



# PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE

**Thursday, February 18, 2021**

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

## AGENDA

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**CALL TO ORDER            9:30 a.m.**

### AGENDA

1. Adoption of Agenda

### PRESENTATIONS AND DELEGATIONS

2. Nicole Huska, Consultant, Secret Cove Heights Development Inc.  
Regarding Secret Cove Heights Development Inc. Proposal Update ANNEX A  
pp 1 - 2

### REPORTS

3. Coopers Green Hall Replacement Project – Community Engagement Session  
Summary of Feedback  
General Manager, Planning and Community Development  
**Community Parks (Voting – A, B, D, E, F)** ANNEX B  
pp 3 - 14
4. Pender Harbour Aquatic Society Agreement Renewal  
Assistant Manager of Recreation Services  
**Pender Harbour Aquatic & Fitness Centre (Voting – A, B, D, E, F)** ANNEX C  
pp 15 - 20
5. Sechelt Aquatic Centre Fire Sprinkler System Repair or Replacement  
Manager, Facility Services and Parks  
**Community Recreation Facilities (Voting – B, D, E, F, Sechelt, Gibsons, SIGD)** ANNEX D  
pp 21 - 33
6. Statutory Right of Way – Bridgeman Road/Soames Hill Park  
Parks Superintendent  
**Community Parks (Voting – A, B, D, E, F)** ANNEX E  
pp 34 - 44
7. Union of BC Municipalities - Community Emergency Preparedness Fund – 2021  
Grant Funding Application for Downstream Flood Analysis of Chapman, Edwards,  
McNeil and Harris Lake Dams  
Manager, Capital Projects  
**Regional Water Service (Voting – A, B, D, E, F, Sechelt, SIGD)** ANNEX F  
pp 45 - 48
8. Policing and Public Safety Committee Minutes of January 21, 2021  
**(Voting - All)** ANNEX G  
pp 49 - 52
9. Electoral Area A (Egmont/Pender Harbour) APC Minutes of January 27, 2021  
**Electoral Area A (Rural Planning Services) (Voting – A, B, D, E, F)** ANNEX H  
pp 53 - 54
10. Electoral Area B (Halfmoon Bay) APC Minutes of January 26, 2021  
**Electoral Area B (Rural Planning Services) (Voting – A, B, D, E, F)** ANNEX I  
pp 55 - 56

11. Telus Telecommunications Tower in Madeira Park – Request for Local Government Concurrence (BC106302)  
Senior Planner  
**Electoral Area A - Rural Planning (Voting – A, B, D, E, F)** ANNEX J  
pp 57 - 88

## COMMUNICATIONS

12. Lisa Helps, Mayor, City of Victoria, dated January 25, 2021  
Regarding Vancouver Island and Coastal Communities Climate Action Goals (Working Draft) ANNEX K  
pp 89 - 113
13. Sunshine Coast Electric Vehicle Association Executive, dated January 18, 2021  
Regarding Pre-wiring for Electric Vehicle Charging and Rooftop Solar Arrays ANNEX L  
pp 114 - 115

## NEW BUSINESS

### IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Section 90(1) (m) of the *Community Charter* – “a matter that, under another enactment, is such that the public may be excluded from the meeting”.

## ADJOURNMENT



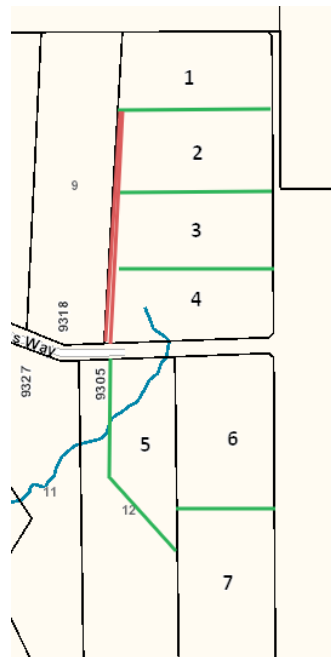
Secret Cove Heights Development Inc.  
Unit 238 A - 8275 92nd Street  
Delta BC V4G 0A4

12 February 2021

Planning and Community Development Committee  
Sunshine Coast Regional District  
1975 Field Road  
Sechelt, British Columbia

### Re: Update to SCHDI's Proposal

I am writing on behalf of Secret Cove Heights Development Inc. ("SCHDI") to submit an update to our application to amend the Official Community Plan and Zoning Bylaw 310. SCHDI requests that the SCRD Board consider an updated proposal which is laid out below.



The map to the left shows the approximate lot layout based on a 1.75 hectare parcel size. Road layout to the south of Stephens Way will be determined based on topography and environmental considerations.

SCHDI feels that the updated proposal is inline with the goals and objectives of the Halfmoon Bay Official Community plan as the RU2 zoning permits home based business and agricultural uses that can contribute to our local economy. The request of change to Rural Residential from Resource with respect to the Halfmoon Bay Official Community plan corrects the conflict between the HMB OCP and SCRD Bylaw 310.

The following page contains a table which outlines what SCHDI is requesting and demonstrates the public feedback, neighbourhood support and referral information which was provided during the previous process.

SCHDI welcomes SCRD Board feedback regarding the proposal outlined below and hope to move forward with this project.

Scope	Proposed	Notes
Bylaw 310 Land Use Zone	RU2	Current land use zone is RU2
Bylaw 310 Subdivision Zone	Change to "G"	Current is "I"
HMB OCP Land Use Zone	Rural Residential	1.75 hectare (4.32 acre) minimum
Number of Dwellings	1 principal plus 1 auxiliary	-
Fire	Fire Smart Covenant plus pond	As per HMB Fire Chief Referral 11 June 2020
Water	Own wells	Per VCH regulations in 11 June 2020 Referral Response
Waste Water	Septic	Per VCH regulations in 11 June 2020 Referral Response Per VCH regulations
Solid Waste disposal	Already consistent with Financial and Solid Waste Management Plans	As per 9 July 2020 PCDC Agenda
Neighbourhood Support	100%	As of September 2020.
Wider Community Support	Approximately 63 FOR and 23 Against.	As per previous proposal.
Home based business	Consistent with RU2	-

Thank you for your time and consideration.

Sincerely,



Nicole Huska



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – February 18, 2021

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

**SUBJECT:** COOPERS GREEN HALL REPLACEMENT PROJECT - COMMUNITY ENGAGEMENT  
SESSION SUMMARY OF FEEDBACK

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### RECOMMENDATION(S)

**THAT the report titled Coopers Green Hall Replacement Project – Community Engagement Session Summary of Feedback be received.**

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### BACKGROUND

The SCRD Board adopted the following resolution on November 26, 2020 (in part):

382/20      **Recommendation No. 8**      *Coopers Green Hall Public Consultation Process*

...THAT staff proceed with public participation activities as described in this report, engaging the services of Principle Architecture through an amended contract;

AND FURTHER THAT results be reported to a future Committee prior to Round 2 of the 2021 Budget process.

A Community Engagement Session with an associated questionnaire was delivered in late January/early February 2021. The session was advertised in two issues of Coast Reporter Newspaper, on SCRD social media accounts, and on the SCRD website and Coopers Green Park webpage. Invitations were sent by email invite to SCRD's distribution list of community members who have registered for Coopers Green project updates and by the Halfmoon Bay Community Association to their membership. A Coast Reporter article on the project/engagement session was published February 1, the Local Weekly published an article on February 3, 2021.

This report is for information. A budget proposal for this project has been included at pre-budget and at Round 1 meetings as a placeholder pending the completion of public participation work directed by the Board. The project is due to be considered as part of Round 2 meetings on March 4 and 5, 2021.

## **DISCUSSION**

### Overview of Community Engagement Session/Questionnaire

- 90-minute community engagement session held January 28, 2021 as a Zoom webinar
- Hosted by Principle Architecture design partners and facilitated by Chris Corrigan
- Also livestreamed on YouTube (now archived [here](#))
- Slide presentation delivered (posted online [here](#))
- 69 attendees (+/-) in webinar (includes several SCRD Directors and a few staff)
- 57 YouTube views on the night of the session; 190 views as of February 4, 2021
- 60+ questions answered during the session
- Survey Monkey-hosted questionnaire launched at the close of the session, open through end of day on February 4, 2021
- 169 questionnaire responses

### Summary of Results

- See Attachment A

### *Analysis*

As outlined in Attachment A, several theme areas of questions/comments emerged from the public participation work. These included:

- Vehicle parking
- Siting, including competition and synergy between open space, hall footprint and boat ramp
- Project budget
- Operating plan

Staff and consultants provided information on the basis of what is included in the design development phase and current budget information. A number of areas require further design, and input received can be incorporated into those next steps if the project proceeds.

The importance of robust project communication was made clear by the number and types of questions asked and by the questionnaire responses.

### *Organizational and Intergovernmental Implications*

The shishalh Nation has been an active and valued partner in planning for Coopers Green Hall. Coopers Green Park/tituls is a culturally-significant location. Further input from the Nation will be invited as part of next steps.

### *Financial Implications*

This project is currently included in the 2021 annual budget package as a placeholder. Additional funding, proposed to be through short-term borrowing, would be required for the project to proceed. Implications to be considered further as part of budget process.

### *Timeline for next steps or estimated completion date*

To be determined, on the basis of further Board direction.

*Communications Strategy*

This report was shared with Shishalh Nation and Halfmoon Bay Community Association on publication.

**STRATEGIC PLAN AND RELATED POLICIES**

The work described in this report aligns with the Strategic Priority around **Engagement and Communications**.

**CONCLUSION**

Following Board direction, a public participation process to review and check-in with the community on the proposed Coopers Green Hall replacement project was conducted in January/February 2021.

The results of this process can help inform consideration of this project as part of the 2021 Round 2 budget process.

**ATTACHMENTS**

Attachment A – Coopers Green Hall Replacement Project Community Engagement Session Summary Report prepared by Principle Architecture

Reviewed by:			
Manager		CFO/Finance	
GM		Legislative	
CAO	X - D. McKinley		

# COOPERS GREEN HALL REPLACEMENT PROJECT

## COMMUNITY ENGAGEMENT SESSION SUMMARY REPORT

Prepared 12 February 2021

### **1**

#### **INTRODUCTION**

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### **2**

#### **COMMUNITY FEEDBACK**

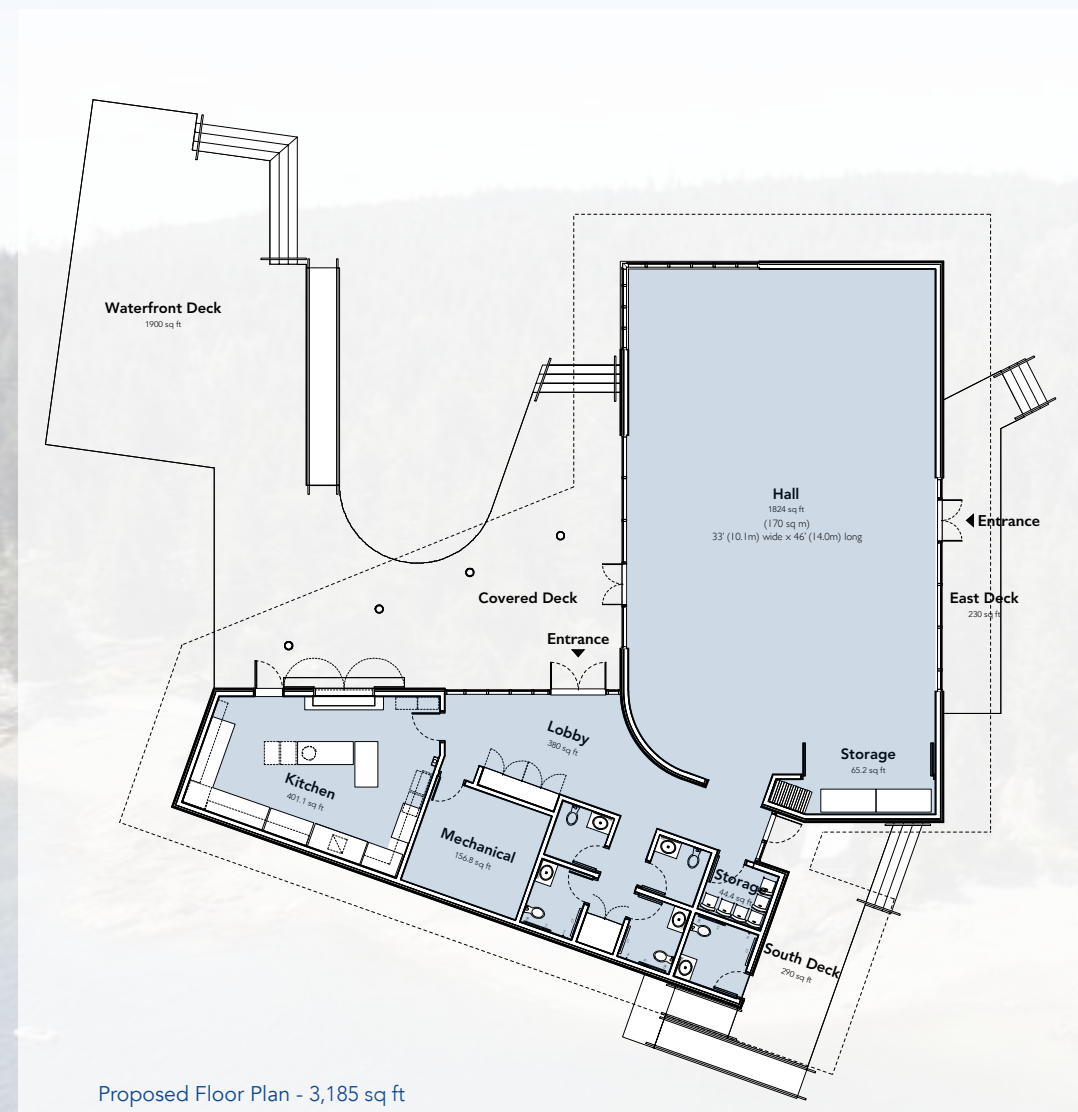
2.1	Survey Participation	6
2.2	Summary of Survey Results	8

### **3**

#### **NEXT STEPS**

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3.2	Keeping the Community Informed	15





## 1.1

### EXECUTIVE SUMMARY

Based on the public engagement process, some important themes emerge as priority issues for the project as it proceeds to the next design phase.

Overall, there was meaningful support for the project. The feedback was primarily from the Halfmoon Bay community.

The following themes are important to the community, in order of priority:

- there are competing needs for **vehicle parking** and concern that the project will not adequately address the demand for access
- **community hall and boat ramp** are both important components of Coopers Green Park and are competing for limited space
- the community is interested in knowing details about construction cost, funding sources and **overall project budget**
- the community has different opinions about the **operational plan** for the community hall and to what level the facility relies on rental for private functions
- there are **strong opinions in support of the project**, and frustration that the project is not proceeding as designed
- there are **strong opinions against the project**, and frustration that location does not provide the support needed for a community hall facility



1.2

BACKGROUND

Where did this Project Start?

The Coopers Green Hall Replacement project was initially identified by the Sunshine Coast Regional District (SCRD) and Halfmoon Bay Community Association (HMBCA) during the process of developing the Coopers Green Park Management Plan in 2017.

Design Process

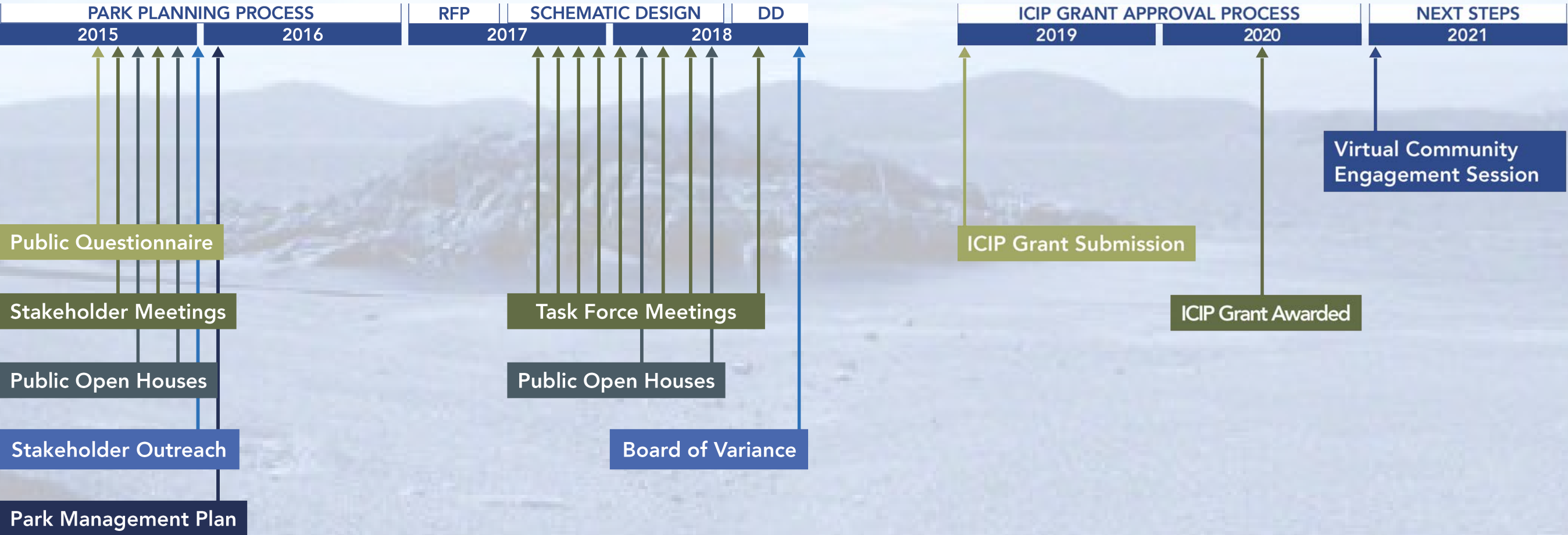
Principle Architecture, along with a team of professional design consultants, were engaged to prepare a schematic design and construction documentation for the project in 2018. The design team worked closely with the Coopers Green Community Hall Replacement Project Task Force which included representatives from the community, the SCRD, the Sechelt Nation, and the HMBCA.

Public Open Houses

The project was presented at a Public Open House in March 2018 and as a response to feedback heard from the community, the design was adjusted and was presented a second time at a Public Open House in June 2018. The design was further developed, including a Class B cost estimate, to complete an application for Federal Infrastructure grant funding in November 2018.

ICIP Grant Award

Design progress on the project was paused in 2019 pending the approval of grant funding. The project has now secured a large portion of the construction budget through the ICIP grant that was approved and announced in July 2020.



# 1.3

## PURPOSE

Before proceeding with the Coopers Green Hall Replacement Project, the SCRD wants to validate the current site location, building design, and project funding. Principle Architecture was asked to design and facilitate an engagement opportunity for the community to ask questions and gather feedback on the current project documentation.

### The purpose of the engagement opportunity was to:

- Review the current project
- Highlight key areas of community interest
- Invite community questions and input
- Test the project proposal as it stands now
- Suggest opportunities or imperatives to change or improve it

69 participants in the live Zoom webinar

57 viewers of the YouTube livecast of the webinar

60 questions were answered by the panelists during the zoom webinar

# 1.4

## ENGAGEMENT PROCESS

### Part 1 Community Engagement Session

An online Community Engagement Session (Zoom webinar) was held on the evening of 28 January 2021. Notification of the event was posted in the Coast Reporter (newspaper and online) each week for two weeks prior to the open public event. As well, event details and the web link required to access the webinar were posted to the SCRD website:

<https://www.scrd.ca/Coopers-Green>

The Community Engagement Session was facilitated by Chris Corrigan, professional facilitator, who hosted the meeting and provided valuable information for participants about how to ask questions, register their opinions, and provide comments.

A presentation was made by panelists Craig Burns (Principle Architecture) and Ian Hall (SCRD) in order to review the project progress to date. The slide presentation was made available, following the event, via web link on SCRD website. See appendix for PDF version of presentation slides.

The 90 minute session was opened with land acknowledgment that SCRD is on the territory of shishalh (Sechelt) and skwxwu7mesh (Squamish) nations. The presentation was 30 minutes, followed by a 60 minute question and answer period.

### Live Q&A Session

Participants were invited to ask questions live or via the Zoom chat function. The facilitator led the Q&A period, ensuring that each question was given a response by the panelists before ending the session.

A recording of the engagement session was made available following the event via web link on SCRD website

<https://youtu.be/HfPZ9CTsCS0>.

A complete record of the questions, along with the event agenda, can be found in the appendix.

### Part 2 Survey Questionnaire

An online Survey questionnaire was prepared in order to gather more detailed information from the community and to ensure that the opportunity for feedback was open to those who wished to comment anonymously or could not attend the live community engagement session.

The questionnaire included 7 questions designed to gauge support from respondents and identify issues related to the project that are important to the community. The survey was open online from 28 January through to 04 February at 11:45pm. The survey was prepared using Survey Monkey online and a public link was provided on the SCRD website at

<https://www.scrd.ca/Coopers-Green>  
(survey link no longer available).

The survey allowed 1 response per IP address. A summary of responses is provided in the following section.



2.1

SURVEY PARTICIPATION

- 169 online surveys completed
- 84% average level of support for the project
- 18 survey respondents said they do not need any more information about the project
- 13 survey respondents said they would like the project to proceed without further delays

Who Responded?

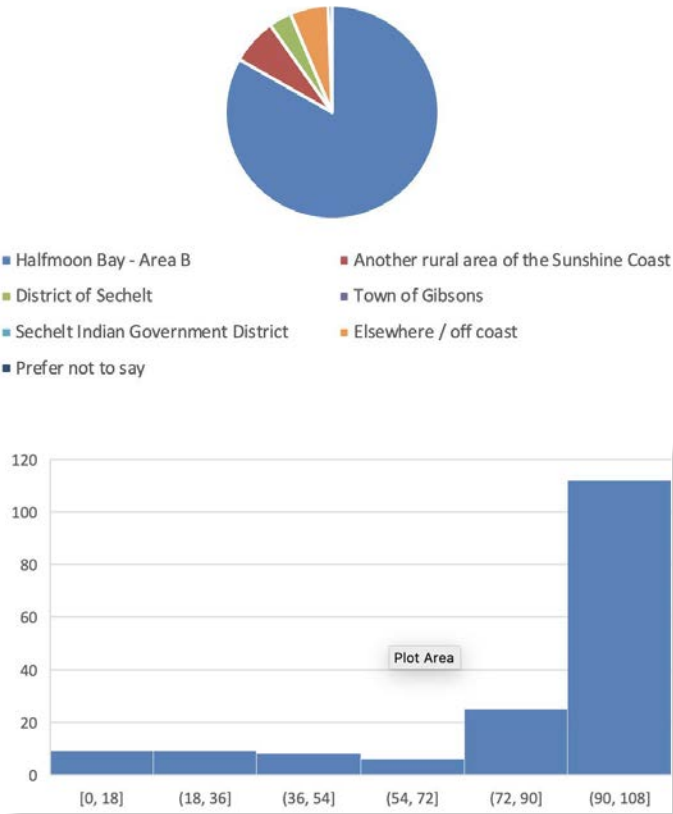
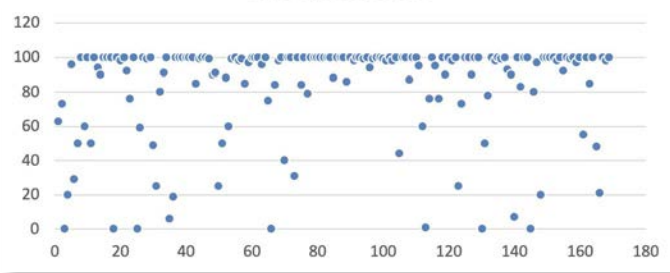
Following the community engagement session online, 169 online surveys were completed before the survey closed. 81% of respondents said they watched the community engagement session, either live, recorded, or both. 85% of respondents said they call Halfmoon Bay home.

