



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, May 18, 2017
Time: 9:30 AM
Location: Revelstoke Community & Aquatic Centre
Revelstoke Community & Aquatic Centre, 600 Campbell Ave, Revelstoke

Pages

1. Call to Order

2. Board Meeting Minutes

2.1 Adoption of Minutes

1

Adoption of April 20, 2017 regular Board meeting minutes.

Motion

THAT: the minutes of the April 20, 2017 regular Board meeting be adopted.

2.2 Business Arising from the Minutes

None.

3. Delegations

3.1 10:00 AM: Representatives of the Interior Lumber Manufacturers Association (ILMA)

27

The ILMA delegation presented information last year to the CSRD, requested and received support for a Resolution "Right Log to the Right Mill".

The purpose of the ILMA delegation this year: First, to live up to the commitment to the Board from last year, to keep the Board informed and up to date on these ongoing issues. Second, to request the Board's ongoing support towards getting government to support the ILMA fiber needs and their continued industry competitiveness so they can maintain and increase long term jobs and economic development in the communities and the regional areas they are associated with. Finally, to maintain and develop strong relationships with the Board and the ILMA by increasing communications directly between us.

3.2 10:15 AM: Joanne Sweeting, Executive Director, Tourism Golden

44

Presentation of Tourism Golden 2015-2016 Annual Report

ADMINISTRATION

4. **Correspondence**

4.1 **Canadian Radio-television and Telecommunications Commission (May 4, 2017)**

78

Letter from the Chairman and Chief Executive Officer, Jean-Pierre Blais, on an opportunity to help shape the CRTC's new broadband funding regime.

Motion

THAT: the correspondence contained on the May 18, 2017 regular Board agenda be received for information.

5. **Reports**

5.1 **SILGA Annual General Meeting Conference (April 25-28, 2017)**

81

Three CSRD Resolutions supported at Southern Interior Local Government Association Annual General Meeting.

Resolutions are attached.

Verbal update from Chair Martin, for information.

5.2 **Area A Local Advisory Committee Meeting Minutes - April 18, 2017**

84

Motion

THAT: the minutes of the Area A Local Advisory Committee Meeting held on April 18, 2017 be received for information.

5.3 **Electoral Area Directors' Committee Meeting Minutes - April 4, 2017**

88

Resolutions and Action Items brought forward to April Board meeting.

Motion

THAT: the minutes of the Electoral Area Directors' Committee meeting held on April 4, 2017 be received for information.

6. **Business General**

6.1 **Overtime – Managerial and non-managerial exempt staff**

97

Report from Jodi Pierce, Manager, Financial Services, dated May 5, 2017. Policies F-18 (Overtime-Non-Managerial Exempt Staff) and F-19 (Recognition of Managerial Hours Worked) are being revised to clarify overtime calculations in Emergency Operations Centre activations.

Motion

THAT: the Board endorse the amendment to Policy F-18 “Overtime – Non-Managerial Exempt Staff” and approve its inclusion into the CSRD Policy Manual.

Motion

THAT: the Board endorse the amendment to Policy F-19 “Recognition of Managerial Hours Worked” and approve its inclusion into the CSRD Policy Manual.

6.2 CSRD Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737 102

Report from Ben Van Nostrand, Team Leader, Environmental Health Services dated May 8, 2017. Solid Waste Disposal Tipping Fee Bylaw Update

Motion

THAT: Bylaw No. 5737, cited as “CSRD Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737” be read a first, second and third time this 18th day of May, 2017.

6.3 Shuswap Economic Development Strategy – Contract Award 125

Report from Robyn Cyr, Economic Development Officer (EDO), dated May 8, 2017.

Motion

THAT: The Board empower the authorized signatories to enter into an agreement with EDCC Consulting to develop the Shuswap Economic Development Strategy.

7. Business By Area

7.1 Grant-in Aid Requests 166

Report from Jodi Pierce, Manager, Financial Services, dated May 5, 2017.

Motion

THAT: the Board approve the following allocations from the 2017 electoral grant-in-aid's:

Area A

\$400 – Gentlemen's Leisure Club of Golden (bike swap event)

\$10,800 – Golden Opportunities for Refugees (refugee program support)

\$1,000 – Kicking Horse Country Chamber of Commerce (Kicking Horse Country Dash)

Area C

\$2,672 – White Lake Residents Association (replace safety buoys)

\$15,244 – Sorrento & Area Community Association (Sorrento beautification)

\$32,000 – South Shuswap Canada Day Society (Canada Day celebrations)

\$1,900 – Eagle Bay Fire Department Association (open house)

7.2 Electoral Area A Regional Trail Strategy RFP Award

169

Report from Ryan Nitchie, Team Leader, Community Services May 8, 2017.
Electoral Area A Trail Strategy RFP Award.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with Larch Landscape Architecture and Authentic Mountain Design to complete a Regional Trail Strategy for Electoral Area A for a total cost of \$59,855 plus a 15% contingency, plus applicable taxes.

7.3 No further borrowing resolution – Anglemont Waterworks

172

Report from Jodi Pierce, Manager, Financial Services, dated May 5, 2017.

Motion

THAT: the Board confirms that there will be no further borrowing against Columbia Shuswap Regional District Bylaw No. 5620, being the Anglemont Waterworks Loan Authorization Bylaw and the remaining unissued loan authorization in the amount of \$3,898,744 will be cancelled.

8. Administration Bylaws

None.

9. IN CAMERA

Motion

THAT: pursuant to Sections 90(1)(a)

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;

of the Community Charter, the Board move In Camera.

DEVELOPMENT SERVICES

10. Business General

None.

11. ALR Applications

11.1 **Electoral Area A: Agricultural Land Commission (ALC) Application Section 21(2) – Subdivision LC2527A Neil Tobler and Verena Tobler** 175

Report from Candice Benner, Development Services Assistant, dated April 28, 2017.

2311 and 2379 Campbell Road, McMurdo

Motion

THAT: Application No. LC2527A, Section 21(2) Subdivision in the ALR, for the north east quarter of Section 30, Township 25, Range 20, W5M, Kootenay District, Except Plans NEP64113, NEP72158, and NEP91075 be forwarded to the Provincial Agricultural Land Commission recommending approval of Proposed Lot 1 only, on this 18th day of May, 2017.

11.2 **Electoral Area B: Agricultural Land Commission (ALC) Application Section 20(3) - Non-Farm Use LC2530B James and Lee-Ann Kramer** 198

Report from Candice Benner, Development Services Assistant, dated April 28, 2017.

4496 Airport Way, Rural Revelstoke

Motion

THAT: Application No. LC2530B, Section 20(3) Non-Farm Use in the ALR, for Lot 1, Section 31, Township 22, Range 1, W6M, Kootenay District, Plan NEP73271 be forwarded to the Provincial Agricultural Land Commission recommending approval, on this 18th day of May, 2017.

11.3 **Electoral Area D: Agricultural Land Commission (ALC) Application Section 20(3) – Non-Farm Use LC2531D Monty & Jennifer Siddall** 216

Report from Jennifer Sham, Planner, dated April 25, 2017.

4885 Highway 97, Falkland

Motion

THAT: Application No. LC2531D, Section 20(3) Non-Farm Use, for the Northeast ¼ Section 19 Township 17 Range 11 W6M KDYD Except Plans A322 and KAP65292, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 18th day of May, 2017.

12. Directors' Report on Community Events

One (1) Minute Verbal Report from Each Board Director for information.

ELECTORAL AREA DIRECTORS**13. Business by Area****13.1 Electoral Area A: Development Variance Permit No. 641-27 (Palumbo) 248**

Report from Jennifer Sham, Planner, dated April 24, 2017.
Palumbo Heights Drive, Nicholson

Motion

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-27, for that part of Legal Subdivision 2, Section 35, Township 25, Range 21, West of the 5th Meridian, Kootenay District, except Plans NEP66313, NEP74775, NEP7680, EPP37325 and EPP45014, varying Schedule 'A' – Levels of Service of Subdivision Servicing Bylaw No. 641, as amended (Bylaw No. 641), to allow a subdivision which would create a fee simple lot (Lot 1, EPP68187) with a parcel size of 0.674 ha serviced by on-site water and on-site sewerage disposal system, as shown on Schedule 'B',

be approved for issuance this 18th day of May, 2017.

13.2 Electoral Area A: Development Variance Permit No. 641-22 (Rod Steward and Lorraine Dever) 313

Report from Christine LeFloch, Development Services Assistant, dated April 27, 2017
2346 Blaeberry Road, Golden

Motion

THAT: In accordance with Section 498 of the Local Government Act Development Variance Permit No. 641.22 for Block C, Section 1, Township 29, Range 22, West of the 5th Meridian, Kootenay District, varying Subdivision Servicing Bylaw No. 641, as follows:

1. Varying Section 8.3(a) by waiving the requirement that a surface water source proposed for an Independent On-Site Water System must be surface water from an intake that has unrecorded water and is on the List of Eligible Sources, shown in Schedule D of Bylaw No. 641, that is current as of the date of application for subdivision only for proposed Lot 2 as shown on the proposed plan of subdivision; and
2. Varying Section 8.5 by waiving the requirement that all components, including the intake, for an Independent On-site Water System must be located on the same parcel as the residential dwelling unit in respect of which they are required or located within easements or rights of way meeting the requirements of Section 9.11 of Subdivision Servicing Bylaw No. 641; and
3. Varying the volume of water required to be provided by an Independent On-site Water System pursuant to Section 8.8 from 2,275 litres per day to 2,273 litres per day only for proposed Lot 2;
for a proposed subdivision under application No. 2015-05926A;
be approved for issuance this 18th day of May, 2017.

13.3 Electoral Area F: Temporary Use Permit No. 830-2 (Darroch/Isley)

340

Report from Dan Passmore, Senior Planner, dated April 7, 2017.
6929 Squilax-Anglemont Road, Magna Bay

Motion

THAT: In accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-2 for Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 (PID: 014-009-552), for an approximately 7,500 m2 portion of the subject property for outdoor boat and trailer parking for registered guests of Magna Bay Resort on the subject property from May 19, 2017 until May 19, 2020, be issued this 18th day of May, 2017

14. Planning Bylaws

14.1 Electoral Area E: Lakes Zoning Amendment (Remington) Bylaw No. 900-16

355

Report from Christine LeFloch, Development Services Assistant, dated April 28, 2017.
643 Swanbeach Road, Swansea Point

Motion

THAT: "Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be read a third time as amended this 18th day of May, 2017.

Motion

THAT: "Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be adopted this 18th day of May, 2017.

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|------|--|-----|
| 14.2 | Electoral Area F: Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29 | 397 |
|------|--|-----|

Report from Jennifer Sham, Planner, dated April 25, 2017.
6956 Casabello Road, Magna Bay

Motion

THAT: "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29" be read a third time this 18th of May, 2017.

Motion

THAT: "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29" be adopted this 18th of May, 2017.

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|------|---|-----|
| 14.3 | Electoral Area C: Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87 | 429 |
|------|---|-----|

Report from Dan Passmore, Senior Planner, dated April 10, 2017. Golf Course Drive, Blind Bay

Motion

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a second time this 18th day of May, 2017.

Motion

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a second time this 18th day of May, 2017.

Motion

THAT: a public hearing to hear representations on Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87 be held;

AND THAT: notice of the public hearing be given by staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act;

AND FURTHER THAT: the holding of the public hearing be delegated to Director Paul Demenok, as Director for Electoral Area 'C' being that in which the land concerned is located, or Alternate Director Arnie Payment, if Director Demenok is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

15. Release of In Camera Resolutions

If Any

MEETING CONCLUSION

16. Upcoming Meetings/Events

16.1 Directors Remuneration Review Committee Meeting

Tuesday, May 23, 2017 at 9:30 AM
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

16.2 Electoral Area A Local Advisory Committee

Tuesday, May 23, 2017 6:00 p.m. to 8:00 p.m.
Golden British Columbia Visitors Centre
111 Golden Donald Upper Road, Golden, BC

16.3 Revelstoke & Area Economic Development Committee Meeting

Wednesday, June 7, 2017 4:00 p.m.
301 Victoria Road, Revelstoke, BC

16.4 Area C Governance Study Community Engagement Open House

Monday, May 15, 2017 5:00 p.m. to 7:30 p.m.
Sorrento Memorial Hall - 1150 Passchendaele Road, Sorrento.

16.5 Area C Governance Study Community Engagement Open House

Tuesday, May 16, 2017 5:00 p.m. to 7:30 p.m.
Sunnybrae Community Hall - 3595 Sunnybrae-Canoe Pt. Road

16.6 Area C Governance Study Community Engagement Open House

Thursday, June 8, 2017 5:00 p.m. to 7:30 p.m.
White Lake Community Hall - 3617 Parri Road, Sorrento

16.7 Area C Governance Study Community Engagement Open House

Friday, June 9, 2017 5:00 p.m. to 7:30 p.m.
Eagle Bay Community Hall - 4326 Eagle Bay Road, Eagle Bay

16.8 Area C Governance Study Community Engagement Open House

Tuesday, June 13, 2017 5:00 p.m. to 7:30 p.m.
Notch Hill Town Hall - 1639 Notch Hill Road, Sorrento

16.9 Area C Governance Study Community Engagement Open House

Wednesday, June 14, 2017 5:00 p.m. to 7:30 p.m.
Shuswap Lake Estates Community Centre (Lodge)
2905 Centennial Drive, Blind Bay

16.10 Area C Governance Study Committee Meeting

Thursday, June 15, 2017 6:00 p.m.
Blind Bay Community Hall - 2510 Blind Bay Road, Blind Bay

17. Next Board Meeting - Committee of the Whole (Policy Session)

Thursday, June 15, 2017 at 8:30 a.m.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

18. Adjournment

Motion

THAT: the regular Board meeting of May 18, 2017 be adjourned.



COLUMBIA SHUSWAP REGIONAL DISTRICT
REGULAR BOARD MEETING
MINUTES

Date: April 20, 2017
 Time: 8:30 AM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart	Electoral Area A (via teleconference)
	L. Parker	Electoral Area B
	P. Demenok	Electoral Area C
	R. Talbot	Electoral Area D
	R. Martin (Chair)	Electoral Area E
	L. Morgan	Electoral Area F
	M. McKee	City of Revelstoke
	T. Rysz	District of Sicamous
	K. Flynn	City of Salmon Arm
	T. Lavery	City of Salmon Arm Alternate
Directors Absent	C. Moss	Town of Golden
	C. Eliason	City of Salmon Arm

Staff Present	C. Hamilton	Chief Administrative Officer
	L. Shykora	Deputy Manager, Corporate Administration Services
	E. Johnson	Executive Assistant/Confidential Secretary
	C. Kraft	Deputy Treasurer
	B. Van Nostrand	Team Leader, Environmental Health Services
	R. Nitchie	Team Leader, Community Services
	T. Langlois	Team Leader, Utilities
	G. Christie	Manager, Development Services
	C. Paiement	Team Leader, Development Services
	D. Passmore	Senior Planner
	J. Sham	Planner
	J. Thingsted	Planner
	C. LeFloch	Development Services Assistant
	B. Payne	Manager, Information Systems

1. **Call to Order**

The Chair called the meeting to order at 8:30 AM.

Director Rysz joined the meeting at 8:40 am.

2. **IN CAMERA**

2017-0401

Moved By Director Morgan

Seconded By Director Talbot

THAT: pursuant to Sections 90(1)(a)(e)(i):

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;

(e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

of the Community Charter, the Board move In Camera.

CARRIED

4. Adoption of Agenda

2017-0402

Moved By Director Demenok

Seconded By Director Flynn

THAT: the Board adopt the agenda with the addition of Item 12.2 Rail Corridor Trail Service Establishment and Rail Corridor Trail Service Loan Authorization Bylaws.

CARRIED

3. Release of In Camera Resolutions

CP Rail Corridor Trail

THE FOLLOWING RESOLUTIONS WERE AUTHORIZED FOR RELEASE FROM THE APRIL 20, 2017 IN CAMERA MEETING:

THAT: the Board approve, as tenants in common with the Regional District of North Okanagan (RDNO), each with a 50% interest, the acquisition of the abandoned CP Rail Corridor known as:

a) the former Okanagan subdivision from Mile 0.3 to Mile 1.2, Mile 1.8 to 23.5 and Mile 25.5 to 30.76

from Canadian Pacific Railway Company for the sum of \$6.5 million, with the CSRD's share to be \$2.17 million, subject to the terms and conditions of the Contract of Purchase and Sale as set out in Attachment I to the report of the Chief Administrative Officer dated April 20, 2017.

THAT: provided the CSRD Board approves the transaction contemplated herein, the Board authorizes the release from In Camera the Board's resolution regarding same, along with this staff report and attachment.

THAT: the Board authorize payment of the CSRD's share of the deposit amount of \$50,000, with the source of funding to come from the \$250,000 that the Board previously approved for this project from the Sicamous/Area 'E' Economic Opportunity Fund (EOF).

THAT: the CSRD Board give three readings to the Rail Corridor Trail Service Establishment Bylaw No. 5755 and the Rail Corridor Trail Loan Authorization

Bylaw No. 5756 at today's regular Board meeting, with said bylaws to be circulated and added to the April 20, 2017 Late Item Agenda.

THAT: the Board direct staff to initiate the Alternative Approval Process in accordance with subsections 342(1)(a), 342(4), and 345(1)(a) of the Local Government Act.

THAT: the Board direct staff to develop -- in consultation with RDNO -- a public information package to communicate the benefits of the rail corridor trail project and to explain the cost to taxpayers in the Participating Areas.

Upon announcing the above resolutions, Chair Martin remarked on this initiative and the long term, positive economic and tourism benefits to the region. The Chair thanked CSRD staff, the Regional District of North Okanagan and Splatshin First Nations for the hard work, as well as the Provincial Government for its recent financial contribution and MLA Kylo for his assistance.

Several Board Directors echoed the comments of Chair Martin, commenting on the tremendous partnership with Splatshin First Nation and the collaboration amongst different levels of government and what can be achieved.

5. Board Meeting Minutes

5.1 Adoption of Minutes

Adoption of the March 23, 2017 regular Board meeting minutes.

2017-0403

Moved By Director Morgan

Seconded By Director Talbot

THAT: the minutes of the March 23, 2017 regular Board meeting be adopted.

CARRIED

5.2 Business Arising from the Minutes

None.

ADMINISTRATION

8. Correspondence

8.1 Assistant Deputy Minister, Ministry of Transportation and Infrastructure - McIntyre Creek (February 27, 2017)

Letter in response to the Columbia Shuswap Regional District letter of July 11, 2016, addressed to the Honourable Todd G. Stone, Minister of Transportation and Infrastructure, requesting additional debris flow mitigation work at McIntyre Creek.

2017-0404

Moved By Director Demenok

Seconded By Director Talbot

THAT: staff be directed to prepare a letter inviting residents in the McIntyre Creek Debris-Flow area to a public information meeting to relay the contents of the February 22, 2017 letter from the Ministry of Transportation & Infrastructure; and to discuss this matter and to explain what this means to residents in the affected area.

CARRIED

8.2 News Release - Grant funding Announcement Lakeview Subdivision Water Upgrade (March 24, 2017)

Clean Water and Wastewater Fund invests in Columbia Shuswap Regional District.

News release from the Ministry of Community, Sport and Cultural Development advising that the CSRD is receiving federal-provincial investment of \$400,026 for Sorrento's Lakeview Place Subdivision Water System Connection Project.

Area C Director expressed his thanks to staff for submitting the application and he remarked on this good news and cost savings for the Lakeview Subdivision water service area residents.

8.3 Response from BC Utilities Commission Re: Inclining Block Rate (March 28, 2017)

BC Utilities Commission requested comments on the two-tier electricity rates. This request for comments was addressed by the Board as correspondence as part of the November 17, 2016 regular Board meeting.

Related documents and the Executive Summary response from BC Utilities Commission (BCUC) were circulated in the Board Agenda material. Through an independent report, the outcome indicated that "a two-tier rate structure may cause a cross-subsidy, whereby people living in areas without access to natural gas, and who are, therefore, more likely to heat their homes and hot water with electricity, subsidize people living in areas which do not have access to natural gas"

Area F Director expressed disappointment on the report outcomes, and a preference for a two-tier rate structure for areas such as Electoral Area F which is not served by natural gas.

8.4 Japanese Canadian Historic Places Project (April 3, 2017)

Letter from Ministry of Forests, Lands and Natural Resource Operations advising of four historic sites within the CSRD, being (1) Calhoun Farm, near Tappen (2) Eagle Pass- Revelstoke-Sicamous Highway Road Camp (3) Nitobe's Rock, Glacier National Park; and (4) Rogers' Pass Avalanche Memorial.

The letter invited local government to consider using the heritage conservation tools found in Part 15 of the Local Government Act to formally recognize or protect these historic places at the local level. Staff confirmed this would be done through amendment to the Official Community Plan(s).

8.5 Concerned Citizens of Swansea Point - Logging (April 4, 2017)

Correspondence from the Concerned Citizens of Swansea Point. Circulated at the Electoral Area Directors' Committee meeting in response to the Tolko Forest Stewardship Plan on the agenda. Verbal request from representative to submit to the Board.

Impact of logging in the Swansea Point area - Requesting Board support for a moratorium on logging in Swansea Point and Hummingbird Creek.

This matter will be discussed in the Business General section of the agenda.

2017-0405

Moved By Director Morgan

Seconded By Director Talbot

THAT: the correspondence contained on the April 20, 2017 regular Board agenda be received for information.

CARRIED

9. Reports

9.1 Summary of Shuswap Watershed Council Meeting - March 8, 2017

2017-0406

Moved By Director Demenok

Seconded By Director Flynn

THAT: the Summary of the Shuswap Watershed Council Meeting of March 8, 2017 be received for information.

CARRIED

6. 10:20 AM Chair Martin - Presentation of Certificate in Local Government Service Delivery to Ben Van Nostrand, Team Leader, Environmental Health Services

Chair Martin presented the Certificate in Local Government Service Delivery, granted by the Provincial Board of Examiners, to Ben Van Nostrand, CSRD Team Leader, Environmental Health.

10. Business General

10.1 Rural Feasibility Study Fund

Report from Terry Langlois, Team Leader Utilities, dated April 7, 2017.

Requesting access to Rural Feasibility Study Funds to complete an engineering assessment for potential connection of the Copper Island RV Park to the Saratoga Waterworks.

2017-0407

Moved By Director Morgan

Seconded By Director Talbot

THAT: in accordance with Policy No. W-4 "Water Utility Acquisition" access to the Rural Feasibility Study Fund be approved in the amount of \$7,350 plus applicable taxes to complete an engineering assessment for connection of the Copper Island RV Park in Scotch Creek to the Saratoga Water System.

CARRIED

10.2 Amendments to Tolko Forest Stewardship Plan to add new Cutblocks and Roads

The CSRD has received a referral from Tolko Industries Ltd. (Lumby) regarding new cutblocks and roads it is adding to the Okanagan Woodlands Forest Stewardship Plan (FSP). An FSP defines the areas in which timber harvesting and road construction activities may occur during the term of the FSP.

Many of these cutblocks and roads are located within the "Community Crown Interface Area" of the Okanagan Shuswap Land and Resource Management Plan (LRMP).

Several cutblocks and roads are also located in known hazard areas of the CSRD, most notably the Mara Creek/Hummingbird Creek basin directly above the community of Swansea Point.

The CSRD has received numerous emails and phone calls from Swansea Point and Salmon Valley residents who are concerned about the potential impact from the FSP amendments. Concerns have been raised about the risk of damaging landslides and debris flows but also the possible disturbance to domestic water sources and views.

The Electoral Area Directors' Committee made the following recommendation to the Board:

THAT: the Board recommend to Tolko Industries Ltd. (Lumby) and the Minister of Forest Lands and Natural Resource Operations that a moratorium be placed on future logging activity in the Hummingbird Creek and Mara Creek basin due to the history of large debris flows in this area;

AND THAT: the Board request Tolko Industries Ltd. (Lumby) to hold public engagement meetings in Sicamous, Falkland and Silver Creek to provide information and answer questions regarding the Forest Stewardship Plan amendments.

2017-0408

Moved By Director Talbot

Seconded By Director Morgan

THAT: the Board recommend to Tolko Industries Ltd. (Lumby) and the Minister of Forest Lands and Natural Resource Operations that a moratorium be placed on future logging activity in the Hummingbird Creek and Mara Creek basin due to the history of large debris flows in this area;

AND THAT: the Board request Tolko Industries Ltd. (Lumby) to hold public engagement meetings in Sicamous, Falkland and Silver Creek to provide information and answer questions regarding the Forest Stewardship Plan amendments.

CARRIED

Discussion on the Motion:

Area D Director commented on past efforts in meeting with forest companies and the Minister to hear and address concerns; he favours a Southern Interior Local Government Association (SILGA) resolution to request that these loggers avoid the watershed, well water areas and also to change the process on consultation, adding that logging is interfering with the salmon runs in Salmon River and the Shuswap watershed. These are concerns from those in the Silver Creek area; the residents want input on what is being done near their properties;

Area B Director stated this is an issue that the Province needs to address because nothing has changed; the logging companies only do what is required by the Forest Stewardship Plan; the current legislation leaves communities out of the picture. Insofar as discussion at UBCM goes, these issues are cross-Province. The companies have to harvest otherwise they will lose their annual allowable cut;

The CSRD must respond by April 24th, 2017 with its comments on the Tolko Industries (Lumby) amendments to the Forest Stewardship Plan to add new cutblocks and roads.

The way the information is presented to the public regarding the cutblock areas proposed takes industry expertise to understand.

A workable process is needed that works for area residents and also for the logging industry.

Upon defeat of the amending motion, further discussion ensued on the main motion.

The main theme of the discussion reflected that the motion, if adopted, will make the point that the forest companies may have a provincial licence but this is not license from the public to go in and interfere with watersheds; it is the job of elected officials to stand up to the province on behalf of the residents to make sure that there is a proper consultation process for the logging companies to explain to the public what is being proposed, so that the public is engaged and it understands what is going on.

Important to adopt the motion with a moratorium to get the attention of the senior levels of government, Tolko and the logging industry. Area E residents are very concerned that logging is so close to the Mara Creek tributary. It is the responsibility of the forestry company to notify the water licensees, but this notification did not happen. There is a disconnect between the contractors on the ground and the Tolko Woodlands staff, as far as relaying concerns of residents from Woodlands to the contractors. All levels of those involved who are operating need to be aware of concerns.

Amendment:

2017-0409

Moved By Director Flynn

Seconded By Director Morgan

THAT: the above motion be amended to state that a moratorium be in place subject to proof that logging can be done safely in the area without impacting the safety of area residents, the environment and the watershed.

DEFEATED

Discussion on the Motion:

A brief discussion took place on the amending motion.

Separate motion to be forwarded SILGA for consideration in the 2017 late resolution package:

Moved By Director Talbot

Seconded By Director Morgan

WHEREAS Tolko Industries Ltd. (Lumby) is planning on amending the Okanagan Woodlands Forest Stewardship Plan (FSP) to add new cutblocks and roads in several Southern Interior Regional Districts and nearby several Municipalities;

AND WHEREAS significant concerns have been raised about the amendments with regard to impacts on domestic water sources, slope stability, and viewscales;

AND WHEREAS local residents believe that they have not been adequately consulted about the proposed cutblocks and roads;

THEREFORE BE IT RESOLVED that the provincial government be asked to request Tolko Industries Ltd. (Lumby) to hold public engagement meetings in potentially affected communities to provide information and answer questions regarding the FSP amendments.

MOTION WITHDRAWN

2017-0410

Moved By Director Demenok

Seconded By Director Talbot

WHEREAS numerous Forest Stewardship Plans are expiring or are undergoing significant amendments;

AND WHEREAS significant concerns have been raised about the amendments with regard to impacts on domestic water sources and the overall health of watersheds and slope stability;

AND WHEREAS local residents believe that they have not been adequately consulted given that previous Forest Stewardship Plans are now many years old;

NOW THEREFORE BE IT RESOLVED THAT the Provincial Government ensure that forest tenure holders have comprehensive consultation in potentially affected communities with residents, local government and other stakeholders.

CARRIED

7. Delegations

7.1 10:30 AM - Southern Interior Beetle Action Coalition - Update on Activities - Strategic Planning and Upcoming Conference in June, 2017

Gordon Borgstrom, Executive Director, in attendance.

Gordon Borgstrom, Executive Director of the Southern Interior Beetle Action Coalition (SIBAC), attended the meeting to present an overview of the Strategic Plan and to inform the Board about the upcoming SIBAC Conference in June, 2017.

The Executive Director described the rural intern project in more detail and responded to several questions about the project.

Directors expressed their appreciation for the work being undertaken by the Southern Interior Beetle Action Coalition.

10. Business General

10.3 SILGA Late Resolution: Update Agricultural Land Commission (ALC) Regulation 2(2.3) in Support of On-Farm Breweries and Meaderies in BC

Brought forward from March 23, 2017 regular Board meeting for consideration.

2017-0411

Moved By Director Demenok

Seconded By Director Flynn

WHEREAS changes made to the Agricultural Land Commission Regulation in April, 2015 require that on-farm breweries and meaderies crops produce a quantity of 50% of crops on the agricultural lands upon which the on-farm brewery or meadery is located;

AND WHEREAS the existing ALC regulation detrimentally affects the viability and sustainability of agricultural operations for smaller on-farm breweries and meaderies, pose a detriment to an ever-growing agri-tourism industry, take away the ability for those in the brewery and meadery business to successfully run their operations, and further discourages farming in British Columbia;

AND WHEREAS the existing ALC regulation 2(2.3) regulation differs from that of wineries where the production of crops may be located on lands where the winery is located OR upon other lands in the area and may be located upon lands that are 2 ha in size or larger;

THEREFORE BE IT RESOLVED that the Minister of Agriculture make an immediate change to update Agricultural Land Commission Regulation 2(2.3) to read:

A brewery, distillery or meadery, and ancillary uses, are designated as farm uses for the purposes of the Act if:

(a) at least 50% of any of the farm products used to make the beer, spirits or mead produced each year is grown on the farm on which that brewery, distillery or meadery is located, OR

(b) the farm on which the brewery, distillery or meadery is located is more than 2 ha in area and at least 50% of any of the farm products used to make the beer, spirits or mead produced each year is grown
(i) on the farm, OR

(ii) both on the farm and on another farm or processor using British Columbia ingredients located in British Columbia that provides any farm product to the brewery, distillery or meadery under a contract having a term of at least 3 years, AND,

(c) any permanent structures used to produce beer, spirits or mead must not exceed the lesser of 10% of total parcel size or 1000 square metres, including all ancillary structures or areas such as parking, water reclamation, tasting and public areas and storage.

CARRIED

10.4 2016 Annual Report

Report from Charles Hamilton, Chief Administrative Officer, dated April 12, 2017.

The Board was advised that this is the first Annual report that the CSRD has produced in several years, it is an exciting, on-line initiative. The Chief Administrative Officer thanked CSRD staff members involved in putting the document together.

Upon discussing the motion, it was noted that the Directors will provide feedback to staff, prior to the 2016 Annual Report being made available on the CSRD website.

2017-0412

Moved By Director Morgan

Seconded By Director McKee

THAT: the Board receive the Columbia Shuswap Regional District's 2016 Annual Report for information.

CARRIED

11. Business By Area

11.1 Grant-in-Aid Requests

Report from Chelsea Kraft, Deputy Treasurer, dated April 10, 2017.

2017-0413

Moved By Director Talbot

Seconded By Director Morgan

THAT: the Board approve the following allocations from the 2017 electoral grant-in-aid's:

Area A

\$4,800 - Golden Interact Club (community project support)

Area C

\$1,000 – Pink Piston Paddlers (team shirts)

\$1,500 – GT Dragon Boat (paddles and personal floatation devices)

Area D

\$2,000 – Falkland Curling Club (operating costs, used ice scraper)

Area E

\$3,000 – Malakwa Community Centre Association (insurance)

CARRIED

11.2 Federal Broadband Project

Report from Jodi Pierce, Manager, Financial Services, dated April 6, 2017.

2017-0414

Moved By Director Parker

Seconded By Director McKee

THAT: the Board of the Columbia Shuswap Regional District hereby endorse the authorized signatories to enter into agreement with Columbia Basin Broadband, a wholly owned legal subsidiary of the Columbia Basin Trust, for the improvement of broadband connectivity in Area B of the Columbia Shuswap Regional District upon approval of funding.

CARRIED

2017-0415

Moved By Director Parker

Seconded By Director McKee

THAT: In accordance with Policy F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Community Works Fund be approved in the amount of \$86,000, from the Area B Community Works Fund for improving broadband connectivity.

CARRIED

11.3 Landfill Steel Plate Daily Cover System – Contract Award

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated April 11, 2017.

Requesting authorization for sole source purchase of Revelstoke Iron Grizzly Alternate Daily Landfill Covers.

2017-0416

Moved By Director Parker

Seconded By Director McKee

THAT: the Board empower the authorized signatories to enter into a purchase agreement with Revelstoke Iron Grizzly for Alternate Daily Landfill Covers for landfill sites in Revelstoke, Golden and Sicamous for a total cost of \$70,000 plus applicable taxes.

CARRIED

12. Administration Bylaws

12.1 Consideration of CSRD Noise Bylaw for the regulation of noise within Electoral Areas A, B, C, D, E and F

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services dated April 10, 2017.

2017-0417

Moved By Director Morgan

Seconded By Director Talbot

THAT: "CSRD Noise Bylaw No. 5754" be read a first time this 20th day of April, 2017.

CARRIED

Discussion on the Motion:

Electoral Area Director comments would prefer a consistent consultation approach in the electoral areas and for staff to prepare a draft opinion poll;

Staff responded to a question about what is needed on the complaint process regarding a Class 2 complaint;

Staff point that it needs to be clear to residents that the bylaw is not a panacea for noise issues, for example, does not apply to noise issues such as barking dogs and noisy boats; the bylaw is designed to deal with extraordinary issues outside of business hours; the idea being that RCMP be given the ability to ticket;

Staff commented that bylaw enforcement could occur in situations where noise is being created from occupants of a boat/vessel; this may be difficult to enforce, but most likely the RCMP that would establish its own criteria and potentially write a ticket or do so when a boat is docked and party noise is occurring.

2017-0418

Moved By Director Morgan

Seconded By Director Parker

THAT: staff develop a budget estimate and a Communications Plan that sets out (1) how information on the Noise Bylaw No. 5754 will be relayed to the residents in Electoral Areas A – F, and (2) the method(s) in which feedback from electoral area residents will be gathered in relation to the

proposed noise bylaw regulations, for consideration at the May, 2017 Board meeting.

CARRIED

12.2 Rail Corridor Trail Service Establishment and Rail Corridor Trail Service Loan Authorization Bylaws

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services dated April 20, 2017

2017-0419

Moved By Director McKee

Seconded By Alternate Director Lavery

THAT: "Rail Corridor Trail Service Establishment Bylaw No. 5755" be read a first, second and third time this 20th day of April, 2017.

CARRIED

2017-0420

Moved By Director McKee

Seconded By Alternate Director Lavery

THAT: "Rail Corridor Trail Service Loan Authorization Bylaw No. 5756", be read a first, second and third time this 20th day of April, 2017.

CARRIED

2017-0421

Moved By Director McKee

Seconded By Alternate Director Lavery

THAT: the Board endorse the alternative approval process in accordance with Section 345(1)(a) of the Local Government Act as the method to obtain the assent of the electors for:

- the establishment of a Rail Corridor Trail Service identified in Bylaw No. 5755, and
- for the proposal to authorize the borrowing of funds for the purpose of acquiring the rail corridor within the service area as identified in the Loan Authorization Bylaw No. 5756.

CARRIED

2017-0422

Moved By Director McKee

Seconded By Alternate Director Lavery

THAT: the Board provide that the participating area approval relative to the Rail Corridor Service and associated Loan Authorization is to be obtained for the entire service area (on an area-wide basis).

CARRIED

DEVELOPMENT SERVICES

13. Business General

13.1 Changes to Provincial Private Moorage Program

Brought forward from April 4, 2017 Electoral Area Directors' Committee meeting.

Recommendations endorsed by Committee.

Report from Christine LeFloch, Development Services Assistant, dated March 27, 2017.

Overview of recent changes to Provincial private moorage regulations and associated impacts to CSRD.

2017-0423

Moved By Director Demenok

Seconded By Director Parker

THAT: The Board receive the staff report for information.

CARRIED

2017-0424

Moved By Director Demenok

Seconded By Director Parker

THAT: A letter be sent to Premier Christy Clark and to Steve Thompson, Minister of Forests Lands and Natural Resource Operations, and MLA Greg Kylo, outlining CSRD concerns with the changes to the Private Moorage Program, lack of consultation with local government about the changes, and requesting that Shuswap and Mara lakes be designated as an application-only area for private moorage.

Opposed (1): Director Morgan

CARRIED (9 to 1)

Discussion on the Motion:

Area F Director concerned that this is not the appropriate course of action, he sees it as political posturing and he suggested at Electoral Area Directors (EAD) Committee Meeting that there should be work with the Province on something that will work for the Province, CSRD and for the residents.

Area C Director commented that the CSRD resolution submitted to SILGA addresses this in the request that local governments have better tools to deal with these situations.

2017-0425

Moved By Director Demenok

Seconded By Director Parker

THAT: A letter be sent to UBCM outlining CSRD concerns regarding the changes to the Provincial Private Moorage Program, and that the letter be copied to SILGA and the District of Coldstream.

CARRIED

2017-0426

Moved By Director Demenok

Seconded By Director McKee

THAT: CSRD staff be directed to prepare communications regarding Lakes Zoning Bylaw No. 900 and Foreshore Development Permit Areas to remind the public of the CSRD bylaw requirements for docks, buoys and other foreshore structures.

CARRIED

14. Agricultural Land Reserve (ALR) Applications

14.1 Electoral Area A: Agricultural Land Commission (ALC) Application Section 20(3) Non-Farm Use in the ALR Lodestar Ventures

Report from Christine LeFloch, Development Services Assistant, dated March 22, 2017.

Application from Lodestar Ventures for a Non-Farm Use in the ALR (retreat centre).

Civic Address: 4574 Graham Road

The applicant was not in attendance.

2017-0427

Moved By Director Parker

Seconded By Director Demenok

THAT: Application No. LC2534A, Section 20(3) Non-Farm Use in the ALR, for The Southeast ¼ of Section 14, Township 24, Range 19, West of the 5th Meridian, Kootenay District be forwarded to the Provincial Agricultural Land Commission recommending approval this 20th day of April, 2017.

CARRIED

**14.2 Electoral Area C: The Agricultural Land Commission (ALC)
Application Section 21(2) – Subdivision in the ALR Kahn Whitehead**

Report from Dan Passmore, Senior Planner, dated March 24, 2017.

Civic Addresses: 4717 and 4719 Eagle Bay Road

The owner/applicant was present for the meeting.

The staff originally recommended that the application be forwarded to the Agricultural Land Commission, recommending refusal. In discussions with staff, the Area C Director proposed an alternate resolution for consideration.

2017-0428

Moved By Director Demenok

Seconded By Director Parker

THAT: Application No. LC2532C, Section 21 (2) Subdivision in the ALR, for LS 16, Section 5, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District be forwarded to the Provincial Agricultural Land Commission recommending approval, contingent on the ALC subsequently reviewing and supporting Mr. Whitehead's proposal to trade land through an inclusion/exclusion process, this 20th day of April, 2017.

CARRIED

Discussion on the Motion:

Area C Director commented on the rationale of the Advisory Planning Commission (APC) in recommending approval, which was that the owner had attended the APC meeting and had indicated he would be prepared to include better quality soils property as an offset to the application.

Staff remarks that given the application was made for subdivision in the ALR, a proper course of action would be to convey the alternative idea of an application for inclusion/exclusion of a differing property.

14.3 Electoral Area D: Agricultural Land Commission (ALC) Application Section 21 (2) – Subdivision in the Agricultural Land Reserve (ALR) Pina Birkich

Report from Dan Passmore, Senior Planner, dated March 24, 2017.

Civic Address: 4282 Colebank Road, Falkland

The applicant was not present at the meeting.

The Senior Planner relayed additional information to the Board from the applicant that there are ongoing legal issues with respect to the boundaries of the properties; expected resolution is this June (which does not affect the ALC review of the application). This legal issue would need to be resolved before any subdivision application to the Ministry of Transportation and Infrastructure. In addition, until the legal issues are resolved the subject lands property owner/applicant is unable to access/move his equipment, etc.. The applicant has also advised that the proposed new lot is for a family member.

2017-0429

Moved By Director Talbot

Seconded By Director Morgan

THAT: Application No. LC2533D, Section 21(2) Subdivision in the ALR, for N 1/2 of NE 1/4, Section 16, Township 17, Range 11, West of the 6th Meridian, Kamloops Division Yale District, Except Plan A322, and Part Lying South of Colebank Road be forwarded to the Provincial Agricultural Land Commission recommending refusal on this 20th day of April, 2017.

CARRIED

14.4 Electoral Area D: Agricultural Land Commission (ALC) Application LC2531D

Report from Jennifer Sham, Planner, dated March 28, 2017.

Agricultural Land Commission Application (ALC), Section 20(3) Non-Farm Use within the Agricultural Land Reserve (ALR) for a second dwelling for farm help.

Civic Address: 4885 Highway 97

The applicant was not in attendance.

2017-0430

Moved By Director Morgan

Seconded By Director Talbot

THAT: Application No. LC2531D, Section 20(3) Non-Farm Use, for the Northeast ¼ Section 19 Township 17 Range 11 W6M KDYD Except Plans A322 and KAP65292, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 20 day of April, 2017.

Discussion on the Motion:

Area D Director:

Does not support the staff recommendation, requesting the Board defeat the motion and put forth an alternate motion recommending that the ALC refuse the application;

The proposal is to "reactivate" the second single family dwelling on the property for farm help. The owners have indicated that they have a cow/calf operation and hay sales – they keep approximately 18 cows on the property and 20 ha of hay crop

Explained his position on this application is based upon similar bylaw enforcement matters involving the property owner who appears to be unaware of the ALR rules;

Does not see why the proposal is to "reactivate" the second single family dwelling on the property for farm help. The owners have indicated that they have a cow/calf operation and hay sales – they keep approximately 18 cows on the property and 20 ha of hay crop.

The staff recommends approval because the proposal is in compliance with the Salmon Valley Land Use Bylaw, though it does not comply with the ALC rules.

2017-0431

Moved By Director Demenok

Seconded By Director Morgan

THAT: consideration of Application No. LC2531D, Section 20(3)- Non-Farm Use, for the Northeast ¼ Section 19 Township 17 Range 11 W6M KDYD Except Plans A322 and KAP65292, be DEFERRED to the May 18, 2017 Board meeting, to receive information from staff regarding the hierarchy of Agricultural Land Commission regulations to that of local government bylaws.

CARRIED

15. Directors' Report on Community Events

One (1) Minute Verbal Report from Each Board Director for information.

Director McKee left the meeting at 1:53 pm.

Director Rysz left the meeting at 1:53 pm.

Director Flynn left the meeting at 1:53 pm.

Alternate Director Lavery left the meeting at 1:53 pm.

ELECTORAL AREA DIRECTORS

16. Business by Area

16.1 Electoral Area F: Development Variance Permit No. 800-27 Ronald and Kathryn Lefevre

Report from Dan Passmore, Senior Planner, dated March 30, 2017.

Civic Address: #4 - 6172 Squilax-Anglemont Road, Magna Bay, BC

The applicants were not in attendance.

It was noted that the CSRD had not received any submissions from adjacent land owners in relation the proposed variance.

2017-0432

Moved By Director Morgan

Seconded By Director Talbot

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 800-27 for Lot 4, Section 11, Township 23, Range 10, W6M, KDYD, Plan KAS306 varying Magna Bay Zoning Bylaw No. 800, as follows:

- Section 5.6(2) (d) Minimum setback from interior side parcel boundary from 2.0 m (6.56 ft.) to 1.701 m (5.58 ft.) for the eaves of a single family dwelling only,

be approved for issuance this 20 day of April, 2017.

CARRIED

16.2 Electoral Area C: Development Variance Permit No. 701-72

Report from Jennifer Sham, Planner, dated March 29, 2017.

Development Variance Permit to allow a Service Station on the 0.8 ha parcel in Sorrento, BC.

Civic Address: 1298 Trans Canada Highway

The applicants were in attendance at the meeting.

It was noted that there were not any submissions from adjacent land owners in relation to the proposed variance.

2017-0433

Moved By Director Demenok

Seconded By Director Parker

THAT: In accordance with Section 498 of the Local Government Act, Development Variance Permit No. 701-72 for Lot 1, Section 16, Township 22, Range 11, W6M Plan KAP57595, located at 1298 Trans-Canada Highway, varying South Shuswap Zoning Bylaw No. 701 as follows:

Section 18.2.2:

Minimum parcel area for Service Stations where a parcel is not served by both a community water system and a community sewer system from 1 ha to 0.8 ha for Lot 1, Section 16, Township 22, Range 11, W6M, KDYD, Plan KAP57595 only,

be approved for issuance this 20th day of April, 2017.

CARRIED

**16.3 Electoral Area C: Village Centre and Secondary Settlement Area
Form and Character Development Permit No. 725-95**

Report from Jennifer Sham, Planner, dated March 28, 2017.

Form and Character Development Permit in Sorrento, BC.

Civic Address: 1298 Trans Canada Highway

The applicants were in attendance.

It was noted that there were no submissions received in relation to the issuance of Development Permit No. 725-95.

2017-0434

Moved By Director Demenok

Seconded By Director Parker

THAT: in accordance with Section 490 of the Local Government Act Development Permit No. 725-95 to develop a multi-use building containing an automotive repair and service facility, a parts retail store, and office space on Lot 1, Section 16, Township 22, Range 11, West of the 6th Meridian, Kamloops Division Yale District, Plan H698 and Plan KAP57595, be issued on this 20th day of April, 2017, subject to confirmation that the covenant KK77205 be amended to reflect the proposed use.

CARRIED

17. Planning Bylaws

**17.1 Electoral Area E: Rural Sicamous Land Use Amendment (CSRD)
Bylaw No. 2066**

Report from Jennifer Sham, Planner, dated March 24, 2017.

Official Community Plan housekeeping changes.

2017-0435

Moved By Director Parker

Seconded By Director Demenok

THAT: "Rural Sicamous Land Use Amendment (CSRD) Bylaw No. 2066" be read a third time this 20th of April, 2017.

CARRIED

2017-0436

Moved By Director Parker

Seconded By Director Demenok

THAT: "Rural Sicamous Land Use Amendment (CSRD) Bylaw No. 2066"
be adopted this 20th of April, 2017.

CARRIED

20. Adjournment

The meeting adjourned at 2:20 PM.

2017-0437

Moved By Director Parker

Seconded By Director Morgan

THAT: the regular Board meeting of April 20, 2017 be adjourned.

CARRIED

CHAIR

CHIEF ADMINISTRATIVE OFFICER



REQUEST TO APPEAR AS A DELEGATION

Name of Person or Organization:	INTERIOR LUMBER MANUFACTURERS ASSOC. (ILMA) BRYAN SIMPSON, MANAGER FIBER ACCESS
Topic of Discussion:	UPDATE CSRD 'SENCE PRESENTATION' MADE JUNE 16/16 "RIGHT LOG TO THE RIGHT MILL"
Purpose of Presentation:	<input checked="" type="checkbox"/> Information Only <input checked="" type="checkbox"/> Requesting Support <input type="checkbox"/> Requesting Funding <input type="checkbox"/> Other (provide details) Note: A letter outlining the Request or the Information must accompany the Delegation Request form.
Contact Information:	Address: BRYAN SIMPSON Phone Number: 250-304-5961 Email Address: WILDFIRE.SIMPSON@OUTLOOK.COM
Meeting Date Requested:	MAY 18, 2017

Presentation Materials- Delegation Request forms and Supporting documentation are due to Corporate Administration Services for the agenda package by 9am on the Tuesday one full week before the meeting. If you wish to include a PowerPoint presentation within the Board Agenda package, in order to provide an opportunity for the Board members to review the information prior to the Board meeting date, please submit it by 9am Tuesday, prior to the meeting. Alternately, a PowerPoint presentation may be made at the Board meeting, provided you have supplied it to the CSRD offices at least three days prior to the actual meeting (the Monday prior to the meeting).

Send your completed **Request to Appear as a Delegation Form** to:

Columbia Shuswap Regional District
 Attention: Deputy Manager of Corporate Administration
 via email: admin@csrd.bc.ca
 or to: PO Box 978, Salmon Arm BC V1E 4P1
 or via Fax: 250-832-3375



BRIEFING NOTE and KEY MESSAGES:

Softwood Lumber Agreement and ILMA mills

- Countervailing Duties of 19.88% have been levied, requiring cash deposits beginning May 1, and retroactive for shipments that have gone to the U.S. in the 90 days prior.
- While notice of the US duties is not unexpected, it is still disappointing, and it creates additional uncertainty for ILMA mills and the communities in which they operate.
- While many ILMA mills in the souther interior have successfully diversified their markets, there is no question that the US is still a major customer for our products
- Countervailing duties, tariffs, and other punitive measures have an impact on the price of Canadian lumber products in the US.
- The U.S. National Association of Homebuilders today said that the impact of these duties would mean an increase in the construction price of an average U.S. single family home of more than \$1,200, and they are "...deeply disappointed in this short-sighted action by the U.S. Department of Commerce that will ultimately do nothing to resolve issues causing the U.S.-Canadian lumber trade dispute but will negatively harm American consumers and housing affordability"
- We are very concerned about this situation; it is difficult to predict the full impact given its very early in the process. Now isn't the time to over react, but we need to focus on a unified strategy across our province and the country to ensure a positive outcome for our industry especially taking into account smaller specialty mills like ILMA mills
- We have confidence that negotiators will work through the issues, and while it will take some time, we expect a favourable outcome for Canada - just as has happened in almost every other SLA dispute over the past 35 years

How can local government and the AKBLG help?

- Ensure that especially during these challenging times, you continue to support policies and positions that allow your local mills to operate
- Speak to your provincial and federal elected representatives to stress the importance of the forest industry to your community.

- Help us reinforce the message that the ILMA needs to be consulted during negotiations to ensure that a new agreement works for our types of mills, as well the larger dimension lumber producers.



MAKING BRITISH COLUMBIA'S FOREST ECONOMIC ENGINE GREAT



This is the ILMA solution to major challenges facing our industry which will help ensure British Columbians' prosperity today and for generations to come. Our forests are a cherished renewable resource essential to both our economic future and the spirit of all British Columbians. Today, forest managers are at a crossroads with difficult choices that must be made to ensure the proud legacy is maintained.

"Men make history and not the other way around. In periods where there is no leadership, society stands still. Progress occurs when courageous, skillful leaders seize the opportunity to change things for the better."

—Harry S. Truman



Introduction

British Columbia's forest industry has been instrumental in building our province into one of the greatest places on earth. Our forest resource is the envy of many around the world. The people of B.C. trust us to ensure that this treasured resource is managed in a truly sustainable and effective manner so it continues to provide for the economic, social and spiritual well-being of our province. This trust is at the heart of the ILMA solution being presented here to address some of the challenges we have in B.C.

There have been substantial reductions in Annual Allowable Cuts (AAC) and more are expected in the next few years due to Mountain Pine Beetle, wildfire damage and increasing environmental constraints on the land base. More than 25% of the manufacturing facilities - largely in rural B.C. - have closed since 2007 due to industry consolidation. Despite governments' historical commitment to grow "Value-Added" production, this sector is shrinking; small and medium-sized independent mills of all makes are disappearing, and those who remain fear they will not be in business much longer.

The key to success in high-value wood manufacturing is getting consistent access to the right log to make specific high-value specialty products. In contrast, the production of commodity lumber can be effectively and economically achieved using a wide range of species. Both of these manufacturing sectors are equally important if B.C. is going to fully realize the wealth that can be derived from our forests. Optimizing the flow of logs to ensure we're getting the right log to the right mill to ensure maximum product value and potential business growth wherever possible is essential.

Forest policies since 2004 have encouraged industry consolidation; a few major companies control large, disproportionate shares of the fibre supply. ILMA companies believe that this near-monopoly coupled with falling AAC's and the lack of incentive to optimize the trade of logs will make it increasingly more difficult for high-value specialty producers and family-owned independents to survive.

FAST FACTS

- Policy reforms approved Nov. 4, 2003:
 - Eliminated timber processing and appurtenancy that required licensees to process timber harvested under their agreements at their own mill
 - Eliminated mill closure penalties
 - Timber harvesting agreement transfers no longer require Ministerial consent
 - Maintained restrictions on log exports to ensure vast majority is milled in B.C.



