



## **CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE**

**Thursday, May 27, 2021**

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

### **AGENDA**

---

**CALL TO ORDER**      9:30 a.m.

#### **AGENDA**

1. Adoption of Agenda

#### **PRESENTATIONS AND DELEGATIONS**

#### **REPORTS**

2. Draft Directors' Remuneration Bylaw  
*Corporate Officer*  
**(Voting – All Directors)**  
Annex A  
Pages 1-10
3. 2021-2022 BC Transit Annual Operating Agreement (AOA)  
*Manager, Transit and Fleet*  
**(Voting – B, D, E, F, Sechelt, Gibsons, SIGD)**  
Annex B  
pp. 11-36
4. Egmont and District Fire Protection Tax Requisition Limit  
*General Manager, Corporate Services / Chief Financial Officer*  
**(Voting – All Directors)**  
Annex C  
pp. 37-39
5. Fire Truck Donation to Egmont and District Fire Department  
*Manager, Protective Services*  
**(Voting – All Directors)**  
Annex D  
pp. 40-41
6. West Coast Electric Fleet Pledge  
*Manager, Sustainable Development*  
**(Voting – All Directors)**  
Annex E  
pp. 42-44
7. Telus Telecommunication Tower at Secret Cove – Request for  
Local Government Concurrence (BC106299-2)  
*Senior Planner*  
**(Voting – A, B, D, E, F)**  
Annex F  
pp. 45-73
8. Telus Telecommunication Tower at Curran Road - Request for  
Local Government Concurrence (BC109144-2)  
*Senior Planner*  
**(Voting – A, B, D, E, F)**  
Annex G  
pp. 74-100

9. Telus Telecommunications Tower Referral near Ruby Lake - Request for Local Government Concurrence (BC106303)  
*Senior Planner*  
**(Voting – A, B, D, E, F)** Annex H  
pp. 101-142
10. Telus Telecommunications Tower Referral near Egmont Mine - Request for Local Government Concurrence (BC109091)  
*Senior Planner*  
**(Voting – A, B, D, E, F)** Annex I  
pp. 143-169
11. Request for Proposal (RFP) 2161303 Recreation Facility Pool Filter Replacement Award Report (Sechelt Aquatic Facility)  
*Manager, Facility Services and Parks*  
**(Voting – B, D, E, F, Gibsons, Sechelt and SIGD)** Annex J  
pp. 170-172

## COMMUNICATIONS

12. Sue Ellen Fast, Chair, Gambier Island Local Trust Committee, Islands Trust  
Regarding Reconsideration of Electoral Areas' Grant-in-Aid Policy pertaining to Fire Suppression and Life or Emergency Safety Equipment  
**(Voting – A, B, D, E, F)** Annex K  
pp. 173-174
13. Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs  
Regarding Ministers' Responses to Key Community Connectivity Issues and Opportunities  
**(Voting – All Directors)** Annex L  
pp. 175-179

## NEW BUSINESS

## IN CAMERA

## ADJOURNMENT



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** Corporate and Administrative Services Committee – May 27, 2021

**AUTHOR:** Sherry Reid, Corporate Officer

**SUBJECT:** DRAFT DIRECTORS' REMUNERATION BYLAW

---

### RECOMMENDATION(S)

**THAT** the report titled *Draft Directors' Remuneration Bylaw* be received for information;

**AND THAT** draft *Sunshine Coast Regional District Directors' Remuneration Bylaw No. 732, 2021* be approved as presented or amended;

**AND THAT** the *Schedule of Allowable Expenses for Board Policy 5-1800-1 Directors Reimbursement of Travel and Other Expenses* be updated to remove expense eligibility for Alternate Director attendance at conferences and add expense eligibility for Municipal Director attendance at conferences.

---

### BACKGROUND

The Directors Remuneration Review Task Force presented their results at the January 12, 2021 Regular Board meeting. The following recommendations were adopted by the Board:

Directors'  
Remuneration

**It was moved and seconded**

004/21

**THAT** the report titled Directors' Remuneration Review Task Force Results be received;

**AND THAT** the Board continue with updating the base remuneration for Directors in accordance with the annual change in the BC Consumer Price Index;

**AND THAT** compensation be limited for external conference and workshop expenses to one per year, in addition to UBCM and AVICC, with the proviso that Directors may make a special request to the Board to attend more, and that the practice of paying for Alternate Directors to attend conferences be eliminated;

**AND THAT** via the Terms of Reference of the Directors' Remuneration Review Task Force, an independent review of Director remuneration, allowances and benefits be conducted every four years beginning in 2025;

**AND FURTHER THAT** staff bring forward an amended Sunshine Coast Regional District Directors' Remuneration Bylaw in Q2 to implement the proposed changes to the remuneration structure.

Directors'  
Remuneration

**It was moved and seconded**

004/21

THAT the Board adopt base rates for electoral area and municipal area directors that encompass overall compensation for all mandatory activities associated with the defined roles and a reasonable degree of optional/additional activities that support the role according to the proposed remuneration structure as follows:

|                         | Annual Stipend | Per Day |
|-------------------------|----------------|---------|
| Electoral Area Director | \$33,363       | –       |
| Municipal Director      | \$23,354       | –       |
| Chair supplement        | \$23,354       | –       |
| Vice-chair supplement   | \$3,003        | –       |
| Alternate Director      | \$1,600        | \$255   |

## DISCUSSION

The purpose of this report is to bring forward a new remuneration bylaw to reflect the recommendations presented earlier this year by the Directors' Remuneration Review Task Force, and as adopted by the Board. In order to implement the proposed changes, an amendment to the Board policy *5-1800-1 Directors Reimbursement of Travel and Other Expenses* will also be required to eliminate the current practice of paying for Alternate Directors to attend conferences. A draft bylaw and amended Board policy has been attached for the Committee's consideration.

### *Financial Implications*

The full year implications to the pay structure are estimated to be as follows:

|                                     | Annual Stipend | # of Directors | Yearly Expense   |
|-------------------------------------|----------------|----------------|------------------|
| Electoral Area Director             | \$33,363       | 5              | \$166,815        |
| Municipal Director                  | \$23,354       | 4              | \$93,416         |
| Chair supplement                    | \$23,354       | 1              | \$23,354         |
| Vice-chair supplement               | \$3,003        | 1              | \$3,003          |
| Alternate Director                  | \$1,600        | 9              | \$14,400         |
| <b>Total estimated Remuneration</b> |                |                | <b>\$300,988</b> |

The 2021 has a Budget \$356,960 and as at mid-May, \$111,300 had been expended. As the new pay structure is within the current Budget, an amendment is not required at this time. Staff

will monitor any variability and may bring a proposal to amend the Financial Plan as part of the 2022 Budget.

## STRATEGIC PLAN AND RELATED POLICIES

n/a

## CONCLUSION

A new Director remuneration bylaw and amended schedule of allowable expenses has been brought forward for the Committee's consideration.

### Attachments:

Attachment A: Draft *Sunshine Coast Regional District Directors' Remuneration Bylaw No. 732, 2021*

Attachment B: Schedule of Allowable Expenses for Board Policy 5-1800-1 Directors Reimbursement of Travel and Other Expenses

|              |                 |             |                |
|--------------|-----------------|-------------|----------------|
| Reviewed by: |                 |             |                |
| Manager      |                 | CFO         | X-T. Perreault |
| GM           |                 | Legislative |                |
| CAO          | X – D. McKinley | Other       |                |

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 732

**A Bylaw to provide for the remuneration and expenses of  
Directors and Alternate Directors**

---

**WHEREAS** it is desirable and prudent to provide for the payment of remuneration and eligible expenses of the Directors and the Alternate Directors of the Sunshine Coast Regional District for work related to attending and preparing for meetings of the Regional District; representing the Regional District at other meetings and conferences; and engaging in Regional District business generally;

**NOW THEREFORE** the Board of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

**1. Citation**

This Bylaw may be cited as *Sunshine Coast Regional District Directors' Remuneration Bylaw No. 732, 2021*.

**2. Definitions**

In this Bylaw:

**"Acting in the capacity of Board Chair"** means those times when the Board Chair is unavailable for a period of one week or longer, or as resolved by the Board, or prior to the one-week period when the Vice Chair is required to attend to business in the place of the Chair, including but not limited to, document execution.

**"Alternate Director"** means the person officially appointed by:

- i) an Electoral Area Director when that person is acting in the place of the Electoral Area Director;
- ii) each of the District of Sechelt, the Town of Gibsons, and the Sechelt Indian Government District when that person is acting in the place of the Municipal Director.

**"Board"** means the Sunshine Coast Regional District Board in its entirety and does not include standing committees or select committees of the Board.

**"Committee"** means a Sunshine Coast Regional District standing committee, the Sunshine Coast Regional District Transportation Advisory Committee or the Sunshine Coast Policing and Public Safety Committee.

**"Director"** means an Electoral Area Director or a Municipal Director.

**"Electoral Area Director"** means the person elected for each of Electoral Area A, Electoral Area B, Electoral Area D, Electoral Area E and Electoral Area F to sit on the Board.

**"Meeting"** means a meeting of the Board, a Standing Committee, a Select Committee, or other meetings as authorized by the Expense Reimbursement Policy.

**"Municipal Director"** means the person or persons appointed by each of the District of Sechelt, the Town of Gibsons, and the Sechelt Indian Government District to sit on the Board.

**"Regional District"** means the Sunshine Coast Regional District.

**"Standing Committee"** means the Planning and Community Development Committee, the Infrastructure Services Committee or the Corporate and Administrative Services Committee.

### 3. Remuneration

- (1) The remuneration for the Directors of the Sunshine Coast Regional District Board will be as per Schedule A attached to and forming part of this Bylaw.
- (2) The remuneration as set out in Schedule A of this Bylaw will be paid bi-weekly.
- (3) A Director will be entitled to a conference stipend as set out in Schedule A of this Bylaw for attending the annual conference of the Union of British Columbia Municipalities (UBCM), the Association of Vancouver Island and Coastal Communities (AVICC), the UBCM Annual Electoral Area Directors Forum, and the Local Government Leadership Academy Conference.
- (4) Once per calendar year, a Director may, prior to attending a conference not listed in section 3(3) of this Bylaw, request approval by Board resolution to attend such conference and receive the conference stipend as set out in Schedule A of this Bylaw.
- (5) When the Vice Chair is acting in the capacity of Board Chair, the Vice Chair will be remunerated as the Chair for the period of time they are acting in the capacity of the Chair.
- (6) On January 1<sup>st</sup> each year, remuneration set out in Schedule A of this Bylaw will be adjusted by the percentage change in the Consumer Price Index for Vancouver over the preceding twelve (12) month period ending October 31<sup>st</sup>.
- (7) Electoral Area Directors are entitled to Provincial Medical, Extended Health and Dental benefits as are provided to employees of the Regional District and the Regional District will pay one hundred (100)% of the cost of monthly premiums.
- (8) All Directors and Alternate Directors are entitled to Accidental Death and Dismemberment insurance for injuries sustained while travelling on the business of the Regional District as per the terms of the policy and the Regional District will pay one hundred (100%) of the cost of monthly premiums.

### 4. Expenses

- (1) A Director or Alternate Director will be reimbursed, as per the Regional District Expense Reimbursement Policy for expenditures incurred by them when they are:
  - i) representing the Regional District,
  - ii) engaging in Regional District business,
  - iii) attending a meeting of the Board, or
  - iv) attending a meeting, seminar or course.
- (2) In addition to section 4(1), a Director will be reimbursed per the Regional District Expense Reimbursement Policy for expenditures incurred by them when they are attending a conference or convention.

- (3) All expenses and expenditures not specifically authorized by the Expense Reimbursement Policy must receive the authorization of the Board before they are incurred to be eligible for reimbursement.
- (4) All expenses and expenditures must be supported by proper and complete receipts, together with a signed claim for reimbursement or payment, and provided to the Chief Financial Officer. Receipts need not be provided for non-commercial accommodation, private motor vehicle use and per diem claims for meals.
- (5) Within two weeks of delivery by a Director or Alternate Director to the Chief Financial Officer of a signed claim with supporting receipts in accordance with the Expense Reimbursement Policy, the Chief Financial Officer will pay to the Director or Alternate Director, the amount of the expenditures made or expenses incurred.

**5. Severability**

If any section, subsection or clause of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

**6. Repeal**

*Sunshine Coast Regional District Directors' Remuneration Bylaw No. 636, 2011* and amendments thereto are hereby repealed.

**7. Effective Date**

*Sunshine Coast Regional District Directors' Remuneration Bylaw No. 732, 2021* comes into force and effect on June 13, 2021.

|                    |      |        |
|--------------------|------|--------|
| READ A FIRST TIME  | this | day of |
| READ A SECOND TIME | this | day of |
| READ A THIRD TIME  | this | day of |
| ADOPTED            | this | day of |

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

\_\_\_\_\_  
CHAIR

| Schedule A<br>Effective June 13, 2021 |                |                                      |   |
|---------------------------------------|----------------|--------------------------------------|---|
|                                       | Annual Stipend | \$ for any day<br>attending Meetings | Conference<br>Stipend per day<br>attended |
| Electoral Area Director               | \$33,363       | n/a                                  | \$158.54                                  |
| Municipal Director                    | \$23,354       | n/a                                  | \$158.54                                  |
| Chair supplement                      | \$23,354       | n/a                                  | n/a                                       |
| Vice-chair supplement                 | \$3,003        | n/a                                  | n/a                                       |
| Alternate Director                    | \$1,600        | \$255                                | n/a                                       |

# Attachment B

## Sunshine Coast Regional District

### BOARD POLICY MANUAL

|             |  |      |
|-------------|--|------|
| Section:    | Finance  | 5    |
| Subsection: | Expense Accounts                                     | 1800 |
| Title:      | Directors – Reimbursement of Travel & Other Expenses | 1    |

#### POLICY

The Regional District will reimburse directors and alternate directors of the Regional District for reasonable food, accommodation and travel expenses in accordance with the attached *Schedule of Allowable Expenses*.

Regional District business includes attendance at conferences, conventions, meetings and seminars.

Those claiming expenses in accordance with this policy should be aware of the following general guidelines:

- The most economical mode of transportation is to be used, unless there is a specific practical reason to choose otherwise, e.g. flying may be preferable to driving more than 3 hours, one way.
- The “per diem” rate may not be claimed when meals are provided as part of a function and paid for as part of a registration for that function. When some but not all meals are included, expenses may be claimed for the additional meal when travelling. The amount payable for the additional meal will be the actual cost of the meal or the amount outlined in Section 11 of the attached *Schedule of Allowable Expenses*. If the actual expense is greater than the standard amount, receipt must be attached to the claim together with an explanation for the expense item.
- The “per diem” rate may be claimed for travel days when these involve being away from the office for more than half a day, subject to the above limitation.

#### REASON FOR POLICY

To clarify how various provisions with respect to reimbursement of travel and other expenses will be administered by the Regional District.

#### AUTHORITY TO ACT

Delegated to Staff



## **PROCEDURE**

### **1. Scope of Policy**

This procedure applies to all directors and alternate directors of the SCRD who incur expenses while engaged in Regional District business unless otherwise stated.

### **2. Responsibility**

#### **Chief Administrative Officer**

- To review and approve expense claims in a manner consistent with this policy, procedure and attached *Schedule of Allowable Expenses*.

#### **Directors and Alternate Directors**

- To submit expense claim in a manner consistent with the following procedure.

### **3. Materials Required**

- Expense Report Form
  1. Details of all claimable expenses are contained in the attached Schedule.
  2. The Expense Report Form is the only form used for claiming travel and related expenses. Expenses for more than one trip can be claimed on one form, but the claim must be approved and submitted to Accounts Payable within 60 days of the earliest expense incurred.
  3. Complete the form under each heading and review for accuracy. Attach receipts, unless the “per diem” rate is being claimed (which does not require receipts). The “per diem” rate may not be claimed when meals are provided as part of the function and paid for as part of the registration.
  4. On completion, the form must be approved by the CAO and forwarded to Accounts Payable for processing.

**SUNSHINE COAST REGIONAL DISTRICT  
SCHEDULE OF ALLOWABLE EXPENSES**

- |           |  |   |           |         |       |         |        |         |
|-----------|--|---|-----------|---------|-------|---------|--------|---------|
| 1.        | Commercial accommodation   | Actual cost   |           |         |       |         |        |         |
| 2.        | Non-commercial accommodation   | \$35.00 per night   |           |         |       |         |        |         |
| 3.        | FCM Annual conference and accommodation<br>( <del>Chair</del> , Electoral Area <u>or Municipal</u> Directors <del>or Alternates</del> only)  | Actual cost   |           |         |       |         |        |         |
| 4.        | UBCM Annual conference and accommodation<br>( <del>Chair</del> , Electoral Area <u>or Municipal</u> Directors <del>or Alternates</del> only) | Actual cost   |           |         |       |         |        |         |
| 5.        | AVICC conference and accommodation<br>( <del>Chair</del> , Electoral Area <u>or Municipal</u> Directors <del>and Alternates</del> only)      | Actual cost   |           |         |       |         |        |         |
| 6.        | Course or conference registration fees   | Actual cost   |           |         |       |         |        |         |
| 7.        | Required course material   | Actual cost   |           |         |       |         |        |         |
| 8.        | Private Motor Vehicle Use  | Amount equal to Provincial reimbursement  |           |         |       |         |        |         |
| 9.        | Ferry transportation   | Actual cost   |           |         |       |         |        |         |
| 10.       | Air transportation   | Actual cost of regular economy fare   |           |         |       |         |        |         |
| 11.       | Telephone or facsimile charges   | Actual cost   |           |         |       |         |        |         |
| 12.       | Meal charges including gratuities<br>(no receipts required)  | <table border="0"> <tr> <td>Breakfast</td> <td>\$14.00</td> </tr> <tr> <td>Lunch</td> <td>\$18.00</td> </tr> <tr> <td>Dinner</td> <td>\$28.00</td> </tr> </table> | Breakfast | \$14.00 | Lunch | \$18.00 | Dinner | \$28.00 |
| Breakfast | \$14.00  |   |           |         |       |         |        |         |
| Lunch     | \$18.00  |   |           |         |       |         |        |         |
| Dinner    | \$28.00  |   |           |         |       |         |        |         |
| 13.       | Provincial and Federal taxes applicable to allowable expenses  | Actual cost   |           |         |       |         |        |         |
| 14.       | "Per Diem" rate<br>(no receipts required, overnight travel only)   | \$60.00 per day (in lieu of meal charges) exclusive of accommodation  |           |         |       |         |        |         |
| 15.       | Parking  | Actual cost   |           |         |       |         |        |         |
| 16.       | Taxis  | Actual cost   |           |         |       |         |        |         |

|                 |                    |                |        |
|-----------------|--------------------|----------------|--------|
| Approval Date:  | September 14, 2000 | Resolution No. | 409/00 |
| Amendment Date: |                    | Resolution No. |        |
| Amendment Date: |                    | Resolution No. |        |
| Amendment Date: |                    | Resolution No. |        |

**SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT**

---

**TO:** Corporate and Administrative Services Committee – May 27, 2021

**AUTHOR:** James Walton, Manager, Transit and Fleet

**SUBJECT:** 2021-2022 BC TRANSIT ANNUAL OPERATING AGREEMENT (AOA)

---

**RECOMMENDATION(S)**

**THAT the report titled 2021-2022 BC Transit Annual Operating Agreement (AOA) be received;**

**AND THAT the delegated authorities be authorized to execute the 2021-2022 BC Transit AOA.**

---

**BACKGROUND**

Every year, BC Transit and the Sunshine Coast Regional District (SCRD) enter into an Annual Operating Agreement (AOA) to establish transit service hours, costs and funding for the BC Transit fiscal year, from April 1 to March 31.

At its February 11, 2021 Infrastructure Services Committee meeting, the Committee received the report titled 2021-2022 BC Transit Annual Operating Agreement Draft Budget. At its February 25, 2021 Board meeting, the SCRD Board adopted the following recommendations:

052/21      **Recommendation No. 3**      *2021-22 BC Transit Annual Operating Agreement Draft Budget*

THAT the report titled 2021-22 BC Transit Annual Operating Agreement Draft Budget be received for information;

AND THAT staff work with BC Transit to continue the current conventional transit schedule based on approximately 80% of the prepandemic budgeted amount of service hours until late-June 2021;

AND THAT staff work with BC Transit to implement the conventional transit schedule based on approximately 100% of the pre-pandemic budgeted amount of service hours from late-June 2021 onwards;

AND THAT the 2021-2025 Financial Plan be updated to reflect the draft Annual Operating Agreement budget values while utilizing COVID-19 Safe Restart funding to mitigate tax increases;

AND FURTHER THAT staff bring forward budget proposals to the 2021 Round 2 budget meeting associated with anticipated additional overtime and a driver recruitment campaign.

The purpose of this report is to present the final 2021-2022 AOA (Attachment A) in preparation for formal execution.

## DISCUSSION

The SCRD budget process usually concludes prior to receipt of the final AOA budget from BC Transit in March or April. It is therefore not always possible to incorporate any changes into the annual SCRD Financial Plan. This can result in funding surpluses or shortfalls. Historically, such changes have not had a material financial impact.

### *Operational Service Adjustments in 2020-2021*

The COVID-19 Pandemic is having a significant impact on the transit service on the Sunshine Coast. The overall ridership decreased by over 36% from March of 2020 to present.

In response to this reduced ridership, the regular transit schedule was reduced by approximately 50% from April 2020 to June 2020, by approximately 30% from July 2020 to August 2020 and by approximately 20% since September 8, 2020 to present. The regular full schedule is currently planned to return on June 25, 2021.

These operational service adjustments are included in the 2021-2022 final AOA.

### *Safe Restart Contingency Allocation*

On March 30, 2021 BC Transit announced a safe restart contingency allocation which provided a \$6 million contingency fund in the event certain communities experienced negative financial impacts than was originally forecasted due to the COVID-19 pandemic. Of the safe restart contingency fund, \$16,151 has been allocated to the Sunshine Coast Custom Regional Transit system. These contingency funds have been placed in the Custom Local Transit Reserve Fund and are not included in the 2021-22 AOA.

### *Financial Implications*

#### Revenue and Cost Summary

The tables below summarize the changes between the draft AOA as presented in February 2021 and the final 2021-2022 AOA for the Custom and Conventional Services.

| <b>Custom Service</b>          | <b>2021-2022<br/>Draft AOA<br/>Budget</b> | <b>2021-2022<br/>Final AOA<br/>Budget</b> | <b>Net Change</b> | <b>% Change</b> |
|--------------------------------|---|---|-------------------|-----------------|
| Total Revenue                  | 6,285                                     | 4,959                                     | (1,326)           | -21.1%          |
| Total Operating Costs          | 368,900                                   | 399,889                                   | 30,999            | 8.40%           |
| Total Costs                    | 402,240                                   | 432,487                                   | 30,247            | 7.52%           |
| <b>SCRD Net Share of Costs</b> | <b>139,991</b>                            | <b>132,847</b>                            | <b>(7,144)</b>    | <b>-5.1%</b>    |

| Conventional Service           | 2021-2022<br>Draft AOA<br>Budget | 2021-2022<br>Final AOA<br>Budget | Net Change       | % Change      |
|--------------------------------|----------------------------------|----------------------------------|------------------|---------------|
| Total Revenue                  | 514,170                          | 537,008                          | 22,838           | 4.44%         |
| Total Operating Costs          | 3,482,268                        | 3,455,467                        | (26,801)         | -0.77%        |
| Total Costs                    | 3,932,796                        | 3,854,519                        | (78,277)         | -1.99%        |
| <b>SCRD Net Share of Costs</b> | <b>1,758,489</b>                 | <b>1,647,444</b>                 | <b>(111,045)</b> | <b>-6.31%</b> |

The figures above are based on the BC Transit fiscal year and are not reflective of actual SCRDC budget values which incorporate pro-rated portions of both AOAs as well as non-shareable costs.

In addition, the SCRDC Net Share of Costs included in the 2021-2022 Conventional AOA is based on an estimated allocation of \$42,100 from the BC Transit shared operating reserve. The actual balance in the reserve as of March 31 was NIL meaning this funding source is not actually available for use. The impact of this is that the SCRDC net share of costs in the final AOA are understated by \$22,433.

Further information on each line item is detailed below.

#### Revenues

AOA revenues include fares and advertising and are applied against the local share of operating costs. 2021-2022 final AOA values show a slight increase for Conventional Service and a decrease for Custom Service as compared to the 2021-2022 draft. This difference is based on updated projections from BC Transit which are based on actual 2020 ridership data.

#### Operating Costs

The total operating costs included in the 2021-2022 final AOA has increased by approximately \$4,200 or 7.63% when combining the increase to the custom service and the decrease to the conventional service.

#### Total Costs

Total costs are reflective of operating costs plus the local share of lease fees for buses, equipment, land and buildings. The total costs for 2021-2022 is \$4,287,006 which decreased by \$48,030 as compared to the draft AOA budget.

#### SCRDC Net Share of Costs

The SCRDC net share of costs is the portion of shareable costs. It is calculated as the SCRDC share of total shareable operating costs less fare and advertising revenue and any reserve fund adjustment, if applicable. The net share of costs in the 2021-2022 final AOA budget decreased by \$118,189 as compared to the draft AOA budget; however, based on the actual shared reserve balance available as at March 31 which is not reflected in the AOA, the actual decrease is only \$95,756.

The SCRDC net share of costs is funded from taxation, Transit [310].

2021 Taxation Impact

Due to the difference in fiscal years between the SCRD budget and the BC Transit AOA budget, pro-rated values from both the 2020-2021 and 2021-2022 AOAs are used to calculate the budget values for the SCRD financial plan.

On a pro-rated basis and adjusting for the actual year end shared reserve balance available, the SCRD's net share of costs in the 2020-2021 and 2021-2022 final AOA budget decreased by \$70,926 as compared to the draft AOA budget. Under normal circumstances, this would likely result in a surplus at the end of 2021; however, due to the combination of all the measures taken in response to the COVID-19 Pandemic it is currently not possible for staff to predict if there indeed could be a surplus for this function at year-end.

Interim results will be reported through regular quarterly variance reporting in July and October.

*Timeline for next steps*

Staff recommend the 2021-2022 final AOA be approved and executed. The AOA must be signed and returned to BC Transit no later than June 30, 2021.

Staff will also provide a semi-annual variance report at a July Committee meeting.

**STRATEGIC PLAN AND RELATED POLICIES**

N/A

**CONCLUSION**

The revised (final) AOA figures would indicate potential for a small surplus based on the taxation approved in the 2021 SCRD Transit Budget [310].

Staff recommend that the BC Transit 2021-2022 AOA be approved.

Attachments:

Attachment A – Annual Operating Agreement April 1, 2021 to March 31, 2022

|              |                 |             |                |
|--------------|-----------------|-------------|----------------|
| Reviewed by: |                 |             |                |
| Manager      |                 | CFO         | X-T. Perreault |
| GM           | X- R. Rosenboom | Legislative |                |
| CAO          | X – D. McKinley | Other       | X – B. Wing    |

Sunshine Coast

**ANNUAL OPERATION AGREEMENT**

(Conventional/Custom)

Between

**Sunshine Coast Regional District**

And

**British Columbia Transit**

Effective

**April 1, 2021**

Information contained in Schedule 'C' Budget and Schedule 'D' Payment Schedule is subject to the *Freedom of Information & Protection of Privacy Act*.

Consult with BC Transit prior to releasing information in these schedules to individuals or companies other than those who are party to this agreement.

## Contents

|   |    |
|---|----|
| SECTION 1: DEFINITION OF TERMS .....                              | 3  |
| SECTION 2: INCORPORATION OF MASTER AGREEMENT .....                | 4  |
| SECTION 3: TERM AND RENEWAL .....                                 | 6  |
| SECTION 4: SCHEDULES .....  | 6  |
| SECTION 5: MISCELLANEOUS PROVISIONS .....                         | 7  |
| SECTION 6: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ..... | 7  |
| SECTION 7: LOCAL CONTRIBUTIONS AND RESERVES .....                 | 8  |
| SECTION 8: SAFE RESTART CONTRIBUTION .....                        | 9  |
| SECTION 9: NOTICES AND COMMUNICATIONS .....                       | 11 |
| SCHEDULE A – TRANSIT SERVICE AREA BOUNDARIES .....                | 13 |
| SCHEDULE B – SERVICE SPECIFICATIONS .....                         | 14 |
| SCHEDULE C – BUDGET .....   | 15 |
| SCHEDULE D – PAYMENT SCHEDULE .....                               | 16 |
| SCHEDULE E – TARIFFS AND FARES .....                              | 17 |
| SCHEDULE F – PRIVACY PROTECTION SCHEUDLE .....                    | 18 |



## ANNUAL OPERATING AGREEMENT

BETWEEN: Sunshine Coast Regional District  
(the “**Municipality**” and the “**Operating Company**”)

AND: BRITISH COLUMBIA TRANSIT  
(the “**Authority**”)

**WHEREAS** the Municipality and the Authority are authorized to share in the costs of providing a Public Passenger Transportation System pursuant to the British Columbia Transit Act

**WHEREAS** the Municipality is authorized to operate, manage and maintain a Public Passenger Transportation System within the Sunshine Coast Regional Transit Service Area.

**WHEREAS** the parties hereto have entered into a Master Operating Agreement effective which sets out the general rights and responsibilities of the parties hereto

**AND WHEREAS** the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Master Agreement, the specific terms and conditions for the operation of the Public Passenger Transportation System for the upcoming term.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

### SECTION 1: DEFINITION OF TERMS

1.1 Definitions: Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Master Agreement shall apply to this Annual Operating Agreement including:

- a) “**Annual Operating Agreement**” shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendment negotiated and entered into by the parties subsequent hereto;
- b) “**Master Agreement**” shall mean the Master Joint Operating Agreement, including any amendments made thereto;
- c) “**Incurred**” means an event or transaction has taken place for which an obligation to pay exists, even if an invoice has not been received, such that the underlying evidence indicates there is little or no discretion to avoid the obligation. The value of the obligation is to be calculated in accordance with recognized Canadian accounting standards.

## SECTION 2: INCORPORATION OF MASTER AGREEMENT

- 2.1 Incorporation of Master Agreement into Annual Operating Agreement: Upon execution, this Annual Operating Agreement shall be deemed integrated into the Master Agreement and thereafter the Master Agreement and the current Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the *British Columbia Transit Act*, as amended from time to time.
- 2.2 Amendments to Master Agreement: The parties agree to amend the Master Agreement as follows:
- (a) To remove Section 13 in its entirety and replace it with the following:

### **“SECTION 13 - INSURANCE**

13.1 Insurance: The Operating Company and the Authority shall purchase and maintain in force throughout the term of this Master Agreement, insurance policies covering the perils specified herein as set out below. As evidence of insurance coverage, the Operating Company shall deposit with the Authority, copies of the insurance policies the Operating Company is required to purchase in accordance with this Master Agreement and the Annual Operating Agreement.

13.2 Minimum Insurance Coverage Requirements: The following insurance coverage shall be purchased and maintained throughout the term of this Master Agreement and the Annual Operating Agreement:

1. Vehicle Insurance:

- a) The Operating Company shall purchase and maintain insurance on all vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement as follows:
  - i. Third party liability insurance of Five Million Dollars (\$5,000,000.00) per occurrence purchased from the Insurance Corporation of British Columbia.
- b) The Authority shall purchase and maintain insurance on all revenue vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement as follows:
  - i. Third Party Liability insurance in excess of Five Million Dollars (\$5,000,000.00) to a minimum limit of Twenty-Five Million Dollars (\$25,000,000.00).

2. Physical Assets Leased from the Authority :(where applicable)

- a) The Authority shall purchase and maintain insurance on all Physical Assets leased from the Authority, pursuant to the terms of the individual lease agreements with the Operating Company and respecting said Physical Assets.
- b) Without limiting the generality of the foregoing, such insurance shall be in the name of the Authority and shall include a waiver of subrogation

against the Operating Company. The insurance shall be in accordance with the laws in force and in effect in the Province of British Columbia and Canada.

- c) The amount of such insurance for the respective categories of Physical Assets shall be not less than as follows:
    - i. Buildings and Structures Including Leasehold Improvements. The Authority shall purchase and maintain insurance on all buildings and structures on a standard all risk form including boiler explosion, flood and earthquake where applicable, in an amount not less than the full replacement value thereof as determined by the Authority.
    - ii. Other Chattels and Equipment. The Operating Company shall purchase and maintain insurance on all chattels and equipment not otherwise insured under this Schedule against loss or damage from all risks, in an amount not less than the full replacement value thereof.
  - d) The Authority may, in its sole discretion, self-insure part or all of the insurance requirements hereunder.
3. Physical Assets Owned by the Operating Company or Leased from a Party other than the Authority:
- a) The Operating Company shall purchase and maintain insurance on all Physical Assets owned or leased by them from a party other than the Authority, to the same extent as specified in Section (2), above, except that contrary to Section (2) the Operating Company shall determine the full replacement value thereof.
4. Comprehensive General Liability Insurance:
- a) The Authority shall take out and maintain comprehensive general liability insurance (CGL) covering the operation of the Public Passenger Transportation System specified in Schedule "B" of the Annual Operating Agreement on an occurrence basis in an amount not less than Twenty-Five Million Dollars (\$25,000,000.00). Such insurance shall include the Operating Company and the Municipality as an additional insured party and further, the policy shall apply to each insured in the same manner and to the same extent as if a separate policy has been issued to each of the insured parties.
  - b) The Authority's CGL does not extend to cover non transit activities a company may be engaged in. If the Operating Company performs work outside of the terms of this Master Agreement and/or the Annual Operating Agreement, the Operating Company will require separate insurance coverage for that work which provides a waiver of subrogation in favour of BC Transit.
5. Additional Covenants:
- a) The Operating Company covenants that it shall not knowingly permit, suffer, allow or connive at the use or operation of any vehicle in respect of this Master Agreement by any person, or in any way, or for any purpose,

contrary to the provisions of this Master Agreement or the provisions of the Insurance (Vehicle) Act or any other applicable legislation and related regulations. The Operating Company shall indemnify and save harmless the Authority from any breach of this covenant.

- b) It is mutually understood and agreed that the responsibilities to acquire and maintain policies of insurance pursuant to this Master Agreement and/or the Annual Operating Agreement shall be restricted and limited to the provisions of this Section 13."

- (b) To remove Section 10.1 in its entirety and replace it with the following:

"10.1 As outlined in Operations Notices 19\_02 and 19\_03 and Fleet Management RTS Connect requirements as established or amended by the Authority."

- (c) To remove Section 3.2 in its entirety and replace it with the following:

"3.2 Maintenance Payment: The Authority agrees to pay the Municipality upon approval of submitted work orders, and in accordance with the Budget contained in Schedule "C" of the Annual Operating Agreement, for all parts and labour for maintenance of the transit vehicles, and all insurance deductible payments upon presentation of suitable documentation. The amount paid for parts shall not exceed the amount paid by the Municipality and shall be net of GST."

### SECTION 3: TERM AND RENEWAL

- 3.1 Term and Renewal: The term of this agreement shall be from April 1, 2021 to March 31, 2022 except as otherwise provided herein. It is acknowledged by the parties that in the event renewal of the Annual Operating Agreement has not been executed before the end of this term, this agreement shall remain in full effect for an additional 180 days or until either:

- a) renewal of the Annual Operating Agreement is executed; or,
- b) termination as per Section 15.1 of the Master Operating Agreement.