There were no participants who call the Town of Gibsons or Sechelt Indian Government District home.

Where Do You Call Home?	Responses
HALFMOON BAY - AREA B	144 (85%)
ANOTHER SC RURAL AREA	12 (7%)
ELSEWHERE/OFF COAST	10 (6%)
DISTRICT OF SECHELT	6 (3%)

What we heard

Overall, there was broad support for the project. Using the online survey as a source, the majority of respondents were “very much supportive” of the current project. While the statistical average rating is 84%, a graphic analysis of the support ‘ratings’ show that the majority of responses were over 90% in support.



Based on what you know about the Coopers Green Hall Replacement Project, how would you describe your attitude to the Project?  
(rated on the scale: 0 Very Much Opposed - 100 Very Much Supportive)



# 2.2

## SUMMARY OF SURVEY RESULTS

There were four open-format questions included in the survey, allowing participants to type answers to a maximum character limit. The answers to these questions have been summarized here, organized by subject and starting with the themes mentioned most often. Representative responses have been highlighted as examples of common feedback, but a complete record of all responses has been provided to SCRD staff.

### SITE LOCATION

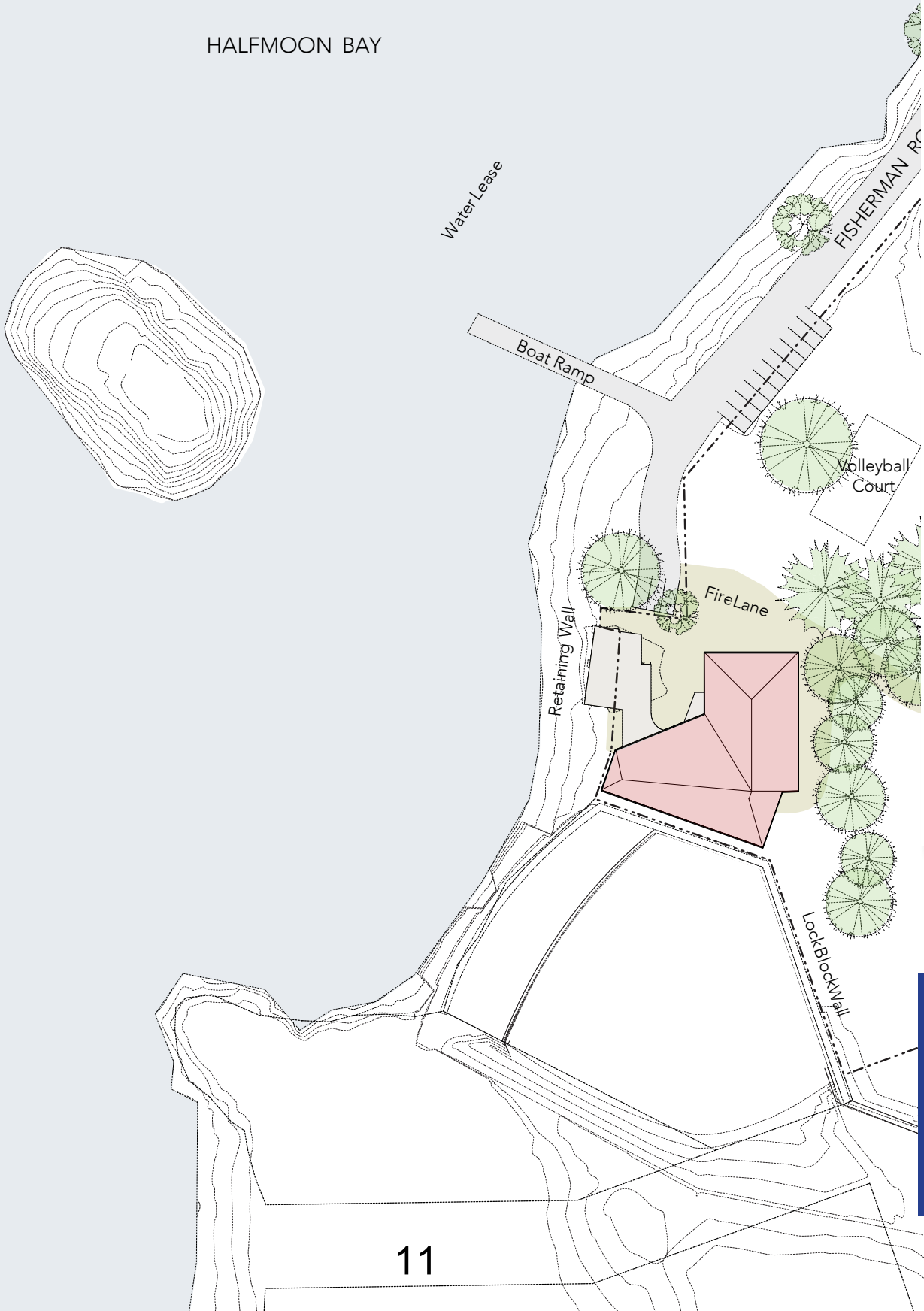
The question was asked if this is the right site for a community hall. Other sites have been discussed, in previous site validation during schematic design, and in more recent conversations with SD 46. Locating the community hall outside of Coopers Green Park would not be consistent with the Park Management Plan or the current design team scope of work and would require a re-evaluation of the project objectives and funding structure.

It is clear from the Park Management Plan metrics (61% support) and from the site location options analysis made during the Schematic Design Phase of the project (see Community Engagement Session slide 7) that the current location is preferred for the replacement of Coopers Green Hall. While there may be a community desire for community facility outside of Coopers Green Park, particularly one that is easier to access by car, the current project is for the replacement of the existing hall. Creating a community hall outside of Coopers Green Park would be a separate project and not meet the objectives of the Management Plan.

### FLOOD CONSTRUCTION LEVEL

There is concern about global sea level rise and the risk that the project would be affected by flood water. Professional Geotechnical consultation established a Flood Construction Level for the Community Hall project during schematic design.

Comments expressing concern that the site location is at risk of flooding were balanced with comments that sea level rise will not affect the proposed building site.



Sunshine Coast Regional District

Coopers Green Hall Replacement Project Questionnaire

Thank you for your interest in the Coopers Green Hall Replacement Project. Your response to a short questionnaire will help to inform next steps on this project. Responses are anonymous and results will be aggregated as part of SCRD staff's reporting to the SCRD Board.

1. Did you:

☐ Attend the Community Engagement Session on January 28th, 2021

☐ Watch the recording of the January 28th session afterwards

☐ Both

☐ Neither

2. Where do you call home?

☐ Halfmoon Bay - Area B

☐ Another rural area of the Sunshine Coast

☐ District of Sechelt

☐ Town of Gibsons

☐ Sechelt Indian Government District

☐ Elsewhere / off coast

☐ Prefer not to say

3. Based on what you know about the Coopers Green Hall Replacement Project, how would you describe your attitude to the project?

Very Much Opposed

Very Much Supportive

4. Are there aspects of the project that you would like more information about? If so, please list (50 word max)

5. In brief, what do you consider the project's strengths? (50 word max)

6. In brief, what do you consider the project's weaknesses? (50 word max)

7. What else would you like us to know? (200 word max)

54 respondents said that the current site location is a positive aspect of the project

BOAT RAMP

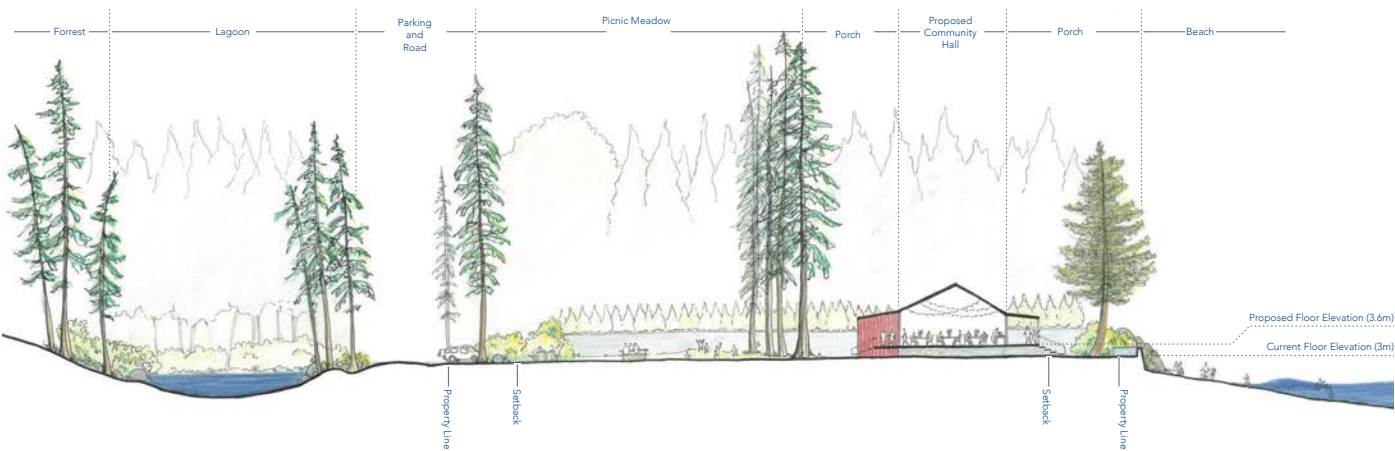
The boat ramp is a unique and valuable community amenity and it is no surprise that there is interest in how the Community Hall replacement will affect the current use patterns. It is understood that there is competition for parking space between community hall users and boat ramp users.

Concerns were expressed about current use patterns, operational plan during construction, and strategies to manage conflicting uses when new community hall is complete and operational. Feedback from the community indicates that there is insufficient space for vehicle parking and for maneuvering of trailers.

Currently, there is no formal parking area for boat trailers. Plans for increased parking capacity for the community hall take advantage of areas that are often used informally for vehicle and trailer parking associated with the boat ramp.

Given the growing popularity of Coopers Green Park for both community hall activities and boat ramp traffic, we suggest that this topic continue to be a priority for discussion at the SCRD. It is understood that the SCRD is actively discussing improvements to boat ramp, its associated parking, and its operational plan. It is suggested that the Coopers Green Hall design team be included in this work to ensure that these separate projects are complimentary.

43 survey respondents noted that the boat ramp and parking issues are a project weakness



PARKING

Questions were raised about the location and quantity of parking spaces. Concern was expressed that demand for parking would exceed the space available given the popularity of the park, the need for boat ramp access and trailers, and the larger capacity proposed for the community hall.

There was particular interest from the community to understand how traffic will be managed including pedestrian traffic, transit, and safety issues related to Redroffs Road.

It is suggested that more detailed design be provided to illustrate the proposed areas for parking expansion.

23 survey respondents said they would like more information about parking, traffic management and transit

PROJECT BUDGET

The presentation included a breakdown of the funding sources for the project, highlighting HMBCA fundraising efforts, contributions from Independent Power Providers, ICIP Federal Grant funding, and the remaining unfunded gap proposed to be covered by SCRD borrowing.

SCRD staff provided an explanation of the overall project budget and the funding components that contribute to the budget. Staff also provided an example of how the proposed borrowing for the project will affect rate payers tax rate.

It is understood that a detailed proposal for SCRD borrowing to cover funding gap will be presented at the upcoming budget meeting. Approval of borrowing will enable the project to proceed with design development, tender, and construction.

11 responded that the current budget and funding strategy is a positive aspect of the project.

It is suggested that the SCRD and Design Team work together to clearly and graphically communicate the details of the funding plan for project on SCRD website through venue of FAQs in order to keep the community up to date with the project status.

There was concern expressed that the construction cost unit rate is not reflective of the quality level expected by the community (i.e. cost is too high).

OPERATIONAL PLAN

It was mentioned that the HMBCA has offered to take on the responsibility of operating the community hall. Questions were asked, and answered by staff, about the anticipated operating costs including an allowance for annual capital cost replacement.

There were differing opinions expressed on the benefits of renting the community facility for private functions to generate revenue for on-going operations (e.g. weddings, reunions)

14 people responded that the project is too expensive

12 people expressed concern that revenue driven rental events will limit community access to Hall and adjacent park facilities.

15 responded that the opportunity for rental revenue is a positive aspect of the project



DESIGN COMMENTS

Feedback related to the building design was specific to each respondent. There do not appear to be themes or trends to the design comments. It is recommended that all design comments be reviewed and an updated response to these issues be included in the next design presentation. Some examples of design comments include:

SMALL MEETING ROOM

Feedback indicated that the community hall will often be used for small group meetings and that a small meeting room space would better suit this popular function rather than meeting in the large hall space. This request for additional space was considered and rejected by the design team and task force during previous design work in order to contain the project scope.

INDOOR SPORTS COURT

Comments included a request that the hall space be enlarged to accommodate a regulation pickleball court. This request was considered and rejected by the design team and task force as it introduced specific design requirements that were not compatible with the community hall design. One (1) written letter was received during the engagement process regarding desire for design changes to accommodate pickleball court in hall and One (1) response letter received arguing against changes to the design for the same purpose.

POST DISASTER DESIGN

There was a suggestion that the Hall be designed as a post-disaster facility for the local community including backup generator. The original scope of work for community hall replacement does not identify this as a need. Considerable cost increase and design upgrades would be required in order to meet the specific requirements for this designation.

ENERGY PERFORMANCE

Several questions were asked about sustainability rating system targets for the project (e.g. LEED certification, WELL, Passive House, Step Code, LBC, etc). While the original project scope was not specific about energy performance targets or sustainable design practices, it is suggested that this be considered and discussed during the next phase of project development.

BUILDING MATERIALS

Presentation was clear to indicate that detailed design and product specification has not yet been completed. There was interest in learning about the building materials and suggestions for preferred products (e.g. composite decking for durability)

PUBLIC WASHROOM

The current design includes an accessible washroom facing the park with a direct entrance for park users. Questions were raised about the maintenance and security of this amenity. Would the washrooms be open to public all the time? One (1) letter was received regarding the public washroom access control that included suggestions for a user pay system to help to address concerns about public washroom security, and to supplement operational costs.

SEWER

Presentation identified the need for sewer system replacement in order to upgrade the service to the community hall and indicated that this component of the project design has yet to be completed. There were no questions or comments regarding the sewer system.

COVID-19

Questions were asked about potential changes to the community hall design in order to address health and safety protocols that have been developed during recent Covid-19 pandemic. It is suggested that this topic be included in design discussions during the next phase of the project.



35 responded that the current design is a strength of the project

21 responded that upgrades to the kitchen and washrooms are a positive aspect of the project

44 responded that the strength of the project is creating a place for community gathering



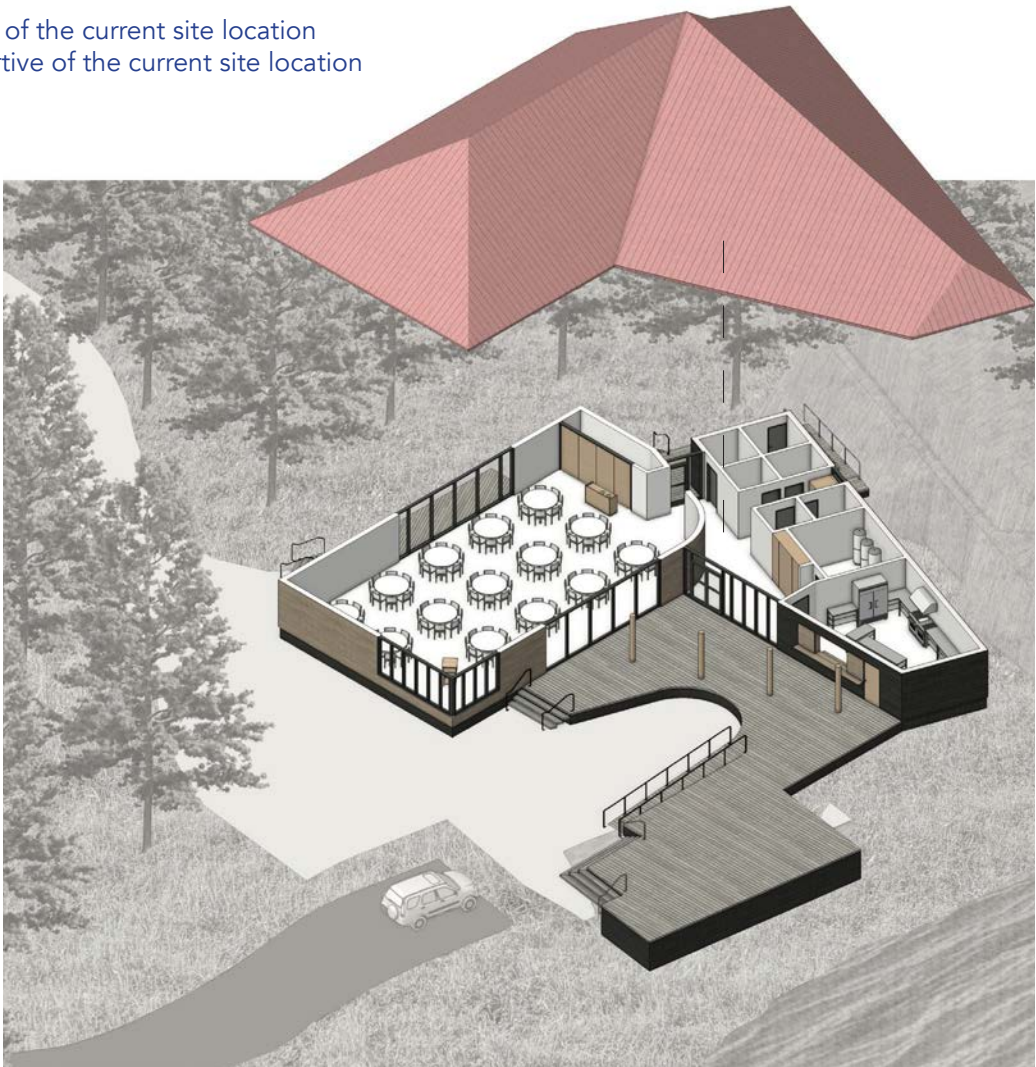
WHAT ELSE WOULD YOU LIKE US TO KNOW?

The last question of the online survey was an open-ended invitation to comment on the project (200 word limit). We have gathered results and provided observations for this question separately since this question offered the chance for respondents to highlight their opinions in the most detail. 103 people entered a response to this question.

39 respondents voiced strong **support for the project proceeding** and, in many case, frustration about the additional consultation process taking time away from the project and rumors of an alternative site location.

17 responses voiced strong concern for the issues of **parking, access, and the boat ramp**. Several of these responses were very detailed accounts of the importance of the boat ramp use throughout year.

The last question of the online survey also highlighted the division of community opinion regarding the **site location for the community hall**.  
19 responses were supportive of the current site location  
10 responses were not supportive of the current site location



3.1

WHAT HAPPENS NEXT?

Results will be reported to the SCRD Planning and Community Development Committee in February, through a staff report published on a public agenda.

In early March, the SCRD Board will consider the budget proposal for the Coopers Green Hall replacement project to continue, along with additional recommendations from the community engagement process.

3.2

KEEPING THE COMMUNITY INFORMED

The online survey asked respondents what aspects of the project they would like more information about. Here were the most common responses:

SITE

**10** respondents said they wanted more information about the site and the Flood Construction Level

BOAT RAMP

**9** respondents said they wanted more information about the boat ramp

PARKING

**23** respondents said they wanted more information about parking, transit, and traffic management

BUDGET

**9** respondents said they wanted more information about the project budget and funding sources

OPERATION

**25** respondents said they wanted more information about the Operational Plan and use of the hall

DESIGN

**8** respondents said they wanted more information about design and accessibility

INFORMATION

**18** respondents said they do not need any more information about the project



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – February 18, 2021

**AUTHOR:** Adrienne O'Donohue, Assistant Manager of Recreation Services

**SUBJECT:** PENDER HARBOUR AQUATIC SOCIETY AGREEMENT RENEWAL

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### RECOMMENDATION(S)

**THAT the report titled Pender Harbour Aquatic Society Agreement Renewal be received;**

**AND THAT the delegated authorities be authorized to execute the agreement with Pender Harbour Aquatic Society for a 5-year term ending December 31, 2025.**

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### BACKGROUND

The SCRD Board adopted the following resolution on July 23, 2015:

312/15      **Recommendation No. 5** *Pender Harbour Aquatic Society Agreement*

THAT the report from the Manager, Pender Harbour Aquatic Centre regarding the Pender Harbour Aquatic Society Agreement be received;

AND THAT the Chair and Corporate Officer be authorized to sign an agreement with the Pender Harbour Aquatic Society for the period July 15, 2015 through June 30, 2020.

The agreement with the Pender Harbour Aquatic Society (PHAS) for the Pender Harbour Aquatic and Fitness Centre (PHAFC) has expired. The purpose of this report is to obtain SCRD Board approval to renew the agreement for another 5-year period, effective: January 1, 2021 – December 31, 2025.

### DISCUSSION

The PHAS and the SCRD have had an agreement for the services provided at the PHAFC since the Regional District's establishment of the Pender Harbour recreation service.

Staff reviewed the previous agreement and worked with the PHAS Board to prepare this agreement for another 5-year term.

The foundation and principles of the agreement remain the same as prior versions. Language adjustments have been made to reflect more contemporary agreement language and the current nature of the relationship between the SCRD and the PHAS. Specifically, identifying the new SCRD point of contact, clarifying PHAS role to provide feedback for consideration on various items outlined in the agreement, and removing the notwithstanding clause around termination of the agreement for non-compliance from the PHAS. These changes have been reviewed with and are supported by PHAS.

The SCRD values the relationship that has been built with the Pender Harbour and Aquatic Society over the many years of operating the Facility. The Aquatic Society's connectedness with the surrounding community and input has helped guide programming and service delivery at the Pender Harbour Aquatic and Fitness Centre.

At the Annual General Meeting of the PHAS on December 14, 2020 the membership voted to sign the new agreement with the SCRD for a period of 5 years.

#### *Options and Analysis*

Staff support the signing of the agreement in order to maintain the valued partnership between the SCRD and the PHAS. Staff look forward to continuing to work with the PHAS to strengthen and develop service delivery and are excited to pursue celebration opportunities to recognize the Facility's 40 anniversary which occurred in 2020 while the Facility was closed in response to COVID-19.

#### *Organizational and Intergovernmental Implications*

The agreement commits SCRD to providing an opportunity for PHAS to offer feedback for consideration on programming, fees and charges changes, operating and capital budget or any major item that would impact the use, operation or development prior to making any binding decisions. These are included as part of regular operations and communication with PHAS.

#### *Financial Implications*

N/A

#### *Timeline for next steps or estimated completion date*

Once authority is given and signing is complete, it will go into effect immediately.

#### *Communications Strategy*

Staff to report back to PHAS on the outcome of this Report.

### **STRATEGIC PLAN AND RELATED POLICIES**

Engagement and Communication; Regional Collaboration and Partnership

### **CONCLUSION**

Staff have worked with the PHAS to renew the PHAS and SCRD 5-year agreement which will allow the valuable relationship to continue in support of operations at the PHAFC. The renewal of this agreement highlights to the importance of maintaining this integral relationship and working collaboratively to enhance and directly influence service delivery at the Facility.

This agreement allows the PHAFC and the PHAS to clearly articulate the expectations and responsibilities of each party as it relates to the operation of the PHAFC and conditions of the agreement. Staff look forward to continuing to build on this important relationship throughout the term of the agreement.