Today's Reality

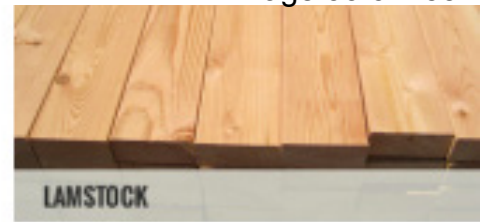
Industry consolidation continues, and the vast majority of the provincial fibre is controlled by a few major companies primarily producing standard commodity lumber products in large mills. As the provincial fibre supply is reduced, independents and specialty manufacturers will have increasing difficulties accessing enough of the right logs to remain competitive, so these sectors will continue to shrink.

Reductions in provincial timber supply are matched with a corresponding reduction in forest industry jobs, reduction in economic development primarily in rural B.C. and a reduction in government revenue. When the next downturn in the forest sector economic cycle is experienced, the lack of diversity in the forest products being produced and independent mills with the resilience to operate in poor economic cycles means an even greater impact from layoffs and closures than was experienced during the most-recent downturn.

The forest industry in B.C. is largely focused on production of standard commodity lumber making negotiations around a Softwood Lumber Agreement (SLA) with the USA increasingly more difficult.

FAST FACTS

- 2003 forest policy objectives:
 - Maximum benefits in the form of jobs and stumpage revenues
 - Significantly more timber being made available through open markets and at competitive rates
 - Every log to its highest and best use in B.C.
 - Removal of barriers to regional job creation
- Today's outcomes
 - Since 2007, more than 25% of B.C. mills closed, largely due to industry consolidation
 - Log exports went from 3.8M m³ in 2002, to 6.4M m³ in 2012.
 - Status quo will mean even more independent & high-value specialty mills will close



ILMA's Vision of the Future

The flow of the right log to the right mill is optimized to ensure maximum value produced and wealth generated from the public resource. Family-owned, independent mills are a priority for an equitable share of the provincial fiber supply and can compete for fiber on equal footing with large scale producers.

Large forest companies with dominant positions as a result of renewable tenures are incentivized or obligated to trade some of the high-value log profile for replacement logs suitable to their own production needs.

BC Timber Sales (BCTS) is actively targeting high-value specialty manufacturers and independent mills in their sales strategies with defined policies and target volume levels for this sector. Strict policies are put in place and strenuously enforced to ensure all Interior round-log exports are truly surplus to the province's industry needs, with the long-term objective to substantially reduce or eliminate log exports from the Interior altogether.

The reduction in provincial timber supply is offset by a corresponding growth in the level of high-value specialty manufacturing and the maintenance of small and medium-sized independent mills in rural B.C.. This ensures jobs, economic development and revenue flowing from the forest sector is maintained or grows. The forest sector has greater resilience for sustaining jobs and economic activity during future inevitable downturns because of the high degree of diversity in the products, and a reduced reliance on large, commodity lumber producers alone.

B.C.'s competitive market for logs is increased, and the volume being turned into high-value products is also increased exponentially. This creates an environment for even more independents and high-value specialty manufacturers to start, flourish and grow. SLA arguments from the USA are weakened significantly in all future negotiations.

FAST FACTS

- ILMA mills in the rural, southern interior provide 4,500 direct and indirect well-paying jobs
- ILMA mills spend more than \$244M in supplies and services, most of which is local. This keeps hundreds of other small businesses going
- Independent Simon Fraser University research study 2000-2009:
 - ILMA mills created 2x more jobs/m³ than large commodity mills
 - ILMA mills held 19% of tenure available in our local areas, but provided 43-58% of total jobs over the same area for the forest industry
 - ILMA mills operated 2-3x more days per year than large commodity mills during the last downturn, demonstrating our greater resilience for operating in below-optimal economic conditions



Call to Act Now:

Countless reviews and reports over at least the last 10 years have been undertaken to look at strategies to grow high-value specialty wood product production and the need to support small and medium-size independent mills in our province.

The value of doing this from a job-creation and wealth-generation perspective is indisputable. Our provincial government has repeatedly stated the need to focus on these objectives.

Despite all this well-meaning work and effort real tangible change has not happened. In fact, we are going in the opposite direction with a systematic shrinking of the high-value specialty product sector and the family-owned, independent mills that are at the core of many rural community economic needs.

Those remaining companies are now in survival mode. Our ILMA members can no longer accept the status quo; they want to be part of making British Columbia's forest-based economic engine great.

This is not about large commodity lumber producers versus other forest product manufacturers. It is about a strong industry on both fronts. Its essential we have a competitive commodity lumber industry because we have many logs where lumber is absolutely the best use. In fact, some of our own members also produce these products.

But when it comes to the high value log profile we must find a way to ensure that they flow to a higher end use. It is this diversity of products and manufacturers that is essential to our success in maximizing the wealth that can be generated from our cherished forest resource for future generations.

It is now time to act before today's reality becomes a future that is set in stone.

FAST FACTS

- Historical and repeated government objectives in high-value specialty manufacturing haven't been accomplished, and the sector is shrinking
- Opportunity for large growth in high-value specialty manufacturing exists, but consistent access to the right type of log is required
- ILMA mills are high-value specialty manufacturers - most are also independent, family-owned businesses - with an average of 60 years of resilient operations in rural B.C.
- Even with shrinking AAC, there is enough wood for all types of producers if we optimize and incentivize getting the right log to the right mill

Action Items:

1. Appoint a senior official in government with specific responsibility to champion growth of high-value specialty manufacturing and sustaining small and medium-sized independent mills.

Outcomes:

Consistent and deliberate attention paid to the sector at all related committees and internal discussions including support to change policy and legislation where required.

2. Ensure a non-negotiable position at the SLA negotiations that all true high-value specialty products are exempt from any trade impediments negotiated.

Outcomes:

Provides certainty to market access and relieves financial burden of extra tariffs or duties at the border required of commodity lumber products. Maintains equal competitiveness with competitors from the USA.

3. Revise BCTS mandate to include deliberate, specific objectives to support growth of high-value specialty manufacturing and support to small and medium-sized independent mills.

Outcomes:

Program and sales structure that targets and supports both the commodity lumber industry and the increase of high-value specialty products. Provides clear linkage from raw supply to production supporting the core objective of optimizing the right log to the right mill.

4. Direct BCTS to immediately establish pilot projects to test various strategies aimed at optimizing the flow of fibre with the main objective of getting the right log to the right mill and supporting small and medium-sized independent mills.

Outcomes:

Safe, justified testing environment to develop new models and sales structures that ensure the right outcomes before moving them into the mainstream Timber Sale process. Includes: how they will be incorporated into the Market Pricing System and maintain comparative revenue needs. Also ensures some immediate tangible action towards change needed to truly support growth in the high-value specialty product sector.

5. Establish a separate and new category for volume sold in BCTS (Category Y) which equates initially to 10% of the total volume sold annually in the program. This percentage is to be reviewed on an annual basis to increase it periodically until up to 25% of the total annual volume sold is in this allocation. This category is explicitly targeted to high-value, independent specialty producers and is restricted from bidders who maintain more than 200,000 m³ in long-term tenure.

Outcomes:

Moves towards some level of equality by ensuring consistent access of the right log for high-value specialty production. Imperative, given the security and growing monopoly on the province's timber supply large commodity mills now hold.

6. Implement an incentive program for major licensees analogous with the current Grade 4 credit system. The Grade 4 program incentivizes the utilization of these low-grade logs, so the same logic can be used to incentivize the trade of high value logs to high-value specialty manufacturers.

Outcomes:

This would encourage increased trade or flow of the right logs to the right mill optimizing value and economic development opportunities. Ultimately this would help grow the high-value specialty product sector.

7. Phase-in a requirement where those with more than 200,000 m³ and the majority of their current primary manufacturing consumption under long-term tenure are required to make available up to 15% of their products or logs for the explicit purpose of production of high-value specialty products as defined in legislation.

Outcomes:

If # 6 is effective this would be a moot issue. If there is still reluctance to support the flow of logs to optimize right log to the right mill this would make it mandatory for those not willing to voluntarily support it.

8. Ensure that any future tenure reform contains an explicit objective of incentivizing and optimizing the right log to the right mill and supporting small and medium-sized independent mills in rural B.C.

Outcomes:

This will cement this objective permanently in the future structure of our tenures and support the growth of high-value specialty product production, creating more jobs and value from our forests.

9. Increase and actively enforce a true “surplus” test for all round log export from the interior of BC. Revise the current policy for blocking export of round logs to be refined so it is species and grade-specific as apposed to the general requirement currently being imposed. Essentially allowing the block of certain species of logs from a given parcel of timber while allowing the remaining species to proceed.

Outcomes:

Decrease the volume of log export that could and should be utilized by the industry in BC. Increase the right log to the right mill for independent high-value specialty manufacturers.

LOCAL GOV'T SUPPORT

FAST FACTS

- As of Aug, 2016, this resolution has been passed by:
 - Regional District of Central Kootenay
 - Regional District of Kootenay Boundary
 - East Kootenay Regional District
 - Columbia Shuswap Regional District

“Whereas high-value forest product producers represent a critical component of local and regional economies and whose futures are seriously at risk because of unintended consequences associated with historical forest policy decisions combined with environmental outcomes resulting in dramatic reductions in provincial AAC from the Mountain Pine Beetle or other environmental constraints;

BE IT RESOLVED that the provincial government take immediate action to encourage and incentivize the distribution of provincial timber supply to optimize the right log to the right mill ensuring maximum opportunity for economic growth and the creation of jobs.”



Presented to:
Honourable Steve Thomson,
Minister of Forest, Lands, & Natural Resource Operations
August 16, 2016



Interior Lumber Manufacturers' Association

“Right Log to the Right Mill” Strength in Local Business & Communities

Columbia Shuswap Regional District Board Meeting

May 18, 2017

Revelstoke BC





Interior Lumber Manufacturers' Association

“CSRD June 16, 2016 Board Meeting”

- Who ILMA are & what we contribute to our communities
- Fiber access concerns; falling supply; forest policy resulting in consolidation of industry where 4-5 majors have monopoly & control forest resource
- Shrinking access to fiber has put our members into survival mode
- Our solution do more with less “Right Log to the Right Mill”
- We asked for support & received it unanimously across all 5 regional district areas (KBRD; CKRD; EKRD; CSRD; TNRD)
- Your support is instrumental in making government listen





Interior Lumber Manufacturers' Association

“Resolution You Endorsed”

At the July 21, 2016 regular meeting of the CSRD Board, the following resolution was passed:

WHEREAS High Value Forest Product producers represent a crucial component of the local economy in the Columbia Shuswap Regional District & associated Southern Interior Regions & Who's future are seriously at risk because of unintended consequences associated with historical forest policy decisions combined with environmental outcomes resulting in dramatic reductions in provincial Annual Allowable Cut (AAC) from the Mountain Pine Beetle or other environmental constraints.

BE IT RESOLVED the Columbia Shuswap Regional District Board fully supports the request for the provincial government to take immediate action to encourage and incent the distribution of existing provincial timber supply to optimize the "Right Log To The Right Mill" ensuring maximum opportunity for economic growth & the creation of jobs.





Interior Lumber Manufacturers' Association

“Update Since Then”

- ILMA pursues survival strategy; local govt. support pursued; 75+ Associate members signed up; actions being determined
- CANFOR closes Canal Flats mill; Tolko closes Merritt mill 100's local jobs lost (400+ direct & many indirect)
- Wynndel Box now CANFOR
- Chief Forester making AAC determinations (AAC will decline)
- ILMA document “Making British Columbia’s Forest Economic Engine Great”
- Meetings; RD Chairs/Minister Thomsen @ UBCM; ILMA met Premiere, Ministers, Deputy Minister, Assistant Deputy Minister, NDP Caucus & many action groups
- Soft Wood Lumber Agreement shadow over all





Interior Lumber Manufacturers' Association

“Update Since Then”

- Ministry/ILMA Committees work: BCTS pilot project; changes to export policies; incentives for majors to trade more high quality logs; specialty manufacture champion in government
- Wood Secretariat created from Provincial Value Added Action Plan:
 1. Promote the Value Added & Specialty Wood Manufacturing sector's competitiveness & growth
 2. Support the implementation of the Competitiveness Agenda Value Added Action Plan
 3. Engage in high level strategic discussions & provide recommendations to government on emerging Value Added & Specialty Wood Manufacturing sectors & initiatives.
 4. Coordinate & provide recommendations to resolve operational & competitiveness issues that are provincial in scope.
 5. Provide & initiate input on proposed policy & legislative changes





Interior Lumber Manufacturers' Association

“We Need Your Ongoing Support”

- Despite all this work, no tangible has been delivered with respect to increased fiber with exception of increased priority inside government
- Your ongoing support requested, insist government place highest priority on increasing “High Value” product production and Independent manufacturing provincially “Right Log to the Right Mill”
- Request Premiere put specific objective in Ministers Mandate letter when elected
- We need specialty manufacturing & independent companies in our forest industry to grow jobs & prosperity in our communities to replace those lost in the primary lumber sector





Interior Lumber Manufacturers' Association

Questions?



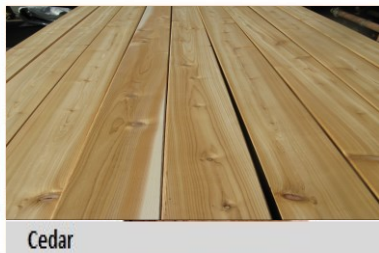
TIMBERS



JAPAN ZAIRAI



LAMSTOCK



Cedar



MILLWORK



BOARDS



DIMENSIONAL LUMBER



FURNITURE GRADE



Veneer and Plywood





COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1
T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | www.csr.bc.ca

Appearing Before the Board as a Delegation Instructions and Information

Board meetings are generally held on the third Thursday of each month. Please refer to the calendar on the CSRD's website www.csr.bc.ca for the actual dates, or contact the CSRD offices at 250-832-8194 for the upcoming Board Meeting dates.

Delegations are limited to three (3) per meeting; slots often book up quickly.

Delegations are permitted up to fifteen (15) minutes for their presentation. Board members may ask questions after the presentation for clarification.

In order to schedule a date to appear before the Board, delegations must provide the information on the attached form. This information will be included in the agenda. By providing this detail it clarifies the purpose of the delegation for the Board and allows Board members and staff to become familiar with your topic and to obtain any necessary background information.

Your contact information will be included with your delegation information and circulated to the Board. If you do not wish your address to be included in the public agenda, please advise Corporate Administration Services at the time your Delegation request is submitted.

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS



REQUEST TO APPEAR AS A DELEGATION

Name of Person or Organization:	Joanne Sweeting - Tourism Golden
Topic of Discussion:	Presentation of Tourism Golden 2015-16 Annual Report
Purpose of Presentation:	<input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Requesting Support <input type="checkbox"/> Requesting Funding <input type="checkbox"/> Other (provide details) <u>Note:</u> A letter outlining the Request or the Information must accompany the Delegation Request form.
Contact Information:	Address: Box 20181, Golden, BC, V0A 1H0 Phone Number: 250-439-8435 Email Address: manager@tourismgolden.com
Meeting Date Requested:	April 20th, 2017

Presentation Materials- Delegation Request forms and Supporting documentation **are due** to Corporate Administration Services for the agenda package **by 9am on the Tuesday one full week before the meeting**. If you wish to include a PowerPoint presentation within the Board Agenda package, in order to provide an opportunity for the Board members to review the information prior to the Board meeting date, please submit it by 9am Tuesday, prior to the meeting. Alternately, a PowerPoint presentation may be made at the Board meeting, provided you have supplied it to the CSRD offices at least three days prior to the actual meeting (the Monday prior to the meeting).

Send your completed **Request to Appear as a Delegation Form** to:

Columbia Shuswap Regional District
 Attention: Deputy Manager of Corporate Administration
 via email: admin@csrd.bc.ca
 or to: PO Box 978, Salmon Arm BC V1E 4P1
 or via Fax: 250-832-3375

Your delegation is not confirmed until you are contacted by CSRD staff to confirm your place on the agenda. Please note that your Delegation request may not necessarily be approved for the date requested due to a maximum number of delegations, other commitments, or a particularly heavy Board Agenda of business items.

Please note the following information:

1. A fifteen (15) minute time limit is in effect regardless of the number of people in your delegation who wish to speak. Try to leave time for questions.
2. The name of the person and/or group will be published in the agenda and minutes (available to the public and on the CSRD website).
3. If your supporting material is not published in the agenda, bring sufficient handouts for the Board members and staff (15 copies minimum).
4. An immediate answer to your question may not be provided. The request or issue may be referred to staff for more information or to another meeting for further consideration, or it may simply be received.
5. Delegations with regard to any aspect of an Official Community Plan, Zoning or Land Use application/bylaw are prohibited between the conclusion of the Public Hearing and the Adoption of the bylaw.
6. All communication and petitions intended to be presented to the Board must be legibly written, typed, or printed; signed by at least one person; dated; and include a contact phone number or address before being accepted.

Other Suggestions

- Arrive 15 minutes in advance of your delegation start time.
- Turn off cell phones and pagers.
- Be prepared and speak clearly.
- Keep your presentation brief and to the point.
- Provide the Recording Secretary with any relevant notes if they have not been handed out or published in the agenda.

For Office Use Only:

☐ Approved

☐ Declined

☐ Other

Appearance Date: _____

Applicant informed of appearance date on: _____

By: _____

Date: _____

Highlights of the Tourism Golden Annual Report Oct 2015 – Dec 2016 FY

by Joanne Sweeting



SITUATIONAL ANALYSIS

Change to fiscal year end

Early Spring 2016

AB oil industry crisis continuing

Weak Canadian dollar

“Today’s travelers are mobile-first, multi-screen and social media savvy. To reach them, travel marketers will need to employ an increasing emphasis on visual storytelling and experiential attractors in search.”

MEASURES OF SUCCESS

13% increase in total revenues

14% increase in MRDT tax revenues (2016)

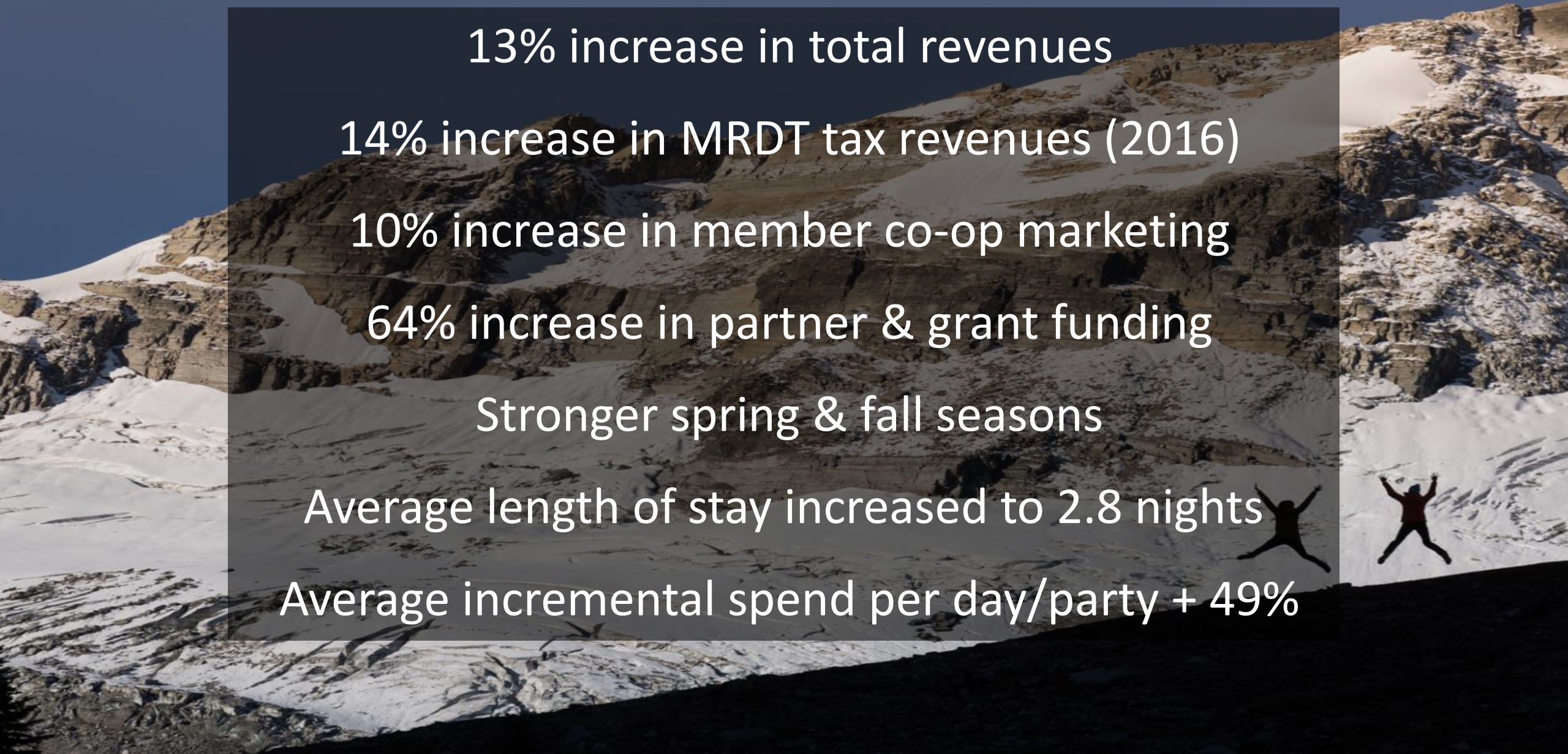
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64% increase in partner & grant funding

Stronger spring & fall seasons

Average length of stay increased to 2.8 nights

Average incremental spend per day/party + 49%



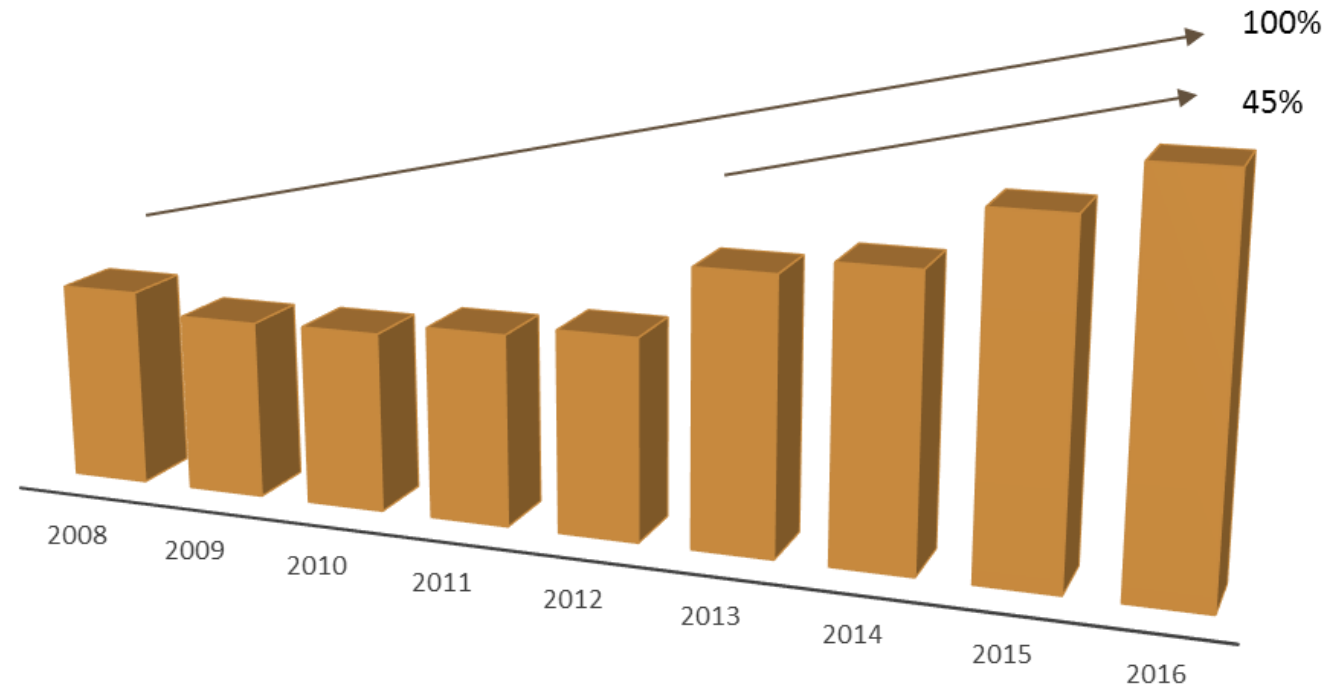
BCDMOA Professional Excellence Award

Tourism Industry Conference
Victoria – Feb 2017



Measures of Success

MRDT Revenues 2008 - 2016



	2008	2009	2010	2011	2012	2013	2014	2015	2016
MRDT	\$271,789.67	\$244,631.94	\$246,621.12	\$262,247.03	\$275,699.72	\$373,993.99	\$394,722.49	\$476,925.02	\$544,210.41

HOW DO WE ACHIEVE THIS?

Research

Marketing Collateral

Content creation & distribution

Multi-channel advertising

P.R.

- Media relations & hosting
- Events pitching, facilitation & hosting
- Consumer relations
- Stakeholder engagement & communications



- ❑ 96 tactical pieces
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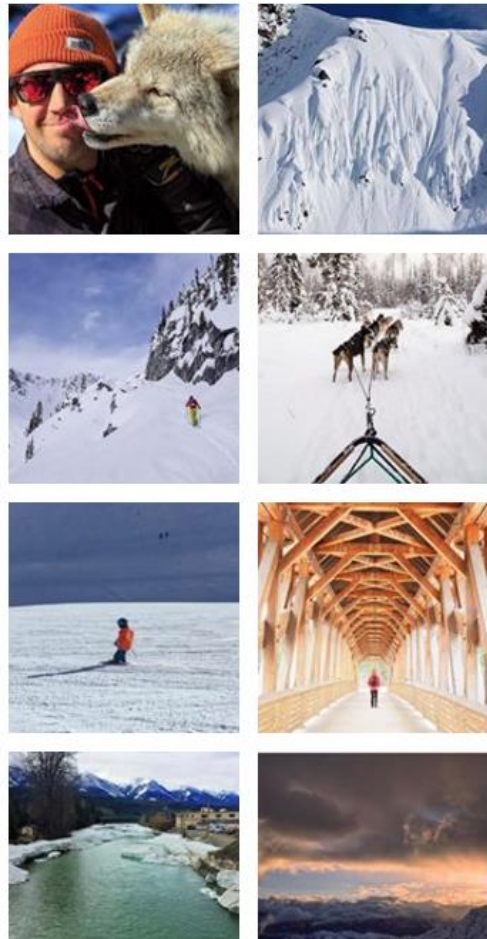




1.7 million

 TourismGolden >

 @tourismgolden



 VisitGoldenBC

 **Tourism Golden** LES

 Liked 13k likes

 **Tourism Golden**
3 hrs

It is still very wintery up at Kicking Horse Mountain Resort, but you only have 9 days left to enjoy the conditions!

Photo: abbydell photography
[#GoldenBC](#) [#GoldenRules](#)



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  3h
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@TourismGolden

That's one tuckered out Rock Star.
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  18h
-  **Tourism Golden**
@TourismGolden

Thanks [@GlacierRaft_com](#) we love sharing our backyard with everyone!
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  05 Apr
-  **Tourism Golden**
@TourismGolden

It won't be long now :) Do you have any adventures already



GOLDEN 24

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by Paul Hewitt

ANNUAL 2016

CANADA'S CYCLING MAG

PEDAL

Part 1
BUYERS GUIDE

2016 Road and Urban Bikes

TOP 5 URBAN Cycling Issues

QUEBEC TOURING Love Affair with Cycling

GOLDEN 24 PREVIEW All Night Long

Helmets CX Worlds Mike Woods Rio 2016 Games Allison Beveridge

HOT RIDES Cervelo, De Rosa, Norco, Scapin, MEC

RAPPS Pendrel, Sullivan, Tuft, Stedra, Bauer

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32 PEDAL ANNUAL 2016

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Spectacular views from Canyon Creek, one of the signature singletrack trails of the Moonraker trail system, which runs along the edge of a 200m meter canyon.

ANNUAL 2016 PEDAL 33



JUNE 17 -18 2017



LOOKING TO THE FUTURE 2017 - 2021





- ☐ Build on a strong brand
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Heart of the Parks



TOURISM GOLDEN ★ Packages & Deals 📍 Golden Map 📺 Media 🧑 Members 📄 Login ☁️ 5°C 🌞 🌧️ ❄️

ABOUT GOLDEN | **WHERE TO STAY** | **THINGS TO DO** | **DINING & NIGHTLIFE** | **GROUPS & WEDDINGS** | **PLAN YOUR TRIP**

HEART OF THE PARKS

Yoho National Park

GLACIER NATIONAL PARK

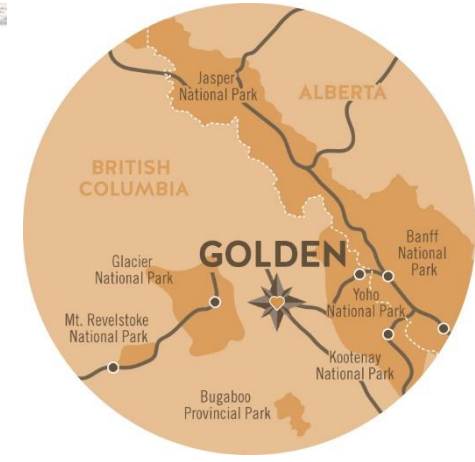
Golden BC

Overview | **Where to Stay**

At the heart of it.

Sitting in the Canadian Rockies, Golden B.C. is surrounded by six of Canada's most stunning national parks: Yoho, Glacier, Banff, Jasper, Kootenay and Mount Revelstoke. Golden's unique location is made even more special in 2017 as Parks Canada, in celebration of the 150th anniversary of Canadian Confederation, is offering free admission to all national parks.

Use Golden as your base from which to experience the spectacular scenery, iconic hiking trails, waterfalls, lakes and heritage sites of the national parks. Visit Yoho National Park, known as a hiker's paradise and home to the stunning turquoise waters of Emerald Lake, the impressive waterfalls of Takakkaw and Wapta. Witness railway history at the Spiral Tunnels. Head west to Glacier National Park to discover some of Canada's unique mountain heritage and spectacular natural beauty from park hiking trails, day use areas and Rogers Pass Discovery Centre.



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Tourism Golden
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In the heart of the Canadian Rockies and surrounded by six of Canada's most stunning national parks, you will find the authentic mountain town of Golden. Stay in Golden to make the most of your free 2017 Parks Canada pass.

At the heart of your Parks adventure is Golden, B.C. [Learn More](#)

At the heart of six national parks.

At the heart of it.

GOLDEN RULES

Golden Golf Club RV Park
Stay in a peaceful setting just minutes from Golden. A private site all with no camp electrical hook up, grabble water station, adjacent to club facilities.
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Mintaya Lodge
Haltopier across only! Located in the heart of the Canadian Rockies between Banff and Yoho National Parks, Canada enjoy adventures including hiking, swimming, nature watching, photography & relaxation.
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lovethe nationalparks.com

At the heart of the parks.

GOLDEN RULES

Start Planning Now.

TOURISM GOLDEN
GOLDEN RULES
BRITISH COLUMBIA



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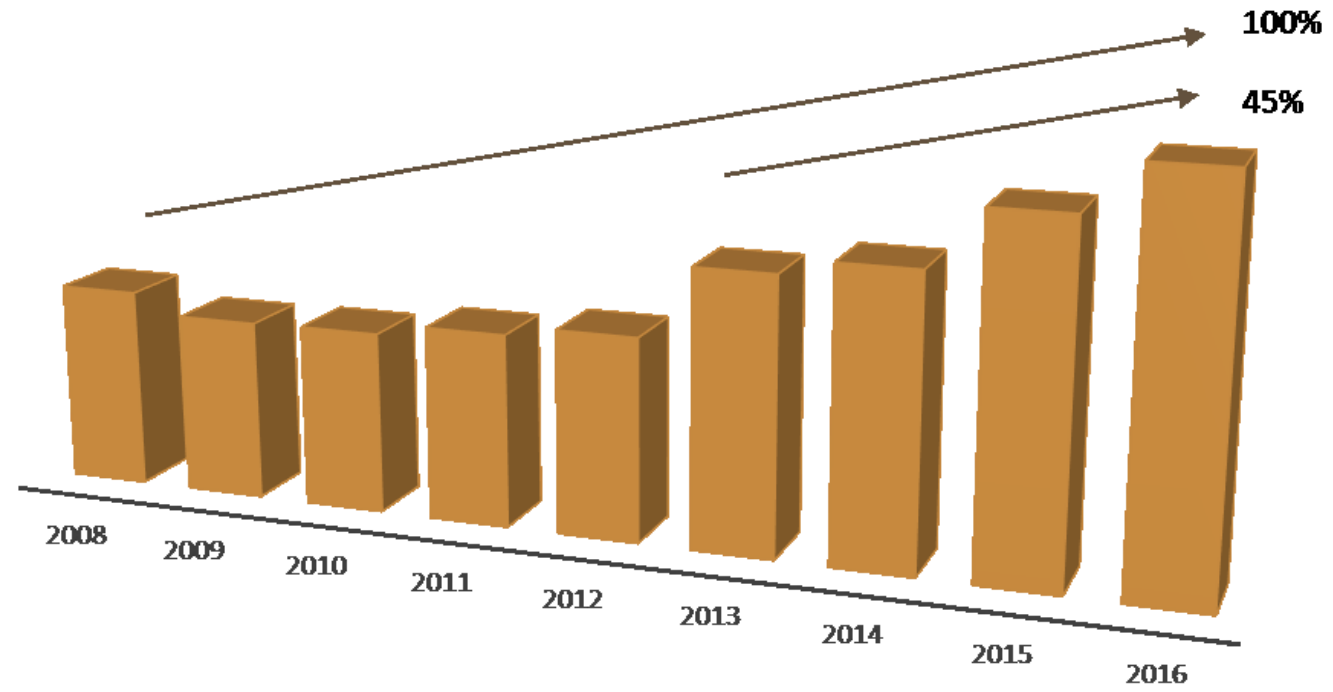
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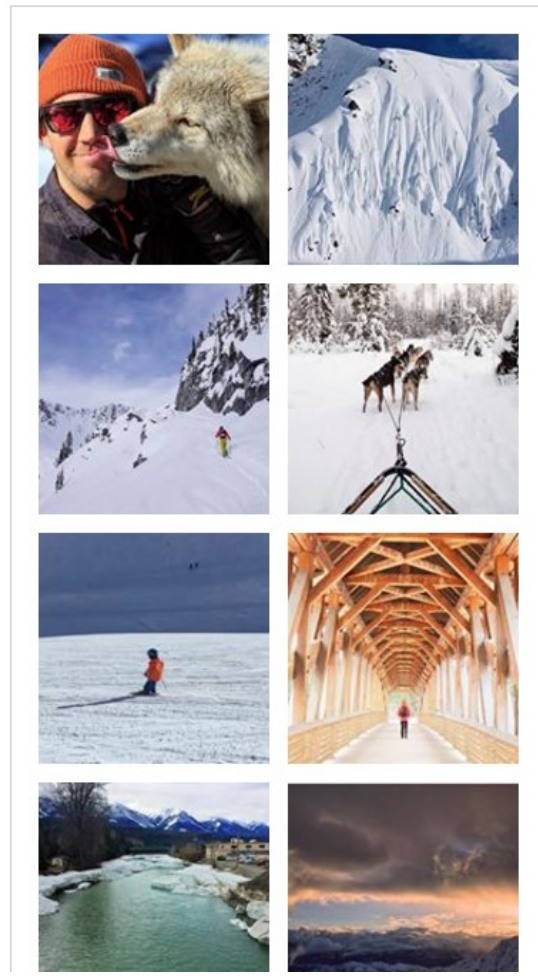




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3h

**Tourism Golden**
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That's one tuckered out Rock Star.
[twitter.com/treadwaydave/s...](#)
18h

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Thanks @GlacierRaft_com we love sharing our backyard with everyone!
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05 Apr

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It won't be long now :) Do you have any adventures already



TRAVEL GUIDE

SATURDAY, JULY 2, 2016 SECTION T

CHECK

ORCA OUTLOOK

Vancouver Island whale-watching tour operators are encouraged by the arrival of new calves, T4



TRAVEL



A Golden opportunity

JOANNE BLAIN
SPECIAL TO THE STAR

GO, GO, GO!—If you don't get good and dirty when you're riding an all-terrain vehicle in the Dufferin mountain range, you're doing something wrong.

Now, you can slowdown and try to observe all the parkies that get in a dirt road sand storm (think like a hillcountry road in the Canadian Off-Road Adventure). But it's more fun to dig your thumb into the throttle and blast right through them, throwing up plumes of muddy water from all four fat tires. Just don't wear white.

Chewing up the trails on an ATV is just one of many summer activities in the town of Golden, better known as a winter sports destination. Kicking Horse Mountain Resort holds a skiing night on its highest ski run in B.C. at 2,400 meters above sea level.

But in the summer, an ATV course at the Golden only has a handy pit stop for a burger or a tank of gas on the Trans-Canada highway between Calgary and Banff. In winter or on foot, that attraction takes the town of 3,700 well into the shadows.

GOLDEN continued on Y2



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by Paul Hewitt



www.pedalmag.com



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JUNE 17 -18 2017



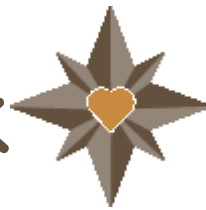
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Tourism Golden ★ Packages & Deals 📍 Golden Map 🗺️ 📄 News 📄 Members Login ☁️ 5°C 🌞 🌧️ ❄️

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= GOLDEN RULES =

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Laura Schumi

From: Laura Schumi
Sent: Tuesday, May 09, 2017 11:34 AM
To: Laura Schumi
Subject: FW: An opportunity for your municipality to help shape the CRTC's new
Attachments: Letter to Mr. Charles Hamilton.pdf

] **On Behalf Of** Blais, Jean-Pierre

Sent: Thursday, May 04, 2017 2:55 PM

To: Charles Hamilton <chamilton@csrd.bc.ca>

Subject: An opportunity for your municipality to help shape the CRTC's new

Dear Mr. Hamilton,

Please find attached a letter for your consideration.

Here are the links found in the correspondence:

1. News Release "CRTC establishes fund to attain new high-speed Internet targets": <http://news.gc.ca/web/article-en.do?nid=1172599>
2. Backgrounder "Summary of Key Decision Points": <http://news.gc.ca/web/article-en.do?nid=1172409>
3. Backgrounder "New Funding Mechanism": <http://news.gc.ca/web/article-en.do?nid=1172419>
4. Telecom Notice of Consultation CRTC 2017-112: <http://www.crtc.gc.ca/eng/archive/2017/2017-112.htm>

Best regards,

Jean-Pierre Blais

Président et premier dirigeant | Chairman and Chief Executive Officer

Conseil de la radiodiffusion et des télécommunications canadiennes |

Canadian Radio-television and Telecommunications Commission

1, prom. du Portage, Édifice central, Les Terrasses de la Chaudière, Gatineau QC J8X 4B1

Jean-Pierre.Blais@crtc.gc.ca

Téléphone | Telephone 819-997-3430 - Télécopieur | Facsimile 819-953-1555

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Conseil de la radiodiffusion et des
télécommunications canadiennes

Canadian Radio-television and
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Édifice central
Gatineau (Québec)
J8X 4B1

1 promenade du Portage
Les Terrasses de la Chaudière
Central Building
Gatineau, Quebec
J8X 4B1

Président et premier dirigeant

Chairman and Chief Executive Officer

MAY 04 2017

VIA EMAIL

Mr. Charles Hamilton
Chief Administrative Officer
Columbia Shuswap Regional District
chamilton@csrd.bc.ca

**Subject: An opportunity for your municipality to help shape the CRTC's new
broadband funding regime**

Dear Mr. Hamilton,

I am writing to inform you that the Canadian Radio-television and Telecommunications Commission (CRTC) is conducting a public consultation on the new fund to bring broadband Internet access to Canadians living in underserved areas in the country. We need your input to ensure the new funding mechanism is well aligned with your current or future broadband plans.

Modern Telecommunications Services

As you may already know, broadband Internet access service is now necessary for Canadians to fully participate in the digital economy and empowers them as citizens, creators and consumers. While most are well-served, many Canadians, particularly those in rural and remote communities, do not have access to broadband Internet access services that are comparable to those offered to the vast majority of Canadians in terms of speed, capacity, quality and price.

Last December, the CRTC [issued an important decision](#) following the Let's Talk Broadband proceeding during which more than 50,000 Canadians provided their views on the telecommunications services they need to participate in the digital economy.

.../2

-2-

In this decision, the CRTC announced that broadband Internet access service is now considered a basic telecommunications service for all Canadians. [New ambitious targets](#) were set and a [new funding mechanism](#) was announced.

A new funding regime for broadband infrastructure projects

You will have the opportunity to play an important role in the future of the funding regime for broadband projects in your province. Applicants requesting funding under the new regime will be required to secure a minimum level of financial support from a government entity (which includes public or non-profit entities).

Last week, the CRTC published a [Notice of consultation](#) to examine the eligibility and assessment criteria to be used in the assessment of funding applications as well as the governance structure of the new funding regime.

Your participation in this consultation process is essential to ensure CRTC's funding mechanism aligns with your funding programs and that it meets your needs so that you are also able to contribute to broadband projects in your municipality in the future.

Increasing access to reliable and fast broadband Internet access service would have a positive effect on your citizens.

Ensuring availability of broadband Internet access service is a shared responsibility that will only be attained with the help of all stakeholders. I ask that you help us develop this new broadband funding regime by participating in our public consultation proceeding to help ensure all Canadians, including the ones in your region, can fully participate in the digital economy.

Sincerely,



Jean-Pierre Blais

Southern Interior Local Government Association Annual Meeting 2017 Late Resolution

ALC Regulation: Small On-farm Breweries and Meaderies

SPONSOR: Columbia Shuswap Regional District

WHEREAS changes made to the Agricultural Land Commission (ALC) Regulation in April, 2015 require that on-farm breweries and meaderies crops produce a quantity of 50% of crops on the agricultural lands upon which the on-farm brewery or meadery is located;

AND WHEREAS the existing ALC regulation detrimentally affects the viability and sustainability of agricultural operations for smaller on-farm breweries and meaderies, pose a detriment to an ever-growing agri-tourism industry, take away the ability for those in the brewery and meadery business to successfully run their operations, and further discourages farming in British Columbia;

AND WHEREAS the existing ALC regulation 2(2.3) regulation differs from that of wineries where the production of crops may be located on lands where the winery is located OR upon other lands in the area and may be located upon lands that are 2 ha in size or larger;

THEREFORE BE IT RESOLVED that the Minister of Agriculture make an immediate change to update Agricultural Land Commission Regulation 2(2.3) to read:

A brewery, distillery or meadery, and ancillary uses, are designated as farm uses for the purposes of the Act if:

(a) at least 50% of any of the farm products used to make the beer, spirits or mead produced each year is grown on the farm on which that brewery, distillery or meadery is located, OR

(b) the farm on which the brewery, distillery or meadery is located is more than 2 ha in area and at least 50% of any of the farm products used to make the beer, spirits or mead produced each year is grown:

(i) on the farm, OR

(ii) both on the farm and on another farm or processor using British Columbia ingredients located in British Columbia that provides any farm product to the brewery, distillery or meadery under a contract having a term of at least 3 years, AND,

(c) any permanent structures used to produce beer, spirits or mead must not exceed the lesser of 10% of total parcel size or 1000 square metres, including all ancillary structures or areas such as parking, water reclamation, tasting and public areas and storage.

Southern Interior Local Government Association Annual Meeting 2017 Resolution

Enforcement of Provincial and Federal Dock and Buoy Regulations

SPONSOR: Columbia Shuswap Regional District

WHEREAS local governments in the Province of BC have limited enforcement options, staff resources and cost effective legal tools to deal with the significant number of unlawfully placed docks and buoys on lakes and rivers;

AND WHEREAS the Province of BC is responsible for the management of Crown lands, including lakes and rivers, for the benefit of the public, and is responsible for the enforcement of provincial regulations pertaining to the placement of structures such as docks on lakes;

AND WHEREAS the Government of Canada, through the Department of Transport Canada and the federal Navigable Waters Protection Act and Canada Shipping Act, is responsible for the regulation and enforcement of mooring buoys on lakes;

THEREFORE BE IT RESOLVED that the Province of BC be requested to work with the Union of BC Municipalities (UBCM) to better address this multijurisdictional dock and buoy issue, by consulting with local governments to align areas of overlapping regulation (e.g. zoning and provincial dock permissions), and to increase provincial enforcement resources to deal with illegal docks on lakes;

AND FURTHER that the Province of BC and UBCM lobby the Government of Canada with regard to increasing Transport Canada's resources to more effectively regulate and remove buoys on lakes and rivers in BC that have been illegally placed, are unsafe, or are undocumented or of unknown ownership.

Southern Interior Local Government Association Annual Meeting 2017 Late Resolution

Forest Stewardship Plans – Request for Improved Consultation

SPONSOR: Columbia Shuswap Regional District

WHEREAS numerous Forest Stewardship Plans are expiring or are undergoing significant amendments;

AND WHEREAS significant concerns have been raised about the amendments with regard to impacts on domestic water sources and the overall health of watersheds and slope stability;

AND WHEREAS local residents believe that they have not been adequately consulted given that previous Forest Stewardship Plans are now many years old;

NOW THEREFORE BE IT RESOLVED THAT the Provincial Government ensure that forest tenure holders have comprehensive consultation in potentially affected communities with residents, local government and other stakeholders.

**Columbia Shuswap Regional District
Area A Local Advisory Committee (LAC) Meeting Minutes
18th April 2017
BC Visitor's Centre, 111 Golden Donald Upper Road, Golden, BC**

Present:

- Craig Chapman (Chairperson)
- Derek Smith (Secretary)
- Ian Rowe
- Lynda Conway
- Diana Taufer
- Blair Hudson
- David Perez
- Kathy Simpson
- Doug Whiting.
-
- Karen Cathcart (Electoral Area "A" Director)

Regrets: Ian Rowe
Stephanie Knaak

Gallery: One members of the public attended the meeting.

CALL TO ORDER

Craig Chapman (Chairperson, Area A LAC CSRD) called the meeting to order at 6:03pm

WELCOME AND INTRODUCTIONS

Information Session and presentation from flexiNet Broadband

Dave Monson – General Manager

Patricia Monson Sales and Marketing

- flexiNet has ambition to provide broadband network and high speed internet to the rural residents of South East BC.
- 100% owned by Ktunaxa Nation based in Cranbrook,
- In previous rounds of federal funding through Industry Canada in 2015 (Industry Canada 150) 2015/16 flexiNet received funding to advance services to southern BC. Funding initial applications came through the gas tax (50%), regional district (17.5%), Columbia Basin Trust (17.5%) and the balance from flexiNet (15%).
- The target service was to provide a minimum of 5 MB (megabytes) download and 5 MB upload speeds.
- The next round of funding through Industry Canada and the CRTC (Canadian Radio- television and Telecommunications Canada) will target 50 MB download and 10 MB upload. (These are targets, not contractual minimums).
- Funding levels and cost are out of synch. For example, the Industry Canada is planning to spend \$500M over 5 years to support this initiative spread across all provinces and territories in the country.
 - It costs \$8000/km to bury fiber optic lines. Early estimates would see 1.1 million km of fiber optic lines to service targeted population which would mean \$8.4 B

would be required for the basic infrastructure alone.

- flexiNet Broadband proposes a hybrid network using Radio Frequency transmitters and receivers (line-of-site towers) to remote parts of the community then distribution via fiber optics from the receiving tower to the home or office. This technology is successfully employed in many locations world-wide.
- The line-of-site range between towers is approximately 20 to 30 km depending on transmission frequency
- Tower cost are approximately \$100k per tower. They require minimal operational maintenance costs as they are solar powered and require minimal support.
- There would need to be a minimum of 30 customers to a tower to make the economics worthwhile.
- flexiNet has been in business for 10 years. It is privately owned so no financial information is available.
-

BUSINESS ITEMS:

None

ADOPTION OF AGENDA

Moved by Doug Whiting, Seconded by Linda Conway:
that the agenda for the 18th April 2017 Area A Local Advisory Committee meeting be adopted.

Motion Carried

ADOPTION OF MEETING MINUTES

Moved by David Perez, Seconded by Blair Hudson:
that the minutes of the 30th March 2017 Area A Local Advisory Committee meeting be adopted.

Motion Carried

GENERAL BUSINESS:

1. Director's Report:
 - a. Issues concerning safety, infrastructure impacts, noise and pollution with respect to the Heemskirk Canada expansion of Moberly Frac Sand Project are on-going. Heemskirk have asked for another month extension for discussions as there is an acquisition offer from Northern Silica.
(From Northern Silica website click [HERE](#))
On 9th December 2016, Northern Silica submitted a takeover proposal to the Board of Heemskirk.
On 13th February 2017, the Heemskirk Board of Directors announced their support for the proposal and a recommendation that Heemskirk shareholders accept the cash offer from Northern Silica.
Heemskirk shareholders are encouraged to regularly check this website for supplementary information on Northern Silica's takeover offer.

There is no change in intention to move forward with a purpose-built private haul road to address concerns with the Hartley Road access. First step is to get all approvals in place, including Heritage Inspection (Ministry of Forest, Lands and

Natural Resource Operations) before the road can go through. Mark Connors CEO for the northern Silica is engaged and supportive.

- b. Landfill outflow onto residents property - CSRD is handling this matter. Litter is a problem. Samples have been taken by environment consultant. Results show low levels of nitrate but higher than acceptable levels of iron and other metals. Impacts both Area A and town of Golden. Residents of Golden are on municipal water supply while Area A relies on well water. The concern is being actively addressed by CSRD.
- c. Noise abatement in Habart. Noise study was done prior to erecting a noise abatement fence. At that time, noise meters indicated levels above Health Canada minimum standard. Since then, noise has increased and the construction of noise abatement fence has had little impact. The Director will be seeking support from the CSRD Board of Directors in May for a formal submission to Transport Canada to weigh in on this issue.
- d. The GEAR (Golden Eco Adventure Ranch) made an application to the ALR (Agricultural Land Reserve) to increase non-farm usage of their site in Nicholson. CSRD supported application to the ALR. Local residents are raising a petition to stop the change in land use at GEAR. There are limits to what the Director and the CSRD can control in this matter as there is no Community Plan / Land Use Plan to govern control and the application was made directly to ALR. Issue is ongoing.
- e. Mosquito control is in motion. Additional funding is in place to assist with the increased cost using aerial sprays. Contract is with Morrow Bioscience (more info [HERE](#)). If there are any questions or concern, we are encouraged to contact Jeff Jackson (250) 272-1168 or Dirk Lewis directly at Morrow Bioscience (604) 317 1413 jeff@morrowbioscience.com

Moved by Linda Conway, Seconded by Kathy Simpson to accept the Director's Report for 18th April, 2017 as presented.

Motion Carried

2. Budget

As this was the first time the newly constituted LAC has been introduced to the budget, the Director went through the details of the budget 2017 and comparison to 2016. Each line item was presented for discussion and clarification (Thanks to CSRD for excellent information, analysis and clarity of presentation.)

Some questions regarding:

Home Owners Grant as it relates to tax base. Director Cathcart to follow-up.

Television re-broadcasting. How is it being used? Director Cathcart recommends contacting Ron Van Vogt. (contact information to follow)

3. Area A Updates and Discussion

- Nicholson Volunteer Fire Department update. Building extension now fully in use. The 10,000 gallon water storage tank is installed and tested. Will result in much improved cycle time to fill up Water Tender to support fire suppression.
- David Perez brought forward community concerns regarding the Heemskirk operations and impacts on the residents of the area. Concerns over the lack of defined deadlines for haul road construction and the introduction of new information regarding Heritage Permits and archeology work prior to construction. Director commented

that Art Mc Clean is doing everything he can to get the permits in place. Working directly with MOTI (Ministry Of Transportation and Infrastructure). Haul road will not be completed till at least the fall and would not be surprised if it rolls into next year.

- Some questions regarding the Tipping Fee and bag fee increases at the Land Fill. Doug Whiting provided clarification on the fee approach and minimal impact of the changes in fee structure. Director to follow-up with any relevant information.
- Some discussion around the best method of bringing topics forward through LAC – particularly if they are lengthy and complicated. This 2 hour forum may not be the best way to advance these kinds of topics. No conclusions but important to consider as this new LAC move forward.