It is further acknowledged by the parties that in the event of termination or non-renewal of the Annual Operation Agreement, the Master Agreement shall likewise be terminated or not renewed, as the case may be.

### SECTION 4: SCHEDULES

- 4.1 Schedules: The schedules attached hereto shall form part of the Annual Operating Agreement and be binding upon the parties hereto as though they were incorporated into the body of this Agreement.
  - a) Schedule "A" – Transit Service Area
  - b) Schedule "B" - Service Specifications
  - c) Schedule "C" – Budget
  - d) Schedule "D" – Payment Schedule
  - e) Schedule "E" – Tariff-Fares

f) Schedule “F” – Privacy Protection Schedule

## SECTION 5: MISCELLANEOUS PROVISIONS

- 5.1 Amendment: This Annual Operating Agreement and the Schedules attached hereto may be amended only with the prior written consent of all parties.
- 5.2 Assignment: This Annual Operating Agreement shall not be assignable without the prior written consent of the other parties.
- 5.3 Enurement: The Annual Operating Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- 5.4 Pets on Buses: Notwithstanding the provisions of Section 9.7 of the Master Joint Operating Agreement, pets on buses are permitted under guidelines agreed to by the parties to this agreement.
- 5.5 Counterparts: This contract and any amendment hereto may be executed in counterparts, each of which shall be deemed to be an original and all of which shall be considered to be one and the same contract. A signed facsimile or pdf copy of this contract, or any amendment, shall be effective and valid proof of execution and delivery.

## SECTION 6: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

- 6.1 This Agreement and the parties thereto are subject to the provisions of Freedom of Information and Protection of Privacy Act, RSBC 1996, c 165 (“FOIPPA”). Any information developed in the performance of the Agreement, or any personal information obtained, collected, stored pursuant to this Agreement, including database information, shall be deemed confidential and subject to the provisions of the FOIPPA including the handling, storage, access and security of such information. Confidential information shall not be disclosed to any third party except as expressly permitted by the Authority or pursuant to the requirements of the FOIPPA.
- 6.2 The Operating Company agrees it shall be solely responsible to ensure it complies with all of the requirements of FOIPPA and it shall exercise extra due care and diligence in the protection and the security of any and all personal information of customers or passengers. Notwithstanding the foregoing, the Operating Company agrees that, if requested by the Authority, it will follow the direction of the Authority, taking all direction and meeting all deadlines for provision of information and responses as required by the Authority in compliance with FOIPPA.
- 6.3 The Operating Company agrees that its duty to comply with FOIPPA, and the provisions of Section 6 of this Agreement shall survive termination of the Agreement, including its cancellation for any reason under any other section of the Agreement.
- 6.4 The parties further agree to the application and terms more particularly set out in Schedule F Privacy Protection Schedule which shall be in addition to the foregoing. In the event of a conflict between this Agreement and the Schedule this Agreement shall govern.

## SECTION 7: LOCAL CONTRIBUTIONS AND RESERVES

British Columbia Transit service is provided using a cost-sharing model. Where any transit related contributions are received and/or third party revenues are earned that are in excess of expenses, the Authority is required to hold these excess funds in a reserve account for use against transit related expenditures in future years. When unanticipated expenditures occur that were not included in the budget and cannot be covered by reserves, the Authority will seek to recover these based on the cost sharing ratios between the Municipality and the Authority.

### Eligible Operating Expenses

The Authority will invoice the Municipality and collect on monthly Municipal invoices based on Incurred Eligible Operating Expenses to provide Transit Service. Eligible Operating Expenses are comprised of the following costs of providing Public Passenger Transportation Systems:

- a) *For Conventional Transit Service:*
  - i. the operating costs for providing Conventional Transit Service excluding interest and amortization;
  - i. the amount of any operating lease costs of BC Transit for Conventional Transit Services;
  - ii. the amount of the municipal administration charge not exceeding 2 percent of the direct operating costs payable under an Annual Operating Agreement;
  - iii. an amount of the Annual Operating Costs of the Authority not exceeding 8 percent of the direct operating costs payable under an Annual Operating Agreement;
- b) *For Custom Transit Service:*
  - i. the operating costs for providing Custom Transit Service excluding interest and amortization, but including the amount paid by the Authority to redeem taxi saver coupons issued under the Taxi Saver Program after deducting from that amount the amount realized from the sale of those coupons;
  - i. the amount of any operating lease costs of the Authority for Custom Transit Service;
  - ii. the amount of the municipal administration charge not exceeding 2 percent of the direct operating costs payable under an Annual Operating Agreement; and,
  - iii. an amount of the Annual Operating Costs of the Authority not exceeding 8 percent of the direct operating costs payable under an Annual Operating Agreement;
- c) Eligible Operating Expenses exclude the costs of providing third-party 100 percent-funded services.
- d) Annual operating costs of the Authority are operations, maintenance and administration costs that are for the shared benefit of all transit systems operated by the Authority. These costs are allocated to each transit system on a pro rata basis based on the nature of the costs.

### Lease Fees

The Authority will invoice the Municipality and collect on monthly Municipal invoices for Lease Fees on tangible capital assets owned by the Authority that are used in the provision of transit service. Lease Fees are comprised of the following:

- a. The Municipality's fee for use of the asset, including for the costs of acquisition, construction, development and betterment of the asset and the costs of installing the asset at the location and condition necessary for its intended use;
- a. Debt financing and risk related charges or costs payable on assets;
- b. Payment into a reserve fund for preventative maintenance and major repair of assets owned or leased by the authority;
- c. Amounts sufficient for the Authority to recover all other costs relating to the asset, including, but not limited to taxes and administrative charges.

Where Lease Fees are received that exceed actual asset-related expenses in any given period, these will be placed in a pooled reserve. This reserve will be used to offset against future Lease Fees as outlined above.

### Reserve Funds

The Authority will establish the following for each transit system to record the contributions that have been received but not yet earned as follows:

- a. **Operating Reserve:** Contributions by the Municipality prior to March 31, 2021, towards Eligible Operating Expenses that have been matched with a Provincial share Contribution but have not been used to fund incurred Eligible Operating Expenses.
  - i. Any expenditure of monies from the Operating Reserve will only be credited towards shareable Eligible Operating Expenses for the transit system for which it was collected.
  - i. The Operating Reserve excludes amounts collected from the Municipality on Lease Fees and will not be used toward Lease Fees.
  - ii. The Authority will provide a quarterly statement of account of the Operating Reserve balance including contributions, amounts utilized and any interest earned for the Operating Reserve.
- b. **Local Transit Fund:** Contributions by the Municipality towards Eligible Operating Expenses that have been received but not matched with a Provincial share contribution will be deferred in the Local Transit Fund.
  - i. Any expenditure of monies from the Local Transit Fund will:
    1. only be credited towards the Municipality's share of expenses for the transit system for which it was collected.
    1. be applied to reduce Municipal invoices at the discretion of the Municipality as agreed to under the Annual Operating Agreement or amendments as required.
  - i. The Local Transit Fund may be used towards Lease Fees.

The Authority will provide a quarterly statement of account of the Local Transit Fund balance including contributions, amounts utilized and interest earned.

## SECTION 8: SAFE RESTART CONTRIBUTION

Under the Safe Restart program, the federal and provincial governments provided a joint one-time contribution to transit systems in BC (the "Safe Restart Contribution") in 2020/21.

The Authority applied the Safe Restart Contribution as follows:

- a. As a one-time allocation towards the Municipality's share of 2020/21 Eligible Operating Expenses;
- b. After applying the allocation of Safe Restart Contribution, any excess contributions received from the Municipality were deferred to the Local Transit Fund;
- c. The Authority will apply the remaining Local Transit Fund balance to reduce 2021/22 and future Municipal invoices at the discretion of Local Government Partners as agreed to under an Annual Operating Agreement or amendments as required.

It is expected that by receiving the Safe Restart contribution the Municipality will work with the Authority to maintain targeted essential transit service levels by not reducing transit service below existing planned service levels and maintain affordability by limiting annual fare increases to 2.3% through March 31, 2024.



## SECTION 9: NOTICES AND COMMUNICATIONS

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a designated officer of the parties hereto to whom it is addressed where an electronic signed document is emailed to the parties or if mailed by prepaid registered mail to the Authority at:

**British Columbia Transit**

c/o Executive Assistant, Business Development

P.O. Box 9861

520 Gorge Road East

Victoria, British Columbia V8W 9T5

and to the Municipality at:

**Sunshine Coast Regional District**

1975 Field Road

Sechelt, B.C. V0N 3A1

and, if so mailed, shall be deemed to have been received five (5) days following the date of such mailing.

IN WITNESS WHEREOF, the parties have hereunto set their hand this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**Sunshine Coast Regional District**

\_\_\_\_\_

\_\_\_\_\_

**British Columbia Transit**

\_\_\_\_\_  
Vice President, Business Development

\_\_\_\_\_  
Vice President, Finance and Chief Financial Officer

## SCHEDULE A – TRANSIT SERVICE AREA BOUNDARIES

The boundaries of the Municipal Transit Service Area shall be defined as follows:

The boundaries of the Sunshine Coast Transit Service Area shall be the corporate boundaries of the Sunshine Coast Regional District excluding Electoral Area "A".

## SCHEDULE B – SERVICE SPECIFICATIONS

Sunshine Coast Base Budget Official AOA

2021/2022

Sunshine Coast Base Budget Official AOA 2021/2022

Schedule 'B'

Scheduled Revenue Service

Effective Apr 01, 2021

|   |          |          |          |          |          |          |          |              |              |              |              |              |              |              |              |              |
|---|----------|----------|----------|----------|----------|----------|----------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 21/22 Apr to Jun (Apr 01, 2021 to Jun 26, 2021) |          |          |          |          |          |          |          |              |              |              |              |              |              |              |              |              |
|   | Mon      | Tue      | Wed      | Thu      | Fri      | Sat      | Sun      | Apr 02, 2021 | Apr 05, 2021 | May 24, 2021 |              |              |              |              |              |              |
| Hrs/Day   | 81.92    | 81.92    | 81.92    | 81.92    | 81.92    | 57.15    | 57.15    | 57.15        | 57.15        | 57.15        |              |              |              |              |              |              |
| Kms/Day   | 2,796.66 | 2,796.66 | 2,796.66 | 2,796.66 | 2,796.66 | 1,902.35 | 1,902.35 | 1,902.35     | 1,902.35     | 1,902.35     |              |              |              |              |              |              |
| 21/22 Jun to Mar (Jun 27, 2021 to Mar 31, 2022) |          |          |          |          |          |          |          |              |              |              |              |              |              |              |              |              |
|   | Mon      | Tue      | Wed      | Thu      | Fri      | Sat      | Sun      | Jul 01, 2021 | Aug 02, 2021 | Sep 06, 2021 | Oct 11, 2021 | Nov 11, 2021 | Dec 25, 2021 | Dec 26, 2021 | Jan 01, 2022 | Feb 21, 2022 |
| Hrs/Day   | 98.65    | 98.65    | 98.65    | 98.65    | 100.78   | 58.75    | 58.75    | 58.75        | 58.75        | 58.75        | 58.75        | 58.75        | 58.75        | 58.75        | 58.75        | 58.75        |
| Kms/Day   | 3,367.81 | 3,367.81 | 3,367.81 | 3,367.81 | 3,417.90 | 1,955.61 | 1,955.61 | 1,955.61     | 1,955.61     | 1,955.61     | 1,955.61     | 1,955.61     | 1,955.61     | 1,955.61     | 1,955.61     | 1,955.61     |

Extra Revenue Service

|                           |           |           |           |           |           |           |           |           |           |           |           |           |
|---------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                           | Apr. 2021 | May. 2021 | Jun. 2021 | Jul. 2021 | Aug. 2021 | Sep. 2021 | Oct. 2021 | Nov. 2021 | Dec. 2021 | Jan. 2022 | Feb. 2022 | Mar. 2022 |
| Extra Overload Hours      | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     | 94.00     |
| Extra Overload Kilometres | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  | 3,261.33  |

Adjusted Revenue Service

|  |           |           |           |           |           |           |           |           |           |           |           |           |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|  | Apr. 2021 | May. 2021 | Jun. 2021 | Jul. 2021 | Aug. 2021 | Sep. 2021 | Oct. 2021 | Nov. 2021 | Dec. 2021 | Jan. 2022 | Feb. 2022 | Mar. 2022 |
|  |           |           |           |           |           |           |           |           |           |           |           |           |

2021/2022 Calendar Specification

| Period                       | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Exceptions | Total | Exception Days                           |  |  |  |  |  |  |
|------------------------------|-----|-----|-----|-----|-----|-----|-----|------------|-------|--|--|--|--|--|--|--|
| Apr 01, 2021 to Apr 30, 2021 | 3   | 4   | 4   | 5   | 4   | 4   | 4   | 2          | 30    | Apr 02, 2021 Good Friday 2021 (Fri)      |  |  |  |  |  |  |
| May 01, 2021 to May 31, 2021 | 4   | 4   | 4   | 4   | 4   | 5   | 5   | 1          | 31    | Apr 05, 2021 Easter Monday 2021 (Mon)    |  |  |  |  |  |  |
| Jun 01, 2021 to Jun 26, 2021 | 3   | 4   | 4   | 4   | 4   | 4   | 3   | 0          | 26    | May 24, 2021 Victoria Day 2021 (Mon)     |  |  |  |  |  |  |
| Jun 27, 2021 to Jun 30, 2021 | 1   | 1   | 1   | 0   | 0   | 0   | 1   | 0          | 4     | Jul 01, 2021 Canada Day 2021 (Thu)       |  |  |  |  |  |  |
| Jul 01, 2021 to Jul 31, 2021 | 4   | 4   | 4   | 4   | 5   | 5   | 4   | 1          | 31    | Aug 02, 2021 BC Day 2021 (Mon)           |  |  |  |  |  |  |
| Aug 01, 2021 to Aug 31, 2021 | 4   | 5   | 4   | 4   | 4   | 4   | 5   | 1          | 31    | Sep 06, 2021 Labour Day 2021 (Mon)       |  |  |  |  |  |  |
| Sep 01, 2021 to Sep 30, 2021 | 3   | 4   | 5   | 5   | 5   | 4   | 4   | 1          | 30    | Oct 11, 2021 Thanksgiving Day 2021 (Mon) |  |  |  |  |  |  |
| Oct 01, 2021 to Oct 31, 2021 | 3   | 4   | 4   | 4   | 5   | 5   | 5   | 1          | 31    | Nov 11, 2021 Remembrance Day 2021 (Thu)  |  |  |  |  |  |  |
| Nov 01, 2021 to Nov 30, 2021 | 5   | 5   | 4   | 3   | 4   | 4   | 4   | 1          | 30    | Dec 25, 2021 Christmas Day 2021 (Sat)    |  |  |  |  |  |  |
| Dec 01, 2021 to Dec 31, 2021 | 4   | 4   | 5   | 5   | 5   | 3   | 3   | 2          | 31    | Dec 26, 2021 Boxing Day 2021 (Sun)       |  |  |  |  |  |  |
| Jan 01, 2022 to Jan 31, 2022 | 5   | 4   | 4   | 4   | 4   | 4   | 5   | 1          | 31    | Jan 01, 2022 New Year's Day 2022 (Sat)   |  |  |  |  |  |  |
| Feb 01, 2022 to Feb 28, 2022 | 3   | 4   | 4   | 4   | 4   | 4   | 4   | 1          | 28    | Feb 21, 2022 Family Day 2022 (Mon)       |  |  |  |  |  |  |
| Mar 01, 2022 to Mar 31, 2022 | 4   | 5   | 5   | 5   | 4   | 4   | 4   | 0          | 31    |  |  |  |  |  |  |  |
| Total                        | 46  | 52  | 52  | 51  | 51  | 50  | 51  | 12         | 365   | 12 Exceptions                            |  |  |  |  |  |  |

Monthly Summary

| Month           | Conventional Transit |          |          |           |                    |           |          |              |
|-----------------|----------------------|----------|----------|-----------|--------------------|-----------|----------|--------------|
|                 | Revenue Hours        |          |          |           | Revenue Kilometers |           |          |              |
|                 | Scheduled            | Extra    | Adjusted | Total     | Scheduled          | Extra     | Adjusted | Total        |
| April, 2021     | 2,209.90             | 94.00    |          | 2,303.90  | 74,956.70          | 3,261.33  |          | 78,218.03    |
| May, 2021       | 2,267.05             | 94.00    |          | 2,361.05  | 76,859.05          | 3,261.33  |          | 80,120.38    |
| June, 2021      | 2,311.23             | 94.00    |          | 2,405.23  | 78,512.03          | 3,261.33  |          | 81,773.36    |
| July, 2021      | 2,669.80             | 94.00    |          | 2,763.80  | 90,530.56          | 3,261.33  |          | 93,791.89    |
| August, 2021    | 2,667.67             | 94.00    |          | 2,761.67  | 90,480.47          | 3,261.33  |          | 93,741.80    |
| September, 2021 | 2,608.92             | 94.00    |          | 2,702.92  | 88,524.86          | 3,261.33  |          | 91,786.19    |
| October, 2021   | 2,629.90             | 94.00    |          | 2,723.90  | 89,118.36          | 3,261.33  |          | 92,379.69    |
| November, 2021  | 2,608.92             | 94.00    |          | 2,702.92  | 88,524.86          | 3,261.33  |          | 91,786.19    |
| December, 2021  | 2,749.60             | 94.00    |          | 2,843.60  | 93,354.96          | 3,261.33  |          | 96,616.29    |
| January, 2022   | 2,667.67             | 94.00    |          | 2,761.67  | 90,480.47          | 3,261.33  |          | 93,741.80    |
| February, 2022  | 2,411.62             | 94.00    |          | 2,505.62  | 81,789.24          | 3,261.33  |          | 85,050.57    |
| March, 2022     | 2,747.47             | 94.00    |          | 2,841.47  | 93,304.87          | 3,261.33  |          | 96,566.20    |
| Total           | 30,549.75            | 1,128.00 | 0.00     | 31,677.75 | 1,036,436.43       | 39,135.96 | 0.00     | 1,075,572.39 |

## SCHEDULE C – BUDGET

| <b>SUNSHINE COAST CONVENTIONAL</b>                           |                                  |
|--|----------------------------------|
|  |                                  |
|  | <b>OFFICIAL AOA<br/>2021/ 22</b> |
| TOTAL REVENUE  | \$537,008                        |
| TOTAL OPERATING COSTS  | \$3,455,467                      |
| TOTAL COSTS (including Local Government Share of Lease Fees) | \$3,854,519                      |
| <b>NET LOCAL GOVERNMENT SHARE OF COSTS</b>                   | <b>\$1,647,444</b>               |

| <b>SUNSHINE COAST CUSTOM PARA</b>                            |                                  |
|--|----------------------------------|
|  |                                  |
|  | <b>OFFICIAL AOA<br/>2021/ 22</b> |
| TOTAL REVENUE  | \$4,959                          |
| TOTAL OPERATING COSTS  | \$399,889                        |
| TOTAL COSTS (including Local Government Share of Lease Fees) | \$432,487                        |
| <b>NET LOCAL GOVERNMENT SHARE OF COSTS</b>                   | <b>\$132,847</b>                 |

## SCHEDULE D – PAYMENT SCHEDULE

| 2021/22 Payment Schedule   |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <b>Sunshine Coast Conventional Transit and Sunshine Coast custom</b>   |  |  |  |  |  |  |  |  |  |
| The Authority agrees to pay the Operating Company a monthly payment, except for d) below, the amount of which is determined on the following basis:  |  |  |  |  |  |  |  |  |  |
| <b>1) Payment Schedule</b>   |  |  |  |  |  |  |  |  |  |
| a) For Specified Service in Schedule "B":  |  |  |  |  |  |  |  |  |  |
| i) \$39,225.48 for Fixed Monthly Payment for conventional transit service; plus  |  |  |  |  |  |  |  |  |  |
| ii) \$7,284.33 for Fixed Monthly Payment for custom transit service; plus  |  |  |  |  |  |  |  |  |  |
| iii) \$50.29 per Revenue Hour for conventional transit service; plus   |  |  |  |  |  |  |  |  |  |
| iv) \$40.02 per Revenue Hour for custom transit service; plus  |  |  |  |  |  |  |  |  |  |
| v) Variable distance costs for fuel and tires as billed, with satisfactory supporting documentation.   |  |  |  |  |  |  |  |  |  |
| b) For deleted Fixed Costs as contained in Appendix 3 of this schedule, an amount equal to 1/365 of the Fixed Costs annual amount shall be deducted for each day or part day.  |  |  |  |  |  |  |  |  |  |
| c) For Added Service or Deleted Service within the regular hours of system operation specified in Schedule "B":  |  |  |  |  |  |  |  |  |  |
| i) \$50.29 per Revenue Hour for conventional transit service; plus   |  |  |  |  |  |  |  |  |  |
| ii) \$40.02 per Revenue Hour for custom transit service; plus  |  |  |  |  |  |  |  |  |  |
| iii) Variable distance costs for fuel and tires as billed, with satisfactory supporting documentation.   |  |  |  |  |  |  |  |  |  |
| d) For Maintenance, the Authority agrees to pay the Operating Company upon processing an approved work order as follows:   |  |  |  |  |  |  |  |  |  |
| i) \$59.97 per hour for labour by a licensed mechanic for the maintenance of transit vehicles.   |  |  |  |  |  |  |  |  |  |
| e) Not applicable.   |  |  |  |  |  |  |  |  |  |
| f) Prior to conducting a Special Group Trip, the Operating Company must apply for and receive from BC Transit, a pre-approval to conduct the trip, the cost recovery rates to be charged and the method of payment.  |  |  |  |  |  |  |  |  |  |
| <b>INFORMATION CONTAINED IN THIS AGREEMENT IS SUBJECT TO THE<br/> FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT.<br/> CONSULT WITH THE AUTHORITY PRIOR TO RELEASING INFORMATION TO<br/> INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO<br/> THIS AGREEMENT.</b> |  |  |  |  |  |  |  |  |  |

## SCHEDULE E – TARIFFS AND FARES

### Sunshine Coast Conventional

*Effective July 1, 2020*

| PRODUCT      | AUDIENCE          | PRICE   |
|--------------|-------------------|---------|
| CASH         | ALL               | \$2.00  |
| TICKETS (10) | ALL               | \$18.00 |
| DAYPASS      | ALL               | \$4.00  |
| MONTHLY PASS | ADULT             | \$60.00 |
| MONTHLY PASS | STUDENT/SENIOR    | \$30.00 |
|              | CHILD 4 AND UNDER | FREE    |

- a) CNIB Identification Card available from the local office of the CNIB.
- b) BC Bus Pass valid for the current calendar year and available through the Government of British Columbia BC Bus Pass Program.
- c) BC Transit Employee Bus Pass

### Custom Transit Service

*Effective May 1, 2016*

- a) Pass Holder \$2.00 (must be registered with valid handyPASS)
- b) Friend \$2.00
- c) Attendant Free (must be registered)
- d) 10 tickets \$18.00

## SCHEDULE F – PRIVACY PROTECTION SCHEUDLE

### Definitions

1. In this Schedule,
  - (a) “access” means disclosure by the provision of access;
  - (b) “Act” means the Freedom of Information and Protection of Privacy Act;
  - (c) “contact information” means information to enable an individual at a place of business to be contacted and includes the name, position name or title, business telephone number, business address, business email or business fax number of the individual;
  - (d) “personal information” means recorded information about an identifiable individual, other than contact information, collected or created by the Operating Company as a result of the Agreement or any previous agreement between the Province and the Operating Company dealing with the same subject matter as the Agreement but excluding any such information that, if this Schedule did not apply to it, would not be under the “control of a public body” within the meaning of the Act; and,
  - (e) “privacy course” means the Province’s online privacy and information sharing training course.

### Purpose

2. The purpose of this Schedule is to:
  - (a) enable the Province to comply with the Province's statutory obligations under the Act with respect to personal information; and
  - (b) ensure that, as a service provider, the Operating Company is aware of, and complies with, the Operating Company’s statutory obligations under the Act with respect to personal information.

### Collection of personal information

3. Unless the Agreement otherwise specifies or the Province otherwise directs in writing, the Operating Company may only collect or create personal information that is necessary for the performance of the Operating Company’s obligations, or the exercise of the Operating Company’s rights, under the Agreement.
4. Unless the Agreement otherwise specifies or the Province otherwise directs in writing, the Operating Company must collect personal information directly from the individual the information is about.
5. Unless the Agreement otherwise specifies or the Province otherwise directs in writing, the Operating Company must tell an individual from whom the Operating Company collects personal information:
  - (a) the purpose for collecting it;
  - (b) the legal authority for collecting it; and



- (c) the title, business address and business telephone number of the person designated by the Province to answer questions about the Operating Company's collection of personal information.

### **Privacy Training**

- 6. The Operating Company must ensure that each person who will provide services under the Agreement that involve the collection or creation of personal information will complete, at the Operating Company's expense, the privacy course prior to that person providing those services.
- 7. The requirement in section 6 will only apply to persons who have not previously completed the privacy course.

### **Accuracy of personal information**

- 8. The Operating Company must make every reasonable effort to ensure the accuracy and completeness of any personal information to be used by the Operating Company or the Province to make a decision that directly affects the individual the information is about.

### **Requests for access to personal information**

- 9. If the Operating Company receives a request for access to personal information from a person, other than the Province, the Operating Company must promptly advise the person to make the request to the Province unless the Agreement expressly requires the Operating Company to provide such access. If the Province has advised the Operating Company of the name, or title, and contact information of an official of the Province to whom such requests are to be made, the Operating Company must also promptly provide that official's name or title and contact information to the person making the request.

### **Correction of personal information**

- 10. Within 5 Business Days of receiving a written direction from the Province to correct or annotate any personal information, the Operating Company must annotate or correct the information in accordance with the direction.
- 11. When issuing a written direction under section 10, the Province must advise the Operating Company of the date the correction request to which the direction relates was received by the Province in order that the Operating Company may comply with section 12.
- 12. Within 5 Business Days of correcting or annotating any personal information under section 10, the Operating Company must provide the corrected or annotated information to any party to whom, within one year prior to the date the correction request was made to the Province, the Operating Company disclosed the information being corrected or annotated.
- 13. If the Operating Company receives a request for correction of personal information from a person other than the Province, the Operating Company must promptly advise the person to make the request to the Province and, if the Province has advised the Operating Company of the name or title and contact information of an official of the

Province to whom such requests are to be made, the Operating Company must also promptly provide that official's name or title and contact information to the person making the request.

### **Protection of personal information**

14. The Operating Company must protect personal information by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure or disposal, including any expressly set out in the Agreement.

### **Storage and access to personal information**

15. Unless the Province otherwise directs in writing, the Operating Company must not store personal information outside Canada or permit access to personal information from outside Canada.

### **Retention of personal information**

16. Unless the Agreement otherwise specifies, the Operating Company must retain personal information until directed by the Province in writing to dispose of it or deliver it as specified in the direction.

### **Use of personal information**

17. Unless the Province otherwise directs in writing, the Operating Company may only use personal information if that use is for the performance of the Operating Company's obligations, or the exercise of the Operating Company's rights, under the Agreement.

### **Disclosure of personal information**

18. Unless the Province otherwise directs in writing, the Operating Company may only disclose personal information inside Canada to any person other than the Province if the disclosure is for the performance of the Operating Company's obligations, or the exercise of the Operating Company's rights, under the Agreement.
19. Unless the Agreement otherwise specifies or the Province otherwise directs in writing, the Operating Company must not disclose personal information outside Canada.

### **Notice of foreign demands for disclosure**

20. In addition to any obligation the Operating Company may have to provide the notification contemplated by section 30.2 of the Act, if in relation to personal information in the custody or under the control of the Operating Company, the Operating Company:
  - (a) receives a foreign demand for disclosure;
  - (b) receives a request to disclose, produce or provide access that the Operating Company knows or has reason to suspect is for the purpose of responding to a foreign demand for disclosure; or
  - (c) has reason to suspect that an unauthorized disclosure of personal information has occurred in response to a foreign demand for disclosure the Operating Company must immediately notify the Province and, in so doing, provide the information described in section 30.2(3) of the Act. In this section, the phrases "foreign demand

for disclosure” and “unauthorized disclosure of personal information” will bear the same meanings as in section 30.2 of the Act.

#### **Notice of unauthorized disclosure**

21. In addition to any obligation the Operating Company may have to provide the notification contemplated by section 30.5 of the Act, if the Operating Company knows that there has been an unauthorized disclosure of personal information in the custody or under the control of the Operating Company, the Operating Company must immediately notify the Province. In this section, the phrase “unauthorized disclosure of personal information” will bear the same meaning as in section 30.5 of the Act.

#### **Inspection of personal information**

22. In addition to any other rights of inspection the Province may have under the Agreement or under statute, the Province may, at any reasonable time and on reasonable notice to the Operating Company, enter on the Operating Company’s premises to inspect any personal information in the possession of the Operating Company or any of the Operating Company’s information management policies or practices relevant to the Operating Company’s management of personal information or the Operating Company’s compliance with this Schedule and the Operating Company must permit, and provide reasonable assistance to, any such inspection.

#### **Compliance with the Act and directions**

23. The Operating Company must in relation to personal information comply with:
- (a) the requirements of the Act applicable to the Operating Company as a service provider, including any applicable order of the commissioner under the Act; and
  - (b) any direction given by the Province under this Schedule.
24. The Operating Company acknowledges that it is familiar with the requirements of the Act governing personal information that are applicable to it as a service provider.

#### **Notice of non-compliance**

25. If for any reason the Operating Company does not comply, or anticipates that it will be unable to comply, with a provision in this Schedule in any respect, the Operating Company must promptly notify the Province of the particulars of the non-compliance or anticipated non-compliance and what steps it proposes to take to address, or prevent recurrence of, the non-compliance or anticipated non-compliance.

#### **Termination of Agreement**

26. In addition to any other rights of termination which the Province may have under the Agreement or otherwise at law, the Province may, subject to any provisions in the Agreement establishing mandatory cure periods for defaults by the Operating Company, terminate the Agreement by giving written notice of such termination to the Operating Company, upon any failure of the Operating Company to comply with this Schedule in a material respect.

#### **Interpretation**

27. In this Schedule, references to sections by number are to sections of this Schedule unless otherwise specified in this Schedule.
28. Any reference to the “Operating Company” in this Schedule includes any subOperating Company or agent retained by the Operating Company to perform obligations under the Agreement and the Operating Company must ensure that any such subOperating Companies and agents comply with this Schedule.
29. The obligations of the Operating Company in this Schedule will survive the termination of the Agreement.
30. If a provision of the Agreement (including any direction given by the Province under this Schedule) conflicts with a requirement of the Act or an applicable order of the commissioner under the Act, the conflicting provision of the Agreement (or direction) will be inoperative to the extent of the conflict.
31. The Operating Company must comply with the provisions of this Schedule despite any conflicting provision of this Agreement or, subject to section 32, the law of any jurisdiction outside Canada.
32. Nothing in this Schedule requires the Operating Company to contravene the law of any jurisdiction outside Canada unless such contravention is required to comply with the Act.

## 23SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** SCRD Regular Board Meeting- May 27, 2021

**AUTHOR:** Tina Perreault, General Manager Corporate Services/Chief Financial Services

**SUBJECT:** EGMONT AND DISTRICT FIRE PROTECTION - TAX REQUISITION LIMIT

---

### RECOMMENDATION(S)

**THAT the report titled Egmont and District Fire Protection - Tax Requisition Limit be received;**

**AND THAT the Egmont and District Fire Protection service area participants be engaged on the proposed amendment to Bylaw 1056 to increase the requisition limit by-law to fund future service needs;**

**AND FURTHER THAT based on the outcome of the public engagement and response from the Inspector of Municipalities, proposed amendments to Bylaw 1056 be presented by Q3 2021.**

---

### BACKGROUND

Bylaw 1056 was first adopted in 2005 to provide fire protection and public safety services within a portion of the Electoral Area of Egmont / Pender Harbour, known as the Egmont and District Fire Protection (function 218). The requisition limit at the time of the service establishment was set out as follows (excerpt below):

6. In accordance with section 800.1(1)(e) of the Local Government Act, the maximum amount that may be requisitioned for the cost of the Service is a property value tax rate of \$0.90/\$1000 of net taxable value of land and improvements in the Service Area.

The first time the SCRD requisitioned for the service was in 2006 in the amount of \$49,785 and the limit by-law was \$49,787 due to the property assessments at that time.

In 2020, the actual tax requisition for the service was \$125,833. At the start of 2021 budget, the limit by law was \$165,167 and as a result of the Budget Proposals for volunteer benefits (\$31,200) and paid Fire Chief position (pro-rated \$36,600), \$192,512 of taxation was required resulting in the limit by law being exceeded by \$27,378. Only the maximum was requisitioned leaving a shortfall of funding for the service for the current and future Financial Plans.

In order to legally requisition to fund the service, an amendment to the Bylaw is required to raise the requisition limit. Due to legislative requirements and anticipated future financial needs of the service, a public approval process is required.

The purpose of this report is to provide information on next steps toward amending the tax requisition by-law for the Egmont and District Fire District service (EDFD).

## DISCUSSION

### *Options and Analysis*

According to the Provincial Ministry, assessments should typically increase slightly over a number of years to provide a natural increase to a requisition limit. When the service was established, the combined net taxable property assessment value was \$55,319,150 and in 2021 it was \$183,482,550. The natural progression of increased assessments has more than accommodated for the tax requisitions. This is also a very small service area with less than 450 properties being covered.

As a result of the [Fire Department Strategic Plan/Service Review](#) which concluded in 2019, there are several recommendations for future implementation for the service. The two Budget Proposals from 2021 were items from the Plan. There is also an internal review of the fire departments asset/capital plans being developed which will come forward to a future Committee in Q2 2021. The preliminary plan does anticipate there will be several large capital equipment replacements needed for the EDFD in the next 3-5 years which will require additional taxation to fund the service.

Per Ministry regulation, if an amendment to an establishing bylaw increases the requisition limit by less than or equal to 25 percent over five years, the bylaw does not require the approval of the Inspector of Municipalities. Based on the on current and needs over the next 5 years, an increase of over 25% will be required.

### *Financial Implications*

Based on the estimated needs of the EDFD service, it is proposed that an increase of up to \$1.91 per \$1,000 from the current \$0.90 is recommended to meet the anticipated needs of the service. Below is an analysis of what this proposed new rate would generate:

| % Increase over baseline | Increase in Requisition Limit over baseline | Dollar Value to be raised | Change from Current Rate | Rate Limit (per \$1,000) |
|--------------------------|---|---------------------------|--------------------------|--------------------------|
| <b>Current</b>           |   | <b>\$ 165,134.00</b>      |                          | <b>\$0.90</b>            |
| 112%                     | \$132,337                                   | \$250,000                 | \$84,866                 | \$1.36                   |
| 155%                     | \$182,337                                   | \$300,000                 | \$134,866                | \$1.64                   |
| 197%                     | \$232,337                                   | \$350,000                 | \$184,866                | \$1.91                   |

### *Legislative Implications*

As the proposed new rate exceeds the 25% base rate written consent of 2/3 of the service participants and approval from the Inspector of Municipalities is required before adopting a bylaw amendment to increase the requisition limit for the service. The province has indicated it is willing to consider approval if the SCRD can demonstrate adequate engagement has occurred with residents in the Egmont and District Fire Protection Service. The Inspector of Municipalities may grant approval to proceed with adoption of a service amendment based on

the written consent of the electoral area director in combination with demonstrated public engagement, or may require the SCRD to take further action by seeking approval of the electors in the service area before proceeding with an amendment to increase the requisition limit.

