



PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE

Thursday, April 15, 2021

**Held Electronically in Accordance with Ministerial Order M192
and Transmitted via the SCRD Boardroom, 1975 Field Road, Sechelt, B.C.**

AGENDA

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

2. Gerry Pageau, Director, Sunshine Coast Community Solar Association
Regarding Performing energy audits for SCRD buildings. ANNEX A
pp 1 - 3

REPORTS

3. Planning and Community Development Department 2021 Q1 Report
General Manager, Planning and Community Development
Planning and Community Development Services (Voting – All) ANNEX B
pp 4 - 23
4. BC Liquor and Cannabis Regulation Branch Application (# 008360) for Non-
medical Cannabis Store – Infinity Chill Out Joint ANNEX C
pp 24 - 31
Senior Planner
Electoral Area D (Rural Planning Services) (Voting – A, B, D, E, F)
5. Frontage Waiver Application FRW00008 (Sunnyside Road) ANNEX D
pp 32 - 34
Senior Planner
Electoral Area E (Rural Planning Services) (Voting – A, B, D, E, F)
6. Electoral Area A (Egmont/Pender Harbour) APC Minutes of March 31, 2021 ANNEX E
pp 35 - 36
Electoral Area A (Rural Planning Services) (Voting – A, B, D, E, F)

COMMUNICATIONS

7. Lisa Helps, Mayor, City of Victoria, dated March 10, 2021 ANNEX F
pp 37 - 38
Regarding Help Cities Lead Campaign.
8. Carla Jack, Provincial Toponymist, Ministry of Forests, Lands, Natural Resource
Operations and Rural Development, dated March 29, 2021 ANNEX G
pp 39 - 41
Regarding Official Geographical Name Change in shíshálh swiya for Wilson
Creek.

NEW BUSINESS

IN CAMERA

ADJOURNMENT



Sherry Reid, Corporate Officer
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V0N 3A1
Phone: 604-885-6800 (Fax: 604-885-7909)
Email: info@scrd.ca

March 10, 2021

For submission to the SCRD board of directors as agenda item for next meeting.

Subject: Performing energy audits for all major SCRD buildings.

On October 8th, 2020, the SCCSA advocacy committee made a Zoom presentation to the SCRD planning committee outlining the results of an energy audit that we did on the GACC. Feedback from the SCRD staff was that while interesting information was presented, it was not clear if this building was the best place to spend scarce capital. For optimum capital allocation, an audit of all the main SCRD buildings is needed so energy projects can be prioritized.

On January 25th, 2021, the SCCSA advocacy committee had a Zoom meeting with Dean McKinley to offer our services to audit SCRD buildings to determine their potential for energy upgrades. Ultimately, the goal is to end up with a list of projects prioritized by GHG reduction, operating cost reduction or other criteria chosen by the SCRD. We also want to determine scope, installed cost, and estimated payback for a few of the top projects. This way SCRD staff will have shovel-ready energy projects to be able to quickly take advantage of any infrastructure or climate grants that become available. On that basis, we proceeded to apply for grants to finance such an audit.

Good news – we were successful in getting a PICS (Pacific Institute for Climate Solutions) grant that allows us to hire a UBC, UNBC, SFU or UVic student to work full time for 3 months. The 3rd or 4th year engineering or science student will be mentored by members of the SCCSA's technical team.

We are asking for confirmation that the SCRD is willing to work with us by supplying the intern with physical access to the buildings and copies of annual energy bills so a thorough analysis can be completed. Our proposal is very flexible and by working together, we can insure that this will be a valuable project for the SCRD. We would like to know how you and your staff see the project moving forward so that your priorities remain in focus and this will be a real benefit to the SCRD.

The SCCSA was registered in BC as a non-profit society in 2015, dedicated to educating and empowering our local community in all aspects of energy conservation and renewable energy production. On behalf of the SCCSA board of directors, thank you for your consideration, and we look forward to hearing back from you soon.

Gerry Pageau, P. Eng.,

22(1)

suncoastcommsolar.weebly.com

Copy to: Dean McKinley, Raph Shay

Internship Program – Application Form

The deadline for applications is **11:59 pm, January 11, 2021**. Please send as a pdf to picsintern@uvic.ca

Project contact information

Name of applicant:	Gerry Pageau	Email:	22(1)
Organization/Company:	Sunshine Coast Community Solar Association (SCCSA)		
Address:	22(1)		

Proposed internship position

Project title	Energy audits of government buildings on the Sunshine Coast
Position title:	Energy audit intern

Describe the objective of this project and the intern's responsibilities within it. (350 words max)

The object of this project is to perform an energy audit of government owned buildings on the Sunshine Coast. We have offered to audit about 40 Sunshine Coast Regional District (SCRD) buildings. We'll also extend the offer to the municipalities of Gibsons, Sechelt and the shishálh Nation. Each building will be rated for the following aspects:

1. Suitability for solar electricity generation: Shade map, existing electricity cost & usage, existing wiring, roof age, structure & orientation, kW generating potential, estimated capital cost and projected payback.
2. Suitability for solar thermal collection: Estimate hot water usage, existing gas or electricity HW heating cost, solar HW generating potential, estimated capital cost, GHG reduction and projected payback.
3. Document current HVAC system type, efficiency, age and operating cost. Estimate cost of upgrading to high efficiency heat pump, potential payback and GHG reduction.
4. If building is considered essential service or part of emergency preparedness plan, review backup electricity needs and existing backup power system. Estimate cost of upgrading to battery backup or high efficiency standby generator to minimize GHG emissions & operating cost and maximize reliability.
5. Document building dimensions, age, roof & wall insulation type & thickness, and window type & area.
6. Consider current and future EV charging needs and estimate cost.

Local government staff with help from the SCCSA sub-committee will use this information to prioritize building energy upgrade projects with highest GHG reduction and/or payback.



Describe the potential impact of this project on climate solutions. (150 words max)

1. Replacing natural gas HVAC with electric heat pumps can reduce space heating GHG emissions by over 95% and operating costs by 35%.
2. Installing solar thermal HW pre-heaters can reduce gas fired HW GHG emissions by 50% or more. Using solar thermal and switching to electric HW will eliminate natural gas GHG emissions.
3. Installing EV chargers at certain government buildings is required infrastructure to allow for conversion of their fleet away from gasoline/diesel vehicles. Other buildings are good sites for public-pay EV chargers. Both are needed to eliminate GHG emissions from public & private vehicles in the next 10 years.
4. Installing electrical generating solar arrays reduces the financial impact of conversion from natural gas as well as increasing local power resiliency, particularly when combined with battery backup.
5. A comprehensive audit will help ensure finite government resources are focused on projects with the highest GHG reductions per \$ invested.

Identify the key audience or recipient for the results of this project. (100 words max)

This project was initiated by a request from SCRD director Donna McMahon to do an audit of the SCRD Gibsons & Area Community Centre. Once the SCCSA had completed the written report and made our PowerPoint presentation to the SCRD planning committee, it became obvious that the report needed to be duplicated for other buildings (such as the SCRD Sechelt Aquatic Centre) to ensure scarce funds were allocated to buildings with the highest potential GHG and/or operating cost reduction. If useful for evaluating this proposal, pdf copies of report & presentation are available on request.

Because the SCCSA is a non-profit and due to COVID our 2020 fundraising is far lower than normal, we need this grant to hire a student intern to work with our sub-committee volunteers (engineer, electrician, net-zero expert and small business owner) to take on this large project and complete it in time for the SCRD's 2022 capital budget. This also allows option of auditing local municipal buildings.

Describe the opportunities for student learning/teamwork, and their work environment. (150 words max)

Our ideal candidate will be a 3rd or 4th year engineering student who is passionate about climate change mitigation, GHG reduction and solar power in particular. They will be trained in the auditing process by a senior professional engineer who worked in the pulp & paper industry for 41 years doing heat and material balances, energy studies and capital projects. He has also taught solar energy classes for the past 4 years at Capilano University through the Elder College program. Our recently retired electrician will provide practical wiring, safety and power generation training. Our net-zero expert has recently completed courses at BCIT on the BC energy step code and related Building Code aspects. He is also an experienced report writer and graphic artist experienced in preparing professional presentations. We also have a local business owner whose company installs solar PV. Initially the intern would work with one of our volunteers learning the tools and procedures. Once trained, they would interact with government staff, visit each building, gather data and write report.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 15, 2021

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

SUBJECT: **PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT 2021 Q1 REPORT**

RECOMMENDATION

THAT the report titled Planning and Community Development Department 2021 Q1 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 First Quarter (Q1) of 2021: January 1 to March 31, 2021.

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

PLANNING AND DEVELOPMENT DIVISION

Regional Planning [500]

Key projects in Q1 included:

- Regional Growth Baseline Research: At the direction of the Board's Strategic Plan, staff undertook the process of investigating and evaluating the potential of proceeding with a RGS baseline research project. An RFP has been developed and is nearing completion for posting. The general goals of the RGS process are as follows:
 - Develop a shared understanding between Coast local governments of historical growth patterns and anticipated future growth needs;
 - Understand what adequate, sustainable servicing capacity will be required;
 - Foster dialogue about opportunities (building blocks, roadmap) to ensure future growth aligns with/contributes to community goals as described in Official Community Plans and other high-level plans and strategies. Potentially, a collective vision can be defined for how best to sustainably manage anticipated growth in a way that advances livability and reflects shared goals, objectives and values.
- By mutual agreement with the shíshálh Nation, and in coordination with UBCM, SCRD withdrew from the 2020/21 intake of the UBCM Regional Community to Community Forum program. This change respects the current health situation/state of emergency. In staff-to-staff discussion, it is hoped that we will all be in a better position for quality, in-person dialogue post-COVID. UBCM has offered and encouraged that we apply for a future intake.

Rural Planning [504]

Key projects in Q1 included:

- The Zoning Bylaw No. 310 Update project – the draft bylaw has received a significant amount of work throughout Q1 and is being further refined/completed by staff with the goal of bringing it forward toward the end of Q2.
- Process Improvements: Staff developed a broad range of operational process improvements aimed at shortening application timelines, improving customer service and building future capacity and readiness for long range planning initiatives. To support this work, planning staff provided two separate Board workshops on March 8 and 15. Following this, a comprehensive report was provided to the PCD for their meeting held on March 18. Process improvement work is ongoing and will include updates to information on the website and through the redevelopment of application forms and guides.
- APC Orientation: The SCRD underwent annual recruitment for new/continuing members for the 5 APCs. As part of this process the planning team developed a comprehensive orientation package and provided workshop sessions to Area D, E, and F on March 24 and to Areas A and B on March 31. Included within the workshop was an overview of process improvements where subtle changes to how APC advice is gathered in order to derive maximum impact from volunteers' work and to build capacity and readiness for meaningful engagement on future planning initiatives.

- **Development Approvals Grant:** The Province has developed a Local Government Development Approvals program, including a grant opportunity to support local governments achieve improve development processing and achieve critical housing needs. A total grant allocation of \$15-million (Province-wide) is part of the Province's ongoing work to give local governments the tools necessary to meet housing needs in their communities. Staff are preparing a staff report seeking a resolution of support to apply for this grant.
- **Recruitment and Training:** Two new staff members joined the planning team in Q1. Nick Copes, Planner 1 and Chris Humphries, Planning Technician 1 both joined the Planning Division. The vacant Planning Technician 2 position has been posted.
- **The volume of property inquiries remained high throughout Q1.** Staff are further refining dispatch roles and finding efficiencies utilizing the RT Planning inbox to improve response times.
- **Tempest integration:** Staff have been diligently working with the IT department on further implementation of Tempest software Prospero module. The goal of the work is to dramatically simplify file management and better integrate a broad range of applications and improved information finding related to property folders. This will improve efficiency and customer service.