OTHER BUSINESS:

4. New Business:

1. On the agenda for next LAC – more information on the landfill water quality issues affecting Area A residents
2. On the agenda for next LAC – more information on what invasive weed control/herbicides being used along the roads in Area A. (Blair Hudson)

DATE OF NEXT MEETING:

Tuesday, 23rd May 2017
British Columbia Visitor Centre (BCVC)

ADJOURNMENT

Moved by David Perez, Seconded by Doug Whiting that the meeting be adjourned.

Motion Carried.

Meeting Adjourned at 8:00 PM, 18th April 2017

Certified Correct

Chair

COLUMBIA SHUSWAP REGIONAL DISTRICT

Minutes of the Electoral Area Directors' Committee meeting held April 4, 2017
in the Board Room of the Regional District Office, Salmon Arm, BC

Note: The following minutes are subject to correction
when endorsed by the Committee at the next EAD Committee meeting.

PRESENT

Chair:	P. Demenok	(Electoral Area 'C')
Directors:	K. Cathcart	(Electoral Area 'A') (Via Teleconference)
	L. Parker	(Electoral Area 'B')
	R. Talbot	(Electoral Area 'D')
	R. Martin	(Electoral Area 'E')
	L. Morgan	(Electoral Area 'F')
Staff:	C. Hamilton	Chief Administrative Officer
	L. Schumi	Administrative Clerk
	E. Johnson	Executive Assistant, Confidential Secretary
	J. Pierce*	Manager, Financial Services
	C. Kraft*	Deputy Treasurer
	G. Christie*	Manager, Development Services
	C. Paiement*	Team Leader, Development Services
	J. Thingsted*	Planner
	C. LeFloch*	Development Services Assistant
Other	Greg Kylo*	MLA, Shuswap
	Joe Wrobel*	President and General Manager of JPW Road and Bridge Inc.
	Mike MacKay*	Official Trustee – School District No. 83
	Nicole Bittante*	Secretary-Treasurer – School District No. 83

* attended part of meeting only

CALL TO ORDER

The Chair called the meeting to order at 9:31 a.m.

ADOPTION OF AGENDA

M/S Directors Morgan/Martin THAT:
the agenda be adopted as distributed.

CARRIED

ADOPTION OF MINUTES/MATTERS ARISING

MINUTES ELECTORAL AREA DIRECTORS' COMMITTEE MEETING FEBRUARY 7, 2017

M/S Directors Morgan/Talbot THAT:
the minutes of the February 7, 2017 Electoral Area Directors' Committee Meeting
be adopted as circulated.

CARRIED

REPORTS BY STAFF

AMENDMENTS TO TOLKO FOREST STEWARDSHIP PLAN TO ADD NEW CUTBLOCKS AND ROADS

The CSRD has received a referral from Tolko Industries Ltd. (Lumby) regarding new cutblocks and roads it is adding to the Okanagan Woodlands Forest Stewardship Plan (FSP). An FSP defines the areas in which timber harvesting and road construction activities may occur during the term of the FSP.

Many of these cutblocks and roads are located within the "Community Crown Interface Area" of the Okanagan Shuswap Land and Resource Management Plan (LRMP).

Several cutblocks and roads are also located in known hazard areas of the CSRD, most notably the Mara Creek/Hummingbird Creek basin directly above the community of Swansea Pt.

In 1997, a large debris flow descended Hummingbird Creek and caused considerable property and infrastructure damage in Swansea Pt. It started as a debris avalanche below a culvert which received water diverted by a spur road and cutblock logged three years previously. Subsequent flooding, channel avulsions, and a debris flow in 2012 caused further damage to properties, homes, and Highway 97A.

The CSRD has received numerous emails and phone calls from Swansea Pt. and Salmon Valley residents who are concerned about the potential impact from the FSP amendments. Concerns have been raised about the risk of damaging landslides and debris flows but also the possible disturbance to domestic water sources and views.

Climate change models indicate that BC's climate appears to be changing in a manner which has the potential to increase the future frequency of landslide and flood events. At the same time, however, there is ongoing pressure for additional development to be approved in areas vulnerable to landslide hazards.

Discussion:

Mr. Jan Thingsted, Planner, Development Services, provided the Committee with background on a referral the Columbia Shuswap Regional District (CSRD) received from Tolko Industries Ltd. (Lumby).

These amendments to their Forest Stewardship Plan primarily affecting Electoral Areas E and D. Mr. Thingsted showed maps of the locations for the proposed logging, noting the hazard areas, such as Hummingbird Creek and Swansea Point. Also noting the public response on this proposed amendment, main concerns are water quality, landslides and debris flow, along with potential loss of life and infrastructure damage.

Tolko Industries Ltd. (Lumby) has stated publicly that they are just in the preliminary stages of planning and will consult with the public for feedback on the plan.

A comment was made expressing concerns that Tolko did not take the time to speak to the community despite being aware of the sensitivity to the area and the traumatic events the residents experienced in 1997 and 2012. Concerns over logging plans in Malakwa and severely impacted a resident's water and it wasn't until the owner engaged the Forest Practices Board that it was rectified. Concerns expressed over the manner in which Tolko operates in, citing lack of public consultation. It was acknowledged that some residents of Swansea Point were present at today's meeting.

Director comment stating it would be a recipe for disaster, especially after what happened in Swansea Point. Many properties on Chase-Falkland Road are deeply concerned over the logging on such steep roads. It was also noted that Silver Creek residents have expressed concerns over the impact on the Salmon River Road and the quality of their water. Would like to see Silver Creek involved in the public engagement meetings.

A lot of dismay expressed over logging activities. Local Governments need to put more pressure on the Province to ensure the logging companies consult with the public on the work they are going to be doing, and perhaps even go as far as to hire an independent hydrogeologist to assess the land and potential impact. This would ensure clear, meaningful community input.

Further discussion around lack of public consultation when it comes to logging practices. General conception that they don't take citizens' concerns seriously, becoming an issue in the entire region. Information released by Tolko does not provide clear information, just an obscure map that you can barely read. Logging companies only doing what they're legally required to do, their mandate is to meet their cut control and make a profit.

Tolko's Forest Stewardship Plan was originally approved in 2006 and had an expiry date at the end of 2011, and was granted an extension to December 2017.

Mr. Thingsted noted that Tolko will still be required to obtain cutting permits from the Province and in certain high risk areas, such as Swansea Point, terrain stability assessments will be required. Whether they do that in house or hire a third party is unknown.

Chair Demenok invited Mr. Greg Kylo, MLA, to speak to the Committee on Tolko's Forest Stewardship Plan. Mr. Kylo noted his concerns over this logging due to the traumatic events of the past.

Discussion ensued around a full stop moratorium. Mr. Kylo agreed that proper third party assessments, along with habitat and environmental impact assessments need to be completed, let science dictate the future logging practices.

When asked if the taxpayers would possibly be asked to pay for these third party assessments, Mr. Kylo stated that he cannot speak to that as the Ministry of Finance would make that decision but he would certainly advocate for the provincial government to fund.

Recommendation to the Board

M/S Directors Martin/Talbot THAT:
the Board recommend to Tolko Industries Ltd. (Lumby) and the Minister of Forest Lands and Natural Resource Operations that a moratorium be placed on future logging activity in the Hummingbird Creek and Mara Creek basin due to the history of large debris flows in this area;

AND THAT: the Board request Tolko Industries Ltd. (Lumby) to hold public engagement meetings in Sicamous and Falkland to provide information and answer questions regarding the Forest Stewardship Plan amendments.

AMENDMENT TO MOTION

M/S Martin/Talbot THAT:
the above recommendation be amended to include Silver Creek in the public engagement meetings to provide information and answer questions regarding the Forest Stewardship Plan amendments.

VOTE ON AMENDMENT – CARRIED
VOTE ON MOTION AS AMENDED - CARRIED

REPORTS BY STAFF**CHANGES TO PROVINCIAL PRIVATE MOORAGE PROGRAM**

Requested by the Electoral Area Directors' Committee at its February 7, 2017 meeting.

Report from Christine LeFloch, Development Services Assistant, dated March 27, 2017.

Overview of recent changes to Provincial private moorage regulations and associated impacts to CSRD.

Letter attached from the Ministry of Forests, Lands and Natural Resource Operations, addressed to the District of Coldstream, regarding the Provincial Private Moorage Program.

Discussion:

Ms. LeFloch provided the Committee with an overview of her report including some history on the Provincial Private Moorage Program and the impacts the changes have on the Lakes Zoning Bylaw No. 900.

Discussion around discontent over lack of consultation from Forests Lands and Natural Resource Operations (FLNRO). Columbia Shuswap Regional District (CSRD) was not notified of these amendments until January 2017. Dock companies were informed directly of these amendments and encouraged to consult with the local government on CSRD bylaws. These new amendments could see a legal dock as large as 120 m².

Comments made about public frustration increasing with local government even though it is provincial regulation, but the onus is on the CSRD to enforce. In responding to a question, Ms. LeFloch explained that these amendments are mainly intended to reduce staff workload.

Director commented that we need a more workable approach and suggested one of the recommendations is an overreaction and does not believe the Province will agree. Do not have the resources to adequately enforce regulations.

Gerald Christie, Manager of Development Services, acknowledged the Directors comments and specified the process would involve allowing local government more ability when it comes to making decisions on docks. Comment made on what exactly is trying to be achieved here, maintaining Lakes Zoning Bylaw No. 900 is important and concerns increasing over the Province bypassing local governments. Public needs to know CSRD bylaws still apply.

Ms. LeFloch explained to the Committee that there are a lot of archeological sites along Shuswap and Mara Lakes and if these lakes were application only areas it would give us the tools we need to protect these sites, since they are not public record. In responding to a question, Ms. LeFloch stated that Development Services staff are attempting to meet with dock builders and make them aware of the regulations and may continue doing so with a more aggressive approach.

Recommendation to the Board

M/S Directors Talbot/Morgan THAT:
the Board receive the staff report for information.

CARRIED

Recommendation to the Board

M/S Directors Talbot/Martin THAT:
a letter be sent to Premier Christy Clark and to Steve Thompson, Minister of Forests Lands and Natural Resource Operations, and MLA Greg Kylo, outlining CSRD concerns with the changes to the Private Moorage Program, lack of consultation with local government about the changes, and requesting that Shuswap and Mara lakes be designated as an application-only area for private moorage.

CARRIED
DIRECTOR MORGAN OPPOSED

Recommendation to the Board

M/S Directors Martin/Parker THAT:
a letter be sent to UBCM outlining CSRD concerns regarding the changes to the Provincial Private Moorage Program, and that the letter be copied to SILGA and the District of Coldstream.

CARRIED

Recommendation to the Board

M/S Directors Martin/Talbot THAT:

CSRD staff be directed to prepare communications regarding Lakes Zoning Bylaw No. 900 to remind the public of the CSRD bylaw requirements for docks, buoys and other foreshore structures.

CARRIED

REPORTS BY ELECTORAL AREA DIRECTORS

ROAD MAINTENANCE Requested by Chair Demenok.

Potential to help Directors consideration of priorities.

Discussion:

Mr. Joe Wrobel, President and General Manager of JPW Road & Bridge Inc. (JPW), in attendance to speak to the Committee regarding road maintenance. They seek input from stakeholders once every year to acquire feedback and prioritize maintenance which is usually held in September. However, due to the severe winter weather it was moved up to February. It is worth noting that JPW takes direction from the Ministry of Transportation and Infrastructure and does not make decisions on road maintenance but can provide input based on the Ministry's priorities and plans.

Discussions between Mr. Wrobel and the Committee surrounding road improvements needed in each area of the CSRD especially filling potholes and road paving. Agreed that an annual meeting between the Committee and JPW is a good idea. The general consensus is that the Committee is satisfied with the winter maintenance done, acknowledging the fact that it can be a challenge to operate on a budget of approximately \$90 million when there is a lot of work to be done.

Chair Demenok asked Mr. Wrobel to provide a list of roads requiring rehabilitation in 2017. Mr. Wrobel advised he can provide a list within two weeks.

Director comments around Ministry of Transportation prioritizing only improvements to highways, mainly the Trans-Canada Highway. Secondary and side roads should also be a priority. Would like to see the MLA (Greg Kylo) put pressure on the Ministry of Finance to put more money into rural roads. Mr. Kylo did state he is lobbying for more money for rural roads as they are costing the most.

There was also some discussion around the reduction of speed limits in some areas.

**PRIORITIES FOR
MINISTRY OF
TRANSPORTATION
AND
INFRASTRUCTURE**

Brought forward from March 23, 2017 Board meeting.

Instruction from Board meeting to write a letter noting that the CSRD's priority is the Trans-Canada Highway.

Discussion at the Electoral Area Directors' Committee meeting to determine further priorities.

Discussion:

Chair Demenok asked the Electoral Area Directors to draft a list of priority roads for their respective areas and defer to the next Electoral Area Directors meeting on June 27, 2017 for discussion.

IN CAMERA

M/S Talbot/Parker THAT:

pursuant to Section 90(1)(e): the acquisition, disposition or expropriation of land or improvements, if the committee considers that disclosure could reasonably be expected to harm the interests of the regional district; of the Community Charter, the Committee move In Camera.

CARRIED

The Electoral Area Directors' Committee meeting reconvened.

**MIKE MACKAY –
SCHOOL DISTRICT #83
STRATEGIC PLANNING**

Mike MacKay, Official Trustee for School District No. 83 and Nicole Bittante, Secretary Treasurer, School District No. 83 in attendance to discuss strategic plan with the Committee.

Main discussion regarding transparency and lack of communication between the school district and the public and elected municipalities, MLA's and local government. Mr. MacKay explained the school district's main objectives such as putting together a focus group and engaging in table top exercises. Some discussion regarding the challenges the school district faces such as overcrowding and space issues and utilizing the resources given. Mr. MacKay agreed he will ensure the lines of communication are opened up between the school district and the regional district.

**ELECTORAL AREA
MANAGER**

Requested by Chair Demenok.

CSRД reviewed the need for an Electoral Area Services Coordinator in 2009.

Staff to report on history.

Discussion:

Charles Hamilton, Chief Administrative Officer, provided some history on the Electoral Area Service Coordinator within the CSRД. Sharen Berger was originally in this position and upon review of the Development Services department, found that her job was mostly Planning related so dissolved the Electoral Area Services Coordinator position and created the Team Leader, Development Services.

Chair Demenok stated he would be interested in learning more about this, suggesting it would create better communication and streamlining of information. After a brief discussion the general consensus throughout the Committee is that they get sufficient support from staff and feel that there is really no need for extra support.

LOCAL GOVERNMENT FUNDING OF COMMUNITY HALLS

Requested by Chair Demenok.

Cariboo Regional District has a model where it funds Community Halls.

Utilizing this model, what are the effects on grants or other funding requests?

What are the pros and cons of this approach?

Discussion:

Charles Hamilton, Chief Administrative Officer, spoke on the tax implications. Cariboo Regional District does not provide Grant in Aid funds so they had more money to fund these halls. As the CSRD's Grant in Aid budgets are fairly modest, wondering if there is public interest to use taxpayer's money to do this.

Directors comments that most halls can apply for Grant in Aid funds and there are some bylaws in place to fund community halls on an annual basis. Taxes would go up substantially if local government funded them, although some halls are in need of repair and significant upgrades.

Chair Demenok stated that a large part of Grant in Aid funds goes to the community halls and maybe a new approach to the management of tax dollars is needed, not necessarily spending more money. Would like to hold another Grant in Aid workshop in Area C.

SOUTH OKANAGAN SIMILKAMEEN CONSERVATION PROGRAM

Requested by Chair Demenok.

Discussion:

Chair Demenok deferred this item to the next Electoral Area Directors meeting on June 27, 2017 so that all Committee members can have an opportunity to review the website.

FUTURE ELECTORAL AREA DIRECTORS' AGENDA TOPICS

Emily Johnson, Executive Assistant/Confidential Secretary, explained the process for preparing the Electoral Area Directors' meeting agenda. Staff suggested it would be helpful to have more background information on items suggested for the agenda. A form will be drafted for future agenda item requests.

Chair Demenok advised that he would like to see a Terms of Reference for the Committee. Currently there is no tracking mechanism for topics and recommendations coming out of Committee meetings.

ADJOURNMENT

2:39 p.m.

M/S Directors Morgan/Talbot THAT:
the April 4, 2017 Electoral Area Directors' Committee meeting be adjourned.

CARRIED

CERTIFIED CORRECT

CHAIR

CHIEF ADMINISTRATIVE OFFICER



BOARD REPORT

TO:	Chair and Directors	File No: F-18, F-19
SUBJECT:	Overtime – Managerial and non-managerial exempt staff	
DESCRIPTION:	Report from Jodi Pierce, Manager, Financial Services, dated May 5, 2017. Policies F-18 (Overtime-Non-Managerial Exempt Staff) and F-19 (Recognition of Managerial Hours Worked) are being revised to clarify overtime calculations in Emergency Operations Centre activations.	
RECOMMENDATION #1:	THAT: the Board endorse the amendment to Policy F-18 “Overtime – Non-Managerial Exempt Staff” and approve its inclusion into the CSR D Policy Manual.	
RECOMMENDATION #2:	THAT: the Board endorse the amendment to Policy F-19 “Recognition of Managerial Hours Worked” and approve its inclusion into the CSR D Policy Manual.	

SHORT SUMMARY:

Policy F-19 – Recognition of Managerial Hours Worked, currently states that Senior Management staff are not entitled to any compensation nor time off for overtime worked during the year. However, overtime incurred while working in an activated Emergency Operations Centre (EOC) is outside of time in lieu and should be paid. Emergency Management BC will reimburse overtime for managers if the policy identifies that time incurred for an activated Emergency Operations Centre is to be paid. As a result, the policy requires the attached amendment.

VOTING:	Unweighted Corporate	<input checked="" type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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BACKGROUND:

Policies F-18 and F-19 were last updated in December, 2016. However, it was brought to management’s attention in spring 2017 that management overtime is only reimbursable by Emergency Management BC (EMBC) where a Board policy specifically identifies that overtime in connection with an activated Emergency Operations Centre is to be paid. The non-managerial exempt staff are already entitled to compensation for overtime worked; however, Senior Managers have not previously been eligible as per Policy F-19. Both policies have now been updated to reflect that overtime in connection with an EOC will be paid in accordance with BC Labour Laws.

POLICY:

Amended Policies F-18 “Overtime – Non-Managerial Exempt Staff” and F-19 “Recognition of Managerial Hours Worked” are attached for consideration.

FINANCIAL:

No significant financial impact is expected as overtime paid to Senior Managers during EOC activations will now be eligible for reimbursement from EMBC.

IMPLEMENTATION:

Policy F-18 “Overtime – Non-Managerial Exempt Staff” and Policy F-19 “Recognition of Managerial Hours Worked” will be included in the CSRD Policy Manual once approved by the Board.

COMMUNICATIONS:

Staff and Directors will be advised of the approved policies and copies of the policies will be included in the CSRD Policy Manual and published on the CSRD website for public reference.

DESIRED OUTCOMES:

The Board support the recommendations.

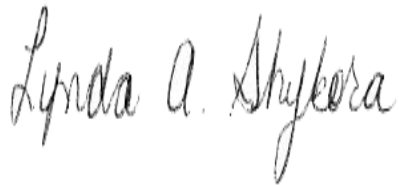
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2017-05-18_Board_FIN_Management OT Policies.docx
Attachments:	- CSRD Policy F-18 Non-Managerial Exempt Staff.pdf - CSRD Policy F-19 Recognition of Managerial Hours Worked.pdf
Final Approval Date:	May 8, 2017

This report and all of its attachments were approved and signed as outlined below:



Lynda Shykora - May 8, 2017 - 11:59 AM



Charles Hamilton - May 8, 2017 - 2:14 PM

POLICY
OVERTIME – NON-MANAGERIAL EXEMPT STAFF

PURPOSE AND INTENT

The intent of this policy is to acknowledge that non-managerial exempt staff are expected to be available outside of regular work hours and may be required to work additional hours to fulfill their duties.

The purpose is to recognize this additional responsibility and provide guidance to non-managerial exempt staff and their supervisors in reporting overtime.

PROCEDURE

1. Employees will receive an additional 5 days of vacation per year to in recognition of the following:
 - Missed coffee breaks
 - Starting or ending their day within 30 minutes of scheduled start and end times
 - Answering phone calls or emails outside regular working hours, while on flex days, etc.
 - Working through lunch on meeting days, if required.
2. Overtime outside the examples listed above will continue to paid/accrued as indicated by the employee on their timesheet.
3. Overtime shall be kept to a minimum and should not form part of the regular work schedule.
4. Overtime **MUST** be approved in advance by the immediate supervisor.
5. Employees should notify their supervisor at least one week in advance of any meetings or other commitments that require work outside of the employee's regular schedule. The employee and their supervisor should consult on the most effective way to prevent overtime including adjusting the hours and/or days of work for the period of time at issue.
6. Employees must record actual hours worked on their timesheets and will only receive overtime for hours as recorded.
7. Employees will be given the option of banking overtime and taking time off with pay at a time mutually agreeable with the employee's supervisor, within the calendar year that the overtime is earned. Banked overtime hours will be converted to equivalent hours as per labour standards.
8. Overtime worked in an Emergency Operations Centre activation will be paid in accordance with BC Labour Laws.

February, 2001
December 2, 2016
May 5, 2017

POLICY
RECOGNITION OF MANAGERIAL HOURS WORKED

PURPOSE AND INTENT

The intent of this policy is to acknowledge that managerial exempt staff are expected to be available outside of regular work hours and will be required to work additional hours to fulfill their duties.

The purpose is to recognize this additional responsibility and time commitment.

POSITIONS COVERED

This policy applies only to Senior Management as follows:

- Chief Administrative Officer
- Manager, Financial Services
- Manager, Development Services
- Manager, Operations Management

PROCEDURE

The above-noted positions are expected to work the number of hours necessary to perform their duties, and are not entitled to any payment nor time off in lieu for overtime worked except related to Emergency Operations Centre (EOC) activations. Overtime worked in an EOC activation will be paid in accordance with BC Labour Laws.

In recognition of additional time worked throughout the year, these positions will be granted an additional ten vacation days per year, or in accordance with the provisions of an employment contract where one exists.

February 2001

December 2006

December 2, 2016

May 5, 2017



BOARD REPORT

TO:
Chair and Directors

File No: 5360 01 Bylaw 5737

SUBJECT:

CSR D Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737

DESCRIPTION:

Report from Ben Van Nostrand, Team Leader, Environmental Health Services dated May 8, 2017. Solid Waste Disposal Tipping Fee Bylaw Update

RECOMMENDATION #1:

THAT: Bylaw No. 5737, cited as "CSR D Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737" be read a first, second and third time this 18th day of May, 2017.

RECOMMENDATION #2:

THAT: Bylaw No. 5737, cited as "CSR D Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737" be adopted this 18th day of May, 2017.

SHORT SUMMARY:

In 2014, the CSR D conducted a review of its Solid Waste Management Plan, which recommended a review of the tipping fees and overall financial health of the Solid Waste and Recycling programs. A consulting firm was engaged in 2016 to review the tipping fees and a report was developed which recommended a number of funding scenarios, to ensure the long term financial stability of CSR D landfill waste and recycling programs.

At the November 2016 Board meeting, the Board endorsed the consulting firm and staff's recommended new tipping fee structure and plan to amend the existing bylaw "CSR D Refuse Disposal Facilities Tipping Fee and Regulation Bylaw No. 5542", to reflect the changes. The purpose of this report is to bring forward updated CSR D Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737.

VOTING:	Unweighted Corporate <input checked="" type="checkbox"/>	LGA Part 14 (Unweighted) <input type="checkbox"/>	Weighted Corporate <input checked="" type="checkbox"/>	Stakeholder (Weighted) <input type="checkbox"/>
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BACKGROUND:
Overview of November 2016 Board Meeting:

The updated 2014 Solid Waste Management Plan (SWMP) identified a need to review tipping fees with the overall financial model for the solid waste and recycling functions. This was carried out in a collaborative process with CSR D staff and XCG Consultants in the summer of 2016, which produced the following conclusions and recommendations:

- The existing economic model (primarily tipping fee) for the Solid Waste (219) function is not financially sustainable over the long term (model concludes once all current available landfill airspace is exhausted in the CSR D). Although current revenues are sufficient to cover the day to day operational and capital expenditures of the program, a significant short fall occurs when considering the implications of landfill closure and post-closure expenditures. The short fall is estimated to be over \$18.2 million dollars.

- The short fall for the Solid Waste (219) budget (primarily tipping/user fees) is associated with the underfunded liability costs of landfill closure and post closure monitoring at the CSRD's four existing landfills.
- The existing economic model (primarily taxation) for the Waste Reduction (218) budget is financially sustainable in the long-term. In an effort to encourage recycling habits, tipping fees are recommended to be lowered on several recyclable items, as new programs are introduced, a capital reserve fund should be established in order to maintain tax requisition amounts within inflationary indexes.
- A tipping fee increase of between \$10 and \$15 per tonne is required to fully fund the Solid Waste (219) system through to post-closure.
- In order to ensure financial stability of the Solid Waste (219) budget, three key elements are required:
 - (1) Increase tipping fees;
 - (2) Implement a district wide organic (food waste) diversion program; and
 - (3) Enforce the mixed waste load tipping fee rates, through increased monitoring of incoming loads.

The XCG report described several options to increase revenue including an annual rate increase, a one-time rate increase and incremental increases every three years. Staff worked within the recommendations of the report and developed an approach that is feasible for the operations, and ensures the approach is fair and equitable to both the rural electoral areas and the member municipalities. Furthermore, staff have compared the proposed increases with neighbouring local governments and are confident that new rates are more reflective of current standards.

Actions Since November 2016 Board Meeting:

Subsequent to the November 2016 Board meeting staff developed an informational memo which was shared with account holders and posted at CSRD refuse disposal facilities. Feedback on the tipping fee changes indicated a discontent to the introduction of a \$5 minimum site fee. Individuals with one bag of garbage would see an increase from \$2 to a \$5 minimum charge.

Staff have taken feedback received into consideration when finalizing the new tipping fee bylaw recommendations.

A number of other revisions have been incorporated into the new Tipping Fee and Charges Schedule and the following table highlights key changes:

Scaled Facilities:

<u>Material</u>	<u>Old Fee</u>	<u>New Fee</u>	<u>Unit Rate</u>	<u>Minimum Charge</u>
Bagged Refuse	\$2	\$3	Each	NIL
Bagged Refuse for Reuse Centre	\$2	\$3	Each	NIL

Refuse	\$70	\$80	Tonne	\$5
Refuse for Reuse Centre	\$70	\$80	Tonne	\$5
Bulky Waste	\$140	\$160	Tonne	\$10
Mixed Load	\$140	\$160	Tonne	\$10
Demolition Waste (containing Drywall or Asphalt Shingles)	\$280	\$240	Tonne	\$10
Gypsum Board or Drywall	\$140	\$100	Tonne	\$5
Asphalt Shingles	\$140	\$100	Tonne	\$5
Concrete (includes asphalt, bricks, porcelain)	\$35	\$100	Tonne	\$5
Land Clearing Waste	\$35	\$160	Tonne	\$10
Asbestos Waste	NA	\$160	Tonne	\$10
Deep Burial Waste	\$210	\$240	Tonne	\$240
Biosolids (Tipping Fee Effective January 1, 2018)	\$0	\$10	Tonne	\$5
Specified Risk Material (Salmon Arm Landfill Only)	\$70	\$80	Tonne	\$240
Commercial Recyclable Material	\$85	\$80	Tonne	\$10

Unscaled Facilities:

<u>Material</u>	<u>Old Fee</u>	<u>New Fee</u>	<u>Unit Rate</u>	<u>Minimum Charge</u>
Bagged Refuse	\$2	\$3	Each	NIL
Bagged Refuse for Reuse Centre	\$2	\$3	Each	NIL
Refuse	\$10	\$12	m ³	\$5
Refuse for Reuse Centre	\$10	\$12	m ³	\$5
Mixed Load	\$20	\$25	m ³	\$15
Demolition Waste (containing Drywall or Asphalt Shingles)	\$20	\$30	m ³	\$15
Gypsum Board or Drywall	\$20	\$15	m ³	\$5
Asphalt Shingles	\$20	\$15	m ³	\$5
Concrete (includes asphalt, bricks, porcelain)	\$10	\$20	m ³	\$5

In addition to the changes to the fee structure, the new Bylaw No. 5737 includes the following:

- a number of new definitions;
- a table of fees which replaces the existing paragraph format;
- a revision of surcharges;
- a revision of product sale rates;
- an update of the controlled waste categories; and
- an update of the prohibited waste categories.

The new Bylaw No. 5737 will help to ensure that CSRD staff and contracted site attendants have the necessary tools to help ensure incentives exist for recycling and the appropriate fees are being levied that will fund both operational budgets as well as long term closure and post closure budgets.

POLICY:

Fees are set by the Board through bylaw and any changes require an amendment to the bylaw. Proposed amendments are consistent with policies set out in the SWMP. An amendment to the bylaw will be brought forward to the Board in the spring of 2017 with the necessary changes.

FINANCIAL:

These changes are the result of a collaboration with CSRD staff, consultants, Board Directors and site users. The results of the proposed changes to the tipping fees will result in a more economically sustainable model for funding operations, closure and post-closure costs associated with the Solid Waste and Waste Reduction Programs (219/218).

KEY ISSUES/CONCEPTS:

The existing Refuse Disposal Facilities Tipping Fee and Regulation Bylaw No. 5542 was adopted in 2009 and provided the foundation for funding the CSRD's solid waste management programs. Since 2009 the Bylaw has been amended on several occasions to update or include new provisions. With the introduction of new fees, resulting from recommendations of the 2014 Solid Waste Management Plan review, it is recommended that the existing Bylaw be repealed and replaced with the new Bylaw No. 5737, a bylaw to fix and regulate the use, rates, terms and conditions for refuse disposal facilities within the Columbia Shuswap Regional District.

IMPLEMENTATION:

The effective date for the new Bylaw No. 5737 will be July 1, 2017. Once adopted, staff will begin the work of updating account holders and the public via a number of methods including; social media, posting at CSRD refuse disposal facilities, updating signage and providing education/training to CSRD site attendants.

DESIRED OUTCOMES:

The Board approve the new Bylaw No. 5737, a bylaw to fix and regulate the use, rates, terms and conditions for refuse disposal facilities within the Columbia Shuswap Regional District.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

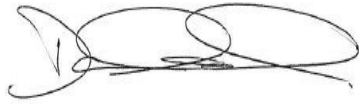
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. CSRD Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737.

Report Approval Details

Document Title:	2017-05-18_Solid_Waste_Tipping_Fee_Bylaw_5737.docx
Attachments:	- Tipping Fee Bylaw.docx - Solid Waste Disposal Tipping Fee and Regulation 5737.docx
Final Approval Date:	May 8, 2017

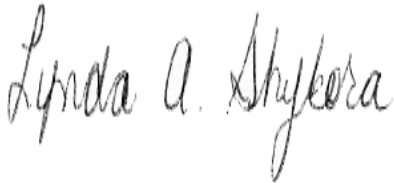
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - May 8, 2017 - 2:38 PM



Jodi Pierce - May 8, 2017 - 2:50 PM



Lynda Shykora - May 8, 2017 - 3:52 PM



Charles Hamilton - May 8, 2017 - 3:53 PM

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 5737

A bylaw to fix and regulate the use, rates, terms and conditions for refuse disposal facilities
within the Columbia Shuswap Regional District

WHEREAS the Regional District is authorized by the Local Government Act to impose fees and charges, by bylaw, for the purpose of recovering the annual costs for a service.

AND WHEREAS the Regional District has established by separate bylaw, a service area for the purpose of Solid Waste Management including the collection, disposal, removal, recycling, and treatment of waste and noxious, offensive or unwholesome substances within the Regional District.

AND WHEREAS it is deemed desirable to fix and regulate, the rates, terms, conditions and use of the various refuse disposal facilities located within the Regional District.

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

REPEAL

1. Bylaw No. 5542 cited as "Refuse Disposal Facilities Tipping Fee and Regulation Bylaw No. 5542" and its amendments are hereby repealed.

DEFINITIONS

2. For the purpose of this bylaw, the following definitions will apply:

"Active Face" means the working surface of a Landfill within a Refuse Disposal Facility where Solid Waste is deposited before placement of daily cover.

"Appliances" means metal Appliances such as refrigerators, freezers, clothes washers, dishwashers, clothes dryers, ranges, stoves, air conditioners and hot water tanks.

"Asbestos Waste" means Waste containing friable and non-friable asbestos fibres or asbestos dust as defined in the Hazardous Waste Regulation.

"Bag" means a container holding a volume up to 66 cm x 91 cm or 77 litre equivalent.

"Biosolids" means stabilized municipal sewage sludge resulting from a municipal waste water treatment process or septage treatment process which has been sufficiently treated to reduce pathogen densities and vector attraction to allow the sludge to be beneficially recycled in accordance with the Organic Matter Recycling Regulation and its amendments.

"Biomedical Waste" means Waste generated by human or animal health facilities, medical or veterinary research and teaching establishments, health care teaching establishments, clinical testing or research laboratories and facilities involved in the production or testing of vaccines as identified in the Hazardous Waste Regulation.

"Book" means a hardcover or paperback book bound with a rigid or flexible protective cover.

“Bulky Waste” means items with a volume greater than 1.5 m³ and greater than 2.5 m in length.

“Clean Soil” means soil, sod, potting soil, sediment or fill material which does not contain the substances in quantities or concentrations greater than those specified in Contaminated Sites Regulation.

“Chipped Wood Waste” means Yard and Garden Waste, Wood Waste – Clean and Wood Waste - Treated that has been processed to ensure the resulting product meets the optimum size of 6 cm thickness by 15 cm length, void of metal contaminants and any refuse.

“Commercial Recyclable Material” means Marketable Waste generated by industrial, commercial or institutional businesses.

“Compost” means organic material beneficial to plant growth when used as a soil amendment, created by a controlled process of biological decomposition in accordance with the Organic Matter Recycling Regulation.

“Concrete” means brick, porcelain, or a construction material that consists of cement, aggregate (generally gravel and sand) and water, as a hardened mixture.

“Contaminated Sites Regulation” means the Contaminated Sites Regulation 184/2016, July 19, 2016 and amendments enacted under the Environmental Management Act.

“Contaminated Soil” means soil or sediment or fill material containing substances in quantities or concentrations greater than those specified in the Contaminated Sites Regulation but is not a Hazardous Waste as identified in the Hazardous Waste Regulation.

“Controlled Waste” means Waste that requires special handling and disposal techniques to avoid creating health hazards, nuisances or environmental pollution. Disposal of Controlled Waste requires pre-approval and a permit issued by the Regional District prior to Disposal. Controlled Wastes are identified in Schedule D attached.

“Credit Account Holder” means those persons who have received a credit account from the Regional District in accordance with Schedule C attached.

“Dead Animal” means the carcass or part of the carcass of a domestic animal or roadkill.

“Deep Burial” means an area of the Landfill excavated to accommodate and bury Controlled Waste with a minimum of 50 cm of cover material.

“Deep Burial Waste” means Waste that requires Deep Burial at a Landfill Site.

“Demolition Waste” means Mixed Loads of Waste materials produced through the heavy equipment tear-down of human-made structures.

“Dispose or Disposal” means leaving Solid Waste at the Refuse Disposal Facility for the purpose of burial, destruction or placement for future reuse, recycling or recovery.

“Environmental Management Act” means the Environmental Management Act, SBC 2003 Chapter 53 and amendments.

“Facility Attendant” means the contractor or authorized agent of the contractor that from time to time holds the contract for the position of Facility Attendant at a Refuse Disposal Facility.

“Facility Operator” means the contractor or authorized agent of the contractor that from time to time holds the contract for Landfill operations at a Refuse Disposal Facility.

“Facility Regulations” means regulations as described in Schedule B attached, which must be adhered to by a person using a Refuse Disposal Facility.

“Food Waste” means food that has been discarded, lost or uneaten from either a commercial or residential source.

“Hazardous Waste” means any chemical compound, mixture, substance or article which is defined as Hazardous Waste in the Hazardous Waste Regulation.

“Hazardous Waste Regulation” means the Hazardous Waste Regulation, BC Reg. 179/2016, July 19, 2016 and its amendments enacted under the Environmental Management Act.

“Land Clearing Waste” means mixed vegetation including branches, stumps (up to 1.5 m³), woody materials and non-contaminated soil and rock from land clearing and grubbing, utility line maintenance and seasonal or storm related cleanup.

“Landfill” means the area at a Refuse Disposal Facility where Refuse and soil cover have been buried. Landfills are located at the Golden, Revelstoke, Salmon Arm and Sicamous Refuse Disposal Facilities.

“Load” means Solid Waste which arrives at a Refuse Disposal Facility in a Vehicle.

“Manager” means the employee of the Regional District responsible for the management of the regional Solid Waste function or another person assigned by the Manager to act on their behalf.

“Marketable Waste” means Waste which can be directed to a Provincial Product Stewardship Program, a Regional District program or a commercial market through waste reduction, reuse or recycling opportunities.

“Mattress” means a unit comprised of a case of canvas or other heavy cloth stuffed with wool, cotton, other fibres or similar material, with or without coiled springs, that was used as a bed or as a support for a bed.

“Metal Waste” means ferrous and non-ferrous metallic materials, including but not limited to, sheet metal, siding, roofing, rebar, flashings, pipes, window frames, doors, furnaces, duct work, wire, cable, bathtubs, fencing, bicycle frames, automotive body parts, machinery, garbage cans, metal furniture, tire rims, propane cylinders (up to 46 kgs in size).

“Mixed Load” means a Load combining one or more Marketable Wastes with Unmarketable Wastes rendering the entire Load unmarketable by virtue of mixing of Wastes or the reluctance to separate Marketable Wastes from Unmarketable Wastes by a site user, but does not include Controlled Waste or Prohibited Waste.

“Motor Vehicle Act” means the Motor Vehicle Act RSBC 1996, Chapter 318 and amendments.

“Organic Matter Recycling Regulation” means the Organic Matter Recycling Regulation BC Reg. 179/2016, July 19, 2016 and amendments enacted under the Environmental Management Act and the Public Health Act.

“Ozone Depleting Substance” means any substance containing chlorine, fluorine, bromine, carbon and hydrogen in varying proportions, often described as halocarbons and all chemical

agents associated with an Appliance that have a detrimental effect on stratospheric ozone levels.

“Provincial Product Stewardship Program Material” means items and provisions that are included in an approved Provincial Stewardship Program as identified in the Recycling Regulation, such as beverage containers, electronics, cell phones, lead-acid batteries, small appliances, packaging, printed paper, paints, solvents, pesticides, gasoline, pharmaceuticals, tires, used oil and antifreeze.

“Prohibited Waste” means gaseous, liquid and Solid Waste not acceptable for burial or Disposal at a Refuse Disposal Facility as identified in Schedule E attached hereto.

“Radioactive Waste” means any material (liquid, gaseous or solid) that contains a radioactive “nuclear substance” as defined in the Nuclear Safety and Control Act, SC 1997 and amendments and which the owner has declared to be Waste.

“Reactive Waste” means Waste that is gaseous, liquid or solid as defined in the Hazardous Waste Regulation which:

- a) is explosive, oxidizing or so unstable that it readily undergoes violent change in the presence of air or water;
- b) generates toxic gases, vapors or fumes by itself or when mixed with water; or
- c) is polymerized in whole or in part by chemical action and causes damage by generating heat or increasing in volume.

“Recyclable Asphalt Shingles” means asphalt based shingle roofing material but does not include torch-on membrane roofing and shingle wrapping paper.

“Recyclable Gypsum Board or Drywall” means Waste or material containing any amount of Gypsum Board or Drywall including off-cuts or scraps from new construction and old Gypsum Board or Drywall that has been painted or covered in wallpaper. Gypsum Board or Drywall containing asbestos will be considered as Asbestos Waste.

“Recycling Regulation” means the Recycling Regulation BC Reg. 284/2016, December 7, 2016 and amendments, enacted under the Environmental Management Act.

“Refuse” means discarded or abandoned materials, substances or objects destined for burial at a Landfill.

“Refuse Disposal Facility” means a location as set out in Schedule A of this Bylaw under the control of the Regional District which accepts Refuse for the purpose of immediate disposal, marshalling and/or shipping to an alternate disposal or processing location, either scaled or unscaled.

“Refuse Transfer Station” means an area under the control of the Regional District for collecting Refuse in preparation for transportation to a Refuse Disposal Facility.

“Regional District” means the Columbia Shuswap Regional District.

“Residential Recyclable Materials” means items collected under a Provincial Product Stewardship Program as identified in the Recycling Regulation.

“Reuse Centre” means the building where products that are in a usable, working condition can be Disposed of and Salvaged. Tipping Fees apply to Disposed items and a permit to Salvage must be issued by Facility Attendant to a person who desires to remove items.

“Salvage” means the orderly removal by an authorized person of Solid Waste from a Refuse Disposal Facility with inherent reuse, resale or scrap value.

“Scaled Site” means a Refuse Disposal Facility which contains a device to calculate the mass of a Load.

“Site” means a specific Refuse Disposal Facility.

“Small Load” means a Load of Solid Waste brought by Vehicle to at a Refuse Transfer Station for Disposal that is not in excess of 1,000 kgs of net weight at a Scaled Site or not in excess of 5.0 m³ at an Unscaled Site.

“Solid Waste and Waste” means items that are no longer valued for their original intended purpose and originate from residential, commercial, institutional, demolition, land clearing or construction sources as defined in the Environmental Management Act and its amendments.

“Specified Risk Material” means the tissues in livestock that would contain the Bovine Spongiform Encephalopathy (BSE) commonly known as mad cow disease, if the animal were infected.

“Tipping Fee” means the user fee charged for the Disposal of Solid Waste at a Refuse Disposal Facility.

“Treasurer” means the Manager of Finance of the Regional District or an authorized agent.

“Unmarketable Wastes” means Waste which cannot be directed to an existing Provincial Product Stewardship Program, a Regional District program or commercial market through waste reduction, reuse or recycling opportunities because they are mixed and cannot be separated or there is no program or market available.

“Unscaled Site” means a Refuse Disposal Facility which does not contains a device to calculate the weight of a Vehicle and the Load will be determined by volume.

“Vehicle” means a vehicle, as defined by the Motor Vehicle Act RSBC 1996 Chapter 318.

“Waste Disposal Area” means an area of the Refuse Disposal Facility that has been designated for the Disposal of Solid Waste that has been separated by means of a barrier or placement in containers into clearly distinguishable accumulations of different types of materials, substances or objects belonging in the particular class of waste being disposed of.

“Weed Control Act” means the Weed Control Act RSBC 1996 Chapter 487 and amendments.

“Wood Waste – Clean” means clean unpainted, untreated Wood Waste including dimensional lumber, board ends, wood pallets, plywood, particle board, OSB (oriented strand board), MDF (medium density fibreboard), stumps, tree trunks and tree limbs greater than 20 cm in diameter.

“Wood Waste – Treated” means all other Wood Waste except materials defined as Yard and Garden Waste or Wood Waste – Clean.

“Yard and Garden Waste” means vegetative matter from gardening, landscaping and land clearing including shrub and tree branches less than 20 cm in diameter. Yard and Garden Waste does not include invasive species plants as identified in the Weed Control Act.

CONDITIONS

3. All Solid Waste Disposed of at a Refuse Disposal Facility shall become property of the Regional District.
4. A person shall not Dispose of Solid Waste at a Refuse Disposal Facility except in accordance with this bylaw and the Facility Regulations.
5. A person shall not Dispose of Solid Waste at a Refuse Disposal Facility which originated from outside the Regional District.
6. A person shall not Dispose of Prohibited Waste at a Refuse Disposal Facility.
7. A person shall not Dispose of Solid Waste at a Refuse Disposal Facility, nor enter any Refuse Disposal Facility at any time other than during the designated hours of operation, unless authorized by the Manager.
8. A person shall not Dispose of Solid Waste at a Refuse Disposal Facility other than in the designated Waste Disposal Area as directed by the Facility Attendant or Facility Operator.
9. A person shall not operate a Vehicle on any part of a Refuse Disposal Facility other than on the roads and areas designated by the Regional District.
10. A person shall obey all posted signage at a Refuse Disposal Facility, including traffic control signage.
11. A person shall not Salvage Solid Waste from a Refuse Disposal Facility unless written authorization has been provided by the Manager.
12. A person shall not remove items from a Reuse Centre unless a permit has been issued by the Facility Attendant.
13. A person shall not Dispose of Controlled Waste at a Refuse Disposal Facility other than in the designated Controlled Waste Disposal Area provided that:
 - a) the Manager has given written authorization, including and the terms and conditions of the Disposal;
 - b) the Controlled Waste is one type and from no more than one source unless written authorization is given by the Manager;
 - c) the Controlled Waste is manifested as regulated by the British Columbia Ministry of the Environment;
 - d) three business days' notice is given to the Regional District prior to Disposal of the Controlled Waste, in the form of a written application;
 - e) the Controlled Waste is disposed of one (1) hour before the closing time of the Refuse Disposal Facility and is not on a Saturday or a Sunday;
 - f) there are no health and safety risks associated with the disposal of the Controlled Waste.
14. Despite subsection 13(d), the Manager may permit the Disposal of Controlled Waste without the required notice and on days and times other than those specified in 13(e).
15. A person shall not loiter at a Refuse Disposal Facility. Vehicles must proceed directly to the designated Waste Disposal Area and then leave as soon as possible after disposal.

16. A person shall not loiter at a Reuse Centre. Visits must be limited to a maximum of 15 minutes.
17. A person shall not Dispose of Specified Risk Material at any Refuse Disposal Facility unless authorized by the Manager. The Salmon Arm Refuse Disposal Facility is the only Site that accepts Specified Risk Material.
18. A person who contravenes the Facility Regulations, fails to obey orders or directions given by the Regional District, the Facility Attendant or the Facility Operator, fails to comply with posted notices and signs at a Refuse Disposal Facility may be refused or prohibited re-entry to all Refuse Disposal Facilities for a designated period of time as determined by the Manager.

FEES AND CHARGES

19. A person who Disposes of Solid Waste at a Refuse Disposal Facility shall pay to the Regional District the applicable Tipping Fees and charges in accordance with the terms and conditions as set out in Schedule C attached.
20. Despite the rest of this bylaw, the Manager may designate periods during where no Tipping Fee is payable under this bylaw at a specific Refuse Disposal Facility on a specified date for Wastes generated as part of a cleanup event initiated by a non-profit and/or community group targeting clean-up on public lands.

VIOLATIONS AND PENALTIES

21. A person who:
 - a) violates any provision of this bylaw;
 - b) permits any act or thing to be done in contravention of this bylaw; or
 - c) neglects to or refrains from doing anything required to be done by any provision of this bylawwill be deemed to have committed an offence against this bylaw and each day that a violation continues to exist is deemed to be a separate offence against this bylaw and:
 - i. will be liable to a fine as set out in the CSRD Ticket Information Utilization Bylaw; and
 - ii. will be liable, upon summary conviction, to penalties prescribed by the Offence Act (British Columbia) and amendments.
 - iii. may be prohibited from depositing Solid Waste at a Refuse Disposal Facility.
22. The penalties imposed under Section 21 shall be in addition to and not in substitution of any other penalty or remedy imposed by this bylaw or any other statute, law or regulation.
23. A person who contravenes any of the Facility Regulations contained within this bylaw shall be responsible for all costs associated with facility remediation.

SEVERABILITY

24. If any section, subsection or clause of this bylaw is declared or held to be invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this bylaw shall be deemed to have been adopted without the invalid and severed section, subsection or clause

FORCE AND EFFECT

25. This Bylaw shall be effective July 1, 2017.

CITATION

26. This bylaw may be cited as “CSRD Solid Waste Disposal Tipping Fee and Regulation Bylaw No 5737.”

READ a first time this _____ day of _____, 2017.

READ a second time this _____ day of _____, 2017.

READ a third time this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

MANAGER OF CORPORATE
ADMINISTRATION SERVICES (SECRETARY)

CHAIR

CERTIFIED a true copy of
Bylaw 5737, as adopted

MANAGER OF CORPORATE
ADMINISTRATION SERVICES (SECRETARY)

**CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE A**

CSRD REFUSE DISPOSAL FACILITIES

SCALED SITE		ADDRESS	
Golden Refuse Disposal Facility		350 Golden-Donald Upper Road, Golden BC	
Revelstoke Refuse Disposal Facility		330 Westside Road, Revelstoke BC	
Sicamous Refuse Disposal Facility		900 Two Mile Road, Sicamous BC	
Salmon Arm Refuse Disposal Facility		4290 20th Avenue SE, Salmon Arm BC	
Skimikin Refuse Transfer Station		2281 Skimikin Road, Tappen BC	
Scotch Creek Refuse Transfer Station		3508 Squilax Anglemont Road, Scotch Creek BC	
UNSCALED SITE		ADDRESS	
Falkland Refuse Transfer Station		2830 Wetaskiwin Road, Falkland BC	
Glenemma Refuse Transfer Station		3125 McTavish Road, Salmon Arm BC	
Seymour Arm Refuse Transfer Station		1815 Quast Road, Seymour Arm BC	
Malakwa Refuse Transfer Station		3591 McLean-Sawmill Road, Malakwa BC	
Parson Refuse Transfer Station		3583 Highway 95 South, Parson BC	
Trout Lake Refuse Transfer Station		5100 Highway 31, Nakusp BC	

**CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE B**

FACILITY REGULATIONS

PURPOSE:

To ensure a safe and orderly environment for all persons at all Refuse Disposal Facilities.

POLICY:

The Facility Regulations shall be observed by all persons attending all Refuse Disposal Facilities.

PROCEDURES:

1. LOADS

- 1.1. All Loads entering a Refuse Disposal Facility shall be secured as defined in the Motor Vehicle Act.
- 1.2. A person who deposits Solid Waste at Refuse Disposal Facility not meeting the requirements in Section 1.1 shall pay double (two-times) the Tipping Fee required by Schedule C and may be subject to a fine associated with a ticketable offence.
- 1.3. Only Small Loads are accepted for Disposal at a Refuse Transfer Station.

2. SAFETY

- 2.1. A person entering a Refuse Disposal Facility does so at their own risk. The Regional District accepts no responsibility for damage or injury to property or person.
- 2.2. Children under the age of 16 must be supervised at all times at any Refuse Disposal Facility.
- 2.3. Pets are not permitted at Refuse Disposal Facilities unless they remain inside a vehicle.
- 2.4. Smoking is not permitted at Refuse Disposal Facilities.
- 2.5. A person entering a Refuse Disposal Facility must check in with the Facility Attendant.
- 2.6. A person unloading Solid Waste at a Site must unload at a safe distance from other unloading Vehicles. At a minimum, Vehicle separation should be one and a half (1.5) times the height of the tallest Vehicle between the unloading Vehicle and of the closest stationary Vehicle.

**CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE C**

TIPPING FEES AND CHARGES

1. TIPPING FEES

- 1.1. The Tipping Fees for Disposal of Solid Waste at a Scaled Refuse Disposal Facility as measured by mass on the scale operated by the Facility Attendant at a Refuse Disposal Facility are as follows:

Materials Accepted (Scaled Site)	Fee	Unit Rate	Minimum Charge
Bagged Refuse	\$3	Each	NIL
Bagged Refuse for Reuse Centre	\$3	Each	NIL
Refuse	\$80	Tonne	\$5
Refuse for Reuse Centre	\$80	Tonne	\$5
Bulky Waste	\$160	Tonne	\$10
Mixed Load	\$160	Tonne	\$10
Demolition Waste (containing Drywall or Asphalt Shingles)	\$240	Tonne	\$10
Metal Waste (Including Appliances and Propane Cylinders)	\$35	Tonne	\$5
Appliances (containing Ozone Depleting Substance)	\$15	Unit	\$15
Clean Soil	\$10	Tonne	\$5
Wood Waste – Clean	\$35	Tonne	\$5
Wood Waste – Treated	\$35	Tonne	\$5
Wood Waste – Chipped	\$15	Tonne	\$5
Yard and Garden Waste	\$35	Tonne	\$5
Gypsum Board or Drywall	\$100	Tonne	\$5
Asphalt Shingles	\$100	Tonne	\$5
Concrete (includes asphalt, bricks, porcelain)	\$100	Tonne	\$5
Mattresses	\$15	Unit	\$15
Land Clearing Waste	\$160	Tonne	\$10
Asbestos Waste	\$160	Tonne	\$10
Dead Animal	\$80	Tonne	\$5
Deep Burial Waste	\$240	Tonne	\$240
Biosolids (Tipping Fee Effective January 1, 2018)	\$10	Tonne	\$5
Contaminated Soil	\$35	Tonne	\$5
Specified Risk Material (Salmon Arm Landfill Only)	\$80	Tonne	\$240
Septage Pumping (Revelstoke Landfill Only)	\$45	Tonne	\$5
Commercial Recyclable Material	\$80	Tonne	\$10
Residential Recyclable Materials	NO CHARGE		

Batteries, Books	NO CHARGE
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CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE C

- 1.2. The Tipping Fees for Disposal of Solid Waste at an Unscaled Refuse Disposal Facility as assessed by volume by the Facility Attendant at a Refuse Disposal Facility are as follows:

Materials Accepted (Unscaled Site)	Fee	Unit Rate	Minimum Charge
Bagged Refuse	\$3	Each	NIL
Bagged Refuse for Reuse Centre	\$3	Each	NIL
Refuse	\$12	m ³	\$5
Refuse for Reuse Centre	\$12	m ³	\$5
Bulky Waste	NOT ACCEPTED		
Mixed Load	\$25	m ³	\$10
Demolition Waste (containing Drywall or Asphalt Shingles)	\$30	m ³	\$15
Metal Waste (Including Appliances and Propane Cylinders)	\$5	m ³	\$5
Appliances (containing Ozone Depleting Substance)	\$15	Unit	\$15
Clean Soil	NOT ACCEPTED		
Wood Waste – Clean	\$5	m ³	\$5
Wood Waste – Treated	\$5	m ³	\$5
Wood Waste – Chipped	\$5	m ³	\$5
Yard and Garden Waste	\$5	m ³	\$5
Gypsum Board or Drywall	\$15	m ³	\$5
Asphalt Shingles	\$15	m ³	\$5
Concrete (includes asphalt, bricks, porcelain)	\$20	m ³	\$5
Mattresses	\$15	Unit	\$15
Land Clearing Waste	NOT ACCEPTED		
Asbestos Waste	NOT ACCEPTED		
Dead Animal	NOT ACCEPTED		
Deep Burial Waste	NOT ACCEPTED		
Biosolids (Tipping Fee Effective January 1, 2018)	NOT ACCEPTED		
Contaminated Soil	NOT ACCEPTED		
Specified Risk Material	NOT ACCEPTED		
Septage Pumping	NOT ACCEPTED		
Commercial Recyclable Material	NOT ACCEPTED		
Residential Recyclable Materials	NO CHARGE		
Batteries, Books	NO CHARGE		

**CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE C**

2. SURCHARGES

- 2.1. The Regional District may issue an additional surcharge where applicable:

Surcharge	Amount
Failure to dispose of Solid Waste in the designated Waste Disposal Area	\$50
Failure to weigh in or out at a Scaled Site <i>(where the Regional District must subsequently obtain vehicle tare weight and ownership information for subsequent billing. The registered tare weight of the vehicle will be subtracted from the scaled gross weight and the designated Tipping Fee will be allocated to the difference and will be invoiced to the registered vehicle owner in addition to the surcharge)</i>	\$50
Failure to pay the required Tipping Fee in full <i>(where the Regional District must subsequently invoice a person for the outstanding Tipping Fee or balance of Tipping Fee)</i>	\$50

3. PRODUCT SALES

- 3.1. The fees for the purchase of product from select Refuse Disposal Facilities are as follows:

Product	Fee	Unit Rate	Minimum Charge
Compost– Self Loaded up to 2.0 m ³	\$10	m ³	\$5.00
Compost – Regional District Loaded	\$30	m ³	\$30.00

4. GENERAL

- 4.1. Where a dollar amount per tonne is indicated, it is to be interpreted as allowing a proportionate charge for a portion of a tonne in 10 kg increments.
- 4.2. All scaled Tipping Fees shall be rounded up or down to the nearest quarter of a dollar.
- 4.3. In the event that the weigh scales provided at a Scaled Site are not operational, or at the discretion of the Manager, weights shall be estimated based on volume by the Manager, Regional District staff, the Facility Attendant or the Facility Operator.
- 4.4. All fees payable under this bylaw shall be paid to the Regional District in the form of cash or cheque at all Unscaled Sites prior to Disposal of the Solid Waste for which the charge is made.
- 4.5. All fees payable under this bylaw shall be paid to the Regional District in the form of cash, cheque, debit card or credit card at all Scaled Sites prior to Disposal of the Solid Waste for which the charge is made for Solid Waste assessed by volume or by the number of items when

applicable.

**CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE C**

- 4.6. All fees payable under this bylaw shall be paid to the Regional District in the form of cash, cheque, debit or credit card at all Scaled Sites following weighing the empty Vehicle after the Load is Disposed of and shall be based on the difference in weight between the loaded weight and the weight of the empty Vehicle.
- 4.7. Where a fee or charge is not paid within the time as specified, a person who is liable to pay such a charge shall:
- a) pay interest as outlined by bylaw on the applicable fees at the rates as outlined in Schedule C.
 - b) not Dispose of any Solid Waste at any Refuse Disposal Facility until such charges are paid in full.
- 4.8. A person may make application to the Regional District for a Solid Waste credit account. If the Treasurer is satisfied with the credit worthiness, credit will be granted to that person in which case payment of the Tipping Fees shall be made and the credit extended on the following conditions and as outlined in CSRD Administrative Rates and Charges Bylaw No. 5298 and its amendments:
- a) A Credit Account Holder shall pay to the Regional District all charges in full within thirty (30) days of the invoice date for which an invoice has been issued. The Regional District may invoice twice monthly. The invoice amount will be based on the total quantity of Solid Waste delivered during the invoicing period and the posted Tipping Fee rates in effect at the time of delivery;
 - b) The Regional District reserves the right to cancel, upon five (5) days' written notice, the credit offered herein for late payment, non-payment or other justified cause as judged solely by the Treasurer;
 - c) The Regional District reserves the right to refuse access to a Refuse Disposal Facility to any person receiving credit until all outstanding charges are paid.
- 4.9. If a Credit Account Holder fails to pay the Regional District all charges owing in full within thirty (30) days of the invoice date in which an invoice has been issued, the Regional District may withhold monies equivalent to those charges, plus interest, from the firm receiving credit under a separate contract, agreement or offer between the Regional District and the firm receiving credit.
- 4.10. Credit Account Holders shall provide the Regional District with Vehicle identity information including the licence plate numbers of all Vehicles authorized to charge to the credit account. Any Vehicles that have not been registered under the credit account will not be permitted to charge to an account without the expressed written approval from the Credit Account Holder.
- 4.11. All Credit Account Holders will be responsible for all Tipping Fees charged by registered Vehicles under their account.
- 4.12. The Regional District shall provide a receipt for all Tipping Fees paid or charged to a Credit Account Holder.

**CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE D**

1. CONTROLLED WASTE

- 1.1. The following Controlled Wastes are accepted at a Landfill Site upon written authorization issued by the Manager:

Biosolids
Contaminated Soil
Dead Animal
Septage Pumping <i>(Revelstoke Only)</i>
Specified Risk Material <i>(Salmon Arm Only)</i>
Deep Burial Material

CSRD SOLID WASTE DISPOSAL TIPPING FEE AND REGULATION
BYLAW NO. 5737
SCHEDULE E

1. PROHIBITED WASTE

1.1. The following items are prohibited from entry at all Refuse Disposal Facilities:

Auto Hulk
Biomedical Waste
Farm Animal Carcasses and Body Parts
Hazardous Waste <i>(except those Sites where a system of collecting Hazardous Wastes has been established)</i>
Liquids and semi-solid Wastes except as permitted by this bylaw
Log Yard Waste
PCB's
Radioactive Waste
Reactive Waste
Solid Waste which is on fire or smoldering
Tires <i>(suitable for Product Stewardship Program)</i>



BOARD REPORT

TO: Chair and Directors

File No: 0580 01

SUBJECT: Shuswap Economic Development Strategy – Contract Award

DESCRIPTION: Report from Robyn Cyr, Economic Development Officer (EDO), dated May 8, 2017.

**RECOMMENDATION
#1:**

THAT: The Board empower the authorized signatories to enter into an agreement with EDCD Consulting to develop the Shuswap Economic Development Strategy.

SHORT SUMMARY:

The purpose of this request is for the CSR D Board to approve that the development of the Shuswap Economic Development Strategy be awarded to EDCD Consulting.

EDCD Consulting's submission was not the lowest priced proposal for the development of the Shuswap Economic Development Strategy, however, the selection panel that consisted of CSR D employees and community organizations determined that EDCD Consulting was the best candidate to develop this strategy.

VOTING:

Unweighted
Corporate

☐

LGA Part 14
(Unweighted)

☐

Weighted
Corporate

☐

Stakeholder
(Weighted)

☒

BACKGROUND:

The Columbia Shuswap Regional District has issued a Request for Proposals (RFP) to invite qualified consulting firms with at least three years' experience as a consultant to develop the Shuswap Economic Development Strategy. The consultant must have had experience in developing economic development strategies for local government or economic development organizations, preferably in rural communities. The Shuswap Economic Development Strategy geographic area includes the communities of Sicamous, CSR D Electoral Area C (South Shuswap), CSR D Electoral Area D (Deep Creek/Salmon Valley/Falkland), CSR D Electoral Area E (Malakwa/Swansea Point), and CSR D Electoral Area F (North Shuswap).

This project has been identified as one of the top priorities in the 2017 work plan for Shuswap Economic Development. The Shuswap Tourism Development Plan and the Shuswap Agriculture Strategy have previously been successfully developed and it is now time to develop an overall regional economic development strategy that will be able to identify other opportunities for the Shuswap region. This strategy will guide the Shuswap Economic Development department initiatives over the next three to five years.

COMPANY NAME	TOTAL AMOUNT OF PROPOSAL
EcoPlan	\$ 49,884.00
Urbanics	\$ 49,850.00
Lions Gate Consulting	\$ 49,720.00

EDCD Consulting	\$ 49,507.50
Explorer Solutions	\$ 49,500.00
Ecotactix	\$ 47,004.30
MDB Insight	\$ 45,430.00
Smith Consulting	\$ 41,090.70

The proposals were reviewed according to the provisions within the RFP document which included:

- an evaluation of the proponent's experience, including knowledge of regional economic development organizations;
- reputation;
- work plan and methodology to be employed and commitment to the Shuswap Economic Development time frame; and
- Cost.

POLICY:

CSRD Purchasing Policy No. F-32 Procurement of Goods and Services, requires that Board authorization must be obtained for any purchase over \$25,000 where the recommended supplier is not the lowest priced submission.

FINANCIAL:

There is \$50,000 allocated in the 2017 Shuswap Economic Development budget for the development of the Shuswap Economic Development Strategy.

IMPLEMENTATION:

Robyn Cyr, EDO, will work with EDCD Consulting, CSRD Staff, local businesses, and community organizations to develop the Shuswap Economic Development Strategy. The work on the Shuswap Economic Development Strategy will begin as soon as the contract is signed.

DESIRED OUTCOMES:

The Board endorse the recommendation to enter into a contractual agreement with EDCD Consulting for the Shuswap Economic Development Strategy.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. EDCD Consulting Proposal
2. Shuswap Economic Development RFP for the Shuswap Economic Development Strategy

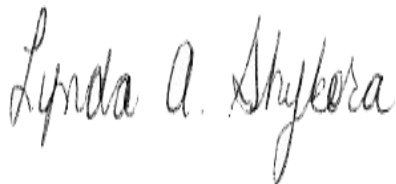
Report Approval Details

Document Title:	Board Report - Shuswap Economic Development Strategy.docx
Attachments:	- EDCD Consulting Proposal of Services Shuswap Economic Development Strategy.pdf - SED Economic Development Strategy - RFP - 2017.pdf
Final Approval Date:	May 9, 2017

This report and all of its attachments were approved and signed as outlined below:



Jodi Pierce - May 9, 2017 - 8:16 AM



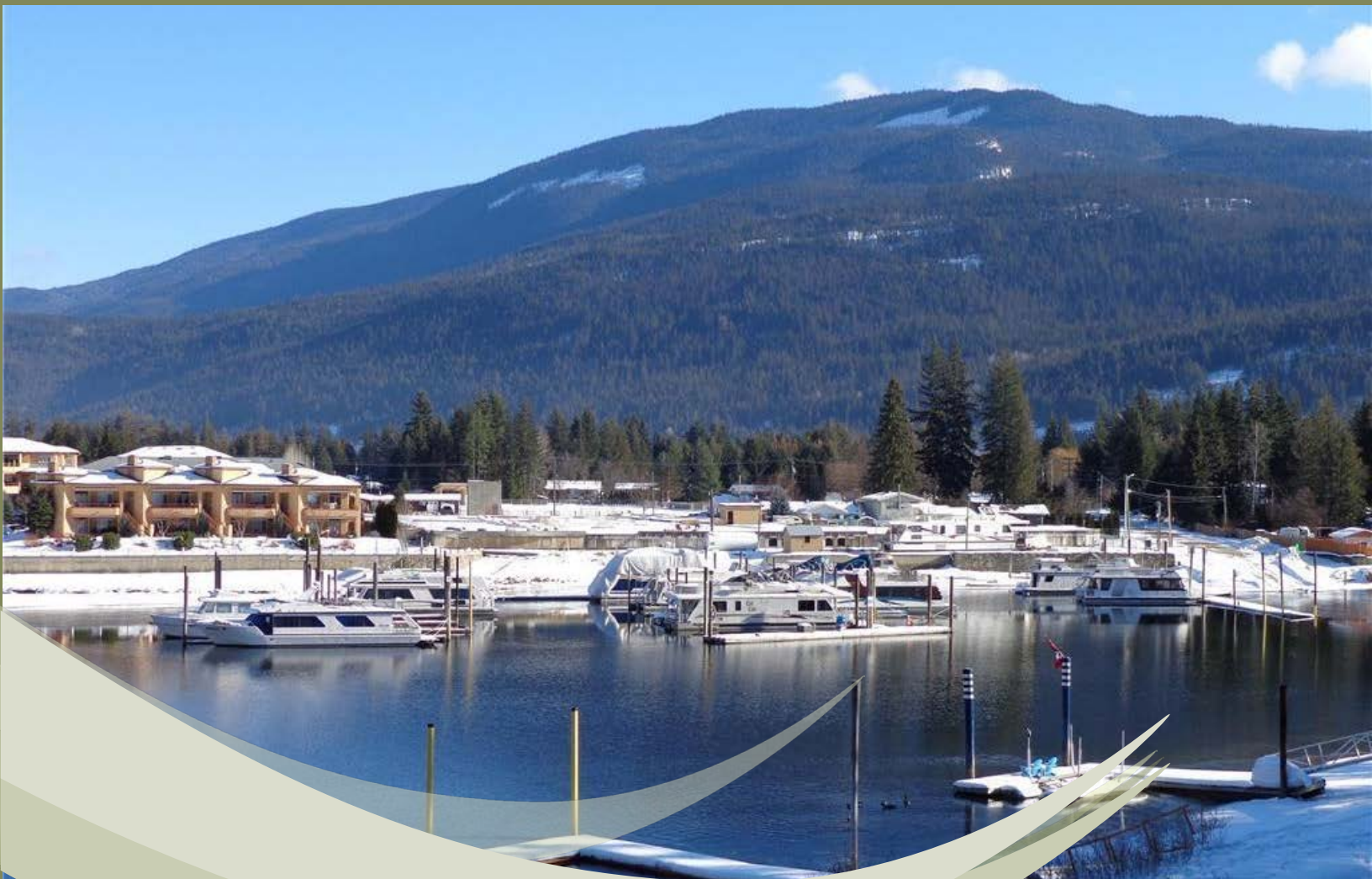
Lynda Shykora - May 9, 2017 - 8:46 AM



Charles Hamilton - May 9, 2017 - 1:21 PM

Columbia Shuswap Regional District Shuswap Economic Development Strategy

Proposal of Services



Submitted by:
Colleen Bond, Partner
EDCD Consulting
info@edcdconsulting.com
250-808-2905

Submitted to:
Robyn Cyr, Economic Development Officer
Columbia Shuswap Regional District
555 Harbourfront Drive NE, P.O. Box 978
Salmon Arm, BC V1E 4P1
rcyr@csrd.bc.ca

COVER LETTER

April 6, 2017

VIA EMAIL: rcyr@csrd.bc.ca

Robyn Cyr
Economic Development Officer
Columbia Shuswap Regional District
555 Harbourfront Drive N.E.
P.O. Box 978
Salmon Arm, BC V1E 4P1

Dear Robyn:

Re Proposal – Shuswap Economic Development Strategy

EDCD Consulting is pleased to submit our Proposal of Services to provide consulting services for assisting the Columbia Shuswap Regional District in developing an economic development strategy for the Shuswap Economic Development department. We have read and acknowledge your Request for Proposal and its terms.

EDCD Consulting is entering its tenth year of business and we bring together a wealth of experience and expertise. Our Senior Partners, Dale Wheeldon and Colleen Bond, have a combined 45 plus years of economic development experience including years spent as economic development professionals in communities of various sizes. What this means for your project is that we understand what actually works like no other firm can. We design programs and implementation plans that are realistic and doable.

We have real experience in creating and implementing economic development services – both for communities we have worked in as economic development professionals, and during our past ten years as consultants within the industry. We have worked with many communities to establish their economic development services and our Proposal of Services leverages our wealth of industry experience and expertise.

We have identified a number of projects we have worked on in our proposal that specifically address similar services we have provided for other clients and demonstrate our extensive economic development experience. One of the project examples is the workshops we delivered for the Province of BC. We are extremely proud of the workshops we have delivered to over 30

communities throughout BC. Dale and Colleen have been the sole content developers and facilitators for all workshops. The content is based on industry trends and our in-depth knowledge, expertise and experience within economic development. One of the key components of the workshop is providing participants with information on economic development strategic planning.

On March 1, 2016 we delivered a workshop in Sicamous. The workshop was well attended and demonstrated a real interest in economic development. During the workshop, we had participants identify and prioritize economic development initiatives. There were a number of excellent initiatives suggested around Business Retention and Expansion, as well as, general economic development.



Our Proposal of Services provides the scope of work we will undertake to complete this project. We will begin with ensuring our proposed work plan is approved by the Columbia Shuswap Economic Development Advisory Committee and that we are all on the same page as we begin the project. We have outlined a specific stakeholder engagement process to ensure the communities, sub-regions and all stakeholders are heard. The final strategy report will be unique to the region based on the research and community engagement. The plan will include identification of economic development initiatives and a detailed implementation plan. Currently, BC communities and regions have the ability to apply for funding from the BC Rural Dividend Fund. Our plan will highlight specific initiatives that would be eligible for funding and will be completed in time to submit applications in the fall of 2017. The following pages provide additional details on our process and methodology.

Your consideration of our proposal is greatly appreciated. We welcome your questions and are open to further customizing our scope of work to maximize value.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Colleen Bond', written over a light-colored background.

Colleen Bond, Partner
EDCD Consulting

EXECUTIVE SUMMARY

We are pleased to provide our Proposal of Services to deliver an Economic Development Strategy for the Shuswap Economic Development Department. The Shuswap Economic Development Strategy geographic area will include the communities of Sicamous, CSRD Electoral Area C (South Shuswap), CSRD Electoral Area D (Deep Creek/Salmon Valley/Falkland), CSRD Electoral Area E (Malakwa/Swansea Point), and CSRD Electoral Area F (North Shuswap).

Our proposal is based on our extensive experience in developing strategies for communities, facilitating comprehensive public engagement processes, knowledge of how regional economies work and the unique factors of rural communities.

We will begin by visiting the area to meet with the CSRD Shuswap Economic Development Advisory Committee to ensure the work plan is approved and project roles and responsibilities are clearly understood. During our first meeting we will deliver a facilitated discussion/session to provide an opportunity for everyone to understand traditional economic development and community economic development. After the meeting we will tour the area (sub-regions) to view key assets and to see in person the work that has been done in the region to support economic opportunities.

Our next steps will include a review of past studies, reports, etc. along with completing an economic and demographic analysis of the project's geographic area. This information will give our team a good understanding of what's been happening in the area and begin to help us identify the competitive/locational advantages and trends.

During the first meeting we will have started to identify the key stakeholders that need to be engaged in the strategic planning process along with outlining a specific and comprehensive public engagement plan. We will submit our public engagement plan for approval prior to returning to the area to begin the process.

Our second visit will be to undertake public and stakeholder engagement. Our proposal outlines the various methods that we utilize to ensure as many individuals and businesses are engaged. It is expected that a mix of one-on-one meetings with individuals, focus groups involving key sectors, organizations, youth and seniors, business retention and expansion type interviews and public meetings where appropriate will be used. In addition to our time in the region we will also develop an on-line survey to ensure the broader public has the opportunity to be involved.

After the public engagement process is completed we will compile the information received into an Engagement Synopsis report. We will return to the area to meet with the Committee to deliver the report and present findings along with a project status update.

All of the information and intelligence from the previous steps will be thoroughly analyzed by our team. We will then further build on the key themes, strategic directions, opportunities and actions plans to build a draft plan. The draft document will be delivered to the Committee for comment and approval before we complete the final strategy.

The final strategy will incorporate any feedback received from the Committee and we will visit the area to present the strategy to the Committee and other stakeholders as required.

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EXPERIENCE, REPUTATION AND RESOURCES

EDCD Consulting

Okanagan Region: 2155 Shamrock Drive, West Kelowna, BC V4T 1T9

Vancouver Region: 5428 Highroad Crescent, Chilliwack, BC V2R 3Y1

Contact for Proposal: Colleen Bond, Partner
bond@edcdconsulting.com
250-808-2905

Additional Contact: Dale Wheeldon, Partner
wheeldon@edcdconsulting.com
604-819-3809

Project Team Leader: Colleen Bond

Employees: Senior Partners – 2
Senior Associates – 1
Junior Associates – 2

Overview of Company – About Us

EDCD Consulting is a partnership firm entering its tenth year in business with its senior partners bringing over 45 years of in-depth economic development experience. We are proud of our targeted approach, providing communities with economic development specialization unlike any other. Our approach is unique because Dale and Colleen have been economic development professionals in their communities. We understand what works and what doesn't because we've been there. This unique "on the ground" economic development experience positions us to understand the challenges that communities and economic development professionals face.

EDCD Consulting provides a team fully committed and engaged in every project, playing a hands-on role in community engagement, coordinating and managing the collection of data, research and input, identifying target industries, creating the tools necessary to attract, retain and expand investment, crafting recommendations, and developing successful strategies. We believe that no two economic development strategies should be the same and should instead be focused on the unique needs and resources of a specific community or region. We have two locations with offices in the Greater Vancouver region and the Okanagan.

Experience

Our team has prepared economic development plans and strategies for communities and organizations of various sizes including:

- Regional District Central Kootenay – Slocan Valley
- District of Fraser Lake
- District of Houston
- City of Kamloops
- City of Merritt
- Cowichan Regional District
- City of Nanaimo
- City of Pitt Meadows
- District of Logan Lake
- Squamish-Lillooet Regional District
- Regional District of Okanagan-Similkameen
- District of Tumbler Ridge

In addition to the economic development strategies and plans we have completed, our team has undertaken a wide variety of other projects including:

- **Economic Development Building Blocks** – Delivered 30 workshops for the Province of BC and throughout the province in 2016/17. These workshops were Phase 2 of the Province’s commitment to enhancing economic development in rural communities.
- **Economic Development Essentials for Local Leader Workshops** – Delivered workshops for the Province of BC in 25 communities
- **Investment Readiness Assessments** – District of Tofino, District of Squamish, City of Kamloops, City of Nanaimo, District of Logan Lake, Cowichan Valley Regional District
- **Business Retention and Expansion Programs** – District of Squamish, City of Vernon, District of Powell River, City of Penticton, City of Dawson Creek, District of Mission
- **Community Profiles and Investor/Site Selector Guides** – City of Coquitlam, District of Squamish, District of Powell River, City of Powell River, City of Campbell River, District of Logan Lake, Province of BC, Cowichan Valley Regional District
- **Economic Development “How to” Manuals** – Province of Alberta, Economic Developers Alberta, Province of Saskatchewan, British Columbia Economic Development Association
- **Site Selector Database and Sector Fact Sheets** – City of Coquitlam, City of Campbell River, Cowichan Valley Regional District, City of Pitt Meadows, City of Nanaimo, City of Vernon

Project Lead and Team Members

EDCD Consulting brings decades of experience in economic development, community development, tourism and stakeholder facilitation. Resumes for the senior partners are provided. No sub-consultants will be utilized for this project.

Colleen Bond – Colleen is a partner with EDCD and has over 23 years economic development experience. She has her diploma in Economic Development from the University of Waterloo and is a certified Economic Developer. Colleen has extensive knowledge in building economic development programs and delivering practical and realistic strategic plans. Colleen's specialties include business retention and expansion and entrepreneurship.

*Role: Economic development consultation, research, analysis and writing.
Colleen will be the Project Lead.*



Dale Wheeldon – Dale is a partner with EDCD and brings over 25 years of knowledge along with a varied background in economic development and local government. Dale is a frequent speaker at economic development events and seminars and has been retained as an instructor by the International Economic Development Council (IEDC). Dale's specialties include local government policies, land management and agriculture.

Role: Economic development consultation, stakeholder facilitation and research.



Geoff Millar – Before joining EDCD, Geoff was an economic development professional in a number of communities, most recently on Vancouver Island. Geoff delivered both economic development and tourism services to Cowichan Valley region for over 14 years. Prior to moving to Vancouver Island, Geoff lived in the Okanagan providing economic development and tourism services in Summerland. Geoff's specialties include the tourism and agriculture sector.

Role: Economic development consultation and research.



Jordan Howard – Jordan has a wide range of experience and knowledge. He has recently returned after taking a year to travel the globe. The new perspective he's gained combined with the completion of his Bachelor of Business Administration is an asset to the firm.

Role: Economic development research, analysis, writing and graphic design.



Ashleigh Volcz – Ashleigh has a wide range of experience and knowledge in economic development. Her work includes research, design and coordination of economic development projects and programs.

Role: Project management, data collection and graphic design.



Resources

EDCD Consulting has the capacity and necessary resources to complete the project within the prescribed timeframe as indicated in the RFP (delivery of final strategy November 30, 2017). The RFP states “a strategic planning process take over six months”. Our team has the capacity and resources required to complete this project within the six month timeframe. Timeline details can be found on page 24, however, you will note that we will deliver the final strategy October 31, 2017. By reducing the time by one month it will allow for an improved budgetary process for the Regional District and for potential applications to the BC Rural Dividend Fund. In the past there has been a call for applications by October 31. In order to assist with BC Rural Dividend Fund applications, EDCD Consulting will identify some initial time sensitive projects before application deadline in order to allow for applications to be prepared and submitted. EDCD can assist with the application process.

Strategic Consulting

Explain your understanding and views on Community Economic Development.

There is no simple definition of economic development that one can look at and say “that’s it.” From our 25 plus years of experience we have found that economic development must be defined by the community for the community. Each town, city, region or even province has its own unique set of challenges for economic development. Therefore there is no single strategy, policy or program for achieving successful economic development. The term “community economic development and “economic development” used to have two distinct meanings to those involved in the industry. Community Economic Development (CED) used to primarily focus on the quality of life factors including parks, housing, social programs, community facilities, education, medical services, etc. Economic Development (ED) focused on attracting new industries, business retention, workforce, transportation, and the business climate. It has become evident in today’s ever changing economy that successful communities and organizations focus on a combination of both. We believe it is impossible to achieve sustainable CED without effective ED and vice versa.

Describe the role of an economic development organization in local government.

The most important factor in the success of a local economic development organization is leadership. Those who serve in leadership positions such as economic development practitioners, board members, committee chairs, task force leaders and other volunteers and stakeholders need to be knowledgeable of the basics of economic development and be committed to applying their knowledge in ways that serve local government and the best interests of the community or region.

How do you maximize the impact of an economic development organization in a community?

A local economic development organization is in the business of improving the economy of its community and providing a higher quality of life for existing and potential residents. The organization needs to be structured appropriately with a clearly stated mission that is understood by all stakeholders. The organization needs to have commitment from the community, its stakeholders and local or regional government needs to provide sufficient, long-term funding to ensure the ability exists for the implementation of effective and sustainable economic development initiatives. Strategies that are developed must be completed to maximize the investment, both financial and human, made by the community or region and to show value based on identified needs.

The challenge in many communities undertaking economic development is to make sure that there are no redundancies and that all organizations are pulling together in the same direction to maximize economic impact and return on investment. When we develop strategies we work to ensure that it uses the assets/capacity of the organization, and partner organizations, to successfully implement its goals and associated initiatives.

What is your strategy development process?



Economic development strategic planning provides a roadmap for success – it is about envisioning a desirable future and laying out the strategies and actions to lead the community to that future. We believe the strategic planning process should proceed in a systematic, step-by-step manner. Since each step in the process depends on the one that precedes it, the various steps should be taken in order. These steps are as follows:

- We believe the pre-planning process to be the starting point for successful strategic planning. Pre-planning includes selecting members of a strategic planning team, developing a schedule and budget for the process, arranging stakeholder and public involvement and having a plan to inform stakeholders of progress.
- One of our first steps is to understand economic and demographic data for the community based on research, analysis, trends and forecasting. The information collected will work to form a SWOT analysis and identify competitive/location advantages and will be combined with the public input and dialogue to gain a better understanding of the community.
- Stakeholder and public engagement is a critical component of strategic planning and is vital for a successful planning process. It is important to identify the stakeholders in the community to be included along with how the broader public will be involved. We believe a number of methods should be incorporated into the engagement process. These methods can include:
 - Individual meetings (key stakeholders, businesses, local government, First Nations, etc.)
 - Focus groups (sector-based, organizations, newcomers, etc.)
 - Public meetings
 - Youth and senior engagement
 - Coffee shop chats

- Surveys

The information collected during the public engagement process will significantly contribute to the SWOT analysis.

- If a separate economic development vision is desired, a well-written vision statement, regardless of the size and nature of the community should have the following characteristics:
 - Easily understood by all stakeholders
 - Brief yet clear and comprehensive in meaning
 - Challenging yet attainable
 - Capable of creating unity of purpose among stakeholders
 - Not concerned with numbers, percentages, or other quantitative data

An example of an economic development vision statement for a sample community is: My community will be a thriving community with a balanced economy, high-value jobs and an attractive quality of life.

- Strategic direction will begin to fall into place as the public consultation and SWOT analysis is completed. As the strategic plan starts to develop there are some guiding questions to answer:
 - How can we strengthen existing businesses and attract new ones?
 - How do we improve quality of life for both current residents and future residents?
 - What is our strategic direction to ensure sustainable economic development?

Identifying clear goals that are aspirational but achievable and connected to the strategic direction. We believe goals needs to be realistic and based on an organization's resources, both financial and human. We also believe success lies within the small wins that economic development can accomplish.

- Once strategic direction and the goals are identified and prioritized there needs to be a concise implementation plan. Goals without a detailed plan usually remain unimplemented and the plan becomes a document on a shelf. Every strategic plan we develop includes a detailed action and implementation matrix that outlines how to achieve the goal. Our matrix includes:
 - Step by step actions
 - Timelines
 - Who's taking the lead
 - Potential partners
 - Potential funders
 - Performance measurements
- Performance measures are an important component of our strategic planning process. We include tools and measurements to assess the efficiency and effectiveness of each goal, program or initiative. Performance measures help to demonstrate the value of an economic development organization, builds community support and allows an organization to show its success and progress.

- After the strategy process is complete and implementation is taking place we highly recommend an annual strategy review. A review helps the economic development organization know they are reaching their goals and targets, ensures the strategy still reflects local needs and priorities, assists in communicating out successes and helps to develop the upcoming year's work plan.

Consulting Services

Describe how you lead strategy development to gain consensus among diverse stakeholder needs and any relevant experience in economic development.

Our team has extensive experience in economic development and in facilitating discussions to gain consensus among diverse groups. Colleen and Dale have a combined 45 plus years' experience in economic development. Over half of our experience consists of "on the ground" economic development. Both Colleen and Dale have been Economic Development Officers in communities ranging in size from less than 5,000 to a region over 160,000. This experience translates into an economic development understanding that is unique and serves our clients well. We actually understand from the perspective of only those that have been involved with feet on the ground can.

The economic development planning process must strive to build consensus among board members, stakeholders and the community as a whole, creating a unified vision for the future. Through a well-managed public consultation process you can help to build consensus among stakeholders who represent different values and interests. In our experience, consensus can be difficult to achieve unless people come with an open mind and a desire to recognize the values that others represent. We have found that most people will indeed buy in to a longer term vision through an open engagement process. This process allows stakeholders to recognize that although their specific wants may not be directly incorporated into a plan, they can be achieved through the broader initiatives.

Describe your team's experience with educating and training economic development staff and their stakeholders.

EDCD Consulting has been contracted by the Province of British Columbia to provide economic development training with a focus on providing the training into rural communities. The project began in November 2012 with our team developing content for the delivery of 15 Economic Development Essentials Workshops (delivery of the 15 workshops took place in 2013). Content included:

- What is economic development;
- Role of local leaders and economic development professionals
- Strategic planning
- Economic Development models and structures
- Investment readiness and attraction
- Business retention and attraction
- Sector development
- Workforce development
- Resident attraction; and tourism

The workshops were delivered to communities throughout the Province and were attended by local leaders, key community stakeholders and economic development practitioners. The workshops provide an excellent foundation of economic development and participants leave the day-long session inspired

and informed. The delivery approach is a combination of theoretical knowledge combined with on-the-ground experience told through examples and stories. Participants are led through various exercises throughout the day to increase knowledge and retention of the subject matter.

The workshops were very well received and the Province added an additional six (6) workshops which were delivered in 2014. In 2015 we were contracted by the Province to deliver 15 additional workshops with a refresh to content delivery. In addition to the refreshed workshop our team developed two business retention and expansion workshops. A community could choose one of the three workshops to have delivered. There were many communities who had participated in the first round of training who chose to take one of the BRE focused workshops. The 15 workshops were delivered in 2016 and in the early part of 2017. Again, there was excellent feedback by attendees and we are in discussion with the Province regarding their next phase.

Experience

Demonstrate your team's experience in working with economic development organizations.

EDCD Consulting has the benefit of working on both sides of economic development. Our senior partners and senior associate have been economic development practitioners in communities of various sizes – from less than 5,000 to over 160,000. These were commissions, municipal departments, economic development corporations and regional district structures. In addition, Dale is a past municipal councillor which gives him the unique perspective of understanding the challenges that elected officials face in achieving economic development. Our diverse experiences give us a particular advantage in working with economic development organizations as consultants. We truly understand the day to day activities and the internal and external pressures that organizations face. Our experience transfers into developing strategies and plans that are realistic and doable. Our strategies work towards building success and momentum to gain community buy-in, long-term commitment and economic sustainability. Most importantly we develop plans that do not sit on the shelf but instead form part of the working program of a community or region.

Our team has had the privilege of working with many organizations throughout Western Canada and Alaska over the past ten years. Our experience shows that organizations, regardless of size, need to have a clear plan and direction for economic development activities. Most recently, we have been working with the communities located within the Slocan Valley. We have worked with their economic development organization to deliver a strategic plan that is practical and doable based on their resources. Most of the communities within the Slocan Valley are new to economic development and we are pleased to have received comments including, "You have been able to take a complex economic development subject matter and made it relatable for rural communities." The Regional Director for Area H also stated "These are the best reports with sound recommendations that we have ever received from consultants – thank you." Our team prides itself on its ability to work with economic development organizations, local leaders, and community groups of any size and make the process easy to understand. We are able to deliver a plan that can be implemented.

Explain your understanding of the political and stakeholder environment in the economic development environment.

There are a number of things that those in the political and stakeholder environment should know about economic development. We believe they need:

- To understand their community strengths and weaknesses. This understanding will help them to create a realistic vision and strategies for economic development.
- To understand their community's place in the broader regional economy. This allows an improved opportunity to work with other jurisdictions to share responsibility for regional economic success.
- To understand how their economic development organization is structured and staffed. This provides a better understanding of what is actually possible to do and creates relationships with staff members who work on economic development issues daily.

EDCD Consulting is in the process of developing a manual for local leaders and other stakeholders to better understand their role in the economic development environment.

Administrative

References

Client:	Village of New Denver
Project:	<p>Slocan Valley Regional Economic Development Strategy</p> <p>The purpose of the project was to provide a foundational strategic and implementation plan for regional economic development collaboration between the Villages of Slocan, Silverton and New Denver and the unincorporated rural communities in the northern portion of Electoral Area "H" of the Central Kootenay Regional District (Slocan Valley). The project involved a comprehensive, facilitated engagement process to develop a three year, regional economic development strategy with tangible, capacity appropriate projects and an associated implementation plan. A key component of the project included a review of current economic development services and the recommendation for a new delivery model.</p>
Contact:	<p>Bruce Woodbury, Chief Administrative Officer</p> <p>Village of New Denver</p> <p>T. 250-358-2316</p> <p>cao@newdenver.ca</p>

Client:	District of Fraser Lake
Project(s):	<p>Economic Development Strategy</p> <p>EDCD was contracted by the Province of BC to develop an economic development strategy for Fraser Lake. The community had recently seen the loss of one of their major employers and there was concern that the community lacked diversification to remain sustainable. We completed a plan with a strong community public consultation process including an open community meeting, Council meetings, online survey, business retention meetings, etc. The plan focuses on providing a roadmap that is realistic and achievable given the community's current capacity for implementation. A detailed first</p>

	year implementation plan was developed with timelines, specific actions and budget costs.
Contact:	Rick Braum Regional Manager, Northwest Region Province of British Columbia T. 250-847-7797 rick.braam@gov.bc.ca
Client:	District of Houston/Houston Chamber of Commerce
Project(s):	Economic Development Strategy Houston Forest Products sawmill closed in May 2014 affecting 225 direct employees and up to another 500 workers locally. Houston contracted with EDCD to undertake an economic development strategy designed to strategically deal with the mill closure and to identify opportunities to help build a sustainable and diversified economy. The process included community consultation and detailed discussions with Council to determine future vision. The completed strategy included quick and easy wins for the community while identifying medium and longer term goals to work towards.
Contact:	Maureen Czirfusz Manager/Economic Development Officer Houston Chamber of Commerce T. 250-845-7640 manager@houstonchamber.ca

Describe any relevant relationships with partners that might be relevant to our organization.

Over the years our team has built economic development relationships throughout North America including international and provincial organizations, and individual community organizations involved in economic development. We have strong relationships with the Province of BC, specifically within the Ministry of Jobs, Tourism and Skills Training (JTST) and the Ministry of International Trade. We are very connected with the JTST's regional economic development managers, including Richard Toperczer, who is responsible for the communities within the Columbia Shuswap.

We have excellent relationships with the Community Futures offices throughout the province. In the past we have worked with various Community Futures in various capacities and most recently in delivering economic development workshops in rural BC. This includes working with Rob Marshall for the delivery of a workshop in Sicamous on March 1, 2016.

The relationships we have built over the years have served not only us but our clients as well. We know who to call when a situation arises, when information is required or when funding opportunities present themselves.

Rate Card

Per diem rates for personnel working on the project are listed below. Any additional work outside the accepted and approved Scope of Work will be charged based on the following:

	<i>Per Diem Rate (8 HOURS)</i>
Colleen Bond, Partner	\$1,000
Dale Wheeldon, Partner	\$1,000
Geoff Millar, Senior Associate	\$650
Jordon Howard, Junior Associate	\$300
Ashleigh Volcz, Research Assistant	\$300
Meals/Per Diem Allowances	\$65
Mileage per kilometre	\$0.60

Describe how you approach scoping and delivery of ongoing services to ensure cost effectiveness.

Throughout our ten years of consulting we have managed every project on time and on budget. There has not been one project that has not met its milestones and delivery of product or service. We have established a project management system that organizes each project by individual step or activity and monitors budget. Our clients benefit from our process and can know where a project stands at any stage. Our management approach ensures our clients' projects are handled efficiently, transparently and cost effectively. For example, we completed an Investment Readiness Toolkit for the Province of Alberta and Economic Developers Association. We delivered a monthly progress report outlining progress to date and identifying any risks that may be associated with the project so that these risks could be mitigated as soon as possible. In addition, we participated in monthly conference calls to provide project updates including project status, budgetary items and suggested future directions to ensure a successful project.

WORK PLAN, METHODOLOGY AND SCHEDULE

Proposed Work Plan

This important planning project for the Columbia Shuswap Regional District involves the development of a Shuswap Economic Development Plan. The project was identified as one of the top priorities in the 2017 Shuswap Economic Development work plan. The strategy will identify opportunities for the Shuswap region over the next three to five years. For the purpose of this project the geographic area will include the communities of Sicamous, CSRD Electoral Area C (South Shuswap), CSRD Electoral Area D (Deep Creek/Salmon Valley/Falkland), CSRD Electoral Area E (Malakwa/Swansea Point) and CSRD Electoral Area F (North Shuswap). The proposed work plan is described in the following paragraphs (steps).

1. Getting Started – Kick-off Meeting

The project set up phase will set the tone for the entire process by defining expectations. Prior to beginning work on the project we will work with the CSRD Economic Development Advisory Committee to confirm project objectives and expectations. During our first visit to the community we will meet to confirm the following:

- Project roles and responsibilities
- Timeline for each step of the project, completion of deliverables
- Discuss requests for changes to the proposed work plan
- Contact points and staff responsibilities
- Identify public input and key stakeholder involvement resulting in an approved Stakeholder Engagement Plan

At this meeting our team would like to deliver an economic development overview to the CSRD Economic Development Advisory Committee and other individuals or representatives the Committee identifies to deliver a facilitated discussion/session to provide the community and economic development context. After the meeting we will stay to tour the area, meet with other key stakeholders, and visit key assets within the region that can play an instrumental role in future economic development activities.

2. Literature Review

Our team will conduct a desk review of the existing reports and data relating to the region's past and current economic development activities and efforts. During the "kick-off" meeting we will rely on the CSRD Economic Development Advisory Committee and Economic Development Officer to provide us with a list of reports and materials they believe should be included in our review. As per the RFP, at minimum, the following documents will be included in our review:

- Shuswap Agriculture Strategy
- Business Retention and Expansion Program research
- Shuswap Tourism Development Plan

3. Demographic and Economic Scan

During this time we will conduct an economic snapshot of the region and sub-regions. This snapshot will provide our team with a better understanding of the competitive/locational advantages,

economic and demographic trends, etc. Policies, trends and issues to be analyzed will include but not be limited to:

- Population growth trends
- Employment data and trends in terms of growth, employment/unemployment
- Trends in labour force data
- Income data and trends
- Reports on both economic and industry trends
- Current government policies, issues, trends and environmental factors that are likely to impact or have implication

The review will include an analysis of the existing local government policies, fees and tax structures that affect economic development in the designated geographic area for the project. The review will include recommendations that will be structured to improve existing policies in order to foster a sustainable economic development base while maintaining or enhancing the quality of life and the character of the sub-regions.

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The above documentation and activities will be reviewed in order to:

- set the context for profile of leading industries and potential key and target sectors
- Understand the positive or negative impacts of current policies and programs on economic development
- Facilitate discussions to ensure an even understanding between participants

4. Stakeholder Engagement Plan

At the “kick off” meeting we will discuss the stakeholder engagement process including preliminary identification of individuals, groups, agencies, and other key stakeholders to be engaged. After the meeting our team will continue to develop the stakeholder engagement process and submit a draft engagement plan to the steering committee for review and modification as required.

Our team utilizes a number of methods to ensure the public has options for participation. The following methods will be identified in the Stakeholder Engagement Plan:

- one-on-one interviews
- focus groups
- community (public) meeting
- on-line engagement (survey)
- youth engagement

We will work with the CSRD Economic Development Advisory Committee and the Economic Development Officer to customize the stakeholder engagement plan so that it is appropriate for each sub-region.

As part of the engagement process we will work with the Economic Development Officer to review the extensive data collected through the BRE interviews completed to date. Together we will identify companies that identified opportunities or specific challenges. We will meet one-on-one with these businesses to gain a better understanding of their current situation/status. We have extensive experience in BRE and we can identify opportunities that may have been missed and potential

resolutions to challenges. The information collected from these interviews will form part of our SWOT and contribute to potential recommended strategies. We are familiar with the Executive Pulse platform as we introduced it to British Columbia, the web-based tool used for the CSRD's BRE program, and can add the data to the CSRD system to compliment the data already collected.

In addition to existing companies we would like to identify new businesses in the area that we can meet with to discuss topics including their reasons for investing in the region. This type of information is crucial in an effort to help support future messaging and to identify challenges that may have been faced and can be avoided in future efforts to attract and support new business in the region.

The community engagement process will involve comprehensive online engagement with the public throughout the study area. Along with the delivery of the Engagement Plan we will develop and deliver a survey. This survey will be designed to collect answers from the public regarding how they envision economic development, key priorities, that would help to ensure long-term success and the strengths and challenges of the area. We will work with the CSRD Economic Development Advisory Committee and Economic Development Officer to draft the survey prior to delivering a final survey for approval. It is intended the survey will be made available on-line during the engagement process (Step 5).

During the engagement process, if required, EDCD will develop and deliver "easy to understand" presentations and materials to provide an overview of trends in economic development in order to demonstrate reasonable outcomes. Our expertise in delivering workshops, combined with our knowledge of working in smaller communities as economic developers allows us to provide practical information that can lead to realistic initiatives.

5. Community Stakeholder Engagement

Once the engagement plan has been approved our team will make the second visit to the region to complete the stakeholder engagement process. Prior to our visit we will have scheduled all meetings and, with the assistance of the Economic Development Officer, organized community meeting details as identified in the engagement plan. It is important to note that the engagement process will take place early in the overall strategic planning process to ensure the tourism months are taken into consideration.

6. Engagement Synopsis and SWOT

Once the community engagement phase is complete, including the on-line survey, our team will begin to compile the information received into an Engagement Synopsis report. The report will summarize the feedback collected during the public consultation process. The public consultation process will provide information necessary to form part of our analysis of strengths, weaknesses, opportunities and threats (SWOT) as it relates to the position of the sub-regions to address issues and gaps, and identify opportunities. Our SWOT analysis will be utilized to:

- Confirm and/or identify "Where we are now"
- Confirm the sub-region's competitive advantages (strengths/assets) and disadvantages (weaknesses/constraints)
- Provide intelligence of existing gaps and potential opportunities
- Identify key strategic goals "Where do we want to go?"
- Set direction for what's most important

During our third community meeting, we will deliver the report and present findings along with a project status update to the CSRD Economic Development Advisory Committee.

7. Roadmap and Implementation Plan - Draft

All of the information, feedback and intelligence from the previous steps will be thoroughly analyzed by the team. We will then further build on the key themes, strategic directions, opportunities and action plans to build a draft plan. The draft plan will identify key objectives and strategies, partnering opportunities and identify strategies and specific actions.

An implementation plan will be prepared and will include the preparation of an action and implementation matrix (an example of which is shown below). It will include specific action steps, responsibilities, timelines, budget and financial and/or partnership opportunities for first year implementation. It will also include recommended specific performance indicators by which successes and/or failures can be measured.

Action and Implementation Matrix					
Action Plans			Implementation Strategy		
Actions	Key Stakeholders	Resources Required	Responsibility	Timeline	Budget

To know if the plan is working, it is important to have a plan in place to monitor and evaluate the implementation of the strategy and its actions. The plan will include monitoring and evaluation tools to guide the implementation by asking:

- Are our actions actually being implemented?
- Are our actions having the desired effect and outcome?

The draft document will be prepared and delivered to the CSRD Economic Development Advisory Committee as per the RFP (five copies). The report will identify the strategic opportunities to retain and attract new business and investment, to diversify the economy and to generate new wealth. Supporting implementation resources – samples, templates, worksheets, etc. – will be included in the final plan deliverable.

A benefit our team members bring to this project is our “on the ground” experience of working in organizations where we have created or restructured organizations to be more reflective of the community’s needs and to be accountable and cost effective. In other words, we have a clear understanding of the implementation steps required. Our plans include clear, specific steps and actions for implementation including timelines, responsibilities, partners, budget and other resources. The draft roadmap/implementation plan will be provided to the steering committee in preparation for public presentation.

8. Final Report Submission

Incorporating any additional feedback received, a final report will be completed and presented, our fourth community visit, to the CSRD Economic Development Advisory Committee for approval. We are prepared to present the final plan to other stakeholders as required. The final plan will be provided as required per the RFP (five copies) and in electronic format. We will include all supporting

information and a detailed implementation process that provides the specifics steps necessary for successful completion.

9. Lasting Relationship and Mentorship

Once the plan and final presentation have been delivered, the EDCD team wants to keep in touch with you to see how you are doing. We want to hear from you as implementation takes place. We are happy to respond to your inquiries as you begin implementation. In addition, our team will touch base with you six months after the final report has been received to provide any follow-up you may require. EDCD takes great pride in continuing to work with our clients to help ensure success and make things happen as opposed to simply developing plans.

Methodology

We have designed and developed a tailored approach to this assignment based on the parameters within the Request for Proposal. Our approach is based on consistent and sound project management principles. We use a people-focused community engagement approach that emphasizes broad and extensive participatory engagement methods in order to create collaborative environments that produce strategies and plans that are built on consensus. Our overall approach reflects the most efficient use of resources, is time sensitive and is cost effective.

FINANCIAL EXPECTATIONS

The cost of the Scope of Work described in this proposal is \$47,150.00 for professional services inclusive of all travel and incidental costs and exclusive of applicable taxes (GST).

Schedule of Hourly Rates

	<i>Hourly Rate</i>
Colleen Bond, Partner	\$125.00
Dale Wheeldon, Partner	\$125.00
Geoff Millar, Senior Associate	\$81.25
Jordon Howard, Junior Associate	\$37.50
Ashleigh Volcz, Research Assistant	\$37.50

Proposed Payment Schedule

Project Payment Schedule

The following outlines the proposed schedule of payment. Each invoice will include details of work performed the number of hours worked for each day and date, the disbursements expended and the totals for the period.

Professional fees, including all disbursements, are quoted at \$47,150.00 (plus applicable taxes). The following is our proposed payment schedule based on 25% deposit and five equal monthly payments (6 total payments). We are happy to adjust the payment schedule as required.

Description	Amount (exclusive of GST)	Date
Invoice 1 – 25% deposit	\$11,787.50	May 1, 2017
Invoice 2 – 1 st monthly payment	\$7,072.50	June 30, 2017
Invoice 3 – 2 nd monthly payment	\$7,072.50	July 31, 2017
Invoice 4 – 3 rd monthly payment	\$7,072.50	August 31, 2017
Invoice 5 – 4 th monthly payment	\$7,072.50	September 30, 2017
Invoice 6 – 5 th monthly payment	\$7,072.50	October 31, 2017

Total Estimated Cost of the Project

The following provides a breakdown of project costs by task, personnel and estimated times.

Project Tasks in Days	EDCD (senior)	EDCD (Associate)	EDCD (staff)	Total
Getting Started – Kick-off Meeting (Community Visit)	3.0	3.0	0.0	6.0
Project confirmations – Economic development/ community development context – Community/sub- regional tour				
Literature Review	1.0	1.0	1.0	3.0
Identify all relevant material & resources – Review process				
Demographic and Economic Scan	3.0	3.0	2.0	8.0
Data collection and analysis of sub-regions				
Stakeholder Engagement Plan	2.0	0.0	1.0	3.0
Development and delivery of engagement plan – development and delivery of on-line survey				
Community Stakeholder Engagement (Community Visit)	10.0	2.0	0.0	12.0
Community input development and facilitation – data collection				
Engagement Synopsis & SWOT (Community Visit)	6.0	2.0	1.0	9.0
Creation of an engagement synopsis – SWOT analysis – presentation of findings to Committee				
Roadmap and Implementation Plan (Draft)	6.0	3.0	1.0	10.0
Draft implementation plan including specific activities and actions required				
Final Report and Presentation (Community Visit)	4.0	1.0	2.0	7.0
Incorporate revisions from draft report, finalize and deliver report to Committee				
Total (Days)	35.0	15.0	8.0	58.0
Total (Hours)	280.0	120.0	64.0	464.0
Total (Fees)				\$47,150.00
Additional Fees:				
All fees (travels, disbursements, expenses) have been incorporated into the above. No additional costs will be charged unless contract requirements are changed or adjusted. Our Proposal of Services is based on four (4) community visits.				\$0
Total Fees & Disbursements				\$47,150.00
Taxes – GST				\$2,357.50
TOTAL inclusive of taxes and disbursements				\$49,507.50

TIMELINES

Our plan is based on completing the strategic planning process over six months. We have scheduled the contract starting May 1, 2017 and final project completion on October 31, 2017. This is one month prior to RFP requirement of a November 30, 2017 timeline. We believe the additional month saved will allow for an improved budgetary process for the Regional District and for potential applications to the BC Rural Dividend Fund. In the past there has been a call for applications by October 31. In order to assist with BC Rural Dividend Fund applications, EDCD Consulting will identify some initial time sensitive projects before the application deadline in order to allow for applications to be prepared and submitted. EDCD can assist with the application process.