**ATTACHMENTS**

Attachment A – 2021-2025 Pender Harbour Aquatic Society Agreement

Reviewed by:			
Manager	X – G. Donn	Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Risk	X – V. Cropp

**PENDER HARBOUR AQUATIC SOCIETY AGREEMENT**

**THIS AGREEMENT** is effective January 1, 2021 to December 31, 2025.

BETWEEN:

**SUNSHINE COAST REGIONAL DISTRICT**

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

(hereinafter called the "Regional District")

AND:

**PENDER HARBOUR AQUATIC SOCIETY**

13639 Sunshine Coast Highway  
Madeira Park, BC  
V0N 2H1

(hereinafter called the "Society")

**WHEREAS** the Regional District has the authority to construct, maintain, operate, improve and use buildings or other improvements, and provide any facilities or equipment requisite for the proper use and enjoyment of an aquatic and fitness facility in the benefit area created for this purpose;

**AND WHEREAS** the objectives of the Society are, on behalf of its members and the community at large, to contribute towards the continued operation of the Pender Harbour Aquatic and Fitness Centre (hereinafter referred to as the Facilities); and all related activities;

**AND WHEREAS** the Regional District leases the Facilities from School District #46, Sunshine Coast.

**AND WHEREAS** the Regional District staffs and manages the Facilities.

**NOW THEREFORE** in consideration of the terms of this Agreement, the Society and Regional District agree as follows:



1. The Society, in conjunction with the Assistant Manager, Recreation Services (hereinafter referred to as the “Manager”) shall provide advice within the context of SCRD policies to the Regional District pertaining to the operations to ensure the most efficient and effective use of the Facilities and all related activities.
2. The Society shall be kept informed as to hiring or the termination of the Manager within the terms and scope of the Regional District’s policies and procedures.
3. Scheduling of activities and programming of the Facilities shall be the responsibility of the Manager and shall be presented to the Society to receive their feedback for consideration before being forwarded to the Regional District.
4. The Manager shall present proposed admissions and rental rates to the Society to receive their feedback for consideration before being forwarded to the Regional District.
5. The Manager shall present a proposed Annual Operating and Capital Budget to the Society to receive feedback for consideration prior to submission to the Regional District.
6. Day to day communications will be through the Manager. The Society may also directly discuss, or obtain information from the appropriate Regional District manager or senior staff member with respect to the overall operations and business related to the Facilities.
7. The Regional District shall inform the Society on any major item that would impact the use, operation, construction, modification and the development of the Facilities to obtain feedback for consideration prior to making any binding decision.
8. The term of this agreement is five years and the agreement may be open for negotiation as may be required from time to time upon the written request of either party within thirty (30) days of such a request being delivered to the other party to this agreement.
9. The Regional District shall indemnify and hold harmless the Society and its members from and against all expenses and claims relating to or based upon the provision of advice, recommendations or consultation by the Society pursuant to this Agreement.

**IN WITNESS WHEREOF** the parties hereto have hereunto executed these presents this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**IN WITNESS WHEREOF** the Corporate )  
Seal of the District was hereunto affixed )  
in the presence of: )

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**CORPORATE OFFICER**

C/S

**IN WITNESS WHEREOF** the Corporate )  
Seal of Pender Harbour Aquatic )  
Society was hereunto affixed )  
in the presence of: )

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**TREASURER**

C/S

**SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT**

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**TO:** Planning and Community Development Committee – February 18, 2021

**AUTHOR:** Ken Robinson, Manager – Facility Services and Parks

**SUBJECT:** SECHELT AQUATIC CENTRE FIRE SPRINKLER SYSTEM REPAIR OR REPLACEMENT

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**RECOMMENDATION(S)**

**THAT the report titled Sechelt Aquatic Centre Fire Sprinkler System Repair or Replacement be received;**

**AND THAT a proposal for Sechelt Aquatic Centre fire sprinkler system repair or replacement be brought to 2021 Round 2 budget.**

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**BACKGROUND**

In prior reports on Recreation financial planning and considerations, staff noted concerns with the Sechelt Aquatic Centre fire sprinkler system. As this system is critical to building protection, staff are advancing the matter for Board information as soon as possible, and to inform the R2 budget process.

On December 31, 2020 the fire sprinkler system at the Sechelt Aquatic Center developed a leak and a contractor was called in to repair the leak.

Upon disassembly of the sprinkler piping to repair the leak it was discovered that there is significant microbiologic corrosion in the piping which has compromised sprinkler pipe walls leading to pinhole leak(s) and reducing the flow capacity of the piping.



*Figure 1: Sechelt Aquatic Centre sprinkler pipe example*

Staff contacted a fire sprinkler system design engineer to provide recommendations and estimates on how to proceed with the investigative work and subsequent replacement. Based on his experience with similar corrosion issues the engineer believes it is very highly probable the corrosion is throughout the entire system and that full replacement will be required.

The building's fire panel and alarm system remain functional. Staff are working in coordination with Sechelt Fire Department to ensure the building remains safe to occupy.

## **DISCUSSION**

### *Analysis*

Microbiological corrosion in fire sprinkler systems is known to occur in some cases. The exact cause(s) are unknown. Water chemistry may be one factor. Proper system maintenance can help allay corrosion issues. SCRD follows industry best practice for fire system maintenance including A, B, C. The consulting engineer has not identifying any contribution factors associated with maintenance.

Further investigation of the system is estimated to cost \$5,200 and has the potential to identify system components able to remain in service. This work is expected to take approximately 3 days. Based on research to date, investigation is expected to point to the need to replace the entire system. Nonetheless, the diligence step of additional research is recommended. The investigative work may identify causal factors that can be addressed through repair or replacement.

Full replacement of the sprinkler system was estimated to cost \$135,000 (Class 3 estimate prepared January 2021: -20% to +30%), exclusive of GST. Using the upper limit (+30%) an upset budget of \$175,500 + GST could be required to complete the project.

The total estimated upset cost for investigation and replacement is \$180,700 + GST. This estimate does not include any equipment changes that might be recommended to treat underlying causes (such as water conditioning). If simple changes are recommended by the engineer, they may be able to be accommodated within the contingency. If more significant changes needed, they may be able to be phased in later. It is possible that additional resources would be required for this work; in which case a separate report will be brought forward.

### *Operational Implications*

This is a significant project. Replacement of the entire sprinkler system, if required, is estimated to take 8 weeks. This extends beyond the typical 4-week length of the annual facility shut down. It is expected that a reduction of service levels will be necessary to complete the repairs. The exact impacts will be known once a contractor has been chosen and a schedule prepared.

Coordination of such a project will require staff resources and could delay other SCRD Facility Services capital projects.

### *Financial Implications*

At the January 28, 2021 Regular Board meeting the following motion (028/21) was passed, excerpt below:

**Recommendation No. 8**      *Community Recreation Facilities 2021  
Financial Outlook and COVID-19 Implications*

THAT the report titled Community Recreation Facilities 2021 Financial Outlook and COVID-19 implications be received;

AND THAT for 2021 only, User Fee Revenue be reduced to \$957,100 from \$1,833,906 with the shortfall of \$876,806 to be recovered through property taxation;

AND THAT for 2021, the Community Recreation Facilities Capital renewal funding be reduced to \$269,896 from \$769,896 to offset the reduction in user fee revenue and increase in tax subsidy as a result of COVID-19 implication;

AND THAT for 2021, the 5% dedication of user fee revenue to capital renewal be temporarily suspended;

AND THAT for 2021, the Community Recreation operating budget be reduced by \$88,741;

AND THAT the 2021 Budget amendments be incorporated into the draft 2021-2025 Financial Plan;

AND FURTHER THAT staff bring back a report in Q2 2021 on the legislative process and implications of transitioning the Community Recreation Facilities Capital Renewal funding through parcel taxes versus property taxation.

Based on the current financial situation for the Community Recreation Facilities Service [function-615], four funding options have been provided for the Committees consideration for this item.

**Option 1- Short term Debt Financing through Municipal Finance Authority**

The capital replacement of the fire sprinkler system at the Sechelt Aquatic Facility could be funded through a short term loan under agreement (LUA) with the Municipal Finance Authority (MFA).

As the total estimated project includes investigation and capital replacement, only the capital portion could be funded through the loan. The project would also be completed mid-year, so the portion for principle and interest would include a partial year for 2021. Total estimated financial implications would be as follows:

	2021	2022	2023	2024	2025	2026
Investigation costs	\$5,200					
MFA Re-Payment	\$18,000	\$36,000	\$36,000	\$36,000	\$36,000	\$18,000

Total estimated tax implication	\$23,200	\$36,000	\$36,000	\$36,000	\$36,000	\$18,000
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This option provides financial flexibility for the service, has a modest taxation implication at approximately \$0.41 (2021)-\$0.44 (2022) per \$100,000 of taxation and doesn't further reduce operational and capital reserves.

#### Option 2- Operational Reserves (combine 2020 estimated surplus)

The 2020 year-end surplus for the Community Recreation Facilities service is estimated to be approximately \$125,000. Per the Financial Sustainability Policy this amount will be transferred to reserves. The Sechelt Aquatic (SAC) starting platforms were approved as part of the Round 1 Budget deliberations and if the sprinkler replacement was also funded through operating reserves the closing balance for 2021 would be approximately \$15,000. This option does not leave sufficient funds for emergent operational or capital items for the facilities.

Five-Year Operating Reserve Plan					
	2021	2022	2023	2024	2025
Item	Amount	Amount	Amount	Amount	Amount
Opening Balance in reserve	\$ 79,210	\$ 15,760	\$ 15,760	\$ 15,760	\$15,760
Contributions Surplus	\$ 125,000	\$ -	\$ -	\$ -	\$ -
SAC Starting Platforms	-\$ 7,750	\$ -	\$ -	\$ -	\$ -
SAC Sprinkler Replacement	-\$ 180,700	\$ -	\$ -	\$ -	\$ -
Closing Balance in Reserve	\$ 15,760	\$ 15,760	\$ 15,760	\$ 15,760	\$15,760

#### Option 3- Amendment to the Capital Renewal Funding Plan

The following table illustrates the impact on the projected Capital Reserve Balance if the entire projected cost of the sprinkler replacement is factored into the Capital Renewal Funding Plan. The projected expenses for 2021 are increased by \$175,500.

Five-Year Capital Reserve Plan (or longer, if applicable)					
	2021	2022	2023	2024	2025
Item	Amount	Amount	Amount	Amount	Amount
Opening Balance in reserve	\$1,433,055	\$ 348,851	\$ 300,889	\$ 165,548	\$ 170,441
Projected Contribution	\$ 255,096	\$ 755,096	\$ 755,096	\$ 755,096	\$ 755,096
Projected Expenses	-\$1,339,300	-\$ 816,000	-\$1,727,500	-\$ 756,345	-\$ 495,545
Interest Earned on Reserve		\$ 12,942	\$ 11,163	\$ 6,142	\$ 6,323
Projected Borrowing	\$ -	\$ -	\$ 825,900	\$ -	\$ -
Closing Balance in Reserve	\$ 348,851	\$ 300,889	\$ 165,548	\$ 170,441	\$ 436,315

Replacement of the fire sprinkler system at the Sechelt Aquatic Center is currently designated as a critical item in the Recreation Capital Plan and was originally planned for replacement in 2037. As a critical item it is funded through the capital renewal fund with an anticipated cost of \$242,800 in 2037. Based on the life-cycle performance of the current system it is likely that moving this item up to 2021 in the capital plan could result in an additional occurrence of life cycle replacement within the current 2021 – 2040 capital plan despite an originally anticipated 30-year component lifespan. If the cause of the microbiological growth is identified and corrected it may be possible to assume a 30-year lifespan for the sprinkler system.

With 8 weeks being an estimated schedule for replacement, this would have an impact on the projected facility revenue as typically shutdowns are generally around 4 weeks.

#### Option 3- Fund through 2021 Property Taxation

Alternatively, this project could be fully funded through 2021 property taxation. The change in the property taxation rate per \$100,000 of property assessment if \$180,700 was approved would be \$3.43. Recreation is recovered through improvements only so the average impact to residents would be approximately \$15. Although this optional also doesn't further impact operational and capital reserves, it has the largest impact on taxation.

#### *Timeline for next steps or estimated completion date*

Staff recommend that this need be addressed through our regular financial planning process and that a R2 budget proposal be prepared.

This item will also be factored into the annual 20 year capital renewal plan for the Community Recreation Facilities.

A project timeline can be developed pending Board direction. Ideally work will coincide with the facility's annual shut-down to which the exact date has not yet been confirmed but would like be around last week of May or the beginning of June.

#### *Communications Strategy*

Once the scope of the work and the potential impact on those who use the facility is known, the SCRD Communications team will develop a proactive communications plan focused on the following:

- Early notification (as much advance time as possible) to users of the facility on the impact of the work on programming schedules
- Regular proactive communication on the progress of the work and updates on programming schedules that have been affected

In order to ensure this communication reaches the community, a number of communication channels including local media, the SCRD website and social media will be used.

#### **STRATEGIC PLAN AND RELATED POLICIES**

N/A – operational requirement.

## **CONCLUSION**

The fire sprinkler system at Sechelt Aquatic Centre is an essential building system. Current condition issues relating to microbiological corrosion must be addressed. A Class 3 estimate for full investigation and total system replacement has an upset value of \$180,700 + GST.

Staff recommend that budget proposal be brought forward to 2021 Round 3 budget in order for a funding decision to be made in time for work to proceed as part of annual facility maintenance shutdown.

## **ATTACHMENTS**

Attachment A – Novota Engineering Report – Sechelt Aquatic Centre Fire Sprinkler System

Reviewed by:			
Manager	X - K. Robinson	Finance	X – B. Wing
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Other	X – K. Doyle



Ken Robinson,  
Manager, Facility Services and Parks

February 4, 2021

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

**RE: SECHELT AQUATIC CENTRE**  
5500 Shorncliffe Ave, Sechelt,

This letter addresses an investigative steps and provides a Class III estimate for the fire sprinkler system repairs/replacement at Sechelt Aquatic Centre.

We have been informed about the Microbiologically Influenced Corrosion (MIC) caused by microorganism blocking the piping, developing pinholes leaks and affecting the functionality of the fire sprinkler system This can be seen from the below presented sample photograph.



The further system investigations would help determine the remedial action.

The system investigation would require disconnecting and investigating system sections. The investigation would confirm as to what the next steps would be to remedy the situation.



The cost of the investigation is anticipated at \$1400+GST/ day. This would include up to 3 sampling spots on the system. We would anticipate approximately 3 days of further investigative work and suggest \$5000 + GST budget for this work. We would recommend that the current fire sprinkler system maintenance contractor Elite Fire Protection would conduct this investigations and provide results to determine next steps. If this agreed on we will prepare instruction to the contractor as to what section of the system should be sampled.

Due to the corrosion stage we would advice to preplan and budget for the system replacement.

The Class 3 budget for straight system replacement based on the provided preliminary draft specifications is \$135,000+GST. This budget would include piping painted in the cardio room, gym, community, auditorium and water slide tower to match existing its existing type and paint color.

It is anticipated that the entire replacement could be done within 8 weeks.

The above budget of \$135,000 =GST represents a Class 3 Estimation Classification based on the existing design and prepared preliminary specifications with approximately 30% project definition completion.

The anticipated accuracy of this estimate is – 20% to + 30%.

The existing system lasted about 15 years. The water source should be investigated as cause of the issue. The system water would have to be treated to prolong this unusually short system life and a new techniques such as nitrogen system inerting could be specified to reduce level of available oxygen in the water and increase the system life expectancy.

The water treatments and nitrogen inerting have not been investigated further at this time and are not included in the preliminary estimate at this time.

Thank You

Juraj Novota, M.Eng., P.Eng. C.P.

# **SPECIFICATION**

## **FIRE SUPPRESSION SYSTEM REPLACEMENT**

**for**

### **SECHELT AQUATIC CENTRE**

**PROJECT NO: 2103**

**ISSUED FOR TENDER**

**ISSUE DATE:** February 1<sup>st</sup> 2021

## 1. **GENERAL**

### 1.1 Description of Work

1. Existing fire suppression system shall be removed from the 150mm x 65mm reducer at water entry.
2. All piping and all sprinkler system components including valves, flow switches, hanger and seismic bracing shall be removed from site.
3. Fire Suppression Trade contractor is responsible for removing all components from the building and dispose of the removed components.
4. Fire Suppression Trade Contractor shall rebuild the system based on the available system record drawings. Record drawings are available upon request from the consultant.
5. Fire Suppression Trade Contractor shall retain Professional Engineer registered in Province of British Columbia to provide engineering design and field review services including signed and sealed CAD fire suppression drawings and hydraulic calculations prepared based on the existing record drawings.
6. The following specification is a “performance type” specification outlining the standard of the installation. The detailed design of the fire protection system shall be provided by the Fire Protection System Trade Contractor and his Professional Engineer based on the available system record drawings. Schedule B & C Letter of Assurance will be required from the Fire Protection Design Engineer, to the District of Sechelt. .
7. Fire Suppression Trade Contractor’s Professional Engineer shall provide field reviews of work on site as work progresses and provide Field Review Reports to the District of Sechelt.
8. Submit documentation to Authorities Having Jurisdiction, arrange for, pay for and obtain trade permits prior to commencing installation work on site.
9. Obtain static and residual water supply pressure information from utility or municipality in writing and submit copy of information with shop drawings. If this information is not available, arrange for, pay for and perform hydrant flow test.
10. Completely flush the underground piping prior of connecting to the new fire sprinkler system.
11. Provide fire suppression systems throughout buildings including:
  1. Wet sprinkler systems in heated areas

### 1.2 Codes, Bylaws, Standards and Approvals

1. Installation, workmanship and testing shall conform to the following standards:
  1. British Columbia Building Coded BCBC (2018)
  2. National Fire Protection Association NFPA 13 (2016) - Standard for the Installation of Sprinkler Systems.
  3. Insurer’s Advisory Organization IAO Interpretive Guides.

2. Installation shall be subjected to design approval, inspection and testing of Authority Having Jurisdiction.
3. System components shall be of one Manufacturer. Normally, materials and devices listed by nationally recognized fire test laboratories will be acceptable.

### 1.3 Document Submittals

1. Provide Letters of Assurance signed and sealed by Fire Suppression Trade Contractor's Registered Professional Engineer.
2. Submit 'Schedule B: Assurance of Professional Field Review and Compliance and 'Schedule in accordance with British Columbia Building Code, BC Fire Code to Consultant and Authority Having Jurisdiction at time of shop drawing submission.
3. Submit static and residual water supply pressure information.
4. Submit AutoCAD drawings of fire suppression sprinkler systems
5. Submit hydraulic calculations for water based fire suppression sprinkler and systems.
6. Submit 'Schedule C: Assurance of Professional Field Review and Compliance' in accordance with the BC Building Code, BC Fire Code to Consultant and local Authority Having Jurisdiction within 10 working days after installation completion.
7. Submit NFPA 13 "Trade Contractor's Material and Test Certificate" to Consultant and local Authority Having Jurisdiction within 10 working days after installation completion.
8. Submit Backflow Prevention Test Certificate for backflow prevention devices.
9. Submit signed letter from firestopping installation firm on company letterhead certifying penetrations of fire suppression piping through vertical and horizontal rated separations have been firestopped in accordance with CAN/ULC -S115.
10. Submit maintenance data for systems and arrange for inclusion in project Mechanical Maintenance and Operations Manuals as outlined below.
11. Arrange for system connection to the existing fire alarm system by a licensed electrician in the the province of British Columbia and re-verify the fire alarm system according to CAN/ULC-S537-13
12. Submit shop drawings as noted below.
13. Submit samples as noted below.

### 1.4 Shop Drawings

1. Submit shop drawings for the following items:
  1. Piping materials.
  2. Valves, fittings and couplings.
  3. Fire department Siamese connections.
  4. Backflow preventers.
  5. Supervisory switches.

6. Flow switches.
7. Pressure switches.
8. Sprinkler heads and escutcheon plates.
9. Fire stopping component data sheets and ULC or Warnock Hersey listings.

#### 1.5 Samples

1. Submit two samples for sprinkler types and other samples as required in other Sections of specifications.

#### 1.6 Maintenance Data

1. Provide maintenance data and maintenance manuals for fire suppression systems complete with Table of Contents
2. Include copy of National Fire Protection Association NFPA-25, Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems.
3. Detailed instructions for normal maintenance of installed equipment including operational procedures, frequency of operational checks, service instruction and troubleshooting instructions. Information provided must be suitable for incorporation into Fire Department's operation manual if so requested by Authority Having Jurisdiction.
4. Labelling and identification schedules.
5. Valve schedule including location, service type and normal position.
6. Warranties, certificates and miscellaneous reports.
7. Manufacturer's operating and maintenance brochures, including wiring diagrams.
8. Comprehensive description of operation of systems, including function of each item of equipment in system.
9. Shop drawings for components as listed in Shop Drawings clauses above.
10. Documentation as listed in Document Submittals clauses above.

#### 1.7 Connection Fees

1. Arrange and pay for Municipal connection fees for combined fire suppression and potable water connection.

#### 1.8 Seismic Protection

1. Supply and install sway-bracing hangers on fire suppression piping systems in accordance with NFPA 13 requirements. All sway brace fittings and attachments shall be corrosion resistant
2. Power-driven fasteners shall not be used to attach braces to building structure, unless ULC listed for service in seismic zone fire suppression systems are being installed.

#### 1.9 Pipe, Fittings and Couplings

1. Responsibility for including for pipe, fittings, couplings valves, nipples, drains, test connections and accessory pipe work for complete installation is to be included in this Section of work within

base tender price.

2. No extra cost will be considered based on failure of Trade Contractor to allow for extra pipe, fittings and pipe work as required during construction to provide offsets to avoid structural components, and coordinate with other piping services, ductwork, cable trays, conduits or other obstacles.
3. All exposed piping within the pool area shall be stainless steel.
4. All hangers shall be coated against corrosion and white electrical tape applied around the area in contact with steel piping
5. Piping to be painted in the cardio room, gym, community, auditorium and water slide tower to match existing its existing type and paint color.

#### 1.10 Sprinklers

1. Responsibility for allowing for sprinklers for complete installation to be included in this Section of work within base tender price. Layout on drawings shows general intention of work and sprinkler locations with respect to other ceiling elements such as ceiling tiles, lights and diffusers. However, Trade Contractor shall provide additional sprinklers as required.
2. No extra cost will be considered based on failure of Trade Contractor to allow extra sprinklers as required during construction to conform to NFPA requirements and Authority Having Jurisdiction.
3. Provide Electroless Nickel PTFE plated corrosion resistant sprinklers

#### 1.11 Clean Up

1. Leave systems operating with work areas clean to satisfaction of Consultant, Architect or Owner's Representative.

**SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT**

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**TO:** Planning and Community Development Committee – February 18, 2021

**AUTHOR:** Kevin Clarkson, Parks Superintendent

**SUBJECT:** STATUTORY RIGHT OF WAY – BRIDGEMAN ROAD/SOAMES HILL PARK

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**RECOMMENDATIONS**

**THAT the report titled Statutory Right of Way – Bridgeman Road/Soames Hill Park be received;**

**AND THAT the Sunshine Coast Regional District (SCRD) enter into a Statutory Right of Way Agreement with BC Hydro through a portion of Soames Hill Park for the purposes of the establishment of an aerial hydro service line;**

**AND FURTHER THAT the SCRD Delegated Authorities be authorized to execute the Statutory Right of Way Agreement.**

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**BACKGROUND**

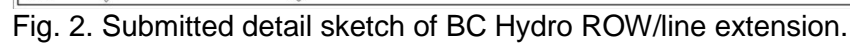
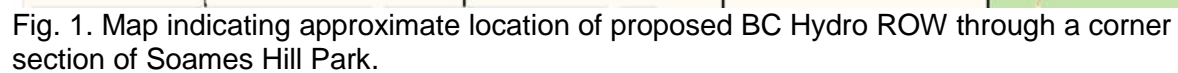
BC Hydro has proposed a statutory right-of-way (ROW) agreement with SCRD in order to run aerial hydro lines over/through a small portion of SCRD Soames Park property (please see attachment 1, draft BC Hydro ROW agreement).

The ROW is required to accommodate the servicing of a private home development and to enable BC hydro to perform future line maintenance action.

