning*

The Halfmoon Bay Advisory Planning Commission recommended that a full-time Disaster Coordinator provide insight on suggesting some type of evacuation route(s) and a fire plan as recommended in the Mitchell & Associates report.

NEW BUSINESS**Invasive Species**

The APC would like to receive the Invasive Species Management Strategies 2018 report. The APC has questions around disposal and composting of these types of plants.

DIRECTORS REPORT

No Directors Report.

NEXT MEETING July 23, 2019 at 7:00 p.m.

ADJOURNMENT 8:15 p.m.

SUNSHINE COAST REGIONAL DISTRICT**AREA E – ELPHINSTONE
ADVISORY PLANNING COMMISSION****June 26, 2019**

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

PRESENT:	Chair Members	Mary Degan Dougald Macdonald Mike Doyle Rod Moorcroft Nara Brenchley Ken Carson
ALSO PRESENT:	Electoral Area E Director Recording Secretary Public	Donna McMahon Diane Corbett 5
REGRETS:	Members	Rick Horsley Sandra Cunningham Lynda Chamberlin Ann Cochran Bob Morris

CALL TO ORDER 7:00 p.m.

AGENDA The agenda was adopted as circulated.

An attachment to the staff report on BC Timber Sales (BCTS) Operations 2019-2023 was received.

MINUTESArea E Minutes

The Area E APC minutes of April 24, 2019 were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of April 24 & May 29, 2019
- Halfmoon Bay (Area B) APC Minutes of April 23, 2019
- Roberts Creek (Area D) APC Minutes of April 15 & May 13, 2019
- West Howe Sound (Area F) APC Minutes of April 23, 2019
- Planning and Community Development Committee Minutes of April 11 & May 9, 2019

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESSElphinstone APC Minutes of April 24, 2019

There was discussion about the process related to a section of the April APC minutes being expunged by an SCRDP staff person under the *Freedom of Information and Protection of Privacy Act (FOIPPA)*.

A member requested clarity regarding minutes protocol, thus to be clear on the APC's role. The member felt that a change of the APC minutes should be communicated by staff with the APC Chair, who could communicate with APC members.

REPORTSSubdivision Application SD000060 (Caerus Construction Limited for Dempster)

The APC discussed the staff report regarding Subdivision Application SD000060 (Caerus Construction Limited for Dempster) at Sunnyside Road, Gibsons. The following points were noted:

- It is pretty straightforward.
- It is aligned with the OCP and other bodies.

Recommendation No. 1 *Subdivision Application SD000060 (Caerus Construction Limited for Dempster)*

The Elphinstone Advisory Planning Commission recommended that Subdivision Application SD000060 be supported for the following reasons:

- It is in alignment with the OCP.
- The application meets all the criteria for a subdivision in this area.
- The APC has no objection to this proceeding.

BC Timber Sales (BCTS) Operations 2019-2023

The APC discussed the staff report regarding BC Timber Sales (BCTS) Operations 2019-2023. The following concerns were noted:

- We would be in a stronger position if we had an optimal use for the forest system. Engage with the Forests Ministry and First Nations to showcase this wonderful forest. Put a trail through, an easier trail than the Suncoaster Trail; build a few bridges. The value of selling logs would be offset by the trail system. Manage the forest for its remarkable qualities. Consider the value of tourism to the area. This could be a truly remarkable spot, good for generations to come. Identify the social value. For this particular band of forest, logging it is not the best use. There are better uses of the land.
- We don't have an overall land use plan that takes into account the local use and respects what the local people want to do with it. Thus it makes it difficult to ask for what we want. We need our land management plan.
- We aren't gaining anything out of this current sale and there is no value added. A trail system would create an attraction.
- SCRDP could make strong recommendations on the community interface area.
- What detriment does logging do to lands below in terms of erosion? There is a negative impact if harvested, versus a positive impact regarding tourism.

- Concern: even with all the forest fires, BCTS still tries to get their allowable yearly cut and doesn't make allowance.

The Chair invited questions or comments from members of the public. Comments included:

- A resident from just below Reed Road forest listed local residents' concerns around the issue of logging DL1313: water run off, impact on downhill wells, lack of having anything to walk in and enjoy, the beauty of it, all the wildlife and ecosystems. It affects house values; it affects an entire area. Everybody is worried, concerned. Farmers down the road are concerned. It is not that residents are against logging, but are against complete clear cutting. BCTS should listen to the community.
- Need to scale things down a bit; you won't be able to log at the same capacity with climate change, fires, and so on.
- Sunshine Coast is tourism; people come here because of the forests and trails.