### *Communications Strategy*

The SCRD will ensure a robust communications and engagement process takes place with residents in the Egmont and District Fire Protection area. This will include the development of materials to share with residents that outline the challenges associated with the service and the proposed amendment to the tax requisition bylaw. These materials will be shared with residents through existing channels such as local community groups and the Area A Director.

This will be followed by a virtual engagement session hosted by the Area A Director and SCRD staff. This session will ensure that residents have the opportunity to voice their thoughts on the proposed amendment, ask questions about the fire service and gain an understanding of the future of the fire service in the Egmont and District Fire Protection area.

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

#### Next Steps

1. Conduct engagement/collect and summarize resident feedback.
2. Prepare service amendment bylaw and bring forward to Board for three readings.
3. Prepare submission for the province including proposed bylaw at three readings, written consent of adoption of the bylaw by the area director, required financial analysis, and summary of public engagement and results of community feedback (estimated timeline for decision is 6 to 8 weeks).
4. Adopt proposed service amendment bylaw if Certificate of Approval granted, otherwise consider further action for elector approval if so advised by the Inspector of Municipalities.

## **STRATEGIC PLAN AND RELATED POLICIES**

n/a

## **CONCLUSION**

The requisition limit-by-law for the Egmont and District Fire Protection-Bylaw 1056 has been exceeded and requires an amendment.

|              |                 |             |              |
|--------------|-----------------|-------------|--------------|
| Reviewed by: |                 |             |              |
| Manager      | X – A. Buckley  | Finance     |              |
| GM           |                 | Legislative | X – S. Reid  |
| CAO          | X – D. McKinley | Other       | X – M. Treit |

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** Corporate and Administrative Services Committee – May 27, 2021

**AUTHOR:** Matt Treit, Manager, Protective Services

**SUBJECT:** FIRE TRUCK DONATION TO EGMONT AND DISTRICT FIRE DEPARTMENT

---

### RECOMMENDATION(S)

**THAT** the report titled Fire Truck Donation to Egmont and District Fire Department be received;

**AND THAT** the Sunshine Coast Regional District accept the donation of the 2007 Dodge crew cab truck valued at up to \$11,500;

**AND THAT** the 2021-2025 Financial Plan be amended accordingly;

**AND FURTHER THAT** this recommendation be forwarded to the May 27, 2021 Regular Board Meeting.

---

### BACKGROUND

The Egmont and District Volunteer Fire Department (EDVFD) recently purchased a Compressed Air Foam (CAF) system with funds provided by a Community Emergency Preparedness Fund grant. This pump system is designed to be mounted on a smaller truck chassis for easy access to areas which can prove to be difficult for the larger fire apparatus to access. The EDVFD currently does not have a suitable vehicle to mount the new equipment.

In an effort to reduce the cost of new truck purchase, the EDVFD has been offered a used 2007 one-ton Dodge crew cab truck with a flat deck which would allow for the installation of a small water tank and the CAF system. The vehicle needed an overhaul of the transmission and some other minor repairs which have been completed.

This original \$7,500 purchase and repairs of the vehicle was funded through donations from the Egmont Rotary Club which donated \$5,000 and the Egmont Firefighter Society which has pledged an additional \$5,000.

### DISCUSSION

The truck is currently registered to the EDVFD Fire Chief as an individual was needed to take possession of the truck for legal registration at the time of purchase. The truck will now be donated to the Sunshine Coast Regional District to be used by the EDVFD.

It is not anticipated that there will be any additional costs associated with putting the truck into service; however, it will need to be inspected by the SCRD Fleet Services Department prior to



being insured. In the event that there are any additional repairs required, there remains an additional \$2,500 of donated money from the Egmont Firefighter Society to fund those repairs.

The fair-market value of the truck is estimated to be approximately \$11,500. If the SCRD accepts the donation, this would be the value recorded for the asset.

The EDVFD has recently decommissioned one of its fire vehicles, and so the acquisition of this vehicle will not represent an expansion of the fleet of vehicles, thus the ongoing maintenance and operating costs for the EDVFD should not see any increase.

Option 1: Accept the donation of the 2007 Dodge truck for the CAF system.

Option 2: Do not accept the donation of the 2007 Dodge truck, and bring forward option to purchase a different new or used truck chassis for the CAF system to a future Committee.

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

n/a

### **CONCLUSION**

The EDVFD recently purchased a CAF system. As the EDVFD currently does not have a suitable vehicle to mount the new equipment, the EDVFD has been offered a used 2007 one-ton Dodge crew cab truck with a flat deck which would allow for the installation of a small water tank and the CAF system. The truck is currently registered to the EDVFD Fire Chief as an individual was needed to take possession of the truck for legal registration at the time of purchase. The truck will now be donated to the SCRD to be used by the EDVFD.

Staff recommend Option 1 - acceptance of the donated truck to provide a cost-effective method of improving fire protection within the Egmont Fire Protection Area.

|              |                 |             |                |
|--------------|-----------------|-------------|----------------|
| Reviewed by: |                 |             |                |
| Manager      |                 | CFO         | X-T. Perreault |
| GM           |                 | Legislative |                |
| CAO          | X – D. McKinley | Other       |                |

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** Corporate and Administrative Services Committee – May 27, 2021

**AUTHOR:** Raphael Shay, Manager, Sustainable Development

**SUBJECT:** WEST COAST ELECTRIC FLEET PLEDGE

---

### RECOMMENDATIONS

**THAT** the report titled **West Coast Electric Fleet Pledge** be received;

**AND THAT** the delegated authorities be authorized to sign the Pledge at the Express level;

**AND FURTHER THAT** the delegated authorities apply for CleanBC Go Electric Fleet Program financial rebates.

---

### BACKGROUND

The Sunshine Coast Regional District (SCRD) has an increasing need for electric vehicle (EV) charging that will be met by the 2021 budget item EV Charging Program Phase 1 as well as the budget item to increase capacity of the Fleet Maintenance Division for maintaining electric vehicles.

In February 2021, the Province announced the CleanBC Go Electric Fleets Program with funding and resources to support the integration of zero emission vehicles (ZEVs) in fleets. The financial rebates offered by the program have been increased for a limited time. They include up to 75% of the cost of new level 2 chargers up to \$25,000 and 70% of the cost of electrical upgrades up to \$30,000.

“In order to qualify for financial rebates of the Go Electric Fleets Program, fleets must commit to the West Coast Electric Fleets (WCEF) Express level of the Pledge or higher, which commits fleets to at least 10 percent ZEVs for all new fleet procurement by 2025 and to annually revisit this pledge to consider a higher ZEV procurement goal.

The WCEF is an initiative that was launched in 2013 under the Pacific Coast Action Plan on Climate and Energy by the Pacific Coast Collaborative (PCC) jurisdictions: British Columbia, Washington, Oregon, and California.”<sup>1</sup>

The purpose of this report is to seek direction on the West Coast Electric Fleet Pledge and the rebates it enables.

---

<sup>1</sup> [https://pluginbc.ca/wp/wp-content/uploads/2021/01/Go\\_Electric\\_Fleets\\_Program\\_Guide\\_03\\_2021.pdf](https://pluginbc.ca/wp/wp-content/uploads/2021/01/Go_Electric_Fleets_Program_Guide_03_2021.pdf)

## **DISCUSSION**

### *Options and Analysis*

The SCRD may sign the WCEF pledge to gain access to training for electric fleet managers, peer learning opportunities, and the CleanBC Go Electric Fleets Program.

It is possible for the Regional District to achieve the Pledge's aim for 10% of new vehicle purchases being electric by 2025. In 2021, 20 to 30% of the 10 vehicle purchases will be electric. Three firetrucks will likely be diesel. Four replacement pickup trucks of various sizes will likely be gasoline or diesel. Two vehicles will be electric and a final vehicle is as of yet undefined but could be electric. Opportunities for electrification of the fleet will increase as electric pickup trucks enter market later this year and further right sizing of the fleet is undertaken.

The pledge also allows fleets to be segmented if, for example, a vehicle class is not available as a ZEV such as fire trucks.

Electing not to sign the pledge would disqualify SCRD from support, and from the obligations of the pledge.

### *Organizational and Intergovernmental Implications*

The Pledge commits the SCRD to revisit its target for ZEV purchases on a yearly basis. This review process would be best coordinated as a consideration in the of the Budget process.

### *Financial Implications*

Climate Action Revenue Incentive Program (CARIP) funds are budgeted for the EV Charging Program Phase 1 in the amount of \$40,000 and an additional \$10,000 for the Fleet Maintenance Division capacity upgrades. Financial assistance from the Provincial program will reduce the need for these funds, making them available for other endeavors.

Signing onto the WCEF pledge does not entail a cost and it enables the SCRD to apply for financial assistance.

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

Signing onto the WCEF Pledge is simple and straightforward. The planning work involved with setting up the EV charging program at the SCRD is underway and could be completed by June, at which point, the SCRD could apply to the CleanBC Go Electric Fleet Program. Once accepted, the SCRD would have four months to complete the installations of the EV chargers.

## **STRATEGIC PLAN AND RELATED POLICIES**

The West Coast Electric Fleet Pledge and resources it enables supports the Strategic Plan strategies and tactics of:

- Increase intergovernmental collaboration: Identify and implement opportunities for joint initiatives, collaboration and information sharing between local governments;

- Achieve carbon neutrality (corporate):
  - Undertake steps to achieve Climate Action Revenue Incentive Program (CARIP) Level 4 (carbon neutrality);
  - Develop corporate fleet management strategy.

## **CONCLUSION**

The SCRD is building its ability to support and increasingly electrified fleet with approved 2021 Budget items. There is an opportunity to access training for electric fleet managers, peer learning opportunities, and the financial rebates from the CleanBC Go Electric Fleets Program if the SCRD opts to sign the West Coast Electric Fleet Pledge to make 10% of vehicle purchases zero emission vehicles by 2025. In 2021, the SCRD will be at 20 to 30% of new vehicle purchases being zero emission.

Staff recommend signing onto the WCEF Pledge and applying for rebates from the CleanBC Go Electric Fleet Program.

|              |                 |             |                |
|--------------|-----------------|-------------|----------------|
| Reviewed by: |                 |             |                |
| Manager      |                 | CFO         | X-T. Perreault |
| GM           |                 | Legislative |                |
| CAO          | X – D. McKinley | Parks       |                |

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

**TO:** Corporate and Administrative Services Committee – May 27, 2021

**AUTHOR:** Yuli Siao, Senior Planner

**SUBJECT:** TELUS TELECOMMUNICATION TOWER AT SECRET COVE – REQUEST FOR LOCAL GOVERNMENT CONCURRENCE (BC106299-2)

### RECOMMENDATIONS

**THAT** the report titled Telus Telecommunication Tower at Secret Cove – Request for Local Government Concurrence (BC106299-2) be received;

**AND THAT** the Sunshine Coast Regional District (SCRD) provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower at Secret Cove (Site BC106299-2):

- 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 and Telus address any Shíshálh Nation archaeological or environmental concerns;

**AND FURTHER THAT** the recommendation be forwarded to the May 27, 2021 Regular Board meeting.

### BACKGROUND

SCRD received a request from Telus Communications to provide local government land use concurrence on a proposed 31-metre tall telecommunication tower to be located on a private parcel at 10264 Sunshine Coast Highway near Secret Cove (Site BC106299-2, Figure 1).

*Figure 1 - Location of subject property*

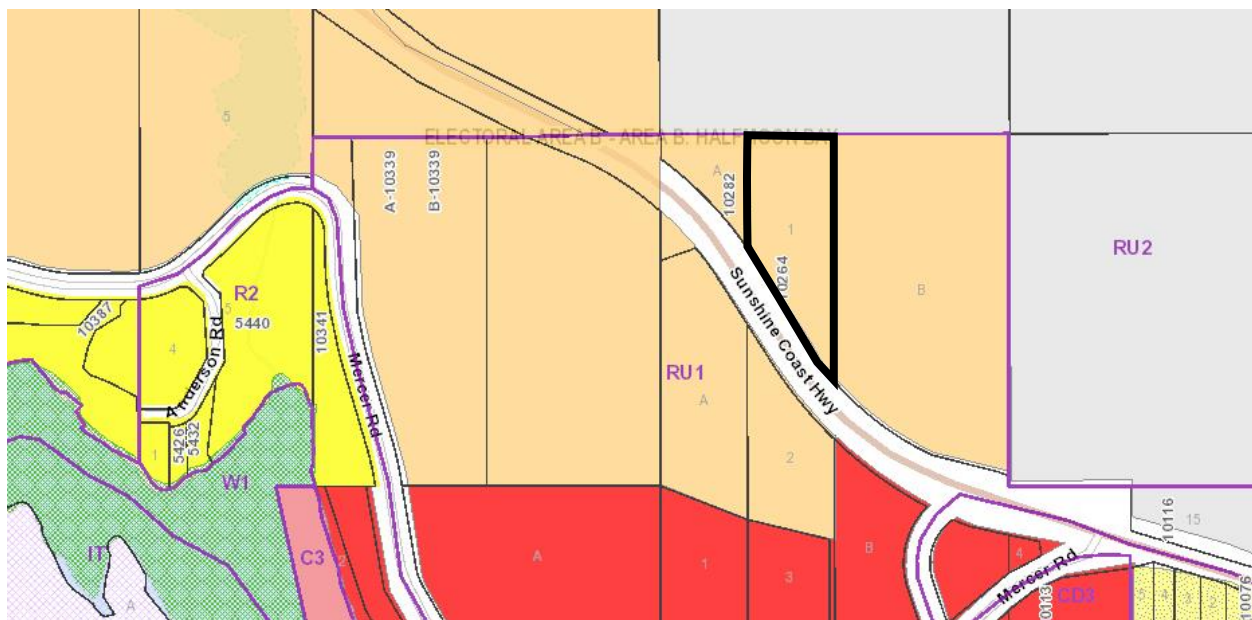


While approval of telecommunication facilities rests exclusively within the jurisdiction of the federal agency Innovation, Science and Economic Development Canada (ISED), the agency requires proponents of such facilities to consult with local governments and the general public.

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 "Rural Residential" in the Halfmoon Bay Official Community Plan, and zoned RU1 (Rural Residential One) in Zoning Bylaw No. 310 (Figure 2). Telecommunication facilities are considered utilities that are permitted in any zone.

Figure 2 - Zoning and OCP Designations



The purpose of the new facility is to improve wireless communication and rural internet services to residents, businesses and tourists in the Secret Cove and Halfmoon Bay areas. Improved communication capacity in the area is also a benefit to E911 service, Search and Rescue and other emergency response organizations.

This location is an alternative to the originally proposed location on Mercer Road which was not recommended for support by the Halfmoon Bay APC. Existing structures, including towers and BC Hydro structures were initially reviewed by Telus during the site selection process. After careful examination, TELUS determines that 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 densely forested and cleared areas and the land is primarily undeveloped with few sparsely placed residences amidst large rural acreage parcels in the surrounding area. The RU1 Zone is classified as a Rural Zone in the zoning bylaw.

Considering feedback from local residents, Telus has revised the tower design from a 63-m steel-frame tower to a 31-m monopole tower to reduce visual impact and interruption of views.

Telus has conducted the required consultation with the public, and comments received and Telus' responses are summarized in Attachment A.

The Halfmoon Bay Advisory Planning Commission has reviewed all proposals of the tower, and recommends support.

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 (BC106299-2)

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



April 9, 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:        | BC106299-2   |
| Proposed Location: | 10264 Sunshine Coast Hwy, Secret Cove, BC, SCRD      |
| Description:       | 31 metre monopole / 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 a telecommunication structure to provide improved communications to users along the Sunshine Coast Highway and the community of Secret Cove. Enclosed please find evidence of the TELUS' efforts regarding this public consultation process. **Please note that the design of the tower proposal has been modified to further reduce any visual impact to the community. Details of the modification are below and attached.**

It should be noted that the proposed location that TELUS is seeking concurrence for was the second location presented to the SCRD. In the summer of 2020 TELUS initially proposed a 40m tower at 10591 Mercer Road. TELUS presented the option to the Area B APC and did not proceed and decided to seek an alternative site due to concerns expressed from APC members regarding potential visibility of the structure from residential homes to the north of the proposed site. Given the tower structure could potentially interrupt scenic ocean views from these properties TELUS elected to find an alternative location.

After securing a new location, on December 15, 2020, an Information Package was submitted to the SCRD formalizing the initiation of the consultation process for the proposed tower location. Please see **Appendix 1: Information Package**.



On January 7, 2021, 12 notification packages were mailed to property owners within a radius of three times the tower height (approx. 190 metres) to advise them of the proposal. Please see **Appendix 2: Affidavit of Notification Package**.

On January 15, 2021 an advertisement ran in the Coast Reporter newspaper, please see **Appendix 3: Newspaper Tear Sheet**.

On February 15, 2021, the consultation period ended. During the consultation period, seventeen (17) households provided comments. Five (5) residents were in support, two (2) of neutral comments and ten (10) comments expressing concerns.

All (10) comments expressed *concerns related to the potential health & safety impacts*. While we understand that certain community members may express health and safety concerns, it is important to note that it is the responsibility of the federal government to ensure the safety of Canadians related to radiocommunications uses. Health Canada has established Safety Code 6 (SC6). TELUS always complies with safety standards set by Health Canada. It is also important to note that access to wireless services is a key component of a community's safety infrastructure as 80% of all e911 calls come from wireless devices. When a land use authority reviews a telecommunications proposal, the federal government clearly indicates that health and safety concerns are not to be considered so long as the installation is compliant with SC6.

Some community members expressed *concern regarding the antenna installation near residential properties/or in a residential zone*. The proposed site is in the Rural Residential zone though there is only one home within approximately 350m of the proposed facility. While we appreciate that some community members have concerns with the proposed installation been located on rural residential lands next to the highway, TELUS is unable to relocate the tower to a non-residential zoned land while still improving services to the area. Suggestions were made to move the facility a large distance away onto crown lands. Unfortunately, moving the installation to crown land/up the hill off the highway or to the BC Hydro towers will still result in unreliable wireless services along the highway and to nearby households. TELUS has carefully chosen a location that does not interrupt scenic views from residential homes. It is also worth noting that cell tower installations are commonly located along highway corridors such as the Sunshine Coast Highway.

**To further address and mitigate concerns regarding visibility of the tower along the highway corridor, TELUS have revised the tower design from a 63 metre freestanding lattice tower to a 31 metre monopole structure. Given the tower is setback from the highway within a treed area, the majority of the tower will not be visible. This is a significant design modification that will largely reduce any visibility of the structure. Please see Appendix 5 TELUS's Revised Designs which includes the proposed designs to which TELUS is seeking approval.**

For a complete review of all comments please see **Appendix 4: Comments and Responses Tracker**.

TELUS is committed to providing reliable wireless service to the Sunshine Coast and the Secret Cove area. TELUS feels this is a reasonable alternative location and compromise to the original location and the design change minimized impact to the visibility of the tower structure, see **Appendix 5: Revised drawings and Photo-sims**.

TELUS looks forward to support from the SCRD to enhance improved services for the community, please find in **Appendix 6: 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).

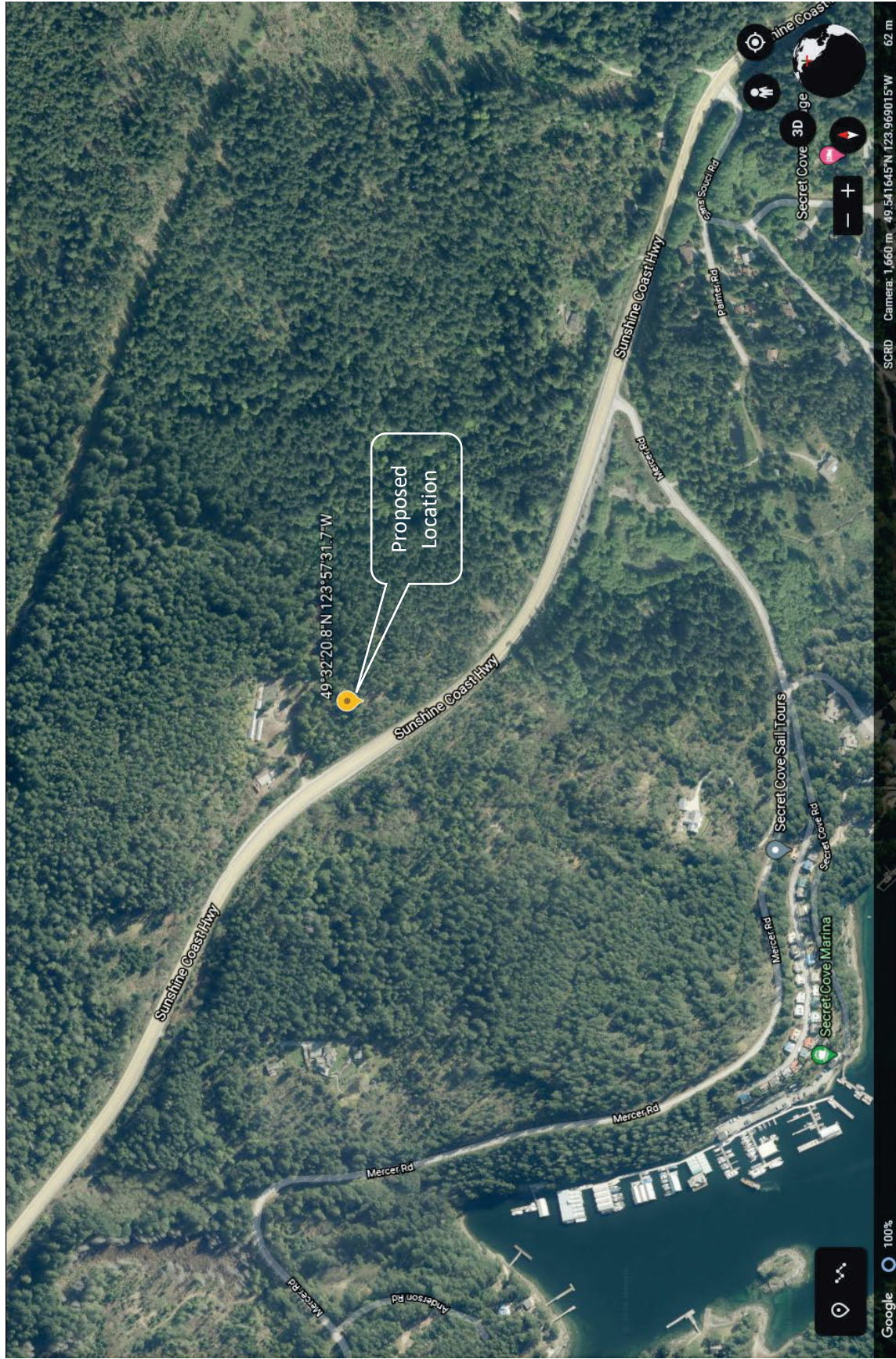
Tawny Verigin  
Manager of Government Affairs

A handwritten signature in blue ink, appearing to read 'Tawny Verigin', is positioned above the printed name and title.

Cypress Land Services  
Agents for TELUS



SCHEDULE A  
TOWER SITE LOCATION



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

PAMELA DIANE PATERSON  
RAYMOND BRIAN THORESON  
ETHAN PATERSON THORESON  
4732 WEBB RD  
MADEIRA PARK BC V0N 2H1

OCCUPANT  
10264 SUNSHINE COAST HWY,  
SECRET COVE, BC

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

FrontCounter BC Squamish  
42000 Loggers Ln Suite 101,  
Squamish, BC V8B 0H3

OCCUPANT  
10140 MERCER RD  
HALFMOON BAY BC

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

DAL S BRYNELSEN  
ATTN DAL BRYNELSEN  
5385 SANS SOUCI RD RR 2  
HALFMOON BAY BC V0N 1Y2

OCCUPANT  
10158 MERCER RD  
HALFMOON BAY BC V0N 1Y0

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

PAUL REIGNIER CONDER  
DYONA MERI DALLAS  
3445 3RD AVE W  
VANCOUVER BC V6R 1L6

ANDREW THOMAS LAMB  
REANNE ERIN LAMB  
10282 SUNSHINE COAST HWY  
HALFMOON BAY BC V0N 1Y2

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

BC106299-2  
Total - 12

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



## 1215 General Employment

EECOL ELECTRIC CORP  
SHIPPER/RECEIVER

- Permanent F/T, entry level position in fast pace branch
- Hours Mon-Fri., 7:30am-4:30pm
- Excellent benefit package, pension, opportunity to advance
- Must be dependable, hardworking, motivated, strong work ethic and willing to learn

Apply to:  
riggsa@eecol.com  
www.eecol.com

## 1215 General Employment

## 2060 For Sale Miscellaneous

**Inquiries? Concerns?**  
**Going away?**  
**Did we miss you?**



Call our Circulation  
Department DIRECTLY  
**604-885-4869**

CoastReporter

## 3560 Pets

The BC SPCA Sunshine Coast Branch has the following small animal(s) available for adoption:  
**Penny, Ginger and Pumpkin** - Guinea Pigs, orange / white mixes, females, 1 and 2 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.

## 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!**

## 5020 Business Services

## GET RESULTS!

Reach almost 2 million people in 95 papers for only \$395/week for a 25-word text ad, or \$995/week for a formatted display ad

[bccommunitynews.com/advertise](http://bccommunitynews.com/advertise)  
**1-866-669-9222**

Book by province or whole country and save over 85%!



Located in Trail Bay Mall

Claytons is accepting applications for the position of

## CASHIER

Email resume to:  
[orders@claytons.ca](mailto:orders@claytons.ca)  
or drop it off at the Customer Service Counter.



Claytons is seeking an individual to join the office team.

We are looking for a candidate who is/has:

- Self motivated and detail driven
- Able to complete tasks with minimal direction
- Able to work in a fast-paced environment
- Minimum 2 years of customer service experience
- Minimum 3 years office experience
- Experience with POS systems
- Experience with UPC File Maintenance

Wage based on experience

Please send all applications to [orders@claytons.ca](mailto:orders@claytons.ca)

## 1230 Work Wanted

**WETCOAST STONE.** Specializing in veneer, full size stone, fireplace facings, masonry and fully stoned landscapes. Call Xenoa 604-315-5509.

## 2030 Building Supplies

**INTEGRITY POST** frame buildings since 2008. Built with concrete posts. Barns, shops, riding arenas, machine sheds and more.  
1-250-351-5374;  
[adam.s@integritybuilt.com](mailto:adam.s@integritybuilt.com)  
[www.integritybuilt.com](http://www.integritybuilt.com)

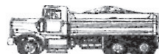
## 2045 Computers/Electronics

## How Can I Help?

Apple and other solutions  
36 yrs Apple, Owner Support  
[folkstone.ca/mac](mailto:folkstone.ca/mac)  
**604 886-4573**

## 2060 For Sale Miscellaneous

**OLSEN OIL** furnace, 9 years old, 83.4 effc. Offers; must sell. 604-340-1797.



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

Please give to the  
**FOOD BANK**  
Salvation Army Food Bank 604-886-3665  
Sechelt Food Bank 604-885-5881, ext. #240

## 2065 For Trade

**TRADE: FIBREGLASS** 14 ft. boat and trailer for a camper, to fit a pickup truck. Must be not free. 604-399-8320.

## 2070 Free

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

## 3560 Pets

**WANTED: RETIRED** senior wants to foster or adopt a mid-size adult dog. Text or call Juergen 778-885-2529.

SELLING YOUR  
VEHICLE?

Advertise in our award winning classified section!

For more information or to email your ad contact:  
[classified@coastreporter.net](mailto:classified@coastreporter.net)

## 5520 Legal/Public Notices

## 5520 Legal/Public Notices

## 5520 Legal/Public Notices



## 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 63.0 metre self-support tower and ancillary radio equipment in order to improve wireless services to Ruby Lake and the surrounding areas.

**Tower Location:** 15344 Sunshine Coast Hwy, Ruby Lake, BC (PID: 015-865-789)  
**Coordinates:** Lat. 49.703740/ Long. -123.964592

## 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 February 15, 2021 respect to this matter.

TELUS File: BC106303

## Location Map



## 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 63.1 metre self-support tower and ancillary radio equipment in order to improve wireless services to Secret Cove and the surrounding area.

**Tower Location:** 10264 Sunshine Coast Hwy, Secret Cove, BC, SCRD (PID: 023-159-251)  
**Coordinates:** Lat. 49.539119 / Long. -123.958815

## 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 February 15, 2021 respect to this matter.

TELUS File: BC106299-2

## Location Map



## 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.

**BOBCAT WEST** bobcat services. Driveway preparation, landscape preparation, trenching, backfill. 34 years experience. Call Tim 604-212-2737.

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

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

**AT YOUR  
SERVICE**



**ANDRE'S**  
Home and Garden

**SPECIALIZING IN FENCING**  
- CUSTOM \* PREFAB -

Using top quality premium  
Western cedar fence panels

Professional, precise, affordable  
Call Andre for a free estimate

**604-740-0572**

#### **Appendix 4: Comments and Responses Tracker**









| Comment & Responses Tracker    |                             |  |              |                       |   |
|--------------------------------|-----------------------------|--|--------------|-----------------------|---|
| Names of Resident              | Address                     | Email  | Phone        | Date Message Received | Final Letter, Comment or Verdict Message  |
| Esther Lutz                    |                             | <a href="mailto:esther@telus.net">esther@telus.net</a>       |              | 28 Jan 2021           | <p>Re: Telus Cell Tower Proposal at Secret Cove BC.</p> <p>Hi Telus, I am writing to you regarding the proposed Telus Cell Tower at Secret Cove BC. I am a resident of Secret Cove and I am concerned about the proposed tower. I have read the information provided by Telus and I am not satisfied with the information provided. I am writing to you to express my concerns and to request that you provide more information.</p> <p>I am concerned about the proposed tower because it is located in a residential area. I am worried that the tower will interfere with the privacy of the residents in the area. I am also worried that the tower will be a distraction for the residents in the area. I am writing to you to request that you provide more information about the tower and its location.</p> <p>I am writing to you to request that you provide more information about the tower and its location. I am writing to you to request that you provide more information about the tower and its location. I am writing to you to request that you provide more information about the tower and its location.</p> |
|                                |                             |  |              | 1 Mar 2021            | <p>Hi Esther,</p> <p>Thank you for your email. We are sorry to hear that you are not satisfied with the information provided. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p> <p>We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p> <p>We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p>   |
| Caroly White                   |                             | <a href="mailto:caroly@telus.net">caroly@telus.net</a>       |              | 28 Jan 2021           | <p>Re: Telus Cell Tower Proposal at Secret Cove BC.</p> <p>Hi Telus, I am writing to you regarding the proposed Telus Cell Tower at Secret Cove BC. I am a resident of Secret Cove and I am concerned about the proposed tower. I have read the information provided by Telus and I am not satisfied with the information provided. I am writing to you to express my concerns and to request that you provide more information.</p> <p>I am concerned about the proposed tower because it is located in a residential area. I am worried that the tower will interfere with the privacy of the residents in the area. I am also worried that the tower will be a distraction for the residents in the area. I am writing to you to request that you provide more information about the tower and its location.</p> <p>I am writing to you to request that you provide more information about the tower and its location. I am writing to you to request that you provide more information about the tower and its location. I am writing to you to request that you provide more information about the tower and its location.</p> |
|                                |                             |  |              | 1 Mar 2021            | <p>Hi Caroly,</p> <p>Thank you for your email. We are sorry to hear that you are not satisfied with the information provided. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p> <p>We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p> <p>We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p>   |
| David Cox and Denise Thivierge | 12077 Wood Bay Heights Road | <a href="mailto:David.Cox@telus.net">David.Cox@telus.net</a> | 604-740-8871 | 29 Jan 2021           | <p>Re: Telus Cell Tower Proposal at Secret Cove BC.</p> <p>Hi Telus, I am writing to you regarding the proposed Telus Cell Tower at Secret Cove BC. I am a resident of Secret Cove and I am concerned about the proposed tower. I have read the information provided by Telus and I am not satisfied with the information provided. I am writing to you to express my concerns and to request that you provide more information.</p> <p>I am concerned about the proposed tower because it is located in a residential area. I am worried that the tower will interfere with the privacy of the residents in the area. I am also worried that the tower will be a distraction for the residents in the area. I am writing to you to request that you provide more information about the tower and its location.</p> <p>I am writing to you to request that you provide more information about the tower and its location. I am writing to you to request that you provide more information about the tower and its location. I am writing to you to request that you provide more information about the tower and its location.</p> |
|                                |                             |  |              | 1 Mar 2021            | <p>Hi David and Denise,</p> <p>Thank you for your email. We are sorry to hear that you are not satisfied with the information provided. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p> <p>We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p> <p>We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove. We are working to provide more information to the residents of Secret Cove.</p>   |



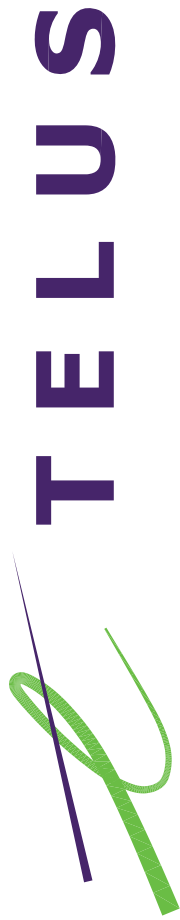








## **Appendix 5: Appendix 5: Revised drawings and Photo-sims**



|                   |   |
|-------------------|---|
| PROJECT NAME:     | NEW SITE – GREENFIELD                       |
| PROJECT TYPE:     | 31m MONOPOLE TOWER & EQUIPMENT INSTALLATION |
| PROJECT SITE No.: | BC106299                                    |
| TOWER OWNER:      | TELUS                                       |
| ADDRESS:          | 10264 SUNSHINE COAST HWY., SECRET COVE, BC  |

| DRAWING INDEX |                             |
|---------------|-----------------------------|
| SHEET         | DRAWING DESCRIPTION         |
| COV.          | TITLE SHEET & SITE KEY PLAN |
| A01           | TOWER PROFILE               |
| A02           | SITE PLAN                   |
| A03           | COMPOUND LAYOUT             |
| A04           | PARTIAL WEST ELEVATION      |
| E01           | ELECTRICAL ROUTING          |



SITE PHOTO

|   |             |           |
|---|-------------|-----------|
|   | ISSUE       | 18 MAR 21 |
| 0 | PRELIMINARY |           |
|   |             |           |
|   |             |           |
|   |             |           |
|   |             |           |

GEOGRAPHIC COORDINATES  
 LATITUDE: N 49.539119°  
 LONGITUDE: W 123.958815°  
 UTILITY – CONTACT

BRITISH COLUMBIA ONE CALL: (BEFORE YOU DIG) 1-800-474-6886

## NOTES:

1. ENSURE ALL ASPECTS OF WORK CONFORM TO TELUS SPECIFICATIONS.
2. CONTRACTOR TO VERIFY NORTH DIRECTION AND REPORT ANY DISCREPANCIES.
3. ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE.
4. READ THESE DRAWINGS IN CONJUNCTION WITH ALL OTHER CONTRACT DOCUMENTS.
5. CONTRACTOR TO VERIFY EXISTING CONDITIONS ON SITE PRIOR TO FABRICATION FOR EXACT FIT. NOTIFY CONSULTANT/ENGINEER REGARDING ANY DISCREPANCIES.
6. DO NOT SCALE DRAWINGS.