BC Hydro's ROW engineer has provided SCRD with detailed schematics and design information (please see attachment 2, BC Hydro ROW guidelines). The ROW and line extension is currently planned to service a single developed private property. Future residential tie-ins to service are anticipated as the subdivision at the end of Bridgeman Road is developed.

The proposed line extension is detailed in the SCRD map below and location detail sketch below:





## DISCUSSION

BC Hydro and other utilities routinely seek ROW agreements to facilitate service, and similar agreements to the one proposed exist on other SCRD properties/parks.

The area proposed for the ROW is near a secondary access to the park that includes a kiosk trail map, small parking area and bike rack. Aerial lines within a statutory right-of-way, as proposed by BC Hydro will not present any challenges to current parks operations, service delivery, or any possible expansions or improvements to the parking area or trailhead within the foreseeable future. A modest visual impact will result, but will not be noticeable once users enter the park.

This proposal and ROW location is the less intrusive of two options that were considered by BC Hydro. Moving the ROW outside of the park would involve significant vegetation removal on the Ministry of Transportation and Infrastructure ROW on Bridgeman Road directly adjacent to Soames Hill parkland. Thus, as the current time and for the foreseeable future, the location proposed has less environmental impact to the area.

### *Options and Analysis*

#### *Option 1- Recommended by staff*

SCRD enter into a SROW agreement with BC Hydro, as proposed. This option is most likely to have the minimum adverse effect on the park, its aesthetics and environment, as well as potential impacts to park visitors.

#### *Option 2- Not recommended by staff*

SCRD does not enter into a SROW agreement with BC Hydro, as proposed. In this option, BC Hydro would need to explore the alternative, by applying for a SROW agreement with the BC Ministry of Transportation along the edge of Bridgeman Road and directly adjacent to a linear boundary of Soames Hill Park. If approved, and aerial lines were to follow this alternative ROW, the site would require significant vegetation removal, clean-up and ground work before any utility lines could be placed. All of this work would occur between the end of Bridgeman Road and Soames Hill Park, and would significantly reduce the vegetation buffer between the newly developed subdivision, Bridgeman Rd. and the trails within that portion of Soames Hill Park.

Likely user experience of Soames Hill Park Trails would be affected, as a reduction in the vegetation buffer between trails/parkland and Bridgeman Road development would alter aesthetics and natural feel.

### *Organizational and Intergovernmental Implications*

BC Hydro will assume liability on the SROW through Park property and will be required to maintain the works within the SROW.

A temporary closure of the parking area and trailhead at the Bridgeman Road entrance to Soames Hill Park may be advisable during BC Hydro's development; this will be monitored and, if required, advance notice will be communicated.

*Financial Implications*

The cost to prepare a legal survey for the SROW and register with Land Titles will be paid by the developer/BC Hydro as part of the subdivision fee.

BC Hydro will maintain the power line's clearance from trees at their cost. There are no further annual costs involved to SCRD associated with the proposed SROW agreement.

*Timeline for next steps or estimated completion date*

BC Hydro, in consultation with the private developer will prepare the legal survey and agreement required for the SROW.

*Communications Strategy*

Staff will request that any associated works during SROW development be coordinated in full communication with SCRD. SCRD Parks will then notify the public and park visitors via a communications plan and by posting adequate signage on-site.

**STRATEGIC PLAN AND RELATED POLICIES**

N/A – operational.

**CONCLUSION**

Entering into a SROW Agreement with BC Hydro provides the developer the ability to service lots in the most unobtrusive way available. The proposed location for aerial utility lines via a SROW allows the SCRD to retain an important vegetation buffer adjacent to a long section of parkland that abuts the terminus of Bridgeman Rd.

Staff recommend that the delegated authorities be authorized to enter into a Statutory Right of Way Agreement with BC Hydro.

**ATTACHMENTS**

Attachment A: Draft Statutory Right of Way Agreement

Attachment B: Draft Form C

Reviewed by:			
Manager	X – K. Robinson	Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Risk	X – V. Cropp

ST020101

25 APR 2002 14 4

**"DUPLICATE COPY"**

**STANDARD CHARGE TERMS**

**Filed by: British Columbia Hydro and Power Authority**

**BACKGROUND:**

- A. B.C. Hydro wishes to obtain from the Owner a statutory right of way for certain rights on, over and under the Land.
- B. The Owner has agreed to grant B.C. Hydro a statutory right of way in respect of the Land.
- C. A statutory right of way is necessary for the operation and maintenance of the undertakings of B.C. Hydro.

**AGREEMENTS:**

In consideration of the mutual covenants and agreements contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which each party acknowledges, the parties agree as follows:

**INTERPRETATION**

**1.1 In this Agreement:**

**"Agreement"** means the General Instrument Part 1 and these Standard Charge Terms;

**"Area of the Works"** means the Area of the Works as defined in the General Instrument Part 1, provided that if the General Instrument Part 1 contains no such definition the term "Area of the Works" means that portion of the Land located within 6 metres of either side of the centre of the alignment of the Works;

**"B.C. Hydro"** means British Columbia Hydro and Power Authority named in Item 6 of the General Instrument Part 1 as the Transferee, and all Persons authorized by B.C. Hydro;

**"General Instrument Part 1"** means Part 1 of the General Instrument as prescribed by the Land Title (Transfer Forms) Regulation, as amended or replaced;

**"Hazardous Substance"** means any substance which is defined as a hazardous substance or special waste in or by any law regulation or order of any authority having jurisdiction, and which is in the environment in excess of concentrations allowed by applicable legislation;

**"Land"** means the land described in Item 2 of the General Instrument Part 1;

**“Owner”** means the Person named in Item 5 of the General Instrument Part 1 as the Transferor;

**“Person”** means any association, society, corporation, individual, joint stock company, joint venture, partnership, trust, unincorporated organization, or any federal, provincial, regional, municipal, or other government or authorized agency, department or ministry thereof;

**“Underground Civil Works”** means all Works which are installed in the ground on the Land including all ducts, conduits, transformer pads, and pull boxes, with the exception of any padmounted transformers and cables, including any primary and secondary cables, and cables used for telecommunications, power or grounding; and

**“Works”** means the Works as defined in the General Instrument Part 1, provided that if the General Instrument Part 1 contains no such definition the term “Works” shall mean all things and components, in any combination and using any type of technology or means, necessary or convenient for the purposes of transmitting and distributing electricity and for the purpose of telecommunications, including: poles, guy wires, brackets, crossarms, insulators, above ground or underground transformers, anchors, attachments, overhead or underground lines and cables, underground conduits and pipes of every kind, together with access nodes, cabinets, all ancillary appliances and fittings, including any associated protective installations, and related works.

- 1.2 This Agreement will be governed by, construed and enforced in accordance with the laws in force in British Columbia.
- 1.3 If the singular, masculine or neuter is used in this Agreement the same will be deemed to include reference to the plural, feminine, or body corporate or politic according to the context in which it is used.
- 1.4 The word “including” when following any general statement, term, or matter is not to be construed to limit such general statement, term, or matter to the specific items set forth immediately following such word or to similar items but rather such general statement, term, or matter is to be construed to refer to all other items that could reasonably fall within the broadest possible scope of such general statement, term, or matter.

### **GRANT OF STATUTORY RIGHT OF WAY**

- 2.1 The Owner grants to B.C. Hydro, forever, the right, and statutory right of way to:
  - (a) excavate for, construct, install, replace, upgrade, operate, maintain, remove and repair the Works on, in, under, through, over or across the Land;
  - (b) clear the Area of the Works and to keep it cleared (including pruning or removal) of any trees or growth;
  - (c) clear the Area of the Works and to keep it cleared of all or any part of any obstruction, structure, building, improvement or other matter which, in the reasonable opinion of B.C. Hydro might:
    - (i) interfere with the exercise of its rights; or

- (ii) create or increase any danger or hazard to the Works or to Persons or property in relation to the Works;
- (d) enter, work, pass and repass on, and along the Area of the Works;
- (e) have reasonable unobstructed access over the Land to and from the Area of the Works for all purposes relating to this Agreement;
- (f) install service lines as required, for the transmission and distribution of electricity or for telecommunication purposes, over or across the Land from the Area of the Works to buildings and structures on the Land or on immediately adjacent land, or to street lights on public roads adjacent to the Land;
- (g) prune or remove trees on the Land that in the reasonable opinion of B.C. Hydro, might create or increase any danger or hazard to the Works or to Persons or property in relation to the Works;
- (h) have exclusive use and occupation of all Underground Civil Works, whether the property of the Owner or B.C. Hydro, on the Land that are from time to time used or installed for use by B.C. Hydro; and
- (i) do all things necessary or incidental to the undertakings of B.C. Hydro in connection with the above.

#### COVENANTS OF B.C. HYDRO

##### 3.1 B.C. Hydro covenants with the Owner that B.C. Hydro will:

- (a) if it damages any structures, buildings or improvements outside the Area of the Works, or cuts or damages any crops or merchantable timber owned by the Owner anywhere on the Land, and such damage is not caused as a result of the Owner's breach of the terms of this Agreement or the negligence or willful act of the Owner, its contractors or those Persons for whom the Owner is responsible at law:
  - (i) compensate the Owner for such damages to structures, buildings, improvements, crops or merchantable timber; or
  - (ii) within a reasonable period of time, repair in a good and workmanlike manner any damaged structure, building or improvement, as closely as is practicable to its condition immediately prior to the damage;
- (b) take reasonable steps not to interfere unduly with the drainage of the Land in the exercise of its rights; and
- (c) indemnify the Owner against all liability incurred by the Owner out of any claim made by any Person for injury or harm to Persons or property caused by the negligence or willful act of B.C. Hydro in the exercise of its rights under this Agreement or caused by the use or placement of Hazardous Substances on the Land by B.C. Hydro, on the following conditions:
  - (i) the Owner will immediately provide written notice of the claim to B.C. Hydro and resist that claim if and to the extent required by B.C. Hydro.

B.C. Hydro will reimburse the Owner for all reasonable and necessary costs incurred by the Owner in resisting such claim; and

- (ii) B.C. Hydro will not indemnify the Owner in respect of any claim for injury or harm to Persons or property caused by the Owner's breach of this Agreement or by the negligence or willful act of the Owner, its contractors or those Persons for whom the Owner is responsible at law.

#### **COVENANTS AND AUTHORIZATIONS OF OWNER**

- 4.1 The Owner covenants with B.C. Hydro that, unless B.C. Hydro gives its prior written permission (which permission may be given subject to terms and conditions), the Owner will not do or knowingly permit to be done, any act or thing which, in the reasonable opinion of B.C. Hydro, might:
  - (a) interfere with the exercise of any rights granted to B.C. Hydro;
  - (b) impair the operating efficiency of any part of the Works;
  - (c) obstruct the access of B.C. Hydro to any part of the Works; or
  - (d) create or increase any danger to the Works or to Persons or property in relation to the Works.
- 4.2 Without limiting the generality of section 4.1 the Owner covenants with B.C. Hydro that, unless B.C. Hydro gives its prior written permission (which permission may be given subject to terms and conditions), the Owner will not:
  - (a) diminish or increase the ground elevation in the Area of the Works by any method including, piling any material or creating any excavation, drain or ditch in the Area of the Works;
  - (b) carry out blasting or logging operations on or near any portion of the Area of the Works; or
  - (c) make, place, erect, operate, use, maintain or permit any obstruction, structure, building, or improvement on, under or over the Area of the Works.
- 4.3 The Owner authorizes B.C. Hydro or its agents to insert the number assigned by the relevant Land Title Office to the Plan, if any, described in Item 2 of the General Instrument Part 1.

#### **MUTUAL COVENANTS**

- 5.1 The Owner and B.C. Hydro mutually covenant and agree between them that:
  - (a) if B.C. Hydro elects to pay compensation pursuant to section 3.1(a)(i), and the Owner and B.C. Hydro cannot agree on the amount of compensation to be paid, then the matter in dispute shall be settled by arbitration by a single arbitrator under the *Commercial Arbitration Act* of British Columbia;

- (b) unless otherwise agreed by the parties any merchantable timber on the Land which is owned by the Owner and cut by B.C. Hydro in the exercise of its rights under this Agreement will become the property of B.C. Hydro;
- (c) if B.C. Hydro cuts timber on the Land which is owned by the Crown, it will pay all royalties, scaling fees and other charges which are properly levied by the Crown against such timber;
- (d) nothing in this Agreement will in any way abrogate from or affect any rights, powers, exemptions or privileges, including any powers of expropriation, which B.C. Hydro may have under any private or public statutes, by-laws, orders, regulations or any other laws, or agreements it has with the Owner or which are registered against title to the Land;
- (e) failure to enforce any covenant or restriction contained in this Agreement for a breach or violation of any covenant or right contained in this Agreement will not in any way constitute a waiver, in whole or in part, of any of the injured party's rights or remedies;
- (f) to be effective and binding between the parties a waiver must:
  - (i) be in writing; and
  - (ii) specifically identify the affected party;
- (g) a waiver only relates to a particular violation or breach and does not extend to any further or subsequent breach or violation, notwithstanding any rule of law or equity;
- (h) the Works installed will remain the property of B.C. Hydro except to the extent specified in this Agreement; and
- (i) if all or a portion of the Works are no longer required by B.C. Hydro, then B.C. Hydro will, at its cost, remove such Works (with the exception of Underground Civil Works) from the Land, unless the Owner otherwise agrees in writing, and after such removal the Underground Civil Works, to the extent that they are not already owned by the Owner, shall become the property of the Owner.

#### GENERAL

- 6.1 The terms "Owner" and "B.C. Hydro" include their respective heirs, executors, administrators, successors and assigns.
- 6.2 If the Owner is more than one Person, every covenant and agreement by the Owner in this Agreement will be joint and several.
- 6.3 This Agreement will run with the Land and will run with each part into which the Land may at any time be subdivided and each parcel into which it may at any time be consolidated, and will bind all present and subsequent owners of the Land, including their respective heirs, executors, administrators, successors, and assigns.

END OF SET



**LAND TITLE ACT**  
**FORM C (Section 233) CHARGE**  
**GENERAL INSTRUMENT - PART 1 Province of British Columbia**

# Attachment B

PAGE 1 OF 2 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Martina Carrasco, agent for

British Columbia Hydro and Power Authority

12th Floor - 333 Dunsmuir Street

Vancouver

BC V6B 5R3

Telephone: (604) 623-4595

File:

Work Task:

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
 [PID] [LEGAL DESCRIPTION]

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☒ Filed Standard Charge Terms D.F. No. **ST020101**

(b) ☐ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

**BRITISH COLUMBIA HYDRO AND POWER AUTHORITY**

333 DUNSMUIR STREET

VANCOUVER

V6B 5R3

BRITISH COLUMBIA

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

**SEE SCHEDULE**

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

**Execution Date**

Transferor(s) Signature(s)

Y	M	D

**OFFICER CERTIFICATION:**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**LAND TITLE ACT  
FORM E**

**SCHEDULE**

PAGE 2 OF 2 PAGES

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM, OR GENERAL INSTRUMENT FORM.

**7. ADDITIONAL OR MODIFIED TERMS:**

**7.1** The Standard Charge Terms ST020101 provide in section 1.1 that the following terms are as defined in the General Instrument Part 1:

- (a) The Area of the Works. The "Area of the Works" means that portion of the Land located within 6 metres of either side of the centre of the alignment of the Works.
- (b) The Works. The "Works" means all things and components, in any combination and using any type of technology or means, necessary or convenient for the purposes of transmitting and distributing electricity and for the purpose of telecommunications, including: poles, guy wires, brackets, crossarms, insulators, transformers, anchors, attachments, access nodes, cabinets, lines, cables, all ancillary appliances and fittings, and related works.

**7.2** The Standard Charge Terms ST020101 are amended by the addition of the following section(s):

- "3.2 B.C. Hydro covenants with the Owner that notwithstanding section 2.1 of this Agreement that it will not place Works anywhere upon or within the Land, other than within that portion of the Land as shown approximately in heavy black outline on Drawing No. \_\_\_\_\_, a copy of which is attached hereto, unless permission has been provided by the Owner, which permission will not be unreasonably withheld or delayed."
- "5.2 Notwithstanding subsection 5.1(h), the Owner shall own and be responsible for maintaining all Underground Civil Works. This section 5.2 will not abrogate from or affect the rights of B.C. Hydro to use the Underground Civil Works pursuant to section 2.1(h) of this Agreement. Without limiting the foregoing, if the Owner fails to maintain or repair the Underground Civil Works, B.C. Hydro will have the right, but will not be obligated, to maintain or repair the Underground Civil Works, as the case may be, upon seven (7) days' prior written notice to the Owner (except in the case of an emergency, when no notice will be required)."

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – February 18, 2021

**AUTHOR:** Stephen Misiurak, Manager, Capital Projects

**SUBJECT:** **UNION OF BC MUNICIPALITIES - COMMUNITY EMERGENCY PREPAREDNESS FUND – 2021 GRANT FUNDING APPLICATION FOR DOWNSTREAM FLOOD ANALYSIS OF CHAPMAN, EDWARDS, MCNEIL AND HARRIS LAKE DAMS**

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### RECOMMENDATION(S)

**THAT the report titled Union of BC Municipalities - Community Emergency Preparedness Fund –2021 Grant Funding Application for Downstream Flood Analysis of Chapman, Edwards, McNeil and Harris Lake Dams be received;**

**AND THAT an application be submitted for \$143,000 in grant funding through the Union of BC Municipalities – Community Emergency Preparedness Fund for Downstream Flood Analysis of Chapman, Edwards, McNeil, and Harris Lake Dams;**

**AND THAT the Board supports the Downstream Flood Analysis Project and commits to provide overall grant management;**

**AND FURTHER THAT staff report to a future Committee on results of the grant application.**

---

### BACKGROUND

The Community Emergency Preparedness Fund (CEPF) is a suite of funding available for local governments, First Nations, and communities to enhance resiliency in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM). This stream of funding is specifically focused on projects related to flood hazard preparedness, and dam breach flood mapping is listed as an eligible scope for this funding stream. The CEPF grant fund covers 100% of project costs, including staff and administrative costs.

As part of the Regional Water System, the SCRD owns and operates dams on Chapman Lake and Edwards Lake. These dams retain water in the lakes for controlled use during periods of reduced precipitation. The water stored in these lakes are the primary source of water for residents in the Chapman Water System.

As part of the South Pender Harbour Water System, the SCRD owns and operates dams on McNeil Lake and Harris Lake. Harris Lake is upstream of McNeil Lake which is used to augment flows in McNeil Lake as required. These dams retain water in the lakes for controlled use during periods of reduced precipitation. The water stored in McNeil Lake and Harris Lake represents the entire supply of water to the South Pender Harbour Water System.

In 2020, the SCRD retained wsp Consultants Ltd. (wsp) to complete Dam Safety Reviews (DSRs) as well as Dam Emergency Plans (DEPs) and Operation, Maintenance & Surveillance Manuals (OMS) for each of Chapman, Edwards, and McNeil Lakes. The DSRs for all three dams include recommendations to complete downstream flood analysis through dam breach analysis.

While the Harris Lake Dam was not included in the scope of work for wsp in 2020, there is no existing downstream flood analysis for that dam and it is therefore recommended to complete at this time.

The purpose of this report is to provide information on the potential grant application for the Dam Breach Analysis project and to seek Board approval for the submission of the grant application.

## **DISCUSSION**

### *Options and Analysis*

In the analysis of the Chapman, Edwards, and McNeil Lake DSRs, wsp identified the lack of downstream flood analysis as a non-conformance. The downstream flood analysis is required to bring the dams into compliance with the Provincial Dam Safety Regulation. The analysis is also necessary to accurately determine the downstream flood impact from a breach at each dam, which will directly impact the DEPs for those dams. Results of the downstream flood analysis will be used to update the DEPs for all three dams.

At the Round 1 2021 Budget deliberations the following projects were recommended to be included in Round 2 2021 budget:

- McNeil Lake Dam Upgrades;
- Chapman and Edwards Dam improvements.

The downstream flood analysis for the dams at Chapman, Edwards, and McNeil Lake are part of the scope of the above-mentioned projects.

Although the Harris Lake dam was not included in the scope of work that wsp completed in 2020, the downstream flood analysis for this dam will be completed in conjunction with the analysis for the McNeil Lake dam itself, as a Harris Lake dam breach would have compounding effects on the McNeil Lake dam.

Given that the downstream flood analysis for these dams is currently in the preliminarily 2021 Work Plan, and the grant funds 100% of all project expenses, staff recommend submitting a grant application for a downstream flood analysis for the dams at Chapman, Edwards, McNeil and Harris Lake.

### *Operational Implications*

As this scope of work is already considered for 2021 in the Capital Projects Division, and the grant administration is not considered very elaborate, there will be an acceptable impact on staff workload.

### *Financial Implications*

The 2021 Round 1 Budget Proposals included a proposal for the Chapman and Edwards Dam Improvements [370] and a proposal for the McNeil Lake Dam Upgrades [366]. The proposed budget for upgrades to the Chapman and Edwards Dams is \$240,500, of which \$50,000 accounted for downstream flood analysis. The proposed budget for upgrades to the McNeil Lake Dam is \$149,500, of which \$25,000 accounted for downstream flood analysis.

Based on the budgeted costs for the Chapman, Edwards, McNeil and Harris Lake Dam flood analysis, the estimated consulting fees to complete this work is \$100,000. Including staff and administrative costs at 10% of the project value, and 30% contingency, the recommend value for the grant application is \$143,000. This aligns with the maximum grant funding of \$150,000 for downstream flood analysis projects.

If the grant application is successful, staff will present a report to the Board regarding the financial implications.

### *Timeline for next steps or estimated completion date*

Grant applications must be submitted by February 26, 2021. Applicants will be advised as to the status of their application within 90 days of the submission deadline (May 27, 2021). This timeline would allow staff to proceed with issuing an RFP for the scope of work included in the 2021 Budget Proposals related to the Chapman, Edwards and McNeil Lake Dam improvements without negatively impacting the project's schedule.

All grant related activities must be completed by one year following award date. This will align with the anticipated project schedule.

### *Communications Strategy*

Regardless of whether a grant is received or not for this project, staff will communicate about these projects through its regular means. A dedicated news release would be issued if the grant application would be successful.

## **STRATEGIC PLAN AND RELATED POLICIES**

This project aligns with the SCRD Strategic Plan's Strategy Focus Area 2 – Asset Stewardship as results of this project will dictate consequence of failure classifications and ongoing reporting requirements for dam structures.

This project aligns with the SCRD Strategic Plan's Strategy Focus Area 3 – Community Resilience and Climate Change Adaption, as the results of this project will help inform responses to dam emergency events. The flood analysis will account for projected change in annual patterns of precipitation due to climate change and downstream developments of the community.

## **CONCLUSION**

The CEPF is a suite of provincial funding available to local governments to conduct projects related to flood emergency planning. The downstream flood analysis of the Chapman, Edwards, McNeil and Harris Lake Dams is an eligible project under this program and staff recommend that the SCR D submit a grant application for this project by the February 26, 2021 deadline. Staff recommend submitting an application for \$143,000 to cover all fees including staff time and contingency. All project funds are 100% covered by the grant fund.

As part of the application package for the UBCM CEPF, a Board resolution is required indicating support for the downstream flood analysis of the Chapman, Edwards, McNeil and Harris Lake Dams and willingness to provide overall grant management.

Reviewed by:			
Manager		Finance/CFO	X – T. Perreault
GM	X – R. Rosenboom	Legislative	
CAO		Other	

**SUNSHINE COAST REGIONAL DISTRICT  
POLICING AND PUBLIC SAFETY COMMITTEE**

**January 21, 2021**

MINUTES OF THE SUNSHINE COAST POLICING AND PUBLIC SAFETY COMMITTEE  
MEETING HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT  
1975 FIELD ROAD, SECHELT, BC.