The following table outlines the steps and deliverables. Dates may be adjusted according to actual project start date as required.

Steps and Deliverables	Timeline
Step 1: Getting Started – Kick-off Meeting Step 2: Literature Review & Economic Snapshot Step 3: Demographic and Economic Scan	May 31, 2017
Step 4: Stakeholder Engagement Plan Step 5: Community Engagement Process	June 30, 2017
Step 6: Engagement Synopsis and SWOT	July 31, 2017
Step 7: Roadmap and Implementation Plan (Draft)	September 15, 2017
Step 8: Final Report Submission and Presentation	October 31, 2017



COLUMBIA SHUSWAP REGIONAL DISTRICT

REQUEST FOR PROPOSALS

SHUSWAP ECONOMIC DEVELOPMENT STRATEGY

The Columbia Shuswap Regional District is issuing this Request for Proposals (RFP) to invite qualified consultants to develop an economic development strategy for the Shuswap Economic Development department. The Shuswap Economic Development Strategy geographic area will include the communities of Sicamous, CSRD Electoral Area C (South Shuswap), CSRD Electoral Area D (Deep Creek/Salmon Valley/Falkland), CSRD Electoral Area E (Malakwa/Swansea Point), and CSRD Electoral Area F (North Shuswap). This project has been identified as one of the top priorities in the 2017 work plan for Shuswap Economic Development. Shuswap Economic Development has successfully worked to develop the Shuswap Tourism Development Plan and the Shuswap Agriculture Strategy and it is now time to develop an overall regional economic development strategy that will be able to identify other opportunities for the Shuswap region. This strategy will guide the Shuswap Economic Development department initiatives over the next three to five years.

Proposals clearly marked **“Proposal – Shuswap Economic Development Strategy”** will be accepted until **4 PM** local time on **Friday, April 7, 2017** at the office of the Columbia Shuswap Regional District, 555 Harbourfront Drive NE, P.O. Box 978, Salmon Arm, BC, V1E 4P1, or by electronic submission via email in PDF format to: rcyr@csrd.bc.ca.

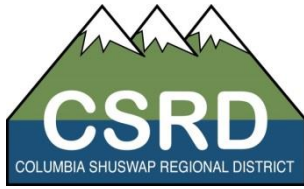
Proposal documents and further information are available online at the Columbia Shuswap Regional District website at <http://www.csr.bc.ca/news-notice/opportunities/tenders>, and at the office of the Columbia Shuswap Regional District at the above address during regular office hours.

The Columbia Shuswap Regional District reserves the right to accept or reject any or all Proposals and to waive any informality in the Proposals received, in each case without giving any notice. The Columbia Shuswap Regional District reserves the right to accept the Proposal which it deems most advantageous.

Faxed or emailed submissions will be accepted.

The lowest of any Proposal not necessarily accepted.

For more information, please contact:
Robyn Cyr, Economic Development Officer
T: 250.833.5928 or TF: 1.888.248.2773
E: rcyr@csrd.bc.ca



COLUMBIA SHUSWAP REGIONAL DISTRICT

REQUEST FOR PROPOSALS

Development of an Economic Development Strategy for Shuswap Economic Development

March 22, 2017

Columbia Shuswap Regional District
555 Harbourfront Drive NE
Box 978 SALMON ARM BC V1E 4P1
T: 250.832.8194 TF: 1.888.248.2773 F: 250.832.1083
www.csr.bc.ca



General Scope of Services

The Columbia Shuswap Regional District (Regional District) is issuing this Request for Proposals (RFP) to invite qualified consulting firms with at least three years' experience as a consultant to develop the Shuswap Economic Development Strategy. The consultant must have experience in developing economic development strategies for local government or economic development organizations, preferably in rural communities.

The Shuswap Economic Development Strategy geographic area will include the communities of Sicamous, CSR D Electoral Area C (South Shuswap), CSR D Electoral Area D (Deep Creek/Salmon Valley/Falkland), CSR D Electoral Area E (Malakwa/Swansea Point), and CSR D Electoral Area F (North Shuswap). This project has been identified as one of the top priorities in the 2017 work plan for Shuswap Economic Development. Shuswap Economic Development has successfully worked to develop the Shuswap Tourism Development Plan and the Shuswap Agriculture Strategy and it is now time to develop an overall regional economic development strategy that will be able to identify other opportunities for the Shuswap region. This strategy will guide the Shuswap Economic Development department initiatives over the next three to five years.

1. INTRODUCTION

1.1 Form of Contract

The successful Proponent will enter into a form of contract for the delivery of the services based on the Proponent's proposal, the terms within this RFP and negotiations with the Preferred Proponent and the Regional District.

1.2 Definitions

In this RFP the following definitions shall apply:

“Closing Time” has the meaning set out in Section 2.1;

“Contract” means a formal written contract between the Regional District and a Preferred Proponent to undertake the Services;

“Office” means the office of the Columbia Shuswap Regional District located at 555 Harbourfront Drive NE, Box 978, Salmon Arm, BC V1E 4P1;

“Preferred Proponent(s)” means the Proponent(s) selected by the Regional District to enter into negotiations for a Contract;

“Proponent” means an entity that submits a Proposal;

“Proposal” means a proposal submitted in response to this RFP;

“RFP” means this Request for Proposal.



2. INSTRUCTIONS TO PROPONENTS

2.1 Closing Time and Address for Proposal Delivery

Proposals must be received:

- (a) at the office of:

Columbia Shuswap Regional District
Attention: Robyn Cyr,
Economic Development Officer
555 Harbourfront Drive NE,
PO Box 978
Salmon Arm, BC V1E 4P1

- (b) or electronic submission via email in PDF format to:

rcyr@csrd.bc.ca

- (c) on or before the following date and time (the “Closing Time”):

Time: 4 PM local time
Date: Friday, April 7, 2017

It is the Proponent’s sole responsibility to ensure its Proposal is received at the address set out above by the Closing Time.

Proposals will be opened in private by the Regional District after the Closing Time.

2.2 Number of Copies

Proposals submitted by mail should include the original plus two hard copies (three in total).

2.3 Late Proposals

Proposals received after the Closing Time will not be accepted or considered and will be returned upon the Proponent’s request and at the Proponent’s expense.

2.4 Amendments to Proposals

Proposals may be revised by written amendment, delivered to the location set out above, or submitted electronically via email in PDF format, at any time before the Closing Time but not after.



2.5 Inquiries

All inquiries related to this RFP should be directed by email to the person named in this document **(the “Regional District Representative”)**:

Robyn Cyr
Economic Development Officer,
Columbia Shuswap Regional District
Email: rcyr@csrd.bc.ca

Information obtained from any person or source other than the Regional District Representative may not be relied upon.

Inquiries should be made no later than three days before Closing Time. The Regional District reserves the right not to respond to inquiries made within three days of the Closing Time. Inquiries and responses will be recorded and may be distributed to all Proponents at the discretion of the Regional District.

Proponents finding discrepancies or omissions in the RFP, or having doubts as to the meaning or intent of any provision, should immediately notify the Regional District Representative. If the Regional District determines that an amendment is required to this RFP, the Regional District Representative will issue an addendum in accordance with Section 2.6. **No oral conversation will affect or modify the terms of this RFP or may be relied upon by any Proponent.**

2.6 Addenda

If the Regional District determines that an amendment is required to this RFP, the Regional District will post a written addendum on the Regional District's website at www.csrd.bc.ca that will form part of this RFP. No amendment of any kind to this RFP is effective unless it is posted in a formal written addendum on the Regional District's website. Upon submitting a Proposal, Proponents will be deemed to have received notice of all addenda that are posted on the Regional District's website.

2.7 Examination of Documents

Proponents will be deemed to have carefully examined the RFP, including all attached Schedules and all relevant documents, prior to preparing and submitting a Proposal with respect to any and all facts which may influence a Proposal.

2.8 Project Time Frame

The budget for this project is \$50,000.00. This budget includes all aspects relating to the establishment of the economic development strategy which includes research, committee meetings, community consultation, and reporting to the CSRD Economic Development Advisory Committee regularly on the progress of the economic development strategy. All work completed has to be within this budgeted amount.

The target completion of the strategy is **November 30, 2017**.

The Regional District will require five copies of the draft final report and five copies of the final report.



3. PROPOSAL SUBMISSION FORM AND CONTENTS

3.1 Package

Proposals must be submitted in the Proposal Format as outlined in Schedule 'B', Proposal Submission Format. Hard copy submissions should be submitted in a sealed package, marked on the outside with the Proponent's name and title of the project.

3.2 Form of Proposal

The Regional District reserves the right to waive informalities in proposals, reject any or all proposals or accept the proposal deemed most favorable in the interests of the Regional District. Furthermore, the Regional District reserves the right to negotiate with any proponent at its discretion. The Proponents will be competent and capable of performing the work. The Proponent may be required to provide evidence of previous experience and financial responsibility before a contract is awarded.

3.3 Signature

The proposal should be signed by a person authorized to sign on behalf of the Proponent and include the following:

- (a) If the Proponent is a corporation then the full name of the corporation should be included, together with the names of authorized signatories. The Proposal should be executed by all of the authorized signatories or by one or more of them provided that a copy of the corporate resolution authorizing those persons to execute the Proposal on behalf of the corporation is submitted;
- (b) If the Proponent is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venture should sign personally (or, if one or more person(s) have signing authority for the partnership or joint venture, the partnership or joint venture should provide evidence to the satisfaction of the Regional District that the person(s) signing have signing authority for the partnership or joint venture). If a partner or joint venture is a corporation then such corporation should sign as indicated in subsection (a) above; or
- (c) If the Proponent is an individual, including a sole proprietorship, the name of the individual should be included.

4. EVALUATION AND SELECTION

4.1 Evaluation

The Regional District will evaluate the Proposals by applying the evaluation criteria as described in Section 4.2 to identify the Proponent that the Regional District determines is the most advantageous to the Regional District.

The criteria will be applied without priority or weighting established in advance of the evaluation, and in particular, the Proponent whose Proposal has the lowest price will not necessarily be selected as the Preferred Proponent. The Regional District will apply the criteria evenly and fairly to all Proposals.



4.2 Evaluation Criteria

The Regional District will compare and evaluate all Proposals to determine the Proponent's strength and ability to provide the Services in order to determine the Proposal which is most advantageous to the Regional District, using the following criteria:

(a) Experience

The Proponent will have at least three years' experience as a consultant in the business of developing economic development strategies specifically for rural communities, and experience working with local governments, committees, community stakeholders, and residents.

(b) Reputation and Resources

Proponents will provide complete information on experience of key personnel to be involved in the project and references from work on similar projects. The Proponent must include a minimum of three references complete with contact information in the proposal for projects similar to the project described herein. Proponents will submit evidence of previous successful performance in comparable work. A brief description of the projects completed with each reference should be provided.

(c) Work Plan, Methodology and Schedule

The Regional District will consider the Proponent's proposed work plan, methodology and schedule as indicated in the Proposal. Proponents are encouraged to identify innovations that would maximize the efficiency and economics of the proposed work.

(d) Financial

The Regional District will consider the Proponent's pricing to deliver the objectives as indicated in the Proposal.

4.3 Additional Information

The Regional District may, at its discretion, request clarifications or additional information from a Proponent with respect to any Proposal, and the Regional District may make such requests to only selected Proponents. The Regional District may consider such clarifications or additional information in evaluating a Proposal.

4.4 Waiver of Deficiencies

If a Proposal does not satisfy every Regional District request or requirement as described in this RFP, the Regional District may, in its sole discretion, waive such deficiency and consider such Proposal in the evaluation of Proposals.

4.5 Selection of Proponent

The Regional District will select the Proponent which it determines is the most advantageous to the Regional District based on the Evaluation Criteria set out in Section 4.2 above. The Regional District is not bound to accept the lowest priced Proposal. The Regional District reserves the right to accept or reject any Proposal in whole or in part.



4.6 Good Faith Negotiations

By submission of its Proposal, the Proponent agrees that if at any time in the 60 days from the Closing Time it is selected by the Regional District to enter into negotiations for a Contract, the Proponent will, in good faith, participate in negotiations with the Regional District and use reasonable commercial efforts to reach agreement and finalize a Contract with the Regional District based on the Proponent's Proposal.

4.7 Negotiation of Contract and Award

If the Regional District selects a Preferred Proponent or Preferred Proponents, then it may:

- (a) Enter into a Contract with the Preferred Proponent(s); or
- (b) Enter into discussions with the Preferred Proponent(s) to clarify any outstanding issues and attempt to finalize the terms of the Contract(s), including financial terms. If discussions are successful, the Regional District and the Preferred Proponent(s) will finalize the Contract(s); or
- (c) If at any time the Regional District reasonably forms the opinion that a mutually acceptable agreement is not likely to be reached within a reasonable time, give the Preferred Proponent(s) written notice to terminate discussions, in which event the Regional District may then either open discussions with another Proponent or terminate this RFP and retain or obtain the services in some other manner.

5. GENERAL CONDITIONS

5.1 No Regional District Obligation

This RFP is not a tender and does not commit the Regional District in any way to select a Preferred Proponent, or to proceed to negotiations for a Contract, or to award any Contract, and the Regional District reserves the right in its sole discretion to at any time reject all Proposals, and to terminate this RFP process.

5.2 Proponent's Expenses

Proponents are solely responsible for their own expenses in preparing, and submitting Proposals, and for any meetings, negotiations or discussions with the Regional District relating to or arising from this RFP. The Regional District and its representatives, agents, consultants and advisors will not be liable to any Proponent for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any matter whatsoever, incurred by the Proponent in preparing and submitting a Proposal, or participating in negotiations for a Contract, or other activity related to or arising out of this RFP.

5.3 No Contract

By Submitting a Proposal and participating in the process as outlined in this RFP, Proponents expressly agree that no contract of any kind is formed under, or arises from, this RFP, prior to the signing of a formal written Contract.



5.4 Conflict of Interest

A Proponent shall disclose in its Proposal any actual or potential conflicts of interest and existing business relationships it may have with the Regional District, its elected or appointed officials or employees. The Regional District may rely on such disclosure.

5.5 Confidentiality

All submissions become the property of the Regional District and will not be returned to the Proponent. All submissions will be held in confidence by the Regional District unless otherwise required by law. Proponents should be aware the Regional District is a “public body” defined by and subject to the Freedom of Information and Protection of Privacy Act of British Columbia.

5.6 Insurance

The successful Proponent will, in the event of award, be required to provide to the Regional District, within ten (10) days of award:

- (a) Proof of public liability insurance for injury, property damage or death arising from the Proponent's operations under the agreement in an amount not less than **THREE MILLION (\$3,000,000) DOLLARS** naming the Columbia Shuswap Regional District as additional named insured;
- (b) Proof of professional liability insurance in an amount of not less than **FIVE HUNDRED THOUSAND (\$500,000) DOLLARS**; and
- (c) Proof of registration with WorkSafeBC.

SCHEDULE 'A'

SHUSWAP ECONOMIC DEVELOPMENT – ECONOMIC DEVELOPMENT STRATEGY

TERMS OF REFERENCE

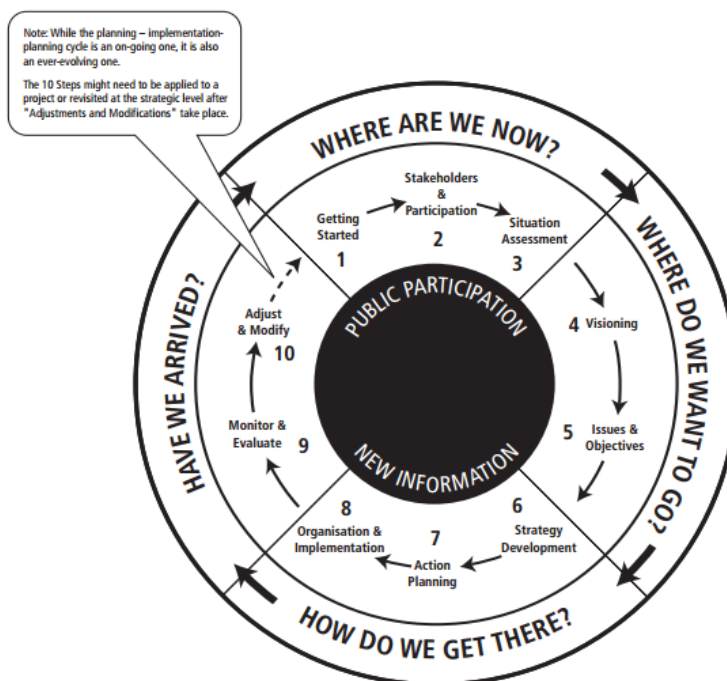
BACKGROUND AND INTRODUCTION

Strategic planning for community economic development activities creates opportunities for engagement and collaboration, and helps to build consensus among board members, stakeholders, and the community as a whole – creating shared goals and a common vision for the future.

Strategic planning provides structure for action: a way to establish priorities, make wise choices and allocate scarce resources (e.g., time, money, skills) to achieve agreed-upon objectives. Your strategic planning should address four basic questions:

1. Where are we now?
2. Where do we want to go?
3. How are we going to get there?
4. How do we know when we have arrived?

Answering each of these questions involve a number of steps that takes you through the strategic planning process. This process is illustrated below:



OBJECTIVES

The Shuswap Economic Development department of the CSR is interested in understanding the process, or framework, for undertaking the preparation of an Economic Development Strategy to guide economic development activities and programs over the next 3-5 years.



The intent of the resulting strategy document will create both general objectives and strategies, as well as a set of clear actionable projects or initiatives that will be implemented by the Shuswap Economic Development department.

OUTLINE OF REQUIRED STEPS:

1. Review of existing work done to date, for example:
 - a. Shuswap Agriculture Strategy
 - b. Business Retention and Expansion Program research
 - c. Shuswap Tourism Development Plan
 - d. Related documents, reports, studies prepared by other organizations, agencies within the CSRD
2. Facilitated discussion/session with Committee to determine:
 - a. What constitutes economic development
 - b. The strategic planning process
 - c. Economic Development programs
 - d. What would best measure progress towards economic development
3. Review and assessment of current conditions in region and sub-regions (demographic and economic data) – development of sub-region profiles
4. Review and determine current economic sector strengths
5. Review and determine growth potential of current sectors
6. Review regulatory barriers
7. Community/Public consultation and engagement process (encompassing all communities and rural areas)
 - a. on-line survey(s)
 - b. community focus groups
 - c. one-on-one stakeholder interviews
 - d. youth engagement
8. Determine emphasis on business retention and expansion
9. Determine emphasis on business attraction
10. Develop initial objectives, strategy, and tactics with priority and geo-regions. Include performance measures and outcomes
11. Refine draft document in conjunction with Committee
12. Define and include first year implementation plan (matrix) into final document including:
 - a. activity
 - b. organization/role/responsibility
 - c. timeline
 - d. potential partners
 - e. budget



13. Release for public review (optional)
14. Refine final document and prepare for Committee approval
15. Presentation to Committee and other key stakeholders

Strategic Planning Timeframes and Budget

The importance of the strategic planning process should not be underestimated. The final document is meant to guide the community with their economic development activities over the next three to five years. It is recommended that a strategic planning process take place over six months.



SCHEDULE 'B'

PROPOSAL SUBMISSION FORMAT

All Proposals must follow the format outline below, and all of the requested information must be provided to the Regional District.

Cover Letter and Executive Summary

- (a) The cover letter will reference the RFP title and should clearly state the Proponent's understanding of the services to be provided. The letter should include the name(s) of the person(s) who will be authorized to make representations for the Proponent, their title(s) and contact number(s) and email address. The cover letter should be signed by an authorized signatory in a position to legally bind the Proponent to statements made in response to this RFP.
- (b) The executive summary should provide a synopsis of the overall approach and key points in the Proposal.

Table of Contents

The Table of Contents should reference the applicable section, subsection and page numbers. Pages should be consecutively numbered.

Experience, Reputation and Resources

Provide sufficient information, as outlined in the requirements section of the Terms of Reference, which demonstrates the Proponent's experience, reputation, capacity and availability of resources, including the ability to meet requirements of this RFP.

Also include how you will:

Provide sufficient information about the Proponent that includes but is not limited to:

- Contact information including name, title, address, email and contact numbers;
- Location of head office and subsidiary offices (if applicable);
- Number of employees (if applicable);
- Project Team Leader;
- Detailed information of the Proponent's years of relevant experience in providing the services required by this RFP; and
- Detailed information of the Project Team Leader's years of relevant experience in providing the services required by this RFP.



REQUIREMENTS TO BE INCLUDED IN THE PROPOSAL

Strategic Consulting

- Explain your understanding and views on Community Economic Development.
- Describe the role of an economic development organization in local government.
- How do you maximize the impact of an economic development organization in a community?
- What is your strategy development process?

Consulting Services

- Describe how you lead strategy development to gain consensus among diverse stakeholder needs and any relevant experience in economic development.
- Describe your team's experience with educating and training economic development staff and their stakeholders.

Experience

- Demonstrate your team's experience in working with economic development organizations.
- Explain your understanding of the political and stakeholder environment in the economic development environment.

Administrative

- Provide 3 client references.
- Describe any relevant relationships with partners that might be relevant to our organization.
- Provide your rate card. Describe how you approach scoping and delivery of ongoing services to ensure cost effectiveness.

Proponents may use this section to provide any additional comments about their experience and capacity which may be informative and beneficial to the Regional District.

Work Plan, Methodology and Schedule

Proponents must provide a timetable, milestones, meetings and detailed work plan for the project, including timelines for completion of specific tasks (by individual), time requirements and identification of specific deliverables. A methodology outline should describe the key elements of the approach that would be used by the Proponent.

Fees

Proponents must provide a schedule of hourly rates for all personnel who might be used on the project and a table summarizing the total estimated cost of the project with the hourly rates and the total hours anticipated. A schedule and a total fee to complete the project including expenses and disbursements is also required. If optional tasks are proposed, a separate cost for those tasks should be noted.



BOARD REPORT

TO:
Chair and Directors
File No: 1850 20 17

SUBJECT:

Grant-in Aid Requests

DESCRIPTION:

Report from Jodi Pierce, Manager, Financial Services, dated May 5, 2017.

**RECOMMENDATION
#1:**

THAT: the Board approve the following allocations from the 2017 electoral grant-in-aid's:

Area A

\$400 – Gentlemen's Leisure Club of Golden (bike swap event)

\$10,800 – Golden Opportunities for Refugees (refugee program support)

\$1,000 – Kicking Horse Country Chamber of Commerce (Kicking Horse Country Dash)

Area C

\$2,672 – White Lake Residents Association (replace safety buoys)

\$15,244 – Sorrento & Area Community Association (Sorrento beautification)

\$32,000 – South Shuswap Canada Day Society (Canada Day celebrations)

\$1,900 – Eagle Bay Fire Department Association (open house)

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☐

 Weighted
Corporate

☒

 Stakeholder
(Weighted)

☐
POLICY:

These requests meet the requirements of Policy F-30, are approved by the respective Area Director and required source documentation has been received. These requests are within the Electoral Area's grant-in-aid budget.

COMMUNICATIONS:

The respective Electoral Director will advise each organization of the Board's decision. Successful organizations will be sent a cheque accompanied by a congratulatory letter.

DESIRED OUTCOMES:

That the Board endorse the recommendation.

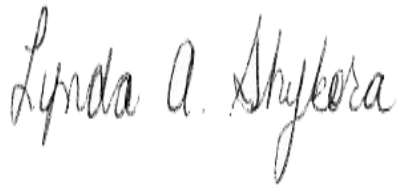
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2017-05-18_Board_FIN_Grant in Aids.docx
Attachments:	
Final Approval Date:	May 8, 2017

This report and all of its attachments were approved and signed as outlined below:



Lynda Shykora - May 8, 2017 - 3:25 PM



Charles Hamilton - May 8, 2017 - 3:55 PM



BOARD REPORT

TO: Chair and Directors

File No: 6120 30 02

SUBJECT: Electoral Area A Regional Trail Strategy RFP Award

DESCRIPTION: Report from Ryan Nitchie, Team Leader, Community Services May 8, 2017. Electoral Area A Trail Strategy RFP Award.

RECOMMENDATION #1: THAT: the Board empower the authorized signatories to enter into an agreement with Larch Landscape Architecture and Authentic Mountain Design to complete a Regional Trail Strategy for Electoral Area A for a total cost of \$59,855 plus a 15% contingency, plus applicable taxes.

SHORT SUMMARY:

A Request for Proposals (RFP) was released in March of 2017, inviting qualified consulting firms with expertise in regional trail strategy development, public consultation, data collection and analysis, to develop a comprehensive Regional Trail Strategy for Golden and Electoral Area A. Three proposals were received and evaluated.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input checked="" type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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BACKGROUND:

In 2016, representatives from Golden and the CSR D engaged in facilitated meetings to investigate collaborative opportunities to inventory, develop and maintain a trail network within the Golden/Electoral Area A region. These meetings resulted in the determination of a regional need for a Regional Trail Strategy for Electoral Area A and Golden. The strategy will provide direction to local governments and stakeholder organizations regarding the development and maintenance of a strategic network of non-motorized, motorized, cycling, equestrian and blue way trails in the region.

A Request for Proposals (RFP) for the development of a comprehensive Regional Trails Strategy was released with a maximum budget of \$60,000, allocated from the Electoral Area A Community Works Funds. The following three submissions were received:

	Total Price (excluding taxes)
Forsite Consultants Ltd.	\$57,109.50
LARCH Landscape Architecture and Authentic Mountain Design	\$59,855.00
McElhanney Consulting Services Ltd.	\$59,922.00

The submissions were evaluated by an evaluation team using the criteria as outlined in the RFP documents. Although Forsite Consultants Ltd. was the lowest cost submission, the highest valuation was given to LARCH Landscape Architecture and Authentic Mountain Design.

LARCH Landscape Architecture and Authentic Mountain Design was evaluated as providing the greatest value through their comprehensive local experience, knowledge of the community and the

surrounding area, increased focus on community engagement, and in-depth consideration of the local Advisory Committee and stakeholder working group.

POLICY:

CSRD Purchasing Policy No. F-32, Procurement of Goods and Services, requires Board authorization when the lowest cost submission is not recommended.

FINANCIAL:

The Board has authorized the expenditure of up to \$100,000 from the Electoral Area A Community Works Fund allocation for the development of a Trail Strategy and Electoral Area A Parks Plan. The Columbia Basin Trust has also provided \$20,000 towards this project.

KEY ISSUES/CONCEPTS:

To provide community services that maximize the benefit and value to the property owners and other stakeholders that benefit from the service.

IMPLEMENTATION:

A contract will be drafted for the successful proponent upon Board approval.

COMMUNICATIONS:

All proponents will be notified of the decision upon Board approval.

DESIRED OUTCOMES:

The Board approve staff's recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

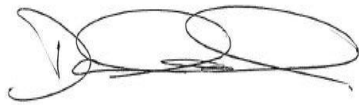
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Request for Proposal Submissions.

Report Approval Details

Document Title:	2017-05-18_RFP_Award_Trail_Strategy_Area_A.docx
Attachments:	
Final Approval Date:	May 8, 2017

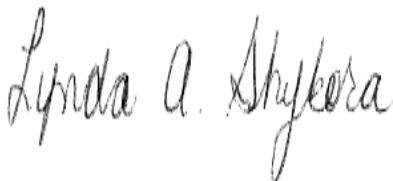
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - May 8, 2017 - 2:08 PM



Jodi Pierce - May 8, 2017 - 2:45 PM



Lynda Shykora - May 8, 2017 - 3:08 PM



Charles Hamilton - May 8, 2017 - 3:57 PM



BOARD REPORT

TO:
Chair and Directors
File No: 1765 01

SUBJECT:

No further borrowing resolution – Anglemont Waterworks

DESCRIPTION:

Report from Jodi Pierce, Manager, Financial Services, dated May 5, 2017.

**RECOMMENDATION
#1:**

THAT: the Board confirms that there will be no further borrowing against Columbia Shuswap Regional District Bylaw No. 5620, being the Anglemont Waterworks Loan Authorization Bylaw and the remaining unissued loan authorization in the amount of \$3,898,744 will be cancelled.

SHORT SUMMARY:

Security Issuing Bylaw No. 9103 was adopted in November 2016 to convert temporary borrowing for the upgrades at the Anglemont Waterworks to long-term debt. As the security issuing bylaw was less than the loan authorization bylaw, the Municipal Finance Authority requires a “no further borrowing” resolution to complete the borrowing process.

VOTING:

 Unweighted
Corporate

 LGA Part 14
(Unweighted)

 Weighted
Corporate

 Stakeholder
(Weighted)

BACKGROUND:

Anglemont Waterworks Loan Authorization Bylaw No. 5620 was adopted in February 2012, authorizing up to \$9,959,350 in long term borrowing for the purpose of constructing the Anglemont Water System. Subsequent to the loan authorization, a grant was received from the Province for \$3,000,000 towards construction costs which reduced the required long-term borrowing. As the project is substantially complete and the temporary borrowing has been converted to long-term debt in the amount of \$6,060,606 by way of Security Issuing Bylaw, the Board needs to authorize a “no further borrowing” resolution so that the Municipal Finance Authority can complete the loan authorization cycle.

POLICY:

Anglemont Waterworks Loan Authorization Bylaw No. 5620 and Security Issuing Bylaw No. 9103

IMPLEMENTATION:

The resolution will be forwarded to the Municipal Finance Authority.

DESIRED OUTCOMES:

That the Board confirms no further borrowing against Anglemont Waterworks Loan Authorization Bylaw No. 5620.

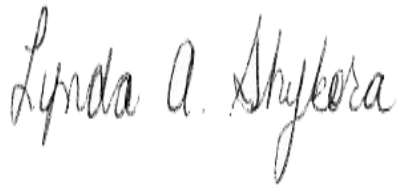
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2017-05-18_Board_FIN_No further borrowing.docx
Attachments:	
Final Approval Date:	May 8, 2017

This report and all of its attachments were approved and signed as outlined below:



Lynda Shykora - May 8, 2017 - 9:02 AM



Charles Hamilton - May 8, 2017 - 2:34 PM



BOARD REPORT

TO:
Chair and Directors

File No:	LC2527A PL20160156
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SUBJECT:

Electoral Area A: Agricultural Land Commission (ALC) Application
Section 21(2) – Subdivision LC2527A Neil Tobler and Verena Tobler

DESCRIPTION:

Report from Candice Benner, Development Services Assistant, dated
April 28, 2017.
2311 and 2379 Campbell Road, McMurdo

**RECOMMENDATION
#1:**

THAT: Application No. LC2527A, Section 21(2) Subdivision in the ALR,
for the north east quarter of Section 30, Township 25, Range 20, W5M,
Kootenay District, Except Plans NEP64113, NEP72158, and NEP91075
be forwarded to the Provincial Agricultural Land Commission
recommending approval of Proposed Lot 1 only, on this 18th day of
May, 2017.

SHORT SUMMARY:

The subject property is located in the McMurdo area of Electoral Area A. The owners wish to subdivide the parent parcel into three lots of sizes 14.3 ha, 22.12 ha, and 16.0 ha, so the two owners will each have their own title in addition to sharing ownership of a third lot.

VOTING:

Unweighted
Corporate ☒

LGA Part 14 ☐
(Unweighted)

Weighted
Corporate ☐

Stakeholder ☐
(Weighted)

BACKGROUND:

PROPERTY OWNER: Nelli Tobler and Verena Tobler

AGENT: Tom Coughlin

ELECTORAL AREA: A

CIVIC ADDRESS: 2311 and 2379 Campbell Road

LEGAL DESCRIPTION: The north east quarter of Section 30, Township 25, Range 20, W5M,
Kootenay District, Except Plans NEP64113, NEP72158, and NEP91075 (PID:
016-530-870)

SIZE OF PROPERTY: 52.4 ha

DESIGNATION: N/A

ZONE: N/A

ALR: Yes, approximately 60%

CURRENT USE: residential

PROPOSED USE: residential

SURROUNDING LAND

USE PATTERN: North: Crown, Residential
 South: agriculture, woodlot, residential
 East: woodlot, residential
 West: agriculture, woodlot, residential

SITE COMMENTS: The parent parcel is divided by Campbell Road. On the portion of the parcel northeast of the road, there are three single family dwellings, two of which the current owners occupy and one is the original homestead residence. If the parcel were subdivided as proposed, two of the residences would remain on one lot and one residence would be on another, the third proposed lot is currently vacant. There are some watercourses that flow through the land. Most of this area is within the ALR.

The parcel is mainly flat with a mix of open pasture and densely treed areas. The portion of the parcel southwest of the road has slopes 2%-30%. There is a small portion of this area that is within the ALR. Currently the owners have horses on the parcel.

SOILS CAPABILITY:

The subject parcel is approximately 60% within the ALR. The Canada Land Inventory indicates that:

Approximately ½ of the property is Class 4 soils with stoniness and topography as limiting factors. Soils are not improvable.

A portion of the parcel has 80% Class 5 and 20% Class 6 soils with stoniness and topography as limiting factors. These soils are not improvable.

A portion of the parcel is Class 5 and 30% Class 6 soils with topography and stoniness as limiting factors.

The soils in this area are improvable to 60% Class 4 and 40% Class 5 soils with stoniness and topography as limiting factors.

A portion of the property is 50% Class 4, 20% Class 5 and 30% Class 6 soils with stoniness and moisture as limiting factors. These soils are not improvable.

HISTORY:

There have been a few ALC applications made in the area. See ALR History Map.

- 1825 (1984): 2 lot subdivision approved
- 1858 (1985): CSRD application for block exclusion/inclusion in Nicholson-Harrogate area approved
- LC2207A (1996): 1 lot subdivision approved with inclusion of land into the ALR
- LC2325A (2006): Subject parcel – 11 lot subdivision refused, application amended to 5 lots which ALC also refused, but ALC did approve one 8 ha lot;
- LC2351A (2007): 20 campsites approved
- LC2366A (2008): 4 lot subdivision approved with proposed boundaries to be along ALR boundary
- LC2373 (2008): 1 lot subdivision approved
- LC2274A (2007): 5 lot subdivision approved

POLICY:

Electoral Area 'A' does not have an Official Community Plan and the subject parcel is without Zoning Regulation.

Subdivision Servicing Bylaw No. 641

Schedule "A" Levels of Service in Bylaw No. 641 indicates that all properties to be subdivided for single family residential use proposed to be serviced with an on-site sewage disposal system and an independent on-site water system must be a minimum of 1.0 ha in size.

The proposed parcel sizes of 14.3 ha, 22.12 ha, and 16.0 ha would meet the minimum parcel size for servicing in accordance with Bylaw No. 641.

SERVICING:

The existing dwelling for proposed Lot 2 is connected to a shallow well and septic system. The two dwellings located on the proposed Remainder each have their own independent connections to wells and septic systems. If this ALC application is successful further requirements and investigation into servicing would be required in accordance with Subdivision Servicing Bylaw No. 641 through the subdivision review process.

FINANCIAL:

There are no financial implications to the CSRD with this application.

KEY ISSUES/CONCEPTS:

The owners of this parcel would like to subdivide the land into three lots. Proposed Lot 2 and the Remainder have existing residences that the current owners each live in; they would like to subdivide the land so that their dwellings are on independent lots and will have separate titles. Proposed Lot 1 does not have a residence and the owners intend to share ownership of this land after subdivision.

In 1985, the CSRD initiated an ALR boundary review of the Nicholson-Harrogate area. Over three years and through significant consultation with the ALC and the public, a number of parcels were excluded from and included into the ALR; the subject parcel was identified as a property to remain in the ALR and was not considered for exclusion during this process. The current owners did not own the subject parcel at that time.

In 2002, the current owners completed a three lot subdivision which included the creation of two 1 ha lots on the south side of Campbell Road; these parcels are located outside of the ALR.

In 2006, the current owners submitted an application to the ALR; they proposed an 11 lot subdivision which the ALC refused; the owners amended their application to request a 5 lot subdivision, which the ALC also refused. At that time the ALC reported that the subject parcel lands are capable and suitable for agriculture and that a subdivision application as proposed would negatively affect the potential for agriculture on the property and the proposal was inconsistent with ALC mandate. The ALC did allow for a single 8 ha lot for a portion of the land located north of Campbell Road, which the owners did follow through with and subdivide.

A portion of the parcel in the northeast is within the Birchlands Creek High Hazard Fan Area; this area has been identified as having a high risk of damages from flooding, erosion, and/or debris flow. CSRD staff are in receipt of a letter from the province, May 15, 2002 that indicates that the subject property may now be outside of the hazard area. If this application is approved by the ALC and the owners continue with the subdivision process, further information regarding the hazards identified will be investigated.

The parcel is in an area without an OCP or zoning bylaw but does have Subdivision Servicing Bylaw No. 641; the proposed lot sizes would meet the minimum parcel size. The agent has submitted two letters that provides information on the proposal and is attached to this report for review.

SUMMARY:

Development Services staff does not support the subdivision of Proposed Lot 2 for the following reasons:

- The agricultural land currently supports agricultural activities and land capability can be improved;
- The ALC previously approved an 8 ha subdivision for the north portion of the parcel and refused further subdivision of the land;
- The proposed subdivision layout of Proposed Lot 2 would cause fragmentation of ALR land;
- The owners have the option to subdivide land that is located outside of the ALR

Development Services staff is therefore recommending that the Board send a recommendation of approval for Proposed Lot 1 only to the ALC for the following Reasons:

- Campbell Road is an pre-existing separation of the parent parcel and Proposed Lot 1;
- The proposal does not negatively affect the current and future agricultural capability of the parcel;
- There would be very minor fragmentation of ALR lands

IMPLEMENTATION:

If the ALC approves this application, the owners will be able to apply for subdivision.

COMMUNICATIONS:

The recommendation of the Board will be forwarded to the ALC for consideration during its review of this application.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse staff recommendation; application LC2527A will be forwarded to the Provincial Agricultural Land Commission with a recommendation of approval only for Proposed Lot 1.*
2. *Forward application LC2527A to the Provincial Agricultural Land Commission recommending approval of the application as submitted.*
3. *Forward application LC2527A to the Provincial Agricultural Land Commission recommending refusal of the application as submitted.*

4. *Defer.*
5. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Agricultural Land Commission Application Package

Report Approval Details

Document Title:	2017-05-18_Board_DS_LC2527A_Tobler.docx
Attachments:	<ul style="list-style-type: none">- LC2527A_Maps_Plans1.docx- LC2527_letterfromagent_08112016.pdf- LC2527_letterfromagent_02022017.pdf- LC2527A_Photos.docx
Final Approval Date:	May 8, 2017

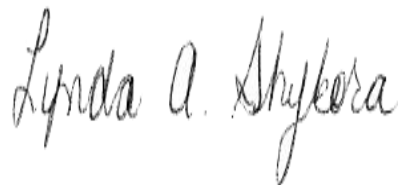
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 8, 2017 - 8:29 AM



Gerald Christie - May 8, 2017 - 10:50 AM

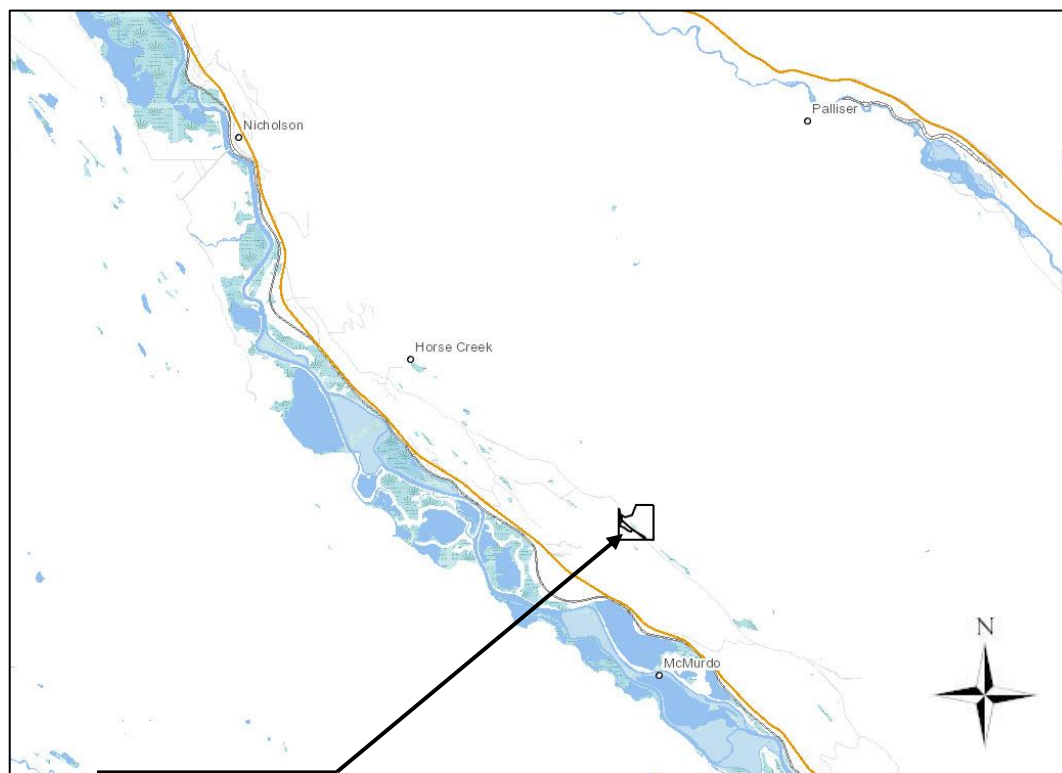


Lynda Shykora - May 8, 2017 - 11:49 AM

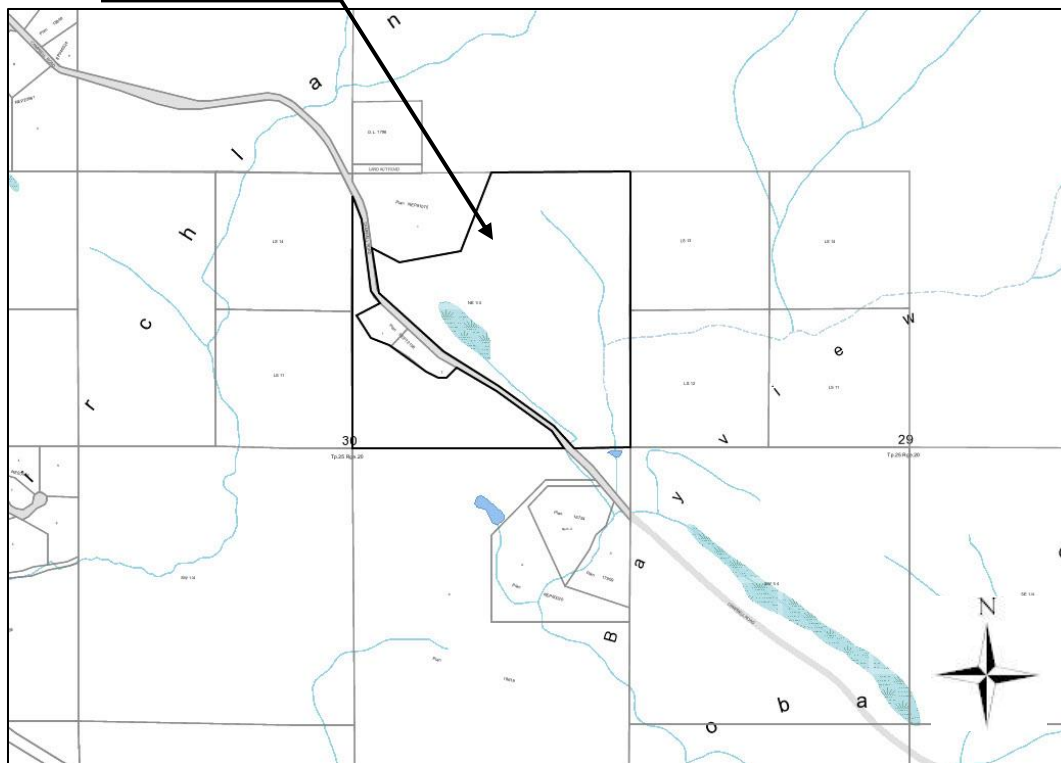


Charles Hamilton - May 8, 2017 - 2:19 PM

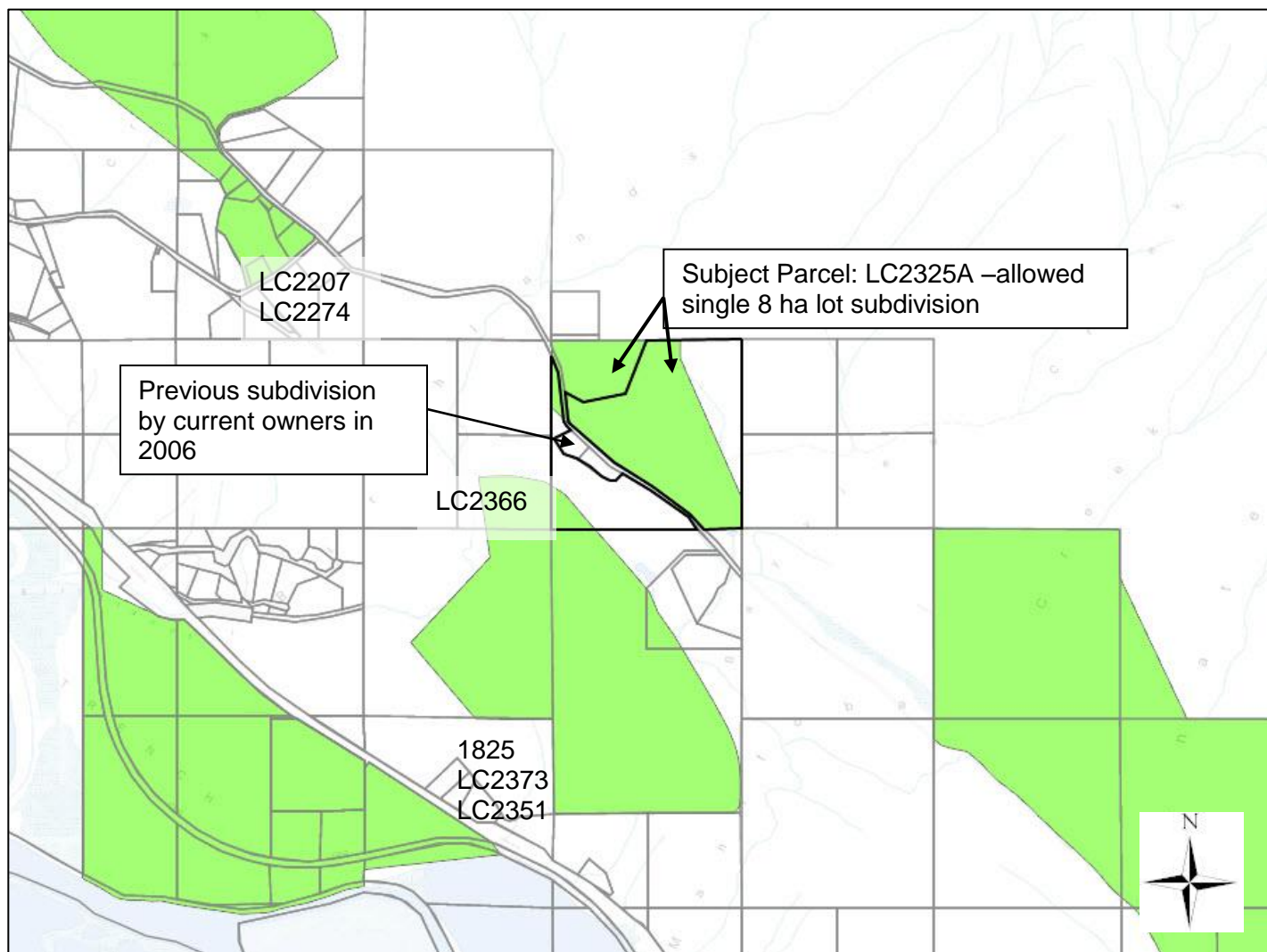
Location Map



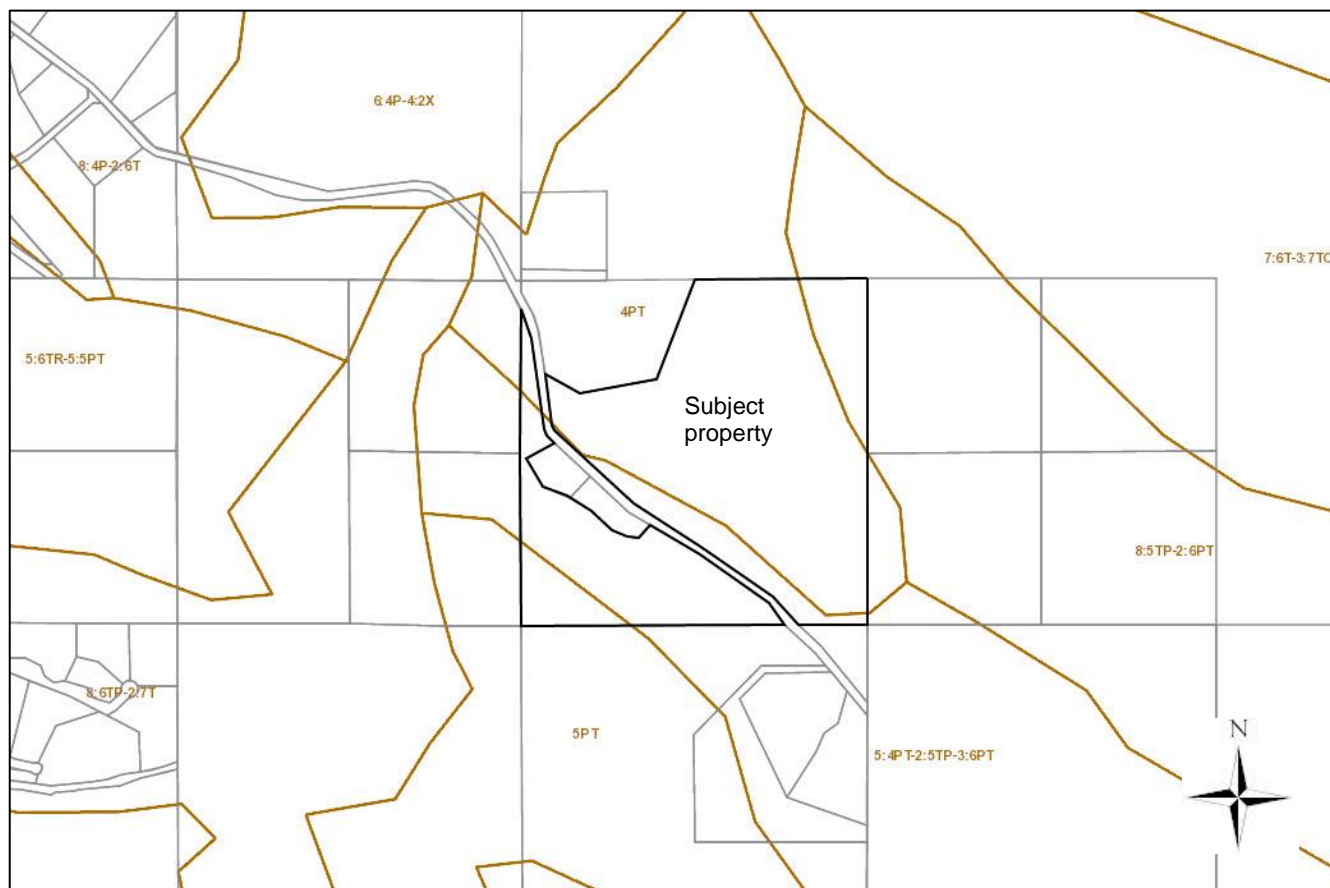
Subject Property



ALR History



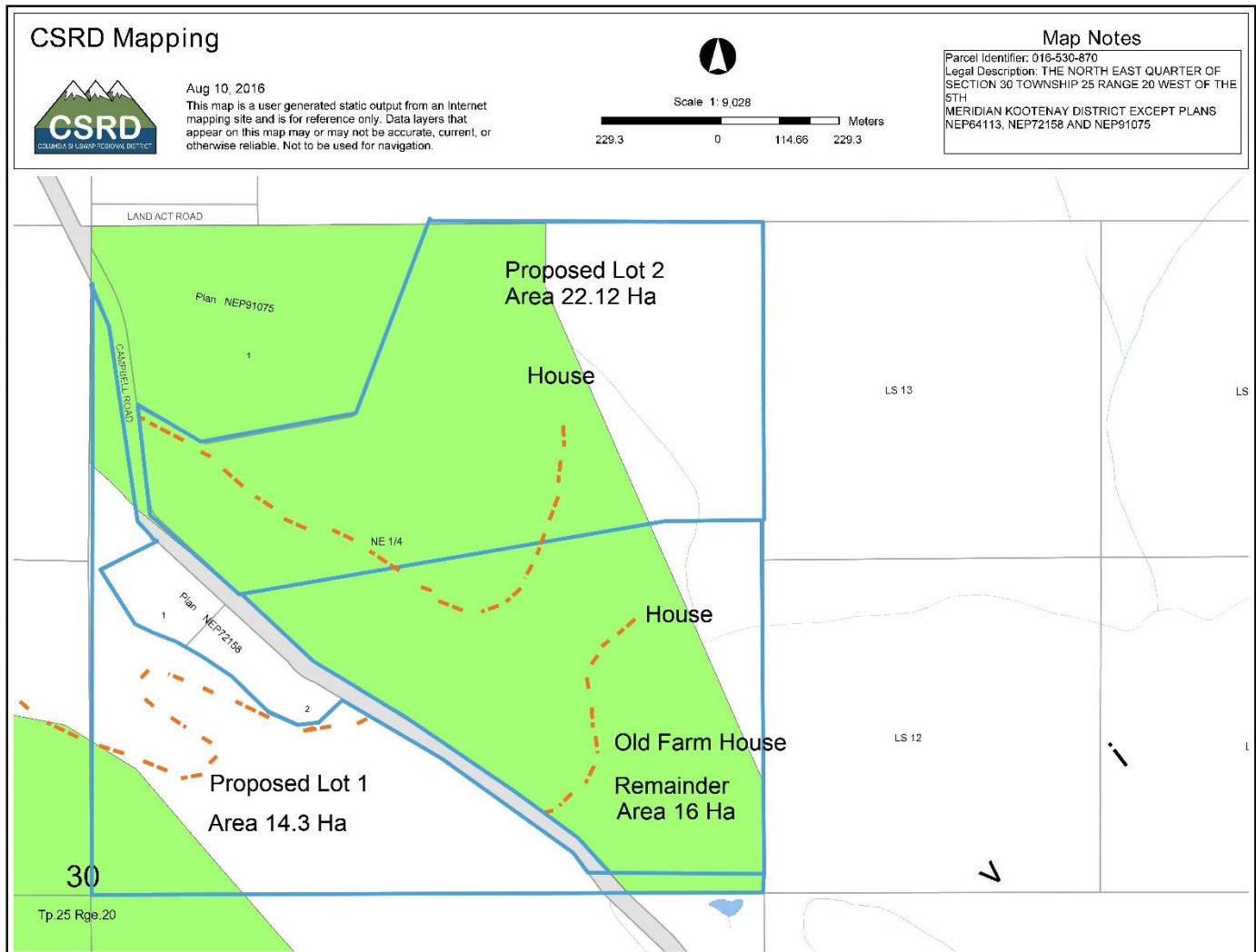
Soils



Orthophoto



Site Plan



0783478BC Ltd
Box 2441
Golden B.C.
V0A 1H0
GST 822530523 RT0001

Ph 250 348 2574

Email tcoughlin@xplornet.com

August 11, 2016

To A.L.C.