**ROEHAMPTON**  
**WEST**  
1112 WEST PENDER ST.  
SUITE 908  
VANCOUVER, BC V6E 2S1  
TEL. (778)300-1233  
VANCOUVER - EDMONTON - CALGARY



DESIGN SPECIFICATION:

- 2 TOWER BASE PLAN VIEW



DESIGN SPECIFICATION:

- 2 TOWER BASE PLAN VIEW

**CLIENT:**

CASRIFER



**ROEHAMPTON**  
**WEST**  
1112 WEST PENDER ST.,  
SUITE 908  
VANCOUVER, BC V6E 2S1  
TEL. (773) 900-1233

**TITLE:**

TOWER PROFILE

PROJECT NAME: NEW SITE - GREENFIELD  
PROJECT NO: RC106299  
DWG. NO: A01

NOTES:

1. SITE PLAN OBTAINED FROM SITE VISIT 23 NOV 2020.
2. ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE.
3. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT:

CARRIER:



|   |    |             |           |      |  |
|---|----|-------------|-----------|------|--|
| 5 |    |             |           |      |  |
| 4 |    |             |           |      |  |
| 3 |    |             |           |      |  |
| 2 |    |             |           |      |  |
| 1 |    |             |           |      |  |
| 0 | LS | PRELIMINARY | 18 MAR 21 | DATE |  |

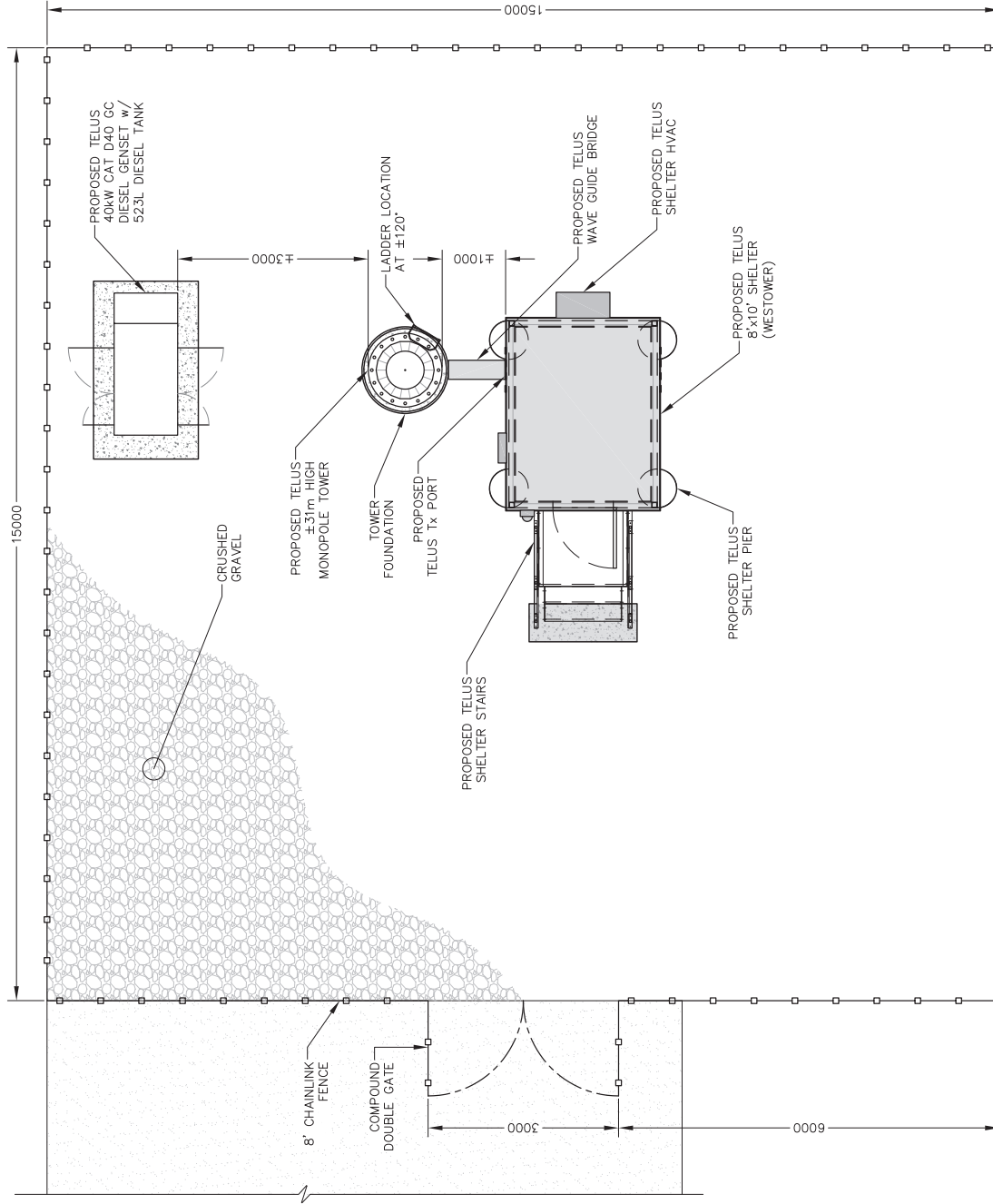
**ROEHAMPTON WEST**  
 1112 WEST PRINCE ST.  
 VANCOUVER, BC V6E 2B1  
 TEL (778) 600-1233  
 VANCOUVER - EDMONTON - CALGARY

|              |  |
|--------------|--|
| LOCATION     | 10264 SUNSHINE COAST HWY., SECRET COVE, BC |
| TITLE        | SITE PLAN                                  |
| PROJECT NAME | NEW SITE - GREENFIELD                      |
| PROJECT NO.  | BC106299                                   |
| DWG. NO.     | A02  |



NOTE:  
 CLEAR VEGETATION AS REQUIRED W/ CROWN LAND & EXISTING TENURE HOLDERS APPROVAL.

1 SITE PLAN



1 COMPOUND LAYOUT

NOTES:

1. SITE PLAN OBTAINED FROM SITE VISIT 23 NOV 2020.
2. COMPOUND LAYOUT SUBJECT TO CHANGE BASED ON FINAL TOWER DESIGN.
3. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT:

CARRIER:



|        |             |             |           |      |  |
|--------|-------------|-------------|-----------|------|--|
| 5      |             |             |           |      |  |
| 4      |             |             |           |      |  |
| 3      |             |             |           |      |  |
| 2      |             |             |           |      |  |
| 1      |             |             |           |      |  |
| 0      | LS          | PRELIMINARY | 18 MAR 21 | DATE |  |
| NO. BY | DESCRIPTION |             |           |      |  |



ROEHAMPTON  
WEST

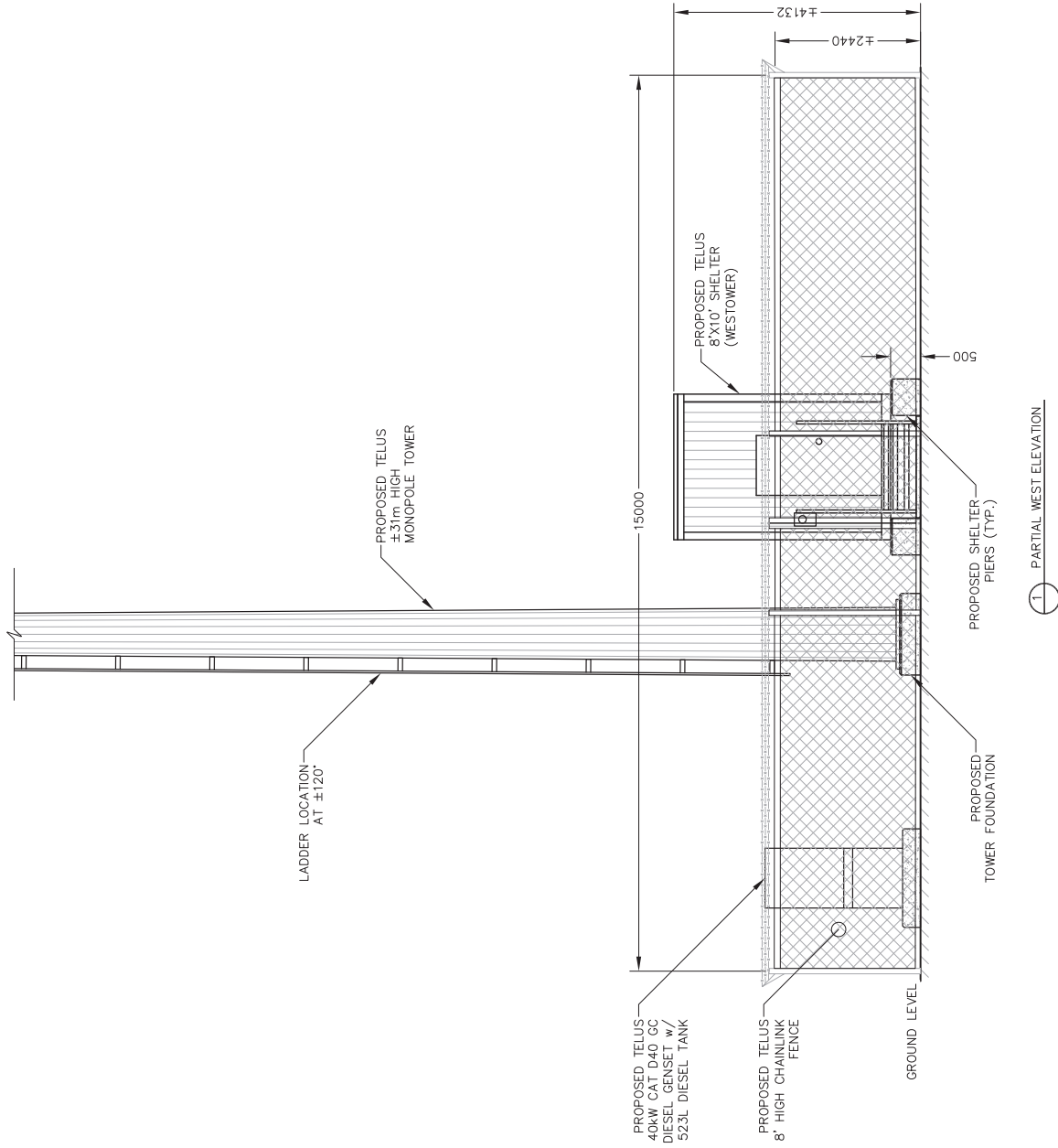
112 WEST PRINCE ST.  
SUITE 2000  
VANCOUVER, BC V6E 2S1  
TEL (778) 600-1233

VANCOUVER - EDMONTON - CALGARY

LOCATION:  
10264 SUNSHINE COAST HWY., SECRET COVE, BC

TITLE  
COMPOUND LAYOUT

|               |                       |             |          |          |     |
|---------------|-----------------------|-------------|----------|----------|-----|
| PROJECT NAME: | NEW SITE - GREENFIELD | PROJECT NO: | BC106299 | DWG. NO: | A03 |
|---------------|-----------------------|-------------|----------|----------|-----|



NOTES:

1. SITE PLAN OBTAINED FROM SITE VISIT 23 NOV 2020.
2. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT:

CARRIER:



|        |             |             |           |      |  |
|--------|-------------|-------------|-----------|------|--|
| 5      |             |             |           |      |  |
| 4      |             |             |           |      |  |
| 3      |             |             |           |      |  |
| 2      |             |             |           |      |  |
| 1      |             |             |           |      |  |
| 0      | LS          | PRELIMINARY | 18 MAR 21 | DATE |  |
| NO. BY | DESCRIPTION |             |           |      |  |

**ROEHAMPTON WEST**  
1112 WEST PENDER ST.  
SUITE 2000  
VANCOUVER, BC V6E 2S1  
TEL (778) 600-1233

|              |  |
|--------------|--|
| LOCATION     | 10264 SUNSHINE COAST HWY., SECRET COVE, BC |
| TITLE        | PARTIAL WEST ELEVATION                     |
| PROJECT NAME | NEW SITE - GREENFIELD                      |
| PROJECT NO.  | BC106299                                   |
| DWG. NO.     | A04  |



NOTES:

1. SITE PLAN OBTAINED FROM SITE VISIT 23 NOV 2020.
2. ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE.
3. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT:

CARRIER:

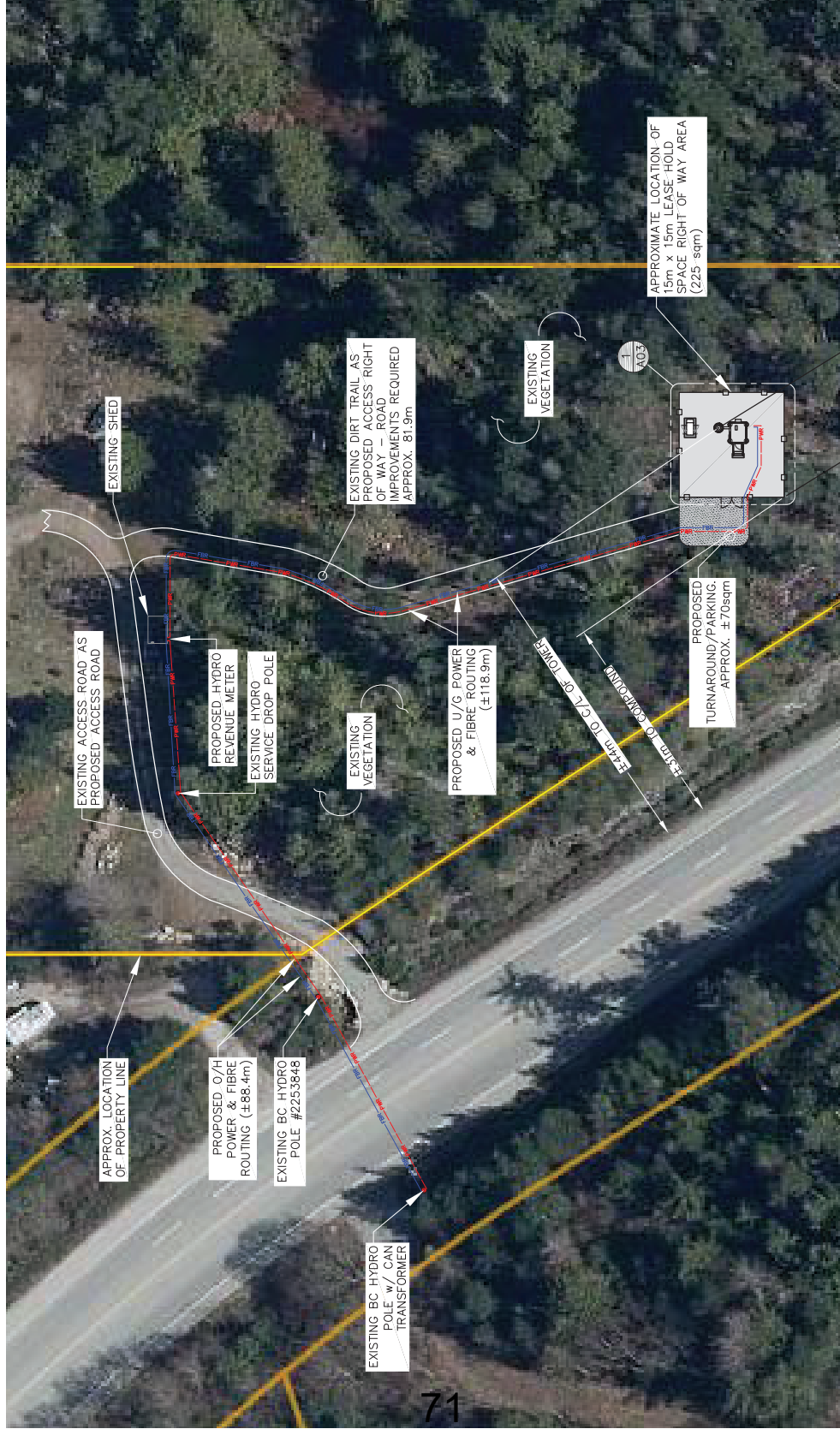


|   |    |             |           |      |  |
|---|----|-------------|-----------|------|--|
| 5 |    |             |           |      |  |
| 4 |    |             |           |      |  |
| 3 |    |             |           |      |  |
| 2 |    |             |           |      |  |
| 1 |    |             |           |      |  |
| 0 | LS | PRELIMINARY | 18 MAR 21 | DATE |  |

|        |             |           |
|--------|-------------|-----------|
| NO. BY | DESCRIPTION | DATE      |
| 0      | PRELIMINARY | 18 MAR 21 |



|              |  |
|--------------|--|
| LOCATION     | 10264 SUNSHINE COAST HWY., SECRET COVE, BC |
| TITLE        | ELECTRICAL ROUTING                         |
| PROJECT NAME | NEW SITE - GREENFIELD                      |
| PROJECT NO.  | BC106299                                   |
| DWG. NO.     | E01  |



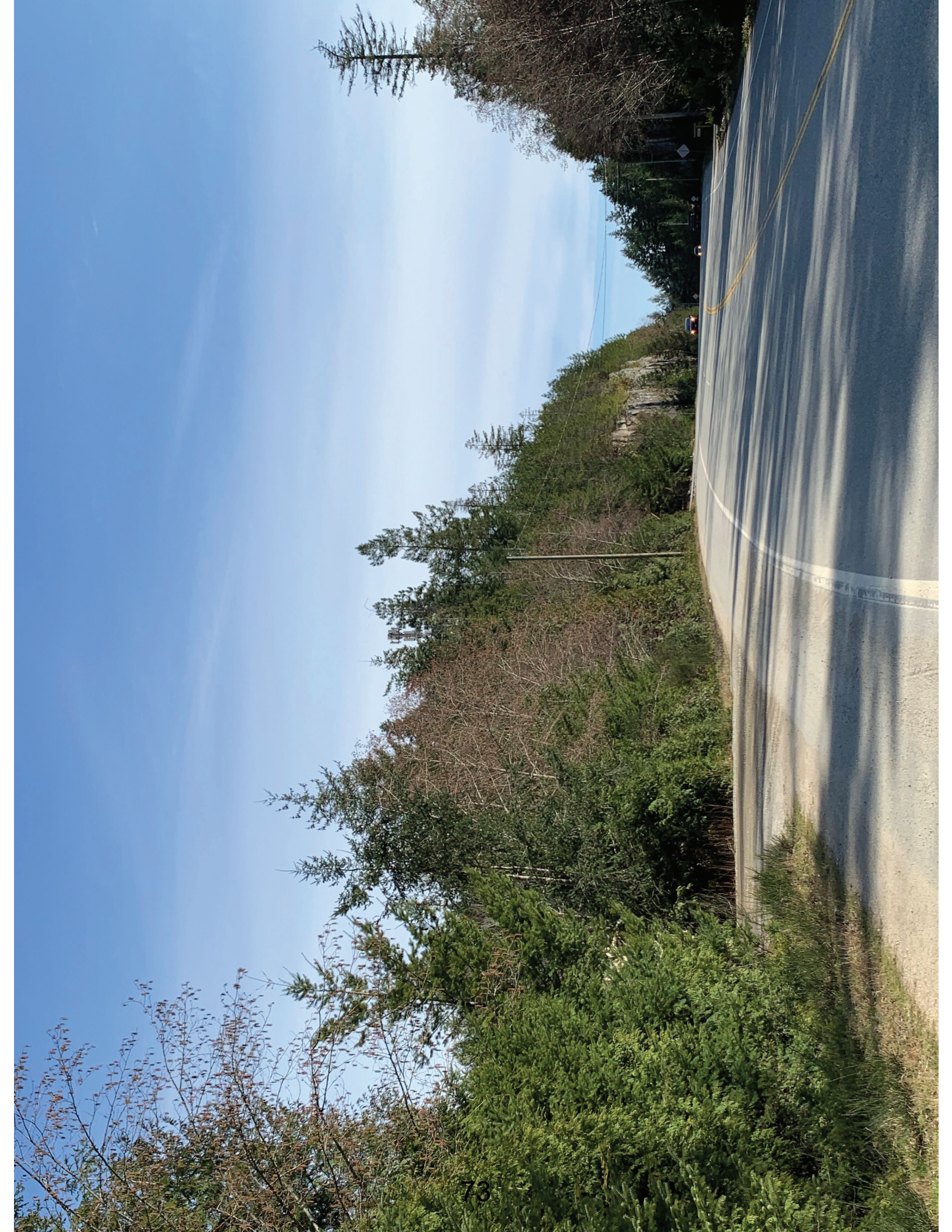
NOTE:  
CLEAR VEGETATION AS REQUIRED W/ CROWN  
LAND & EXISTING TENURE HOLDERS APPROVAL.













## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

**TO:** Corporate and Administrative Services Committee – May 27, 2021

**AUTHOR:** Yuli Siao, Senior Planner

**SUBJECT:** TELUS TELECOMMUNICATION TOWER AT CURRAN ROAD – REQUEST FOR LOCAL GOVERNMENT CONCURRENCE (BC109144-2)

### RECOMMENDATIONS

**THAT** the report titled Telus Telecommunication Tower at Curran Road – Request for Local Government Concurrence (BC109144-2) be received;

**AND THAT** the Sunshine Coast Regional District (SCRD) provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower at Curran Road (Site BC109144-2):

- 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 and Telus address any Shíshálh Nation archaeological or environmental concerns;

**AND FURTHER THAT** the recommendation be forwarded to the May 27, 2021 Regular Board meeting.

### BACKGROUND

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 on a private parcel at 5549 Curran Road in Halfmoon Bay (Site BC109144-2, Figure 1).

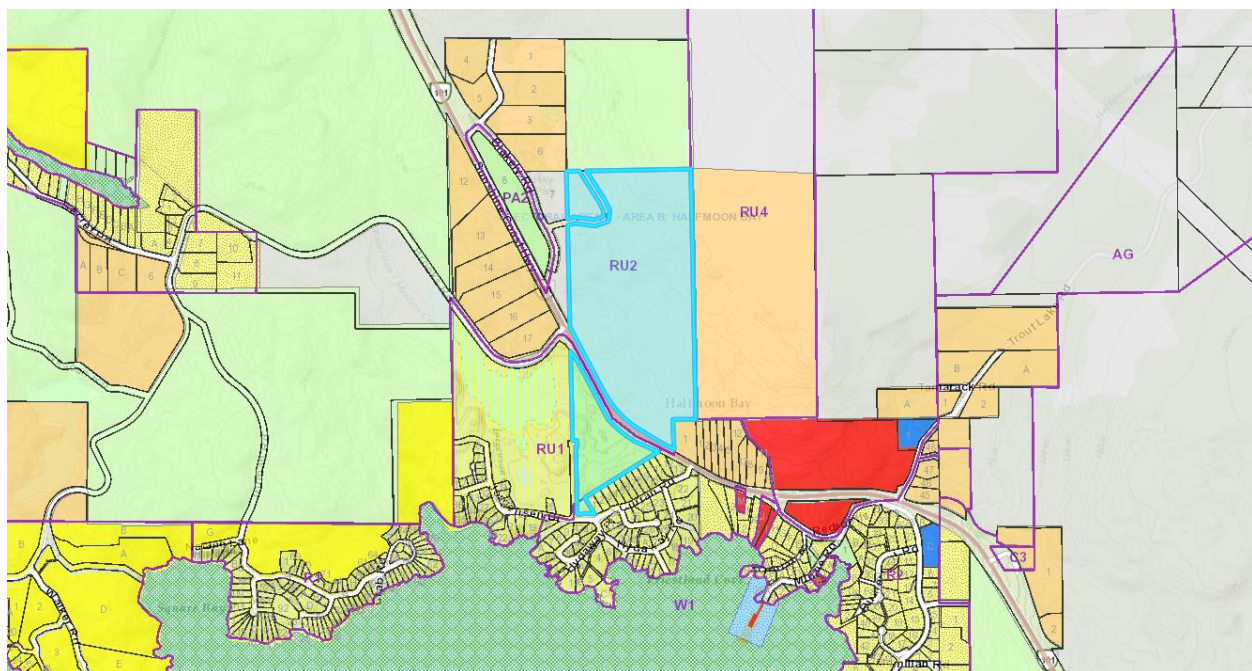
*Figure 1 - Location of subject property*



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 A" and "Resource" in the Halfmoon Bay Official Community Plan, and zoned RU1 (Rural Residential One) and RU2 (Rural Residential Two) in Zoning Bylaw No. 310 (Figure 2). Telecommunication facilities are considered utilities that are permitted in any zone.

Figure 2 - Zoning and OCP Designations



The purpose of the new facility is to improve wireless communication and rural internet services to residents, businesses and tourists in the Halfmoon Bay area and its adjacent segment of the Sunshine Coast Highway. Improved communication capacity in the area is also a benefit to E911 service, Search and Rescue and other emergency response organizations.

The subject property is a large (37-hectare) property that is heavily treed and undeveloped. The proposed location is considered to be appropriate by Telus as the site is comprised of densely forested, undeveloped land and the tower will be well setback from surrounding homes. The nearest home is located approximately 460 m to the west and will not have view of the tower. The tower will be surrounded in all directions by mature trees to screen a portion of the tower.

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

The Halfmoon Bay Advisory Planning Commission has reviewed the tower proposal, and recommends support.

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 (BC109144-2)

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



April 27, 2021

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:        | BC109144-2   |
| Proposed Location: | 5549 CURRAN RD., HALFMOON BAY, BC                                |
| Description:       | 60.0 metre self-support tower / 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 a telecommunication structure to provide improved communications to users along the Sunshine Coast Highway and the community of Halfmoon Bay. Enclosed please find evidence of the TELUS' efforts regarding this public consultation process.

An Information Package was submitted to the SCRD on March 26, 2021 formalizing the initiation of the consultation process for the proposed tower location. Please see **Appendix 1: Information Package**.

On March 22, 2021, eight notification packages were mailed to property owners within a radius of three times the tower height (approx. 190 metres) to advise them of the proposal. Please see **Appendix 2: Affidavit of Notification Package**.

On March 26, 2021 an advertisement ran in the Coast Reporter newspaper, please see **Appendix 3: Newspaper Tear Sheet**.

On April 26, 2021, the consultation period ended. During the consultation period no comments were received.

TELUS looks forward to support from the SCRD to enhance improved services for 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)

March 16, 2021

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: 5549 CURRAN RD., HALFMOON BAY, BC**  
**PID: 004-425-880**  
**Coordinates: N 49.522099°, W 123.915699°**  
**TELUS Site: BC109144-2 – Halfmoon Bay**

---

## 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 Halfmoon Bay area and along the Sunshine Coast Highway.

## Proposed Site

The subject property is located directly off the Sunshine Coast Highway at 5549 Curran Road. This is a large (37 Hectare) property that is heavily treed, undeveloped land. The tower proposed along the eastern property line approximately 500m east of Kyber Road and 750m north of the Sunshine Coast Highway above the community of Halfmoon Bay. Please see **Schedule A: Tower Site Location**.

## Rationale for Site Selection

The proposed facility is strategically proposed at a high elevation, on a ridgeline with good line of site from northwest to southeast. This will provide improved services to homes, business and



the travelling public within the area and along the highway and into the community of Halfmoon Bay.

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 densely forested, undeveloped land and the tower will be well setback from surrounding homes. The nearest home is located approximately 450m to the east and will not have view of the tower. The tower will be surrounded in all directions by mature trees to screen a portion of the tower. From a radio frequency perspective, a site at this central location allows TELUS to improve service as it is near to most homes within the community. TELUS has heard from dozens of residents in the area requesting improved service.

### **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 tower as well as an equipment shelter, genset and propane tank will be fenced in for security purposes. The tower will have up to fifteen antennas and two microwaves.

TELUS has completed preliminary design plans, please see **Schedule B: Preliminary Plans** and a Photo-Simulation, please see **Schedule C**. 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).

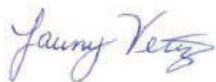
## **Conclusion**

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

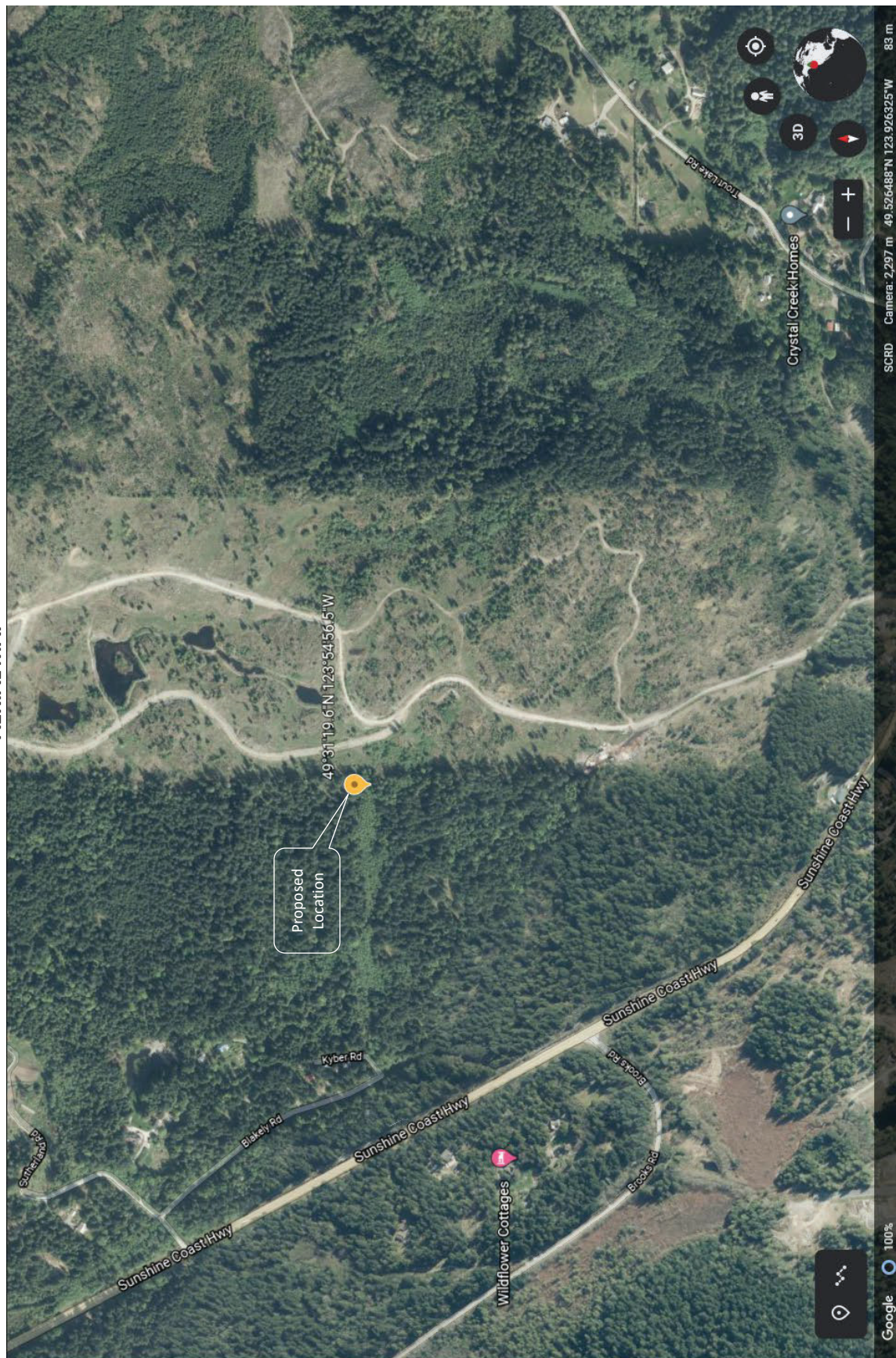


Tawny Verigin  
Manager of Government Affairs

cc: Doug Anastos, Real Estate Manager, TELUS



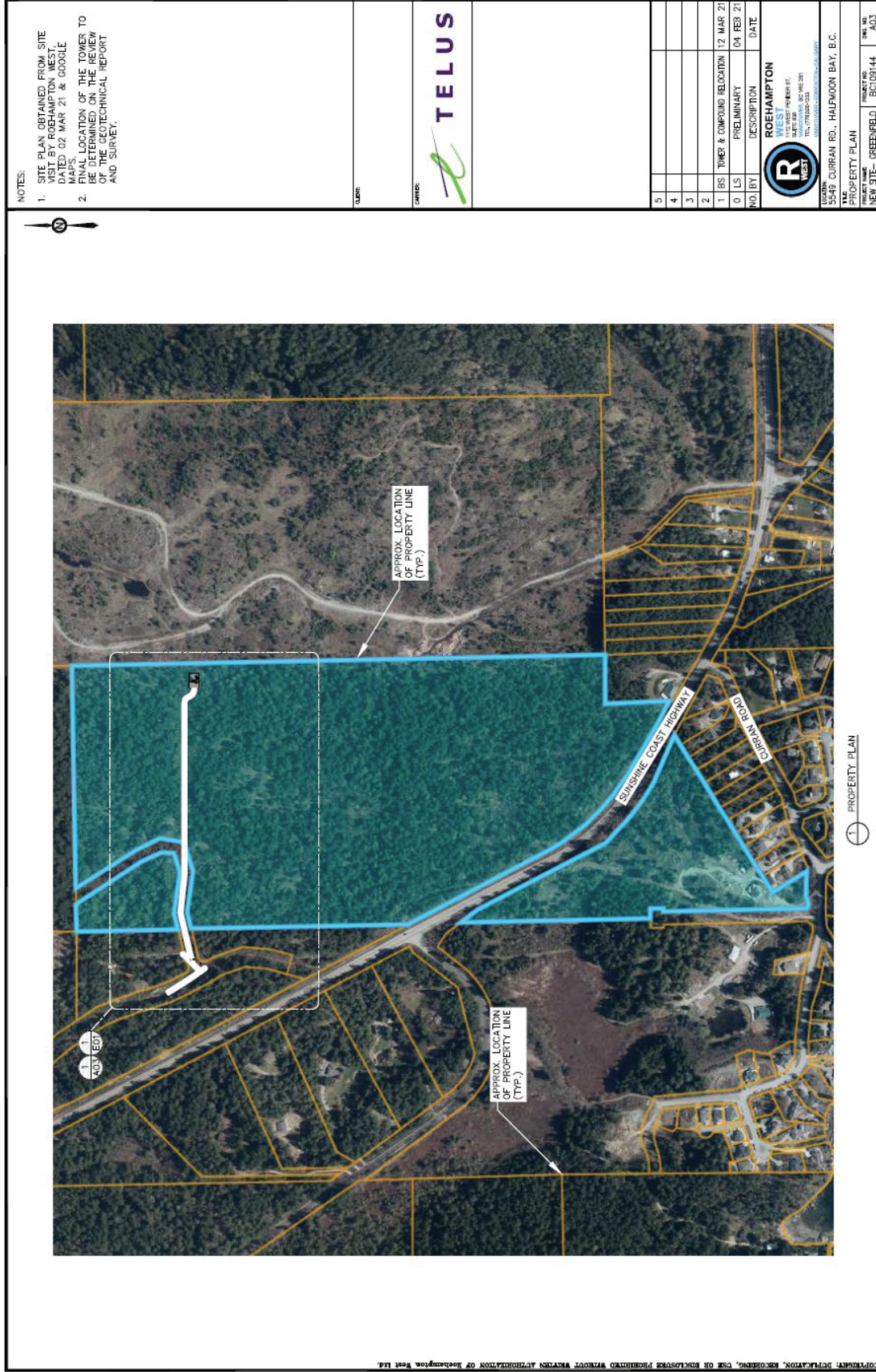
# AERIAL MAP







# PRELIMINARY DESIGN PLANS – PROPERTY PLAN



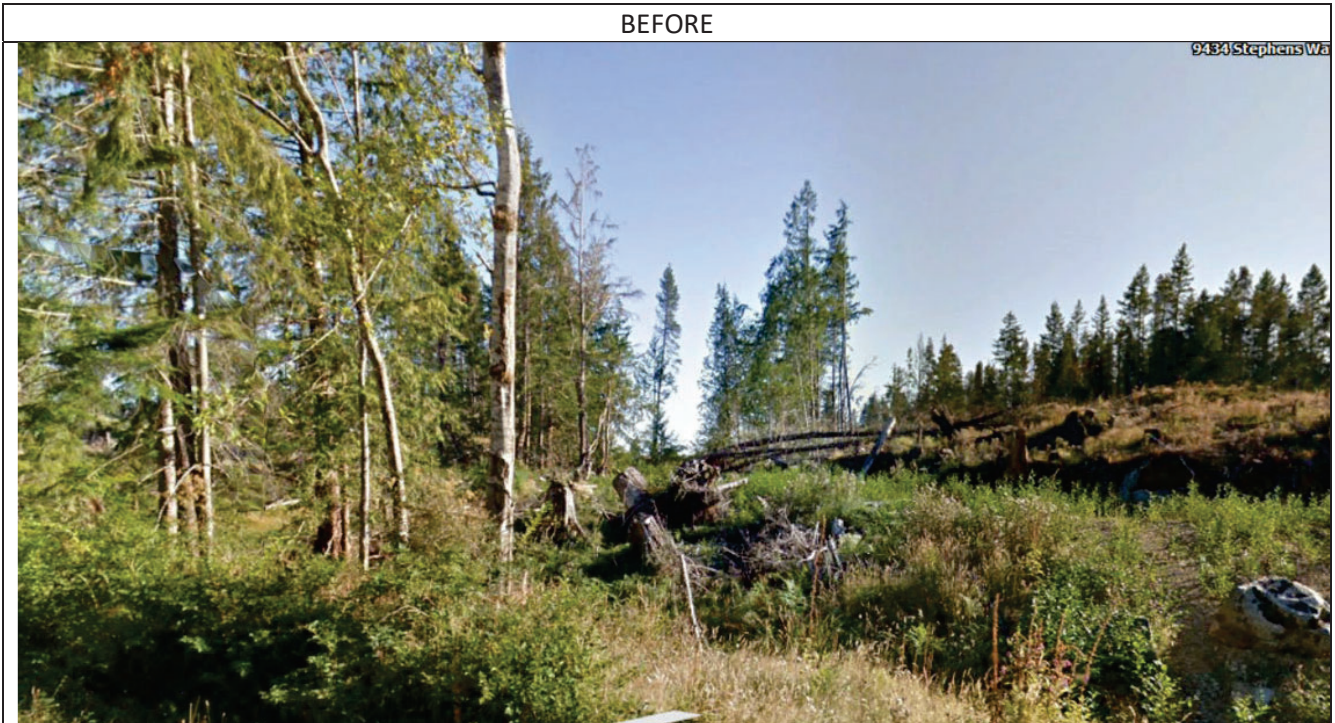






# PHOTO SIMULATION

BEFORE



AFTER



Artist's rendering of proposed facility looking southeast from Stephens Way, approx. 1.25km away.