**PRESENT:**

(Voting Members)

Director, Electoral Area F, Chair  
Director, Electoral Area A  
Director, Electoral Area B  
Director, Electoral Area D  
Director, Electoral Area E  
Mayor, District of Sechelt  
Councillor, District of Sechelt  
Councillor, Town of Gibsons  
SD46

Mark Hiltz  
Leonard Lee  
Lori Pratt  
Andreas Tize  
Donna McMahon  
Darnelda Siegers  
Alton Toth  
David Croal (Alt.)  
Sue Girard

**ALSO PRESENT:**

(Non-Voting)

RCMP Staff Sergeant  
ICBC  
Chief Administrative Officer  
Executive Assistant / Recorder  
shíshálh Nation Operations & Maint. Mgr.  
Media  
Public

Poppy Hallam  
Louisa Mendonca  
Dean McKinley  
Tracey Hincks  
Jesse Waldorf (part)  
1  
0

*\*Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

**CALL TO ORDER****2:00 p.m.****AGENDA**

The agenda was adopted as amended with the following item added:

- cannabis regulation advocacy to the federal government

**DELEGATION**

*Staff Sergeant Hallam addressed the Committee and gave an update on RCMP annual performance planning. She requested input from the SCRD area directors as to what they would like to see the Sunshine Coast RCMP focus on for the 2021-2023 years. She requested Directors email her their top three public safety issues by March 1, 2021.*

Items discussed were as follows:

- road safety / parking in rural areas
- support to vulnerable/homeless people
- property crime
- drugs / opioids
- money laundering
- organized crime
- restorative justice
- victims' services
- mental health and harm reduction
- violence in relationships
- reconciliation
- outreach initiatives

**Recommendation No. 1**      *Sunshine Coast Policing Priorities*

The Sunshine Coast Policing and Public Safety Committee recommended that the SCRD Directors email their top public policing priorities from their areas to the Staff Sergeant prior to March 1, 2021 to be included in the RCMP Annual Performance Planning 2021-2023 document.

**MINUTES**

**Recommendation No. 2**      *Minutes*

The Sunshine Coast Policing and Public Safety Committee recommended that the minutes of October 15, 2020 be received.

**REPORTS**

***RCMP Vehicle Stationed on Gambier Island***

*The Committee discussed the RCMP vehicle which will be parked on Gambier Island and were advised that the RCMP is working to secure the location near the New Brighton dock.*

**Recommendation No. 3**      *2020 Q4 Monthly Crime Statistics – October - December 2020*

The Sunshine Coast Policing and Public Safety Committee recommended that the RCMP Monthly Crime Statistics for October - December 2020 be received.

***RCMP Update***

*Staff Sergeant Hallam gave an update on local policing and reviewed the monthly crime statistics.*

*Highlights include:*

- *Highest number of calls are for disturbance.*
- *Working on property crime and drugs problems.*



- *Experiencing a higher use of firearms used in crimes.*
- *Road checks are down due to COVID-19.*
- *Lots of impaired driving investigations.*
- *Recommends a new support staff position for criminal records checks etc.*

## **CORRESPONDENCE**

### **Recommendation No. 4**      *Correspondence from Cedar Grove PAC*

The Sunshine Coast Policing and Public Safety Committee recommended that correspondence from Tamara Hedden, Cedar Grove Elementary Parent Advisory Council dated January 12, 2021 regarding Cedar Grove Elementary school zone concerns, be received.

### **Recommendation No. 5**      *Correspondence from DPAC*

The Sunshine Coast Policing and Public Safety Committee recommended that the correspondence from Miyuki Shinkai, School District No. 46 District Parent Advisory Council dated January 13, 2021 regarding support for local infrastructure improvements, be received.

## **NEW BUSINESS**

### **Cannabis Cultivation Control**

The Committee discussed the following Resolution that was adopted at the January 14, 2021 SCRD Board meeting:

Cannabis Cultivation  
Control

#### **It was moved and seconded**

012/21

WHEREAS the federal government of Canada legislates access to cannabis for medical purposes and the registration with Health Canada to produce a limited amount of cannabis for personal medical purposes and potentially as a designated person to produce for at most one more person;

AND WHEREAS local authorities including the RCMP, local governments and provincial governments have no access to the information as to what amount is permitted to be grown and where it is grown, nor do they have the ability to control and regulate the amount grown;

AND WHEREAS local governments cannot ensure and enforce that local building codes and land use, including plumbing, electrical and ventilation requirements are being adhered to as a result of the cultivation of cannabis, and the human health and safety concerns that result from that inability;

THEREFORE BE IT RESOLVED that the SCRD Board write a letter to Member of Parliament, Patrick Weiler, and the federal Minister of Health, Patty Hadju, *request* that local governments and the RCMP be given the ability and authority to adequately enforce and control cannabis cultivation for medical purposes;

AND THAT this resolution be forwarded to the Federation of Canadian Municipalities Annual General Meeting as a motion from the Sunshine Coast Regional District;

AND FURTHER THAT the motion adopted at the Union of British Columbia Municipalities also be forwarded to the Federation of Canadian Municipalities.

**Recommendation No. 6**      *Cannabis Cultivation Control*

The Sunshine Coast Policing and Public Safety Committee recommended that the RCMP be copied on the letter being sent to Member of Parliament, Patrick Weiler, and the federal Minister of Health, Patty Hadju, requesting that local governments and the RCMP be given the ability and authority to adequately enforce and control cannabis cultivation for medical purposes.

**ADJOURNMENT**      3:30 p.m.

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Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT****AREA A - EGMONT/PENDER HARBOUR  
ADVISORY PLANNING COMMISSION****January 27, 2021**

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**RECOMMENDATIONS FROM THE AREA 'A' ADVISORY PLANNING COMMISSION MEETING  
HELD ELECTRONICALLY VIA ZOOM**

---

<b>PRESENT:</b>	Chair	Peter Robson
	Members	Dennis Burnham Jane McOuat Gordon Littlejohn Alan Skelley Catherine McEachern Tom Silvey Janet Dickin Sean McAllistar Gordon Politeski Alex Thomson
<b>ALSO PRESENT:</b>	Electoral Area A Director	Leonard Lee (Non-Voting Board Liaison)
	TELUS Representatives	Chad Marlatt (invited guest) Doug Anastos (invited guest)
	Loon Foundation and Iris Griffith Centre	Ken Johnson (invited guest)
	Recording Secretary	Kelly Kammerle

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**CALL TO ORDER** 7:00 p.m.**AGENDA** The agenda was adopted as presented.**MINUTES**Area A Minutes

The Egmont/Pender Harbour (Area A) APC Minutes of November 25, 2020 were approved as circulated.

The following minutes were received for information:

- West Howe Sound (Area F) APC Minutes of November 24, 2020
- Planning and Community Development Committee Minutes of November 12 & December 10, 2020

**BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

Discussion regarding the Area A APC's support of the SCRD Board decision to deny the Development Variance Permit Application DVP00054 (4355 Lake Road).

## REPORTS

### TELUS Telecommunication Tower – 13121 Sunshine Coast Hwy, Madeira Park – Request for Local Government Concurrence

#### **Recommendation No. 1**      *TELUS Telecommunication Tower – 13121 Sunshine Coast Hwy, Madeira Park – Request for Local Government Concurrence*

The Area A APC recommends approval of TELUS Telecommunication Tower – 13121 Sunshine Coast Hwy, Madeira Park – Request for Local Government Concurrence with the following comments:

- Would like TELUS to reasonably compromise on the tower location and to make it less intrusive by moving further from the sight line of the Highway or possibly relocating the tower further North on the Highway to the industrial area by GRIPS.

### TELUS Telecommunication Tower – Ruby Lake - Request for Local Government Concurrence

*Area A APC member, Catherine McEachern recused herself from the discussion due to a reasonable apprehension of bias resulting from her involvement in talks between Ruby Lake Resort and TELUS.*

#### **Recommendation No. 2**      *TELUS Telecommunication Tower – Ruby Lake - Request for Local Government Concurrence*

The Area A APC recommends approval of TELUS Telecommunication Tower – Ruby Lake - Request for Local Government Concurrence 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, possibly adjacent to the "salt shed" on the highway 1.7 km to the South which is already an industrial area, as long as TELUS could still provide the same or better level of proposed coverage.
- The Area A APC would like it noted that they received two letters opposing the proposed location of the tower location at the entrance of the Iris Griffith Centre Nature Preserve.

## NEW BUSINESS

The APC discussed the new shíshálh-BC Land Use Planning Table for Crown Lands on the Sunshine Coast.

## DIRECTOR'S REPORT

The Director's report was received.

**NEXT MEETING**      February 24, 2021

**ADJOURNMENT**      9:20 p.m.

## SUNSHINE COAST REGIONAL DISTRICT

## HALFMOON BAY (AREA B) ADVISORY PLANNING COMMISSION

JANUARY 26, 2021

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RECOMMENDATIONS FROM THE HALFMOON BAY (AREA B) ADVISORY PLANNING COMMISSION MEETING HELD ELECTRONICALLY VIA ZOOM

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<b>PRESENT:</b>	Chair	Frank Belfry
	Members	Barbara Bolding Nicole Huska Elise Rudland Eleanor Lenz Dieter Greiner Jim Noon Alda Grames Catherine Ondzik Bruce Thorpe
<b>ALSO PRESENT:</b>	Electoral Area D Director	Lori Pratt (Non-Voting Board Liaison)
	TELUS Representatives	Chad Marlatt (invited guest) Doug Anastos (invited guest)
	Recording Secretary	Sandy Goldsmith
<b>REGRETS:</b>	Member	Marina Stjepovic

---

**CALL TO ORDER** 7:00 p.m.

**AGENDA** The agenda was adopted as presented.

**MINUTES**Area B Minutes

The Area B APC minutes of July 28, 2020 were adopted as presented.

Minutes

The following minutes were received for information:

- Egmont / Pender Harbour (Area A) APC Minutes of July 29, September 30 & November 25, 2020
- Halfmoon Bay (Area B) APC Minutes of July 28, 2020
- West Howe Sound (Area F) APC Minutes of November 24, 2020
- Planning and Community Development Committee Minutes of July 9, September 10, October 8, November 12 & December 10, 2020

## REPORTS

### TELUS Communication Tower – Secret Cove – Request for Local Government Concurrence

The following comments regarding the proposed plans for the new location of the Tower at 10264 Sunshine Coast Hwy, Secret Cove were raised:

- The proximity of the tower to residential homes including health concerns.
- The appearance of the tower as viewed from the highway in its new proposed location due to the increased height of 20 metres.
- There are other areas that are in greater need of improved service where there is no service presently most especially in dangerous areas such as Trout Lake.
- Whether an adequate polling has been done of the residents as to their desire for the tower.
- In high density areas similar communication towers are located on the top of buildings.
- Proposed that TELUS look further for sites that exclude residential and rural residential locations for the tower.

After extensive discussion and all questions respectfully answered by the two representatives from TELUS, the following recommendation was put forward:

### **Recommendation No. 1**      *TELUS Telecommunication Tower – Secret Cove – Request for Local Government Concurrence*

The Halfmoon Bay APC recommended that TELUS continue to explore different sites or a different technical solution to provide maximal service to all areas involved.

## DIRECTOR'S REPORT

The Director's report was received.

**NEXT MEETING**      February 23, 2021

**ADJOURNMENT**      8:55 p.m.

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Planning and Community Development Committee – February 18, 2021

**AUTHOR:** Yuli Siao, Senior Planner

**SUBJECT:** Telus Telecommunication Tower in Madeira Park – Request for Local Government Concurrence (BC106302)

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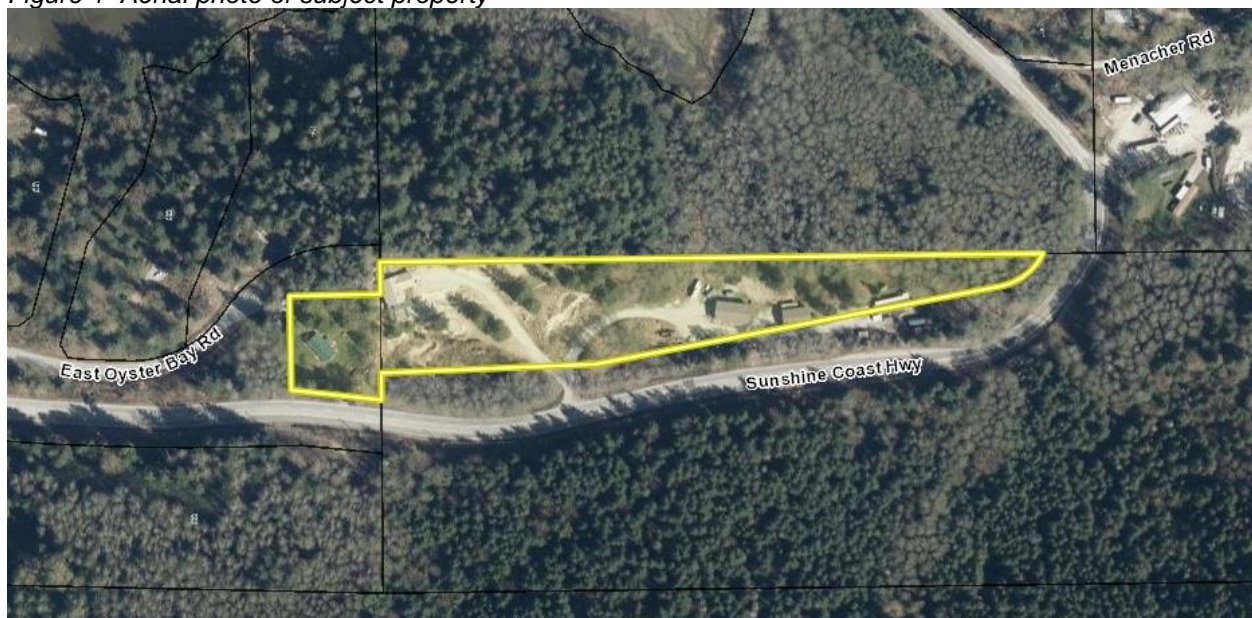
### RECOMMENDATIONS

1. **THAT the report titled Telus Telecommunication Tower in Madeira Park – Request for Local Government Concurrence (BC106302) be received;**
  2. **AND THAT SCRD provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower in Madeira Park (Site BC106302):**
    - a. **Telus has satisfactorily completed consultation with the SCRD; and**
    - b. **SCRD concurs with Telus’s proposal to construct the wireless telecommunication facility provided it is constructed substantially in accordance with the submitted plans.**
- 

### BACKGROUND

The SCRD received a request from Telus Communications to provide local government land use concurrence on a proposed 60-metre tall telecommunication tower to be located at 13121 Sunshine Coast Highway in Madeira Park (Site BC106302, Figure 1).

*Figure 1 Aerial photo of subject property*



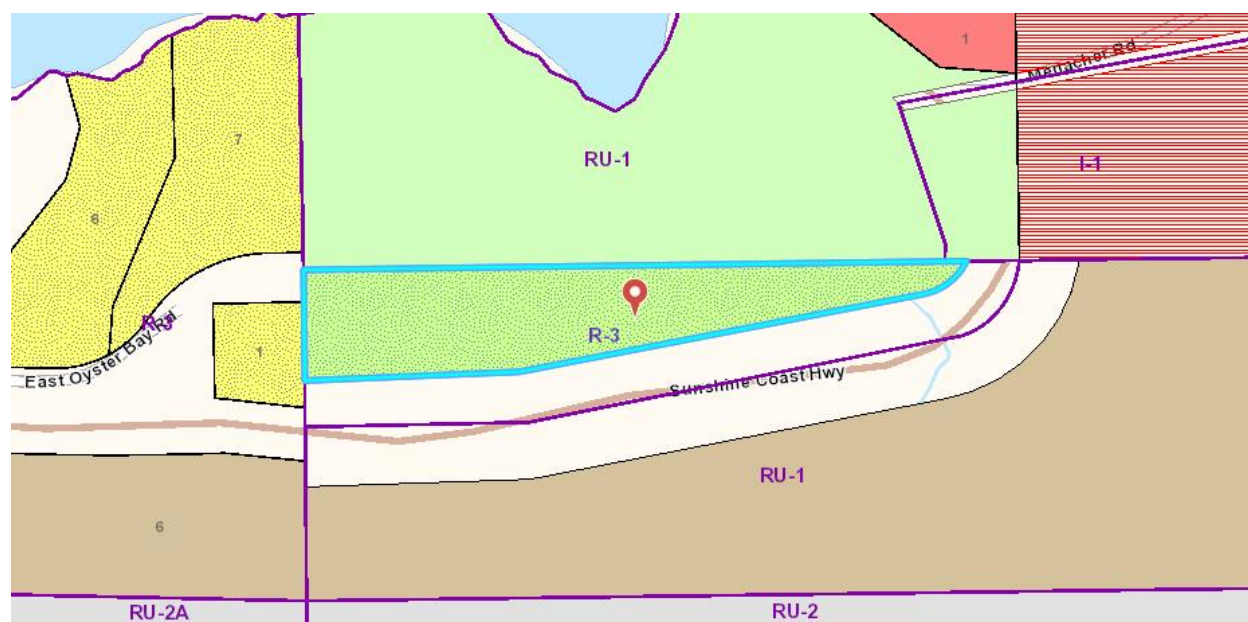
While approval of telecommunication facilities rests exclusively within the jurisdiction of the federal agency Innovation, Science and Economic Development Canada (ISED), the agency requires proponents of such facilities to consult with local governments and the general public.

The proposed facility is detailed in the proponent's information package (Attachment A), and reviewed in accordance with SCRD's land use regulations and policies for telecommunication facilities.

The subject property is designated "Residential B" in the Egmont / Pender Harbour Official Community Plan (OCP), and zoned R3 in Zoning Bylaw No. 337. Telecommunication facilities are considered public utilities that are permitted in any zone (Figure 2).

The proposed location of the tower is within a Development Permit Area for slope hazards. A development permit will be required prior to construction of the tower.

Figure 2 Zoning and OCP Map



The purpose of the new facility is to improve wireless communication and rural internet services to residents, businesses and tourists in the Madeira Park area and along the Sunshine Coast Highway. Telus has determined that there are no viable existing structures in the area of adequate height suitable for co-utilization and the operations of Telus's network equipment. Telus considers the proposed location for the new tower appropriate because the site is comprised of a mixture of treed, forested and cleared areas and the land is primarily undeveloped. The tower will be set back from surrounding land uses.

Telus has conducted the required consultation with the public, and received no comments from members of the public.



The Egmont / Pender Harbour Advisory Planning Commission recommends approval of the proposal and would like TELUS to reasonably compromise on the tower location and to make it less intrusive by moving further from the sight line of Highway 101 or possibly relocating the tower further North on the Highway to the industrial area by the Green Recycling In Pender Society.

Improved communication capacity in the area is a benefit to E911 service, Search and Rescue and other emergency response organizations.

Based on the above discussion, staff consider the proposed facility appropriate for the location and consistent with SCRD policies, and recommend providing concurrence to ISED regarding this proposal.

#### **ATTACHMENTS**

Attachment A – Telus Telecommunication Facility Proposal and Request for Concurrence (BC106302)

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



December 21, 2020

Via Email: [Yuli.Siao@scrd.ca](mailto:Yuli.Siao@scrd.ca)

Yuli Siao  
Senior Planner  
Sunshine Coast Regional District (SCRD)  
1975 Field Road, Sechelt, BC V0N 3A1

Dear Mr. Siao,

Subject: Request for Concurrence for a TELUS Wireless Communications Facility

TELUS Site:	BC106302- Sunshine Coast Hwy
Proposed Location:	Address: 13121 Sunshine Coast Hwy, Madeira Park, BC PID: 008-463-000 Lat. 49.622868 / Long. -123.986795
Description:	60.0 metre self-support / wireless communications facility

Please be advised that TELUS has completed the public consultation process, following Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada's, CPC Procedures as it relates the proposed wireless antenna installations in the above noted subject line. TELUS is respectfully requesting, from the SCRD Board, concurrence for the proposal to build 60.0 m telecommunications facility to improve wireless services for TELUS users in Madeira Park and surrounding areas. Enclosed please find evidence of the TELUS' efforts regarding this public consultation process.

On November 11<sup>th</sup>, 2020, an Information Package was submitted to the SCRD formalizing the initiation of the consultation process. Please see **Appendix 1: Information Package**.

On November 16<sup>th</sup>, 2020, notification packages were mailed to property owners within a radius of three times the tower height (approximately 180.0 metres) to advise them of the proposal. Please see **Appendix 2: Affidavit of Notification Package**.

On November 16<sup>th</sup>, 2020, an advertisement ran in the Coast Reporter newspaper, please see **Appendix 3: Newspaper Tear Sheet**.

On December 21<sup>st</sup>, 2020, the consultation period ended. During the consultation period, no comments were received.

We look forward to support from the SCRD at an upcoming Planning Committee meeting in early 2021 and construction of the facility to improved wireless services to the community. Please find in **Appendix 4: Sample Resolution**, a sample resolution which may be used by the Board to support this project.

Should you require any additional information, please do not hesitate to contact us 604-620-0877 or by e-mail at [tawny@cypresslandservices.com](mailto:tawny@cypresslandservices.com).

Tawny Verigin  
Manager of Government Affairs

A handwritten signature in blue ink, appearing to read 'Tawny Verigin', with a stylized flourish at the end.

Cypress Land Services  
Agents for TELUS

## **Appendix 1: Information Package**



Cypress Land Services Inc.  
Suite 1051 – 409 Granville Street  
Vancouver, BC V6C 1T2

Telephone: 604.620.0877  
Facsimile: 604.620.0876  
Website : [www.cypresslandservices.com](http://www.cypresslandservices.com)

November 11, 2020

Via Email: [Yuli.Siao@scrd.ca](mailto:Yuli.Siao@scrd.ca)

Yuli Siao  
Senior Planner  
Sunshine Coast Regional District (SCRD)  
1975 Field Road  
Sechelt, BC V0N 3A1

Dear Mr. Siao,

**Subject: TELUS Telecommunications Facility Proposal Information Package**  
**Address: 13121 Sunshine Coast Hwy, Madeira Park**  
**PID: 008-463-000**  
**Coordinates: Lat. 49.622868 / Long. -123.986795**  
**TELUS Site: BC106302 - Sunshine Coast Hwy/Menacher Road**

---

## Overview

Cypress Land Services Inc., in our capacity as agents to TELUS, is submitting this information package to formalize the consultation process related to the installation and operation of a telecommunications facility. The proposed facility will improve wireless services to residents, businesses and tourists in the Madeira Park area and along the Sunshine Coast Highway.

## Proposed Site

The subject property is located at 13121 Sunshine Coast Highway, Madeira Park, on the north side of the highway approximately two kilometres east of Madeira Park within Electoral Area A. The subject property consists of a few outbuildings and is zoned G1. Please see **Schedule A: Tower Site Location**.

## **Rationale for Site Selection**

The proposed site is a result of many considerations. Existing structures, including towers and BC Hydro structures were initially reviewed during the site selection process. After careful examination, TELUS determined there are no viable existing structures in the area of adequate height that would be suitable for the operations of TELUS' network equipment. The proposed location is considered to be appropriate as the site is comprised of a mixture of treed/forested areas as well as cleared areas and the land is primarily undeveloped. The tower would be well setback from surrounding land uses. From a radio frequency perspective, a site at this central location allows TELUS to improve service as it is near a curve in the highway enabling the tower to maximize coverage along the highway.

## **Tower Proposal Details**

TELUS is proposing to construct a 60.0 metre self-support steel tower inclusive of a 3 metre lightning rod installed at the top of the tower. The fenced equipment compound will enclose an equipment shelter, genset and propane tank. The tower will have up to twelve antennas and two microwaves.

TELUS has completed preliminary design plans, please see **Schedule B: Preliminary Plans**. These preliminary design plans are subject to final engineered design, land survey and approval of Transport Canada. Transport Canada approval may require tower lighting and/or marking.

## **Consultation Process and Concurrence Requirements**

Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada, requires all proponents to consult with the local land use authority and public, notwithstanding that ISED has exclusive jurisdiction in the licensing of telecommunication sites, such as the proposed tower.