OPERATIONS

Development Applications Statistics

Applications Received	Area A	Area B	Area D	Area E	Area F	Q1 2021
Development Permit	8	6	2	1	4	21
Development Variance Permit	1		2			3
Subdivision		1	1	3		5
Rezoning/OCP						0
Board of Variance		1				1
Agricultural Land Reserve				1		1
Frontage Waiver			1	1		2
Strata Conversion						0
Total	9	8	6	6	4	33

There were 33 Development Applications received in Q1 2021 compared to 26 in Q1 2020.

- The 2020 total for Development Applications was 77.
- The 2019 total for Development Applications was 96.
- The 2018 total for Development Applications was 88.
- The 2017 total for Development Applications was 80.

Development Applications Revenue

Revenue Stats	Area A	Area B	Area D	Area E	Area F	Q1 2021
Development Permit	\$3,900	\$3,000	\$1,000	\$500	\$1,800	\$10,200
Development Variance Permit	\$500		\$1,000			\$1,500
Subdivision		\$1,525	\$1,030	\$5,070		\$7,625
Rezoning/OCP						\$0
Board of Variance		\$500				\$500
Agricultural Land Reserve				\$750		\$750
Frontage Waiver			\$150	\$300		\$450
Strata Conversion						\$0
Total	\$4,400	\$5,025	\$3,180	\$6,620	\$1,800	\$21,025

Development Applications revenue was \$21,025 in Q1 2021 compared to \$19,715 in Q1 2020.

- The 2020 total for Development Applications revenue was \$58,270.
- The 2019 total for Development Applications revenue was \$60,625.
- The 2018 total for Development Applications revenue was \$69,402.
- The 2017 total for Development Applications revenue was \$63,360.

Provincial and Local Government Referrals

Referrals	District of Sechelt	Town of Gibsons	Shíshálh Nation	Islands Trust	Skwxwú7mesh Nation	Province	Other*	Q1 2021
Referrals						2		2

There were 2 Referrals received in Q1 2021 compared to 8 in Q1 2020.

- The 2020 total for Referrals was 25.
- The 2019 total for Referrals was 26.
- The 2018 total for Referrals was 24.
- The 2017 total for Referrals was 36.

Planning Division Public Inquiries

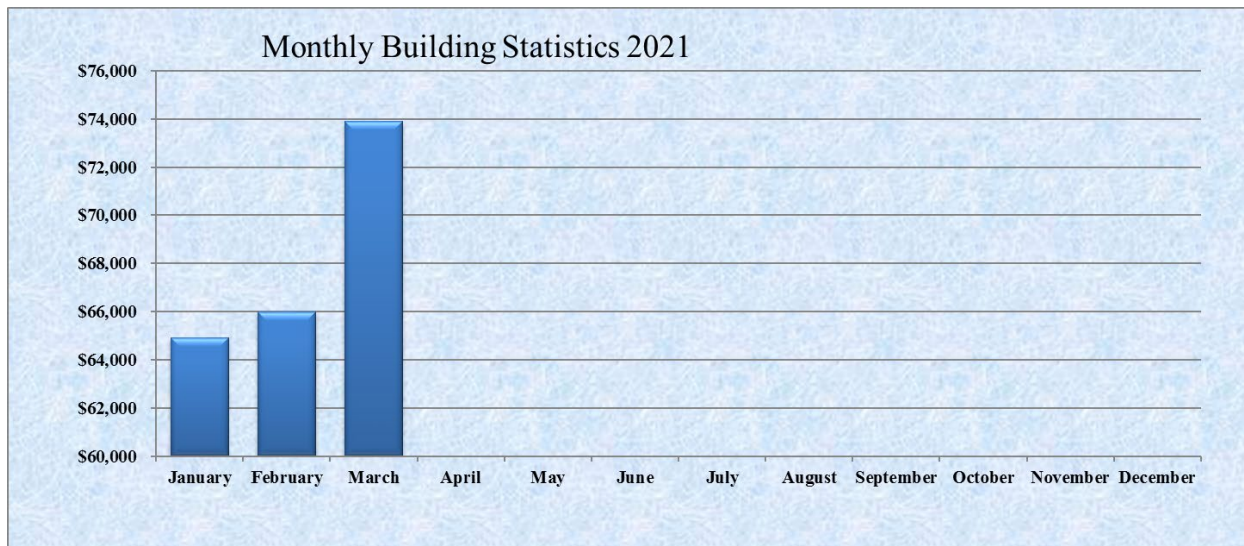
The statistics provided in the table below provide an overview of the quantity of planning / property related inquiries that the public submit to planning staff via email, front counter and phone.

Email Public Inquiries	#
January	151
February	372
March	263
2021 Year to Date Total	786

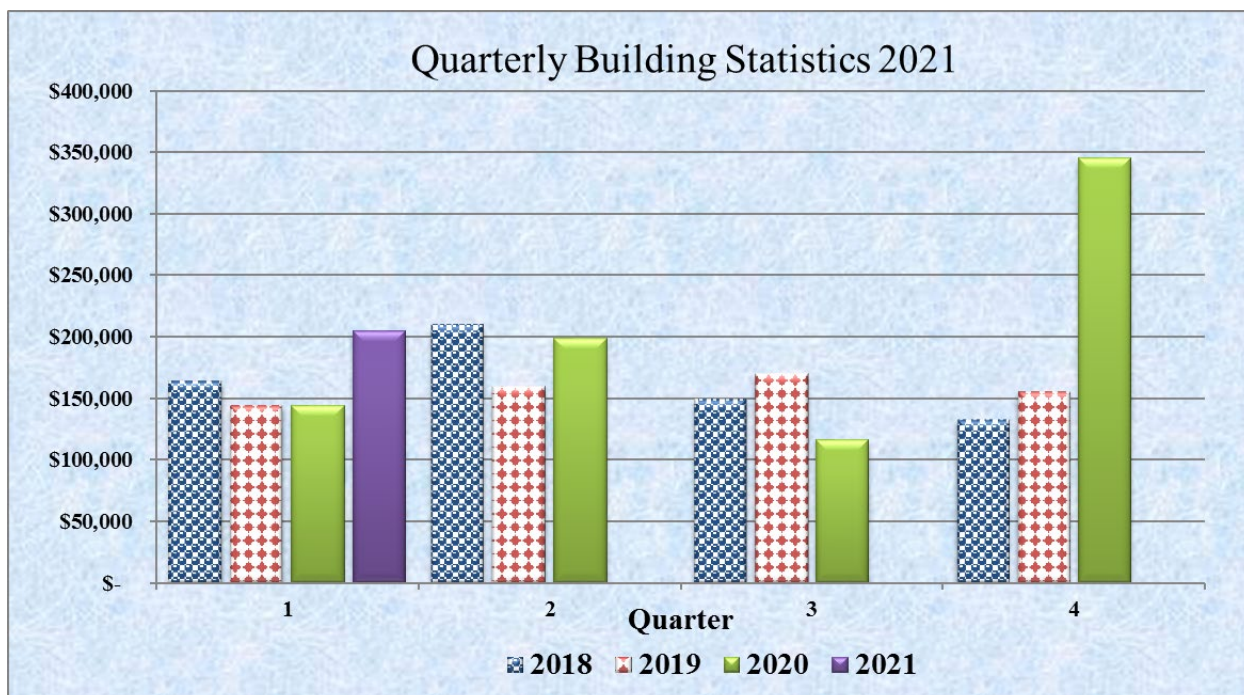
BUILDING DIVISION

The First Quarter of 2021 saw a continuation of very strong construction activity within the SCRD. The number of enquiries regarding construction details and building permits indicates this trend will continue for some time.

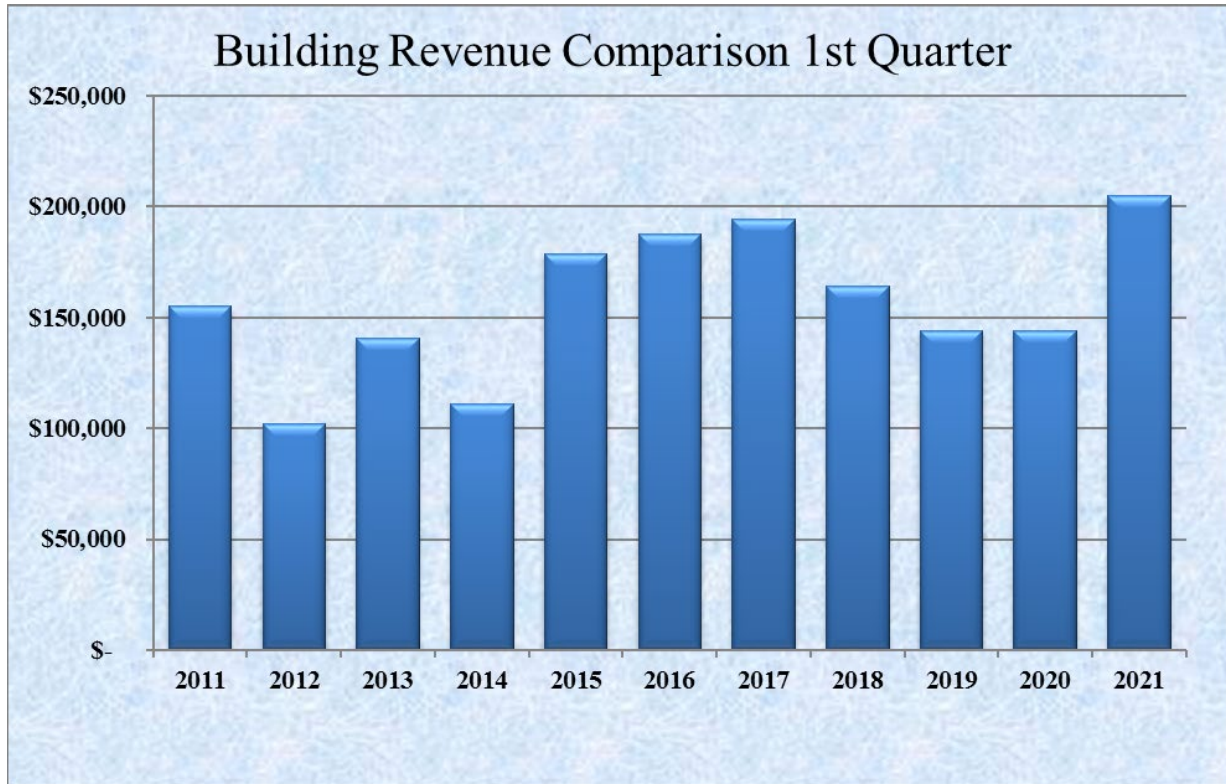
First Quarter Monthly Building Statistics 2021