Re: 2 Lot Plus Remainder Subdivision Within The ALR.

Legal:

P.I.D. 016-530-870

Part NE ¼, Section 30, Township 25, Range 20, W5M , Kootenay Land
District, Except Plan NEP64113, & Except Plan NEP72158 & NEP91075

Ms. Nelli & Verena Tobler are seeking permission to divide their family owned property located approximately 23 km south of Golden on Campbell Road into 2 Lots plus the Remainder. Tobler's are seeking separate titles for their individual residences that occupy the land that is located north of Campbell Road and the Remainder will be jointly owned. Tobler's have resided on the property since the mid-seventies and are now at the time in their lives that separate titles for their residences is very important. Note (4th Generation) In 2002 an application was submitted to the Agricultural Land Commission to subdivide the north western portion of the property into various size lots. (Application #-36386 Resolution # 656//2006) The board authorized 1 lot in the area of 8 Ha stating that the larger area was not a hindrance to the agricultural potential.

Proposed Lot 1

Proposed Lot 1 has an area of approximately 14.3 Ha with the majority of the lot located south of Campbell Road with a small portion located north of Campbell Road. Proposed Lot 1 has slopes between 2% upwards of 30 % with bedrock cropping out on the steeper slopes. There is a large easement located on the proposed lot to provide access to LS 11

to the lands beyond. The overburden varies drastically throughout proposed Lot 1, there is no surface water located south of Campbell Road. This portion of the property is located outside of the A.L.C. boundary.

Proposed Lot 2 has an area of approximately 22.12 Ha and is located north of Campbell Road with a permanent residence of Verena located at the northern portion of the proposed lot. The residence is connected to a shallow well and a sewage disposal field.

Proposed Remainder has an area of approximately 16.0 Ha and is located north of Campbell Road with 2 residences one being the original homestead and permanent residence of Nelli's. Both residences are connect to individual water wells and septic disposal fields.



If the board requires any further information please contact.

I have provided the following:

1. Agent Authorization
2. Property Outline CSRD Mapping
3. Property Outline Google Image
4. Proposed 2 Lot Plus Remainder
5. Tax assessment roll
6. 1 Title
7. Istrata
8. A.L.C. Decision dated 2006
9. Photo 1 looking at original homestead
10. Photo 1 View over Power Line R/W
11. Photo 2 View Down Easement To LS 11

Thank you

Tom Coughlin

o/a McMurdo Consulting

Box 2441
Golden B.C.
V0A 1H0
Ph 250 348 2574

Email tcoughlin@xplornet.com

February 2, 2017

File # LC2527A

Good Morning Candice & Director K. Cathcart

The previous ALC application #H-36386 was submitted to the CSRD requesting permission to create a total of 5 lots, and at that time CSRD recommended approval of the application to the ALC. Unfortunately the application was rejected by the ALC, the board stated that the subdivision went against the general guidelines of the ALC. However "The commission was prepared to allow a single 8 Ha lot from the northerly portion of the property, because a lot of that size could be used for agricultural purposes."

Candice you made reference in your report that Canada Land Inventory indicates the subject property has soils in a variety of classes 4PT, 5 to 6 class with a variety of sub groups. I referred to the Canada Land Inventory (CLI) mapping and used the google app that is available on the site and my result indicates that over 90 percent of the land that lyes within the A.L.C boundary of Proposed Lot 2 & the Remainder is classed as 4PT.

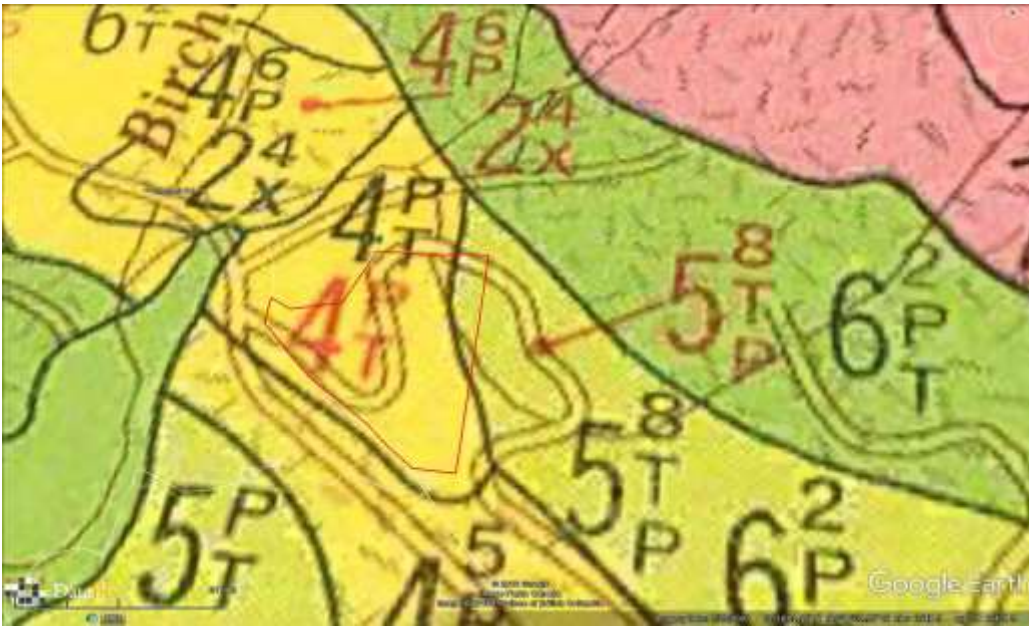
Canada Land Inventory Definition.

Class 4 soils (Soils in this class have severe limitations that restrict the range of crops or require special conservation practices or both)

P (Stoniness)

T (Adverse relief because of steepness or pattern of slopes)

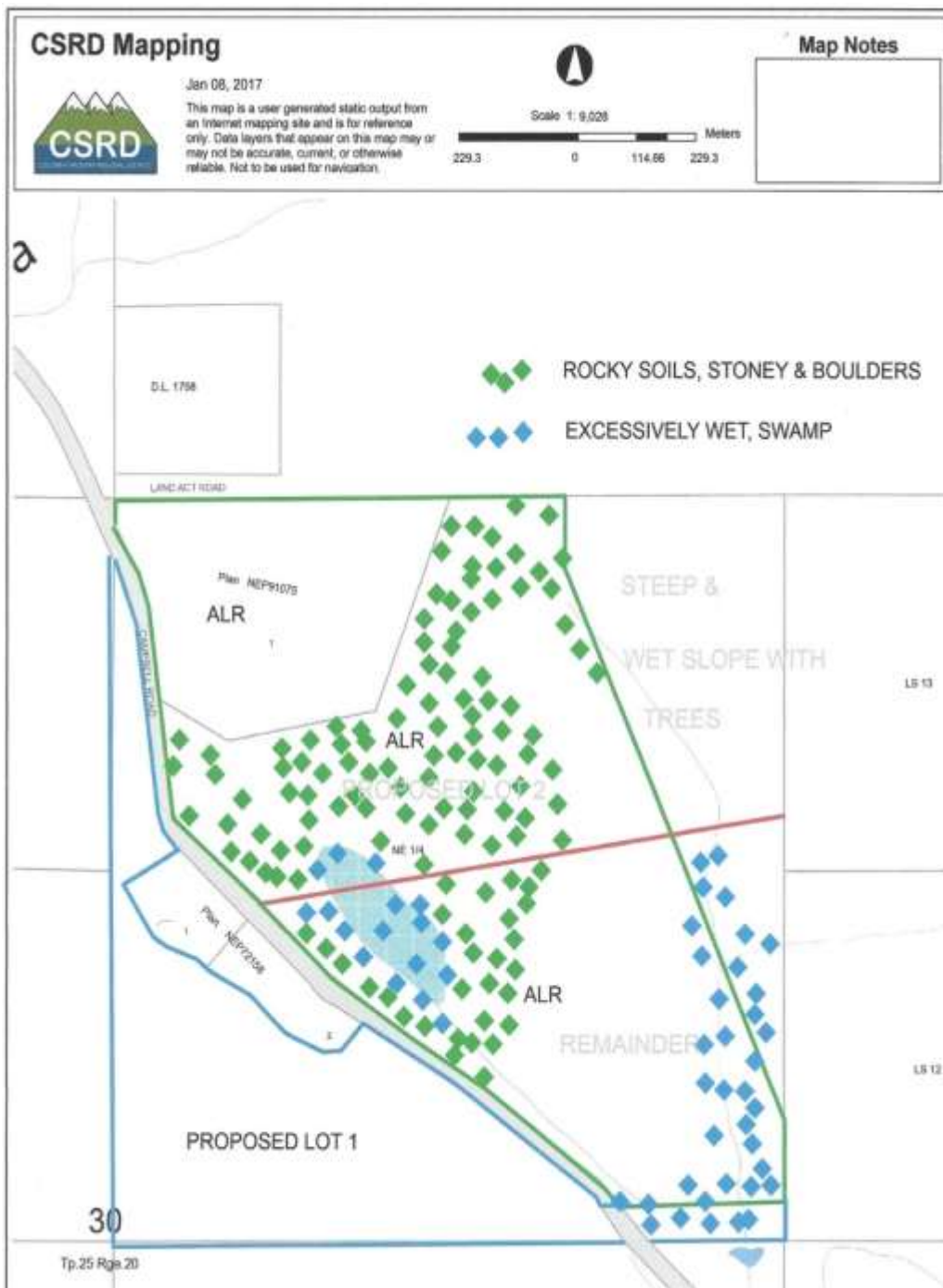
The following page has the soil mapping by C.L.I. identifying the location of the property lines in relation to the soil classifications.



Located below is the property lines of Proposed Lot 2 & the Remainder demonstrating area of land within the ALR and the land outside of the ALR.



The following map defines the area that farm machinery can & can not access due to terrain, stoney soils or excessive moisture. The area located in the north east corner of Proposed Lot 2 is outside of the ALR with steep slopes and multiply springs at the base of the hillside. The land located within the ALR without the green squares on Proposed Lot 2 & the Remainder respectively is approximately 4 Ha & 9 Ha however stoney soils is a limiting factor for tilling.



Candice this statement below was copied from your Board Report LC2527A dated December 2, 2016 from Pg. 4 of 5 of your report to the Board.

“A portion of the parcel in the northeast is within the Birchlands Creek High Hazard Fan Area; this area has been identified as having a high risk of damages from flooding, erosion, and/or debris flow. If this application is approved by the ALC and the owners continue with the subdivision process, further information regarding the hazards identified will be investigated.”

Your above statement is further evidence that this property has little to no agricultural capacity. As I have stated above, the soils are very limited as this property once was an alluvial fan that is comprised of alluvial till and the typical boulders and rocks that are predominantly found in such features.

In the early 90's I contact Ministry of Forests, Land and Natural Resource Operations Province of British Columbia and asked Mr Dwain Boyer P. Eng if it would be possible for the Ministry to comment on the flood hazard in relation to Toblers property. In the early 80's Brichlands Creek had a debris flow late in the spring that originated at a higher elevation than Toblers property. The debris flow removed a significant amount of rocks trees and earth and flush out the complete drainage as far down as the wetlands. Mr. Dwain Boyer P. Eng. (note: certified for floodplains) completed a site visit to Birchlands Creek and it was determined that Brichlands Creek was no longer a threat to this property. The previous mud slide left Brichlands Creek significantly incised as a result Toblers property in the opinion of MFLNR that Birchlands Creek is no longer a threat to Toblers property. Vrenit Tobler has a letter from MNFLNR stating that the flood hazard is not a hazard to their property.

Proposed Lot 2 total area is approximately 22.4 Ha

- 7.9 Ha located in the northeast corner of Proposed Lot 2 is a steep slope, heavily treed outside of the ALC boundary
- multiply springs located on the hillside which contributes to the Bayview Creek aquifer.
- 11 Ha located within the ALC boundary unacceptable for cultivation
- 3.5 to 4 Ha on the exisiting field acceptable for farm machinery cultivation if stoney ground was not the limiting factor

Proposed Remainder total area approx 16.9 Ha

- 2.2 Ha located outside of the ALC boundary however excessive moisture is a limiting factor
- 5.7 Ha located to the west & east of the houses located within the ALC is extremely limited due to excessive moisture & rocky soils
- 9 Ha of the Remainder is acceptable terrain for farm machinery cultivation if stoney ground was not the limiting factor

The area of land north of Campbell Road is very sensitive given the fact that it is an aquifer that would be put at risk if intensive livestock production activities were to take place. (i.e. Hullcar aquifer)

This proposed subdivision is not detrimental to the ALC; on the contrary, this would enhance the preservation of the water table, additionally it would create an opportunity for an individual to enter small-scale intensive vegetable production if separate titles were approved.

Would the C.S.R.D. prefer that animals be raised on a small local aquifer and pollute a very sensitive green belt which is vital to all residents? An example of questionable stewardship is demonstrated in the local Hullcar aquifer which is located in the Okanagan Valley. Another example would be Walkerton.

The following link is reference to Hullcar aquifer

<http://vancouversun.com/news/local-news/dairy-farm-pinpointed-as-cause-of-nitrate-pollution-in-okanagan-valley-watershed>

In the mid-seventies the Regional Director of this area made available to some residents the opportunity for parcel's to be withdrawn from the ALR. If residents were not in the Regional Directors circle this information was not released in an appropriate manner and made available to all residents.

The lack of equal opportunity for all residence was compounded for Vrenit & Nellie's parents due to a language barrier. If Mr. & Mrs Tobler were made aware of the opportunity there would have been a good chance they would have accepted the offer. The fact remains they were not properly informed by the Regional District and the implications that have come about by this fact are a great disappointment, and are far from acceptable.

The map below shows the immediate properties next to Tobler's that are outside of the ALR which indicates that the parcels were removed from the ALR as the topography of the properties next to Tobler's is similar. A few of the parcels contain a small percentage within the ALR have not been identified below.



This subdivision is important to Nellie & Vreni Toblers future. Without separate titles there is a host of hardships that can arise without separate estates, such as

- Inability to relocate without separate titles as funds will not be available
- Health issue's arise and assisted living is required, funds will not be available without separate titles
- Succession of the estate is complicated by the lack of separate titles
- Funds through the banking system are denied without separate titles
- Renting the house and property is not an option given the low returns as well as the liability without proper insurance
- Property insurance has been denied after 24 years of carrying insurance due to the lack of separate titles
- Vreni's son would like to take over Vreni's portion of the property and is willing to provide a suite for Vreni in the future. Without separate titles, funding is not available through banking system for Vreni's son to purchase.



Summary

- The ALC commission stated that an 8 Ha lot size could be used for agricultural purposes.
- Proposed Lots are greater than 8 Ha so why is the proposal not acceptable to the CSRD?
- Soils are at best 4PT combined with very limited terrain acceptable for farm machinery
- Proposed subdivision is not detrimental to the ALC; on the contrary, this would enhance the preservation
- Promotes affordable entry into agricultural occupation
- Water table will be protected from similar circumstances such as the Hullcar aquifer
- Properties located all around subject property were released from the ALR
- Lost opportunity in the removal from the ALR designation due to local government not informing
- Estate will be left in a difficult situation with multiply heir's without individual titles
- Without separate titles the owners can not liquidate in the event that future health care or similar circumstances require funding
- Insurance for houses & liability has been denied at this time due to lack of individual titles

Proposed Lot 1 will be serviced by a well located on the north side of Campbell Road. The area on the north side is approximately 1.5 ha in size, in addition there is a r/w to lands beyond that presently is located on the eastern boundary that would be part of Proposed Lot 1. Past drilling on the south side of Campbell Road has not produced quality results in quantity or quality and for this reason a well will be located on the north side.

Vreni Tobler would like to be present for the board meeting, however attending the meeting can not occur until late winter early spring. We would like to board meeting post poned until spring.

- Proposed Lots are greater than 8 Ha so why is the proposal not acceptable to the CSRD?
- Would the CSRD prefer that animals be raised on a small local aquifer and pollute a very sensitive green belt which is vital to all residents?
- Candice would you please explain why the C.S.R.D. is not supporting Toblers present application?

For all of the above reasons we are asking that the CSRD back this application and recommend approval to the Agricultural Land Commission.

Sincerely

Tom Coughlin

Photos (Provided by Agent)



Access to Land Beyond



Home Site



View of field north end of property



BOARD REPORT

TO: Chair and Directors

File No:	LC2530B PL20160201
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SUBJECT: Electoral Area B: Agricultural Land Commission (ALC)
Application Section 20(3) - Non-Farm Use LC2530B James and Lee-Ann Kramer

DESCRIPTION: Report from Candice Benner, Development Services Assistant, dated April 28, 2017.
4496 Airport Way, Rural Revelstoke

RECOMMENDATION #1: THAT: Application No. LC2530B, Section 20(3) Non-Farm Use in the ALR, for Lot 1, Section 31, Township 22, Range 1, W6M, Kootenay District, Plan NEP73271 be forwarded to the Provincial Agricultural Land Commission recommending approval, on this 18th day of May, 2017.

SHORT SUMMARY:

The subject property is located in the south of the City of Revelstoke in Electoral Area 'B' and is zoned SH – Small Holdings. This non-farm use application is to address two uses currently being operated on the property:

1. Vacation Rental -The owners are currently operating a vacation rental out of a second dwelling they built on the property. After receiving notice from the CSRD that a vacation rental use is not permitted, the owners started the process of bringing the use into compliance, starting with this ALR application for non-farm use.
2. Second Dwelling Unit -This application is also a review of the second dwelling itself (from which the vacation rental is being operated) on the property; a second dwelling may be a permitted use in the Small Holdings zone if it meets zoning requirements. The ALC requires a non-farm use application for secondary dwelling units.

VOTING:	Unweighted Corporate	<input checked="" type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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BACKGROUND:

See APC Report attached.

POLICY:

See APC Report attached.

FINANCIAL:

There are no financial implications to the CSRD with this application; if the ALC approves this application there may be financial implications with regard to the Temporary Use Application for a

vacation rental; this would be addressed at that time. This application is not the result of Bylaw Enforcement.

KEY ISSUES/CONCEPTS:

See APC Report attached.

SUMMARY:

Development Services staff is recommending that the Board send a recommendation of approval for the vacation rental to the ALC for the following reasons:

- The OCP vacation rental policy allows for property owners to apply for Temporary Use Permits rather than rezone for a permanent use;
- The owners intend to apply for a Temporary Use Permit which, if successful, would provide an opportunity for staff, the Board, and the public an opportunity to comment on the use;
- The existing vacation rental use on the property appears to meet the requirements for vacation rental in Rural Revelstoke Zoning Bylaw No. 851 and OCP Bylaw No. 850; further details on the use, including health standards and servicing, BC Building Code standards, and ministry access requirements, may be obtained as part of a future TUP application.

Development Services staff is recommending that the Board send a recommendation of approval for the second dwelling to the ALC for the following reasons:

- A secondary dwelling unit is permitted in the SH zone and it also meets most of the provisions for secondary dwelling unit in the General Regulations;
- The ALC previously approved a temporary second dwelling (mobile home for specific family member) in the same location as the current dwelling.

IMPLEMENTATION:

If the ALC approves this application, the owners will be able to continue with the bylaw amendment or temporary use permit process. The owners have indicated that they intend to apply for a Temporary Use Permit.

COMMUNICATIONS:

Electoral Area B APC recommended approval of the application of a vacation rental in a second dwelling.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse staff recommendation; application LC2530B will be forwarded to the Provincial Agricultural Land Commission with a recommendation of approval for a vacation rental and a second dwelling.*
2. *Forward the recommendation of refusal for a vacation rental a second dwelling.*
3. *Defer.*

4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Agricultural Land Commission Application Package

Report Approval Details

Document Title:	2017-05-18_Board_DS_LC2530B_Kramer.docx
Attachments:	- LC2530_APC Report.pdf
Final Approval Date:	May 8, 2017

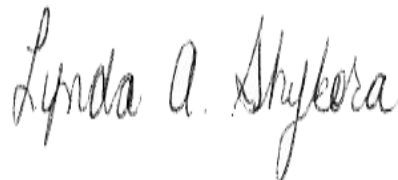
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 3, 2017 - 8:53 AM



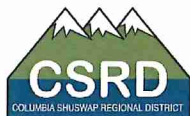
Gerald Christie - May 8, 2017 - 6:40 AM



Lynda Shykora - May 8, 2017 - 9:10 AM



Charles Hamilton - May 8, 2017 - 2:32 PM



APC REPORT

TO: APC 'B'

FROM: Candice Benner
Development Services Assistant

File No:	LC2530B PL20160201
Date:	March 7, 2017

SUBJECT: Agricultural Land Commission (ALC) application
Section 20(3) Non-Farm Use
James and Lee-Ann Kramer

SHORT SUMMARY:

The subject property is located in the south of the City of Revelstoke in Electoral Area 'B' and is zoned SH – Small Holdings. This non-farm use application is to address two uses currently being operated on the property:

1. Vacation Rental -The owners are currently operating a vacation rental out of a second dwelling they built on the property. After receiving notice from the CSR D that a vacation rental use is not permitted, the owners started the process of bringing the use into compliance, starting with this ALR application for non-farm use.
2. Second Dwelling Unit -This application is also a review of the second dwelling itself (from which the vacation rental is being operated) on the property; a second dwelling may be a permitted use in the Small Holdings zone if it meets zoning requirements. The ALC requires a non-farm use application for secondary dwelling units.

BACKGROUND:

PROPERTY OWNER:	James and Lee-Ann Kramer
AGENT:	Lee-Ann Kramer
ELECTORAL AREA:	'B'
CIVIC ADDRESS:	4496 Airport Way
LEGAL DESCRIPTION:	Lot 1, Section 31, Township 22, Range 1, W6M, Kootenay District, Plan NEP73271 (PID: 025-639-064)
SIZE OF PROPERTY:	4.31 ha
DESIGNATION:	SH – Small Holdings
ZONE:	SH – Small Holdings
ALR:	Yes, approximately 65%
CURRENT USE:	residential and vacation rental
PROPOSED USE:	residential and vacation rental

SURROUNDING LAND**USE PATTERN:**

North: rural, residential

South: Crown

East: Crown

West: Airport Way, rural, residential, Crown

SITE COMMENTS: The subject parcel is located south of the City of Revelstoke on the east side of Airport Way. There are two single family dwellings located on the parcel with one shared access driveway. The parcel is a mix of flat to moderate slopes with mostly dense forest coverage. Currently, no agricultural activity is being done on the property.

SOILS CAPABILITY:

The subject parcel is approximately 65% within the ALR. The Canada Land Inventory indicates that:

7 3
5 I - 2 T

The portion of the parcel within the ALR is 70% Class 5 and 30% Class 2 soils with topography and inundation by streams or lakes as limiting factors. These soils are not improvable.

7 T
R

The portion of the property outside of the ALR has Class 7 soils with topography and bedrock as limiting factors. These soils are not improvable.

HISTORY:

There have been a few ALC applications made in the area. See ALR History Map.

- 1321 (1977): 3 lot subdivision refused, permitted subdivision along ALR boundary
- 1323 (1977): permitted subdivision for consolidation
- 1628 (1980): ALR exclusion approved, refused 3 acre inclusion
- 1867 (1982): subject parcel (previous owner) –mobile home for specific family member permitted, in 1998 owner was required to remove the mobile home as the family member was no longer in residence
- 2087 (2002): subject parcel (previous owner) - 2 lot subdivision approved
- LC2180 (1995): non-farm use helicopter attack base approved
- LC2272 (2002): subdivision approved
- LC2486B (2014): temporary commercial lodging and helicopter staging area permitted, 2 extensions granted
- LC2499B (2015): request for permanent vacation rental; initially denied by ALC, currently going through appeal process

CSRD POLICY:**Rural Revelstoke Official Community Plan Bylaw No. 850****2.1 Growth Patterns**South Revelstoke

At present the South Revelstoke area has a rural character that is highly valued by the residents. The area contains a mixture of lot sizes from small half acre parcels to large agricultural acreages. There is

abundant forested upland area framing the valley and providing context for the proposed ski resort.

The settled area contains a mixture of housing types and sizes but the majority of development is single family residential. There are some properties that are designated as agricultural and are within the Agricultural Land Reserve but there is little active farming taking place.

4.1 Residential

Small Holdings Designation

4.3.20 The principal use shall be residential or agricultural.

4.3.22 One primary dwelling and one accessory dwelling unit shall be permitted per parcel.

4.3.23 The minimum parcel size for subdivision of Small Holdings land shall be 4 ha.

Vacation Rental

4.3.34 Vacation Rentals allow the use of temporary accommodation in residential areas on a commercial basis and are regulated either by a temporary use permit or through the zoning bylaw. Vacations Rentals shall:

- a. first be considered on a three year trial basis by the use of a temporary use permit (refer to Section 14);
- b. not create an unacceptable level of negative impact on surrounding residential uses;
- c. comply with all applicable regulations of the Provincial Agricultural Land Commission when located within the Agricultural Land Reserve; and
- d. be subject to local health authority requirements.
- e. be subject to all Ministry of Transportation and Infrastructure Access Permit requirements.

South Revelstoke

4.4.9 The Regional District recognizes the development pressure currently being experienced on the ALR lands below the Revelstoke Mountain Resort; however the ALC has indicated that it does not support a review of these lands for exclusion from the ALR. The ALC has indicated that it would only consider a review under the following conditions.

- specific information is provided as to the capacity of non ALR land in the City of Revelstoke to accommodate growth (i.e. more land is required to service growth pressures); and
- the land is proposed for incorporation into the City of Revelstoke.

Recognizing the current ALR status, lands within the ALR south of Revelstoke are to be designated Small Holdings (SH).

10.1 Agriculture

Agricultural lands in Electoral Area 'B' are primarily located in the Arrow Lakes Valley. The Regional District recognizes that some lands in the Electoral Area 'B', particularly in South Revelstoke may have limitations for agriculture, however, the ALC is not supportive of ALR exclusions at this time.

Although there is limited evidence of existing agricultural activity in the plan area there is a history of agriculture, particularly in the river valleys. The CSRD recognizes this history and the role of the ALC and the plan is supportive of agriculture, particularly where agriculture can contribute to sustainability and local food production.

10.2 Objectives

10.2.1 To support the preservation of the agricultural land base where lands have continuing value for agriculture.

10.2.2 To promote options for the production and marketing of locally grown foods.

10.2.3 To minimize conflicts between agriculture and other land uses.

10.3 Policies

10.3.1 The Regional District supports the preservation, maintenance and enhancement of lands for agricultural use within the Agricultural Land Reserve. Current Agricultural Land Reserve designations are inventoried in Schedule C.

10.3.3 Agriculture, including but not limited to agricultural food production, forage crops, livestock operations and accessory commercial uses, is permitted in the Rural Resource, Small Holdings, and Rural Residential 2 designations.

Electoral Area 'B' Zoning Bylaw No. 8511.0 Definitions

BED AND BREAKFAST is the use of not more than three (3) bedrooms within a principal single family dwelling to provide temporary accommodation to the traveling public, and includes food service to guests

HOTEL is the use of land, buildings and structures to provide accommodation on a temporary basis to the travelling public, within a building, and may also contain meeting rooms & restaurant

LODGE is a building which complies with the definition of a "hotel" except that a lodge does not include a restaurant and areas used for public retail and public entertainment purposes

VACATION RENTAL is the use of a residential dwelling unit or secondary dwelling unit for temporary accommodation on a commercial basis

3.6 Agricultural Land Reserve

In addition to the regulations established in this Bylaw, all lands within the Agricultural Land Reserve are also subject to the provisions of the Agricultural Land Commission Act, regulations and orders of the Agricultural Land Commission (thereby not permitting the subdivision of land or the development of non-farm uses unless approved by the Agricultural Land Commission).

3.7 Provisions for a Second Single Family Dwelling within the ALR

Despite any other provisions in this Bylaw, one secondary single family dwelling is permitted on a parcel located within the ALR, provided that the following criteria are met:

- (1) The secondary single family dwelling is located on a parcel not less than 2 ha;
- (2) The secondary single family dwelling shall be occupied by a full-time employee engaged in agriculture on the parcel;
- (3) The secondary single family dwelling shall be located on parcel that is classified as "farm" under the BC Assessment Act;
- (4) The secondary single family dwelling shall be sited not less than: - 5 m from any property line; - 5 m from the principal dwelling or any building accessory thereto;

- (5) The secondary single family dwelling shall not be anchored to a permanent foundation; and
 (6) The owner of the said land shall execute a covenant under Section 219 of the Land Titles Act in favour of the CSRD indicating that the secondary single family dwelling will be removed upon termination of the conditions specified in Section 3.7 (1-3).

3.15 Secondary Dwelling Unit

- (1) A secondary dwelling unit must:
- (a) have a floor area not more than 60% of the habitable floor area of the principal dwelling unit unless otherwise specified by this Bylaw;
 - (b) be located on a parcel 2 ha or larger if the secondary dwelling unit is an independent structure (detached);
 - (c) have a door direct to the outdoors without passing through any part of the principal dwelling unit;
 - (d) be constructed in compliance with the latest edition of the BC Building Code;
 - (e) meet all provincial and Interior Health requirements regarding water and sewer servicing;
 - (f) not be used as a vacation rental unless otherwise specified by this Bylaw;
 - (g) not be closer than 4 m to any building containing a dwelling unit or 2 m from an accessory building not containing a dwelling unit if the secondary dwelling unit is an independent structure (detached);
 - (h) have all parking associated with secondary dwelling unit be on-site. Two (2) parking spaces shall be provided:
 - (i) per secondary dwelling unit;
 - (ii) in compliance with the dimensions and access requirements as set out in Part 4 of this Bylaw;
 - (i) only be permitted on lands within the ALR if the conditions of Section 3.7 of this Bylaw have been met; and
 - (j) only be permitted as accessory to a single family dwelling.

- (2) A secondary dwelling unit may: (a) have a its own cooking, sleeping and bathing facilities

3.21 Vacation Rental

- (1) A vacation rental may be permitted in both the single family dwelling and the secondary dwelling unit. Residential campsites, camping units, and park models shall not be used for vacation rental unless otherwise permitted in this Bylaw;
- (2) Where a vacation rental is permitted, a maximum of five (5) bedrooms per parcel may be used for a vacation rental and no more than ten (10) guests are permitted in a vacation rental at any one time;
- (3) A vacation rental located in a detached secondary dwelling unit is only permitted on a parcel 2 ha in size or larger;
- (4) A vacation rental shall not be operated in conjunction with a bed and breakfast;
- (5) A vacation rental shall not include ancillary uses typical of a hotel, motel, lodge or inn. These uses include, but are not limited to: meeting rooms, restaurant, concierge, and retail sales;
- (6) A vacation rental shall not produce a nuisance for surrounding residents, including but not limited to noise, light or traffic that is disruptive to surrounding residents quiet and enjoyment of their property;
- (7) A vacation rental must not alter the residential character of the dwelling unit or property in which it is operated;
- (8) One (1) on-site parking space shall be provided for each bedroom used for vacation rental;
- (9) Total signage (excluding framing) used for the purpose of advertising the vacation rental on each parcel shall not exceed 0.5 m² in area and 2 m in height if free standing. Signs shall have a minimum setback of 1 m from parcel lines; and
- (10) A vacation rental must be sited in accordance with setback regulations and meet all provincial and Interior Health requirements regarding water and sewer servicing.

5.5 Small Holdings (SH) ZonePrincipal Uses

(1) The uses stated in this subsection and no others are permitted in the Small Holdings zone as principal uses, except as stated in Part 3: General Regulations:

- (a) agriculture
- (b) day care
- (c) horticulture
- (d) single family dwelling
- (e) standalone residential campsite
- (f) timber harvesting

Secondary Uses

(2) The uses stated in this subsection and no others are permitted in the Small Holdings zone as secondary uses, except as stated in Part 3: General Regulations:

- (a) accessory use
- (b) bed and breakfast
- (c) home occupation
- (d) small-scale sawmill
- (e) residential campsite
- (f) secondary dwelling unit

Regulations

- (c) Maximum parcel coverage: 25%
- (d) Maximum number of single family dwellings per parcel: One
- (e) Maximum number of secondary dwelling units per parcel: One

5.15 Vacation Rental (VR) ZonePrincipal Uses

(1) The uses stated in this subsection and no others are permitted in the Vacation Rental zone as principal uses, except as stated in Part 3: General Regulations:

- (a) single family dwelling
- (b) horticulture
- (c) vacation rental

Secondary Uses

(2) The uses stated in this subsection and no others are permitted in the Vacation Rental zone as secondary uses, except as stated in Part 3: General Regulations:

- (a) accessory use
- (b) home occupation
- (c) secondary dwelling unit

Regulations

- (c) Maximum parcel coverage: 20%
- (d) Maximum number of single family dwellings per parcel: One
- (e) Maximum number of secondary dwelling units per parcel: One

Agricultural Land Commission**Agricultural Land Commission Act****Section 6 Purposes of the commission**

The following are the purposes of the commission:

- (a) to preserve agricultural land;
- (b) to encourage farming on agricultural land in collaboration with other communities of interest;
- (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

Agricultural Land Reserve Use, Subdivision and Procedure Regulation 171/2002

Vacation rental is not listed as permitted uses in Regulation 171/2002. The owners also constructed a second purpose built dwelling for vacation rental use; therefore an application for non-farm use to the ALC is required.

SERVICING:

The two dwellings share a well but each has its own septic system.

KEY ISSUES/CONCEPTS:

The owners have been operating the second dwelling as a vacation rental for about two years, unaware that the vacation rental use was not permitted in the SH-Small Holdings zone or in ALC regulation. The CSRD notified the owners that in order to continue operating the vacation rental use, the owners would need to apply for a CSRD bylaw amendment or temporary use permit. Prior to submitting the required CSRD application however, the owners must go through ALC application process as they require permission from the ALC for non-farm use for a purpose built vacation rental dwelling.

The previous owners placed a mobile home on the property for care of a family member (ALC file #1867), in 1998 the ALC advised the owners that the mobile home must be removed as that family member was no longer in residence. The current owners constructed the second dwelling on the old building site of the mobile home and connected to existing water and septic services. The current owners did not obtain permission from the ALC to construct this second dwelling and, therefore, is included in this application for non-farm use.

CSRD zoning permits a second dwelling unit in the SH zone, however, Section 3.15(f) of the General Regulations in Bylaw No. 851 specifically states that a vacation rental must not be operated out of a second dwelling unit. If this application for non-farm use for vacation rental and second dwelling unit is successful with the ALC, the owners may continue with either a bylaw amendment or temporary use permit process with the CSRD to bring the vacation rental use in a second dwelling unit into compliance.

The owners call the rental dwelling a "chalet"; it is a 20' x 20' lofted one bedroom building that sleeps four people. The owners live on site in the primary residence.

APC Report

LC2530B

March 7, 2017

IMPLEMENTATION:

If the ALC approves this application, the owners will be able to continue with the bylaw amendment or temporary use permit process.

LIST OF REPORT(S) / DOCUMENT(S):

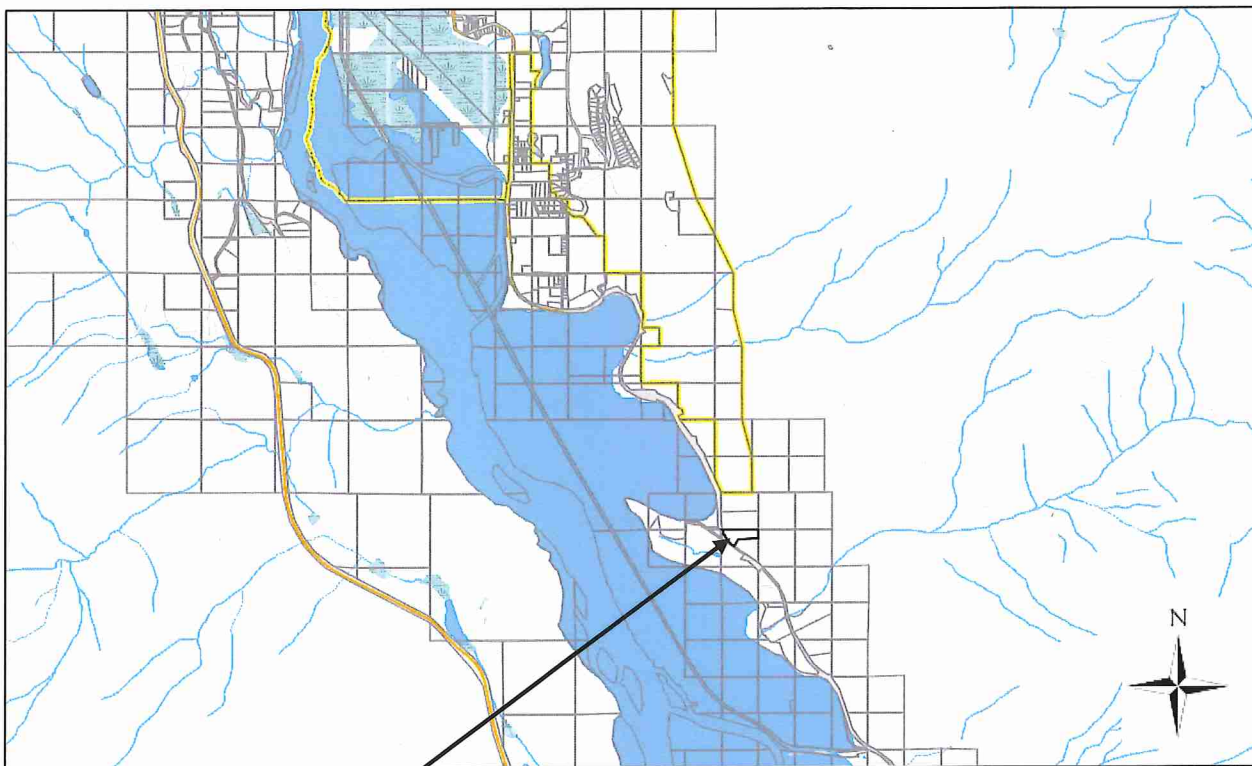
1. Maps: Location, ALR History, Soils, Orthophoto	Attached to Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
2. Site Plan	Attached to Report <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
3. Photos	Attached to Report <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
4. Application	Attached to Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

Respectfully submitted,

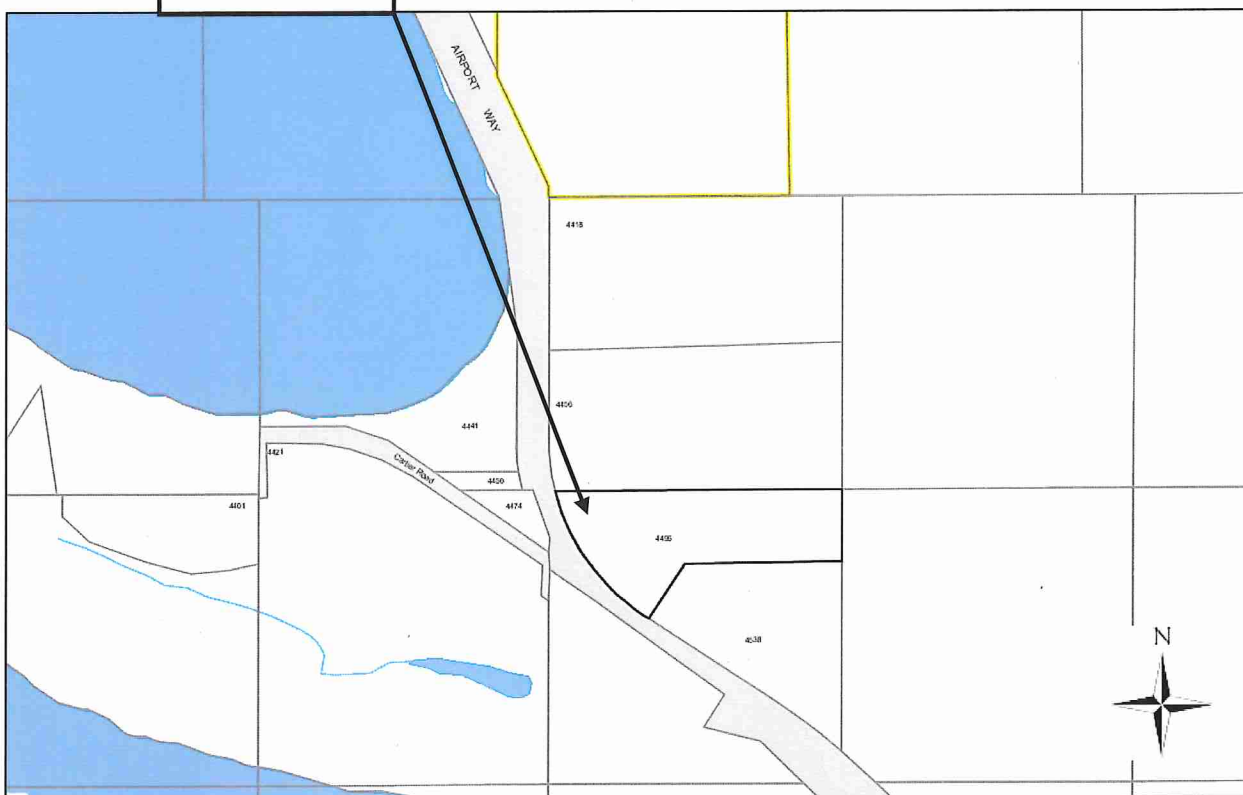


Candice Benner
Development Services Assistant

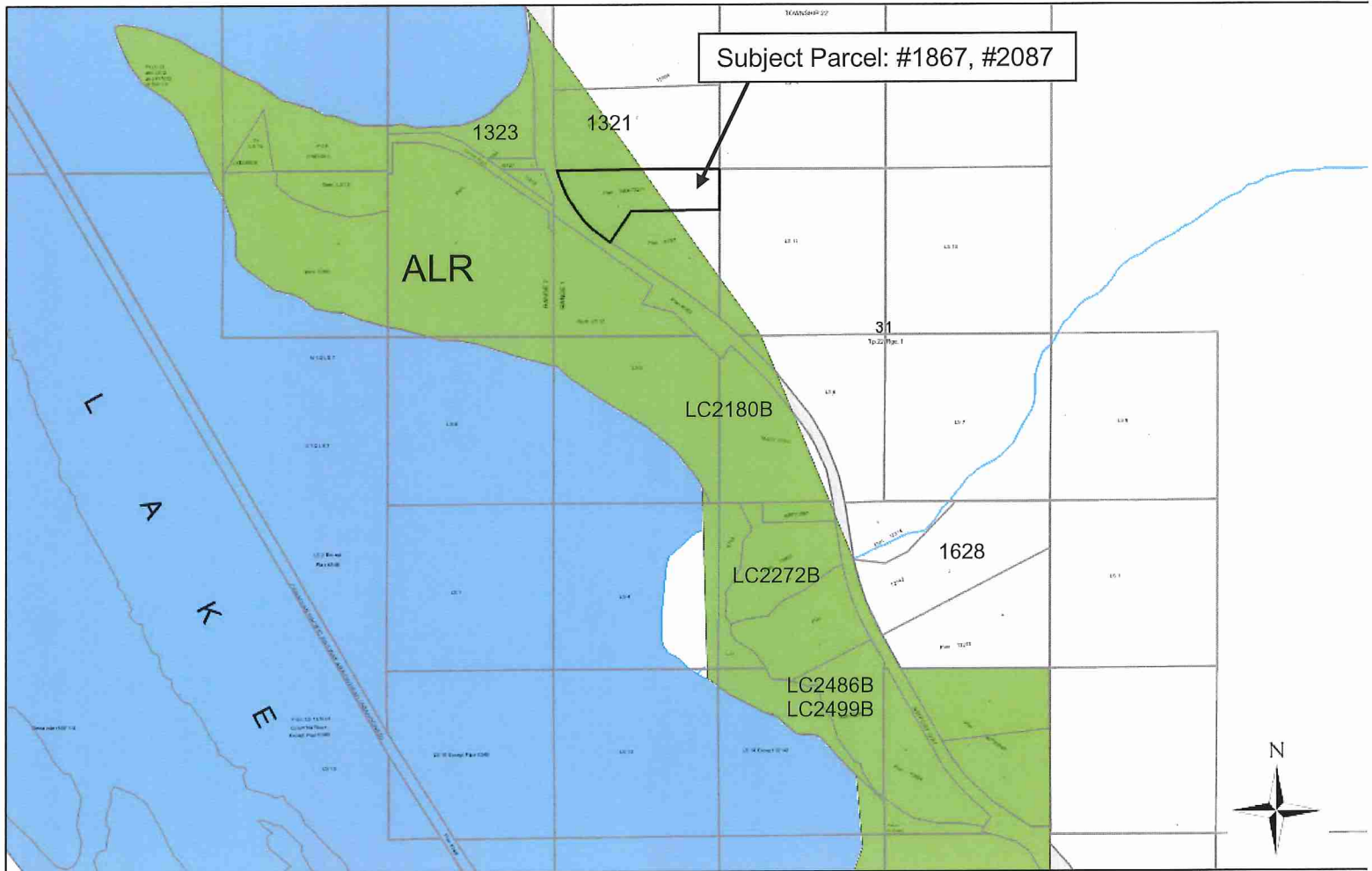
Location Map



Subject Property



ALR History



Soils

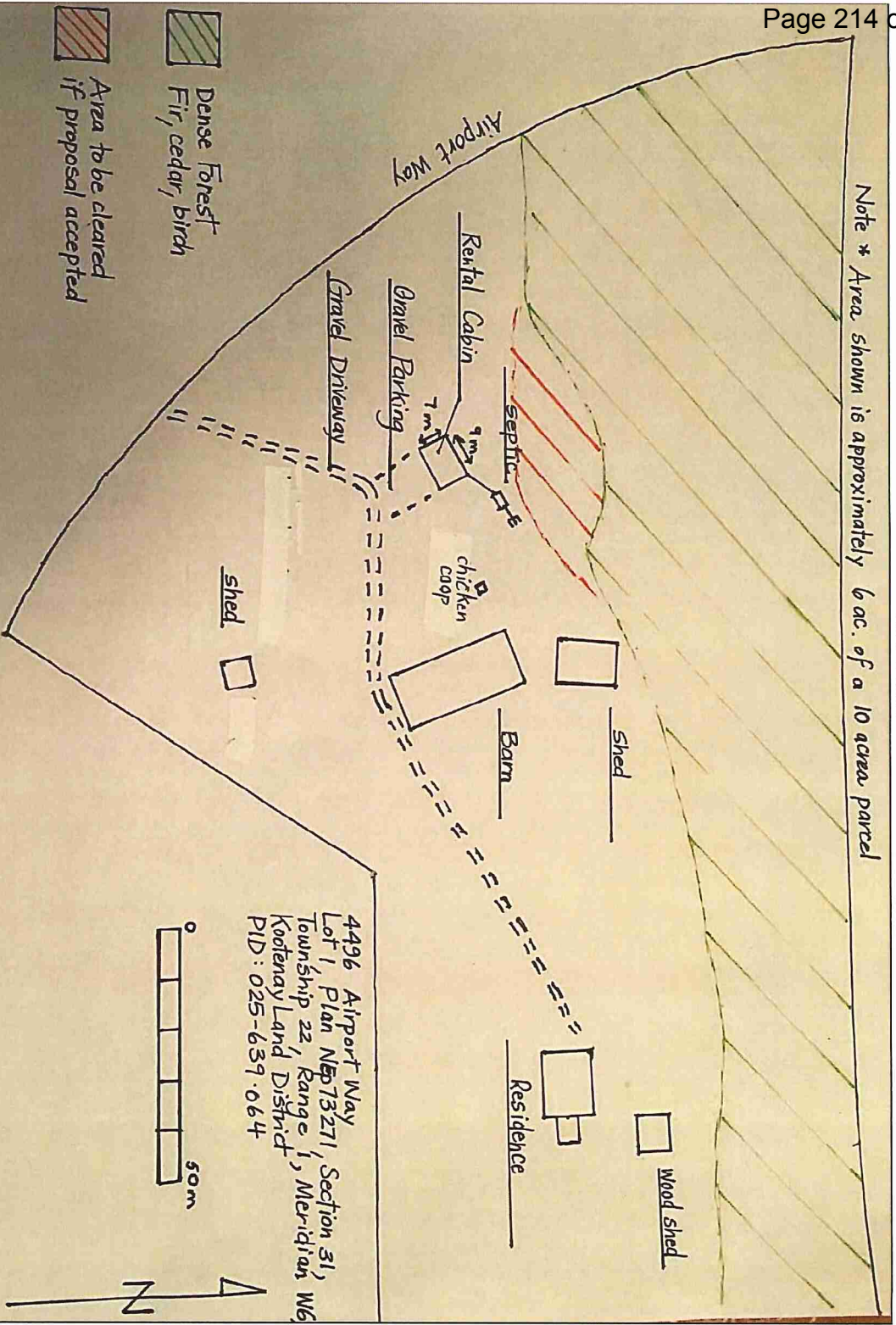


Orthophoto



Site Plan

Note * Area shown is approximately 6 ac. of a 10 acre parcel



Nov. 16, 2016

Photos



Second dwelling unit/vacation rental



BOARD REPORT

TO:**Chair and Directors**

File No:	LC2531D PL20160213
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SUBJECT:

Electoral Area D: Agricultural Land Commission (ALC) Application
Section 20(3) – Non-Farm Use LC2531D Monty & Jennifer Siddall

DESCRIPTION:

Report from Jennifer Sham, Planner, dated April 25, 2017.
4885 Highway 97, Falkland

RECOMMENDATION:

THAT:

Application No. LC2531D, Section 20(3) Non-Farm Use, for the Northeast ¼ Section 19 Township 17 Range 11 W6M KDYD Except Plans A322 and KAP65292, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 18 day of May, 2017.