The SCRD has developed a Telecommunication Facility Review Procedure where community consultation is required. TELUS will send out notification packages to all properties located within three times the height of the proposed tower and place an advertisement in the local newspaper, The Coast Reporter. The public will be given 30 days to provide comment.

At the conclusion of the consultation process, TELUS will prepare a summary of comments received from the community as well as the replies provided by TELUS and will share this consultation log with the SCRD and ISED. TELUS will then request that the Planning and Development Division prepare a report for the Planning and Development Committee and the SCRD Board regarding the application and consultation process, ultimately requesting land use concurrence from the Board for this proposal. TELUS will be notified of the SCRD Board resolution regarding the application.

## Health and Safety

Health Canada's Safety Code 6 regulations are applicable to this, and all, telecommunications sites. Safety Code 6 seeks to limit the public's exposure to radiofrequency electromagnetic fields and ensures public safety. Additional information on health and safety may be found on-line at: Health Canada: [http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio\\_guide-lignes\\_direct-eng.php](http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php).

## Conclusion

Please consider this information package as the official commencement of consultation with the Regional District. TELUS is committed to working with the Regional District and the community throughout the consultation process.

We look forward to working together during this process. Please do not hesitate to contact us by phone at 604-620-0877 or by email at [tawny@cypresslandservices.com](mailto:tawny@cypresslandservices.com).

Thank you in advance for your assistance and consideration.

Sincerely,

**CYPRESS LAND SERVICES**

Agents for TELUS



Tawny Verigin

Manager of Government Affairs

cc: Doug Anastos, Real Estate Manager, TELUS

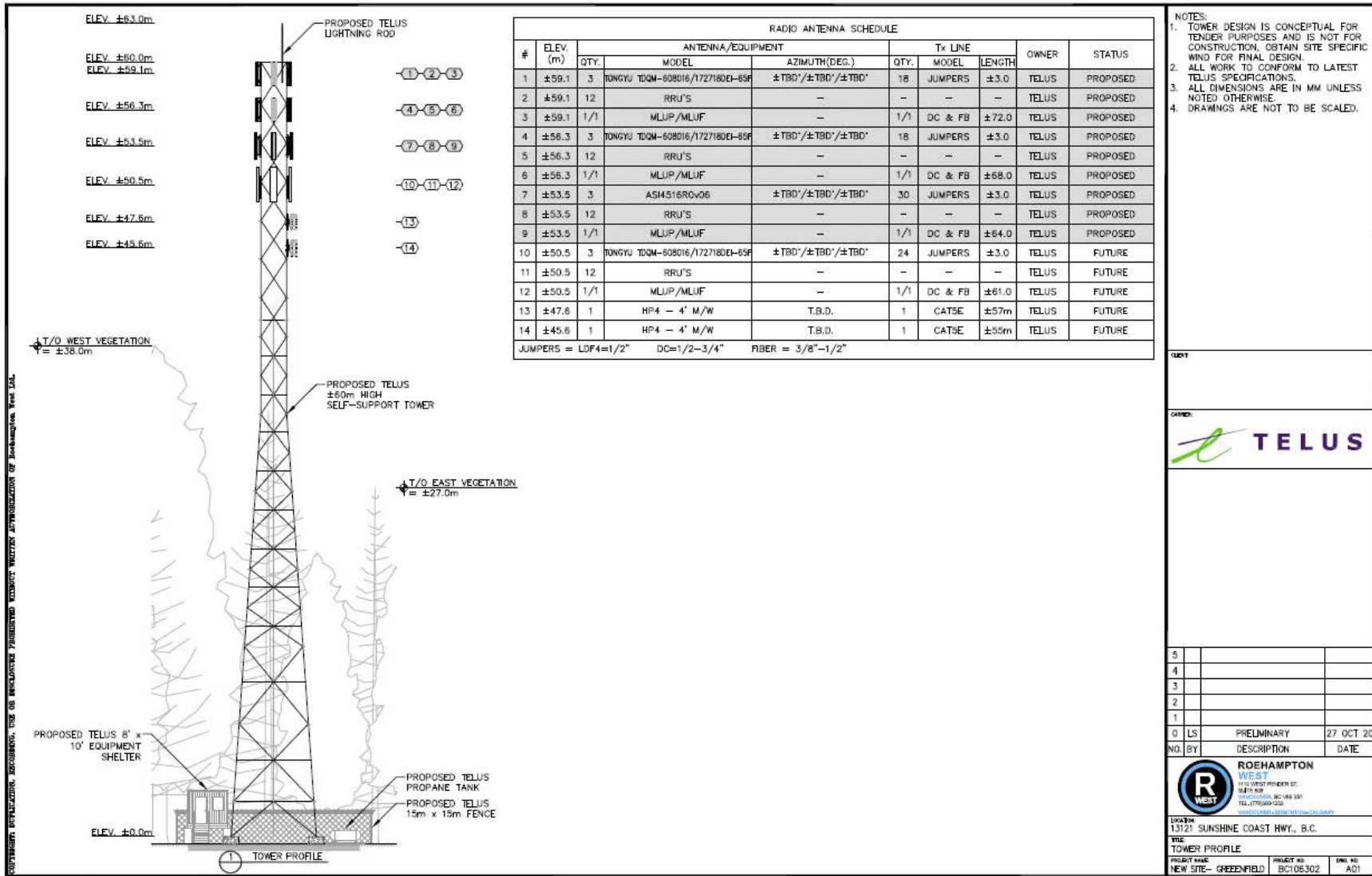


**SCHEDULE A  
TOWER SITE LOCATION**





**SCHEDULE B**  
**PRELIMINARY DESIGN PLANS – TOWER PROFILE**



## SCHEDULE B PRELIMINARY DESIGN PLANS – SITE PLAN



**NOTES:**  
CLEAR VEGETATION AS  
REQUIRED WITH LANDLORD  
AND CITY APPROVAL.

1 SITE PLAN

### NOTES:

1. SITE PLAN OBTAINED FROM SITE VISIT BY ROEHAMPTON WEST, DATED 06 JUL 20 & GOOGLE MAPS.
2. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT:

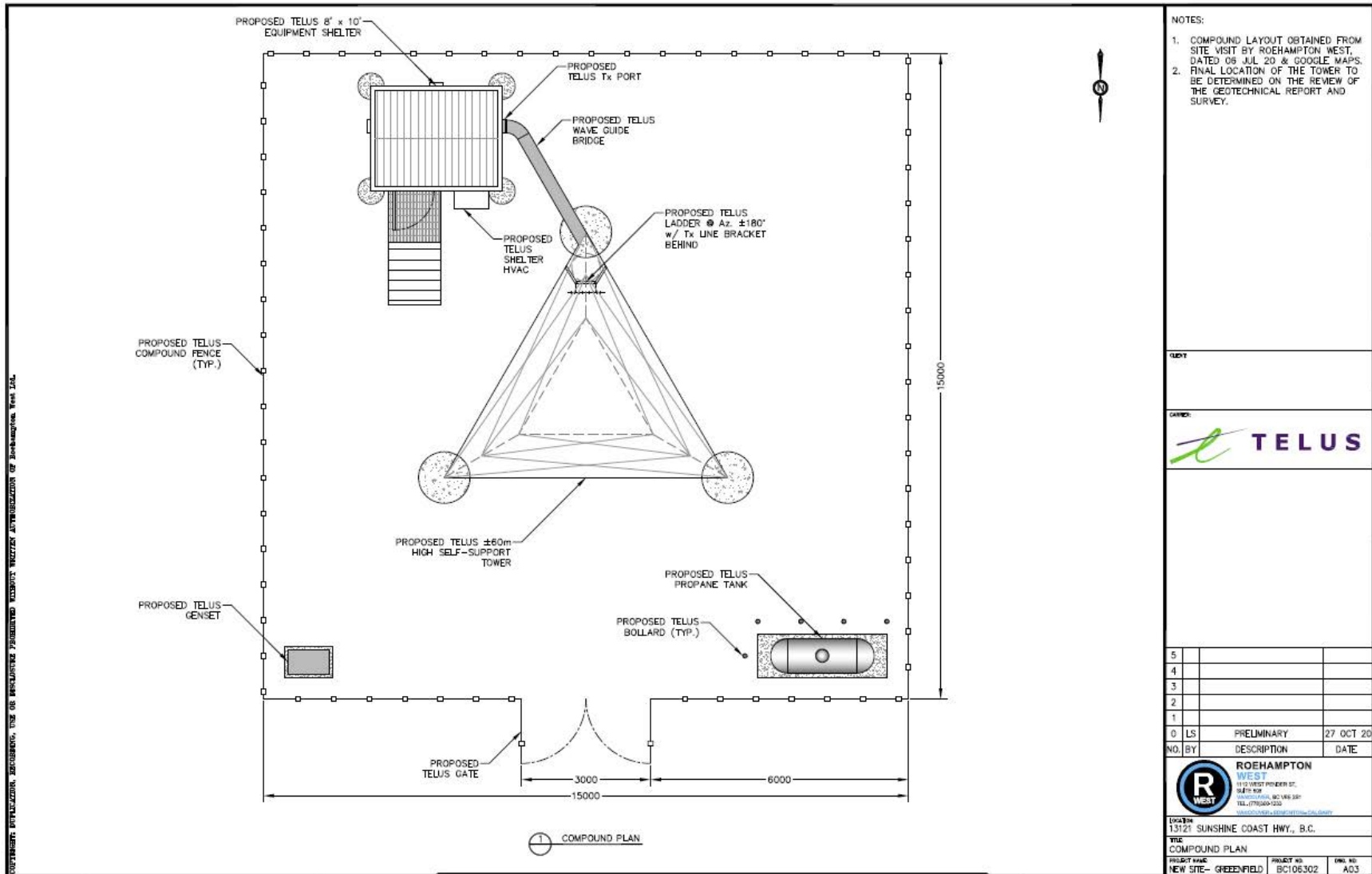
CARRIER:



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3		
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NO.	BY	DESCRIPTION
		DATE

 <b>ROEHAMPTON WEST</b> <small>1110 WEST PENDER ST.          SUITE 100          VANCOUVER, BC V6P 6S1          TEL: 604-681-1111          WWW.ROEHAMPTONWEST.COM</small>	<b>LOCATION:</b> 13121 SUNSHINE COAST HWY., B.C.	
	<b>TITLE:</b> SITE PLAN	
<b>PROJECT NAME:</b> NEW SITE- GREENFIELD	<b>PROJECT NO.:</b> BC106302	<b>DWG. NO.:</b> A02

## SCHEDULE B PRELIMINARY DESIGN PLANS – COMPOUND PLAN



## **Appendix 2: Affidavit of Notification Package**



### Affidavit of Cypress Land Services

I, Tawny Verigin, Manager of Government Affairs, in the City of Vancouver in the Province of B.C., make an Oath and say:

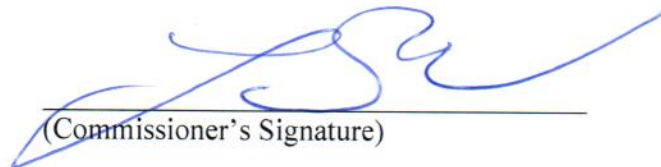
1. THAT I caused to be sent by regular mail, a notification letter, as included in Appendix A, to property owners, occupants and other recipients, as listed in Appendix B, on November 16, 2020.



---

Tawny Verigin, Manager of Government Affairs  
Cypress Land Services

Sworn/Affirmed/Declared before me at the City of Vancouver, in the Province of B.C., this 16th day of November 2020.

  
(Commissioner's Signature)

A Commissioner for Taking Affidavits for the Province of B.C.

**James Shaw**  
A Commissioner for Taking Affidavits  
For British Columbia  
Cypress Land Services Inc.  
1051 - 409 Granville Street  
Vancouver, BC V6C 1T2  
Tel: 604-719-4469  
Expires on: October 31, 2022

---

(Commissioner's stamp or printed name and expiry date)

## Appendix A: Notification Letter

Dear Owner/Occupant,

November 16, 2020

**Please accept this notification regarding proposed TELUS Communications Inc. ("TELUS") wireless service improvements in your community.**

**Subject:** TELUS Telecommunications Facility Proposal  
**Address:** 13121 Sunshine Coast Hwy, Madeira Park, BC  
**PID:** 008-463-000  
**Coordinates:** Lat. 49.622868 / Long. -123.986795  
**TELUS Site:** BC106302 - Sunshine Coast Hwy

#### **What is proposed?**

TELUS seeks to continue to provide high quality wireless telecommunications services to communities throughout British Columbia. Increasingly, communities depend on wireless voice, data and internet communications for business, personal enjoyment and personal security reasons. In order to ensure improved wireless services to Madeira Park and the surrounding area, TELUS is proposing to add a telecommunications facility.

The subject property is located at 13121 Sunshine Coast Hwy, Madeira Park on the north side of the highway approximately two kilometres east of Madeira Park within Electoral Area A. The subject property consists of a few outbuildings and is zoned G1. TELUS proposes to install a 60.0 metre self-support tower, inclusive of a 3 m lightning rod lightning rod installed at the top of the tower. The fenced equipment compound will enclose an equipment shelter, genset and propane tank. The tower will include twelve antennas and two microwaves. The proposed facility will improve wireless services to Madeira Park residents, businesses and tourists within a few kilometres of the proposed site. The proposed tower may have sufficient space and loading capacity for additional antennas should another carrier wish to install equipment to support their network requirements at this location dependent upon the type of equipment.

#### **Regulatory Authority**

Telecommunications carriers are required by Innovation, Science, and Economic Development Canada ("ISED"), formerly Industry Canada, to consult with the local municipality and the general public regarding new installations. ISED does have exclusive jurisdiction over the approval and placement of telecommunications installations.

The consultation process will provide an opportunity for residents, stakeholders and landowners to obtain detailed information regarding the proposal and to provide comments for consideration. Any inquiries that are received as a result of this notification will be logged and submitted to the SCRD as part of our application for concurrence.

#### *Local Municipality*

The SCRD has developed a Telecommunication Facility Review Procedure where community consultation is required. This process requires all properties within three times the structure height be notified and an advertisement in the local newspaper, The Coast Reporter. This notification is to provide the opportunity to obtain information regarding the proposal, ask questions and provide comments. The public is offered 30 days to provide comment. The closing period for comments to be received by TELUS is December 21, 2020.

At the conclusion of the consultation process, TELUS will provide a summary of comments received from the community as well as the replies provided by TELUS to the SCRD Board to consider at an upcoming Board meeting.

#### *Location*

The new facility is proposed to be located at 13121 Sunshine Coast Hwy, Madeira Park, BC, SCRD at the coordinates Latitude 49.622868 / Longitude -123.986795. To confirm, there are no existing structures in the vicinity of the proposed tower to collocate antennas on. Please see Aerial Map on page 3.

#### *Safety Code 6*

ISED requires all wireless carriers to operate in accordance with Health Canada's safety standards. TELUS attests that the installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time.

#### *Site Access*

Access will be obtained via the existing properties parking lot. Construction is expected to take approximately one to two months.

#### *Environment*

TELUS confirms that the installation is excluded from environmental assessment under the *Canadian Environmental Assessment Act*. Any municipal environmental regulations will be followed.

#### *Transport Canada*

The tower will be constructed to include aeronautical markings or lighting required by Transport Canada. Comments are pending.

#### *Structural Considerations*

TELUS confirms that the antenna structure described in this notification package will apply good engineering practices including, structural adequacy during construction. Third parties may apply to add equipment should they like.

#### *General Information*

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website: <http://www.ic.gc.ca/eic/site/ic-gc.nsf/eng/07422.html>

#### **Contacts:**

**TELUS** c/o Tawny Verigin of Cypress Land Services, Agents for TELUS  
Suite 1051, 409 Granville Street, Vancouver, BC V6C 1T2  
Phone: 1-855-301-1520, Fax: 604-620-0876  
Email: [publicconsultation@cypresslandservices.com](mailto:publicconsultation@cypresslandservices.com)

#### **ISED – Lower Mainland District Office**

13401 – 108 Avenue, Suite 1700, Surrey BC V3T 5V6  
Phone: 604-586-2521, Fax: 604-586-2528  
Email: [ic.spectrumsurrey-surreyspectre.ic@canada.ca](mailto:ic.spectrumsurrey-surreyspectre.ic@canada.ca)

#### **Local Government Contact - Sunshine Coast Regional District, Yuli Siao, Senior Planner**

1975 Field Road, Sechelt, BC V0N 3A1  
Phone: 6604-885-6804 ext. 3  
Email: [yuli.siao@scrd.ca](mailto:yuli.siao@scrd.ca)

If you have any specific questions regarding the proposal, please feel welcome to contact the above.

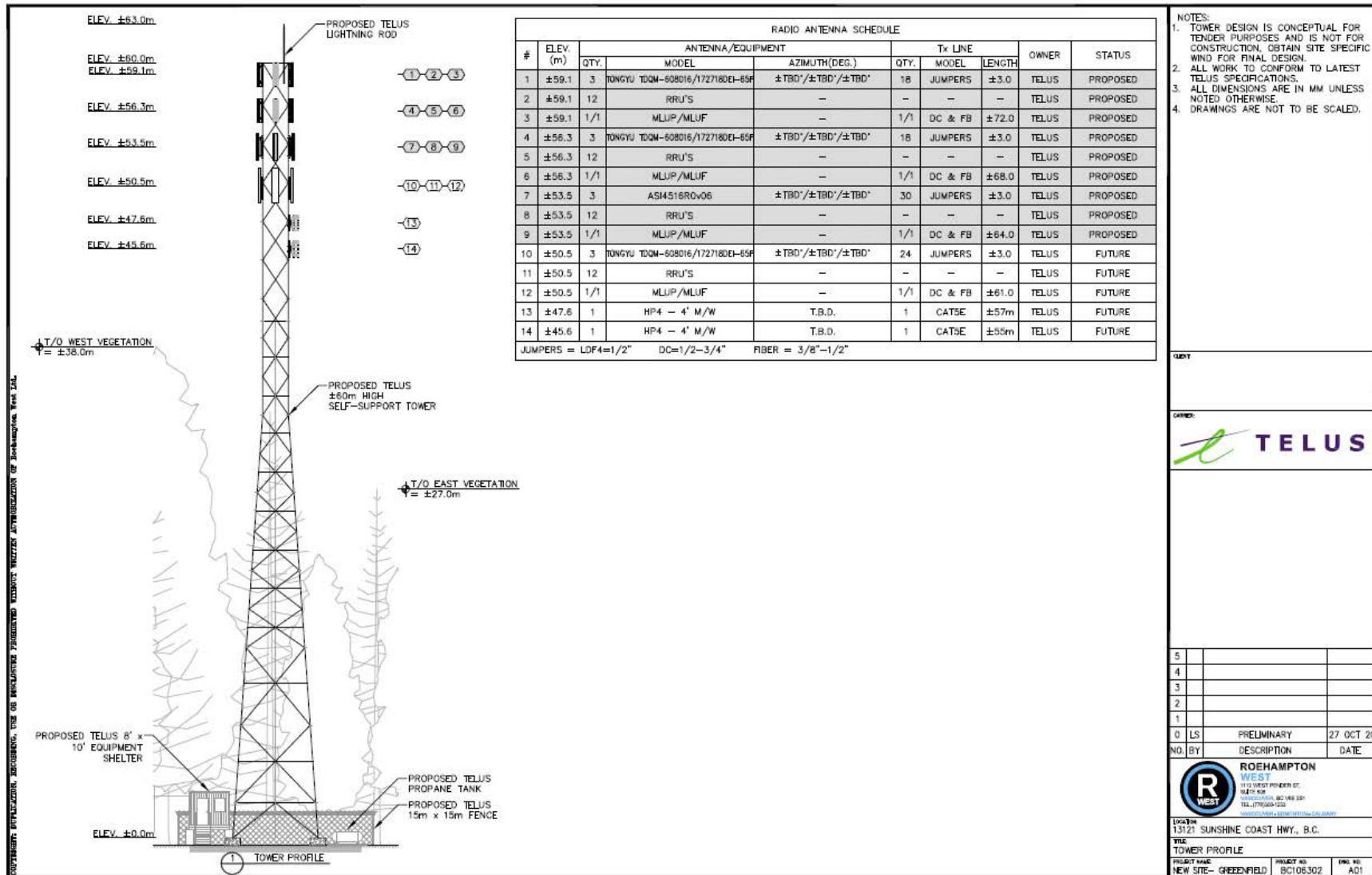


# AERIAL MAP





## PRELIMINARY DESIGN PLANS – TOWER PROFILE



## PRELIMINARY DESIGN PLANS – SITE PLAN



NOTES:  
CLEAR VEGETATION AS  
REQUIRED WITH LANDLORD  
AND CITY APPROVAL.

1 SITE PLAN

### NOTES:

1. SITE PLAN OBTAINED FROM SITE VISIT BY ROEHAMPTON WEST, DATED 06 JUL 20 & GOOGLE MAPS.
2. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT:

OWNER:



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NO.	BY	DESCRIPTION	DATE
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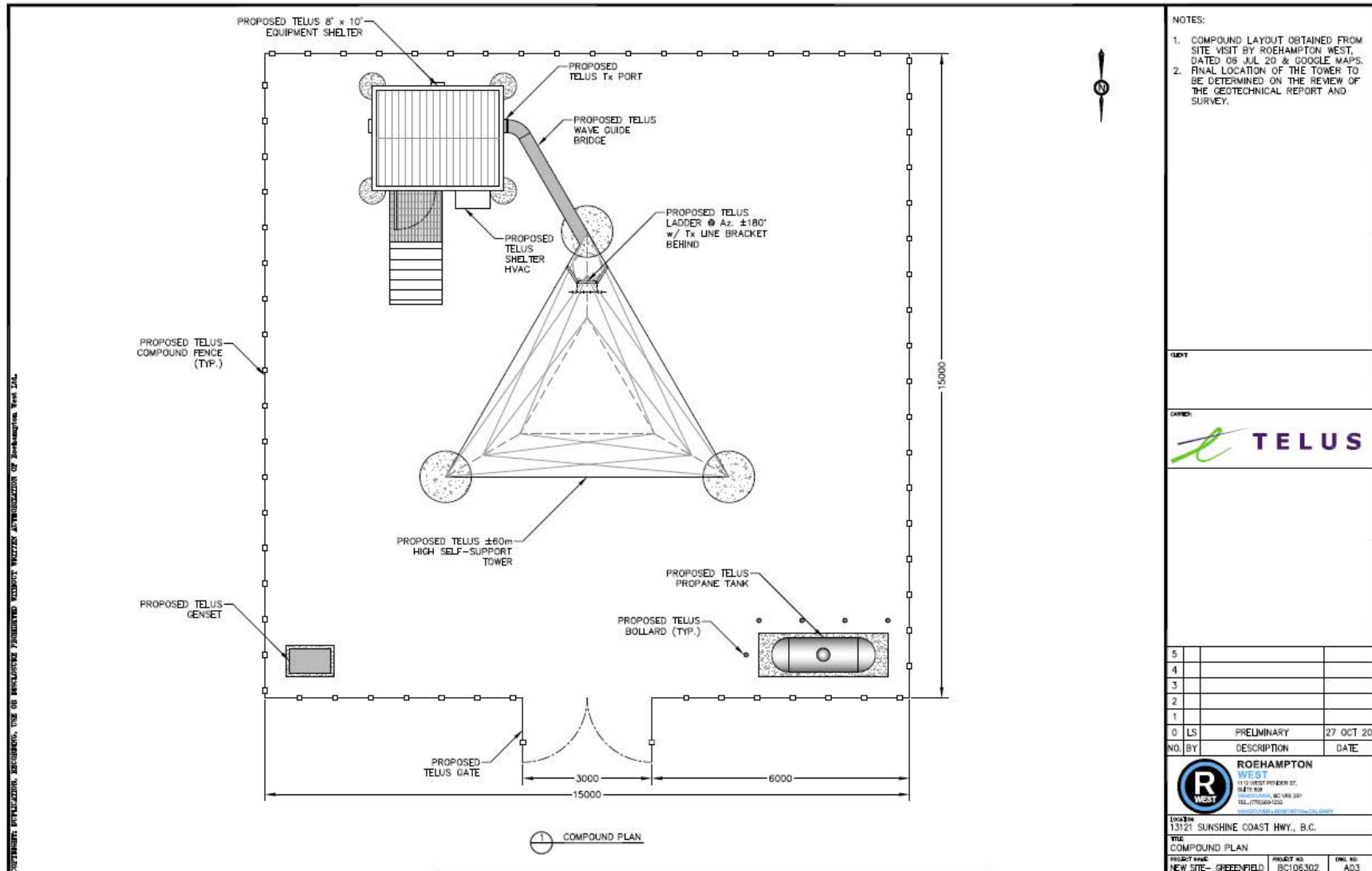
**ROEHAMPTON WEST**  
112 WEST PRINCE ST.  
SUITE 101  
VICTORIA, BC V8P 2P1  
TEL: (250) 363-5555  
WWW.ROEHAMPTONWEST.COM

LOCATION:  
13121 SUNSHINE COAST HWY., B.C.