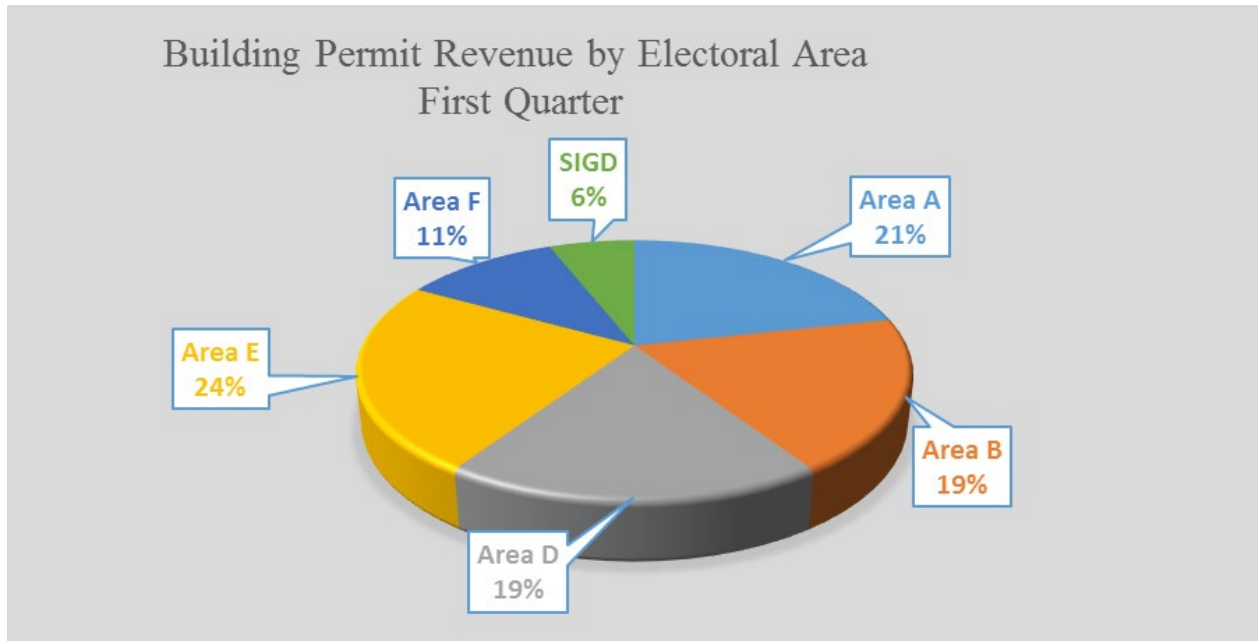
Quarterly Building Statistics Comparison 2018 - 2021



First Quarter Building Revenue Comparison 2011 - 2021



Building Permit Revenue by Electoral Area – Q1 2021



SUSTAINABLE DEVELOPMENT DIVISION

- The Manager, Sustainable Development was hired at the end of the first quarter.
- A work plan is being developed based on Strategic Plan priorities and Board directives. A draft divisional service plan addressing both Corporate Sustainability [135] and Regional Sustainability [136] will be presented in Q2.

PORTS AND DOCKS DIVISION

OPERATIONS

- In Q1, a number of urgent repairs were completed such as gangway repairs.
- Seasonal maintenance inspections were conducted at all nine facilities in January
- Urgent response to catastrophic storm damage at the Gambier Harbour float continued. several community updates were issued. Staff are actively working to have repair completed as soon as possible and are acutely aware of warmer weather/busier dock season coming.

PORTS MONITORS (POMO) COMMITTEE

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

Currently 8 of the 9 POMO Committee positions are filled. The Port Graves position remains open.

MAJOR PROJECTS

- An application for 2021 ports capital projects was made to the Investing in Canada Infrastructure Program (100% funding). Result pending.

FACILITY SERVICES DIVISION

Building Maintenance [313]

Building Maintenance Tickets	Jan 1 – March 31
Tickets received	52
Tickets resolved	37
Open (unresolved) tickets as of March 31	24

COVID-19

There has been a reduction in work tickets received since facilities have closed or are operating with reduced staffing due to COVID-19. Regular scheduled preventative maintenance continues to be performed by building maintenance staff.

Gibsons Library:

- Seagull Mitigation – ongoing, ticket is renewed annually.

Field Rd

- Paper Order – ongoing, ticket is renewed annually.
- Front Door – estimate and repair pending.
- Rolling Ladder IRC – inspected, no safety concerns but new wheels needed.
- Men's Toilet Lobby - flapper adjusted, monitor for now, new parts may be needed.

Halfmoon Bay Fire Hall

- Weather stripping and water fixtures – pending.
- Office Insulation – pending.

Gibsons Fire Hall #1

- Water Fixture Replacement – pending.

Mason Rd Utilities Building

- Water Faucets – pending.
- Door Seals – pending.
- Roof Insulation – pending.

Mason Rd Fleet – Transit Building

- Water Faucets – pending.

GACC

- GACC Shelving Unit – build small shelving unit in gym closet.
- Washroom faucets – waiting on pricing options.
- Fascia board – project waiting on better weather.

SAC

- No unresolved tickets.

SCA

- Skate shop renovations – nearing completion
- Water fixtures – pending
- Door seals – pending

GDAF

- GDAF troubleshooting guides - several have been completed with a few left to do.
- Install rain pool quick fill.
- Install new mechanical room and change room exhaust fans.
- Troubleshoot and repair hot tub UV light.

PHAFC

- PHAFC Fitness Room Mirror Broken – Getting quotes for repair – replacement options

Recreation Facilities Services [613 & 625]

GACC

- Staff are reviewing 2 new provincial orders issued by Technical Safety BC respecting ammonia refrigeration plants (<https://www.technicalsaftybc.ca/notifications/new-ammonia-safety-orders>). The orders will be reviewed with a qualified refrigeration engineer for identification of cost-effective compliance approaches. The orders must be complied with by February 2022.
- Ice removal March 15th.
- Condenser fan bearings replaced by contractor.
- RTU#1 fan motor replaced by contractor.
- Ammonia alarm system sensor replacement by contractor.
- Six (6) month maintenance and calibration of ammonia alarm system by contractor.
- Brine pump belt replacement by staff.
- Zamboni door repair by contractor.
- Emergency plumbing repairs by contractor. Arena level sanitary drain was plugged.
- Planning for annual maintenance and capital projects has commenced.
- Ongoing routine preventative maintenance.

SAC

- Heat pump #2 is offline, contractor has been contacted to troubleshoot.
- Fire sprinkler system leak and discovery of corrosion in pipping. Work is underway to plan for remedial work during annual maintenance closure.
- Hairline cracks discovered on pool sand filters. Work is underway to plan for replacement during annual maintenance closure.
- Planning for annual maintenance and several capital projects has commenced.
- Ongoing routine preventative maintenance.

SCA

- Staff are reviewing 2 new provincial orders issued by Technical Safety BC respecting ammonia refrigeration plants.
- Capital refrigeration plant MCC panel replacement project substantially completed. Some minor deficiencies left to resolve.
- Ice installation and reopening of facility for ice usage.
- Desiccant dehumidifier reactivation fan motor replaced by staff.
- Ice removal March 29th
- Planning for annual maintenance and several capital projects has commenced.
- Ongoing routine preventative maintenance.

GDAF

- Front door lock replaced by contractor.
- Capital replacement of mechanical room and change room exhaust fans nearing completion. Will be completed in Q2.
- Planning for annual maintenance and capital projects has commenced.
- Most annual maintenance supplies have been ordered. Extended lead times for delivery are anticipated due to COVID-19.
- Mechanical parts list has been reviewed and updated.
- Ongoing routine preventative maintenance.

PHAFC

- Mechanical seal replaced on swirl pool circulation pump by staff.
- Heat pump source water pump repaired by contractor.
- Annual inspection and minor repairs to cross connection backflow prevention devices.
- Most annual maintenance supplies have been ordered. Extended lead times for delivery are anticipated due to COVID-19.
- Planning for annual maintenance has commenced.
- Ongoing routine preventative maintenance.

PARKS DIVISION

Cemeteries [400]

Q1 Statistics – January 1 to March 31

	2021 Q1	2020 Q1
Burials		
Plots Sold	6	0
Niches Sold	N/A	N/A
Interments	3	1
Inurnments (Niche)	N/A	N/A
Cremations		
Plots Sold	1	1
Niches Sold	0	0
Interments	2	5
Inurnments (Niche)	0	0

- Continued ongoing interments.
- Brushing removal, landscaping maintenance and clearing of hazard vegetation;
- Continued installation of memorial markers;
- Third columbarium has been purchased and will be delivered and placed on-site at Seaview Cemetery Spring 2021; and
- Ongoing work on developing request for proposal documents for updated SCRD cemetery business plan (anticipate tender Q2 2021).

Parks [650]

PROJECTS

- Project planning and development for the Mason Road/JHSC inter-divisional clean-up event;
- Work with the province and Infrastructure Services on the development of monitoring wellfield projects within SCRD Parks;
- Suncoaster Trail project planning in coordination with community partners;
- Ongoing divisional collaboration on operational and capital budget initiatives;
- Working with IT/GIS division on parks mapping, inventory and data retrieval improvements;
- Grant funding research, support and reporting;
- Discussions with community in regards to project planning and active transportation;
- Working with Recreation division on proposed amendments to bylaws and regulations;
- Coordinated asset management planning, inventory and data collection;
- Performed divisional 2021 Performance Engagement Program (PEP) discussions;
- Succession project, ongoing-work planning and knowledge transfer within division;
- Finalized agreements with the province (RSTBC) for our partnered recreation sites;
- Working with Recreation on implementing efficiencies to procedures for facility bookings;
- Performing a team approach to determining and planning alternative workplace and space strategies;
- Working Group discussions with regional tourism providers on the prioritization of provincial destination development funding appropriation;
- Comprehensive review of applicable COVID-19 safety plans;
- Working with the Sunshine Coast Bear Alliance on proposed signage additions;
- Community engagement work regarding impacts to public events on public and park lands due to COVID-19;

- Staff attended webinar training on the municipal responsibilities of inspections and records management;
- Staff attended PCD Mindful Leadership Workshop series;
- Representative involvement with the Mason Road Joint Health and Safety Committee;
- Continued project development with the Pender Harbour community organizations.

Parks, Trails and Beach Accesses

Key projects, maintenance and repair activities:

Area A – Egmont / Pender Harbour

- Regular maintenance, inspections and operation of all electoral area parks and amenities;
- Upkeep and replacement of COVID-19 signage in all SCRD parks, trails and beach accesses;
- Placement of supplemental sand on both Katherine Lake Campground and Dan Bosch Park beaches; and,
- Katherine Lake inspections and off-season checks of equipment and operating systems; additional road base added to entrance road to Katherine Lake Park and Campground.

Area B – Halfmoon Bay

- Regular maintenance, inspections and operation of all electoral area parks and amenities;
- Upkeep and replacement of COVID-19 signage in all SCRD parks, trails and beach accesses;
- Seasonal maintenance, brushing and trimming of Welcome Woods community connector/recreation trails;
- Working with HMBCA and SD46 on the install of trail blazes/route markers in Connor Park/Welcome Woods trails;
- Vegetation maintenance and tree/debris removal at Connor Park;
- Anti-slip material installed in trail bridges and boardwalks; and,

Area D – Roberts Creek

- Regular maintenance, inspections and operation of all electoral area parks and amenities;
- Upkeep and replacement of COVID-19 signage in all SCRD parks, trails and beach accesses;
- Installation of a new dedication bench at Roberts Creek Pier;
- Vegetation maintenance and tree/debris removal at Roberts Creek Co-op property trails;
- Fence repairs along Doris/Hunter connector trail;
- Assessment and removal of 3 hazard trees from Kearton trail
- Erosion and water management on Kearton Trail;
- Road base added to the entrance road to Cliff Gilker Park;
- Assessment and removal of five (5) danger trees from Cliff Gilker Park trails;
- Re-route of a trail around a large fallen tree in Cliff Gilker trail system; and,
- Various repairs to bridges in Cliff Gilker Park trail system.