*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.*

*Proposed design is subject to change based on final engineer plans.*

*The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.*



## **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 March 22, 2021.



---

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 22<sup>nd</sup> day of March 2021.

---

(Commissioner's Signature)

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

---

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

## Appendix A: Notification Letter

Dear Owner/Occupant,

March 22, 2021

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

**Subject:** TELUS Telecommunications Facility Proposal  
**Address:** 5549 CURRAN RD., HALFMOON BAY, BC  
**PID:** 004-425-880  
**Coordinates:** N 49.522099°, W 123.915699°  
**TELUS Site:** BC109144-2 – Halfmoon Bay

#### **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. The proposed location described in this letter is an alternative location to a previous proposal reviewed by the SCRD in February 2021. After receiving feedback from the SCRD Advisory Planning Committee, TELUS has moved the location an addition 555m north to further set the structure back from the highway. The tower is now set back 575m east, and 780m north, upslope of the highway and community of Halfmoon Bay. The subject property is located directly off the Sunshine Coast Highway at 5549 Curran Road. This is a large (37ha) property that is heavily treed, undeveloped land.

TELUS proposes to install a 60.0m self-support tower, inclusive of a 3.0m lightning rod installed at the top of the tower with not lighting on the tower. The fenced equipment compound will enclose an equipment shelter, generator and propane tank. 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 April 26, 2021.

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 on a private property directly off the Sunshine Coast Highway at 5549 Curran Road at the coordinates N 49.522099°, W 123.915699°. This is a large (37ha) property that is heavily treed, undeveloped land. The tower will be setback from the Sunshine Coast Hwy by approximately 800m. 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. Visibility of the tower from street level will be minimal given the tree cover in the area. That said, there will be various locations from throughout the community that the tower may be visible above the treeline. We have provided a photo-rendering from Stephens Way, about 1.25 kilometres away, whereby the top of the structure will be visible.

#### *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 new access through the property. 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 has been reviewed by Transport Canada and will not require lighting or aeronautical markings.

#### *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.



COMMENT SHEET  
TELUS TELECOMMUNICATIONS FACILITY PROPOSAL  
ADDRESS: 5549 CURRAN RD., HALFMOON BAY, BC  
PID: 004-425-880  
COORDINATES: N 49.522099°, W 123.915699°  
TELUS SITE: BC109144-2 – HALFMOON BAY

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 April 26, 2021.

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  
Email: [publicconsultation@cypresslandservices.com](mailto:publicconsultation@cypresslandservices.com)  
*Thank you for your input.*

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

302958 BC LTD  
C/O ROBERT TROUSDELL  
9225 HYDAWAY RD RR 2  
HALFMOON BAY BC V0N 1Y2

OCCUPANT  
5549 CURRAN RD  
HALFMOON BAY BC V0N 1Y2

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

1040353 BC LTD  
2535-3700 NO. 3 RD  
RICHMOND BC V6X 3X2

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

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

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

BC109144-2  
TOTAL - 8

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

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

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

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

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

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

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

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

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

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



## Appendix C: Envelope



**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**

5520 Legal/Public Notices

5520 Legal/Public Notices

5520 Legal/Public Notices



**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 site consisting of 63.0 metre self-support tower and ancillary radio equipment in order to improve wireless services to Halfmoon Bay and the surrounding areas. The tower is proposed to be located approx. 800 m north of the intersection of Curran Rd. and Sunshine Coast Hwy.

**Tower Location:** 5549 CURRAN RD., HALFMOON BAY, BC (PID: 004-425-880)  
**Coordinates:** N 49.522099°, W 123.915699°

**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

The public is welcome to comment on the proposal by the end of the day on April 26, 2021 respect to this matter.

TELUS File: BC109144-2 – Halfmoon Bay

**Location Map**



6560 Houses For Rent

6560 Houses For Rent

6045 Mobile/Manufactured Homes

# HOLYWELL PROPERTIES

VIDEO SHOWINGS AVAILABLE!

View pictures online at:  
[www.holywell.ca](http://www.holywell.ca)



## SECHLT:

2 bedroom suite West Sechelt.  
Available Apr. 1st. \$1750/m.

We have quality tenants searching for quality homes. Contact us today for a free rental assessment.

PO Box 187 • #201 - 5760 Teredo St.  
Sechelt BC V0N 3A0

ph: 604-885-3460 • email: info@hollywell.ca

View all of our current listings at: [www.holywell.ca](http://www.holywell.ca)

## BOOK YOUR AD 24/7

on our **SELF-SERVE WEBSITE!**  
[www.coastreporter.net](http://www.coastreporter.net)

click "classifieds/submit an ad"  
and follow the prompts

Deadline is Tuesday by 4pm (online only)

For any queries or help placing your online ad,  
call the Customer Service Department

**1-866-610-4517**

Available Monday to Friday, 9am to 4pm



**BE KIND TO THE EARTH**  
DO YOUR PART...✓ REDUCE ✓ REUSE ✓ RECYCLE

6045 Mobile/Manufactured Homes

## NEW HOMES

We will beat  
any price from  
competitor on  
any new home

WENDY  
604.883.0234

6560 Houses For Rent

## RENTALS ARE 2 FOR 1!

Book your private party,  
prepaid rental classified  
ad and receive the  
2nd week FREE!  
Contact Shelley  
classified@coastreporter.net  
or use our self-serve website:  
[www.coastreporter.net](http://www.coastreporter.net)

6045 Mobile/Manufactured Homes

## USED HOMES

From \$8,900  
CSA Approved

WENDY  
604.883.0234

Please give to the  
**FOOD BANK**  
Salvation Army Food Bank 604-886-3665  
Sechelt Food Bank 604-885-5881, ext. #240

## Trying to sell your home?

FOR SALE BY OWNER



YOUR ADDRESS & PHONE NUMBER  
Beautifully landscaped, great view, large double garage, five year old house. Bright, spacious kitchen, six appliances, three bedrooms, large living room and den, two baths. Steps to shopping, school and beach. Phone for appointment.

Give YOUR HOME FOR SALE a professional look with a 1 column x 3" picture ad in the "Homes For Sale" section of Coast Reporter's classifieds.  
(Owner must provide a picture of property.)

Advertise for four weeks for only

**\$98<sup>50</sup> +GST**

Colour ad for only \$134.50 +GST for four weeks

**APPLIES TO PRIVATE PARTIES ONLY - NO EXCEPTIONS.**

Based on four consecutive weeks. One property per ad. One change per run allowed.

Additional changes are subject to a service charge. Deadline is Monday 5pm.

Call Shelley today to book your 'FOR SALE BY OWNER' picture ad.



Phone: 604-885-4811, ext. 260 Fax: 604-885-4818  
Email: classified@coastreporter.net • 5485 Wharf Rd, Sechelt

6962 Storage

6962 Storage

## Belmar Self Storage



5631 Inlet Ave.  
in Downtown Sechelt  
Best Rates in Town

Phone Holywell Properties:

**604.885.3460**

[www.belmarselfstorage.com](http://www.belmarselfstorage.com)

6975 Wanted To Rent

**LONG TERM** Coast family of four desperately seeking house for immediate, April 1 or May 1. Four adults, one 83 year old senior with health issues, one 62 year old man with health issues, one 24 year old special needs young man and myself, 56 year old who takes care of them all; plus one female, mature outdoor cat. Excellent references, excellent credit and steady income. Our current landlords wish to take back their house. An extreme emergency situation as I can't let my 83 year old mother become homeless. Will take anything suitable. \$2,600mo. but if need be can go as high as \$3,000mo. Thank you. Please call Sheri 604-885-0425.

**LOOKING TO** rent a house basement suite or apartment in Gibsons or area. Call 604-399-9815 or 604-741-4360.

8130 Fencing

**CEDAR FENCING**  
Custom and pre-fab  
Professional, precise  
and reliable!  
604-740-0572

9145 Domestic Cars

1992 **BUICK** Roadmaster Classic, good condition, second owner, 80,000 miles dark blue leather interior, \$5,000 obo. 604-886-3013.



**2002 T-Bird Convertible**  
Classic, V8 auto, A/C, P/W, airbags, P/B, power seats, 58,000 kms! Immaculate condition. Original owner.

**\$22,900**

604-740-6743

## AD DEADLINES

our display ads  
deadline is  
(forward section, non-classified)

**Tuesday @ Noon\***

for Friday's edition

[sales@coastreporter.net](mailto:sales@coastreporter.net)

our classified  
display ads  
deadlines are

**Monday @ 5pm\***

(proof provided)

**Tuesday @ Noon\***

(proof NOT provided)

for Friday's edition

[classified@coastreporter.net](mailto:classified@coastreporter.net)

our classified line  
ads deadline is

**Wednesday @ 3pm\***

for Friday's edition

[classified@coastreporter.net](mailto:classified@coastreporter.net)

(\*NO EXCEPTIONS)

**CoastReporter**  
VOICE OF THE SUNSHINE COAST

Ph: 604-885-4811

Fax: 604-885-4818

## ADD COLOUR

For only \$3/column inch, you can  
make your ad burst with COLOUR!!

\*\*Applies to display ads only. Sorry, this feature is  
not available on our online self-serve website.\*\*

Contact Shelley: 604-885-4811, ext. 260

[classified@coastreporter.net](mailto:classified@coastreporter.net)



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

**TO:** Corporate and Administrative Services Committee – May 27, 2021

**AUTHOR:** Yuli Siao, Senior Planner

**SUBJECT:** TELUS TELECOMMUNICATION TOWER RUBY LAKE – REQUEST FOR LOCAL GOVERNMENT CONCURRENCE (BC106303)

### RECOMMENDATIONS

**THAT** the report titled Telus Telecommunication Tower Ruby Lake – Request for Local Government Concurrence (BC106303) be received;

**AND THAT** the Sunshine Coast Regional District (SCRD) provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower at either the BC109303 (15344 Sunshine Coast Hwy) site or the BC109303-2 (Laverock Road) Site:

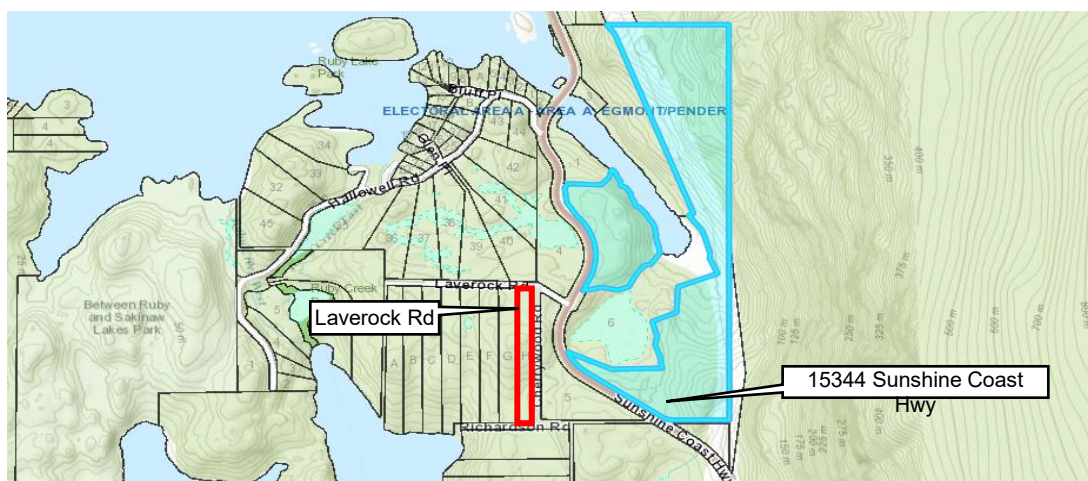
- a. Telus has satisfactorily completed consultation with the SCRD; and
- b. SCRD concurs with Telus's proposal to construct the wireless telecommunication facility provided it is constructed substantially in accordance with the submitted plans and Telus address any Shíshálh Nation archaeological or environmental concerns;

**AND FURTHER THAT** the recommendation be forwarded to the May 27, 2021 Regular Board meeting.

### BACKGROUND

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 on a private property at either 15344 Sunshine Coast Highway or on Laverock Road in Pender Harbour (Figure 1).

*Figure 1 - Location of subject properties*





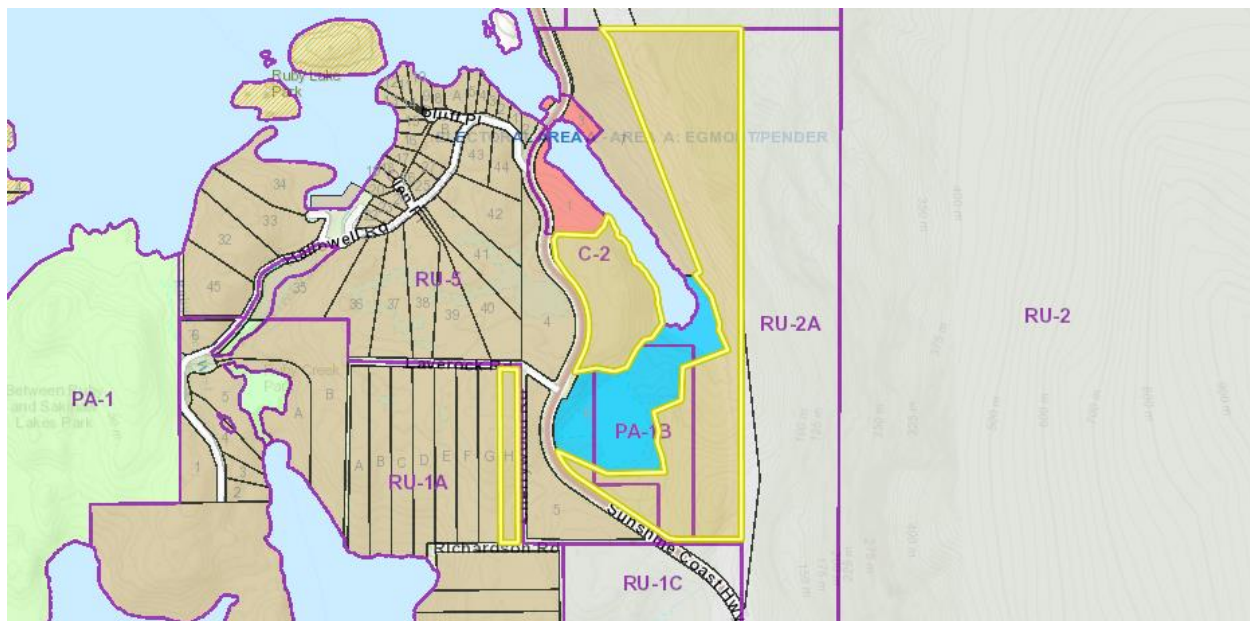
While approval of telecommunication facilities rests exclusively within the jurisdiction of the federal agency Innovation, Science and Economic Development Canada (ISED), the agency requires proponents of such facilities to consult with local governments and the general public.

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 BC109303 (15344 Sunshine Coast Hwy) site, also known as the Ruby Lake Resort, is designated "Rural Residential A" and "Public Use and Utilities" in the Egmont / Pender Harbour Official Community Plan, and zoned C2, RU5 and PA1B in Zoning Bylaw No. 337 (Figure 2).

The BC109303-2 (Laverock Road) site is designated "Rural Residential A" in the Egmont / Pender Harbour Official Community Plan, and zoned RU1A (Rural One A) in Zoning Bylaw No. 337. Telecommunication facilities are considered utilities that are permitted in any zone.

Figure 2 - Zoning and OCP Designations



The purpose of the new facility is to improve wireless communication and rural internet services to residents, businesses and tourists in the Ruby Lake area as well as adjacent areas along the Sunshine Coast Highway. Improved communication capacity in the area is also a benefit to E911 service, Search and Rescue and other emergency response organizations.

The sites are within about 500 m from each other. Both sites are situated close to the Sunshine Coast Highway, and are considered by Telus to be appropriate from a radio frequency perspective and because both sites are comprised of densely forested, undeveloped lands and the surrounding trees screen most of the lower portion of the tower.

Telus has conducted the required consultation with the public for both locations. Most responders are supportive of improved wireless service in the area. Concerns for the Ruby Lake Resort site focus on visibility of the structure at the entrance to the Iris Griffith Centre and concerns for the Laverock Road site focus on proximity and visibility of the tower to adjacent residences.

Among the 55 respondents, 24 indicate preference for the Ruby Lake Resort site and 17 for the Laverock Road site while the balance of respondents indicate no preference. While the Ruby Lake Resort site is adjacent to the driveway entrance to the Iris Griffith Centre, it is about 300 m away from the Centre and farther away from more existing residences than the Laverock Road site.

The Egmont / Pender Harbour Advisory Planning Commission has reviewed both tower proposals, and recommends approval of the Ruby Lake Resort site and denial of the Laverock Road site.

Options for moving the site further south were also proposed through the public consultation. Telus has determined that moving the site further south will reduce service coverage near the Ruby Lake area.

Based on the above discussion, staff consider that both locations are appropriate from a land use perspective and consistent with SCRD policies, and recommend providing concurrence to ISED regarding either proposal.

#### **ATTACHMENTS**

Attachment A – Telus Telecommunication Facility Proposal and Request for Concurrence (BC106303, 106303-2)

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



April 21, 2021

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:        | BC106303-2  |
| Proposed Location: | <p>1. <b>TELUS Site: BC106303 - Sunshine Coast Hwy</b><br/> <b>Address: 15344 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1</b><br/> <b>PID: 015-865-789</b><br/> <b>Coordinates: Lat. 49.703740/ Long. -123.964592</b></p> <p><b>OR</b></p> <p>2. <b>TELUS Site: BC106303-2 - Sunshine Coast Hwy</b><br/> <b>Address: Laverock Rd, SCRD, BC (No Municipal Address)</b><br/> <b>PID: 011-984-236</b><br/> <b>Coordinates: N 49.70645°, W 123.96935°</b></p> |
| Description:       | 63-metre self-support tower / 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 installation in the above noted subject line. TELUS is respectfully requesting, from the SCRD Board, concurrence for the proposal to build a telecommunication structure to provide improved communications to users along the Sunshine Coast Highway and the communities of Ruby Lake and Sakinaw Lake. Enclosed please find evidence of the TELUS' efforts regarding this public consultation process.

During the consultation TELUS proposed two different tower locations. The first location raised some concerns from members of the public and the Area A APC members. As such, TELUS proposed an alternate location in the immediate area on a separate property. **TELUS is prepared to build either tower options at the direction of the SCRD Board.** The two tower location options are as follows:



1. **TELUS Site: BC106303 - Sunshine Coast Hwy**  
**Address: Ruby Lake Resort, 15344 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1**  
**PID: 015-865-789**  
**Coordinates: Lat. 49.703740/ Long. -123.964592**

OR

2. **TELUS Site: BC106303-2 - Sunshine Coast Hwy**  
**Address: Laverock Rd, SCR D, BC (No Municipal Address)**  
**PID: 011-984-236**  
**Coordinates: N 49.70645°, W 123.96935°**

Regarding the 1<sup>st</sup> proposed location at Ruby lake Resort, on December 9, 2020 an Information Package was submitted to the SCR D formalizing the initiation of the consultation process. Please see **Appendix 1: Information Package**.

On January 7, 2021, 12 notification packages were mailed to property owners within a radius of three times the tower height (approx. 190 metres) to advise them of the proposal. Please see **Appendix 2: Affidavit of Notification Package**.

On January 15, 2021 an advertisement ran in the Coast Reporter newspaper, please see **Appendix 3: Newspaper Tear Sheet**.

TELUS presented Option 1 to the Electoral Area A (Egmont / Pender Harbour) APC and as a result of their comments, chose to investigate properties for an alternative site due to concerns expressed from APC members regarding potential visibility of the structure at the entrance to the Iris Griffith Centre.

After securing a new location, on February 16, 2021, an Information Package was submitted to the SCR D formalizing the initiation of the consultation process for the second proposed tower location. Please see **Appendix 4: Information Package 2<sup>nd</sup> Location**.

On February 26, 2021, 12 notification packages were mailed to property owners within a radius of three times the tower height (approx. 190 metres) to advise them of the proposal. Please see **Appendix 5: Affidavit of Notification Package 2<sup>nd</sup> Location**.

On March 5, 2021 an advertisement ran in the Coast Reporter newspaper, please see **Appendix 6: Newspaper Tear Sheet 2<sup>nd</sup> Location**.

On April 6, 2021, the consultation period ended. During the consultation periods for both tower locations, a total of 55 comments were received. Most responders were supportive of improved wireless services. Concerns expressed for site option one focussed on visibility of the structure at the entrance to the Iris Griffith Centre and concerned expressed for option two focussed on proximity/visibility of the tower to residential homes immediate adjacent. Of the 55 respondents, 24 indicated preference for option one at the Nature Centre and 17 preferred Option two while the balance of respondents did not offer a preference.

There are a couple do points that are worth noting. APC members and some members of the public did inquire if the tower could be relocated to another option. Options offered focussed on moving the site further south (highway works/gravel yard). Unfortunately moving the site further south reducing improvements near the Ruby Lake resort add areas north which would leave the area with less reliable

service. A visibility analysis was conducted by TELUS with the assistance of the two homeowners on Laverock Road to determine the visibility of the tower at the option two site. It was determined that the tower would be visible from both homes as the tower is above the treeline and within 100m of both homes.

For a complete review of all comments please see **Appendix 7: Comments and Responses Tracker**.

TELUS is committed to providing reliable wireless service to this area of the Sunshine Coast. TELUS looks forward to support from the SCRD for one of the two options proposed in order to enhance wireless services to the community, please find in **Appendix 8: 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', is positioned above the printed name and title.

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)

December 9, 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:** 15344 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1  
**PID:** 015-865-789  
**Coordinates:** Lat. 49.703740/ Long. -123.964592  
**TELUS Site:** BC106303 - Sunshine Coast Hwy

---

## 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 Ruby Lake area and along the Sunshine Coast Highway.

## Proposed Site

The subject property is located at 15344 Sunshine Coast Highway, Madeira Park and is located approximately one kilometre from the south end of Ruby Lake within Electoral Area A (Egmont / Pender Harbour). The subject property consists of The Ruby Lake Resort. 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 and the tower will 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 tower as well as an equipment shelter, genset and propane tank will be fenced in for security purposes. The tower will have up to twelve antennas and two microwaves.

TELUS has completed preliminary design plans, please see **Schedule B: Preliminary Plans** and a Photo-Simulation, please see **Schedule C**. 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