TITLE:  
SITE PLAN

PROJECT NAME	PROJECT NO.	DWG. NO.
NEW SITE - GREENFIELD	BC105302	A02

## PRELIMINARY DESIGN PLANS – COMPOUND PLAN





**PHOTO-SIMULATION**

**BEFORE**



**AFTER**



Artist's rendering of proposed facility looking west.

*Note: Photo-simulation is for conceptual purposes only. Proposed design is subject to change based on final engineer plans.*



**COMMENT SHEET**  
**TELUS TELECOMMUNICATIONS FACILITY PROPOSAL**  
**ADDRESS: 13121 SUNSHINE COAST HWY, MADEIRA PARK**  
**PID: 008-463-000**  
**COORDINATES: LAT. 49.622868 / LONG. -123.986795**  
**TELUS SITE: BC106302 - SUNSHINE COAST HWY**

1. Do you feel this is an appropriate location for the proposed facility?

- ☐ Yes  
☐ No

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?

- ☐ Yes  
☐ No

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Additional Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please provide your name and full mailing address if you would like to be informed about the status of this proposal. This information will not be used for marketing purposes; however, your comments will only be used by TELUS in satisfying the SCRD's consultation requirements. The closing period for comments to be received by TELUS is December 21, 2020.

Name \_\_\_\_\_  
(Please print clearly)  
Email Address \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TELUS c/o Cypress Land Services Inc.**  
**Suite 1051, 409 Granville Street, Vancouver, BC V6C 1T2**  
**Attention: Tawny Verigin, Manager of Government Affairs**  
*Thank you for your input.*



Appendix B: List of Property Owners, Occupants and Other Recipients

22(1)  
13121-13101 SUNSHINE COAST HWY  
MADEIRA PARK BC V0N 2H1

OCCUPANT  
13101/13121 SUNSHINE COAST HWY  
MADEIRA PARK BC V0N 2H1

SUNSHINE COAST REGIONAL DISTRICT  
YULI SIAO, SENIOR PLANNER  
1975 FIELD ROAD  
SECHLT, BC V0N 3A1

FRONTCOUNTER BC SQUAMISH  
SUITE 101-42000 LOGGERS LANE  
SQUAMISH, BC V8B 0H3

OCCUPANT  
5641 EAST OYSTER BAY RD  
MADEIRA PARK BC V0N 2H1

TELUS  
4535 CANADA WAY, 3RD FLOOR  
BURNABY, BC V5G 1J9  
ATTN: DOUG ANASTOS

22(1)  
5641 EAST OYSTER BAY RD  
MADEIRA PARK BC V0N 2H1

OCCUPANT  
13063 SUNSHINE COAST HWY  
MADEIRA PARK BC

ISED  
LOWER MAINLAND DISTRICT OFFICE  
13401 – 108 AVENUE, SUITE 1700  
SURREY BC V3T 5V6

22(1)  
PO BOX 361  
MADEIRA PARK BC V0N 2H0

OCCUPANT  
5653 EAST OYSTER BAY RD  
GARDEN BAY BC V0N 2H0

CYPRESS LAND SERVICES,  
AGENTS FOR TELUS  
SUITE 1051, 409 GRANVILLE STREET,  
VANCOUVER, BC V6C 1T2

22(1)  
5653 EAST OYSTER BAY RD  
GARDEN BAY BC V0N 2H0

NATURE TRUST OF BC  
ATTN CARL MACNAUGHTON 500-888  
DUNSMUIR ST  
VANCOUVER BC V6C 3K4

BC106302  
TOTAL - 14

### Appendix C: Envelope



c/o Cypress Land Services Inc.  
Suite 1051 – 409 Granville Street  
Vancouver, BC V6C 1T2

**IMPORTANT INFORMATION ENCLOSED REGARDING A PROPOSED TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 190 METRES OF A PROPERTY YOU HAVE AN INTEREST IN**

### **Appendix 3: Newspaper Tear Sheet**

## 1230 Work Wanted

**ABLE HANDYMAN.** Small moves/dump hauling. Simple carpentry and repairs. Yard clean up and landscaping. Reorganizing garages, basements etc. Call Bob 604-789-1462.

**COMPLETE CONSTRUCTION** and renovations. Reasonable rates. Call Blaine for consultation. 604-865-1341.

**EXPERIENCED FINISH** carpenter 35 years. Decks 2 stairs 2 complete kitchen reno's. Windows, doors, trims 2 floors. Gibsons. Call Larry 604-886-9499.

## 1230 Work Wanted

**FOR CHEAP** dump runs call Murray, also doing green waste. 604-345-5499.

**PAINTING AND** spraying; top notch. Foran applications. Cell 604-989-0152.

## 2020 Auctions

**WARD'S &** Bud Haynes Firearms Auction, Saturday, December 12, Edmonton, Alberta. Hundreds of lots in all classes. [www.WardsAuctions.com](http://www.WardsAuctions.com). Call Brad 780-940-8378; Linda 403-597-1095 to consign.

## 2045 Computers/Electronics

**MacOS 11 Big Sur**  
Runs roughly 2013 to M1 chip  
36 yrs Apple. Owner Support  
[folkstone.ca/mac](http://folkstone.ca/mac)  
604 886-4573

## 2055 Firewood

**MAPLE FIREWOOD** for sale, 2+ cords (requires splitting). Call 604-886-9771.

## 2060 For Sale Miscellaneous

**BIKES, CARRIER,** shelving, keys, key cutter, iron, security doors, freezer, sinks. All obo. 604-885-5787.

**EVOLUTION BRAND** walker, in great shape. \$100. 604-989-9175.

**PACIFIC ENERGY** Summit insert; three years old. Cost \$3,300; selling for \$1,900. 604-886-7306.

  
**HAULING**  
Top Soil • Gravel  
Sand • Fill • Excavation  
Reasonable Rates  
**DOUG 604-885-5070**

## 2070 Free

**AAA ACCURATE** battery, car and metal removal. Cash for some cars. 5 ton for hire. 604-886-0582.

**FREE: LA-Z-BOY** red leather recliners (2), rocker, swivel chairs. 604-883-9711.

**FREE: STORAGE** shelf, 32" W x 18" D x 29" H. Suit garage/workshop. 604-886-3608.

## 2145 Wanted

**GOLD AND** silver buyer. Jewelry, diamonds, watches, coin collections, etc. 604-740-6474.

**ROLEX AND** other quality watches wanted in any condition. 604-740-6474.

**RV'S WANTED:** used travel trailers, camper vans and motorhomes. 604-886-7341.

**WEAPONS WANTED.** Rifles, guns, swords, bayonets, etc. and military items. Collections, estates, single items. 604-740-6474.

## 3560 Pets

**The BC SPCA Sunshine Coast Branch** has the following small animal(s) available for adoption:  
**Ash** - Rat, black & white, male, one year.  
**Bastian** - Rat, white & black, male, one year.  
**Blackberry** - Rabbit, black, male, 3 years.  
**NOTE:** We are closed to the general public, and only open for adoption by appointment.

If you are interested in adopting, please call the SPCA at 604-740-0301 or visit the shelter at 4376 Solar Road, Wilson Creek. Adoption hours are Noon-4pm Wed.-Sunday. Closed statutory holidays. Please visit the website: <http://spca.bc.ca/adopt> then select Sunshine Coast. All of our animals are spayed or neutered prior to adoption.

## 4025 Health Services

**GET UP TO \$50,000** from the Government of Canada. Do you or someone you know have any of these Conditions? ADHD, anxiety, arthritis, asthma, cancer, COPD, depression, diabetes, difficulty walking, fibromyalgia, irritable bowels, overweight, trouble dressing...and hundreds more. All ages & medical conditions qualify. Have a child under 18, instantly receive more money. Call British Columbia Benefits 1-(800)-211-3550 or send a text message with your name and mailing address to 604-739-5600 for your free benefits package.

## 5015 Business Opportunities

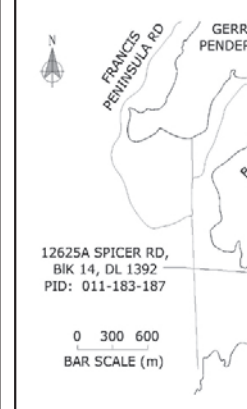
  
**DAVISON®**  
Attention Inventors!  
Ideas wanted!  
Call Davison today!  
1.800.218.2909  
or visit us at  
[inventing.davison.com/BC](http://inventing.davison.com/BC)  
Free inventor's guide!

## 5520 Legal/Public Notices

**Popeye's Storage and Lockers**  
**FINAL NOTICE TO: DAVID BRIAN JEFFRIES**  
Units: 922, HCOV, P34  
The following items:  
Pre-cast forms, tools, household goods will go up for auction Monday, Dec. 7, 2020 at 11am at Popeye's Lockers and Storage 5880 Sechelt Inlet Road, Sechelt, due to unpaid rent in the amount of \$13,103.00.

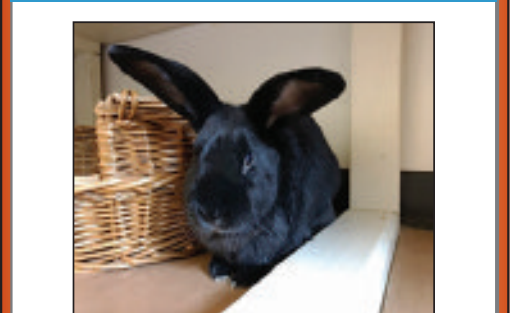
## 5520 Legal/Public Notices

**Land Act: Notice of Intention to Apply for a Disposition of Crown Land**  
Take notice that Yoshiko Karasawa from Madeira Park, BC, has applied to the Ministry of Forests, Lands and Natural Resource Operations and Rural Development (FLNROD), Surrey, for a Residential Private Mortgage tenure situated on Provincial Crown Land fronting 12625 Spicer Road, PID: 011-183-187. The Lands file number for this application is 2412376. Comments on this application may be submitted in two ways:  
1) Online via the Applications and Reasons for Decision Database website at: <https://comment.nrs.gov.bc.ca/applications>.  
2) By mail to the Senior Land Officer at 200 - 10428 153rd Street, Surrey, BC V3R 1E1. Comments will be received by the Ministry of Forests Lands and Natural Resource Operations until December 20, 2020. Comments received after this date may not be considered. Be advised that any response to this advertisement will be considered part of the public record. For information, contact Information Access Operations at the Ministry of Technology, Innovation and Citizens' Services in Victoria at: [www.gov.bc.ca/citz/iao/](http://www.gov.bc.ca/citz/iao/)



**ADOPT-A-PET**  
SPCA 604-740-0301 [www.spca.bc.ca/sunshinecoast](http://www.spca.bc.ca/sunshinecoast)  
We are closed to the general public, and only open for adoption by appointment.

SPCA • 604-740-0301



Blackberry is a very friendly and chilled big boy! He enjoys a good petting session, is litter trained and quite sociable. He requires a child-free home as he likes to nibble. He has a great appetite and some of his favorite treats are blueberries. If you're interested in adopting Blackberry, please contact the Sunshine Coast SPCA!

## THE PET COLUMN

### WINTERIZING YOUR POND

— PART TWO —

Choose one of the following ways to keep your pond from freezing over. An air hole needs to be kept open to allow for gasses to escape. If your pond completely freezes over for an extended period of time, the fish may die.



Use the original or secondary smaller pump to take off the fountainheads. Position the pump and internal filter off the bottom of the pond so the top of the pump is below water level. The ideal location for the pump and filter would be about the halfway point of maximum depth. Allow the pump to circulate the water upward to create a current on the surface. Install an air stone with an indoor/outdoor pump. You will need to winterize the pump and cords. Hang the air stone off one end of the pond just under the water level and let it bubble. If your pond is close to the house, you can have the air pump in the house and run tubing to the pond with a 8" or 12" air stone.

Install a pond heater. This can be an expensive option either in the purchase of a heater or the wattage used.

With the above tips, your fish and pond will be ready to provide you with more enjoyment again next spring.

— Submitted by All for Pets, Sechelt

**All for Pets**  
Your Sunshine Coast Pet Headquarters  
Visit: [www.allforpets.ca](http://www.allforpets.ca)  
  
Tag us in your photos #allforpets  
101-5641 Cowrie Street • 604-885-8843

  
**Notice of Proposed TELUS Communication Inc. Telecommunications Facility**  
**Description:** As part of the public consultation process required by Innovation, Science and Economic Development Canada and the Sunshine Coast Regional District, TELUS Communications Inc. is inviting the public to comment on a proposed telecommunications facility consisting of 60.0 metre self-support tower and ancillary radio equipment in order to improve wireless services to Madeira Park and the surrounding area.  
**Tower Location:** 13121 Sunshine Coast Hwy, Madeira Park, BC (PID: 008-463-000)  
**Coordinates:** Lat. 49.622868 / Long. -123.986795  
**For More Information:**  
Contact TELUS Communications Inc. at:  
Tawny Verigin  
c/o Cypress Land Services  
Agents to TELUS Communications Inc.  
Suite 1051, 409 Granville Street  
Vancouver, BC V6C 1T2  
Tel: 1.855.301.1520  
Email: [publicconsultation@cypresslandservices.com](mailto:publicconsultation@cypresslandservices.com)  
**The public is welcome to comment on the proposal by the end of the day on December 21, 2020 respect to this matter.**  
TELUS File: BC106302  
**Location Map**  
  
**BE KIND TO THE EARTH**  
DO YOUR PART...✓ REDUCE ✓ REUSE ✓ RECYCLE



## **Appendix 4: Sample Resolution**

## Resolution

WHEREAS TELUS proposes to erect a wireless communications facility at 13121 Sunshine Coast Hwy, Madeira Park, PID: 008-463-000, Coordinates: Lat. 49.622868 / Long. -123.986795;

AND WHEREAS proponents of telecommunication towers are regulated by Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada on behalf of the Government of Canada and as part of their approval, ISED requires proponents to consult with land use authorities as provided for in CPC-2-0-03;

AND WHEREAS TELUS has consulted with the SCRD following the CPC-2-0-03 and the SCRD planning staff have no objection to the proposed telecommunications tower;

AND WHEREAS TELUS has consulted with the public by notifying properties within three times the tower height, placed an advertisement in the local newspaper, and has provided a 30-day period for written public comment;

AND WHEREAS there are no significant land use issues identified by the consultation;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Clerk be instructed to advise TELUS that:
  - a) TELUS has satisfactorily completed its consultation with the SCRD;
  - b) The SCRD is satisfied with TELUS's public consultation process and does not require any further consultation with the public; and
  - c) The SCRD concurs with TELUS's proposal to construct a wireless telecommunications facility provided it is constructed substantially in accordance with the plans submitted to the SCRD.

# Vancouver Island and Coastal Communities Climate Action Goals

WORKING DRAFT



Vancouver Island and Coastal Communities Climate  
Leadership Plan (VICC-CLP) Steering Committee  
[viccclp.com](http://viccclp.com)



# Our climate change challenge

***Climate change is a complex and ongoing challenge facing communities across the Vancouver Island and Coastal Communities Region (VICC).*** By 2050, it is anticipated that British Columbia will experience:

- Temperature increases of 1.3 to 2.7 °C;
- Increases in average annual rainfall from 2% to 12%, with summers being increasingly drier;
- Loss of glaciers resulting in changes to fish habitat, declining quality and storage of drinking water; and
- Continued rising sea levels along most of B.C.'s coast, more frequent wildfires and rainfalls.

***Climate change will impact all sectors of society and the economy now and in the future.*** Communities large and small, rural and urban have adopted a range of initiatives and there are a growing number of regional plans that aim to scale up these efforts to promote co-ordinated actions. Climate change impacts are experienced at a local level, yet existing municipal and regional district governance structures can constrain climate action plans, making planning at a broader regional scale essential. This is why we need to plan at a Vancouver Island and Coastal Communities wide scale.

***Our communities are connected in tackling this challenge.*** Our overarching goal is for all our climate actions to increase community resilience across the Vancouver Island and Coastal Communities region, which in turn will better prepare our communities to navigate climate challenges.



## The plan

The **Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee** (VICC CLP SC) was convened by three Vancouver Island Mayors—Lisa Helps (Victoria), Josie Osborne (Tofino), Michelle Staples (Duncan)—to catalyze climate mitigation and adaptation throughout the region. The VICC CLP SC includes representatives from each of the regional districts on the island and the Sunshine Coast (urban and rural), working together to produce a regional plan that will catalyze climate mitigation and adaptation projects and activities throughout the coastal region.

This document shares the **VICC's Climate Action Goals** across ten thematic areas. These goals were jointly developed with participants in the VICC's Community Resilience Summit which took place on November 6th 2020. Over 150 elected officials and members of staff from across the VICC region engaged in a series of workshops to help develop a Climate Action and Resilience Plan to 2030 for the island and coastal communities.

# Equity and Social Justice

***Equity and social justice principles strive for a fair and equal society in which each individual matters, their rights are recognized and protected, and decisions are made in ways that are fair.*** This includes: Accessibility (what programs or services are truly accessible, particularly to those without financial means) and Choice (who has agency to choose and what impacts the ability to choose?).

## GOAL 1:

### **A social justice and equity lens must be placed on all climate change decision making**

- Develop a social justice charter in order to ensure that the VICC's work is grounded in a vision of climate justice and equity.
- Establish an enabling a space for those with lived experience to contribute, creating an accountability structure to inform what is meant by 'equity & social justice', developing a clear picture of the impacts, etc.
- Ensure that actions/policies/etc. distribute the benefits of climate mitigation and adaptation. This may include reducing energy poverty and rent/demovictions with retrofit policies, designing sliding scales for financial incentives, defining and supporting food security, access to housing, expansion of public transit, and eliminating the unequal burdens caused by climate change.

## GOAL 2:

### **By 2021 there is a framework established to ensure that the voices at the planning and decision making tables that develop this Island and Coastal Community Climate Strategy are diverse and inclusive**

- **Diversify voices and facilitate equal participation:** de-stigmatize those in the community needing support, encourage youth voices and participation, remove barriers for youth, BIPOC, LGBTQ, and women to have a say at the table and get into leadership positions, and design policy for all working and/or planning tables that clearly identifies who has to be represented.
- **Identify and invite diverse groups/voices to participate:** measure equity and set goals (who is involved, are our systems changing to be representative of and responsive to diversity in community?), exploring language and engagement practices.



- **Improve engagement and diversity:** Set expectations for participation, identify facilitators, educate students, develop training in intersectional equality and accessibility, provide education about climate justice, increase opportunities for public engagement, remove financial barriers to participation and secure funding to support participation.

### GOAL 3

## Indigenous priorities must be centered within the planning and implementation process

- Recognize and acknowledge reconciliation and Indigenous knowledge in planning and decision-making from the beginning. Reconciliation involves recognition of history and centering Indigenous priorities within the planning process.
- Meaningfully include Indigenous Peoples in decision-making and consultation, including fair compensation for their involvement. Incorporate UNDRIP/DRIPPA/Truth & Reconciliation into the work. First Nations must have a say in decisions about their land.
- Recognise colonization and actively work towards decolonizing practices of government.
- Protect ecosystems and lands, particularly with regards to First Nations food systems.

***It is important that a diversity of voices inform decision making.***

The unique opportunities and barriers facing First Nations communities, as well as the ongoing traditional relationship with the land, mean that First Nations must be participants in the process. It is also important to understand the unique circumstances and needs of different populations, including children, youth, families living on lower incomes, renters, and those living on the edge, recognising that there are differences in how people can manage when a crisis occurs.

# Healthy Communities and Social Resilience

**Resilience is the ability to *persist, adapt, and transform***, and is a characteristic of healthy communities. We need to work together to prioritize and foreground this to senior levels of government as part of Climate Mitigation and Adaptation planning. In everything we do we must support the health and well-being of our most vulnerable populations; this will increase overall community resilience and a community's ability to better withstand the shocks and disruption that climate change will bring.

## GOAL 1:

**By 2030 everyone across the VICC has access to adequate health and wellbeing supports as per the social and ecological determinants of health**

- Establish a VICC housing corporation to achieve economies of scale in building new zero emissions affordable housing.
- Set up opportunities for health professionals, elected officials and municipal staff to work together and share best practices; enhance information sharing through community health networks.
- Facilitate development of health and wellness hubs (e.g. recreation centres, food banks) where community groups collaborate with health professionals.
- Support all communities to incorporate the social determinants of health into local decision-making.
- Take a Health in All Policies approach to municipal (land use) planning.
- Island Health, BC Housing and the First Nations Health Authority develop a VICC wide partnership to address unmet needs.

## GOAL 2:

**By 2030 all communities on VICC use a common measurement of wellbeing and there is a 50% improvement from when we started measuring in 2022**

- Determine the most suitable and EASIFEST way to measure that is also culturally appropriate and incorporates Indigenous ways of knowing.
- Work through Community Health Networks (an existing entity focused on social determinants of health) to implement the wellbeing measurement function.
- VICC communities agree to using a common wellbeing measurement by Dec 31, 2021, to be used going forward.

- VICC communities will start measuring wellbeing (using the agreed-to measurement), and provide an initial report by Dec 31, 2022.
- Following the first set of reports, VICC communities will agree on which metric(s) to focus on collectively.

### GOAL 3:

#### **By 2030 we have a VICC wide emergency management plan with actions that achieve 100% resilience and address the needs of priority populations.**

- Establish a VICC wide emergency management and resilience planning body/table to develop an Emergency Management Plan for the VICC region.
- Ensure that the VICC emergency management plan explicitly incorporates the needs of vulnerable populations and uses an equity lens.
- Advocate to Emergency Management BC for a broader scope in the emergency planning process that incorporates people who are already homeless or displaced in emergency management plans.
- Engage impacted people through participation in the planning process and in Emergency Response debrief sessions.
- Connect residents VICC wide to share best practices on social resilience and emergency preparedness at the street or neighbourhood level.

***All of the actions to achieve these goals require a culture shift and transformation from the way projects are funded to the way we develop policy.***

Targets and benchmarks are critical to keep progress on track and hold ourselves accountable to the linkages between the health of people and the health of the environment. Buy-in and involvement from other community stakeholders (fire, police, hospitals, VIHA, etc.) will be critical to the success of these actions.

# Food Security

**Healthy food systems and ecosystems are the foundations of healthy communities.** Food security entails universal access to safe, healthy, culturally-appropriate food all year around and across the region. An overarching goal is the achievement of food sovereignty, in which communities are taking an *active* role in co-managing their food systems to ensure that these systems express their values.

## GOAL 1:

**By 2022, all communities have access to resources to support embedding food policy into their policies and practices, and region-wide forums exist to support and scale up these actions**

- Support every community to incorporate food (sovereignty/ security) into their planning and policies.
- Develop resources to inform leadership and staff about how this can be done.
- Establish forums for sharing community knowledge, advice, successes, and templates, and for identifying and lobbying for policy changes at other levels of government that would support this work.