Area E – Elphinstone

- Regular maintenance, inspections and operation of all electoral area parks and amenities;
- Upkeep and replacement of COVID-19 signage in all SCRD parks, trails and beach accesses;
- Inspected and addressed seasonal flooding concerns at Whispering Firs Park;
- Working with the province and SCRD Infrastructure Services on the development of monitoring wellfield projects at Whispering Firs Park;

Area F – West Howe Sound

- Regular maintenance, inspections and operation of all electoral area parks and amenities;
- Upkeep and replacement of COVID-19 signage in all SCRD parks, trails and beach accesses;
- Hazard trees assessed and removed from Secret Beach Access, Shirley Macey dog park and Sprockids Parks;
- Removal of fallen hazard tree and debris from Bridgman Road trail;
- Assisted Ports division with a wildlife danger tree assessment and hazard mitigation at Eastbourne dock;
- Continued trail work at Sprockids park in coordination with Recreation Sites and Trails BC, BC FLNRORD and the Coast Mountain Bike Trail Association including deconstruction/remediation in area of unauthorized trails, additional signage upgrades and a comprehensive wildlife danger tree assessment and mitigation (currently in progress);
- Coordinated partnership with BC Wildfire Service on Hazard tree and vegetation removal at Sprockids Park;
- Sections of Grantham's Community Park and trails continues to be closed due to unsafe geotechnical conditions and instability issues. The area has been cordoned off and closure/warning signage has been posted. Parks staff continue monitoring the Grantham's Community Park area on a weekly basis and immediately after any significant weather events.
- Continual monitoring and documenting of situation at McNair Bridge.

All Areas

- Working on all trails and beach accesses drainage corrections, required ditching, trail grade improvements, culvert cleaning and vegetation management;
- All trails assessed regularly for seasonal storm damage, blowdown and safety concerns;
- Re-decking of multiple boardwalks at various locations throughout SCRD trails and parks;
- Regular playground safety inspections;
- Removal of graffiti and tagging;
- Continuing routine inspections and maintenance at all SCRD parks;
- Ongoing asset management work with inventory and data collection ongoing.
- Set-up and field testing of new aerator and trailer. Equipment now in operation;
- Staff attended the online BCRPA Parks Professional Pathways training;
- Staff attended the online Western Turf Grass Association Turf Management training;
- Staff attended the online Sports Turf Grass Management certification training;
- Due to COVID-19 pandemic response, staff are performing additional cleaning of all washrooms and common touch points, when required and capable; and
- Involvement with the Mason Road SCRD Joint Health and Safety Committee.

Parks Planning

- Staff working on divisional improvements to work flow and coordination;
- Records review, organization and disposal with Records Management division;
- Partnership building with the Sunshine Coast Trails Society. Attending meetings and assisting with various priorities and action items;
- The 2021 Spring Sports Field User Allocation meeting was held;
- Working with PHLHS on historical interpretive signage initiative at the Madeira Park Ranger Station;
- Support for grant funding claim reporting was completed in this quarter for the successful Sports field non-potable water explorations project where work was completed in 2020;
- Gambier Island Conservancy contacted staff with a possible new community trail project from Gambier Lake to Sir Thomas Lipton Park. Site inspection performed and consultations proceeding;
- Site visits and discussions with DoS regarding key trail interfaces along the proposed Suncoaster Phase 2 trail route;
Staff are working on a draft MOU for shared equipment use between SCRD Parks and DoS Parks for sports field equipment;
- Coordinated work with SCRD Planning related to proposed parkland dedication as a result of subdivision on Sakinaw Lake;
- Discussions with Halfmoon Bay Community Association members related to project proposals for provincial resiliency funding and possible gas tax expenditure;
- Finalized the partnership MOU with HMBCA for Homesite Creek Secret Cove Falls Recreation Trails;
- Working on HR and succession planning due to the Parks Coordinator Position retirement coming up;
- Working with SCRD Protective Services on identifying feasible options for the issue of recurring beach fires at or near Roberts Creek Pier Park;
- Assisted with planning regional trail-based partnership project planning for Destination BC;
- Coordinating with BC Invasive Species Council to diagnose and prescribe treatments for the effective removal and control of identified priority invasive species within a number of SCRD park properties;
- Finalized statutory right of way agreement with BC Hydro for a small section of Soames Hill Park;
- Coordinated proposed materials donation for Gibsons Landfill property adjacent to Sprockids Park;
- Finalized and advertised public tender for the demolition and removal of the Goodwin House at Shirley Macey Park;
- Renewal of Gambier Island Trail Maintenance service contract;
- Attended public forum and consultation for the Cooper's Green Hall Replacement project;
- Continued communications with the Sunshine Coast Disc Golf Association to formalize working partnerships and maintenance arrangements for the Shirley Macey Park Disc Golf course. Staff anticipate a report coming forward in Q2;
- Continued discussions with Coast Mountain Bike Trail Association in regards to the proposal for the re-development of the pump track and bike skills park adjacent to Sprockids Recreation Site;
- Assisted Sunshine Coast Trail Society with project tracking and volunteer coordination efforts;
- Further partnership development and work prioritization with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) in regards to trail and vegetation assistance from the BC Wildfire Service Initial Attack forest fire fighting crew;
- Inventory and data collection as a part of parks asset management planning process;

- Continued participation in Planning and Community Development Parks and Recreation Re-start planning;
- Finalize management plan and submissions for the Dan Bosch Park lease renewal with the province;
- Coordinating submissions for Baker Beach Park lease renewal with province;
- Site visit to Sir Thomas Lipton Park on Gambier Island to begin annual work planning with maintenance contractor;
- Staff conducted a site visit to Eastbourne parks on Keats Island to review annual maintenance items.

Sports Fields

Number of bookings per sports field in 2021 Q1 compared to 2020 Q1 bookings:

Sports Field	2021 Q1 Bookings*	2020 Q1 Bookings
Lions Field	39	32
Cliff Gilker	198	159
Connor Park	95	53
Maryanne West	51	54
Shirley Macey Park	244	150

*The 2021 count reflects the SCRD pre-booked sports field bookings. As part of the provincial restart plan, Phase 2 saw sports fields re-opened mid-June 2020 for non-organized events only, and permitted organized play began in early July 2020. Fields continue to be closed to adult user groups but continued to stay open for youth user groups, with no spectators.

- Aerated Cliff Gilker, Shirley Macey and Connor sports fields;
- Lions sports field valve repair;
- Maintenance seeding of Cliff Gilker;
- Constructed and implemented nail drag for baseball diamonds;
- Survey of Cliff Gilker sports field for drainage height; and
- Ongoing vegetation thinning around sports fields to expose more light onto the fields and improve drainage issues.

Community Halls

Number of bookings in Community Halls in 2021 Q1 compared to 2020 Q1 bookings:

Community Hall	2021 Q1 Bookings	2020 Q1 Bookings
Eric Cardinall	8	29
Frank West Hall	4	44
Coopers Green	0	22
Chaster House	0	57
Granthams Hall	0	0

The 2021 count reflects the SCRD community hall closures as of March 17, 2020 as part of SCRD safety adjustments in service levels during the COVID-19 pandemic. Following PHO halls were reopened in October but then closed again in November.

- Divisional collaboration with Facility Services on preventative building maintenance to effectively coordinate share community hall safety and maintenance upgrades and priorities (ongoing);

- Routine inspections and maintenance at all SCRD community halls;
- Continued collaboration with School District No. 46 and Pender Harbour Living Heritage Society on utility billing and energy savings strategies for Sarah Wray Hall;
- Further involvement with project consultant and community association in regards to the Coopers Green Hall project; and,
- Coordinating community interpretive signage additions with Pender Harbour Living Heritage Society.

Dakota Ridge [680]

Operations

- Dakota Ridge Winter Recreation Area will be closed for the season on March 31, 2021;
- Facility closing procedures initiated and underway;
- Preparation and scheduling of demobilizing and annual maintenance of the Piston Bully and snowmobile groomers;
- Completed comprehensive review of risk/hazard assessments, safety planning and coordination of volunteer programs through pandemic response protocols, while liaising with Joint Health and Safety Committees and land managers (RSTBC);
- Staff implemented the Dakota COVID-19 safety planning which included frequent scheduled wiping of frequently touched facility surfaces;
- Facility signage review and update including COVID-19 safety messaging;
- Extensive coordination with Recreation staff for amendments to seasons pass sales;
- Seasons pass sales up by 68% in revenue from previous year - \$11,422 in all of 2019 to \$19,217 as of Dec 31, 2020 and overall revenue up from \$29,000 in 2019-2021 to approximately \$54,000 in 2020-2021 an 86% increase; and,
- Staff working with Province on tenure renewal for Dakota Ridge Winter Recreation Area, Staff report forthcoming.

Volunteers

- There were 22 host volunteers and 6 grooming volunteers this winter season;
- MIA Associate Member insurance program initiated ;
- The volunteers contributed over 1800 hours of volunteer time serving as ambassadors to the facility and helped to keep the ski trails groomed and in safe working condition;
- Volunteers received additional training for COVID-19 safety and contributed extensively to health and safety during this extortionary season; and,
- Staff worked with and communicated extensively with the volunteers over the season on training, scheduling, resource and risk management.

Community Events

- Dakota Nordics ski program. The program runs for 7 ski sessions started in January 2021. Program is reduced from 93 children last year to 50 this year to help reduce the spread of COVID-19. This is a nationally certified sports program which assists children in the development for a love of the outdoors, a healthy lifestyle, excellent technical skills and a good level of physical fitness within a sport environment.

Access Road

- Road snow clearing and maintenance contract extended for additional two-year period; and,
- Annual spring inspection and maintenance work to be carried out in Q2 and Q3 respectively.

RECREATION AND COMMUNITY PARTNERSHIPS DIVISION

COVID-19 – All Facilities

- Recreation facility COVID-19 Safety Plans have been reviewed and updated as PHO's are introduced and modified. Staff and Joint Health and Safety committees have been engaged throughout the process.
- PHO issued on March 30 required Staff to cancel all indoor low intensity fitness classes. Aquafit has also been paused temporarily until confirmation can be received that this activity is included in the new restrictions.

Parks Administration Support

- Recreation Staff facilitate the booking of Halls and has seen a noticeable uptick in rental inquiries for the spring and summer wedding season.
- PHO issued on March 30 required Staff to cancel bookings in halls until April 19.

Gibsons and District Aquatic Facility (GDAF)

GDAF reopened on January 11, 2021. Patrons had to learn how the new registration process worked and that no drop-ins are permitted during COVID. Staff worked patiently with users and registration is now running smoothly with almost all intakes at or near to full capacity. One low impact Aquafit class per week was introduced on February 16 in alignment with the previous PHO but with the recent PHO update is now on pause until April 19. This class has been very well received and was seeing full registration regularly. Staff training is currently ongoing and a National Lifeguard recertification course for staff ran on March 27 with 8 staff lifeguards completing recertification.

GDAF's annual shutdown is currently scheduled from July 3 – August 2, this is in line with historical shutdown dates.

Admissions

GDAF	Q1 2021	Q1 2020
Admission Visits	2790	4890

This represents a decrease of 2100 visits for the Q1 2021 period. This is due to facility closure with an opening date of Jan 11, 2021 & PHO limitations and reduced capacity in the facility.

Included in this total are 16 L.I.F.E admissions for those living on a low income for Q1 2021.