Recommendation No. 2 *BC Timber Sales (BCTS) Operations 2019-2023*

The Elphinstone Advisory Planning Commission recommended support for the recommendations as noted in the staff report of June 27, 2019, and support for the points expressed by the Elphinstone APC in the APC minutes of April 25, 2018:

- Strong opposition in Area E to the logging of DL 1313.
- BCTS has been notified for several years now that they need to take DL1313 off their list on a permanent basis. As world populations grow, so grow the Coast's and Area E's population. People and animals require green space and the Reed Road Forest is a true gem and the only substantial forest in our area. Immediate neighbours of Lot DL1313 are very concerned about erosion and loss of watershed for their wells. They believe that their properties, downslope of this forest, would be at huge risk if the forest cover were logged.
- Logging in an urban interface area is example of poor landscape management.
- Discussion of BCTS operations and research projects and APC members' perspectives on the recent BCTS workshops and field trip for SCRD advisory committee members.
- Lack of a land and resource management plan on the Sunshine Coast.
- The Sunshine Coast has old forests that may not be found anywhere else in the province.
- There would probably be more value to the community over the next thirty years to retain the forest than have a revenue stream from forestry. This needs to be addressed in these plans.
- We are short of land to be conserved, short changed. Would like the same conservancy rate as other areas of the province.
- There are many and varied different forms of recreation here. Add up all the cash flows that result from keeping something like that, and it adds up.
- They need to take all of these considerations into account. Overall the Province and their planning may not be reflecting what the values of this community are. They may not reflect in our bioregion how we are utilizing the woods. There are different ways we might be utilizing the woods as a community. We are the back yard and playground for the Lower Mainland. We can provide a lot of unique things like the Coastal Douglas Fir zone that isn't available in other parts of the province. There are things like that that need to be taken into consideration when they consider that value, and what is generated for the province financially and overall. We are providing safe spaces for people to be doing healthy recreation.
- There is a huge appetite for what we have got over here. If you are going to start

chopping down a mountain, could it have an impact on real estate values?

- The SCRD's response to this issue is lukewarm. They should say that we need this much public recreation space; the forest is really important and we have to protect that. SCRD should say we see advantages for protecting certain lots, and come forth with stronger arguments. Need to bring everybody together and say long term this is what we will do.
- Right now it is a standoff, not a process.
- Want BCTS to leave the south and east flanks of Mount Elphinstone.
- An excerpt pertaining to District Lot 1313 from the Elphinstone Official Community Plan (Bylaw No. 600) was read aloud from Section B-10.3 Community and Regional Park Policies, point 3, advocating that the SCRD acquire DL 1313 (Old Gibsons Watershed Reserve), a 48 hectare (120 acre) site *"covered by the largest areas of mature coniferous forest and wetland identified in the Sunshine Coast Sensitive Ecosystem Inventory (2003) within the Elphinstone OCP"*, as a community or regional park *"that protects the surface and ground water resources so that they can continue to be available to the Town of Gibsons and the Regional District for community water and reservoir purposes."*

NEW BUSINESS

Discussion of APC Meeting Attendance

There was discussion of potential protocols to apply in the case of the repeated absence from APC meetings of an APC member. There was a general consensus that the Chair contact members absent for more than three consecutive meetings to inquire of their continued interest in participation on the Advisory Planning Commission.

Recommendation No. 3 *Advisory Planning Commission Meeting Attendance*

The Elphinstone Advisory Planning Commission recommended that the Sunshine Coast Regional District put an attendance clause in the APC Bylaw No. 453.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING July 24, 2019 *(No meeting scheduled in August)*

ADJOURNMENT 8:15 p.m.

SUNSHINE COAST REGIONAL DISTRICT**AREA F – WEST HOWE SOUND
ADVISORY PLANNING COMMISSION****June 25, 2019**

RECOMMENDATIONS FROM THE WEST HOWE SOUND (AREA F) ADVISORY PLANNING COMMISSION MEETING HELD AT ERIC CARDINALL HALL, 930 CHAMBERLIN ROAD, WEST HOWE SOUND, BC

PRESENT:	Chair Members	Fred Gazeley Gretchen Bozack Susan Fitchett
ALSO PRESENT:	Director, Electoral Area F Applicant/Owner Recording Secretary Public	Mark Hiltz David Morgan Diane Corbett 7
REGRETS:	Members	Doug MacLennan Kate-Louise Stamford John Rogers
ABSENT:	Member	Bob Small

CALL TO ORDER 7:10 p.m.

AGENDA The agenda was adopted as presented.

MINUTESWest Howe Sound (Area F) Minutes

The West Howe Sound (Area F) APC minutes of April 23, 2019 were approved as circulated.