SHORT SUMMARY:

The property is located in the Cedar Hill area in Electoral Area 'D' at 4885 Highway 97. The proposal is to "reactivate" the second single family dwelling on the property for farm help. The owners have indicated that they have a cow/calf operation and hay sales – they keep approximately 18 cows on the property and 20 ha of hay crop. This application was considered at the April 20, 2017 Regular Board meeting, but deferred to a future Board meeting pending more information from staff.

VOTING:Unweighted
CorporateLGA Part 14
(Unweighted)Weighted
CorporateStakeholder
(Weighted)**BACKGROUND:**

See attached APC Report.

POLICY:

See attached APC Report.

Salmon Valley Land Use Bylaw No. 2500
Section 2.2.5

In addition to the regulations established in this Bylaw, all lands within the Agricultural Land Reserve are also subject to the provisions of the Agricultural Land Commission (ALC) Act, regulations and orders of the ALC (thereby not permitting the subdivision of land or the development of non-farm uses unless approved by the ALC).

Section 2.2.5.1

Any properties located within the ALR and in land use zones that permit two single family dwellings must have approval of the ALC, prior to establishing the second residence.

In the event that a farm requires more than two single family dwellings on the property, either issuance of a Temporary Use Permit or a successful rezoning is required, after approval from the ALC is received.

FINANCIAL:

See attached 2017-04-20-Board_DS_LC2531_Siddall.pdf

KEY ISSUES/CONCEPTS:

Also see attached 2017-04-20-Board_DS_LC2531_Siddall.pdf

Although Bylaw No. 2500 permits 2 single family dwellings per parcel in the R Rural zone, that portion of the property that is in the ALR is subject to the ALC Act and Regulations. A second dwelling for farm help requires an application to the ALC for non-farm use.

A consideration for a second dwelling for farm help is if the farm operation activities are enough to warrant the need for an additional resident(s) to live on the property to provide assistance to the resident(s) living in the primary residence.

At the April 20, 2017 Board meeting, the Board deferred consideration of this application in order for staff to confirm whether a recommendation of refusal of this application by the Board would result in any potential liability to the CSRD because the R Rural zone permits two dwelling. Staff has confirmed that as the Board is only providing a recommendation to the ALC Commissioners, and that it is ultimately up to the ALC to make a decision on this application, the CSRD would not incur any potential liability if it chose to recommend refusal of this application.

SUMMARY:

Staff is recommending approval of this application for the following reasons:

- Advisory Planning Commission D recommended approval; and,
- Salmon Valley Land Use Bylaw No. 2500 R zone allows 2 single family dwellings on parcels of 2 ha or greater.

IMPLEMENTATION:

If the ALC allows this non-farm use, the old farm house will be used as a single family dwelling by a resident(s) who will be providing work assistance for the farm operation.

COMMUNICATIONS:

This application was referred to the Advisory Planning Commission D who recommended approval.

The recommendation of the Board will be forwarded to the ALC for consideration during its review of this application.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*


LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Salmon Valley Land Use Bylaw No. 2500
2. Agricultural Land Commission Act
3. Agricultural Land Reserve Use, Subdivision and Procedure Regulation

Report Approval Details

Document Title:	2017-05-18_Board_DS_LC2531_Siddall.docx
Attachments:	- 2017-04-20-Board_DS_LC2531_Siddall.pdf - APC Report LC2531.pdf - LC2531 Photos.pdf
Final Approval Date:	May 8, 2017

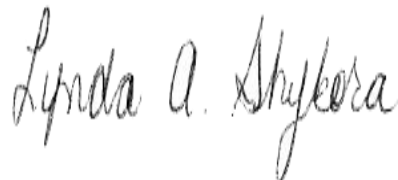
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 8, 2017 - 8:30 AM



Gerald Christie - May 8, 2017 - 10:44 AM



Lynda Shykora - May 8, 2017 - 11:47 AM



Charles Hamilton - May 8, 2017 - 2:21 PM



BOARD REPORT

TO:**Chair and Directors****File No:** LC2531**SUBJECT:**

Agricultural Land Commission (ALC) Application 2531

DESCRIPTION:

Report from Jennifer Sham, Planner, dated March 28, 2017.
 Agricultural Land Commission Application (ALC), Section 20(3) Non-Farm Use within the Agricultural Land Reserve (ALR) for a second dwelling for farm help.

RECOMMENDATION:

THAT:

Application No. LC2531D, Section 20(3) Non-Farm Use, for the Northeast ¼ Section 19 Township 17 Range 11 W6M KDYD Except Plans A322 and KAP65292, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 20 day of April, 2017.

APPROVED for Board Consideration:*Meeting Date: April 20, 2017**Charles Hamilton, CAO***SHORT SUMMARY:**

The property is located in the Cedar Hill area in Electoral Area 'D' at 4885 Highway 97. The proposal is to "reactivate" the second single family dwelling on the property for farm help. The owners have indicated that they have a cow/calf operation and hay sales – they keep approximately 18 cows on the property and 20 ha of hay crop.

VOTING:
 Unweighted
 Corporate

 LGA Part 14
 (Unweighted)

 Weighted
 Corporate

 Stakeholder
 (Weighted)
**FINANCIAL:**

No financial implications to the CSRD. As per the CSRD Bylaw Enforcement policy A-69, should the use of the second dwelling be approved by the ALC and the use of the second dwelling no longer be used for farm help, the complainant will be directed to contact the ALC's Compliance and Enforcement Officers.

KEY ISSUES/CONCEPTS:

Although Bylaw No. 2500 permits 2 single family dwellings per parcel in the R Rural zone, that portion of the property that is in the ALR is subject to the ALC Act and Regulations. A second dwelling for farm help requires an application to the ALC for non-farm use.

A consideration for a second dwelling for farm help is if the farm operation activities are enough to warrant the need for an additional resident(s) to live on the property to provide assistance to the resident(s) living in the primary residence.

IMPLEMENTATION:

If the ALC allows this non-farm use, the old farm house will be used as a single family dwelling by a resident(s) who will be providing work assistance for the farm operation.

COMMUNICATIONS:

This application was referred to the Advisory Planning Commission D who recommended approval.

The recommendation of the Board will be forwarded to the ALC for consideration during its review of this application.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Salmon Valley Land Use Bylaw No. 2500



APC REPORT

TO: APC 'D'

FROM: Jennifer Sham
Planner

File No: LC2531

Date: February 24, 2017

SUBJECT: Agricultural Land Commission (ALC) Application
Section 20(3) Non-Farm Use within the Agricultural Land Reserve (ALR)
Monty & Jennifer Siddall
The Northeast 1/4, Section 19, Township 17, Range 11, West of the 6th
Meridian, Kamloops Division Yale District, Except Plans A322 and KAP65292

SHORT SUMMARY:

The property is located in the Cedar Hill area in Electoral Area 'D' at 4885 Highway 97. The proposal is to "reactivate" the second single family dwelling on the property for farm help. The owners have indicated that they keep approximately 18 cows on the property.

BACKGROUND:

PROPERTY OWNER: Monty & Jennifer Siddall

ELECTORAL AREA: 'D'

CIVIC ADDRESS: 4885 Highway 97

LEGAL DESCRIPTION: The northeast 1/4, Section 19, Township 17, Range 11, West of the 6th Meridian, Kamloops Division Yale District, Except Plans A322 and KAP65292

SIZE OF PROPERTY: 49.42 ha

OCP/ZONING: Salmon Valley Land Use Bylaw No. 2500, R – Rural

CURRENT USE: Agriculture, Residential

PROPOSED USE: Agriculture, Residential

SURROUNDING LAND USE PATTERN: North: Crown Land
South: Agriculture, Rural Residential, Salmon River
East: Rural
West: Agriculture, Rural Residential

ALC APPLICATION INFORMATION (completed by the applicant):

Proposal: "There is an existing home built in 1910, which occupies 18 square meters, we would like to reactivate this home for farm help."

Current use of parcels under application: "Agriculture that currently takes place on the property: "Cow/calf operation and hay sales, 18 cows, 30 ha grazing, 20 ha hay crop."

Could this proposal be accommodated on lands outside of the ALR? "No, it cannot because the home already exists on ALR land."

Does the proposal support agriculture in the short or long term? "It supports both, in allowing us to increase our cattle herd as well as hay production."

SITE COMMENTS: Staff conducted a site visit on June 18, 2014 for a previous application (withdrawn) by the same owners. The majority of the property south of Highway 97 is flat and used for pasture and hay production. The Salmon River runs along the southwest portion of the property near the "new" single family dwelling but appears to be outside the 30 m Riparian Areas Regulation area. The portion of the property north of Highway 97 is steep and heavily treed.

At the time of the site visit, there was one single family dwelling ("old home"), a fifth wheel, and a few farm buildings on the property and the "new home" was under construction. There were no cattle or other livestock visible during the site visit.

Both the Canadian National Railway (CNR) and Highway 97 pass through the property in a northwest-southeast direction. Access to the property is from a single driveway off of Highway 97. The CNR passes through the property on the south of Highway 97 portion and access to the "new" single family dwelling requires crossing the railway. There are also a few Right-of-Ways registered on title for BC Hydro and BC Gas.

The subject property is currently listed for sale (Listing number 10119941). According to the real estate listing, the "new home" is a two floor single family dwelling of 2635 sq ft in size and serviced by a well and septic system. No additional information regarding water or septic systems has been received for either one of the single family dwellings.

Soils Capability:

$$\begin{array}{cc} 6 & 4 \\ 4 \text{ M} - 5 \text{ M} \\ \text{P} & \text{P} \end{array}$$

Canada Land Inventory Soil mapping indicates that approximately 45% of the subject property is 60% Class 4 with moisture limitations and stoniness as limiting factors and 40% Class 5 with moisture limitations and stoniness as limiting factors.

$$\left(\begin{array}{cc} 6 & 4 \\ 3 \text{ P} - 4 \text{ P} \\ \text{W} & \text{M} \end{array} \right)$$

The soils are improvable to 60% Class 3 with stoniness and excess water as limiting factors and 40% Class 4 with stoniness and moisture limitations as limiting factors.

$$\begin{array}{cc} 6 & 4 \\ 5 \text{ M} - 6 \text{ T} \\ \text{T} & \end{array}$$

Approximately 45% of the property is 60% Class 5 soils with moisture limitations and topography as limiting factors and 40% Class 6 with topography as limiting factor.

$$\left(\begin{array}{cc} 6 & 4 \\ 4 \text{ T} - 6 \text{ T} \\ \text{P} & \end{array} \right)$$

The soils are improvable to 60% Class 4 soils with topography and stoniness as limiting factors and 40% Class 6 soils with topography as a limiting factor.

$$\begin{array}{cc} 6 & 4 \\ 4 \text{ M} - 5 \text{ M} \\ \text{P} & \text{P} \end{array}$$

Approximately 10% of the property is 60% Class 4 with moisture limitations and stoniness as limiting factors and 40% Class 5 with moisture limitations and stoniness as limiting factors.

$$\left(\begin{array}{cc} 6 & 4 \\ 3 \text{ P} - 4 \text{ P} \\ \text{W} & \text{M} \end{array} \right)$$

The soils are improvable to 60% Class 3 with stoniness and excess water as limiting factors and 40% Class 4 with stoniness and moisture limitations as limiting factors.

History: There have been numerous ALC applications made in the area, including two on the subject property. See ALR/History Map.

- 1046 (1975) refused 4 lot subdivision because "it should be left in the largest possible parcel"
- 1058 (1975) refused 4 lot subdivision because the land is capable of agricultural production
- 1101 (1975) refused 3 lot subdivision because of good ranch land potential
- 1276 (1977) allowed a 2 lot subdivision of 1.5 ac from the property
- 1300 (1977) allowed a 2 lot subdivision of 3 ac from the property
- 1442 (1978) refused a 2 lot subdivision of 30 ac and 25 ac because the property has agricultural potential
- 1719 (1983) approved an inclusion and exclusion
- 1736 (1981) allowed a 2nd dwelling (1983) approved a 7 lot subdivision
- 1786 (1987) no objection to expand "re-man" sawmill. Production not to exceed the maximum output of 20 cu. m/day
- 1808 (1982) refused a 14 lot subdivision (1982) reconsideration. Approved subdivision of 10 x 4 ha, 1 x 30 ha, and 1 x 66.3 ha.
- 1887 (1983) refused a 2 lot subdivision of 1.2 ha and remainder because the property has potential for agriculture and should be retained as a single unit. The ALC would consider the temporary placement of the mobile home in its present location provided it is required for full-time farm help
- 2009 (1986) allowed a 2 lot subdivision of 2.72 ha from the 64.8 ha lot
- 2106 (1991) refused a 2 lot subdivision along the highway. ALC would be prepared to reconsider if the proposed 11 ha lot south of the highway was consolidated with an adjacent agricultural operation
- 2143 (1992) exclusion refused because of agricultural potential
- 2174 (1995) approval for subdivision of 1 x 8 ha, 1 x 40.6 ha, 1 x 17.8 ha, 1 x 47.82 ha, and 1 x 1.78 ha
- 2357 (2007) allowed a 2 lot subdivision of 30 ha and 22 ha divided by the highway (Subject property)
- 2416 (2009) refused 2 lot subdivision
- 2493 (2014) application for a non-farm use to allow a second single family dwelling withdrawn by owners. To bring the property into compliance with the ALC regulations without a non-farm use approval from the ALC, the "old" single family dwelling was decommissioned. (Subject property)
- 2519 (2016) 2 lot subdivision awaiting ALC decision

POLICY:

Agricultural Land Commission Act

Rules for use and subdivision of agricultural land reserve

Section 18

Unless permitted by this Act, the regulations or the terms imposed in an order of the commission,

(a) a local government, a first nation government or an authority, or a board or other agency established by a local government, a first nation government or an authority, or a person or agency that enters into an agreement under the Local Services Act may not

(i) permit non-farm use of agricultural land or permit a building to be erected on the land except for farm use, or

(ii) approve more than one residence on a parcel of land unless the additional residences are necessary for farm use, and

(b) an approving officer under the Land Title Act, the Local Government Act or the Strata Property Act or a person who exercises the powers of an approving officer under any other Act may not approve a subdivision of agricultural land.

Section 20 (1)

A person must not use agricultural land for a non-farm use unless permitted by this Act, the regulations or an order of the commission.

Comments:

The application (LC2493) in 2014 was the result of bylaw enforcement. The owners began construction of the "new" single family dwelling without approval from the ALC. As a result, the owners submitted an application for non-farm use to allow the 2 single family dwellings. Prior to the Board considering the application, the owners withdrew the application. The ALC closed their enforcement and compliance file in 2016 upon confirmation that the "old" single family dwelling was decommissioned.

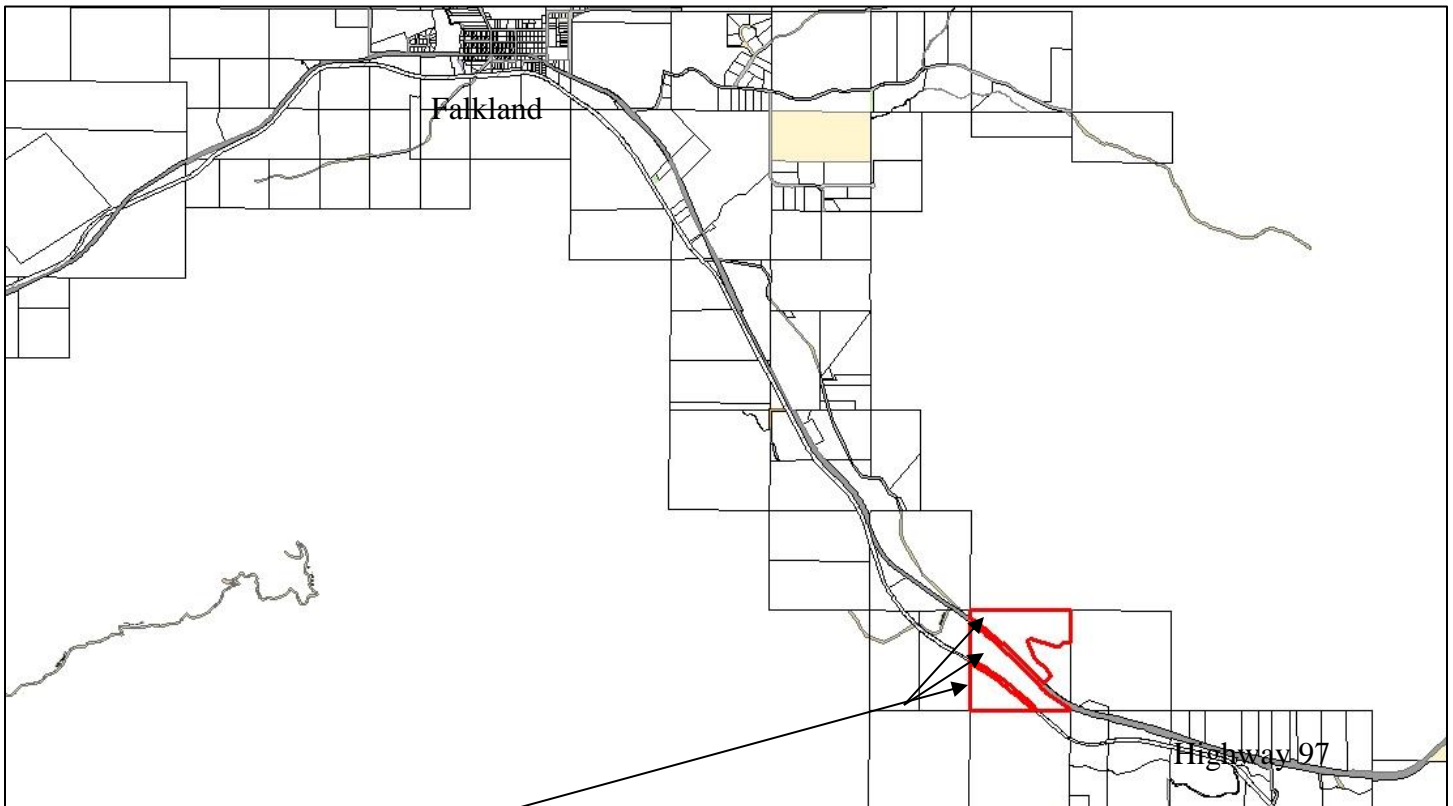
LIST NAME OF REPORT(S) / DOCUMENT(S):

1. Maps: Location, site plan, soils, ALR/History, OCP/Zoning, Orthophoto, photos	Attached to Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
2. Application	Attached to Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

COMMUNICATIONS:

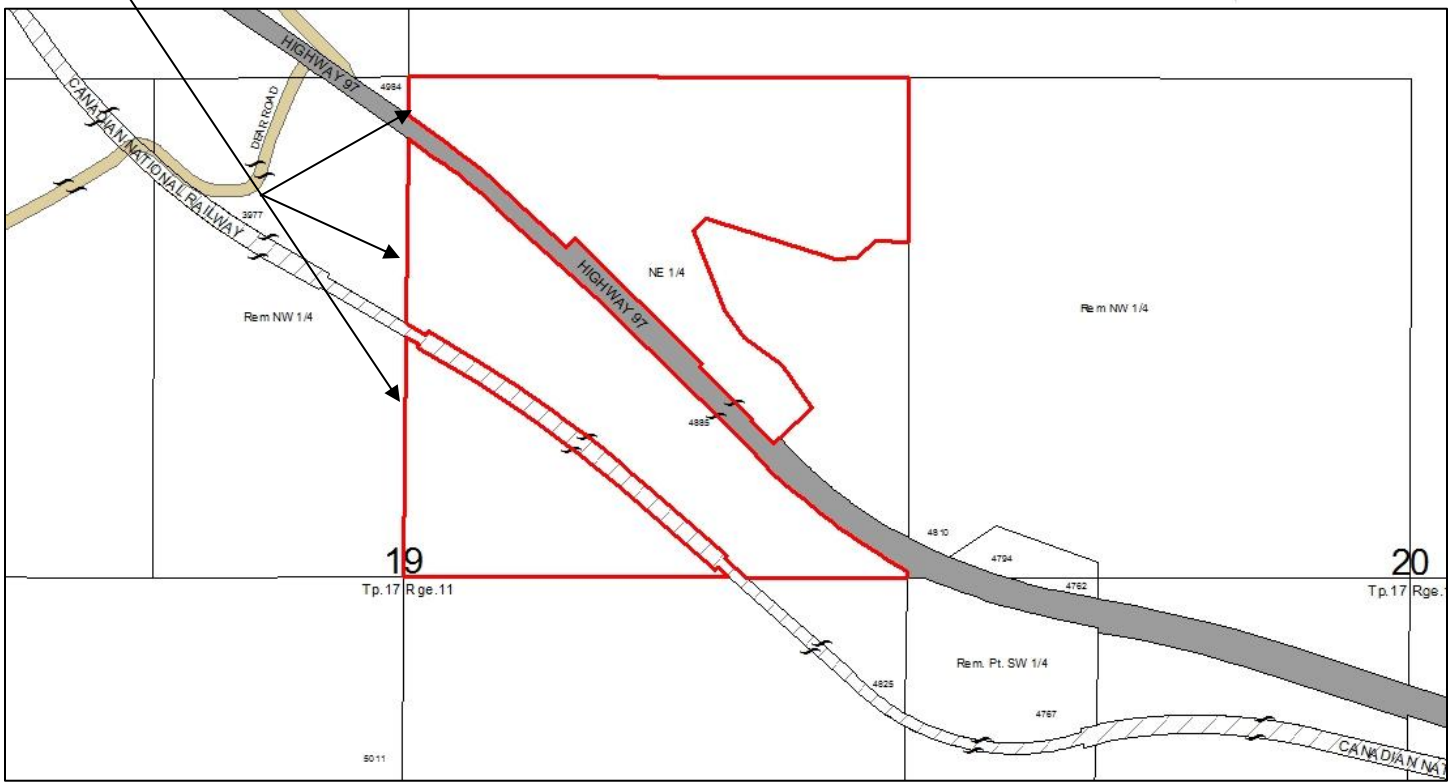
This application has been referred to APC 'D'.

Location



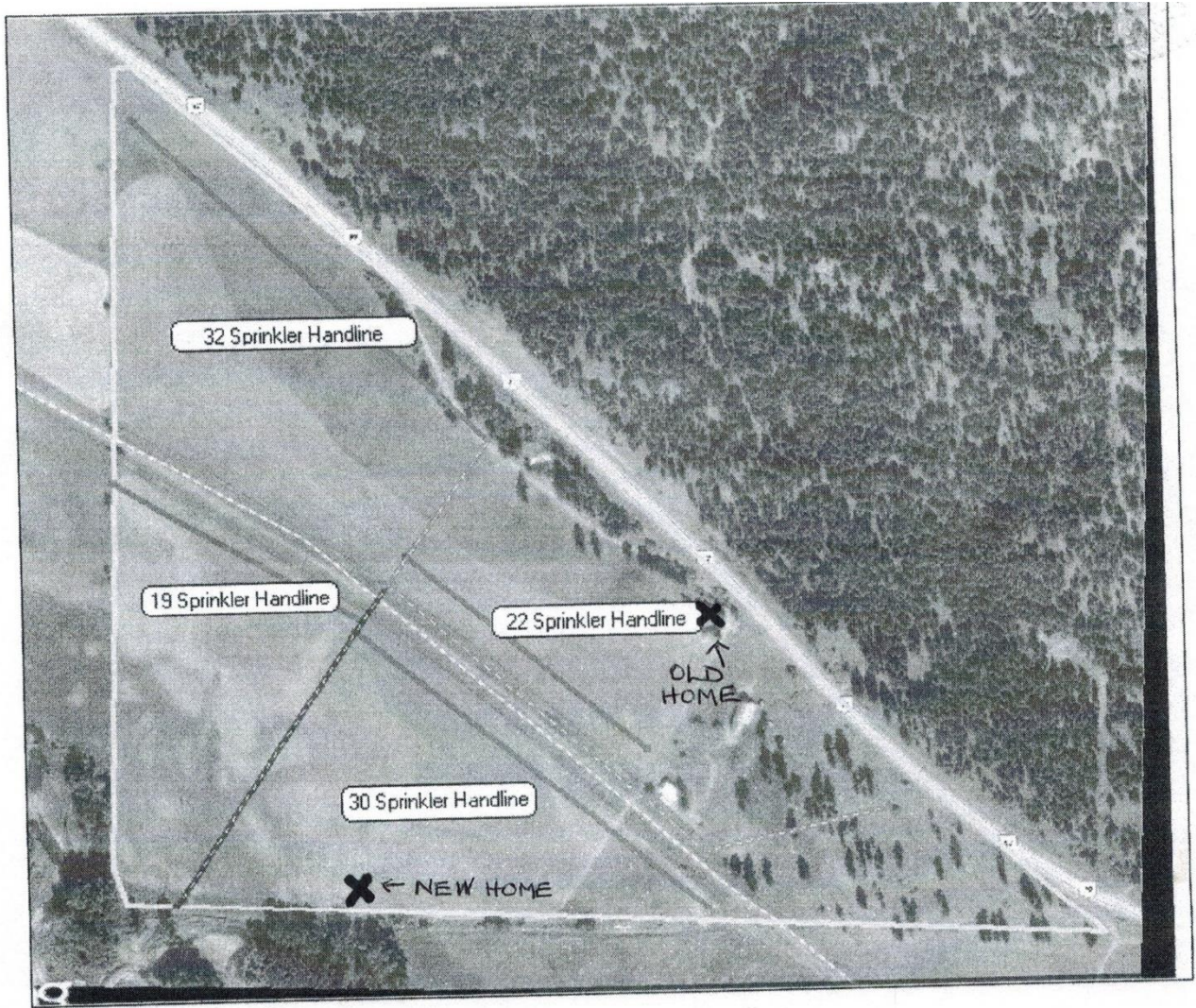
Subject Property

1: 40,000

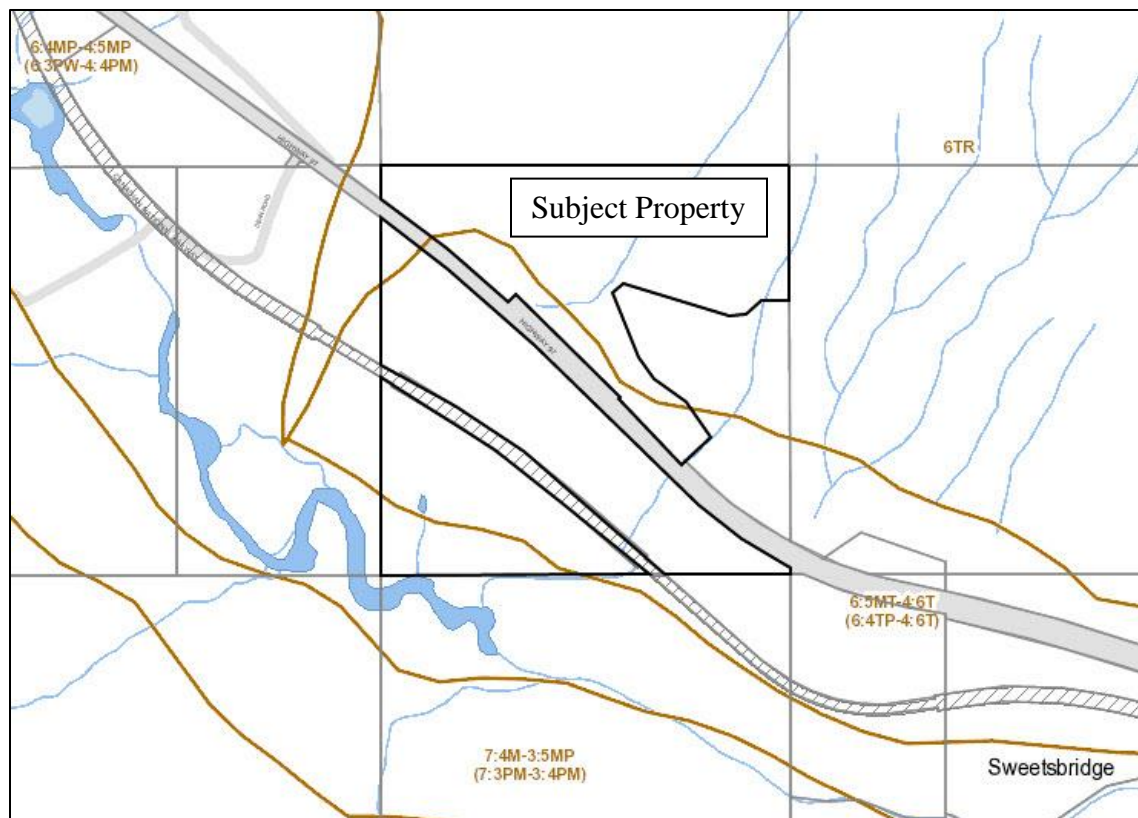


1: 8,000

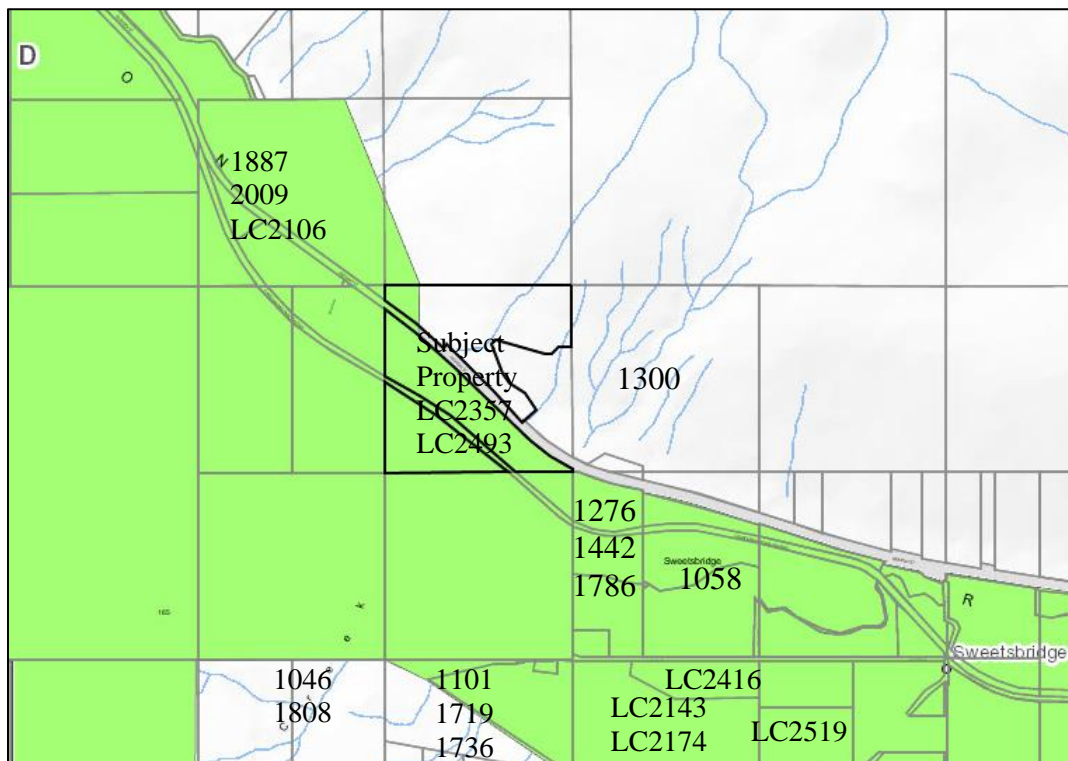
Site Plan



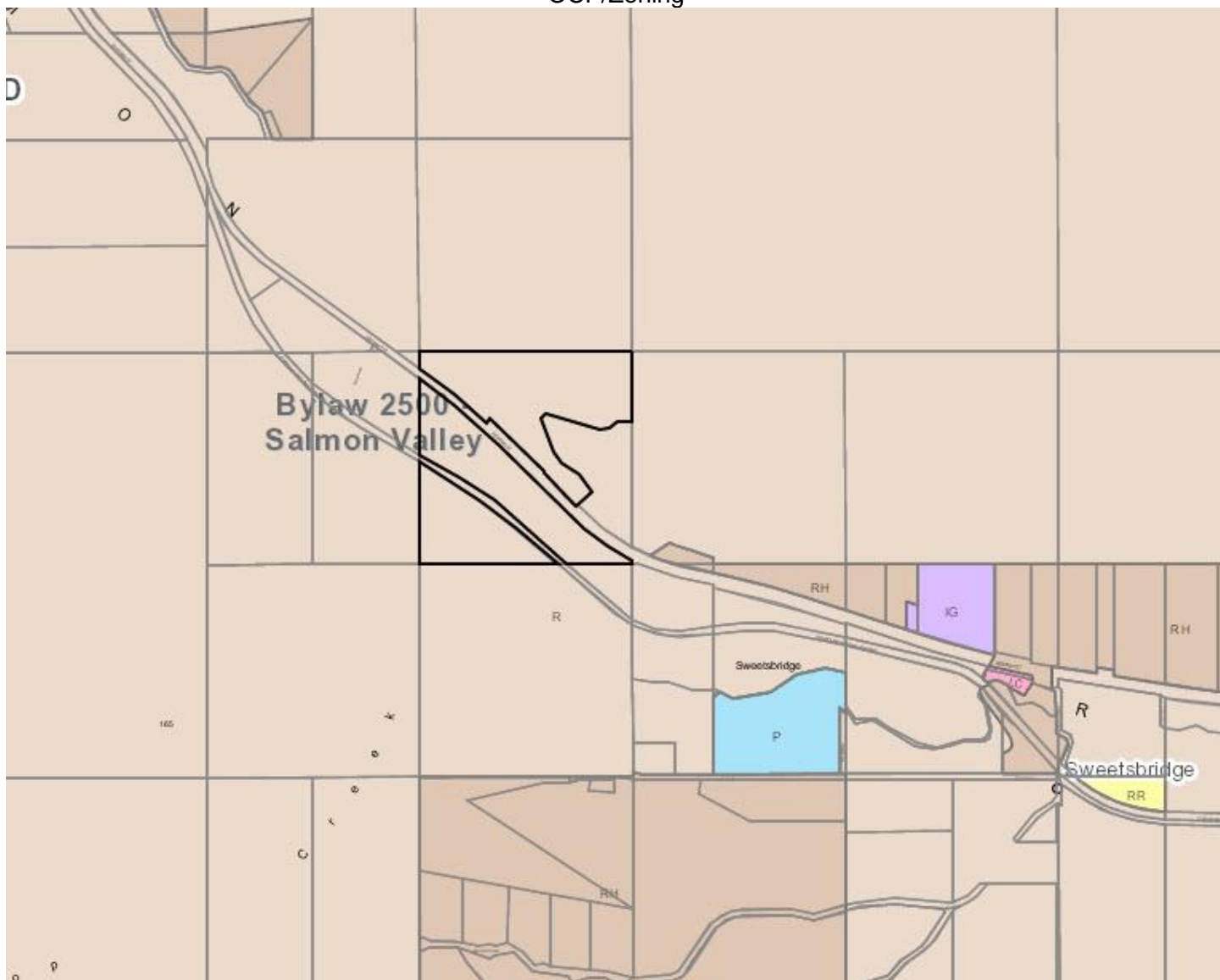
Soils



ALR/History



OCP/Zoning



Orthophotograph (Bing maps)



Photos (2014)



Facing southwest from Highway 97 at the "old" house and "new" house in the background



Facing northwest at the "old" single family dwelling



Facing north at the fifth wheel



Facing south at the foundation of the "new" single family dwelling



Facing north at the existing single family dwelling, Highway 97, and the CN Railway



Facing northeast at the "old" single family dwelling and farm buildings from the "new" single family dwelling

Photos (from listing)



Facing south at the "new" single family dwelling



Facing northwest at the "old" single family dwelling currently decommissioned



Agricultural buildings on the property

























BOARD REPORT

TO:
Chair and Directors

File No:	DVP641-27 PL20170078
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SUBJECT:

Electoral Area A: Development Variance Permit No. 641-27 (Palumbo)

DESCRIPTION:

 Report from Jennifer Sham, Planner, dated April 24, 2017.
 Palumbo Heights Drive, Nicholson

RECOMMENDATION:

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-27, for that part of Legal Subdivision 2, Section 35, Township 25, Range 21, West of the 5th Meridian, Kootenay District, except Plans NEP66313, NEP74775, NEP7680, EPP37325 and EPP45014, varying Schedule 'A' – Levels of Service of Subdivision Servicing Bylaw No. 641, as amended (Bylaw No. 641), to allow a subdivision which would create a fee simple lot (Lot 1, EPP68187) with a parcel size of 0.674 ha serviced by on-site water and on-site sewerage disposal system, as shown on Schedule 'B',

be approved for issuance this 18th day of May, 2017.

SHORT SUMMARY:

The subject property is located in the Nicholson area of Electoral Area A. The owner has made application to subdivide the property into 3 lots. Proposed Lot 1 will be serviced by an independent on-site water system and on-site disposal system and is less than 1 ha in size. The owner is applying for a Development Variance Permit to waive the Levels of Service requirements in Schedule 'A' of Bylaw No. 641 to allow the creation of a lot smaller than the 1 ha.

VOTING:

 Unweighted ☐
 Corporate

 LGA Part 14 ☒
 (Unweighted)

 Weighted ☐
 Corporate

 Stakeholder ☐
 (Weighted)

BACKGROUND:

Owner: Barry Palumbo

Electoral Area: A

Legal Description: That part of Legal Subdivision 2, Section 35, Township 25, Range 21, West of the 5th Meridian, Kootenay District, except Plans NEP66313, NEP74775, NEP7680, EPP37325 and EPP45014

Size of Property: 11.32 ha (estimated)

 Surrounding Land
 Use Pattern:

 North: Palumbo Heights Road, Mitchell Road, Rural Residential
 South: Highway 95, Mitchell Road, CP Rail, Columbia River, Rural
 East: Mitchell Road, West Twin Creek, Rural
 West: Palumbo Heights Road, Rural Residential

Current Use: Vacant

Proposed Use: Residential

OCP Designation: N/A

Zoning: N/A

Site comments: According to the surveyor, the subject property currently has a vehicle storage structure and a barn and no other buildings. According to Bing satellite images, it appears that the property is being used for parking of vehicles, hay storage, and possibly uncovered outdoor storage of logs.

POLICY:

Subdivision Servicing Bylaw No. 641, as amended

Schedule 'A' Levels of Service

All properties to be subdivided for single family residential use proposed to be serviced with an On-site Sewage Disposal System and an Independent On-site Water System must be a minimum of 1.0 ha in size, unless a smaller parcel size is permitted in Zoning Regulations.

Development Variance Permit

The applicant is requesting that the Board consider waiving the requirements of Schedule 'A' Levels of Service that all new parcels created by subdivision for residential use and serviced by an On-site Sewage Disposal System and an Independent On-site Water System, must be a minimum of 1 ha in size.

FINANCIAL:

There are no financial implications to the CSRD, the DVP application is not the result of a Bylaw Enforcement action. The cost of preparing legal documents will be borne by the property owners.

KEY ISSUES/CONCEPTS:

While drafting final comments for subdivision 2015-03773A, staff discovered that the final survey plan of subdivision showed a property size of 0.674 ha for proposed Lot 1. According to the application, the proposed subdivision was for 2 lots of 1 ha each and a remainder. Staff contacted the owner and Mr. Palumbo is now applying for a variance to the Levels of Service for proposed Lot 1.

Through the subdivision process, Marion Masson, Environmental Health Officer, Interior Health, in her letter dated September 28, 2016, confirmed that based on the information provided by the Authorized Person, Mario Pecora, Registered On-site Wastewater Practitioner, and the agent, Fairley and Scott Barristers and Solicitors, she "is satisfied that suitable dispersal areas have been identified for all proposed lots." Mr. Pecora submitted a diagram showing that the well on proposed Lot 1 is 30.9 m from the proposed septic field area.

Staff is also in receipt of a hydrogeological assessment by Michael Weldon, GIT, and Marta Green, P. Geo, of Associated Environmental Consultants Inc. dated August 17, 2016, confirming that the well located on proposed lot 1 is capable of producing the quantity stated in Bylaw No. 641 with consideration of drawdown in neighbouring wells and well recovery, and the water tested is considered potable.

SUMMARY:

The owner is requesting a variance to the Level of Service in Bylaw No. 641, as amended, which requires that minimum property sizes for the purpose of residential subdivision be 1 ha. The owner would like the Board to consider issuing this DVP to permit proposed Lot 1 to be 0.674 ha.

Staff is recommending issuance of DVP641-27 for the following reasons:

- Interior Health has no objections to the subdivision;
- An Authorized Person has supplied staff with a design for an adequate sewage disposal method that is not within 30 m of a well; and,
- Staff is in receipt of a hydrogeological assessment confirming the well on proposed lot 1 can supply an adequate amount of potable water without drawdown interference in neighbouring wells.

IMPLEMENTATION:

If the Board issues DVP641-27, staff will forward the documentation to Land Title Office for registration on the title of Lot 1, after the subdivision is created.

COMMUNICATIONS:

Property owners and tenants in occupation within 100 m of the subject property were given notification a minimum of 10 days prior to the CSRD Board of Directors considering this application. Notification letters will be mailed on May 2, 2017. All interested parties have had the opportunity to provide comments regarding this application prior to the Board Meeting.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*


LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Subdivision Servicing Bylaw No. 641, as amended

Report Approval Details

Document Title:	2017-05-18_Board_DS_DVP641-27_Palumbo.docx
Attachments:	<ul style="list-style-type: none">- DVP641-27 Permit.pdf- DVP641-27 Proposed Plan submitted with application.pdf- DVP641-27 Copy of Hydrogeology Report.pdf- DVP641-27 rowp lot 1.pdf
Final Approval Date:	May 8, 2017

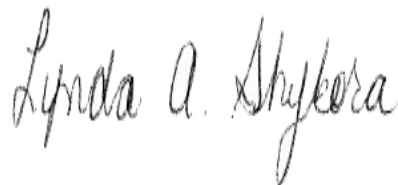
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 2, 2017 - 11:49 AM



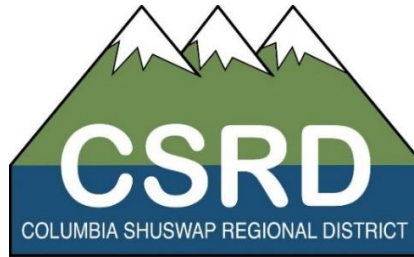
Gerald Christie - May 5, 2017 - 10:39 AM



Lynda Shykora - May 5, 2017 - 12:20 PM



Charles Hamilton - May 8, 2017 - 2:38 PM



DEVELOPMENT VARIANCE PERMIT NO. 641-27

1. OWNER: Barry John Palumbo
Box 123
Golden, BC V0A 1H0
2. This permit applies only to the land described below:

Lot 1 Section 35 Township 25 Range 21 W5M, KD, EPP68187 (PID: _____)
which property is more particularly shown outlined in bold on the map attached
hereto as Schedule A.
3. The Subdivision Servicing Bylaw No. 641, as amended is hereby varied as
follows:

Schedule A – Levels of Service, Minimum parcel size for new subdivisions where
serviced by on-site sewage disposal and on-site Independent water system is
varied from 1 ha to a minimum of 0.674 ha for Lot 1, EPP68187 of the proposed
3 lot subdivision, as shown on Schedule B.
4. This is NOT a building permit.

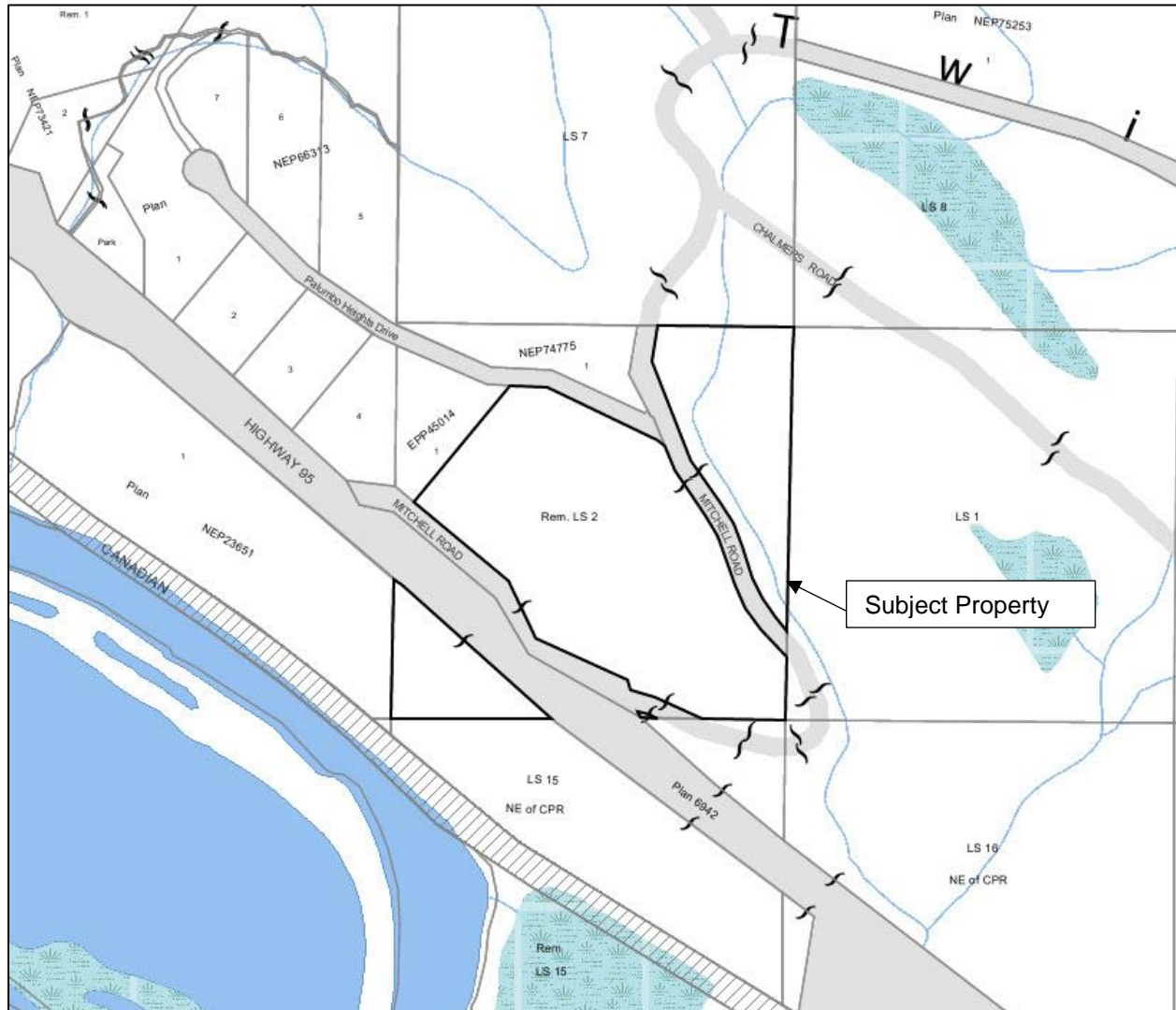
AUTHORIZED FOR ISSUANCE BY RESOLUTION of the Columbia Shuswap Regional
District Board on the 18th day of May, 2017.

CORPORATE OFFICER

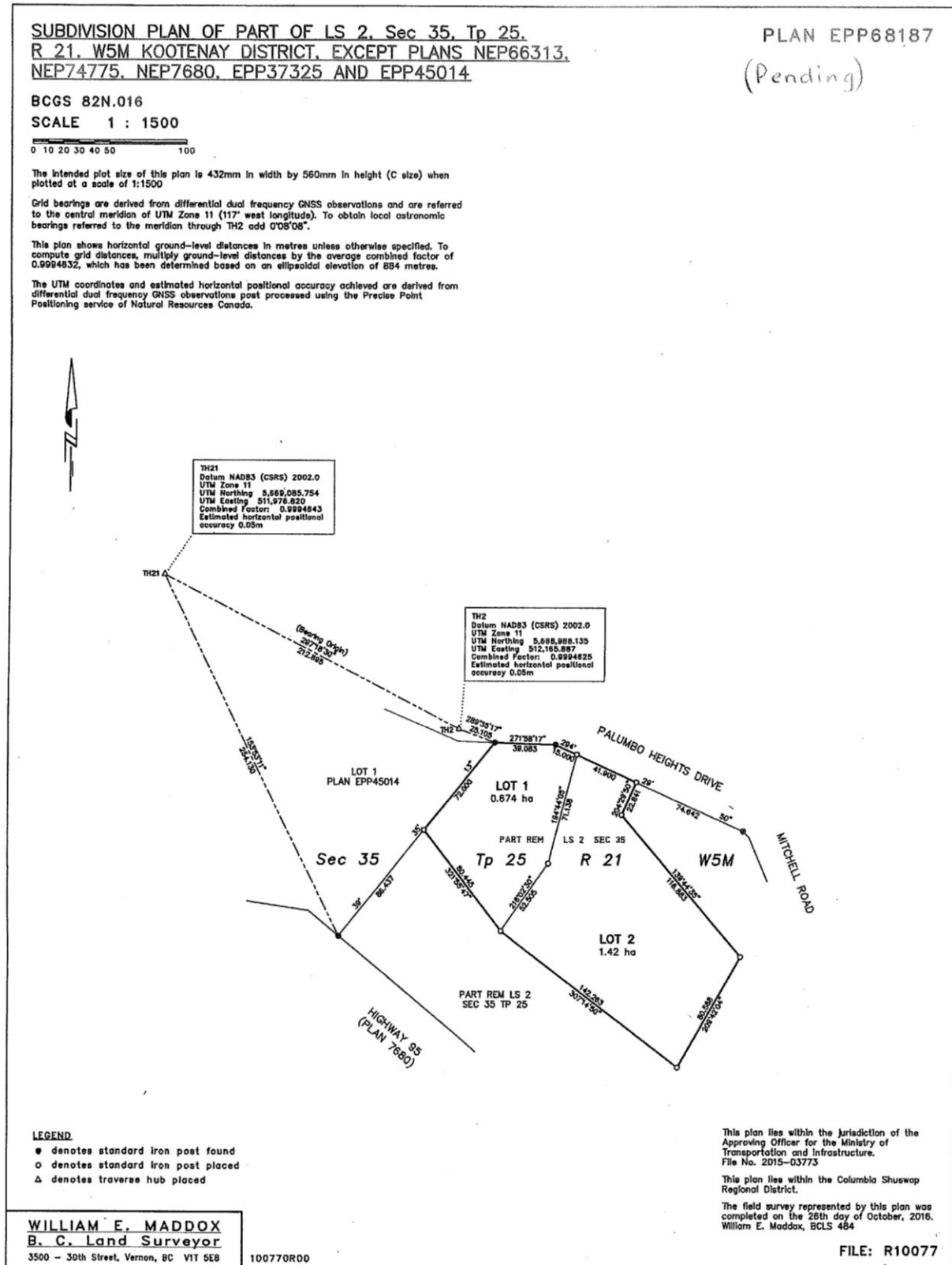
NOTE: Subject to Section 504 of the Local Government Act, if the development of the subject property is not substantially commenced within two years after the issuance of this permit, the permit automatically lapses.