Gibsons and Area Community Centre (GACC)

The GACC weight room remained open through Q1 and has experienced a steady increase in participation. Low intensity fitness classes were introduced the week of January 26 and have been well attended until the PHO update March 30 forced group fitness classes to be cancelled.

GACC Arena operations continued through the first quarter of 2021. Pre-registered public skate programs have been well attended, despite the PHO occupant load restrictions.

The PHO restrictions from the December 2nd, 2020 announcement continued into Q1. Adult user teams/groups were not able to participate and the increased safety measures around physical distancing for youth groups were maintained.

Small private rentals continued in the first quarter during day time hours at GACC for up to two people or members of the same household. All rental groups prior to renting must attend an orientation tour, provide a restart plan and sign off on the assumption of risk form after reviewing the SCR D COVID-19 Policies and Procedures document and Exposure Control Plan.

Three new Arena workers were hired in early January to fill vacancies through staff taking internal positions elsewhere in the SCR D and as a result of reopening the Sunshine Coast Arena. These new staff were trained in both the safety protocols and procedures for COVID-19, while also receiving the normal training for the position.

Staff worked with the Sunshine Coast Skating Club and Eastlink Community television to provide a recorded event with local skaters competing. Eastlink also attended an orientation tour, provided a restart plan and signed off on the assumption of risk form after reviewing the SCR D COVID-19 Policies and Procedures document and Exposure Control Plan.

The ice was removed from GACC as scheduled at the end of the day on Sunday, March 14th 2021. Dry floor planning, working with user groups and scheduling pre-registered programs is underway.

Admissions

GACC	Q1 2021	Q1 2020
Admission Visits	6038	37406

This represents a decrease of 31368 visits for the Q1 2021 period. This is due to the PHO limitations and reduced capacity in the facility. Note that 2021 numbers include admissions and registered program attendance, not rental attendance, whereas the 2020 numbers included rental attendance. Front Desk admissions are based on enrollments, not physical attendance.

Included in this total are 52 L.I.F.E admissions for those living on a low income for Q1 2021.

Sunshine Coast Arena (SCA)

The SCA ice operations began on January 18th 2021. Due to the current PHO ice use was restricted to youth user groups and a few registered public skating sessions.

Minor Hockey committed to 78 hours of ice per week with 50% of that usage at SCA. The skating club committed to 18.25 hours per week with six hours of usage at SCA. Several small private rentals also occurred at SCA.

Pre-registered public skates started on January 22nd and the programs have been well attended, despite the PHO occupant load restrictions. Registered programs were limited to two public skates per week due to ice availability and staff coordinated at least one program each day during Spring Break and the registration was steady.

Staff worked with Minor Hockey during Spring Break to provide the Esso grass roots hockey opportunity for 24 new young female hockey players. The planner for this program also had to attend an orientation tour, provide a restart plan and sign off the assumption of risk form after reviewing the SCR D COVID-19 Policies and Procedures document and Exposure Control Plan.

Spring ice was not provided at SCA this year due to the weekly incremental costs not being covered through received ice rental requests. The current PHO restricts adult participation and gameplay for youth, this meant that there were no ice rental requests received by adult user groups or from the Sunshine Coast Minor Hockey Association. The Sunshine Coast Skating Club requested 18.75 hours/week of ice use which accounted for the total Spring ice request received from all users.

Admissions

SCA	Q1 2021	Q1 2020
Admission Visits	492	15340

This represents a decrease of 14848 visits for the Q1 2021 period. This is due to a number of factors including the absence of ice and programs associated, PHO limitations and reduced capacity in the facility. Note that 2021 numbers include admissions and registered program attendance, not rental attendance, whereas the 2020 numbers included rental attendance. Front Desk admissions are based on enrollments, not physical attendance.

Included in this total are 16 L.I.F.E admissions for those living on a low income for Q1 2021.

Sechelt Aquatic Centre (SAC)

The SAC weight room remained open through Q1 and has experienced a steady increase in participation. Low intensity fitness classes were introduced the week of January 26 and have been well attended until the PHO update March 30 forced group fitness classes to be cancelled.

In January Aquatic Staff participated in a Lifesaving Instructor recertification at the pool. It was one of the first in the province since the COVID-19 restrictions came into effect in March 2020. Swim lessons were introduced the last week of January and Staff received the COVID instructor training to prepare them to provide safe and successful swim lessons for registrants and staff alike.

SAC was able to reintroduce one low impact Aquafit class per week beginning on February 17 in alignment with the previous PHO but with the recent PHO update is now on pause until April 19. This popular class continues to have full registration.

Several Lifesaving Society pre-requisite courses for lifeguarding were taught by Staff in February and March. This led to having 7 candidates participate and complete a National Lifeguard certification course in March. These courses are essential to becoming certified as a Lifeguard and becoming eligible for future Aquatics related employment opportunities. The Spring swimming lesson set started the week of March 29.

Staff also worked closely with the Chinook Swim Club to enter into a Memorandum of Understanding regarding the purchase and installation of new starting blocks for the Facility.

Due to the increased lead time and project timelines expected during SAC's annual shutdown, the closure has been shifted from its historical timeline in May/June to August 3 – September 24 instead.

Admissions

SAC	Q1 2021	Q1 2020
Admission Visits	22894	39215

This represents a decrease of 16321 visits for the Q1 2021 period. This is due to the PHO limitations and reduced capacity in the facility. The majority of SAC pre-registered pool intakes remain at full capacity.

Included in this total are 265 L.I.F.E admissions for those living on a low income for Q1 2021.

Pender Harbor Aquatic and Fitness Centre (PHAFC)

PHAFC weight room remained open through Q1 and has maintained participation levels. Accessing space large enough to host low intensity fitness programming under COVID-19 guidelines remains a barrier to fitness programming.

Swim lessons were introduced the last week of January and staff received the COVID instructor training to prepare them to provide safe and successful swim lessons for registrants and staff alike. PHAFC reintroduce one low impact Aquafit class per week beginning on February 18 in alignment with the previous PHO but with the recent PHO update is now on pause until April 19. The Spring swimming lesson set began the week of March 29. Staff training and hiring is ongoing.

On March 17 Staff conducted a mandatory training session at PHAFC which involved a thorough review of the COVID-19 safety and operating protocols, in-water rescues and first aid.

With the change to SAC's shutdown dates, the PHAFC shutdown has also been shifted from its historical dates of August/September to May 31 – July 18 instead. This switch will allow at least one Aquatic Facility to remain open at all times on the Sunshine Coast and also for Staff to remain focused on one Facility at a time.

Admissions

PHAFC	Q1 2021	Q1 2020
Admission Visits	3947	4745

This represents a decrease 798 visits for the Q1 2021 period. This is due to the PHO limitations and reduced capacity in the facility.

Included in this total are 29 L.I.F.E admissions for those living on a low income for Q1 2021.

Reviewed by:			
Manager	X - A. Whittleton X - K. Clarkson X - G. Donn X - D. Pady X - K. Robinson X - R. Shay	Finance	
GM	X - I. Hall	Legislative	
CAO	X - D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 15, 2021

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: BC Liquor and Cannabis Regulation Branch Application (# 008360) for Non-medical Cannabis Store – Infinity Chill Out Joint

RECOMMENDATIONS

THAT the report titled BC Liquor and Cannabis Regulation Branch Application (# 008360) for Non-medical Cannabis Store – Infinity Chill Out Joint be received;

AND THAT SCRD respond to LCRB indicating no objection to the application (#008360) for Infinity Chill Out Joint Non-medical Cannabis Store located at 8 – 1057 Roberts Creek Road, Roberts Creek.

BACKGROUND

SCRD received a request from the BC Liquor and Cannabis Regulation Branch (LCRB) to consider an application for a non-medical cannabis retail store known as Infinity Chill Out Joint located at 8 – 1057 Roberts Creek Road, Roberts Creek.

Through the application referral process, the local government is asked if they will consider the application (optional, but required for the Province to issue the license) and if so, to gather views of residents of the area, and provide a recommendation on the application as well as a summary of public feedback.

Since cannabis was legalized in BC, SCRD has not been referred a non-medical cannabis retail license application; this is the first.

The *Cannabis Control and Licensing Act* prescribes several options for public consultation, including receiving written comment in response to a public notice of the application, conducting a public hearing in respect of the application, holding a referendum, or using another method the local government considers appropriate. Provincial guidance to local governments on cannabis license referrals is to consider applying processes used for liquor license referrals.

In consideration of the public consultation options prescribed by the Province, taking into account that the use is permitted by zoning, and SCRD's past practice on LCRB liquor license referrals (e.g. beverage service lounge, special event and picnic area) staff proceeded to gather written comment in response to a public notice of the application and referral to the Roberts Creek Advisory Planning Commission.

Public notices were published on the newspaper, SCRD website and sent to surrounding property owners and occupants within 100 m, which is the same distance as for a zoning bylaw of official community plan amendment application.

The purpose of this report is to provide information and an analysis of the application from the SCRD's perspective and a recommendation for the Board's consideration.