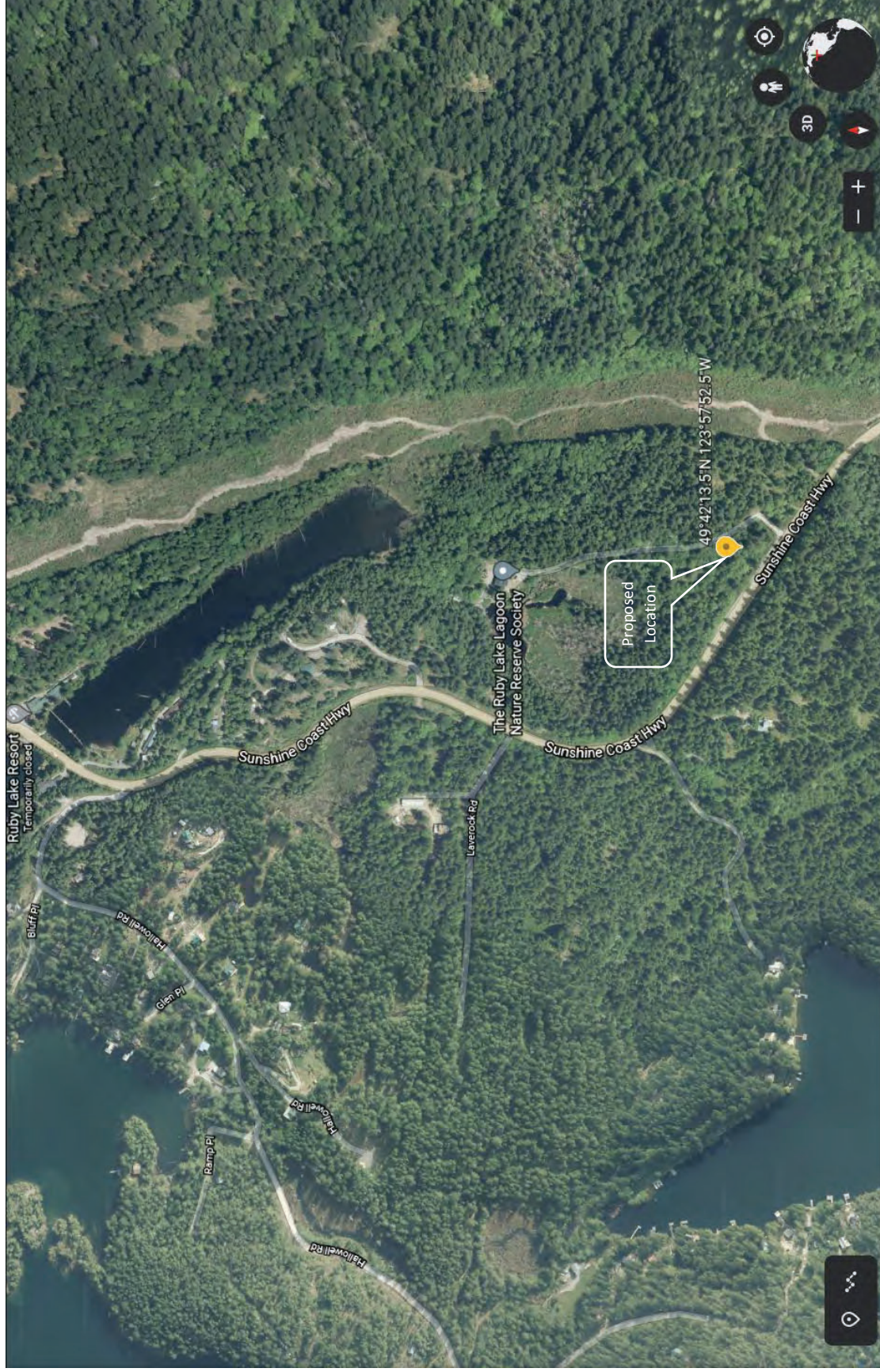


Tawny Verigin  
Manager of Government Affairs

cc: Doug Anastos, Real Estate Manager, TELUS

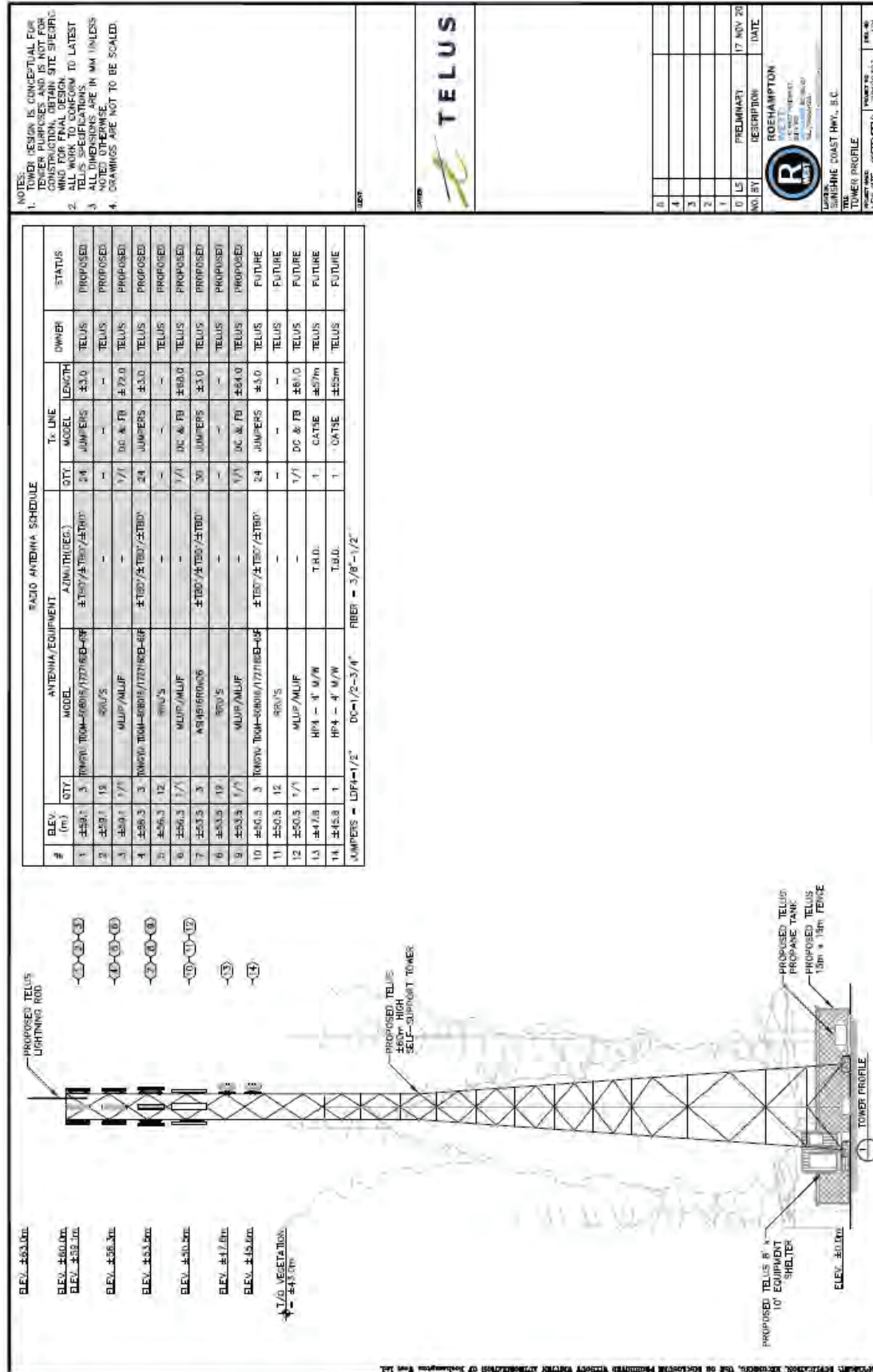


**SCHEDULE A  
TOWER SITE LOCATION**



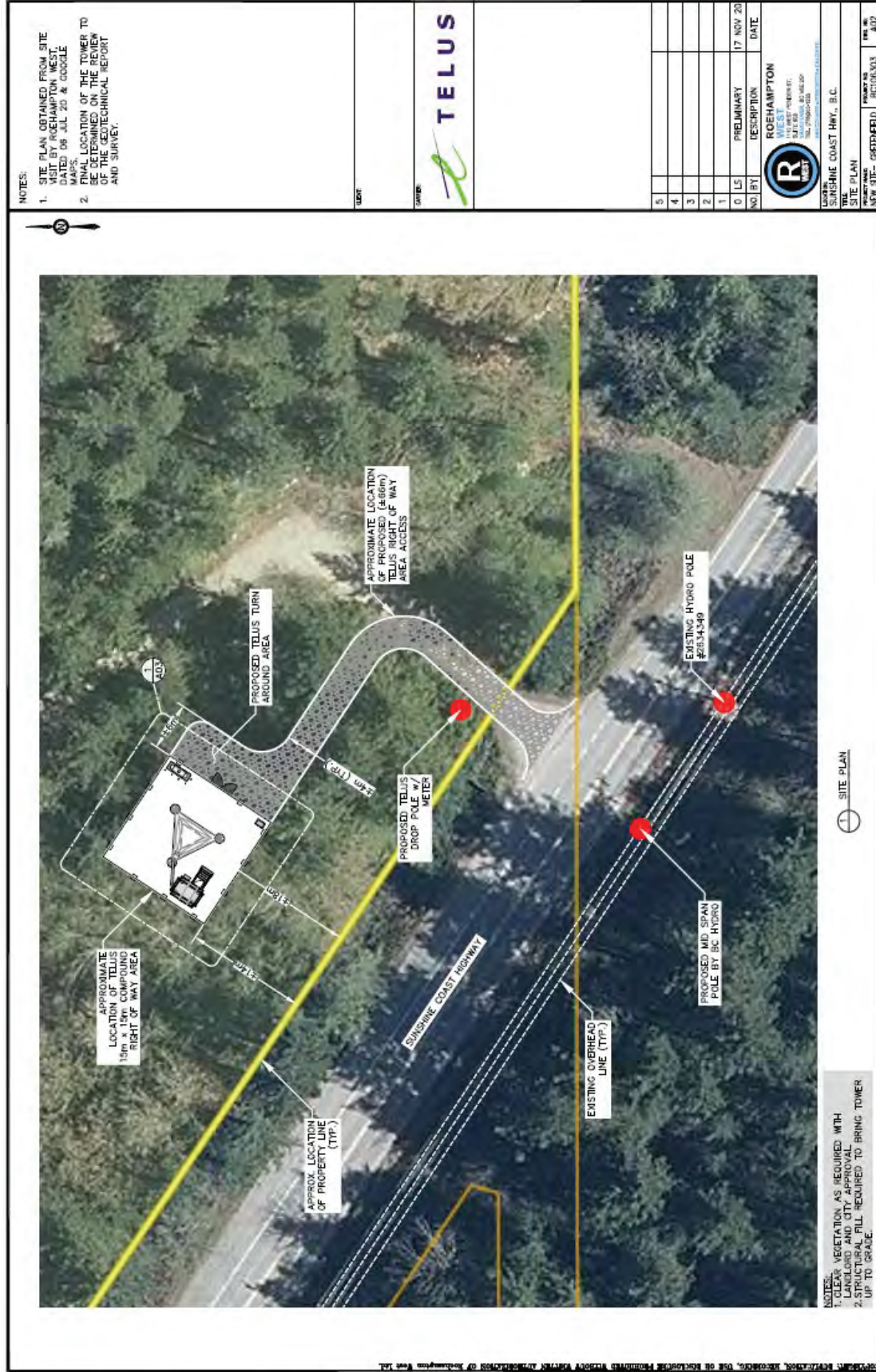


# SCHEDULE B PRELIMINARY DESIGN PLANS – TOWER PROFILE

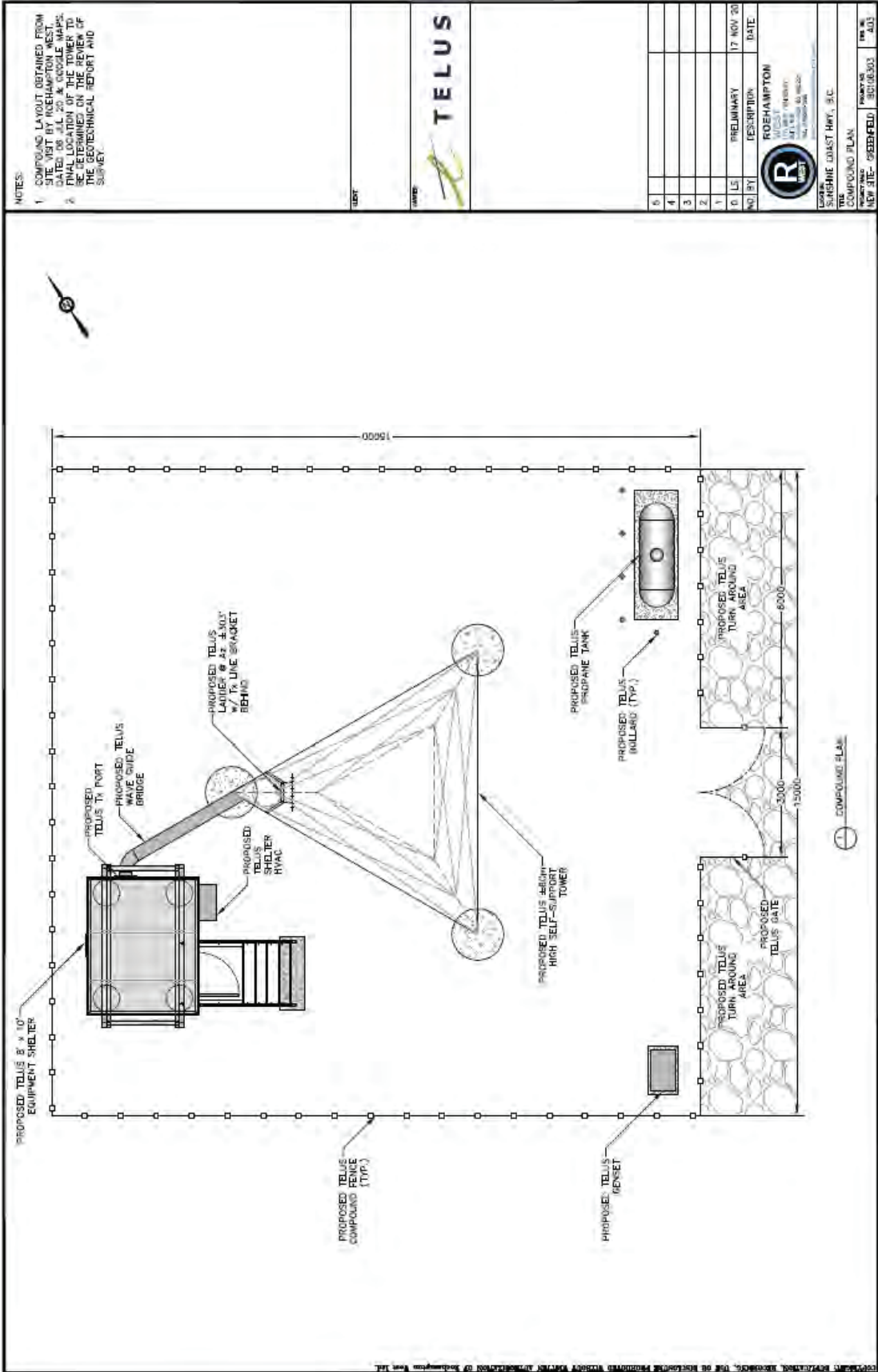




# SCHEDULE B PRELIMINARY DESIGN PLANS – SITE PLAN



## SCHEDULE B





**SCHEDULE C  
PHOTO SIMULATION**

**BEFORE**



**AFTER**



**Artist's rendering of proposed facility.**

*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.*

*Proposed design is subject to change based on final engineer plans*

*The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.*

#### **Appendix 4: Information Package 2<sup>nd</sup> Location**



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)

February 16, 2021

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: Laverock Rd, SCRD, BC (No Municipal Address)**  
**PID: 011-984-236**  
**Coordinates: N 49.70645°, W 123.96935°**  
**TELUS Site: BC106303-2 - Sunshine Coast Hwy**

---

## 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 is an alternative location to a previous proposal in response to feedback received at the from the public and at the January 27th, 2021 SCRD Land Use Committee meeting. The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake area and along the Sunshine Coast Highway.

## Proposed Site

The subject property is on Laverock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Sakinaw Lake, within the SCRD Electoral Area A (Egmont / Pender Harbour), BC (No Municipal Address, PID: 011-984-236). The subject property consists of densely forested, undeveloped land. Please see **Schedule A: Tower Site Location**.

## **Rationale for Site Selection**

The proposed facility is an alternative location to a previous proposal in response to feedback received by SCRD Land Use Committee meeting. The proposed facility is in response to a previous proposal located at the Ruby Lake Resort, 15344 Sunshine Coast Hwy, Ruby Lake, BC (PID: 015-865-789), Coordinates: Lat. 49.703740/ Long. -123.964592.

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 densely forested, undeveloped land and the tower will 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. TELUS has heard from dozens of residents in the area requesting improved service.

## **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 tower as well as an equipment shelter, genset and propane tank will be fenced in for security purposes. The tower will have up to twelve antennas and two microwaves.

TELUS has completed preliminary design plans, please see **Schedule B: Preliminary Plans** and a Photo-Simulation, please see **Schedule C**. 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

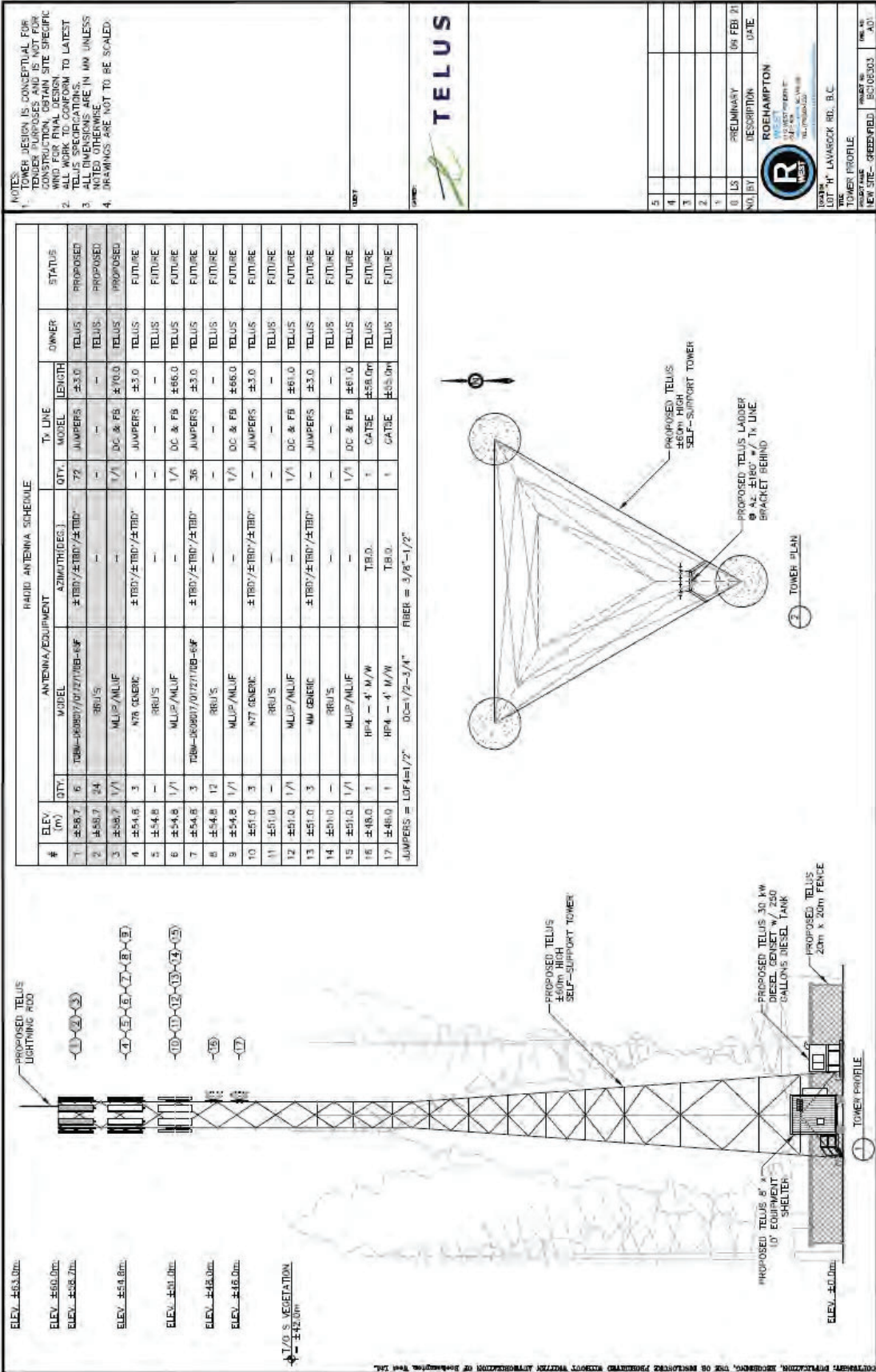
cc: Doug Anastos, Real Estate Manager, TELUS

# SCHEDULE A TOWER SITE LOCATION





## SCHEDULE B



# SCHEDULE B PRELIMINARY DESIGN PLANS – PROPERTY PLAN

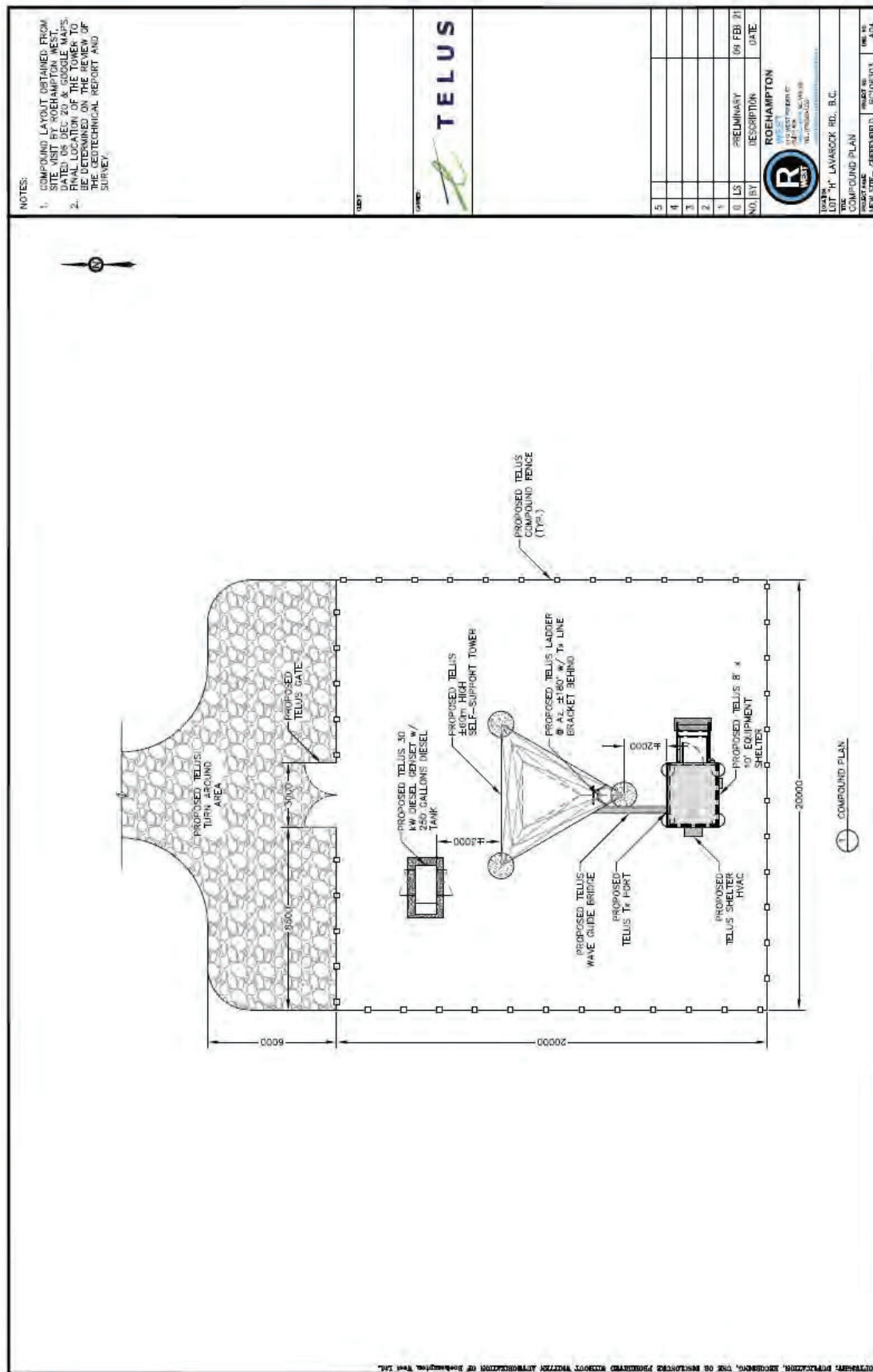




## SCHEDULE B



# SCHEDULE B PRELIMINARY DESIGN PLANS – SITE PLANS





**SCHEDULE C  
PHOTO SIMULATION**

**BEFORE**



**AFTER**



Artist's rendering of proposed facility.

*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.*

*Proposed design is subject to change based on final engineer plans*

*The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.*

## **Appendix 7: Comments and Responses Tracker**





| Comments & Responses Tracker   |                 |  |       |                       |   |                     |                                 |   |                                 |                    |
|--|-----------------|--|-------|-----------------------|---|---------------------|---------------------------------|---|---------------------------------|--------------------|
| 8 CUB98  |                 |  |       |                       |   |                     |                                 |   |                                 |                    |
| Name of Resident   | Address         | Email  | Phone | Date Message Received | Email, Comment Sheet or Message   | Comment or Question | Support / non-support / neutral | Preferred Location  | Response to Comment or Question | Date Response Sent |
| Celine Jochenberg & The Pender Harbour Wildlife Society Board of Directors |                 | <a href="mailto:telus@penderharbour.ca">telus@penderharbour.ca</a><br><a href="mailto:wildlife.com@penderharbour.ca">wildlife.com@penderharbour.ca</a><br><a href="mailto:log@penderharbour.ca">log@penderharbour.ca</a> |       | 28 Jan email          | To: Twany Verigin-Gibby, land services<br><br>Regarding TELUS FILE CUB98-303, Notice of proposed Telus Communications Inc. Telecommunications Facility<br><br>The Pender Harbour Wildlife Society celebrated 40 years in 2020. We are a local naturalist group who have members of all ages with a variety of backgrounds and interests. We are concerned about a disguised advert and faint map that appeared in the back pages of the local paper on January 15th. We are writing this as a preliminary letter to enquire about the situation and make some comments.<br><br>According to the GPS coordinates given, the site search revealed on a Google Map an aerial photo of a highway entrance driveway. The Wildlife Society recognizes this driveway well as it is the entrance to the Griffith Nature Centre. This Nature Centre Westland Reserve is well known to members and loved by our schools, visitors, residents and tourists. It is contrary to the philosophy of the Nature Centre to have a tower and commercial communications facility at the entrance.<br><br>Several of our members have been on the board of the Ruby Lake Lagoon Nature Reserve Society which was formed in 2002. The Centre was named after one of our founders, Iris Griffith, who sadly did not live to see its opening in 2005. Iris' family are active Wildlife Society members and live in the area. Many of our members continue to assist with the running of the Nature Centre and upkeep of the Nature Reserve, the only adjacent landowner to Ruby Lake Resort.<br><br>Many people have a close relationship and concern for the Nature Reserve and Interpretive Centre and the efforts involved in its creation and operation. The Centre provides educational services about the natural world and benefits the whole community. A 60 metre high tower in a cleared site instead of the forest is a ruin and wildlife habitat at the entrance and driveway is not in keeping with community efforts. It is imperative that the natural surroundings of the Centre are preserved.<br><br>Please reply as soon as possible to the following questions so that we can consider the facts:<br><br>Who is the land owner, Ruby Lake resort? Do Telus know this is shared driveway? Is this site being impounded by Telus on the landowners at this location? Why is the tower site proposed instead of the landowner's property? What are the proposed tower and antenna heights and what is the proposed agreement with the proprietor? What other site locations are proposed instead? Why is your public consultation notice missing from this week's paper, and what is the proposal timeline?<br><br>Sincerely, | Non-support         | N/A                             | Manager of Government Affairs<br>TELUS<br>Thank you for your feedback.<br>Regards,<br>Ondi Marlett<br>Operations Land Services - Agents for TELUS | 29 Jan                          |                    |
|  |                 |  |       |                       |   |                     |                                 |   |                                 |                    |
| Jenni Blacard  | Maiden Park, BC | <a href="mailto:jenni.blacard@gmail.com">jenni.blacard@gmail.com</a><br><a href="mailto:jenni.blacard@penderharbour.ca">jenni.blacard@penderharbour.ca</a>   |       | 27 Jan email          | Hi Twany Verigin,<br><br>I came across an article in the Coast Reporter dated January 15, 2021 that shows that a 6m self supporting tower and auxiliary radio is proposed at 40 703/4 - 123 964/92. I looked up this location and was shocked to see that this proposed location is at the driveway to the Iris Griffith Nature Reserve Center. I drove out there and confirmed the location as there are survey pins and flags within the location.<br><br>I am wondering what this location would be chosen?<br><br>The location is a few feet beside the Sunshine Coast Highway. There is a mountain range immediately to the west. There is also a site to the west that has fallen south towards Sakimaw Lake and north towards Ruby Lake. I am under the impression that you would want a tower to be in a location with the best amount of satellite service such as up the mountain or at least up this side. Not in a low spot.<br><br>Also, I am trying to understand why next to a nature reserve would be the chosen location? This nature reserve was donated and is in memory to a local naturalist who devoted her life to preserving this wilderness amongst others.<br><br>If you could please explain the rationale for this spot, I would appreciate it. I feel like this is an outrageous spot for this kind of facility but would like to have all the information before I make up my mind.<br><br>Thank you,<br><br>Jenni Blacard<br>Maiden Park, BC   | Non-support         | N/A                             | Manager of Government Affairs<br>TELUS<br>Thank you for your feedback.<br>Regards,<br>Ondi Marlett<br>Operations Land Services - Agents for TELUS | 29 Jan                          |                    |

| Comments & Responses Tracker |         |  |       |                       |                                |  |                                 |                    |   |                    |
|------------------------------|---------|--|-------|-----------------------|--------------------------------|--|---------------------------------|--------------------|---|--------------------|
| Name of Resident             | Address | Email  | Phone | Date Message Received | Email, Letter, Post or Message | Comment or Question  | Support / non-support / neutral | Preferred Location | Response to Comment or Question   | Date Response Sent |
| Carolya White                |         | <a href="mailto:Carolya.White@cedar-ranch.com">Carolya.White@cedar-ranch.com</a>     |       | 28 Jan email          |                                | <p>Am writing about another published in the January 15, 2021 edition of the Coast Reporter newspaper related to the proposed TELUS communication facilities in the Ruby Lake and Secret Cove areas of the Sunshine Coast, BC.</p> <p>The notice says that it is "one of the public consultation process," and that "the public is welcome to comment on the proposal". As a resident who lives between the two areas, I am very interested in this matter. However, due to a disturbing lack of detail in these notices, it is nearly impossible to comment in any meaningful way. My understanding of "public consultation" is that it is a process that involves the public in providing their views and feedback on a proposal to consider in the decision-making. Other than giving the height of the proposed towers, there is really nothing here for the public to provide views on. It does, however, lead to several questions:</p> <ul style="list-style-type: none"><li>— What is the purpose of the proposed towers and what are they intended to do?</li><li>— What does "ancillary radio equipment" consist of? Does it include a structure? If so, of what type and size?</li><li>— In the nature of conducting the towers, etc., what changes will be made to the land it sits upon? To what extent will the land be reconfigured and to what degree will trees need to be removed?</li><li>— Will there be any other structures or equipment on the land?</li><li>— Will there be another form of public consultation? Was this notice appear in the newspaper again before the February 15 deadline for comment? If noticed it did not appear in the January 22 Coast Reporter.)</li><li>— What is the reason behind TELUS's decision to procure the services of a company (Cypress Land Services) who offers their expertise to "help with the property rights and government approvals required for your infrastructure project"?</li></ul> <p>If I somehow missed more specific information or if a true proposal was made available to the public through other avenues, please let me know. In lieu of such, the only comment I can make right now is that the lack of transparency here raises legitimate questions and a lot of a red flag.</p> <p>I look forward to your response.</p> <p>Carolya White</p> | Non-support                     | N/A                | <p>Good afternoon,</p> <p>Please find attached a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 13344 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Ashknow Lake area and along the Sunshine Coast Highway. This subject property is on Lanerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Egnart / Pender Harbour), BC No Municipal Address, P.O. 011-984-238.</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Tanya Verigin<br/>Manager of Government Affairs</p> | 1 Mar              |
| Reynold & Betty Abraham      |         | <a href="mailto:Reynold.Abraham@cedar-ranch.com">Reynold.Abraham@cedar-ranch.com</a> |       | 5 Feb email           |                                | <p>We don't feel the cell tower will have a significant impact.</p> <p>It's not visible from Ruby Lake, but mainly from the Sunshine Coast Highway.</p> <p>We desperately need improved cell &amp; internet service in the area!</p> <p>Thanks, Reynold &amp; Betty Abraham</p> <p>9928 West Lakeshore Way,<br/>Madison, B.C., BC V0N 2H1</p>  | Support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 13344 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Ashknow Lake area and along the Sunshine Coast Highway. This subject property is on Lanerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Egnart / Pender Harbour), BC No Municipal Address, P.O. 011-984-238.</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Tanya Verigin<br/>Manager of Government Affairs</p> | 1 Mar              |



| Comments & Responses Tracker |  |  |              |                       |                                       |  |                                 |                    |  |                    |
|------------------------------|--|--|--------------|-----------------------|---------------------------------------|--|---------------------------------|--------------------|--|--------------------|
| 8/11/2019                    |  |  |              |                       |                                       |  |                                 |                    |  |                    |
| Name of Resident             | Address  | Email  | Phone        | Date Message Received | Email, Letter, Comment Sheet or other | Comment or Question  | Support / non-support / neutral | Preferred Location | Response to Comment or Question  | Date Response Sent |
| Cheryl Springman             | 16105 Sunshine Coast Hwy<br>Minden Park BC V0N 2H1 | <a href="mailto:Cheryl.Springman@telus.net">Cheryl.Springman@telus.net</a><br><a href="mailto:Cheryl.Springman@telus.net">Cheryl.Springman@telus.net</a> |              | 11-Feb email          |                                       | <p>Good Afternoon:</p> <p>I was given a wrong form to mail to you. (Expect 3 Royal Mail shortly)</p> <p>Please add myself:</p> <p>16105 Sunshine Coast Hwy<br/>Minden Park BC V0N 2H1</p> <p>And my Sons:</p> <p>Jordan and Joshua Springman<br/>16103 Sunshine Coast Hwy<br/>Minden Park BC V0N 2H1</p> <p>to the list of those desperate for a cell signal. We are literally 1000 metres from Elns Cove Ferry Terminal with no signal even on the Highway. Consequently, no 911, there or on Ruby Lake where people can and have died because 911 is hard to contact.</p> <p>We cannot zoom our doctors, or educate because internet is required so cell as neither TELUS nor cable nor a satellite dish is available to access the internet.</p> <p>I have spread the word. We are a community of over 60 and feel we have been let slip through the cracks.</p> <p>Thank you.</p>                          | support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 13144 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Ashkenaw Lake area and along the Sunshine Coast Highway. This subject property is on Lanerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Egmont / Pender Harbour), BC No Municipal Address, P.O. 011-994-238.</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Tawny Verigin<br/>Manager of Government Affairs<br/>Agent to TELUS Communications Inc.</p> | 1-Mar              |
| Jordan and Joshua Springman  | 16105 Sunshine Coast Hwy<br>Minden Park BC V0N 2H1 | <a href="mailto:Cheryl.Springman@telus.net">Cheryl.Springman@telus.net</a><br><a href="mailto:Cheryl.Springman@telus.net">Cheryl.Springman@telus.net</a> |              | 11-Feb email          |                                       | <p>Good Afternoon:</p> <p>I was given a wrong form to mail to you. (Expect 3 Royal Mail shortly)</p> <p>Please add myself:</p> <p>Cheryl Springman<br/>16105 Sunshine Coast Highway<br/>Minden Park BC V0N 2H1</p> <p>And my Sons:</p> <p>Jordan and Joshua Springman<br/>16103 Sunshine Coast Hwy<br/>Minden Park BC V0N 2H1</p> <p>to the list of those desperate for a cell signal. We are literally 1000 metres from Elns Cove Ferry Terminal with no signal even on the Highway. Consequently, no 911, there or on Ruby Lake where people can and have died because 911 is hard to contact.</p> <p>We cannot zoom our doctors, or educate because internet is required so cell as neither TELUS nor cable nor a satellite dish is available to access the internet.</p> <p>I have spread the word. We are a community of over 60 and feel we have been let slip through the cracks.</p> <p>Thank you.</p> | support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 13144 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Ashkenaw Lake area and along the Sunshine Coast Highway. This subject property is on Lanerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Egmont / Pender Harbour), BC No Municipal Address, P.O. 011-994-238.</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Tawny Verigin<br/>Manager of Government Affairs<br/>Agent to TELUS Communications Inc.</p> | 1-Mar              |
| Kim and Ross Blott           |  | <a href="mailto:Bob.Erns@telus.net">Bob.Erns@telus.net</a><br><a href="mailto:Bob.Erns@telus.net">Bob.Erns@telus.net</a>                                 | 604-883-0070 | 11-Feb email          |                                       | <p>We are 1000 plus residents at Ruby Lake. Our property location is at 16155 Boncoast Hwy, the north end of Ruby Lake.</p> <p>Cell service is presently non-existent and would be service for reasons of safety and communication convenience. Presently we have to go a long way onto the lake or drive down towards the ferry to get service.</p> <p>My wife and I support the proposed tower is being considered and will support this by obtaining this as our cell carrier. It will be so nice to have service at the residence and when out, with nature.</p> <p>Kim and Ross Blott 604-883-0270</p>  | support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 13144 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Ashkenaw Lake area and along the Sunshine Coast Highway. This subject property is on Lanerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Egmont / Pender Harbour), BC No Municipal Address, P.O. 011-994-238.</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Tawny Verigin<br/>Manager of Government Affairs</p>  | 1-Mar              |
| Robert Erns                  |  | <a href="mailto:Bob.Erns@telus.net">Bob.Erns@telus.net</a><br><a href="mailto:Bob.Erns@telus.net">Bob.Erns@telus.net</a>                                 |              | 11-Feb email          |                                       | <p>My wife and I support the proposal for an additional cell tower at Ruby Lake</p> <p>Robert Erns<br/>5974 Rimp Road<br/>Minden Park</p>  | support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 13144 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Ashkenaw Lake area and along the Sunshine Coast Highway. This subject property is on Lanerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Egmont / Pender Harbour), BC No Municipal Address, P.O. 011-994-238.</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Tawny Verigin<br/>Manager of Government Affairs</p>  | 1-Mar              |

| Comments & Responses Tracker |                                      |  |       |                       |  |                     |                                 |                    |  |                    |
|------------------------------|--------------------------------------|--|-------|-----------------------|--|---------------------|---------------------------------|--------------------|--|--------------------|
| R CIDB03B                    |                                      |  |       |                       |  |                     |                                 |                    |  |                    |
| Name of Resident             | Address                              | Email  | Phone | Date Message Received | Email, Letter, Comment Sheet or Attachment   | Comment or Question | Support / non-support / neutral | Preferred Location | Response to Comment or Question  | Date Response Sent |
| Derrick Stuehl               | 15125A Sunshine Coast Hwy, Igoum, BC | <a href="mailto:stuehl@telus.net">stuehl@telus.net</a>                     |       | 11-Feb email          | <p>Please accept this email as a voice in favor of expanded cellular service in the Ruby Lake area of the Sunshine Coast. We have family property at the lake and cell service will provide an alternative to the current situation. Cellular service will also provide a source for data services for computer use currently available and a secondary phone service when the phone lines are down during the frequent wind storms.</p> <p>Thank you for your consideration.</p> <p>Derrick Stuehl<br/>1625A Sunshine Coast Hwy<br/>Igoum, BC</p>   |                     | support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. This subject property is on Lawrence Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Igoum / Pender Harbour), BC (No Municipal Address, PID: 01.994-236).</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Terry Verigin<br/>Manager of Government Affairs</p> | 1-Mar              |
| Betty & Reinhard Abraham     |                                      | <a href="mailto:Reinhard.Abraham@telus.net">Reinhard.Abraham@telus.net</a> |       | 11-Feb email          | <p>We were informed, that we may have responded to the wrong email. My comments were for the tower by the In Griffin property. That tower cannot be seen from Ruby Lake!</p> <p>We are in desperate need of better cell/ internet service at Ruby Lake!</p> <p>Thanks, Betty &amp; Reinhard Abraham</p>  |                     | support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. This subject property is on Lawrence Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Igoum / Pender Harbour), BC (No Municipal Address, PID: 01.994-236).</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Terry Verigin<br/>Manager of Government Affairs</p> | 1-Mar              |
| Heather Carleton             |                                      | <a href="mailto:heathercarleton@telus.net">heathercarleton@telus.net</a>   |       | 11-Feb email          | <p>Please help us! I have had my brother with COVID and we lost several connections!</p>   |                     | support                         | 1                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. This subject property is on Lawrence Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Igoum / Pender Harbour), BC (No Municipal Address, PID: 01.994-236).</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Terry Verigin<br/>Manager of Government Affairs</p> | 1-Mar              |
| Heather Carleton             |                                      | <a href="mailto:heathercarleton@telus.net">heathercarleton@telus.net</a>   |       | 17-Feb email          | <p>Send from John's Mail for iPhone</p> <p>Please support our need for a cell tower upgrade in the Ruby Lake area. My brother is a heart transplant recipient and also had COVID - it is urgent I have a good connection with him as I often have had his calls dropped due to poor reception. Thank you - this is urgent!</p> <p>Heather Carleton</p>   |                     | support                         |                    | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. This subject property is on Lawrence Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Igoum / Pender Harbour), BC (No Municipal Address, PID: 01.994-236).</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Terry Verigin<br/>Manager of Government Affairs</p> | 1-Mar              |
| Peter & Debbie Knowles       |                                      | <a href="mailto:debbieknowles@telus.net">debbieknowles@telus.net</a>       |       | 12-Feb email          | <p>Send from John's Mail for iPhone</p> <p>Understand a tower is expected to be installed closer to Madeline Park soon? It has been a continuous struggle for us just 20 mins up the road, especially in the last year with the pandemic. As you may appreciate, it's one thing to have little to no reliability when on a holiday for a week or two but residing at our place for up to 10 months in a normal year, trying to access service becomes extremely frustrating and expensive. Please let us know if we can help with our situation in moving forward with reliable coverage to our area and beyond!</p> <p>Peter &amp; Debbie Knowles</p> <p>1862 W. Ruby Lake Shore Way</p> <p>Send from my iPhone</p>   |                     | support                         |                    | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. This subject property is on Lawrence Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Igoum / Pender Harbour), BC (No Municipal Address, PID: 01.994-236).</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Terry Verigin<br/>Manager of Government Affairs</p> | 1-Mar              |
| Glenn Spence                 |                                      | <a href="mailto:spenceglenn@gmail.com">spenceglenn@gmail.com</a>           |       | 24-Mar comment sheet  | <p>1. Do you feel this is an appropriate location for the proposed facility?</p> <p>X Yes</p> <p>O No</p> <p>Comments: The Lawrence Road location would appear to provide greater height for the tower, hopefully improves the internet and cell phone service to our water access only property on Ruby Lake.</p> <p>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?</p> <p>X Yes</p> <p>O No</p> <p>Comments: We think you've done a good job with the design</p> <p>3. Additional Comments: Although we have been Telus cellular customers since 1984, we continue to be on the fringes of reliable service. We are extremely hopeful this new tower will help. I'm a Ruby Lake landowner / resident and just want to give my full support to any new cell towers in the area which will improve cellular service! We live at the North end of Ruby Lake and currently need to walk up to the highway, or go out to center of the lake to get satellite. Cell coverage. Any improvement is appreciated. Glenn Spence.</p> |                     | support                         | 2                  | <p>Good afternoon,</p> <p>Please find attached, a notification package for a proposed TELUS wireless communications facility.</p> <p>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.</p> <p>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. This subject property is on Lawrence Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCRD Electoral Area A (Igoum / Pender Harbour), BC (No Municipal Address, PID: 01.994-236).</p> <p>If you have any questions, please feel free to contact me.</p> <p>Best regards,</p> <p>Terry Verigin<br/>Manager of Government Affairs</p> | 24-Mar             |