## GOAL 2:

**We have complete local food systems that include infrastructure for production (growing, harvesting and processing), distribution and access by 2030, including the local knowledge and capacity to support them**

- Support local growing and harvesting capacity, including access to lands and waters (develop land registries; innovative land-sharing programs; lobby for local access to and benefit from marine resources; develop research, training and knowledge transfer resources, etc.).
- Support local and regional processing and distribution capacity, at both household and regional scale (develop and support community kitchens; processing, storage, and distribution facilities; farmers markets, etc.).

- Enhance capacity by increasing learning and knowledge transfer about food systems, both to increase food literacy and to support those seeking to build careers, companies or organizations in sustainable food systems (reinvigorate farmers' institutes; develop new and expand existing educational programs to support food entrepreneurship and to braid local and Indigenous knowledge of food systems into courses and degrees).

### GOAL 3:

#### **Land and water-based ecosystems essential to food production are protected and restored region-wide by 2030**

- Ensure ALR land is protected, and this is embedded in OCP and RGS language.
- Ensure that food systems are part of all land use planning and management.
- Advance the creation of Indigenous Protected and Conserved Areas and co-management agreements for important growing and harvesting areas, for marine as well as terrestrial species.
- Support and expand Indigenous Guardian Programs and other regional, place-based monitoring and stewardship initiatives that inform adaptation and serve as early warning systems for food safety.
- Develop systems for integrated community-based monitoring of productive ecosystems, and use this to shape adaptive management; ensure these processes consider connections and cumulative effects.
- Embed shoreline protection and restoration in OCPs to enhance "common" harvesting areas (with adequate monitoring for safety and to prevent overharvesting).

***To be resilient, food systems need to be supported and organized across a variety of scales (household, neighborhood, community, regions) and they both require and support healthy lands and waters.***

They also have the potential to help mitigate climate change and increase the resilience of communities to adapt to it. Prioritizing healthy lands and waters in all actions is essential. We need to recognize, respect, and develop synergistic relationships across First Nations' and Settler approaches to food systems. We can build upon the extraordinary variety of work that is already underway towards enhancing local, sustainable and resilient food systems.

# Building resilient economies

***A resilient economy is diverse, inclusive, and has the capacity to adapt and innovate.***

We need to think regionally as we build economies that transition from unsustainable resource extraction and carbon dependant industries to resilient regional economies that support responsible energy use and can generate *more* employment and deliver *higher* returns.

## GOAL 1:

**By 2030 all municipalities in the VICC will invest in clean, renewable energy industry to diversify the economy and create jobs in the region**

- Grand plan for municipalities and regional districts to electrify fleets:
  - Senior government commit to eliminate fossil fuels;
  - Support clean industry and tech, and research and development; and
  - Incentivize energy retrofits.
- Determine barriers to such investments:
  - Incentivize rural/urban/indigenous partnerships;
  - Incentivize revisions of OCPs to align with this goal; and
  - Work with provincial government to incentivize funding approaches.

## GOAL 2:

**By 2030 incentivize small businesses and rural communities through investing in tourism, innovation, and internet access**

- Incentivize and support for cottage/small business industry start ups.
- Support Island Coast Economic Trust to start climate-related economic investment.
- Ensure funding is not administratively onerous.
- Invest in sustainable tourism (e.g. Forest Bathing).
- Invest in First Nation-led and owned tourism.
- Facilitate regional networking and regional project.



**GOAL 3:****Develop policy framework for measuring success of resilient economies (emphasis on triple bottom line)**

- Coordinate all local governments to use common framework to measure prosperity and economic resilience:
  - Monitor support in various programs;
  - Be sure communities have resources to do this work;
  - Create platform to share results;
  - Adopt triple bottom line framework; and
  - Train local governments to apply framework.

*We have a vision for a greener, smarter, and more inclusive economy.*

Environmentally sustainable businesses that use clean and renewable energy are fundamental to building resilient economies that can regenerate rapidly after stress, and will often improve their situation compared to the pre-shock world.



# Circular Economy

**A circular economy aims to eliminate waste and pollution, keep products and materials in use, and regenerate natural systems.** In order to minimise the use of resource inputs and the creation of waste, pollution and carbon emissions, products of non-biological “technical materials” such as metals, plastics and synthetic chemicals are kept cycling in the economy through the design of systems that facilitate reuse, sharing, repair, refurbishment, remanufacturing and recycling. Organic based biological materials are managed to ensure that at end-of-life they are properly decomposed to return nutrients to the environment to support the regeneration of natural systems.

## GOAL 1:

### **Reduce 50% of food waste and divert 100% of organic material from landfill and incineration and by 2030**

- Increase food waste reduction education for residential and commercial.
- Coordinate with forestry, restaurants and grocery stores to create new collection streams
- Ban organics from co-mingled waste streams.
- Establish organics processing infrastructure at all scales – rural, small and large municipalities.
- Capture forestry and industrial waste in the accounting of waste organic material.
- Refine regulations to improve quality of composted materials and their distribution.
- Develop local food production and supply chains.



**GOAL 2:****Reduce per-capita disposal of material and consumer good waste to 150kg (85% Diversion) by 2030**

- Increase and highlight re-use, repair, rental and sharing skills and services.
- Advocacy for right to repair.
- Regulations to decrease packaging waste/ban single-use items.
- Expand and reform extended producer responsibility (EPR) programs - recovery standards and percentage of recycled materials, incentives for redesign to support circularity.
- Increase access to recycling for rural communities through strengthening EPR programs and service levels.
- Address Industrial, Commercial & Institutional and Construction & Demolition waste streams.

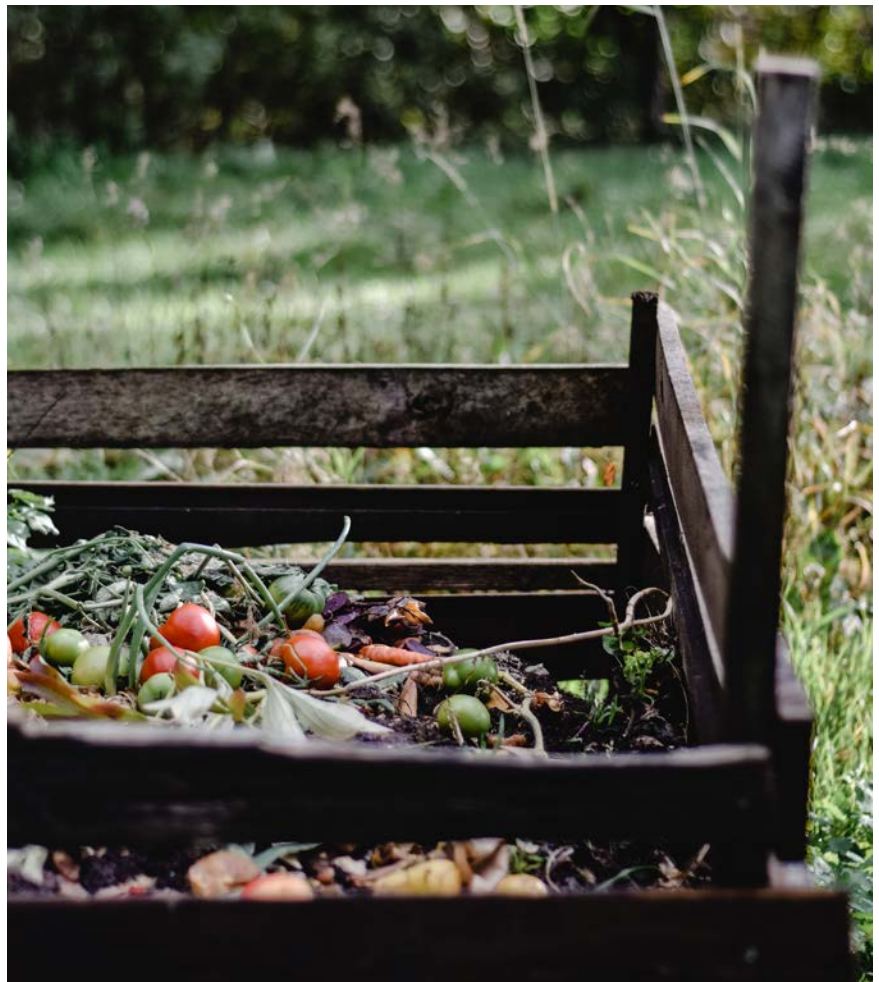
**GOAL 3:****Re-localize supply chains and increase local circular business**

- Establish VICC circular procurement policy and systems.
- Increase skills training for trades and local resource manufacturing and food production.
- Establish hubs for re-use, sharing and repairing.
- Maximize local food chain capacity and remove regulatory and capacity barriers, such as over-restrictions of FoodSafe meant for large industrial food processing but penalizing small, local suppliers.
- Develop educational campaign promoting local services and products.
- Examine supply management.
- Incentivize and support circular business development.



*There is great potential for impact.*

According to a 2009 US EPA study, 50% of total Green House Gas emissions result from the provision of food and goods (products and packaging). These emissions are accrued at each step of the item's value chain from material extraction, production, transportation, consumption and disposal. By systemically addressing how we manage materials by reducing extraction of raw materials, re-localizing supply chains, designing materials for re-use, repair and recycle, and reducing waste, large reductions in GHG emissions across sectors can be achieved – by some estimates, up to 2/3rds of the emissions in the provision of food and goods.



# Resilient Infrastructure

**Infrastructure is the basic physical and organizational structures and facilities (e.g. buildings, roads, power supplies) needed for the operation of a society or enterprise; infrastructure resilience is the ability to reduce the magnitude and/or duration of disruptive events.** The effectiveness of a resilient infrastructure or enterprise depends upon its ability to anticipate, absorb, adapt to, and/or rapidly recover from a shock.

## GOAL 1:

### Resilient Water Management

- Develop plans to assess capacity, durability and redundancy of water management systems regarding runoff, drinking water and non-potable water under potential climate change scenarios.
- Collaborate to identify capacity, jurisdiction, treatment, existing water uses, etc.
- Develop a common model of risk assessment.
- Integrate an understanding of systems, both natural and built, into water management.
- Ensure preparedness of existing systems.
- Develop integrated watershed management.

## GOAL 2:

### Resilient transportation Infrastructure for all modes of transportation

- Identify modes of transport, hubs, corridors, safety nets.
- Institute broad collaborative planning.
- Develop a united front to lobby province.
- Free electrified transit.
- Shared roads for all modes.
- Lobby to change MOTI's operating principles, road definitions.
- Lobby TC public transportation infrastructure.
- Improve data sharing.

**GOAL 3:****Identify Infrastructure needs (both new and replacement) and funding**

- Develop plans to assess risks and redundancy of infrastructure for transport of people, goods, resources, etc. under potential climate change scenarios.
- New building planning should be multifunction.
- Increase capacity to deal with as much waste processing locally as possible, including recycling, salvage, etc.
- Identify and upgrade existing infrastructure.
- Develop integrated plans on how to recover / rebuild after major events.
- Develop new funding models (new taxation tools), criteria that support the development of resilient infrastructure.
- Planning for collapse.

***We need new ways of working to support infrastructure resilience.***

We need flexible and scaleable projects. We need to support and celebrate the leaders and champions and to develop community education and consultation. We need better resources and information sharing. We need to collaborate with industry, trades, communities, volunteer groups (e.g. streamkeepers), First Nations, labour unions and youth.



# Green Infrastructure

Green infrastructure incorporates both the natural environment and engineered systems to provide clean water, conserve ecosystem values and functions and provide a wide array of benefits to people's health and wellbeing. Green infrastructure solutions can be applied at the scale of a building through to the broad landscape. Examples of green infrastructure practices at a local level are permeable pavements, green roofs, and rainwater harvesting systems while across a landscape the preservation and restoration of an interconnected network of natural and semi-natural areas is key.

## GOAL 1:

**By 2030, embed the use of sustainable, renewable materials and permeable living surfaces into all new and retrofit built infrastructure to achieve 100% increase from 2020 levels**

- Think of roads as pathways for the whole community and design for mixed-use active transport, reduced impermeability, and protection and restoration of natural assets.
- Expand the use of green roofs, carbon sequestering materials in building supplies, rain gardens, bioswales etc. in new builds and retrofits.

## GOAL 2:

**By 2030 ecosystem-based management underpins all land use in VICC to maintain and restore healthy aquatic and terrestrial ecosystems and to optimize the rebuilding of carbon stores**

- Expand the protection and restoration of natural areas and ecological features.
- Develop water sustainability plans for all watersheds.
- Ensure local communities and First Nations are part of forest management decision making.
- Design and manage for ecological connectivity on the local and regional scale.

**GOAL 3:****By 2030, VICC local governments will have integrated natural amenity accounting**

- Develop VICC-wide data inventory of natural assets and amenities.
- Ensure that natural amenity accounting is developed with key stakeholders--including First Nations--and the data is shared in order to improve decision making and track progress.

*Green infrastructure is a cost-effective, resilient approach to reducing flood risk and the impacts of heat and drought while providing many community benefits such as carbon storage, clean drinking water, fish and wildlife, and spaces to recreate.*

Meeting these goals will take strong advocacy to communicate and coordinate across jurisdictions and First Nations. Key stakeholders include the ministries of Agriculture, Food and Fisheries, Environment and Climate Strategy, Finance, Forests, Lands and Natural Resource Operations and Rural Development, Indigenous Relations and Reconciliation, Municipal Affairs, and Transportation and Infrastructure, the AVICC, UBCM, First Nations communities, the BC Products Stewardship Council and the CRD interprovincial working group.



# Buildings: getting to net zero through retrofits and new builds

**Resilient and zero-emissions buildings can help achieve climate goals, reduce home-heating costs, and enable new skills-building for construction workers.** Both emissions reductions and adaptation to changing climate conditions need to be accounted for when planning new builds and upgrading existing infrastructure. This is critical for mitigation.

## GOAL 1:

**By 2030, existing buildings will reduce energy usage and GHGs by 40%. All new retrofits must consider resiliency and adaptation.**

- Develop retrofit financing tools (like PACE - Property Assessed Clean Energy) that work for everyone and cover all types of buildings (residential, commercial, industrial, institutional).
- Generate research-based metrics and targets that can be used to track progress, improved access and quality of data, and enhance capacity of energy advisors to support these targets.
- Create an advocacy, education and action plan for all local governments through AVICC, including hazard mapping to support appropriate land use and resilience planning.
- Lobby provincial government to pass legislation to ban oil heating, mandate point of sale building energy labelling and a building benchmarking program for large buildings.
- Work with communities to develop official retrofit programs plans, including a retrofit builders training program, one stop retrofit program for homeowners, and regional teams to facilitate, educate and support public uptake of rebate programs.

## GOAL 2:

**By 2030, all new buildings will be net-zero and resilient to the localized impacts of climate change.**

- Alter the step code to include GHG emissions.
- All VICC Communities adopt step code by 2025.
- Local governments require low carbon heating and cooling systems through building bylaws (Greenhouse Gas Inventory, GHGi).
- Advise and offer training to local developers and builders to meet this goal.
- Adopt hazard lands development permit areas (sea level rise, wildfire interface, steep slope).
- Adopt development permit area guidelines for energy efficiency.

**GOAL 3:**

**By 2025 (at the latest) we have the capacity across the island to support net zero and resilient buildings.**

- Develop enough expertise to achieve goals 1 and 2 through increased training programs and green qualifications and licensing of trade.
- Ensure that a broad cross section of community is recruited (better representation of women and other equity seeking groups), including potentially workers from the fossil fuel sector.
- Ensure that funding and capacity for retrofits is in place and that building owners are aware of who can do the work in their communities.
- Develop programs and networks to support net-zero and climate resilient buildings, including energy auditor programs available remote communities, and net-zero and climate resilient building awards.

*Switching to low-carbon technologies and increasing energy efficiency of buildings can move us forward to a future where buildings produce no emissions at all.*

Regulatory changes, advocacy initiatives, and financing tools can help communities save money on heating, create new 'green' jobs, and be prepared to resist upcoming climate-related natural hazards.

# Decarbonised transport

WORKING DRAFT

**Transportation is one of the biggest contributors to greenhouse gas emissions in the region.** In line with the provincial CleanBC strategy, the region needs to move to a zero-emission vehicle future with widely available charging infrastructure. We also need to connect all communities via transit, railway, and biking to allow for decreased reliance on driving and complete streets development of communities across the region.

## GOAL 1:

**By 2025, have accessible electric vehicle (EV) charging infrastructure for personal & commercial transport in all VICC communities in all sectors**

- Build EV infrastructure including acquiring land that can be used for Level 3 charging.
- Collaborate with the private sector including partnering with car share and ride sharing companies to electrify their fleets.
- Develop a secure written agreement with all regional districts (RDs) to build and coordinate the charging system with support from BC Hydro and the provincial government.
- Increase broad education on the benefits of electrification, existing policy and costs of installing stations—use data and technology to increase support for EVs.
- Prioritize areas with greater density of apartments to have more access to public charging infrastructure—this infrastructure placement should be informed by good transportation data and projections.
- Provide rebates for charging infrastructure to home owners and developers.
- Use provincial post-COVID and other funding (e.g., CleanBC) to invest into EV charging stations in existing attached buildings.
- Develop regulations/bylaws for new developments requiring installation of EV charging stations.





## GOAL 2:

### **By 2030, connect communities via biking, transit, and railway corridors and EV rentals in VICC**

- Create an intergovernmental task force to model interconnectivity infrastructure.
- Develop public-private partnerships to enable collaborations between BC Transit, BC Ferries and the private sector (i.e., car share, e-mobility, rental companies).
- Enable full cost accounting/economic analysis of different transportation options and communication to public (i.e., account for co-benefits including safety, benefits for tourism and environmental benefits).
- Develop zoning requirements to enable EV rentals in appropriate places.
- Lobby BC and federal governments to develop a regional transportation plan and to receive their support/buy-in.
- Learn from leading jurisdictions on how such interconnectivity can be achieved and what policies and governance institutions need to be developed.



**GOAL 3:****By 2025, allow for only complete streets design approach including transit-oriented development, densification and access to services**

- Provide education to governments (i.e., elected representatives and staff) and developers about the benefits of this design approach and how it can be implemented.
- Write these principles into Official Community Plans (OCPs).
- Offer tax incentives or benefits to projects/developments that use this approach.
- Enable municipalities to buy land next to future transit/railway corridors to build housing, and then use money and profits to fund sustainable transportation projects.
- Lobby the provincial government for legislation mandating the implementation of these approaches by every level of government across the province—BC's Ministry of Transportation and Infrastructure can be used an active partner.

***Electrifying vehicles and connecting communities via zero-emission transportation modes will lead to substantial environmental and socio-economic benefits.***

To accelerate the transition, the region needs to have an integrated regional transportation plan. The plan will enable conversations with the provincial government to seek funding for EV charging infrastructure in all types of buildings, implementing new infrastructure to connect communities by rail and biking, and developing communities in a transit-oriented manner.

# Active Transportation

WORKING DRAFT

**Active transportation is central to health and wellbeing.** Active transportation is any human-powered transportation like walking and cycling; it can be combined with other modes like transit. Investing in infrastructure to support active transportation protects the safety and wellbeing of friends and family and creates liveable spaces. Increasing active transportation can reduce trips made by vehicles and help us to meet our climate goals. Presently around 80% of GHG emissions in the province are from energy of which half are from transportation.

## GOAL 1:

### Two-thirds of trips to be made by active transport by 2030

- Mandate Vision Zero: No traffic fatalities.
- Update provincial road construction guidelines using Vision Zero, System Safety approach to road design, AAA (all ages and abilities) lens, prioritizing vulnerable road users and active transportation.
- Support cultural shift to active transportation in education and training.
- Reallocate street space for active transportation.
- Secure reliable, stable multi-year funding to implement Active Transport planning.
- Ensure that there is a rural lens on Ministry of Transportation and Infrastructure (MOTI) road guidance. Rural communities face different constraints and needs.
- Establish a VICC platform for shared policy learning.

## GOAL 2:

### Implement integrated regional transportation planning (inclusive of active transport) by 2030

- Jointly address Interregional planning gaps and identify priorities.
- Develop regional Memorandum of Understanding to convene municipalities and Electoral Areas at the Regional District Level to conduct regional transportation planning.
- Advocate for the Province to invest in inter-community connections for active transportation and transit. Ensure Province and BC Transit prioritize active transportation and inter-jurisdictional connections.
- Advocate for dedicated funding for integrated transportation planning across functionally connected areas. Establish fiscal incentives for joint planning and transportation infrastructure delivery.

**GOAL 3:****Ensure dedicated, stable, long-term funding for active transport by 2025**

- Advocate for safe pathway maintenance to be covered in maintenance agreements and contracts to reduce barriers for small communities.
- Adopt fiscal incentives for employees who commute by active transport.
- Advocate for 1% of sales tax to municipalities.
- Advocate for a usage-based insurance system for vehicles in order to incentivise a reduction in vehicle use.
- Advocate for an increase in Federal Gas Tax funding.
- Advocate for green infrastructure stimulus for active transport from the federal government.



***We have the vision and the will. We know what to do. We need the capacity and agency to pull it off!***

Upper level governments, in particular the Provincial government, set the incentives for investment in active transportation. This includes regulatory and implementation guidance that is often out of date or contradictory when it comes to active transportation. Too often incentives are set against active transportation. We need solutions that work for communities of all sizes—rural and urban.

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**Subject:** FW: Pre-wiring for Electric Vehicle Charging and rooftop solar arrays  
**Attachments:** SCEVA - Submission to SCRD regarding pre-wiring for EV chargers and solar arrays.pdf

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**From:** Sunshine Coast Electric Vehicle Association <[info@sceva.org](mailto:info@sceva.org)>  
**Sent:** Monday, January 18, 2021 3:59 PM  
**To:** Board Chair <[board@scrd.ca](mailto:board@scrd.ca)>  
**Subject:** Pre-wiring for Electric Vehicle Charging and rooftop solar arrays

Dear SCRD Board of Directors

Please see the attached document relating to our recommendations regarding new construction and the benefits of pre-wiring suitable for electric vehicle chargers and rooftop solar arrays.

We would be happy to attend a committee meeting or provide other information at your convenience.

Kindly confirm receipt of this correspondence and ensure it is included in the agenda for the Board.

Regards

SCEVA Executive



# Sunshine Coast Electric Vehicle Association

*www.SCEVA.org*

January 18, 2021

Directors  
Sunshine Coast Regional District

**RE: Pre-wiring for Electric Vehicle chargers and rooftop solar arrays**

SCEVA's mission is to advocate for the adoption of electric vehicles through outreach events and programs.

We are pleased to confirm that, as of 2019, the Sunshine Coast is leading British Columbia in EV adoption per capita. Within the next five years, we see upwards of 80% of new vehicles being electric.

As homes are the best and preferred choice for charging of EVs, we strongly encourage you to adopt zoning bylaws and building requirements that encourage and support the adoption of EVs.

Specifically, SCEVA supports the following addition to the zoning bylaw:

**All new construction musts include pre-wiring suitable for electric vehicle chargers and rooftop solar arrays.**

Specifically, we recommend that each vehicle parking space be pre-wired with, at a minimum, 2 conductor #8 cable terminating at a junction box for future connection of a car charger.

We also encourage each new building be pre-wired for rooftop solar array, at a minimum, with two standard building cables of #10 wire terminating at a junction box in the attic or under an eave for future connection.

Such requirements will add a small cost to new construction, however, it will save homeowners an average of \$1,500 when installing an EV charger in the future. Further, pre-wiring will eliminate the need for unsightly wires and cover boxes mounted on interior and exterior walls and ceilings. Pre-wiring will be aesthetically superior, safer and future-proof our buildings.

Sincerely,

The SCEVA Executive Committee  
[info@sceva.org](mailto:info@sceva.org)