Figure 1 - Location Map

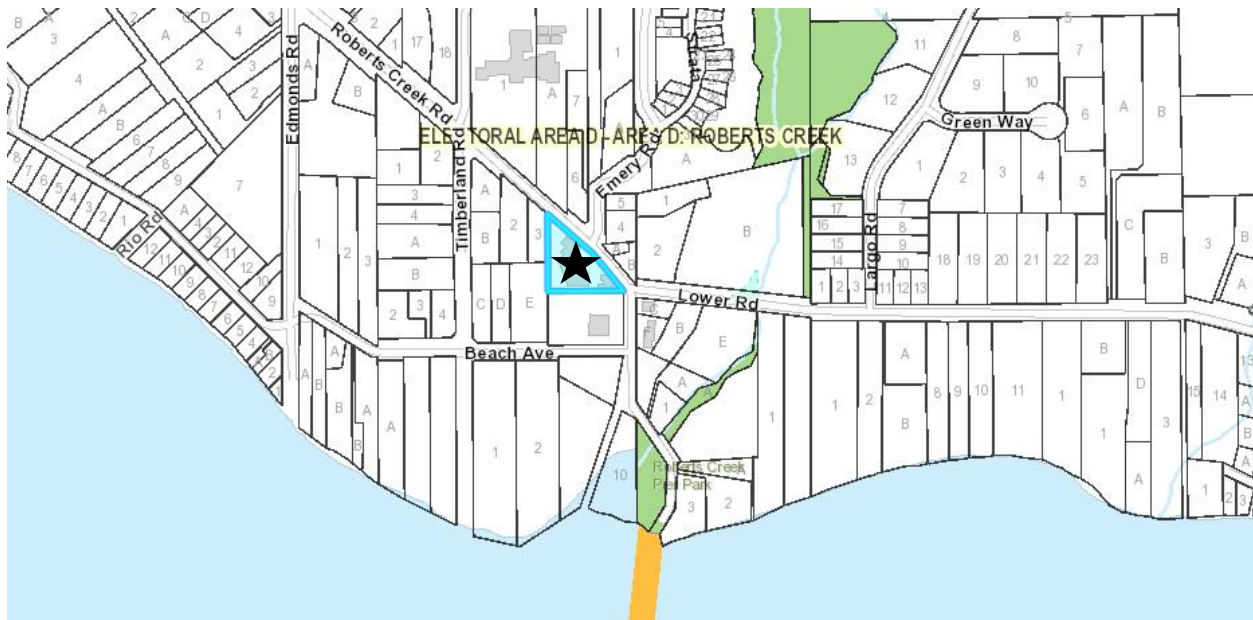
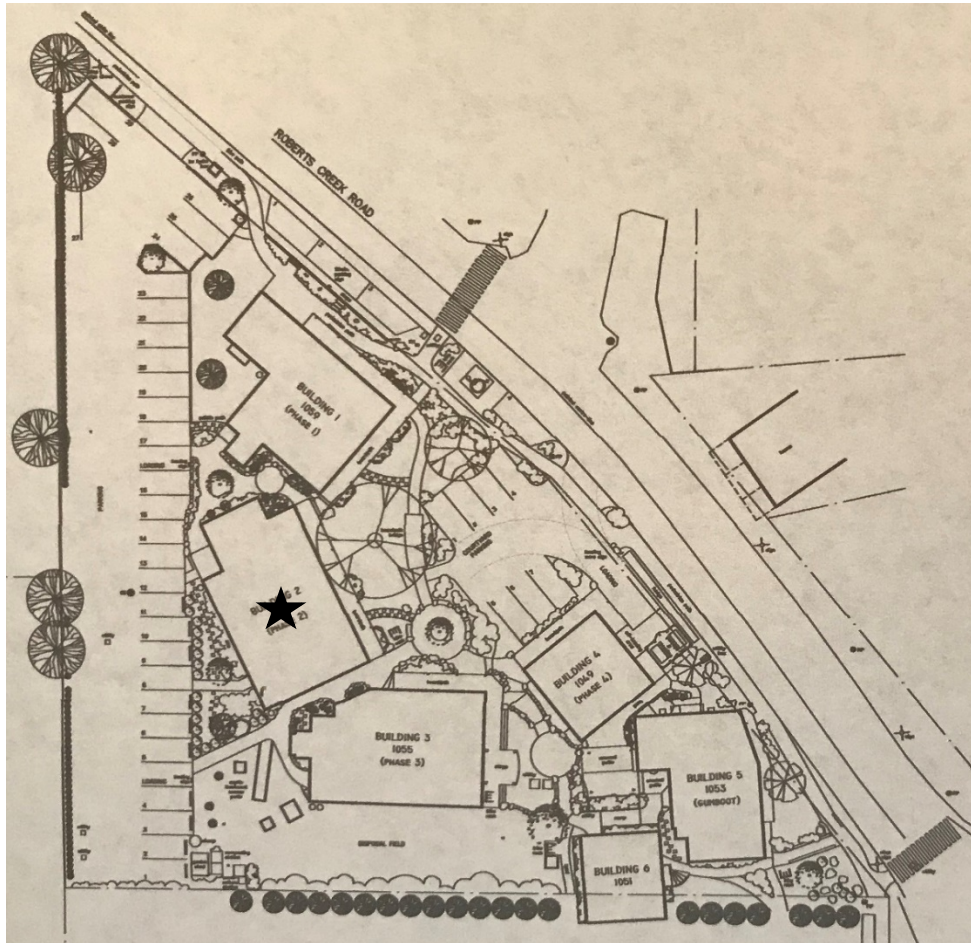


Figure 2 - Site Plan



Applicant's Description of the Proposed Store and Operation

The back area of Unit 8 of 1057 Roberts Creek will be used for storage of products in secured enclosures and the front space will be for display cases. Steel doors will be installed to slide over the existing doors in the storage area and bolted. The inside room is completely sealed off. The building has protective bars on the windows. The windows are also covered by a film that obscures everything inside. The outside appearance of the store will be subdued. In the display area everything is in locked display cases and chained to the wall. Video surveillance cameras will be used.

A sign on the door decal will indicate the age requirement of 19+ for customers. No people under the age of 19 will be allowed into the store. The store will require two pieces of identification for authentication and video surveillance and facial recognition will be also used.

The above description and operations are designed to be consistent with Provincial regulations. It is the owner's responsibility to achieve compliance with Provincial regulations.

DISCUSSION

SCRD OCP and Zoning Bylaw

The subject property is designated Village Commercial Core in the Roberts Creek Official Community Plan (OCP), and zoned C2A (Commercial Two A) in Zoning Bylaw No. 310. A cannabis retail store is considered a retail use that is permitted in the Village Commercial Core designation and the C2A Zone.

Public Consultation Summary

Comments have been received from 13 individuals and the Sunshine Coast School District 46. There is support and opposition to the application among these comments.

Key points of comments that support the application are as follows:

1. The store is a well-suited addition to the commercial hub in the Heart of the Creek development and will help to strengthen local business and economy.
2. There is a need for local residents to have convenient access to a store like this, especially those with health needs for cannabis and with mobility difficulties. This can reduce the need to drive to other locations.
3. Allowing a legally-approved store in this location can help to eliminate potential illegal black markets.
4. Applicant's character as a responsible business owner and a member of the community is respected and recognized in Roberts Creek.

Key points of comments that oppose the application are as follows:

1. The store is too close to the Roberts Creek Elementary School property. School District 46 requests the consideration of a distance farther than 300 m which was adopted by the City of Vancouver.
2. Odor from outdoor consumption of cannabis especially at the nearby beach is disliked.
3. A health food store at this location is preferred.
4. The Gumboot Café is a gathering place for young people, who may have convenient access to the proposed cannabis store.

Distance to School

As revealed by the public consultation, the main issue around the proposal appears to be the distance of the store to a school. The proposed store is approximately 67 m from the southeast corner of the School District 46 (Roberts Creek Elementary School) property, and approximately 217 m from the main building on the property. Due to obstruction of building and trees there are no direct sight lines from the school property to the proposed store location.

Cannabis is a highly regulated substance. The *Cannabis Control and Licensing Act* prohibits people under 19 years of age from consuming and possessing non-medical cannabis anywhere, and bans the consumption of non-medical cannabis by any person on K-12 school properties and on adjacent sidewalks and boulevards. People under 19 years of age are also banned from entering a cannabis store. There are strict penalties for selling and supplying cannabis to people under age 19. These strict laws are strong deterrents for illegal access to cannabis by school students. With these regulations in place, the Act does not prescribe a specific distance of a cannabis store to a school. However, distance rules may be established by local governments to control spacing and clustering of cannabis retail stores.

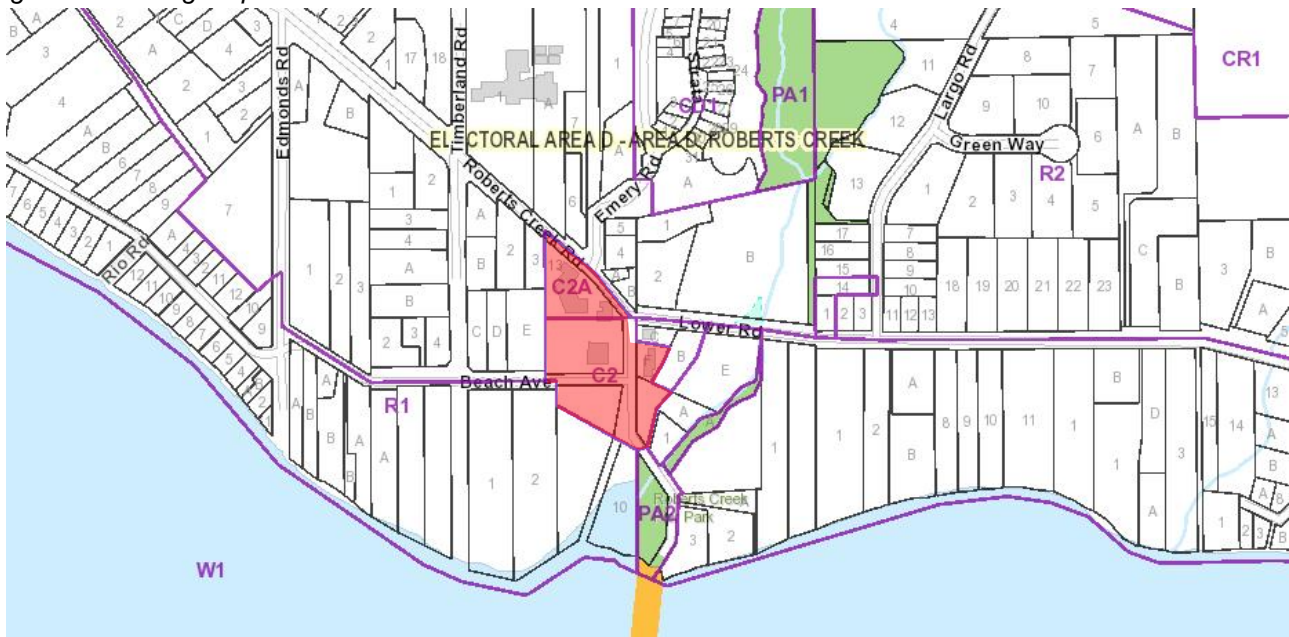
A cannabis retail store does not have any unusual characteristics in relation to functional aspects such as deliveries of product, off-street parking or signage requirements. It has some similarity to pharmacies and banks in relation to the need for secure storage. Hours of operation may be different from other types of business, but would usually be addressed via business regulations. Unlike a cannabis production facility, a retail store has no odor emissions or other physical effects on the surrounding.

As indicated by the applicant, the store will have the required security measures in place, refuse entry by underage youth and refrain from advertising to them. As part of the approval process, the LCRB will assess the suitability of the applicant as a cannabis retailer and ensure all operational requirements will be followed. Public input received indicates that the applicant is a responsible business owner.

A 300-m separation distance between a school and a cannabis store, as requested by School District 46 and some community members, is shorter than the normal walking distance for pedestrians which ranges from 400 m to 1500 m. If a youth is intent on reaching a cannabis store, a distance of 300 m, 400 m, 1000 m or even more will not likely be a deterrent. It is more likely they will be turned away at the door of the store due to the strict regulations than being discouraged from walking the extra distance beyond 300 m. With the prevalence of digital media among youth today, they may be more likely to be exposed to influence or advertising of any substance online than physical proximity.

There are only 5 properties with suitable zoning (C2 or C2A) that allows retail uses within the entire electoral area of Roberts Creek (red highlighted area, Figure 3). All of these properties are adjacent to each other and concentrated in the Heart of the Creek village commercial core. They are all within 300 m to the School District 46 property. Therefore it is impossible to find an alternative location for the proposed store within Roberts Creek.