| Comments & Responses Tracker |         |  |       |                                |  |                     |                                 |   |  |                    |
|------------------------------|---------|--|-------|--------------------------------|--|---------------------|---------------------------------|---|--|--------------------|
| Name of Resident             | Address | Email  | Phone | Date Message Received          | Email, Letter, Comment Sheet or Attachment   | Comment or Question | Support / non-support / neutral | Preferred Location  | Response to Comment or Question  | Date Response Sent |
| Kevin Hanson                 |         | <a href="mailto:k.hanson@telus.ca">k.hanson@telus.ca</a>                   |       | 12-Feb email                   | Tawny Virgin<br>I own a property and building (cabin) at Ruby Lake, which we have owned in the family for 64 years. Our property is on the west side of the lake and is accessible only by water, via boat. As we are 'off grid', our electric power is 100% solar supported by a generator backup. Water is provided by gravity feed from a nearby creek, telephone and internet are both provided by cell phone and Telus has via cell towers and finally via satellite.<br>Insofar as cell phone and internet is concerned, location and proximity of cell towers and consequently data speed, is of great significance to us. A large portion of our time is spent at that property and in order for us to be able to operate our businesses efficiently and effectively during that time, it is of utmost importance that we have good cell phone service and internet accessibility. To date, in the last few years, the coverage has been intermittent. I assume that should a tower be placed at or near Ruby Lake (I understand that a site is being considered either on the Ruby Lake Restaurant property or possibly across the highway from that property) the coverage would significantly improve.<br>In the recent two months, since the middle of December, I have noted the coverage has become poor to no coverage and I have begun to consider alternatives to Telus (Starlink, at one alternative). I have been a customer of Telus for approximately 35 years, including our home in North Vancouver, and would prefer to continue with Telus. However, if I don't see a change to improve the service in the near future i.e. cell towers at or near Ruby Lake, then I will have to consider a change in service provider. I am hoping that this coverage improves in the near term and no change in service provider will be necessary.<br>Thank you very much for your consideration.<br>Regards, | support             | 1                               | Tawny spoke to Kevin and informed him that TELUS will be starting public consultation for a 2nd location soon.  | 12-Feb   |                    |
|                              |         |  |       | 17-Feb phone call              | Kevin Hanson<br>Ken called to asked about the tower's progress<br>Regards,   |                     |                                 |   | Good afternoon,<br>Please find attached, a notification package for a proposed TELUS wireless communications facility.<br>TELUS has considered alternative locations in response to feedback from the community and the SCSD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.<br>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. The subject property is on Lawerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCSD Electoral Area A (Ignart / Fender Harbour), BC (No Municipal Address, PID: 011984-238).<br>If you have any questions, please feel free to contact me.<br>Best regards,<br>Tawny Virgin<br>Manager of Government Affairs<br>Thanks for email  | 1-Mar              |
|                              |         |  |       | 1-Mar email                    | Tawny  |                     |                                 |   | Tawny Virgin<br>Manager of Government Affairs<br>Thanks for email  | 1-Mar              |
|                              |         |  |       | 11-Mar email and comment sheet | Thanks for the info. I will forward this to our Ruby Lake group.<br>Tawny<br>Please find attached my Comment Sheet. If you need anything changed, please let me know. Also I have communicated with all of the water access only people at Ruby Lake and together you should get a number of responses from them. Also I spoke to our friend, Cary Spagnon and understand that she has organized the road access people at Ruby Lake.<br>Regards,<br>Kevin Hanson<br>Ken and Brenda Hanson<br>1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>No<br>O No<br>Comments:<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>No<br>O No<br>Comments:<br>3. Additional Comments: <del>Unacceptable, this should involve consultation with our cabin.</del><br>We understand this form actually had the wrong address. We support this one too, but we meant to support the one closest to Hollowell Road and Ruby Lake.   |                     |                                 | Thank you for writing in to share your support for the proposed TELUS wireless communications facility located on Lawerock Road.<br>We appreciate your support for the project, and will share your comments with the SCSD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Tawny Virgin<br>Manager of Government Affairs<br>Agent to TELUS Communications Inc. | 11-Mar   |                    |
| Lynn MacDonald               |         | <a href="mailto:lynn.m.macdonald@gmail.com">lynn.m.macdonald@gmail.com</a> |       | 12-Feb email                   | Thanks   |                     | support                         | 1   | Good afternoon,<br>Please find attached, a notification package for a proposed TELUS wireless communications facility.<br>TELUS has considered alternative locations in response to feedback from the community and the SCSD. The proposed facility is an alternative location to a previous proposal at 15344 Sunshine Coast Hwy, Ruby Lake, BC, V0N 2H1.<br>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Saknow Lake area and along the Sunshine Coast Highway. The subject property is on Lawerock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Saknow Lake, within the SCSD Electoral Area A (Ignart / Fender Harbour), BC (No Municipal Address, PID: 011984-238).<br>If you have any questions, please feel free to contact me.<br>Best regards,<br>Tawny Virgin<br>Manager of Government Affairs<br>Hi Lynn & Bob,<br>Thank you for writing in to share your support for the proposed TELUS wireless communications facility located on Lawerock Road.<br>We appreciate your support for the project, and will share your comments with the SCSD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Tawny Virgin<br>Manager of Government Affairs | 1-Mar              |
|                              |         |  |       | 2-Mar email                    | Hi Tawny,<br>I would really like to see you strongly propose either location. Preferably the first proposed one (just because I lived on Lawerock & I don't) I would prefer that. The full time residents at Ruby Lake really need this to go ahead.<br>Sincerely<br>Lynn & Bob MacDonald  |                     |                                 |   |  | 2-Mar              |

| Comments & Responses Tracker |                          |  |              |                       |  |  |                                 |  |   |                    |
|------------------------------|--------------------------|--|--------------|-----------------------|--|--|---------------------------------|--|---|--------------------|
| Name of Resident             | Address                  | Email  | Phone        | Date Message Received | Email, Letter, Comment Sheet or other  | Comment or Question  | Support / non-support / neutral | Referral Location  | Response to Comment or Question   | Date Response Sent |
| Cam & Leslie Milne           |                          | <a href="mailto:Cam.milne@telus.net">Cam.milne@telus.net</a>   |              | 13 Feb email          | Hi Twenny,<br><br>We are ecstatic that Telus is contemplating an expansion of cell and internet coverage northward along the Sunshine Coast Hwy to include Ruby Lake.<br><br>Our family has had a cabin on the north end of Ruby Lake at 18318 Sunshine Coast Hwy for many years. My mother uses it as a summer home. My through September and are kids and grandkids come here every year. We have a great time and would like to see the coverage improved during the spring and fall each year. Cell and internet coverage would allow us to better keep in touch with her and for her to contact us or medical help if required. The improved coverage would also allow me to keep connected to my work and hence spend more time with my mother at Ruby.<br><br>We understand there may be some opposition to the visuals of some of the new towers (telus809) that are required, but hope that you are able to work through the issues of a few for the benefit of the many. We wish you success and look forward to the expansion of service which will allow us to take more comfort with my mother being on her own and me to spend much more time at the lake.<br><br>If I can be of any help or you have additional questions, please contact me at this email address or on my mobile at 250-739-3636.<br><br>Regards,<br>Cam & Leslie Milne | support  | 1                               | Good afternoon,<br><br>Please find attached a notification package for a proposed TELUS wireless communications facility.<br><br>TELUS has considered alternative locations in response to feedback from the community and the SCRD. The proposed facility is an alternative location to a previous proposal at 13344 Sunshine Coast Hwy, Ruby Lake, BC V0N 2H1.<br><br>The new site, as described in this letter, will improve wireless services to residents, businesses and tourists in the Ruby Lake/Azkinaw Lake area and along the Sunshine Coast Highway. The subject property is on Laverock Rd, just off the Sunshine Coast Highway, between the south end of Ruby Lake and the north end of Salawa Lake, within the SCRD Electoral Area A (Egmont / Pender Harbour), BC (No Municipal Address, RD 031 394-236). This subject property consists of densely forested, undeveloped land.<br><br>While we appreciate that some community members have concerns with the proposed installation being located on rural residential lands next to the highway, TELUS is unable to relocate the tower to a non-residential zoned land property while still improving services to the area. Unfortunately moving the installation to crown land up the hill off the highway or to the BC Hydro towers will still result in unreliable wireless services along the highway and to nearby households. We have carefully chosen a location that does not interrupt views from residential homes.<br><br>Twenny also informed Lori that health and safety as it relates to the infrastructure, the radio frequency power output of the proposed antennas is very low. TELUS relies on reports to set standards for safety and we comply with these standards. In Canada, Health Canada is the expert and has established Safety Code 6 (SC6). It is their job to ensure that the tower is not a broadcast tower and the antennas are not designed to broadcast radio frequency signals. The tower is designed to ensure public safety relative to radio frequency emissions. Safety Code 6 was updated in 2015 based on all credible science in this field done around the world. It is considered by Health Canada to be current and valid for protecting the health and safety of all Canadians. The limits specified in Health Canada's radio frequency exposure guidelines are based upon review of thousands of peer-reviewed scientific studies of the health impacts of radio frequency. SC6 take into consideration the existing radio frequency in the area and the proposed facility will not exceed the limits. TELUS is confident that the proposed facility will not cause any health or safety concerns. TELUS does not currently have reliable service or that need enhanced service. As long as the site conforms to SC6, there is no cause for concern. TELUS is required to follow the limits of Safety Code 6 but does not hold ownership of the regulation itself - this is the responsibility of the federal government not the SCRD or TELUS.<br><br>TELUS does not believe that there is conclusive evidence to suggest that telecommunications facilities have negative impacts on property values. We do, however, make all business decisions based on the best interests of the community and our customers. We are confident that the proposed facility will provide services and if there is a need for it to community members which enables them to stay connected to friend and family, conduct business and call for assistance in times of emergency. | 1 Mar   |                    |
| Lori & Bruce Morrison        | 15311 Sunshine Coast Hwy | <a href="mailto:lori@telus.net">lori@telus.net</a><br><a href="mailto:telusnet@telus.net">telusnet@telus.net</a> | 250-278-7799 | 14 Feb phone call     | Lori called to find out more about the project.  | Hi Twenny,<br><br>We are ecstatic that Telus is contemplating an expansion of cell and internet coverage northward along the Sunshine Coast Hwy to include Ruby Lake.<br><br>Our family has had a cabin on the north end of Ruby Lake at 18318 Sunshine Coast Hwy for many years. My mother uses it as a summer home. My through September and are kids and grandkids come here every year. We have a great time and would like to see the coverage improved during the spring and fall each year. Cell and internet coverage would allow us to better keep in touch with her and for her to contact us or medical help if required. The improved coverage would also allow me to keep connected to my work and hence spend more time with my mother at Ruby.<br><br>We understand there may be some opposition to the visuals of some of the new towers (telus809) that are required, but hope that you are able to work through the issues of a few for the benefit of the many. We wish you success and look forward to the expansion of service which will allow us to take more comfort with my mother being on her own and me to spend much more time at the lake.<br><br>If I can be of any help or you have additional questions, please contact me at this email address or on my mobile at 250-739-3636.<br><br>Regards,<br>Cam & Leslie Milne | neutral                         |  | Manager of Government Affairs<br><br>Twenny Verigin<br>Agent to TELUS Communications Inc. | 1 Mar              |
|                              |                          |  |              | 1 Mar phone call      | Lori called to ask for a copy of the notification package  | Hi Twenny,<br><br>We are ecstatic that Telus is contemplating an expansion of cell and internet coverage northward along the Sunshine Coast Hwy to include Ruby Lake.<br><br>Our family has had a cabin on the north end of Ruby Lake at 18318 Sunshine Coast Hwy for many years. My mother uses it as a summer home. My through September and are kids and grandkids come here every year. We have a great time and would like to see the coverage improved during the spring and fall each year. Cell and internet coverage would allow us to better keep in touch with her and for her to contact us or medical help if required. The improved coverage would also allow me to keep connected to my work and hence spend more time with my mother at Ruby.<br><br>We understand there may be some opposition to the visuals of some of the new towers (telus809) that are required, but hope that you are able to work through the issues of a few for the benefit of the many. We wish you success and look forward to the expansion of service which will allow us to take more comfort with my mother being on her own and me to spend much more time at the lake.<br><br>If I can be of any help or you have additional questions, please contact me at this email address or on my mobile at 250-739-3636.<br><br>Regards,<br>Cam & Leslie Milne |                                 |  | Manager of Government Affairs<br><br>Twenny Verigin<br>Agent to TELUS Communications Inc. | 1 Mar              |
|                              |                          |  |              | 1 Mar email           | Thank You, Twenny,<br><br>Has this been publicized other than the Coast Reporter and the attached comment sheet in the package. How are the area residents notified and when is this project going to be confirmed?<br><br>Regards,<br>Lori  | The notification letter was mailed to owners and occupants within 3x the tower height on February 27th. A newspaper advertisement will run in the Friday, March 5 edition of the Coast Reporter. Comments due April 6th, after that date the project will be reviewed at a subsequent Board meeting, the dates yet to be determined.   |                                 |  | Manager of Government Affairs<br><br>Twenny Verigin<br>Agent to TELUS Communications Inc. | 1 Mar              |
|                              |                          |  |              |                       | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>3. Additional Comments: There is a birdhouse over nesting in the tree near the proposed site and is heard nightly. This tower will be a wild life deterrent if located on lot n, Ruby Lake. Report has a bigger more disguised spot for this huge tower.   | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>3. Additional Comments: There is a birdhouse over nesting in the tree near the proposed site and is heard nightly. This tower will be a wild life deterrent if located on lot n, Ruby Lake. Report has a bigger more disguised spot for this huge tower.   |                                 |  | Manager of Government Affairs<br><br>Twenny Verigin<br>Agent to TELUS Communications Inc. | 1 Mar              |







| Comments & Responses Tracker |  |  |       |                       |  |                     |                                 |                    |   |                    |
|------------------------------|--|--|-------|-----------------------|--|---------------------|---------------------------------|--------------------|---|--------------------|
| 8 CUD893                     |  |  |       |                       |  |                     |                                 |                    |   |                    |
| Name of Resident             | Address  | Email  | Phone | Date Message Received | Email Comment Sheet or Attachment  | Comment or Question | Support / non-support / neutral | Preferred Location | Response to Comment or Question   | Date Response Sent |
| Anna Vrachianan              | 15332 Hollowell Rd, Madeira Park, BC V0N 2H1       | <a href="mailto:A.Vrachianan@telus.net">A.Vrachianan@telus.net</a>               |       | 12-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>comments:<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments:   |                     | support                         | 2                  | If Anna<br>Thank you for writing in to share your support for the proposed TELUS wireless communications facility located on Lawerock Road.<br>We appreciate your support for the project, and will share your comments with the SOD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Tawny Verigin<br>Manager of Government Affairs  | 15-Mar             |
| Denise Peake                 |  | <a href="mailto:denise@telus.net">denise@telus.net</a>                           |       | 12-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>comments:<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments:   |                     | support                         | 2                  | If Denise,<br>Thank you for writing in to share your support for the proposed TELUS wireless communications facility located on Lawerock Road.<br>We appreciate your support for the project, and will share your comments with the SOD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Tawny Verigin<br>Manager of Government Affairs   | 15-Mar             |
| Bruce Brown                  | 2624 Panorama Dr., Langley, BC V4W 1V6             | <a href="mailto:Bruce_Brown@telus.net">Bruce_Brown@telus.net</a>                 |       | 12-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>comments: We are very happy to see our services improved!<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments: The appearance is okay, however my understanding is that they can be camouflaged to look like a tree? Wouldn't want to stop the project. Just curious?<br>3. Additional Comments: We are a very long term Telus Mobility customers from 1988! Look forward to the improved services.  |                     | support                         | 2                  | If Bruce,<br>Thank you for writing in to share your support for the proposed TELUS wireless communications facility located on Lawerock Road.<br>On your comment sheet you asked about camouflaging the tower to look like a tree. Unfortunately, building a 60m monopole would not be possible at this location largely due to wind and structural requirements of the monopole structure. If the structure would be capable of blending in the future, it would be a separate project.<br>We appreciate your support for the project, and will share your comments with the SOD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Tawny Verigin<br>Manager of Government Affairs | 15-Mar             |
| Mike Haugen                  | 2809 348 Ave., Langley, BC V4M 2B1                 | <a href="mailto:MikeHaugen@telus.net">MikeHaugen@telus.net</a>                   |       | 12-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>comments:<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments:   |                     | support                         | 2                  | If Mike,<br>Thank you for writing in to share your support for the proposed TELUS wireless communications facility located on Lawerock Road.<br>We appreciate your support for the project, and will share your comments with the SOD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Tawny Verigin<br>Manager of Government Affairs   | 15-Mar             |
|                              |  |  |       | 31-Mar email          | Hello Tawny<br>I'm coming to my attention, that both the Lawerock Rd and its Griffiths lane are being examined for this new Cell Tower.<br>From the previous information package, I read it as the H's Griffiths lane was no longer being considered.<br>I want to clarify that I support a cell tower installation to provide much needed service to the Ruby lake area.<br>I want to make it clear, I have no preference over the two locations under consideration.<br>Thank you<br>Best Regards<br>Mike Haugen<br>Service & Installation Manager<br>Frontier Pump & Installations Ltd.<br>2520 Fraser Hwy,<br>Abbotsford, BC V4W 2Y1 |                     |                                 |                    | If Mike,<br>Thank you for writing in to share your support for the proposed TELUS wireless communications facility proposed to service the Ruby Lake area.<br>We appreciate your support for the project, and will share your comments with the SOD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Tawny Verigin<br>Manager of Government Affairs<br>Agent to TELUS Communications Inc.   | 31-Mar             |
| Heidi Mahonen                | 7605 Garrett Dr. Delta, BC V4C 7P3                 | <a href="mailto:heidi.mahonen@telus.net">heidi.mahonen@telus.net</a>             |       | 16-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>comments: Not below however<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments: I thought sometimes a green color would help it blend in better. I've seen towers that have tree like silhouettes in other countries  |                     | support                         | 2                  | N/A   | N/A                |
| Bright & Aldo Cognigni       | 15026 Sunshine Coast Hwy, Madeira Park, BC V0N 2H1 | <a href="mailto:bright.aldocognigni@telus.net">bright.aldocognigni@telus.net</a> |       | 16-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>comments: Original was on Ruby Lake Report property and of course we preferred it here.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments:   |                     | support                         | 2                  | N/A   | N/A                |





| Comments & Responses Tracker |                                    |  |       |                       |  |                       |                                 |                    |   |                    |
|------------------------------|------------------------------------|--|-------|-----------------------|--|-----------------------|---------------------------------|--------------------|---|--------------------|
| NCLD030                      |                                    |  |       |                       |  |                       |                                 |                    |   |                    |
| Name of Resident             | Address                            | Email  | Phone | Date Message Received | Email, Letter, Comment Sheet or Attachment   | Comments or Questions | Support / non-support / neutral | Preferred Location | Response to Comment or Question   | Date Response Sent |
|                              |                                    |  |       | 1-Apr comment sheet   | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>X No<br>Comments: please refer to my letter<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>X No<br>Comments:   |                       |                                 |                    |   |                    |
|                              | Janine Charlton                    |  |       | 1-Apr comment sheet   | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>X No<br>Comments: please see attached letter<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>X No<br>Comments:  |                       | non-support                     | N/A                |   |                    |
|                              |                                    | <a href="mailto:Janine.Charlton@telus.net">Janine.Charlton@telus.net</a> |       | 30-Mar email          | To Whom it may Concern<br>I am writing to express my concerns regarding the Telus tower which is proposed to be erected on Laverock Road, Tender Harbour. I live in the immediate area and I am not happy about the proposed site. I am an indigenous elder and came to live with my daughter, son in law and their two young children (my grandchildren) in the area. I have lived in the area for 40 years and I have seen the area develop from a small settlement to a large town. The proposed tower is going to disturb the harmony of the beautiful surroundings in which I live. The atrocious looking tower will take away the beauty of the land. Also, studies I've read have me very concerned about the ill effects it will have on our health. I am especially concerned for my grandchildren, I do not want them exposed to the effects of the tower. Everything about this tower disturbs me. The location and the ill effects of the tower.<br>I cannot go as low as just this makes me. Truly hope you can find another site for this atrocious looking tower. I hope you take my concerns into consideration before you go ahead with this project.<br>Thank you<br>Janine Charlton   |                       | Neutral                         |                    |   |                    |
| Lorne Campbell               | Ruby Lake - North End              | <a href="mailto:lorne_campbell@telus.net">lorne_campbell@telus.net</a>   |       | 30-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>X No<br>Comments: This tower is ridiculously close to and in full view of 2 residential houses, a complete Ruby Lake Harvest & Iris Griffin Centre. The first location chose, though visible from highway is less visible from above 3 locations.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>X No<br>Comments: The tower is huge and ugly but I am in favor of the tower. Ruby Lake residents badly need cell service, especially the water access only people.<br>3. Additional Comments: With the power lines & tree clearance required the negative impact on the two residences (newly built houses with young families) is not acceptable. I would like to clarify that I, being a land owner on Ruby Lake, am in total support of a cell tower installation to provide much-needed service to the Ruby Lake area. Some residents have extremely poorly cell service while others have none at all. This means that in an emergency it is necessary to get in a vehicle (or boat) and look for service. It has proved to be an extremely dangerous situation at times. Having reliable cell service would greatly improve not only day-to-day convenience, but also the safety of all of our land owners. I have no preference over the two locations under consideration but do strongly urge and sincerely hope this installation will take place in the near future.<br>Thank you,<br>Teressa Watson<br>Ruby Lake Land Owner<br>Echo Bay - North end |                       | support                         | 1                  | Hi Teressa,<br>Thank you for writing in to share your support for the proposed TELUS wireless communications facility located near Ruby Lake. We appreciate your support for the project, and will share your comments with the CSD for consideration. Should you have additional comments, please respond within the next 21 days.<br>Sincerely,<br>Teressa Watson<br>Manager of Government Affairs<br>Agent for TELUS Communications Inc. | 5-Apr              |
| Teressa Watson               |                                    | <a href="mailto:Teressa.Watson@telus.net">Teressa.Watson@telus.net</a>   |       | 1-Apr email           | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>X No<br>Comments: No because my grandchildren live very close to the proposed site and it will be detrimental to their health. As well the tower will decrease the property values in the area as it is not desirable to have a large metal structure obstructing the natural view.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>X No<br>Comments: I am dissatisfied with the appearance of the tower because its an eye sore. I should be located at 15344 Sunshine Coast Highway instead as it's away from the residential homes.  |                       | non-support                     | 1                  |   |                    |
| Bernie Duric                 | 15413 Talbot Road, Midler Park, BC |  |       | 20-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>X No<br>Comments: It is not an appropriate location because of the proximity of the tower is too close to where my grandchildren live. The radiation that will be emitted is hazardous to their development, brains and bodies which can have a devastating and long lasting impacts on their lives.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>X No<br>Comments: Move the tower to 15344 Sunshine Coast Hwy. The appearance of the structure is horrendous.   |                       | non-support                     | 1                  |   |                    |
| Anica Duric                  | 15413 Talbot Road, Midler Park, BC | <a href="mailto:anica.duric.1@gmail.com">anica.duric.1@gmail.com</a>     |       | 20-Mar comment sheet  | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>X No<br>Comments: It is not an appropriate location because of the proximity of the tower is too close to where my grandchildren live. The radiation that will be emitted is hazardous to their development, brains and bodies which can have a devastating and long lasting impacts on their lives.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>X No<br>Comments: Move the tower to 15344 Sunshine Coast Hwy. The appearance of the structure is horrendous.   |                       | non-support                     | 1                  |   |                    |

| Comments & Responses Tracker |  |  |       |                       |  |   |                                 |                    |                                 |                    |
|------------------------------|--|--|-------|-----------------------|--|---|---------------------------------|--------------------|---------------------------------|--------------------|
| RCL0838                      |  |  |       |                       |  |   |                                 |                    |                                 |                    |
| Name of Resident             | Address  | Email  | Phone | Date Message Received | Email, Letter, Comment Sheet or Attachment | Comment or Question   | Support / non-support / neutral | Preferred Location | Response to Comment or Question | Date Response Sent |
| Maria and Victor Tolic       | 1180 West 57th Ave, Vancouver, BC V6P 6C6<br>Milder Park | <a href="mailto:maria@tolic.com">maria@tolic.com</a>             |       | 20-Mar                | comment sheet                              | 1. Do you feel this is an appropriate location for the proposed facility?<br>O Yes<br>X No<br>Comments: The tower should be located at previously proposed location at 13445 Sunshine Coast Hwy, Ruby Lake. There are not residential homes nearby, so this was the perfect location.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>O Yes<br>X No<br>Comments: The tower is too high for the proposed location<br>3. Additional Comments: The location of the proposed tower should not be near any residential homes. It should be constructed up the hill away from the residential homes.  | non-support                     | 1                  |                                 |                    |
| Richard and Jill Pollard     | 13211 Sunshine Coast Highway                             | <a href="mailto:jpo@rtpin.net">jpo@rtpin.net</a>                 |       | 20-Mar                | comment sheet                              | 1. Do you feel this is an appropriate location for the proposed facility?<br>X No<br>X Yes<br>Comments: We are property owners on Salinas Lake and are adamantly opposed to the location chosen for the tower directly off Laverock Road on private property. We are also appalled this would consider erecting such a tower directly across from residential homes whose owners have young families. This location chosen is incorrect. This has other options, for example we understand a recommendation was put forward to erect the tower somewhere close to the Salt Shed 1. This is south on the Sunshine Coast Highway which is already an industrial site, or we understand the Ruby Lake Resort agreed to a location on their acreage which could be concealed far better than the present proposed location. We are sure one of these locations would be suitable and not have the impact on private property owners in the immediate area. We also have concerns about the impact on nature in the area. Directly across the highway is the Griffin Centre. This Nature Centre is home to an abundance of wildlife and also, there is a wealth of wildlife in the immediate area of the proposed tower. We know this will impact there is no impact during construction and also, a lingering effect long term. We have spoke to a number of real estate agents and they have all agreed there is no question it will decrease property values. Is this prepared to fund the difference to the affected property owners?<br>In summary, we are totally opposed to the proposed location of the tower, it would be ungraceful to erect this tower off Laverock Road. There are other locations which would not be as offensive about, a more expensive cost to Tolic.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>O Yes<br>X No<br>Comments: | non-support                     | 1                  |                                 |                    |
| Brenda Groves                | 6019 Burford, Madera Park, BC V0N 2H1                    |  |       | 1-Apr                 | comment sheet                              | 1. Do you feel this is an appropriate location for the proposed facility?<br>O Yes<br>X No<br>Comments: The facility should be built with the least impact of neighbourhood residents.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>O Yes<br>X No<br>Comments: The structures are monstous and unsightly.<br>3. Additional Comments: The facility should be left in original location where it more of less blended into the reflect & mountain range & was not visible most residents & highway.  | non-support                     | 1                  |                                 |                    |
| Randy Groves                 | 6019 Burford, Madera Park, BC V0N 2H1                    | <a href="mailto:randygroves@rtpin.net">randygroves@rtpin.net</a> |       | 1-Apr                 | comment sheet                              | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>X No<br>Comments: No the first location that was chosen was more appropriate. This location is in line of site for full time residents. Original location was not in site of residents.<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments: We are not happy with the design.<br>3. Additional Comments:   | non-support                     | 1                  |                                 |                    |
| Sasha Hunt                   | 13376 Halpogel Rd., Milder Park, BC V0N 2H1              | <a href="mailto:sashahunt@rtpin.net">sashahunt@rtpin.net</a>     |       | 1-Apr                 | comment sheet                              | 1. Do you feel this is an appropriate location for the proposed facility?<br>O Yes<br>X No<br>Comments: Will be too close to my house & residence, a visible eyesore to not only myself but several residence of Laverock Rd., and likely also to the guests (hundreds) of them who stay on the upper portion of Ruby Lake Resort, which manage<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>O Yes<br>O No<br>Comments: It's fine. Though I have seen some great "tree-like" camouflaged tower in Asia which were very commendable.<br>3. Additional Comments: I think it's very controversial that the neighbour who claimed to be entirely opposed to this tower is not trying to have it relocated to his own property. This is   | non-support                     | N/A                |                                 |                    |
| Doreen Ramage                |  | <a href="mailto:ramage@rtpin.net">ramage@rtpin.net</a>           |       | 1-Apr                 | comment sheet                              | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>Comments:<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments:  | support                         | 2                  |                                 |                    |
| David Ramage                 | 13211 Sunshine Cst Hwy, Madera Pk, BC V0N 2H1            | <a href="mailto:dramage@rtpin.net">dramage@rtpin.net</a>         |       | 1-Apr                 | comment sheet                              | 1. Do you feel this is an appropriate location for the proposed facility?<br>X Yes<br>O No<br>Comments:<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>X Yes<br>O No<br>Comments:  | support                         | 2                  |                                 |                    |

| Comments & Responses Tracker |         |       |       |                       |  |                     |                                 |                    |                                 |                    |  |
|------------------------------|---------|-------|-------|-----------------------|--|---------------------|---------------------------------|--------------------|---------------------------------|--------------------|--|
| 8/21/2018                    |         |       |       |                       |  |                     |                                 |                    |                                 |                    |  |
| Name of Resident             | Address | Email | Phone | Date Message Received | Email, Letter, Sheet or Other  | Comment or Question | Support / non-support / neutral | Preferred Location | Response to Comment or Question | Date Response Sent |  |
| anonymous                    |         |       |       | 1-April comment sheet | 1. Do you feel this is an appropriate location for the proposed facility?<br>O Yes<br>X No<br>Comments: I don't like this idea<br>2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?<br>O Yes<br>X No<br>Comments: Too tall |                     | non-support                     | N/A                |                                 |                    |  |
|                              |         |       |       |                       |  |                     | non-support                     | 21                 | 24                              | 1                  |  |
|                              |         |       |       |                       |  |                     | support                         | 32                 | 17                              | 2                  |  |
|                              |         |       |       |                       |  |                     | neutral                         | 2                  | 2                               | 1 or 2             |  |
|                              |         |       |       |                       |  |                     | total                           | 55                 | 55                              | N/A                |  |



**SUBJECT: TELUS TELECOMMUNICATION TOWER EGMONT MINE – REQUEST FOR LOCAL GOVERNMENT CONCURRENCE (BC109091)**

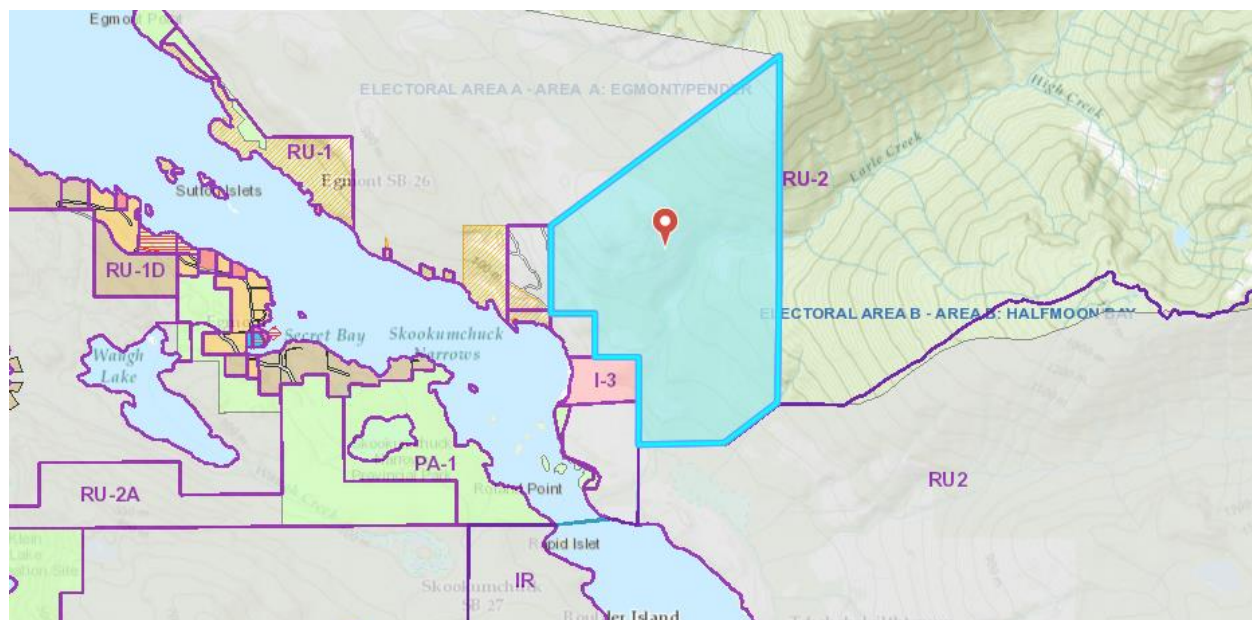


While approval of telecommunication facilities rests exclusively within the jurisdiction of the federal agency Innovation, Science and Economic Development Canada (ISED), the agency requires proponents of such facilities to consult with local governments and the general public.

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 "Resource" in the Egmont / Pender Harbour Official Community Plan, and zoned RU2 (Rural Residential Two) in Zoning Bylaw No. 337 (Figure 2). Telecommunication facilities are considered utilities that are permitted in any zone.

Figure 2 Zoning and OCP Designations



The purpose of the new facility is to improve wireless communication and rural internet services to residents, businesses and tourists in the Egmont and Skookumchuck areas. Improved communication capacity in the area is also a benefit to E911 service, Search and Rescue and other emergency response organizations.

The subject property is a large (1227 acres) rural property that is situated next to the Lafarge Mine. The property is boat access only, heavily treed and comprised of undeveloped lands. The proposed location is at a higher elevation accessed via an existing access road with easements on adjacent properties.

The proposed location is considered to be appropriate by Telus as the site is comprised of densely forested, undeveloped lands and the tower is far from any residential properties. The tower will be surrounded in all directions by mature trees that screen a portion of the tower.

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

The Egmont / Pender Harbour Advisory Planning Commission has reviewed the tower proposal, and recommends support.

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 (BC109091)

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



May 10, 2021

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:        | BC109091 – Egmont Mine   |
| Proposed Location: | Address: Egmont Mine, BC<br>PID: 025-780-361<br>Coordinates: N 49.751621°, W 123.887562° |
| Description:       | 45.0 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 45.0 m telecommunications facility to improve wireless services for TELUS users in the Egmont Mine area and surrounding areas. Enclosed please find evidence of the TELUS' efforts regarding this public consultation process.

On April 1, 2021, an Information Package was submitted to the SCRD formalizing the initiation of the consultation process. Please see **Appendix 1: Information Package**.

On March 31, 2021, notification packages were mailed to property owners within a radius of three times the tower height (approximately 160.0 metres) to advise them of the proposal. Please see **Appendix 2: Affidavit of Notification Package**.

On April 2, 2021, an advertisement ran in the Coast Reporter newspaper, please see **Appendix 3: Newspaper Tear Sheet**.

On May 3, 2021 the consultation period ended. During the consultation period, no comments were received.

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)

April 1, 2021

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: Egmont Mine, BC**  
**PID: 025-780-361**  
**Coordinates: N 49.751621°, W 123.887562°**  
**TELUS Site: BC109091 – Egmont Mine**

---

## 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 Egmont Mine area.

## Proposed Site

The subject property is zoned RU-2 and is a large rural property situated next to a LaFarge Mine. The property is boat access only, is heavily treed and comprised of undeveloped land. The power is via genset. The proposed location is at a higher elevation accessed via existing access road which also cross over LaFarge owned property; the property owner has an easement which allows them access. There are two other properties to cross: Access property #1 PID: 007-000-731, access property #2 PID: 007-000-723. Please see **Schedule A: Tower Site Location**.