Minutes

The following minutes were received for information:

- Egmont/Pender Harbour (Area A) APC Minutes of April 24 & May 29, 2019
- Halfmoon Bay (Area B) APC Minutes of April 23, 2019
- Roberts Creek (Area D) APC Minutes of April 15 & May 13, 2019
- Elphinstone (Area E) APC Minutes of April 24, 2019
- Planning and Community Development Committee Minutes of April 11 & May 9, 2019

REPORTS

Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605)

The Applicant provided background information regarding: a previous ALR-non ALR land swap on the adjacent property; the request to exclude land in the area closest to services, where the applicant intended to construct a residence for a family member, and to remove the need to construct an access road through the ALR to the currently designated non-ALR land; inaccuracies in records from BC Assessment and the Agricultural Land Commission; agrology reports; recent process and actions followed regarding the application. The applicant noted that the inclusion-exclusion proposal was an even trade of 1.16 hectares and would create a contiguous agricultural swath with the adjacent property.

The Chair invited members of the public to comment or question the applicant. Points noted included:

- Concern and resulting confusion about discrepancies of size of lands proposed to be included/excluded as indicated in written materials.
- Sense that there was no process for hearing views of the concerned public. "We didn't see a clear process for the community to understand what was going on, and have access to that process in any way, shape or form."
- Experience of the public at the March 2019 meeting of the Agricultural Advisory Committee.
- Optics regarding the process: the application was advertised in a newspaper that is not the main newspaper in circulation on the Sunshine Coast; "poster-size" notice was posted on Port Mellon highway in low visibility spot; how the process was conducted left concern about the end result and question as to the full extent of the proposed development.
- Concern that the proposal would affect the community of YMCA Road by removing ALR land from the boundary closest to the residential area, which residents hoped would remain and flourish, potentially opening it up to "any kind of development". Concern that the intent is to build more than just a house for a family member.
- Concern about multiple ALR lots being removed from the ALR on the Sunshine Coast.

The APC discussed the staff report regarding Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605).

The following points were noted:

- An APC member, also on the Agricultural Advisory Committee (AAC), discussed the March 2019 AAC meeting at which the application was on the agenda. The public was in attendance but not allowed to speak to the application as it was understood by the AAC that there would be further opportunities for people to comment on the proposed development, and the AAC mandate was to look at the ALC application. The member perceived it was a mistake not letting the public speak at the AAC. It was noted that members of the public who live adjacent to the ALR should keep an eye on the ALR regulations, which often change; any number of things could happen, such as installation of a brewery.
- It is an improvement to the agricultural land.
- Planning and development applications may be required if the ALC allows the swap and the applicant proposes development. There may be opportunities for public input depending on the type of planning application.
- The trade is a 1:1 swap.
- The YMCA subdivision was a weird subdivision: the mill was expanding; it was outside of the fire district and many services but there was so much pressure for affordable housing.

Recommendation No. 1 *Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605)*

The APC recommended that Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605) be supported under conditions as noted in the staff report, and for the following reasons:

- It is logical to take the non-agricultural piece out of the ALR and put in piece of higher class ALR land to create a contiguous swath.
- The existing configuration would have to allow an access road into that non-ALR section, taking up agricultural land.
- The non-ALR portion is near the creek; making the switch will protect the creek more.

BC Timber Sales (BCTS) Operations 2019-2023

The APC discussed the draft staff report regarding BC Timber Sales (BCTS) Operations 2019-2023. The following points were noted:

- Appreciation that the Ministry is sharing the information with local governments.
- The comments from last year are equally effective this year.
- We can't keep putting crown land aside for other uses; need to keep some for revenue as well.
- The draft staff report of June 27, 2019 was not included in staff report.
- One of the biggest risks to any urban forest is invasive species.

Recommendation No. 2 *BC Timber Sales (BCTS) Operations 2019-2023*

The APC recommended that, although the draft staff report to the June 27, 2019 Corporate and Administrative Services Committee on BC Timber Sales (BCTS) Operations 2019-2023 was not included in the agenda package, the Director provided the report with recommendations and the APC agrees with the recommendations.

DIRECTOR'S REPORT

The Director's report was received.

NEXT MEETING July 23, 2019

ADJOURNMENT 9:15 p.m.

Subject: Request for Letter of Support - URGENT



From: Don Cunliffe

Date: July 3, 2019 at 21:20:43 PDT

To: Ian.Hall@scrd.ca

Cc: Tina.Perreault@scrd.ca, teknight, brian.smith

, Lori.Pratt@scrd.ca

Subject: Request for Letter of Support - URGENT

Dear Ian,

The Halfmoon Bay Community Association (HBCoA) is looking forward to submitting a 'Letter of Intent' to apply for legacy funds from the Sunshine Coast Community Forest (SCCF). These funds would be used to support the construction of a replacement hall at Coopers Green Park as per our agreement with the SCRD.

A letter of support from the SCRD to include with our 'Letter of Intent' would be consistent with the agreement documented between the two organizations in the Memorandum of Understanding to work cooperatively in fundraising for a new hall.

Looking forward to the SCRD's letter of support in assisting with the application process for funds from the SCCF.

Please note that deadline for our submission of the 'Letter of Intent' to the SCCF is July 19, 2019.

Regards,

Halfmoon Bay Community Association

Don Cunliffe

Director HBCoA and Fundraising Chair