Figure 3 – Zoning Map



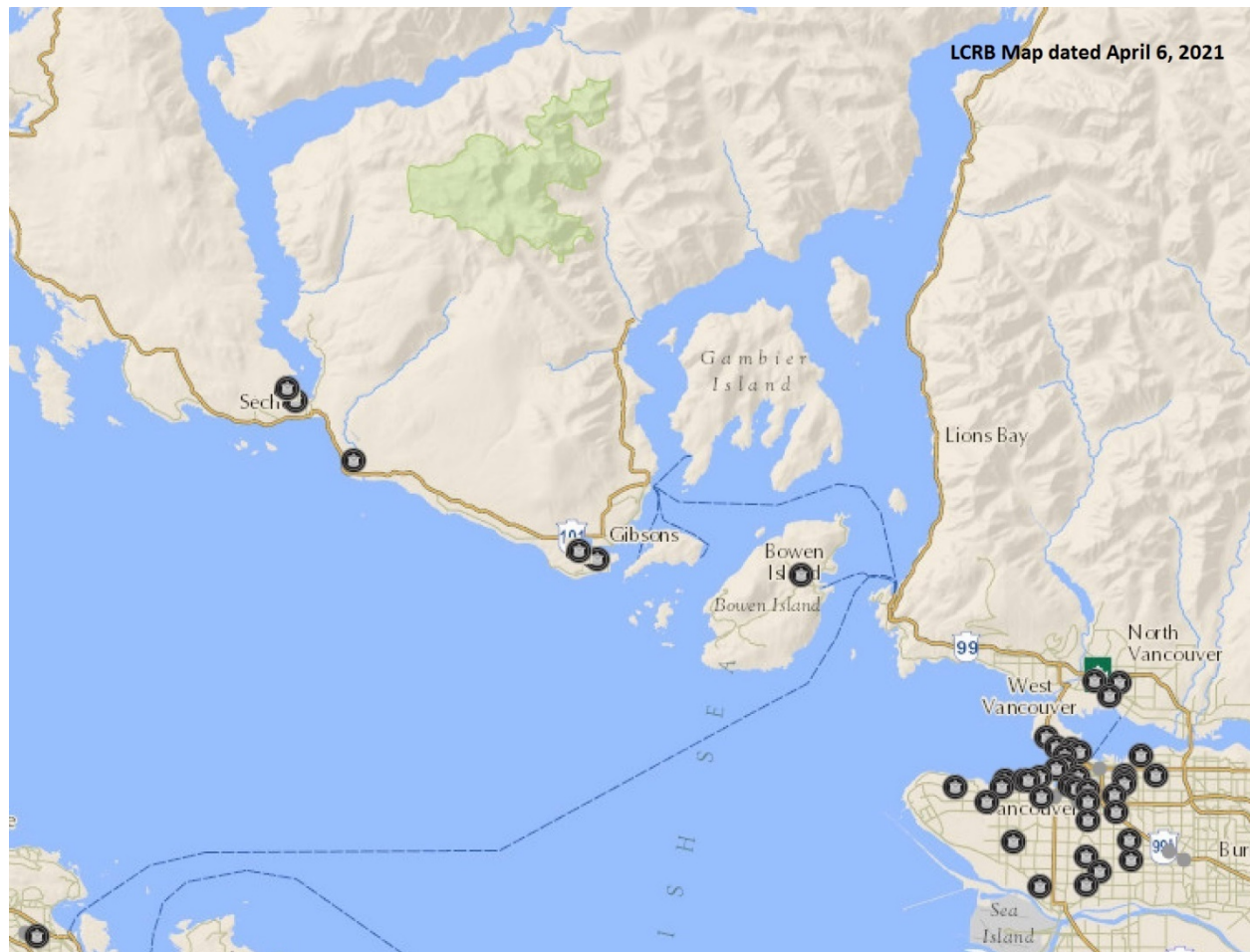
The LCRB and Vancouver Coastal Health (VCH) have provided some guidance in consideration of distance between cannabis stores and schools. The intent of separation distance is to minimize exposure of products with similar age restrictions such as cannabis, tobacco and alcohol to underage youth who may be susceptible to advertisement or convenient access.

Several studies including research done by VCH in urban areas show that increase in concentration of tobacco retail outlets, which can be reasonably compared to cannabis outlets, may be associated with increased youth smoking and reduced quitting rates. No research has been completed that correlates proximity to cannabis retail stores to increased consumption of cannabis.

The distance rules adopted by some municipalities appear to have more of a psychological than empirical effect. These rules are regarded as an “out of sight, out of mind” approach that is used to keep schools out of areas where cannabis consumption is generally perceived to occur, for example, an area around a cannabis store. However, there is no evidence indicating that consumption is likely to occur around a store, and strict laws regulating public consumption appear to be more effective than a distance rule.

Various distance rules adopted by some municipalities, such as 300 m for the City of Vancouver, are generally intended to reduce the concentration of cannabis retailers in the city and reduce potential marketing of cannabis products to youth. According to LCRB, there is a much larger number and concentration of licensed non-medical cannabis stores in the City of Vancouver than the Sunshine Coast where the few stores are sparsely located and away from the proposed Roberts Creek location (Figure 4). Staff’s perspective is that transplanting rules for urban areas such as Vancouver to the Sunshine Coast is not always suitable for the rural conditions, such as geography, distribution of population and suitably zoned parcels, as discussed above. Doing so is unlikely to achieve the desired result.

Figure 4 LCRB non-medical cannabis retail licences



Based on the above analysis, staff is of the opinion that strict laws are sufficient to prevent underage youth from accessing cannabis, and it is unnecessary to prescribe a distance between a school and a cannabis store which is unlikely to have a significant effect on protecting the health of youth and reducing their exposure to cannabis.

The proposed store is suitable for the location and its location holds potential community benefits for businesses and residents outweigh the concerns of its proximity to a local school.

APC Comments

The Roberts Creek Advisory Planning Commission recommend that SCRDC seek more public input on the application. As discussed above, SCRDC has conducted public consultation in accordance with the *Cannabis Control and Licensing Act* and allowed time to receive public feedback.

Procedural Information

SCRD has the option to not consider the application (provide no response) which would effectively end the application as the province cannot issue the license without local government support.

If the Board determines that additional public input is required to inform a response to LCRB, a public information meeting or a Public Hearing could be directed. If a Public Hearing is directed, no further consideration of this matter should take place by the Committee at the current time.

STRATEGIC PLAN AND RELATED POLICIES

N/A - operational

CONCLUSION

The non-medical cannabis retail store proposed by Infinity Chill Out Joint is compliant with SCRD Zoning Bylaw No. 310 and the Roberts Creek Official Community Plan. Public input received express both support and opposition to the proposal. Analysis of this report indicates that the proximity of the proposed store to Roberts Creek Elementary School is not a compelling reason for rejecting the store to be located in the subject location, nor is a prescribed distance between a school and a cannabis store suitable for the Sunshine Coast.

Staff recommend that the SCRD indicate no objection to the application to LCRB.

Reviewed by:			
Manager	X - D. Pady	Finance	
GM	X – I. Hall	Legislative	X - S. Reid
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Planning and Community Development Committee – April 15, 2021

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: Frontage Waiver Application FRW00008 (Sunnyside Road)

RECOMMENDATIONS

THAT the report titled Frontage Waiver Application FRW00008 (Sunnyside Road) be received;

AND THAT the required 10% perimeter road frontage for proposed Lot 8 be waived in order to facilitate a proposed 2-lot subdivision of Lot 3 District Lot 909 Group 1 New Westminster District Plan EPP60000.

BACKGROUND

The SCRD has received a Frontage Waiver Application in relation to a 2-lot subdivision of a parcel located on Sunnyside Road in the Elphinstone Electoral Area (Attachment A – Subdivision Plan).

Section 512 of the *Local Government Act* requires that all new parcels created by subdivision provide a public road frontage equivalent to at least 10% of their perimeter unless a local government waives the requirement. Lot 8 of the proposed 2-lot subdivision does not meet the 10% perimeter road frontage requirement and therefore the applicant is requesting the SCRD Board to consider waiving the road frontage requirement in order to permit the proposed subdivision.

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

Table 1 - Application Summary

Owner / Applicant:	Larry Penonzek
Civic Address:	Sunnyside Road
Legal Description:	Lot 3 District Lot 909 Group 1 New Westminster District Plan EPP60000
Electoral Area:	E – Elphinstone
Parcel Area:	1.1 Acre
OCP Land Use:	Residential C
Land Use Zone:	Residential 2 (R2)
Subdivision District:	C (minimum lot size 2000 m ²)
Application Intent:	To waive the requirement for 10% frontage along Sunnyside Road for the proposed Lot 8

Figure 1 - Location of subject subdivision



DISCUSSION

The intent of the subdivision is to create two parcels from the currently vacant parent parcel. Each new parcel will need to have access to Sunnyside Road. The frontage of the parent parcel is narrow, and in order to allow for a large, contiguous and useable area on each new parcel, a panhandle shaped driveway area for the new parcel in the rear (Lot 8) is proposed. The frontage of the panhandle area on Sunnyside Road is less than 10% of the perimeter of the lot, therefore a frontage waiver is required.

Neither the Official Community Plan nor the Zoning Bylaw has policies or regulations against panhandled lots of new subdivisions. The Ministry of Transportation and Infrastructure has no concerns with the lot layout and has issued preliminary layout approval for the proposed subdivision.

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

Based on the above, staff consider the subdivision design appropriate, and recommend approval of the frontage waiver.

ATTACHMENTS

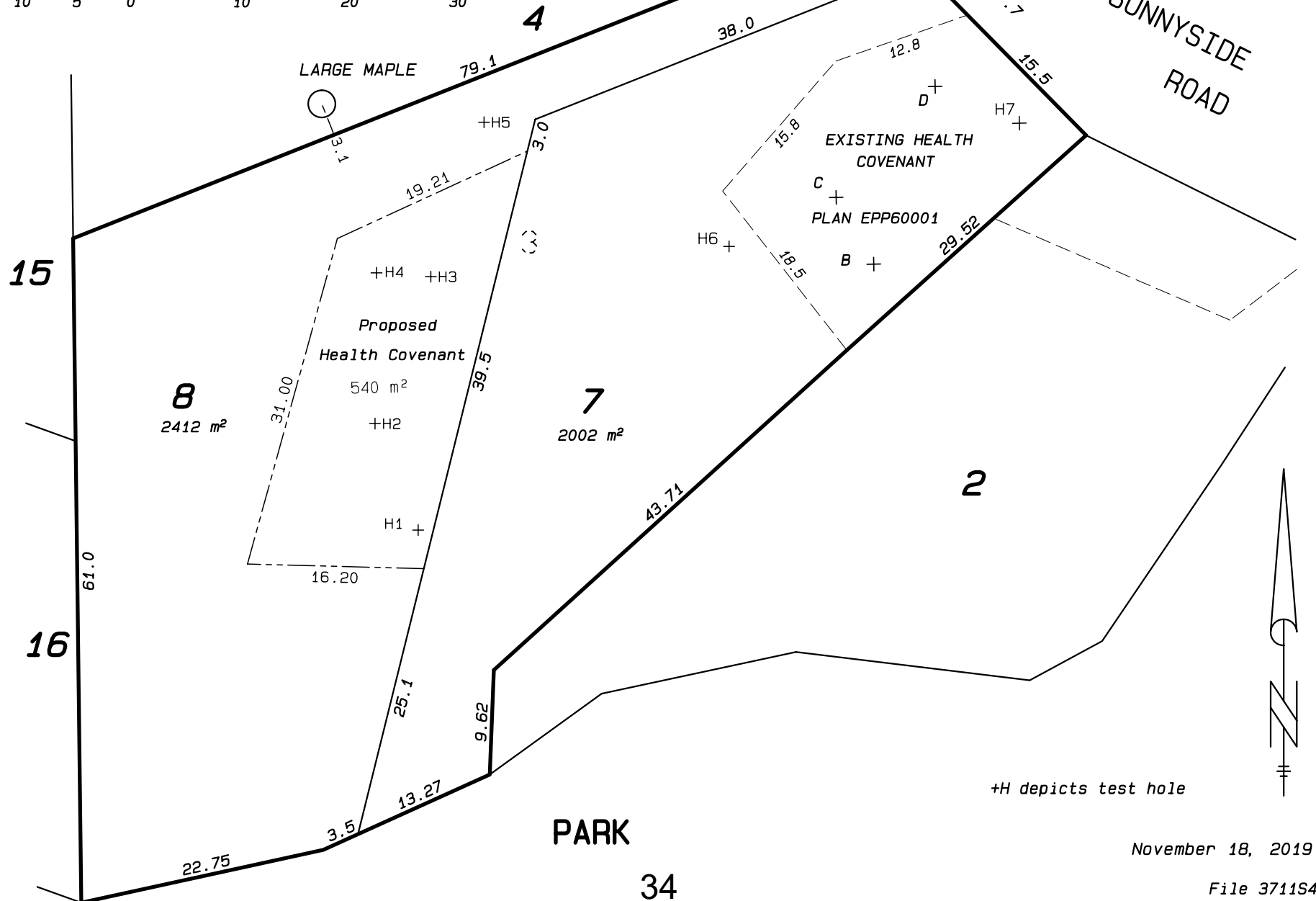
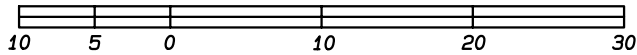
Attachment A – Proposed Subdivision Plan

Reviewed by:			
Manager	X – D. Pady	Finance	
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Other	

PROPOSED SUBDIVISION OF LOT 3 DL 909 PLAN EPP60000.