## **Rationale for Site Selection**

The proposed facility is strategically proposed at a high elevation, which will provide services to the Egmont mine, homes, business and the travelling public within the area.

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 densely forested, undeveloped land and the tower is nowhere near any residential properties. The tower will be surrounded in all directions by mature trees to screen a portion of the tower. From a radio frequency perspective, a site at this central location allows TELUS to improve service.

## **Tower Proposal Details**

TELUS is proposing to construct a 45.0 metre self-support steel tower inclusive of a 3 metre lightning rod installed at the top of the tower. The tower as well as an equipment shelter, genset and propane tank will be fenced in for security purposes. The tower will have up to 18 antennas and two microwaves.

TELUS has completed preliminary design plans, please see **Schedule B: Preliminary Plans** and Photo-Simulations, please see **Schedule C**. 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).

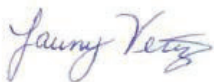
## **Conclusion**

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

## **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 March 31, 2021.



---

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 31<sup>st</sup> day of March 2021.



(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,

March 31, 2021

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

**Subject:** TELUS Telecommunications Facility Proposal  
**Address:** Egmont Mine, BC  
**PID:** 025-780-361  
**Coordinates:** N 49.751621°, W 123.887562°  
**TELUS Site:** BC109091 – Egmont Mine

#### **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.

The subject property is a large rural property situated next to a LaFarge Mine. TELUS is proposing to construct a 45.0 metre self-support steel tower inclusive of a 3 metre lightning rod installed at the top of the tower. The tower as well as an equipment shelter, genset and propane tank will be fenced in for security purposes. The tower will have up to 18 antennas and two microwaves. 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 May 3, 2021.

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 on a private property, zoned RU-2 and is a large rural property situated next to a LaFarge Mine, accessed by boat only at the coordinates N 49.751621°, W 123.887562°. The



property is heavily treed, undeveloped land. The proposed location is at a higher elevation and will be accessed via an existing road. There are two other properties to cross: Access property #1 PID: 007-000-731, access property #2 PID: 007-000-723. Please see Aerial Map on page 3. Visibility of the tower from street level will be minimal given the tree cover in the area and distance from other properties. That said, the tower will be marginally visible on the hillside. We have provided a photo-rendering, whereby the top of the structure will be visible.

#### *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 is largely existing. 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 has been reviewed by Transport Canada and will not require lighting or aeronautical markings.

#### *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**

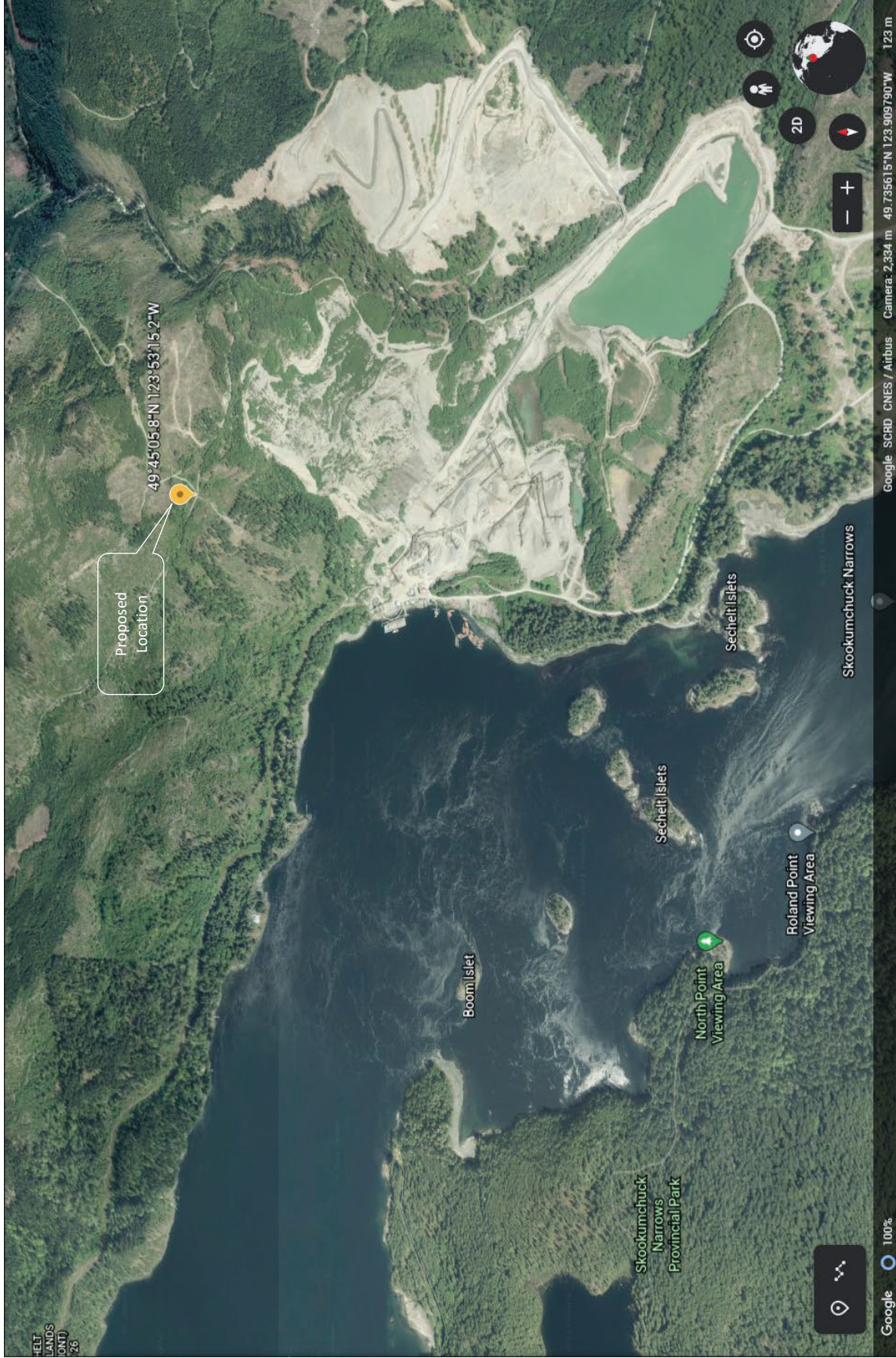
13401 – 108 Avenue, Suite 1700, Surrey BC V3T 5V6  
Phone: 604-586-2521, Fax: 604-586-2528  
Email: [ic.spectrumsurrey-surreyspectre.ic@canada.ca](mailto:ic.spectrumsurrey-surreyspectre.ic@canada.ca)

#### **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





158

# PRELIMINARY DESIGN PLANS – PROPERTY PLAN



# PRELIMINARY DESIGN PLANS – SITE PLAN

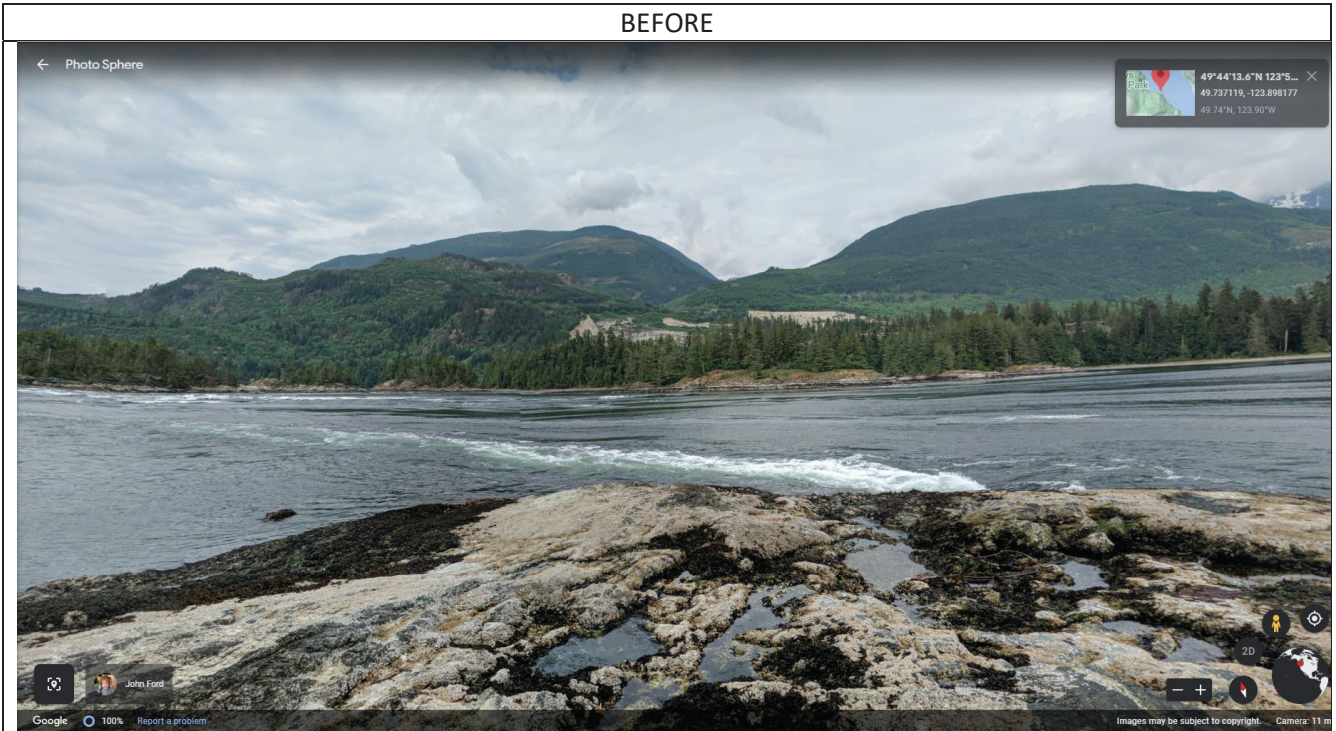






## PHOTO SIMULATION

### BEFORE



### AFTER



Artist's rendering of proposed facility looking NE from Skookumchuck Narrows trail approx. 1.8km away.

*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.*

*Proposed design is subject to change based on final engineer plans.*

*The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.*



COMMENT SHEET  
TELUS TELECOMMUNICATIONS FACILITY PROPOSAL  
ADDRESS: EGMONT MINE, BC  
PID: 025-780-361  
COORDINATES: N 49.751621°, W 123.887562°  
TELUS SITE: BC109091 – EGMONT MINE

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 May 3, 2021.

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  
Email: [publicconsultation@cypresslandservices.com](mailto:publicconsultation@cypresslandservices.com)  
*Thank you for your input.*

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

SOLBERG HILLS ESTATES LTD  
5401 PATRICIA BAY HWY  
VICTORIA BC V8Y 2N9

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

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

LAFARGE CANADA INC  
ATTN REAL PROPERTY TAX MANAGER  
200-7455 132 ST  
SURREY BC V3W 1J8

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

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

BC109091  
TOTAL - 6

**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 160 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 160 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 160 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 160 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 160 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 160 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

 **TELUS®**  
c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2

## Appendix C: Envelope





**IMPORTANT INFORMATION ENCLOSED REGARDING A PROPOSED TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 145 METRES OF A PROPERTY YOU HAVE AN INTEREST IN**

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

**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.

**5520 Legal/Public Notices**

**2145 Wanted**  
**WEAPONS WANTED.** Rifles, guns, swords, bayonets, etc. and military items. Collections, estates, single items. 604-740-6474.

**2225 Tools**  
**INDUSTRIAL SCAFFOLDING.** Call 604-740-8060.

**5520 Legal/Public Notices**

**3560 Pets**  
**ACTIVE SENIOR** on Coast wants to adopt an adult, mid-size dog. Text or call Jurgen 778-885-2529.

**The BC SPCA Sunshine Coast Branch** has the following cat(s) available for adoption:  
**Jet** (bonded with Stevie) - DSH, grey tabby, male, 1 yr.  
**Stevie** (bonded with Jet) - DSH, white, male, 2 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.**

**The BC SPCA Sunshine Coast Branch** has the following small animal(s) available for adoption:  
**Nori** - Mouse, grey, male, 2 years.  
**Moki and Tako** - Rats, white / dark grey; cream / brown, females, one year.  
**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.**



**5520 Legal/Public Notices**

**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!**

**6045 Mobile/Manufactured Homes**  
**USED HOMES**  
**From \$8,900**  
 CSA Approved  
 WENDY  
**604.883.0234**

**NEW HOMES**  
**We will beat any price from competitor on any new home**  
 WENDY  
**604.883.0234**

**6560 Houses For Rent**  
**RENTALS ARE 2 FOR 1!**  
**Book your private party, prepaid rental classified ad and receive the 2nd week FREE!**  
 Contact Shelley  
[classified@coastreporter.net](mailto:classified@coastreporter.net)  
 or use our self-serve website:  
[www.coastreporter.net](http://www.coastreporter.net)

**6920 Office/Retail**  
**QUIET 150 sq.ft.** office on main floor of downtown Sechelt professional building. Shared amenities and reception. Private parking lot. Reasonable rates. Call Richard 604-816-0432.

**6962 Storage**  
**LARGE HEATED storage** for rent. 604-740-6018.

**6975 Wanted To Rent**  
**LOOKING TO rent** a house basement suite or apartment in Gibsons or area. Call 604-399-9815 or 604-741-4360.

**SPACE REQUIRED** to rent in Gibsons for photography/music/recording. Must be secured space with bathroom. [brphoto@pikturebox.com](mailto:brphoto@pikturebox.com)

**FOOD BANK**  
 Salvation Army Food Bank 604-886-3665  
 Sechelt Food Bank 604-885-5881, ext. #240

**8130 Fencing**  
**CEDAR FENCING**  
**Custom and pre-fab Professional, precise and reliable!**  
**604-740-0572**

**9145 Domestic Cars**  
**1992 BUICK Roadmaster** Classic, good condition, second owner, 80,000 miles dark blue leather interior, \$5,000 obo. 604-886-3013.

  
**2002 T-Bird Convertible** Classic, V8 auto, A/C, P/W, airbags, P/B, power seats, 58,000 kms! Immaculate condition. Original owner.  
**\$22,900**  
**604-740-6743**

**6560 Houses For Rent**

**9185 Boats**  
**12' ALUMINUM boat** with 4HP Yamaha motor + seats, oars, paddle, life jackets, gas tank, water barrel, etc., etc. \$1,400. Utility trailer-carrier also available \$750. 4932 Laurel Avenue, Davis Bay. Don 604-562-2103 or 604-747-1117; [halward@telus.net](mailto:halward@telus.net)

**9190 Boat Access / Parts**  
**PAIR OF 350HP Yanmars**, diesel, 2,000 hours. Best offer. 604-612-6606.


**Coast Reporter Classifieds**  
  
 You never know what you'll find...  
**www.coastreporter.net**

**6560 Houses For Rent**

**HOLYWELL PROPERTIES**  
**VIDEO SHOWINGS AVAILABLE!** View pictures online at: [www.holywell.ca](http://www.holywell.ca)    
**We have quality tenants searching for quality homes. Contact us today for a free rental assessment.**  
 PO Box 187 • #201 - 5760 Teredo St.  
 Sechelt BC V0N 3A0  
 ph: 604-885-3460 • email: [info@hollywell.ca](mailto:info@hollywell.ca)  
 View all of our current listings at: [www.holywell.ca](http://www.holywell.ca)

**6962 Storage**


**6962 Storage**

**Belmar Self Storage**  
**5631 Inlet Ave. in Downtown Sechelt**  
**Best Rates in Town**  
  
 Phone Holywell Properties:  
**604.885.3460**  
[www.belmarselfstorage.com](http://www.belmarselfstorage.com)

**9210 Marinas / Moorage**

**9210 Marinas / Moorage**

  
**BOATHOUSE VACANCY (40-50 ft.)**  
 Duke's Marina, Secret Cove  
**604-970-7678**

  
**DISTRICT OF SECHELT**  
**NOTICE OF PARCEL TAX REVIEW PANEL**  
 NOTICE is hereby given that a Parcel Tax Review Panel for Water, Sewer and Recreation Parcel Tax Assessment purposes will be held at **5:00 PM, Thursday, April 8, 2021**, Via Zoom. To hear complaints regarding Parcel Tax Rolls for Water, Sewer, and Recreation for the year 2021.  
 You may make a complaint under Section 205 of the Community Charter to the Parcel Tax Review Panel for one or more of the following reasons:

- There is an error or omission about a name or address on the tax roll;
- There is an error or omission about the inclusion of a parcel;
- There is an error or omission about the taxable area or taxable frontage of a parcel;
- An exemption has been improperly allowed.

For a complaint to be heard by the Parcel Tax Review Panel, the complaint must be received in writing on or before **4:30 pm, Tuesday, April 6, 2021** to the attention of:

Denise North, Finance Assistant  
 District of Sechelt  
 PO Box 129, Sechelt BC V0N 3A0  
 5797 Cowrie Street, 2nd floor  
[propertytax@sechelt.ca](mailto:propertytax@sechelt.ca)

The Parcel Tax Rolls are available for viewing at the District office from 10:00 am to 3:00 pm, Monday through Friday, except statutory holidays. Digital copies are available via email by written request to above email address.

  
**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 site consisting of 48.0 metre self-support tower and ancillary radio equipment in order to improve wireless services to the Egmont Mine and the surrounding areas.  
**Tower Location:** Egmont Mine, BC (PID: 025-780-361)  
**Coordinates:** N 49.751621°, W 123.887562°

**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 May 3, 2021 respect to this matter.**

TELUS File: BC109091 – Egmont Mine

**Location Map**  


## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** Corporate and Administrative Services Committee – May 27, 2021

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

**SUBJECT:** RFP 2161303 RECREATION FACILITY POOL FILTER REPLACEMENT AWARD REPORT  
(SECHELT AQUATIC FACILITY)

---

### RECOMMENDATIONS

**THAT the report titled RFP 2161303 Recreation Facility Pool Filter Replacement Award Report (Sechelt Aquatic Facility) be received;**

**AND THAT Sunshine Coast Regional District award the purchase contract to DB Perks & Associates for the Recreation Facility Pool Filter Replacement at a total value of \$202,520 (plus GST);**

**AND THAT an additional \$15,972 from capital reserves be applied to this project;**

**AND THAT the 2021-2025 Financial Plan be amended accordingly;**

**AND THAT the delegated authorities be authorized to execute the contract;**

**AND FURTHER THAT this recommendation be forwarded to the May 27, 2021 Regular Board meeting.**

---

### BACKGROUND

On January 28, 2021 hairline cracks were identified in the Sechelt Aquatic Centre hot tub pool filter. This is a critical component. Cracks results in leaks. Filter replacement is included in the facility asset management plan and was scheduled for 2033 based on expected useful life at time of facility construction. Subsequent research identifies that useful life of 12-15 years is reasonable.

Further investigation showed that the main pool and leisure pool filters have similar cracking.

These filters are substantial pieces of equipment requiring specialized mechanical installation. These pool filters are considered pressure vessels and typically operate at approximately 20 psi. A filter failure would pose a safety concern and could result in flooding of mechanical areas.

All three filters must be replaced. Replacing all three as one project provides substantial efficiencies. This project must be completed when the pools are not operational; a timely award decision will allow completion during planned 2021 annual shutdown.

## DISCUSSION

### *Request for Proposal (RFP) Process and Results*

Request for Proposal 2161303 Recreation Facility Pool Filter Replacement was published on April 9, 2021 and closed on May 7, 2021.

One addendum was issued.

Purchasing received one proposal and the evaluation team consisted of four team members. The committee reviewed and scored proposals against the criteria set out in Section 7.2 of the RFP. Staff recommend that a contract be awarded to DB Perks & Associates who met the specifications as outlined in the RFP.

DB Perks & Associates' bid exceeds the \$90,800 allocated in the recreation capital renewal fund for this project. The value identified in the capital plan was based on costs at the time of construction and did not include a project contingency or PST.

| <u>Name</u>                | <u>Total Value of a Contract</u> |
|----------------------------|----------------------------------|
| DB Perks & Associates Ltd. | \$ 202,520 (before GST)          |

### *Financial Implications*

This contract value exceeds allocated funds in the recreation capital renewal fund by \$111,720. Staff recommend a project contingency of 10% in the amount of \$20,252 be added to this project for a total value of \$222,772, an overage of up to \$131,972 beyond the projected project value.

Staff recommend that the funding gap be closed through:

- Applying surplus funds from other projects that have come in under budget. The SAC sound baffles project was a one-time capital approval in 2020 and a balance of \$60,000 is expected after the project is completed.
- Resequencing other projects within the Recreation Facilities capital plan. A fleet vehicle purchase can be deferred by one year, for instance.
- Additional funding of \$15,972 from capital reserves.

This approach makes use of existing funds, where available, while minimizing asset management implications.

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

Annual maintenance at SAC is tentatively scheduled for August 3 to September 24, 2021. Staff are continuing to work on tendering for the SAC fire sprinkler replacement. Decisions/timing for that project may influence planned shutdown. Staff will confirm closure dates once contracts for all projects are awarded.

Following Board decision, the contract award will be made. The contractor has provided confirmation that they can complete the project 80 days from the date of contract signing. A late May award thus allows completion during planned annual shutdown.

**STRATEGIC PLAN AND RELATED POLICIES**

N/A - operational

**CONCLUSION**

The SCRd received one proposal for RFP Request for Proposal 2161303 Recreation Facility Pool Filter Replacement. Staff recommend award of the contract to DB Perks & Associates.

To close the project funding gap, a combination of costs savings from another project, resequencing of capital plan items and a contribution from capital reserves are recommended.

|              |                 |             |                |
|--------------|-----------------|-------------|----------------|
| Reviewed by: |                 |             |                |
| Manager      | X - K. Robinson | CFO         | X-T. Perreault |
| GM           | X – I. Hall     | Legislative |                |
| CAO          | X – D. McKinley | Purchasing  | X-V. Cropp     |



**RECEIVED**

By SCRD Chief Administrative Officer at 7:56 am, May 03, 2021



700 North Road, Gabriola Island, BC V0R 1X3

Telephone **250-247-2063** Fax 250-247-7514Toll Free via Enquiry BC in Vancouver 604.660.2421 Elsewhere in BC **1.800.663.7867**Email [northinfo@islandstrust.bc.ca](mailto:northinfo@islandstrust.bc.ca)Web [www.islandstrust.bc.ca](http://www.islandstrust.bc.ca)

April 20, 2021

File No.: GM/6410-03

Via email: [Lori.Pratt@scrd.ca](mailto:Lori.Pratt@scrd.ca)

Lori Pratt, Board Chair  
 Sunshine Coast Regional District  
 1975 Field Road  
 Sechelt, BC V7Z 0A8

Dear Chair Pratt,

**RE: Grant-in-Aid policy: Fire Suppression and Life or Emergency Safety Equipment**

I am writing as Chair of the Gambier Island Local Trust Committee to request reconsideration of the SCRD Grant-in-Aid funding policy s8.2.

At our meeting of April 1, 2021, we passed the following motion:

**GM-2021-020****It was MOVED and SECONDED,**

that the Gambier Island Local Trust Committee request the Chair prepare correspondence to the Sunshine Coast Regional District urging that they reverse their policy that excludes fire prevention and equipment from rural grants-in-aid.

**CARRIED**

Island communities are in the ironic position of being excluded from the SCRD Fire suppression service, and also excluded from Grant-in-Aid assistance to provide for themselves.

As you are no doubt aware, a number of islands within the Gambier Island Local Trust Area are also in the SCRD and receive their tax-based services from the SCRD. Included in the list of islands would be Anvil, Gambier, Keats, Paisley, North and South Thormanby and the Trail Islands.

The SCRD has established a Fire Protection Service pursuant to bylaw and provides that service through administration, bylaws, fire directives and four fire halls, amongst other actions. The islands in the SCRD are excluded from this service.

The effect of the exclusion of island communities from this service is that they are for the most part on their own, in both the prevention of and response to fires related to structures and otherwise. The Provincial wildfire service will only respond if the forest is in danger.

As a result of this situation, many island communities have developed their own fire response strategy. We are aware of fire response plans in New Brighton/West Bay on Gambier, Fircom Plateau on Gambier, on North Thormanby, South Thormanby and Keats. There are likely others. These groups have taken a variety of routes to acquire equipment and attempt to educate and respond.

***Preserving and protecting over 450 islands and surrounding waters in the Salish Sea***

Bowen Denman Hornby Gabriola Galiano Gambier Lasqueti Mayne North Pender Salt Spring Saturna South Pender Thetis

A number of years ago these groups were able to access Grant-in-Aid funds from the SCRCD to assist in purchasing equipment. That policy was changed so that s8.2 of the policy now excludes grants for fire suppression and life or emergency safety equipment.

However, if the purpose of the policy is to support the Board in making fair and equitable decisions on behalf of their respective areas in the granting of funds to the community; and if Grant-in-Aid funding is provided in order to assist groups that provide community benefit, enhancing the quality of life for residents; how can the exclusion of fire suppression and life or emergency safety equipment be justified?

We urge you to reconsider s8.2 of your Grant-in-Aid policy and allow communities to apply for grants for fire suppression and life or emergency safety equipment. These groups would have to meet all the other criteria of the policy. Nothing is more important on these remote islands than prevention of the devastating effects of fires. This is the most important grant funding that could be provided.

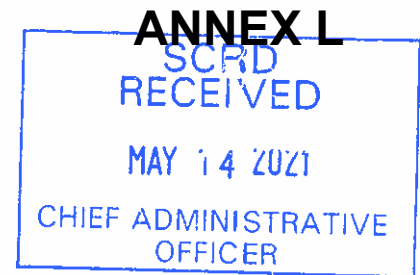
If communications is an issue, Trustees Dan Rogers and Kate-Louise Stamford maintain regular email contact with islanders and would be happy to help. We recognize that the fire and emergency services staff have provided advice to various island communities from time to time, and those communities very much appreciate that assistance.

On behalf of the Gambier Island Local Trust Committee, thank you for your attention to this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Sue Ellen Fast", with a stylized flourish at the end.

Sue Ellen Fast,  
Chair, Gambier Island Local Trust Committee



May 14, 2021

Ref: 267054

Mayors and Regional District Chairs of British Columbia  
Attendees of May 2021 Regional Calls with Minister Josie Osborne and Minister Lisa Beare

Dear Mayors and Chairs:

Thank you for taking the time to join Minister Josie Osborne and Minister Lisa Beare for the May 2021 regional calls. As Minister Osborne and Minister Beare said, these conversations continue to be a great opportunity to hear from you about the key issues and opportunities that you are working on in your communities. This email answers some of your questions and details links and resources for some of the topics raised.

The May 2021 calls were focused on connectivity. Working to connect all people in BC – regardless of where they live – is a priority for our government. Communications technology in all its rapidly changing forms is embedded into all aspects of our day-to-day lives as it enables a broad spectrum of possibilities including access to healthcare, education, culture, public safety and economic activity, as well as day-to-day social interactions during the challenging times of the pandemic.

Building on the Province's most recent investments totalling \$180 million, Budget 2021 establishes stable **base funding** of \$40 million over the plan to further invest in the Province's connectivity strategy. This will provide better high-speed internet and cell coverage to help connect more people in rural areas and remote communities. (See more Budget 2021 highlights below.)

There were a number of themes that came up during the calls including inaccurate federal data on broadband internet speeds, cell coverage along highways, redundancy, and low earth orbit satellites (LEOS) as an alternative to ground infrastructure. Providing the same level of access, quality and affordability in rural and remote areas as in urban areas is a key priority for the provincial government and we are working towards that goal.

The Connected Communities team within the Ministry of Citizens' Services would be happy to answer any further questions regarding connectivity programs or planning, highway cellular, satellite services or any recent announcements pertaining to connectivity in your area. Please email [ConnectedCommunitiesBC@gov.bc.ca](mailto:ConnectedCommunitiesBC@gov.bc.ca).

### Internet Speed Study

---

Ministry of Municipal Affairs – Local Government

Mailing Address:  
PO Box 9490 Stn Prov Govt  
Victoria BC V8W 9N7  
Phone: 250 356-6575  
Fax: 250 387-7973

Location:  
6th Floor, 800 Johnson Street  
Victoria BC V8W 1N3  
[www.gov.bc.ca/muni](http://www.gov.bc.ca/muni)

Communities have raised concerns that the federal data on broadband Internet speeds, which is used to determine eligibility for connectivity funding programs, may not accurately reflect the broadband Internet speeds experienced in homes, businesses, and other locations at the community level.

The Ministry of Citizens' Services, UBCM, and Northern Development Initiative Trust are responding collaboratively to these concerns with an independent study of differences between the broadband Internet speeds experienced in some BC communities, and the 50/10 Mbps speed identified on the federal government's National Broadband Internet Service Availability Map. The study which is underway, will produce factual information on Internet speeds in rural and remote communities, supporting analysis and informing dialogue between the Northern Development Initiative Trust, Indigenous and local governments, Internet service providers, the Province, and the federal government. Data gathering and analysis will occur over the spring and summer months, with reporting of study results expected in fall 2021.

A **key step** in this process is to identify which communities in BC have noted inconsistencies between the 50/10 Mbps Internet speed that federal maps indicate should be available, versus actual Internet speeds currently experienced by residents and businesses in the area.

Local governments with reports of Internet speeds lower than the 50/10 Mbps speeds shown on federal maps, are invited to self-identify by contacting Reiko Tagami, Policy Analyst, UBCM to request to be included in the study.

Local governments wishing to participate in the Internet speed study are encouraged to complete a questionnaire, providing contextual and background information about Internet speeds experienced in their community. For the purpose of this study, local governments can improve the accuracy and depth of the Internet speed data for their area, by having their residents, businesses, and other community stakeholders complete the CIRA Internet speed test. More information on the Internet speed questionnaire & performance data can be found here.

#### **BC Budget 2021 Highlights**

On April 20, 2021, Finance Minister Selina Robinson tabled the 2021 provincial budget in the legislature. Budget 2021 includes significant new funding commitments of interest to local governments, including those for mental health and substance use; housing affordability and homeless populations; economic recovery; childcare, and broadband connectivity. Due to COVID-19 pandemic impacts, the budget projects deficits of \$9.7 billion this year, \$5.5 billion next year, and \$4.3 billion in the year following. For more information see provincial government's Budget 2021 or UBCM BC Budget Highlights.

#### *Mental Health Funding and Substance Use*

The budget allocates \$3.1 billion over three years to improve health and mental health care, including \$500 million to continue to expand mental health and substance use services. \$330 million over the fiscal plan provide a full spectrum of substance-use treatment and recovery services, including \$152

million for opioid treatment. There will be 195 new substance use treatment and recovery beds in communities throughout the province to help more people get on a path to recovery.

#### *Housing Affordability and Homeless Population*

The budget provides additional funding to expand the HousingHub program to construct 9,000 more rental homes for middle-income house holds and families over the next 3-5 years.

In addition to continued investments in the Homes for B.C. Supportive Housing Fund, the Province is partnering with the federal government through the Rapid Housing Initiative to convert existing buildings into supportive housing, and to support development of modular housing to expedite housing solutions for homeless or other vulnerable populations.

The budget allocates funding to extend supports and services for people experiencing homelessness and includes funding to help maintain more than 3,000 temporary emergency shelter and hotel spaces that have been secured during the pandemic. Funding is also provided to extend the additional 650 urgent shelter spaces, rent supplements, and supportive housing sites used to support recent decampments efforts in Vancouver and Victoria, with on-site health and other supports.

#### *Economic Recovery*

Budget 2021 continues to prioritize investments that help BC respond to the pandemic and to prepare for a strong recovery. These investments build on the over \$10 billion that has been provided to support people, businesses and communities since the pandemic began. The budget provides a record \$26.4 billion in taxpayer-supported capital investments that are expected to create over 85,000 jobs over the three-year plan. These investments will ensure the right infrastructure is in place by making critical upgrades to hospitals, schools, and highway and transit projects.

#### *Childcare*

The budget included a \$233 million increase in base funding over three years for childcare to create new spaces. This will more than double the number of \$10-a-day childcare spaces and contribute to raising wages for early childhood educators. New federal funding will help BC to build on this commitment.

#### **Infrastructure Funding**

Public announcements for the Investing in Canada Infrastructure COVID-19 Infrastructure Resilience Stream are expected next month. We understand that you are all interested in finding out the decisions. Ministry staff are working with our partners at Infrastructure Canada to finalize approvals at this time. Please stay tuned for further announcements.

In addition, Budget 2021 includes provincial funding commitments of \$41 million over the fiscal plan, or \$247 million over the next six years to maximize federal contributions and continue to support local governments, not-for-profit entities and First Nations in accessing community infrastructure funding. **The ministry will be communicating further details on the Investing in Canada Infrastructure Program (ICIP) application process for new intakes in the fall of 2021.**

### **COVID-19 Update**

The strengthened province-wide restrictions that came into effect on March 29 are still in place through to May 25, including that everyone should stay within their local communities. Travel restrictions for non-essential travel in BC are also in place until May 25. Read the travel restrictions [here](#).

Dr. Henry stresses that although a high number of people are being vaccinated every day, it will take some time before all of us can let our guard down and right now, we all need to continue doing the things that prevent transmission of the virus.

Please stay tuned for further announcements from Provincial Health Officer Dr. Bonnie Henry and check the provincial government COVID-19 website regularly for more information.

### **Vaccination Roll Out**

Dr. Bonnie Henry and Minister of Health, Adrian Dix, urge everyone to register online or call 1-833-838-2323 for vaccination as soon as possible. Getting vaccinated will help stop transmission and infections in vaccinated people are generally milder compared to those in unvaccinated people.

Starting today at 7 p.m. (Pacific time), booking invitations will begin for people who are registered and are born in 1996 or earlier (25 and up). On Saturday at 7 p.m., booking invitations will begin for people who are registered and are born in 2001 or earlier (20 and up) and on Sunday at 7 p.m., booking invitations will begin for people who are registered and are born in 2003 or earlier (18 and up). We encourage you to share this information with your residents.

The latest vaccine information can be found at [www.bccdc.ca](http://www.bccdc.ca).

### **Home Owner Grant Centralization**

As a reminder, effective 2021 all home owner grant applications must be submitted directly to the BC provincial government through a secure online application. **Municipalities no longer need to and should not accept any applications.** There are no changes to program eligibility criteria.

Homeowners can apply for their current year or their retroactive home owner grants 24/7 online at [gov.bc.ca/homeownergrant](http://gov.bc.ca/homeownergrant) or they can call toll free: 1-888-355-2700 Monday to Friday from 8:30 am to 5 pm to speak with an agent. **We encourage you to share this information with your residents.**

The next regional calls will be in June. Ministry staff will be in touch with you about the June date, time, and meeting information. Our tentative plan after June is to take a summer break from these calls and restart them in September.



Mayors and Chairs  
Page 5

The more restrictive COVID-19 measures over the next few weeks are hard for all of us – for governments, for businesses, for individuals in communities throughout BC. Once again, I cannot thank you enough as local government leaders for your continued leadership and dedication during this difficult time.

Sincerely,

A handwritten signature in black ink, appearing to read 'T Faganello', with a large, sweeping flourish at the end.

Tara Faganello  
Assistant Deputy Minister

pc: Chief Administrative Officers  
Gary MacIsaac, Executive Director, UBCM  
Nancy Taylor, Executive Director, LGMA  
Todd Pugh, Executive Director, CivicInfo