SCALE: 1 : 500

metres.



November 18, 2019

File 3711S4

SUNSHINE COAST REGIONAL DISTRICT**AREA A - EGMONT/PENDER HARBOUR
ADVISORY PLANNING COMMISSION****March 31, 2021**

RECOMMENDATIONS FROM THE AREA 'A' ADVISORY PLANNING COMMISSION MEETING
HELD ONLINE VIA ZOOM.

PRESENT:	Chair	Peter Robson
	Members	Dennis Burnham Jane McOuat Gordon Littlejohn Alan Skelley Catherine McEachern Janet Dickin Yovhan Burega Sean McAllistar Tom Silvey Alex Thomson
ALSO PRESENT:	Electoral Area A Director (Non-Voting Board Liaison)	Leonard Lee
	TELUS Telecommunication	Chad Marlatt (Guest)
	Recording Secretary	Kelly Kammerle
	Public	2
REGRETS:	Members	Gordon Politeski

CALL TO ORDER 8:30 p.m.

ELECTION OF VICE CHAIR

Vice Chair position has been tabled until the April meeting.

AGENDA The agenda was adopted as presented.

MINUTESArea A Minutes

The Egmont/Pender Harbour (Area A) APC Minutes of February 24, 2021 were approved as circulated.

The following minutes were received for information:

- Roberts Creek (Area D) APC Minutes of February 15, 2021
- West Howe Sound (Area F) APC Minutes of February 23, 2021
- Planning and Community Development Committee Minutes of February 18, 2021

REPORTS

TELUS Telecommunication Tower – Laverock Rd – Request for Local Government Concurrence (BC106303)

Key points of discussion:

- The APC agrees that for safety and convenience, cell coverage is much needed in the area and appreciates the efforts of TELUS to provide this service.
- The proposed Laverock Road site is not appropriate due to its location close to residential homes (about 100 yards) and the impact it may have on those residents from a visual point of view, a safety point of view, a potential drop in property values.
- In the Area A APC January 27 minutes, the Area A APC recommended approval of TELUS Telecommunication Tower—Ruby Lake (which is close to the Laverock Road site), with the following comments: “The Area A APC would like TELUS to make a reasonable compromise on the location of the tower away from the entrance to the Iris Griffith Nature Preserve and examine an alternate location...”
- While TELUS did propose the Laverock Road site as an alternative, it and the Ruby Lake site both have strong opposition, therefore a third site should be explored by TELUS.

Recommendation No. 1 *TELUS Telecommunication Tower – Laverock Rd – Request for Local Government Concurrence (BC106303)*

The Area A APC recommended that the proposed alternative location for the TELUS Telecommunication Tower off Laverock Road be denied.

DIRECTOR’S REPORT

The Director’s report was received.

NEXT MEETING April 28, 2021

ADJOURNMENT 10:00 p.m.

THE CITY OF VICTORIA

OFFICE OF THE MAYOR **SCRD
RECEIVED**

March 10, 2021

MAR 16 2021**CHIEF ADMINISTRATIVE
OFFICER**

Dear Colleagues.

On behalf of Victoria City Council, I am writing today to inform you that Council has voted to endorse the Help Cities Lead campaign and to request that your city consider doing the same. Emissions from buildings account for about 11% of the province's GHG emissions. This is the third highest source of GHG emissions in BC after road transportation (27.1%) and the oil and gas sector (17.6%). For municipalities, GHG emissions from existing buildings account for 40-60% of community emissions. In Victoria, this number is around 50% of our community GHG inventory.

In British Columbia, the regulation of buildings typically occurs at the provincial level. For the past two decades British Columbia has been at the forefront of action and policies taken in Canada to reduce energy use and GHG emissions from buildings. The 2018 CleanBC Plan moved the province further in this direction with key commitments for the building sector such as a net-zero energy building standard by 2032, a building upgrade standard by 2024, and exploring building energy labelling options.

A number of local governments, including Victoria, are keen to take even bolder action, and have set ambitious targets of our own to significantly reduce GHG emissions from buildings over the next 10 years in alignment with climate emergency declarations. The success of the Province in achieving deep emissions reductions from the building sector are directly connected to the success of local governments to achieve their own targets because most buildings are situated within these communities. However, tools currently available to local governments to pursue these ambitious reduction targets are largely limited to information campaigns and incentives. Although helpful, on their own these tools are insufficient to achieve broad and deep energy and GHG reductions given limited budgets.

Help Cities Lead (helpcitieslead.ca) is an education and awareness campaign working to build support for more focused collaboration between the Province of British Columbia and local governments on building climate policy.

The campaign project team identifies five regulatory measures where additional authority would be instrumental for municipalities in accelerating climate action:

1. Regulating GHG emissions for new buildings – the BC Energy Step Code only regulates energy efficiency in new buildings. Leading local governments would also like the ability to regulate GHG emissions from new buildings.
2. Mandatory home energy labelling - In Canada and British Columbia, legislation requires energy labelling for a broad range of consumer products including motor vehicles, furnaces, windows, lightbulbs, and kitchen appliances. However, there are no labeling requirements for the single largest purchase a given Canadian is likely to make—their home.

3. Property assessed clean energy (PACE) financing - programs allow property owners to finance the up-front cost of building energy efficiency upgrades—such as more efficient heating systems, or windows—by paying the costs back over time via a voluntary property tax assessment. The assessment is attached to the property, not an individual; if, and when, the property is sold, the financing carries on with the new owner.

4. Regulating GHG emissions for existing buildings – this would include the development of a new regulation that would set greenhouse gas emissions targets from existing buildings.

5. Mandatory building energy benchmarking and reporting - Energy benchmarking is the process of collecting and monitoring energy data from a large number of buildings over time so that governments and the private sector can compare the performance of any one participating building against similar properties.

Direction to implement the first three of these measures – enabling local governments to regulate GHG emissions for new buildings, home energy labelling, and PACE financing – were included in the ministerial mandate letters issued in November 2020. Help Cities Lead encourages the Province to move as quickly as possible and in close consultation with local governments to develop and implement these measures.

Help Cities Lead would also like the Province to enable local governments to choose, when ready, to opt into the remaining two measures not addressed by the mandate letters – namely, regulating GHG emissions for existing buildings and building energy benchmarking and reporting.

The suite of initiatives is intended to compliment what the provincial government and utilities are already doing in this area and help to lay the groundwork for eventual province-wide adoption of these measures.

These actions would let municipalities, ready to take bolder action on climate, lead the way in regulating emissions in buildings. This would provide a template for action for other jurisdictions and even for provincial regulation in the future.

As such, we are requesting that your city consider endorsing the Help Cities Lead campaign and that you communicate this support directly to the Province by writing to the below Ministers:

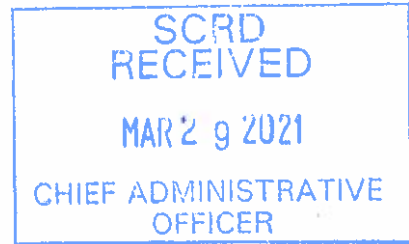
- Minister of Environment and Climate Change Strategy, ENV.Minister@gov.bc.ca
- Minister of Municipal Affairs, MAH.Minister@gov.bc.ca
- Minister of Energy, Mines, and Low-Carbon Innovation, EMPR.Minister@gov.bc.ca
- Minister of Finance, FIN.Minister@gov.bc.ca
- Attorney General and Minister responsible for Housing, AG.Minister@gov.bc.ca

Thank you for your time and consideration. Please do not hesitate to reach out should you have any questions regarding this letter.

Sincerely,



Lisa Helps
Victoria Mayor



March 29, 2021

File: 10280-60 (92G/5)

Chair and Board
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V0N 3A1
Sent by email to: info@scrd.ca

Dear Chair and Board:

This letter is to advise you that the following two geographical names have been officially changed in the shíshálh swiya/Sunshine Coast area effective March 26, 2021:

- Wilson Creek (creek) to **ts'ukw'um**
- Wilson Creek (community) to **ts'ukw'um**

More details are provided in Appendix A and on the attached maps.

In accordance with the BC Geographical Naming Policy, local and Indigenous governments as well as relevant organizations were invited to comment on the proposed names and bring forward any local or heritage considerations and comments. The comment period was from January to December 31, 2020.

Official names are labelled on suitably-scaled provincial and federal government maps, listed in the province's Geographical Names Gazetteer and in the BC Geographical Names Information System. Adoption of these names does not prejudice legitimate claims to the land.

I trust that these arrangements are satisfactory. Please feel free to contact me with any questions.

Kind regards,

Carla Jack
Provincial Toponymist
Carla.Jack@gov.bc.ca

Enclosure

Appendix A: Names Adopted March 26, 2021

1. **ts'ukw'um**, formerly "Wilson Creek", adopted for the community NE of Davis Bay (community), located in the shíshálh swiya and in the District of Sechelt.
 - **ts'ukw'um** is the shashishalhem name for this place which is an important shíshálh Nation village site. (Advice from the shíshálh Nation Stewardship and Territorial Land Management Division, 2019).
 - The approximate centre of this community is located at: 49.448056, -123.724722.
 - Name Record: <http://apps.gov.bc.ca/pub/bcgnws/names/73722.html>
2. **ts'ukw'um**, formerly "Wilson Creek", adopted for the creek that flows SW into the Strait of Georgia in the Salish Sea, E of Trail Bay, located in the shíshálh swiya and the District of Sechelt.
 - **ts'ukw'um** is the shashishalhem name for this creek and its surrounding area; an important shíshálh Nation village site was located on the creek. (Advice from the shíshálh Nation Stewardship and Territorial Land Management Division, 2019).
 - The mouth of this creek is located at: 49.438333, -123.709722.
 - Name record: <http://apps.gov.bc.ca/pub/bcgnws/names/73741.html>

cc: BC Ferries
BC Parks
Cowichan Tribes
District of Sechelt
Halalt First Nation
Hydrographic Services
Lyackson First Nation
Ministry of Transportation and Infrastructure

Penelakut Tribe
qathet Regional District
Stz'uminus First Nation
Sunshine Coast Regional District
Sunshine Coast Search and Rescue
Ts'uubaa-asatx First Nation
Water Authorizations



BC Geographical Names

Adopted Names

ts'ukw'um

Former Name: Wilson

Creek

Location: 49.4383,

-123.7097

ts'ukw'um

Former Name: Wilson

Creek (community)

Location: 49.4500,

-123.7167

Adopted: March 26, 2021

NTS Maps: 92G/5

0 5.08 10.16 km

1: 250,000

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Datum: NAD83

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

Key Map of British Columbia