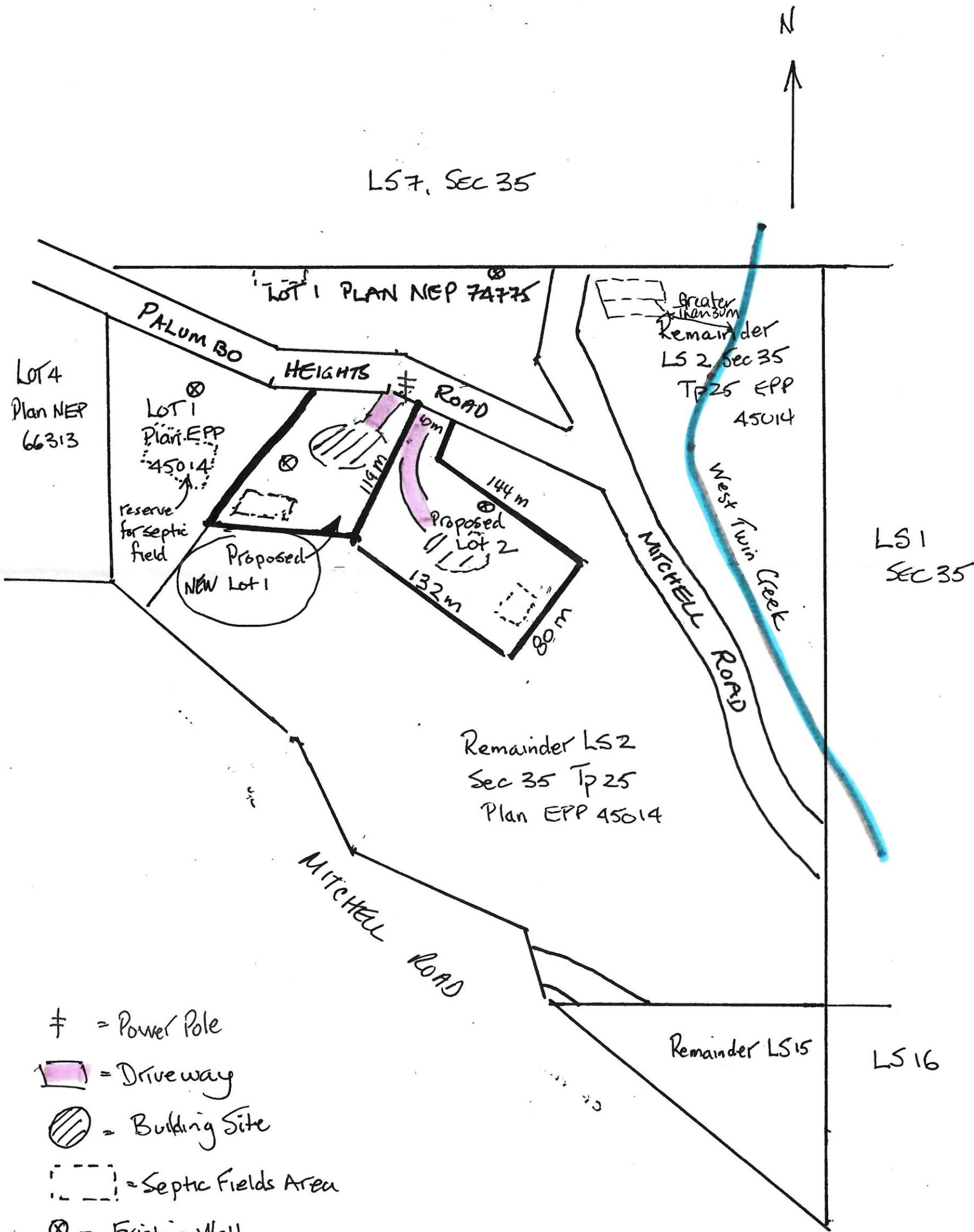
This Permit addresses Local Government regulations only. Further permits or authorizations may be required from Provincial or Federal governments. It is the owner's responsibility to call FrontCounterBC at 1-877-855-3222 regarding this project.

Schedule A



Schedule B





† = Power Pole

▬ = Driveway

⊗ = Building Site

⋯ = Septic Fields Area

⊗ = Existing Well

SCALE 1:1500

Drawn: July 6, 2015



Associated Environmental Consultants Inc.
Suite 200, 2800 29 Street
Vernon, B.C., Canada V1T 9P9

TEL: 250.545.3672
FAX: 250.545.3654
www.ae.ca | ISO 9001 & 14001 Certified

August 17, 2016
File: 2016-8114.000

Barry Palumbo
Box 123
Golden, BC V0A 1H0

**Re: HYDROGEOLOGICAL ASSESSMENT OF PROPOSED SUBDIVISION OF SECTION 35,
TOWNSHIP 25, EXCEPT PLAN 66313 & 7**

Dear Mr. Palumbo:

Associated Environmental Consultants Inc. (Associated) is pleased to provide this hydrogeological assessment of two wells and one surface water source for a three lot subdivision on the above-mentioned property in the Columbia Shuswap Regional District (CSRD).

1 BACKGROUND AND OBJECTIVES

We understand that you are planning to subdivide your property into three lots with each lot serviced by its own water supply well or surface water source as follows:

- Lot A will be serviced by Well Plate Identifier [WPID] 40252.
- Lot B will be serviced by WPID 40253.
- The Remainder Lot will be serviced by West Twin Creek.

To complete the subdivision application, the CSRD requires a water quality and quantity report be prepared by a professional engineer or geoscientist who is registered with the Association of Professional Engineers and Geoscientists of B.C. (APEGBC). The report is intended to satisfy the applicable sections of CSRD Subdivision Servicing Bylaw No. 641 (the Bylaw) regarding assessment and demonstration of potable water (CSRD 2014). The Bylaw requirements for subdivisions that require this professional-directed approach (i.e. assessments by a Qualified Professional) and will use groundwater are listed in Table 1. We understand an authorization for a surface water license from West Twin Creek has recently been received and accepted as proof of quantity by CSRD. Therefore, only a quality assessment is required for the creek. The requirement for *Proof of Water Quality* is the same for surface water sources as it is for groundwater sources (Table 1).

An Associated Engineering Company



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Barry Palumbo

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Table 1: Proof of water quantity and quality requirements for groundwater sources under CSRD Bylaw 641

Bylaw Requirements	
<i>Source Yield</i>	A Qualified Professional has submitted written confirmation that the sustainable Well yield is at least 2,275 L/day.
<i>Well Recovery</i>	A Qualified Professional has submitted written confirmation that well recovery is adequate to support the intended use of the well (minimum 2,275 L/day).
<i>Drawdown Interference</i>	A Qualified Professional has submitted written confirmation that the operation of the proposed well at the desired rate (minimum 2,275 L/day) will not: <ul style="list-style-type: none"> • reduce the amount of available water for any well within 250 m of the tested well; or • result in changes to the water balance of the aquifer, considering cumulative impacts that could result in long-term environmental changes and/or reduced yield on a regional scale.
<i>Proof of Water Quality</i>	A Qualified Professional has reviewed the water quality results, prepared a water system design, including treatment and disinfection system components if required, and provided written confirmation that the water will be potable water as defined in this bylaw when the recommended system is properly installed and operated.

Source: Requirements for Independent On-site Water System (CSRD 2014)

2 METHODS

2.1 SOURCE YIELD AND WELL RECOVERY

To meet the *Source Yield* and *Well Recovery* Bylaw requirements (Table 1), Associated coordinated and performed aquifer pumping tests on WPID 40252 and WPID 40253 on June 27 and June 28, 2016. Each well was pumped at a rate of 8 L/minute for 5 hours, producing 2,400 L each. The pump was supplied and set by you and operated by Associated's field hydrogeologist. Groundwater was discharged downgradient, approximately 30 m downhill of the wellheads for both tests. Groundwater levels were monitored with electronic well sounders during pumping and after pump shut-off (recovery) at set intervals laid out by Associated prior to the tests.

The data from the pumping tests followed the Guidelines for Evaluating Longterm Well Capacity for a Certification of Public Convenience and Necessity (CPCN) (MOE 2007). This method extrapolates drawdown in pumping wells and observation wells during pumping to 100 days and calculates a sustainable

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pumping rate based on this extrapolation. The sustainable pumping rate is then reduced by a safety factor, often 30%, to account for changes in water levels over seasons, and over longer periods in cases where water level fluctuations are unknown.

2.2 DRAWDOWN INTERFERENCE

To meet the *Drawdown Interference* Bylaw requirement (Table 1), Associated completed a search of the BC Water Resources Atlas (MOE 2016) and interviewed you to assess the number of wells within 250 m of your property. There are four wells within 250 m: the two on your proposed lots (i.e., WPID 40252 and WPID 40253) and two neighbouring wells. The two neighbouring wells are located at 11U 0512221 5669008 (OBS 2) and UTM 11U 0512119 5668985 (OBS 3). To assess interference effects when WPID 40252 is pumping, Associated measured and recorded groundwater levels in the nearest well (WPID 40253) prior to the start of the test and towards the end of the test. To assess interference effects when WPID 40253 is pumping, Associated measured and recorded groundwater levels in WPID 40252, OBS 2, and OBS 3 prior to the pumping test and just before pump shut-off.

2.3 WATER QUALITY

To meet the *Proof of Water Quality* Bylaw requirement (Table 1), Associated reviewed existing water quality data and coordinated further sample collection. You collected water quality samples from WPID 40252 and WPID 40253 in December 2015 and submitted those samples to WSH Labs in Calgary. A signed affidavit with details on how those samples were collected is included in Appendix A. Associated compared the list of parameters tested with those required by the CSRD. All required parameters were tested except turbidity and true colour. To address this data gap, Associated instructed you to collect a second set of samples from each well and submit them to ALS Laboratories in Calgary for analysis of the missing parameters. For WPID 40252, total coliforms were also re-tested because they were detected in the December 2015 sample. To ensure the pumping test equipment was decontaminated before sampling, you chlorinated the wells to a chlorine concentration of 50 ppm 24 hours prior to the pumping test (as per Associated's instructions). Prior to collecting groundwater samples, the chlorine concentration was determined to be 0 ppm using LaMotte™ InstaTest 6 Chlorine Strips.

Additionally, to meet the *Proof of Water Quality* for the surface water source, Associated collected a sample on June 28 from West Twin Creek at UTM coordinates 11U 5669001.75 m N, 512390.27 m E. The initial sample bottle collected from West Twin Creek was not preserved in the field, which causes sample integrity issues. A second set of samples for the creek were collected and preserved in the field. Standard sampling procedures were used by Associated (MOE 2013) and the samples were submitted to an accredited laboratory (ALS Laboratories in Calgary, AB) for analysis.

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Based on the Bylaw requirements and Associated's recommendations, water samples WPID 40252, WPID 40253, and West Twin Creek were ultimately analyzed for the following parameters:

- total coliforms
- *E. coli*
- alkalinity
- arsenic
- calcium
- chloride
- colour
- conductivity
- fluoride
- hardness (total)
- iron
- magnesium
- manganese
- nitrate-N
- nitrite-N
- pH
- potassium
- silicon
- sodium
- sulfate
- total dissolved solids
- turbidity
- uranium

The results were compared with the Guidelines for Canadian Drinking Water Quality (GCDWQ) (Health Canada 2014). Guideline levels specified in the GCDWQ are designated as either "maximum acceptable concentrations" (MAC) or "aesthetic objectives" (AO). The MAC guidelines are health-based, and are determined based on the known health effects associated with the substance. The AO guidelines apply to those variables that affect taste or laundry (e.g., by staining) but do not pose a health hazard.

3 RESULTS

3.1 SOURCE YIELD AND WELL RECOVERY

During the pumping tests, a total of 2,400 L of water was removed each from WPID 40252 and WPID 40253. WPID 40252 recovered to greater than 92%¹ of the original static water level within 1,280 minutes of pump shut-off and WPID 40253 recovered to 97% of the original static water level within 409 minutes of pump shut-off. The pumping test specifications and results are summarized in Table 3-1. The data from the pumping test, including raw data and figures showing drawdown extrapolated to 100 days, are attached in Appendix B. The sustainable pumping rates, calculated using the CPCN method as mentioned in the methods section above, exceed the Bylaw-required amount of 2,275 L/day for both wells. **Therefore, both WPID 40252 and WPID 40253 meet the Bylaw requirement regarding source yield and well recovery.**

Table 3-1 Summary and results of constant rate pumping test of WPID 40252 and 40253

	WPID 40252	WPID 40253
PUMPING SPECIFICATIONS		
Pumping rate (L/s)	0.13	0.13
Test duration (hours)	5	5

¹ The groundwater level in WPID 40252 was recorded immediately after the pump was removed from the well which likely caused the groundwater level to drop. Therefore, recovery in WPID 40252 is anticipated to be greater than 92% at 1280 minutes.

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	WPID 40252	WPID 40253
Depth of pump intake (mbtoc)	73.76	73.76
Static water level (mbtoc)	15.58	15.83
Depth to top of screen (mbtoc)	68.88	68.88
Depth of well (mbgl)	72.84	72.84
RECOVERY		
Length of recovery (min)	1280	409
% recovered	92	97
CPCN INPUTS		
Pumping rate (L/s)	0.13	0.13
Available drawdown (m) ¹	52.30	52.05
Drawdown at 100 days (m) ²	20.98	10.65
CPCN OUTPUTS		
100-day specific capacity (L/s/m)	0.006	0.012
Sustainable pumping rate (L/d) ³	2,400	2,400
Sustainable well yield meets Bylaw rate of 2,275L/d	YES	YES

Notes:

m btoc = metres below top of casing

¹ The available drawdown is the difference between the static water level and 1 metre above the top of the perforated section of the bedrock liner.

² The 100-day drawdown is the sum of the 100-day drawdown in the pumping well and the 100-day drawdown in the observation well(s), and in this way includes well interference.

³ The CPCN theoretical capacity for WPID 40252 was 20,100 L/day and 38,400 L/day for WPID 40253. However, a well cannot be rated higher than it was tested. Therefore, the maximum yield at which WPID 40252 and WPID 40253 could be rated is 8 L/min for 5 hours (or 2,400 L/day). If higher pumping rates are required from the well, additional pumping tests would be required.

3.2 DRAWDOWN INTERFERENCE

3.2.1 WPID 40252 Pumping Test

During the pumping test at WPID 40252, the groundwater level in the pumping well dropped from an initial static level of 15.58 m below top of casing (btoc) to a maximum of 24.45 m btoc. This equates to a total drawdown of 8.87 m or 17% of available drawdown. This drawdown extrapolated to 100 days is 20.8 m.

The observation well WPID 40253 had a total drawdown of 0.01 m prior to pump shut-off. This drawdown, extrapolated to 100 days, is 0.18 m. To assess well interference, this observation well drawdown was combined with the 100-day drawdown in WPID 40252 when calculating the sustainable yield.

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3.2.2 WPID 40253 Pumping Test

During the pumping test at WPID 40253, the groundwater level in the pumping well dropped from an initial static of 15.83 m btoc to a maximum of 22.89 m btoc. This equates to a total drawdown of 7.06 m or 13% of available drawdown. This drawdown extrapolated to 100 days is 10.4 m. The rate of drawdown decreased towards the end of the test. This is inferred to be a positive boundary, which is presumed to be due to a hydraulic connection between the aquifer and the nearby West Twin Creek. West Twin Creek is approximately 130 m east of WPID 40253.

The observation wells monitored during the test were WPID 40252, OBS 2, and OBS 3. Groundwater levels in WPID 40252 increased during the test (from 16.26 m btoc at the start to 15.99 m btoc before pump shut-off), indicating it was still recovering from the previous day's test. Groundwater levels in OBS 2 well increased throughout the test from an initial water level of 24.37 m btoc to 21.48 m btoc prior to pump shut off; an increase of 2.89 m. Groundwater levels in OBS 3 dropped by 0.15 m during the test from an initial level of 13.62 m btoc prior to the test to 13.79 m btoc prior to pump shut off. This drawdown extrapolated to 100 days is approximately 0.25 m, which has been accounted for when calculating the sustainable yield, to assess well interference.

3.3 WATER QUALITY

Laboratory reports showing all water quality data are included in Appendix C.

3.3.1 Groundwater (WPID 40252 and WPID 40253)

Total dissolved solids (TDS) concentrations in both WPID 40252 and WPID 40253 exceeded the GCDWQ AO of 500 mg/L, with measured concentrations of 523 and 564 mg/L, respectively. At high levels, TDS can affect water hardness and unpalatability (Health Canada 1991). At levels above 500 mg/L, TDS can cause scaling in pipes, water heaters, and appliances (Health Canada 1991). The water hardness (as CaCO_3) was 257 and 140 mg/L for WPID 40252 and 40253, respectively. These levels are considered hard (for WPID 40253) and very hard (for WPID 40252) (Health Canada 1995). Turbidity, which was measured in the field towards the end of the pumping tests, was 8.05 NTU in WPID 40252 and 18.6 NTU in WPID 40253. Although turbidity does not have a MAC or AO guideline, Health Canada suggests that turbidity in groundwater should generally be below 1 NTU to ensure levels do not interfere with disinfection or water supply distribution (Health Canada 2013).

Total aluminum in WPID 40253 was 0.261 mg/L, which exceeds Health Canada's operational guidance value of 0.100 mg/L; however, this guidance value is neither an AO or an MAC. The guideline technical document for aluminum states that there is no "*consistent, convincing evidence that aluminum in drinking water causes adverse health effects in humans, and aluminum does not affect the acceptance of drinking*

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water by consumers or interfere with practices for supplying good water. Therefore, a health-based guideline or aesthetic objective has not been established for aluminum in drinking water” (Health Canada 1998). The guidance value of 0.100 mg/L applies to treatment plants using aluminum based coagulants. For conventional treatment plants, the recommended value is less than 0.200 mg/L (Health Canada 1998).

No GCDWQ MAC exceedances were found in the results from either well. As described in Section 2.3, total coliforms were detected at 1 CFU/100 mL in the December 2015 sample from WPID 40252. Total coliforms were retested on July 13, after the well was chlorinated and pumped until all chlorine was removed from the system (see methods in Section 2.3 for further details). No coliforms were detected, suggesting that the presence of coliforms in the December sample was likely a result of contamination from the sampling methods (for example, insufficient purging before collecting the sample).

3.3.2 Surface Water (West Twin Creek)

None of the tested parameters from West Twin Creek exceeded the GCDWQ AO. The water hardness (as CaCO_3) was 257 mg/L, which is considered very hard.

The only exceedance of the GCDWQ MAC was total coliforms in West Twin Creek, which exceeded the guideline value of 0 MPN/100mL with a concentration of 580 MPN/100mL. The results confirmed that total coliforms are present in West Twin Creek. This is a common finding for most surface waters, which are generally not considered safe for human consumption without treatment. See Section 4 for recommended treatment options.

4 CONCLUSIONS AND RECOMMENDATIONS

4.1.1 Groundwater (WPID 40252 and WPID 402053)

Based on the above results, WPID 40252 and WPID 40253 are each capable of producing the Bylaw required rate of 2,275 L/day with consideration of drawdown in neighbouring wells. The water from the wells can be considered potable because no health-based (MAC) guideline exceedances were found in the water samples. However, we recommend testing the water from both WPID 40252 and WPID 40253 for total coliforms and *E. coli* two or three times per year, as per Health Canada’s standard recommendations for wells (Health Canada 2008). Additionally, you may want to treat for TDS to reduce scaling and increase palatability.

4.1.2 Surface Water (West Twin Creek)

Because an authorization for a surface water license from West Twin Creek has recently been received and accepted as proof of quantity by the CSRD, only a quality assessment was required for West Twin Creek.

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The results of the quality assessment indicated total coliforms are present. **Therefore, we recommend that water drawn from West Twin Creek be treated for microbiological parameters prior to consumption.** Best practice for any surface water is a multi-barrier approach to water treatment. This includes filtration to remove solids (particulate matter and some microorganisms) and disinfection to kill and/or inactivate disease-causing parasites, bacteria, and viruses.

Treatment objectives for potable water should include filtration and disinfection to achieve a minimum 3-log (99.9%) removal and inactivation of *Giardia* and *Cryptosporidium* and 4-log (99.99%) inactivation of viruses (MOH 2012).

Filtration with conventional filters should achieve a turbidity of 0.3 NTU in 95% of samples with conventional filters (0.1 NTU with membrane filtration). This can be achieved using a 5-micron cartridge filter to remove larger particles, followed by a 1-micron absolute cartridge filter to remove smaller particles. This two-step process should extend the life of the filters by reducing clogging of fine filters with large particles. Turbidity in a stream varies over time, and replacement of the cartridges are expected to be more frequent after heavy precipitation events when solids in the stream may be stirred up. The filters also have a finite capacity (maximum filtration volume), which will impact the service life of the filter depending on water use.

After removal of particulate matter with filtration, the water needs to be disinfected to inactivate any potential pathogenic microorganisms in the water. UV disinfection is very effective against parasites in the water and is recommended for *Giardia* and *Cryptosporidium* inactivation. At sufficient doses, UV can also be used to inactivate viruses; however, it does not produce a residual to maintain the water quality in the plumbing system. However, chlorination is very effective for bacteria and virus inactivation, but does require sufficient contact time for inactivation. The two disinfection processes in combination are recommended to inactivate parasites, bacteria, and viruses. We recommend maintaining a small (>0.1 mg/L) chlorine concentration in any water storage and using a distribution/plumbing system to reduce bacterial regrowth in the system.

The treatment processes described above are those recommended for potable (drinking) water. The treatment can be applied to all of the water entering a household (Point of Entry), or can be modified to provide treatment only to drinking water faucets (Point of Use), or a combination of the two. The most comprehensive approach is to treat all of the water entering the dwelling to potable standards using filtration, UV disinfection, and chlorine. This requires larger and more expensive equipment to treat a larger volume of water for all uses (e.g., faucets, showers, toilets, etc.). Alternatively, to reduce costs, treatment could include filtration and chlorination before water enters the dwelling, followed by a point of use UV disinfection system applied directly at the source that will be used for drinking water (e.g., under kitchen sinks).

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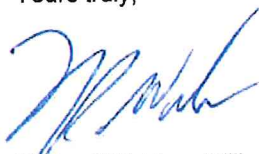
When selecting a treatment system, only consider those that are NSF (National Sanitation Foundation) certified (NSF International 2016). Note that all components in contact with water must be NSF 61 certified, and all products added to the water must be NSF 60 certified. Point of Use (POU) devices fall under NSF Residential Drinking Water Treatment Standards. At minimum, the filters should meet NSF 53: Drinking Water Treatment Units – Health Effects and UV should meet NSF 55: Ultraviolet Microbiological Water Treatment Systems (Class A). Because of the natural variability of surface water quality, we recommend that the water be periodically tested especially for microbiological parameters to confirm that water is safe to drink.

5 CLOSURE

The services provided by Associated in the preparation of this report were conducted in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty expressed or implied is made.

We trust this completes our assessment to your satisfaction. Please contact the undersigned if you have any questions.

Yours truly,



Michael Weldon, GIT
Hydrogeologist



Marta Green, P. Geo.
Senior Hydrogeologist



Attachments

- Appendix A: Signed Affidavit
- Appendix B: Pumping Test Data
- Appendix C: Laboratory Reports

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Barry Palumbo

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References:

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<http://healthycanadians.gc.ca/publications/healthy-living-vie-saine/water-turbidity-turbidite-eau/alt/water-turbidity-turbidite-eau-eng.pdf>

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Ministry of Health (MOH). 2012. Drinking Water Treatment Objectives (Microbiological) for Surface Water Supplies in British Columbia. Available at: <http://www2.gov.bc.ca/assets/gov/environment/air-land-water/surfacewater-treatment-objectives.pdf>.

NSF International. 2016. NSF Residential Drinking Water Treatment Standards. Available at: <http://www.nsf.org/services/by-industry/water-wastewater/residential-water-treatment/residential-drinking-water-treatment-standards>

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Barry Palumbo

APPENDIX A – SIGNED AFFIDAVIT

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CANADA) **IN THE MATTER OF PID 016-556-003,**
 PROVINCE OF) **Legal Subdivision 2 Section 35 Township 25**
 BRITISH) **Range 21 W5M Kootenay District Except Plans**
 COLUMBIA) **NEP66313, NEP74775, EPP27115, and EPP45014**
) **(the "Lands")**

TO WIT:


I, Barry John Palumbo, businessman, of Box 123, Golden, British Columbia DO HEREBY SOLEMNLY DECLARE THAT:

1. I am the owner of the Lands and therefore have personal knowledge of the facts discussed herein.
2. Well #40252/110330, Well #40253/110332 and West Twin Creek 1 are water sources located on the Lands
3. On December 13, 2015 at 2:00 p.m., I collected a water sample ("Sample #1") from Well #40252/110330 by dipping Well #40252/110330 and then collecting Sample #1 in a bottle from the lanyard line. While collecting Sample #1 I wore nitrile gloves and filled the bottle without touching the inside or the lip of the bottle.
4. On December 13, 2015 at 2:30 p.m., I collected a water sample ("Sample #2") from Well #40253/110332 by dipping Well #40253/110332 and then collecting Sample #2 in a bottle from the lanyard line. While collecting Sample #2 I wore nitrile gloves and filled the bottle without touching the inside or the lip of the bottles.
5. On July 13, 2016 at 4:00 p.m., I collected a water sample ("Sample #3") from Well #40252/110330 by pumping Well #40252/110330 for 30 minutes and then collecting Sample #3 in a bottle from the discharge line. While collecting Sample #3 I wore nitrile gloves provided by ALS Laboratories and filled the bottle without touching the inside or the lip of the bottle.
6. On July 13, 2016 at 5:45 p.m., I collected a water sample ("Sample #4") from West Twin Creek 1 at the northern boundary of the property line by dipping a bottle provided by ALS Laboratories into West Twin Creek 1 and filling it. Once the said bottle was almost full I added HNO₃, a preservative provided by ALS Laboratories, to the bottle. While collecting Sample #4 I wore nitrile gloves provided by ALS Laboratories and filled the bottle without touching the inside or the lip of the bottle
7. All of the equipment that I used when collecting the samples was sterilized before use.
8. I did not apply any water treatment to any of the water sources before collecting any of the samples.
9. I submitted Sample #1 and Sample #2 to WSH Labs in Calgary, Alberta.

10. I submitted Sample #3 and Sample #4 to ALS Laboratories in Calgary, Alberta.

AND I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath:

DECLARED before me, at the Town of
Golden, in the Province of British
Columbia this 11th day of August, 2016


A Commissioner for taking Affidavits for
British Columbia

)
)
)
)
)
)
)


Barry John Palumbo

HESTER SOLES
ARTICLED STUDENT
102 - 509 9th Ave. N. Box 989
Golden, B.C. V0A 1H0
Ph: (250) 344-2241 Fax (250) 344-6118

August 17, 2016
Barry Palumbo

APPENDIX B – PUMPING TEST DATA

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Table 1
Pumping Test Data

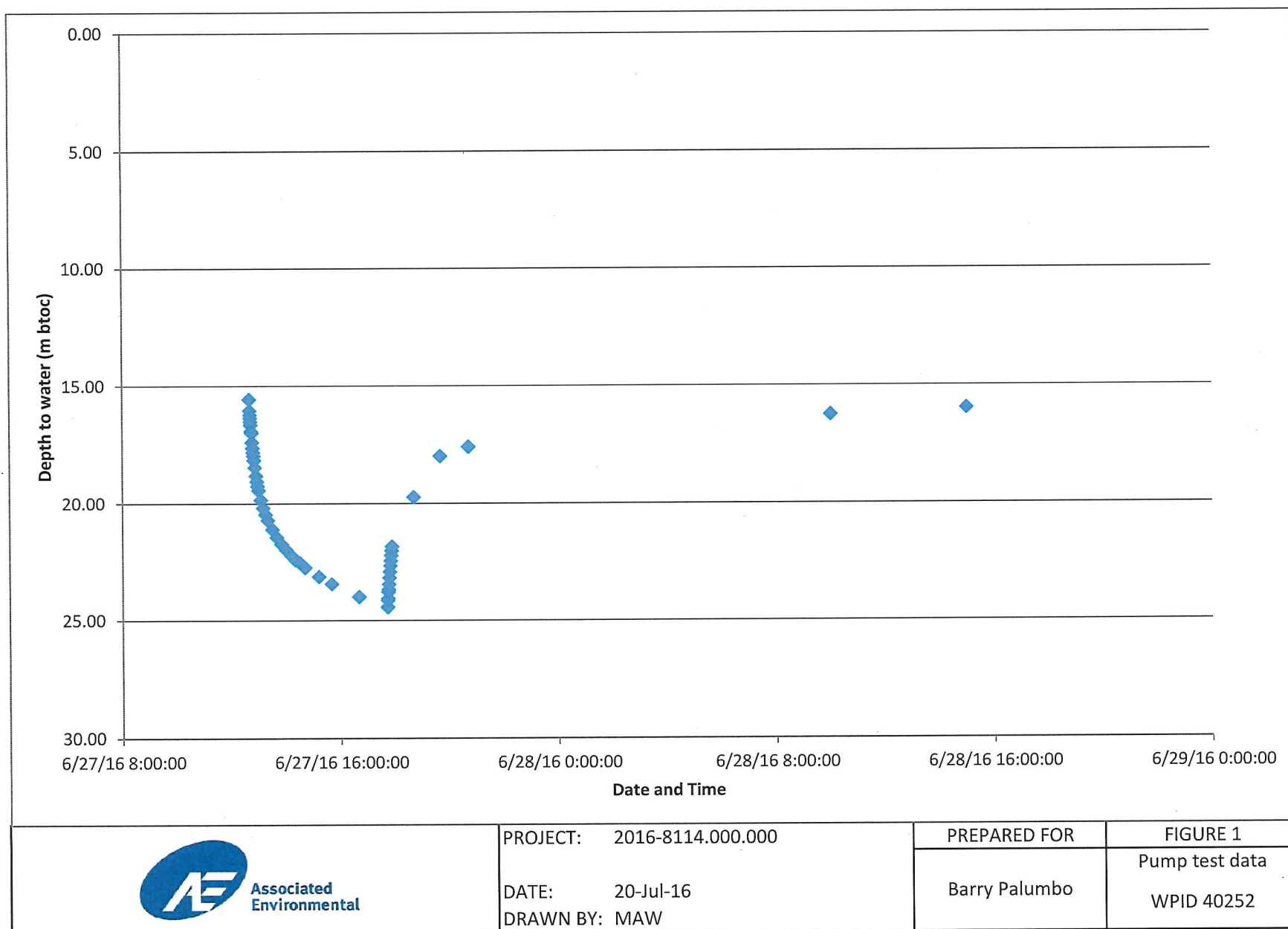


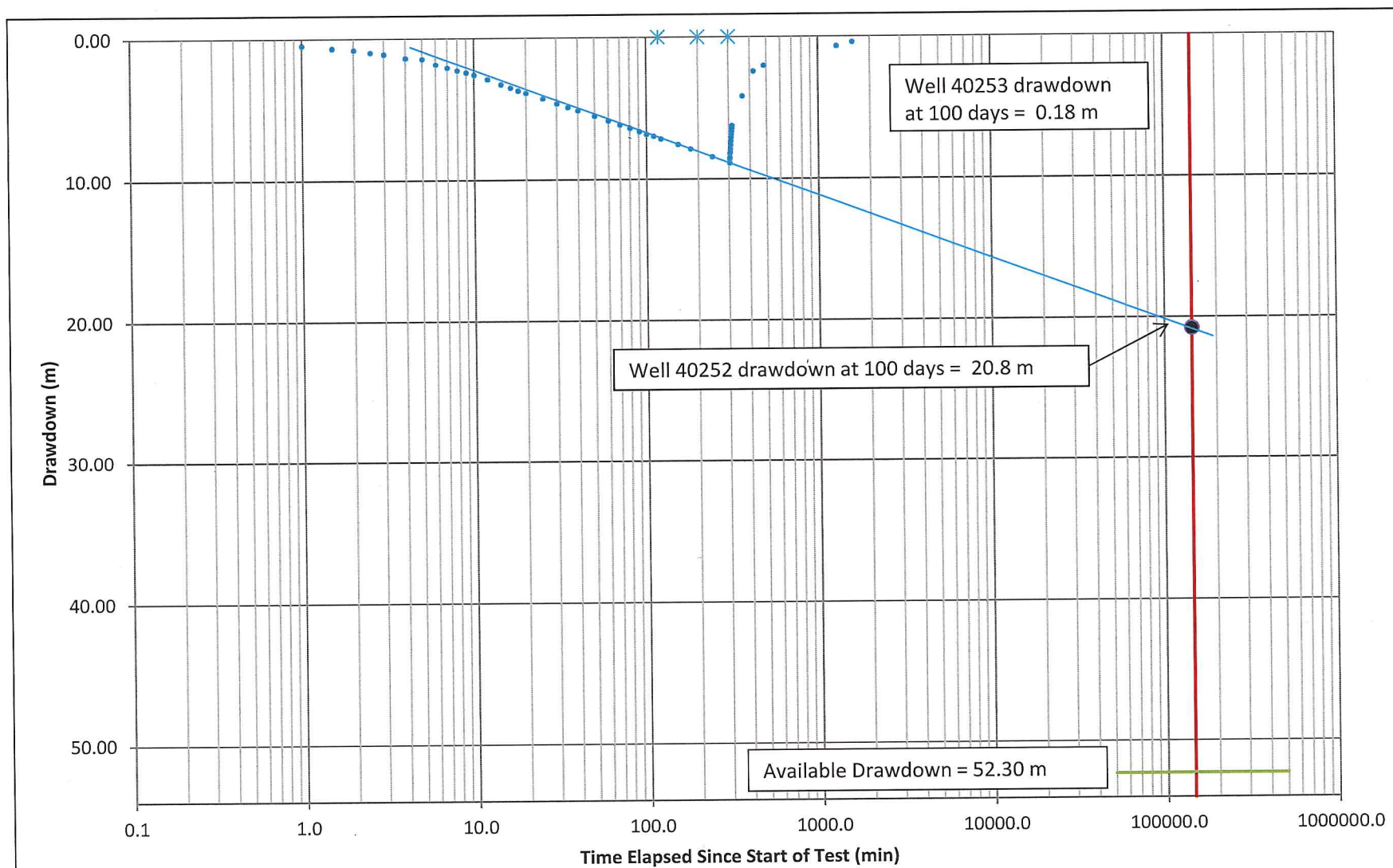
Well ID:	WPID 40252	Static Water Level (mbtoc)	15.58	
Start Date/Time	6/27/16 12:40 PM	Pre-Test Water Level (mbtoc)	15.58	
Client	Barry Palumbo	Total Well Depth (m)	72.84	
Project	2016-8114.000.000	Pump Intake Depth (mbtoc)	64.92	
Test	Constant Rate Test	Pump Used	Submersible 0.5 HP	
Contractor	Barry Palumbo	Pumping Rate (L/s)	0.13	
Clock Time	Time Elapsed (min)	Depth to Water (m)	Drawdown (m)	Comments
6/27/16 12:40:00	0.00	15.58	0.00	
6/27/16 12:41:00	1.00	16.06	0.48	
6/27/16 12:41:30	1.50	16.24	0.66	
6/27/16 12:42:00	2.00	16.37	0.79	
6/27/16 12:42:30	2.50	16.53	0.95	
6/27/16 12:43:00	3.00	16.66	1.08	
6/27/16 12:44:00	4.00	16.93	1.35	Flow rate = 0.13 L/s
6/27/16 12:45:00	5.00	17.00	1.42	
6/27/16 12:46:00	6.00	17.40	1.82	
6/27/16 12:47:00	7.00	17.64	2.06	
6/27/16 12:48:00	8.00	17.83	2.25	
6/27/16 12:49:00	9.00	17.98	2.40	
6/27/16 12:50:00	10.00	18.16	2.58	
6/27/16 12:52:00	12.00	18.47	2.89	
6/27/16 12:54:21	14.35	18.83	3.25	
6/27/16 12:56:17	16.28	19.07	3.49	
6/27/16 12:58:00	18.00	19.27	3.69	
6/27/16 13:00:00	20.00	19.45	3.87	
6/27/16 13:05:00	25.00	19.85	4.27	
6/27/16 13:10:15	30.25	20.20	4.62	
6/27/16 13:15:00	35.00	20.48	4.90	
6/27/16 13:20:00	40.00	20.72	5.14	
6/27/16 13:30:00	50.00	21.11	5.53	
6/27/16 13:40:00	60.00	21.45	5.87	
6/27/16 13:50:00	70.00	21.74	6.16	
6/27/16 14:00:00	80.00	21.98	6.40	
6/27/16 14:11:00	91.00	22.22	6.64	
6/27/16 14:20:00	100.00	22.41	6.83	
6/27/16 14:30:00	110.00	22.54	6.96	
6/27/16 14:41:00	121.00	22.74	7.16	
6/27/16 15:12:00	152.00	23.13	7.55	
6/27/16 15:40:00	180.00	23.45	7.87	
6/27/16 16:40:00	240.00	24.01	8.43	
6/27/16 17:43:00	303.00	24.45	8.87	Shut off pump. Start recovery.
6/27/16 17:43:30	303.50	24.16	8.58	
6/27/16 17:44:03	304.05	24.08	8.50	
6/27/16 17:44:30	304.50	23.79	8.21	
6/27/16 17:45:08	305.14	23.70	8.12	
6/27/16 17:46:00	306.00	23.47	7.89	

Table 1
Pumping Test Data



Clock Time	Time Elapsed (min)	Depth to Water (m)	Drawdown (m)	Comments
6/27/16 17:47:00	307.00	23.19	7.61	
6/27/16 17:48:00	308.00	22.92	7.34	
6/27/16 17:49:00	309.00	22.66	7.08	
6/27/16 17:50:00	310.00	22.45	6.87	
6/27/16 17:51:00	311.00	22.23	6.65	
6/27/16 17:52:00	312.00	22.03	6.45	
6/27/16 17:53:00	313.00	21.84	6.26	
6/27/16 18:41:28	361.46	19.74	4.16	
6/27/16 19:40:00	420.00	18.00	2.42	
6/27/16 20:42:00	482.00	17.60	2.02	Recovered to 77% of static water level.
6/28/16 10:00:00	1280.0	16.26	0.68	Recovered to 92% of static water level.
6/28/16 15:00:00	1580.0	15.99	0.41	Recovered to 95% of static water level.





PROJECT: 2016-8114.000.000

DATE: 20-Jul-16

DRAWN BY: MAW

PREPARED FOR

Barry Palumbo

FIGURE 2

Drawdown extrapolated to 100
days
WPID 40252

Table 1
Pumping Test Data

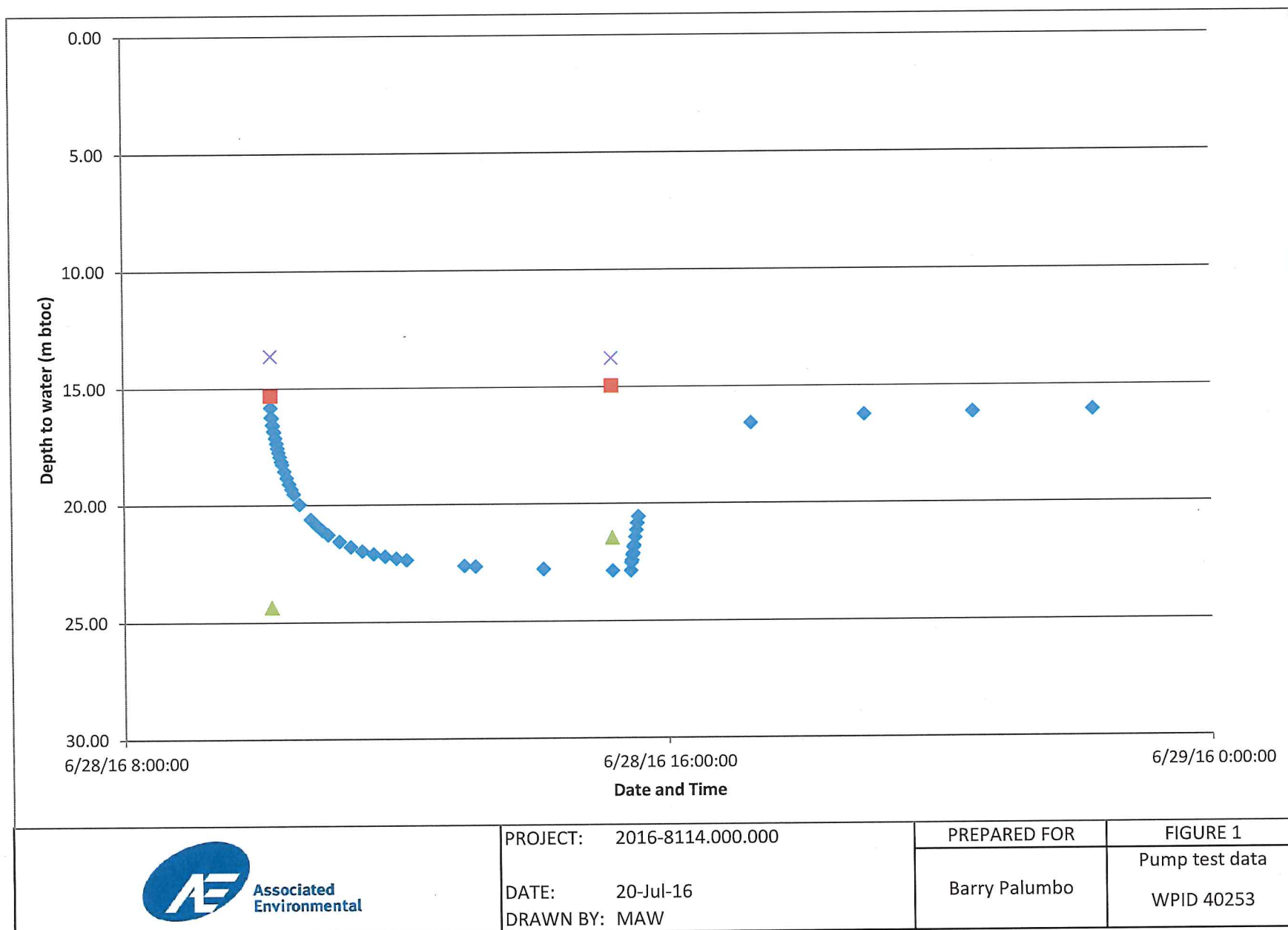


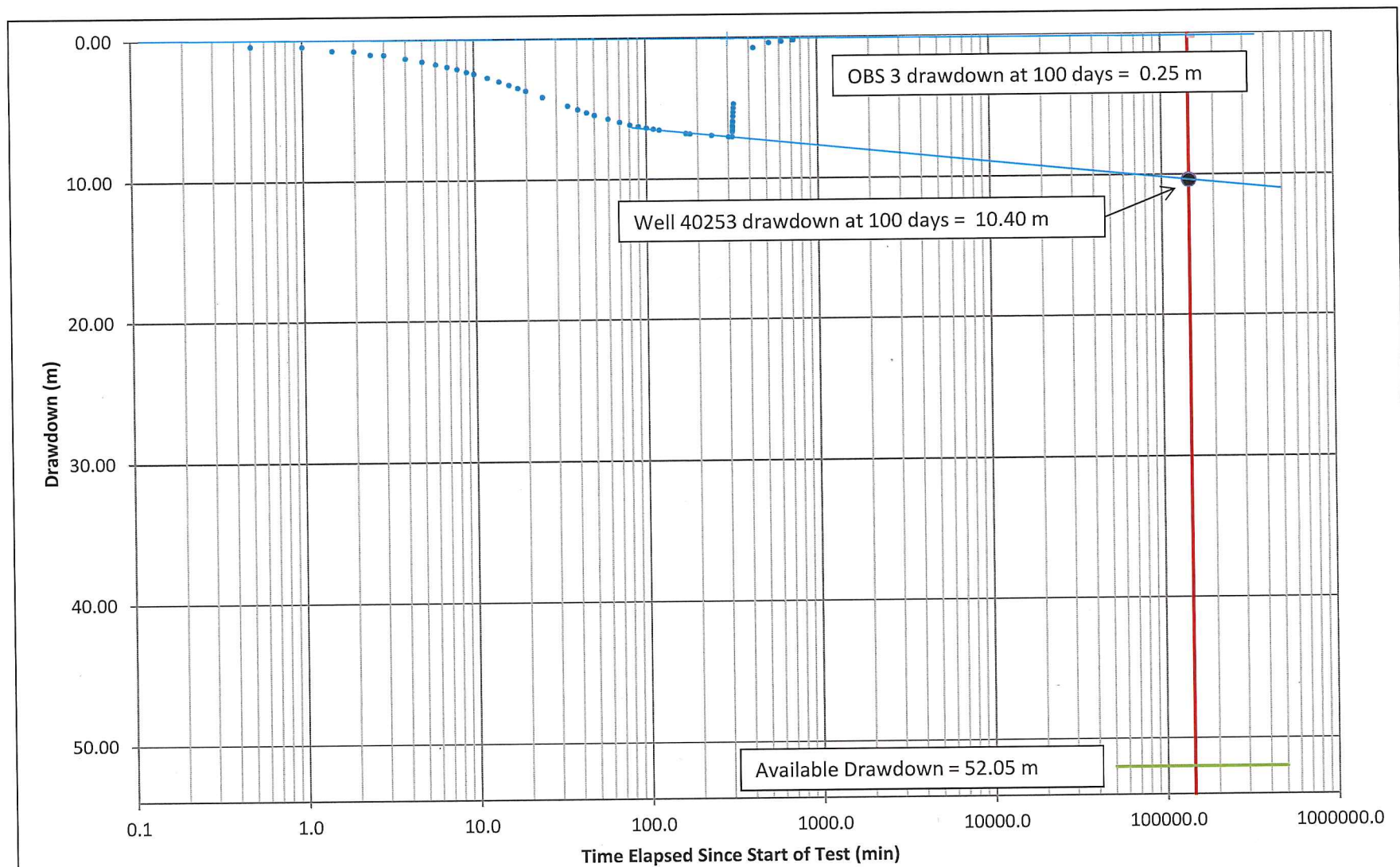
Well ID:	WPID 40253	Static Water Level (mbtoc)	15.83	
Start Date/Time	6/28/16 10:10 AM	Pre-Test Water Level (mbtoc)	15.83	
Client	Barry Palumbo	Total Well Depth (m)	72.84	
Project	2016-8114.000.000	Pump Intake Depth (mbtoc)	Approximately 60 m	
Test	Constant Rate Test	Pump Used	Submersible 0.5 HP	
Contractor	Barry Palumbo	Pumping Rate (L/s)	0.13	
Clock Time	Time Elapsed (min)	Depth to Water (m)	Drawdown (m)	Comments
6/28/16 10:10:00	0.00	15.83	0.00	
6/28/16 10:10:30	0.50	16.23	0.40	
6/28/16 10:11:00	1.00	16.27	0.44	
6/28/16 10:11:30	1.50	16.56	0.73	
6/28/16 10:12:00	2.00	16.60	0.77	
6/28/16 10:12:30	2.50	16.83	1.00	
6/28/16 10:13:00	3.00	16.88	1.05	
6/28/16 10:14:00	4.00	17.13	1.30	
6/28/16 10:15:00	5.00	17.36	1.53	
6/28/16 10:16:00	6.00	17.56	1.73	
6/28/16 10:17:00	7.00	17.75	1.92	
6/28/16 10:18:00	8.00	17.93	2.10	
6/28/16 10:19:04	9.07	18.13	2.30	
6/28/16 10:20:00	10.00	18.26	2.43	
6/28/16 10:22:00	12.00	18.56	2.73	
6/28/16 10:24:00	14.00	18.84	3.01	
6/28/16 10:26:00	16.00	19.10	3.27	
6/28/16 10:28:00	18.00	19.32	3.49	
6/28/16 10:30:00	20.00	19.53	3.70	
6/28/16 10:35:00	25.00	19.98	4.15	
6/28/16 10:45:00	35.00	20.63	4.80	
6/28/16 10:50:00	40.00	20.88	5.05	
6/28/16 10:55:00	45.00	21.10	5.27	
6/28/16 11:00:00	50.00	21.29	5.46	
6/28/16 11:10:00	60.00	21.58	5.75	
6/28/16 11:20:00	70.00	21.81	5.98	
6/28/16 11:30:07	80.12	22.00	6.17	
6/28/16 11:40:00	90.00	22.12	6.29	
6/28/16 11:50:11	100.18	22.23	6.40	
6/28/16 12:00:00	110.00	22.32	6.49	
6/28/16 12:09:06	119.10	22.38	6.55	
6/28/16 13:00:00	170.00	22.64	6.81	
6/28/16 13:10:00	180.00	22.67	6.84	
6/28/16 14:10:00	240.00	22.80	6.97	
6/28/16 15:11:00	301.00	22.89	7.06	
6/28/16 15:27:00	317.00	22.89	7.06	Pump shut off. Start recovery
6/28/16 15:27:30	317.5	22.54	6.71	
6/28/16 15:28:06	318.1	22.44	6.61	
6/28/16 15:28:30	318.5	22.21	6.38	

Table 1
Pumping Test Data



Clock Time	Time Elapsed (min)	Depth to Water (m)	Drawdown (m)	Comments
6/28/16 15:29:00	319.0	22.14	6.31	
6/28/16 15:29:30	319.5	21.87	6.04	
6/28/16 15:30:03	320.1	21.80	5.97	
6/28/16 15:31:04	321.1	21.46	5.63	
6/28/16 15:32:00	322.0	21.16	5.33	
6/28/16 15:33:00	323.0	20.86	5.03	
6/28/16 15:34:00	324.0	20.58	4.75	
6/28/16 17:14:00	424.0	16.58	0.75	
6/28/16 18:54:00	524.0	16.24	0.41	
6/28/16 20:30:00	620.0	16.14	0.31	
6/28/16 22:16:00	726.0	16.07	0.24	Recovered to 97% of original static.





PROJECT: 2016-8114.000.000

DATE: 20-Jul-16

DRAWN BY: MAW

PREPARED FOR

Barry Palumbo

FIGURE 2

Drawdown extrapolated to 100
days
WPID 40253

August 17, 2016
Barry Palumbo

APPENDIX C – LABORATORY REPORTS

An Associated Engineering Company





Associated Environmental Consultants Inc.
ATTN: NICOLE PENNER
200 2800 29 TH STREET
VERNON BC V1T 9P9

Date Received: 14-JUL-16
Report Date: 21-JUL-16 12:38 (MT)
Version: FINAL

Client Phone: 250-545-3672

Certificate of Analysis

Lab Work Order #: L1798223
Project P.O. #: NOT SUBMITTED
Job Reference: 2016-8114.000
C of C Numbers:
Legal Site Desc:

Nelson Kwan, B.Sc.
Account Manager

[This report shall not be reproduced except in full without the written authority of the Laboratory.]

ADDRESS: 2559 29 Street NE, Calgary, AB T1Y 7B5 Canada | Phone: +1 403 291 9897 | Fax: +1 403 291 0298
ALS CANADA LTD Part of the ALS Group A Campbell Brothers Limited Company

* Refer to Referenced Information for Qualifiers (if any) and Methodology.

2016-8114.000

L1798223 CONTD....

PAGE 3 of 3

Version: FINAL

Reference Information

Test Method References:

ALS Test Code	Matrix	Test Description	Method Reference**
COLOUR-TRUE-CL	Water	Colour (True) by Spectrometer	APHA 2120 Color
True Colour is measured spectrophotometrically by comparison to platinum-cobalt standards using the single wavelength method (450 - 465 nm) after filtration of sample through a 0.45 um filter. Colour measurements can be highly pH dependent, and apply to the pH of the sample as received (at time of testing), without pH adjustment. Concurrent measurement of sample pH is recommended.			
HARDNESS-CALC-CL	Water	Hardness	APHA 2340 B
Hardness (also known as Total Hardness) is calculated from the sum of Calcium and Magnesium concentrations, expressed in CaCO ₃ equivalents. Dissolved Calcium and Magnesium concentrations are preferentially used for the hardness calculation.			
MET-T-CCMS-CL	Water	Total Metals in Water by CRC ICPMS	EPA 200.2/6020A (mod)
Water samples are digested with nitric and hydrochloric acids, and analyzed by CRC ICPMS.			
Method Limitation (re: Sulfur): Sulfide and volatile sulfur species may not be recovered by this method.			
TC-EC-MPN-CL	Water	Total Coliforms and E. Coli by MPN	APHA METHOD 9223
This analysis is carried out using procedures adapted from APHA Method 9223 "Enzyme Substrate Coliform Test". E. coli and Total Coliform are determined simultaneously. The sample is mixed with a mixture hydrolyzable substrates and then sealed in a multi-well packet. The packet is incubated for 18 or 24 hours and then the number of wells exhibiting a positive response are counted. The final result is obtained by comparing the positive responses to a probability table.			
TURBIDITY-CL	Water	Turbidity	APHA 2130 B-Nephelometer
This analysis is carried out using procedures adapted from APHA Method 2130 "Turbidity". Turbidity is determined by the nephelometric method.			
UV-ABS-ED	Water	UV Absorbance (Spectrometry)	APHA 5910 B
Test method is adapted from APHA Method 5910B. A sample is filtered through a 0.45 um filter and its UV Absorbance is measured in a quartz cell at 254 nm and reported as UV Absorbance per cm. The analysis is carried out without pH adjustment.			
UV-TRANS-CALC-ED	Water	UV Transmittance (Calculated)	APHA 5910 B-Spectrophotometer
Test method is adapted from APHA Method 5910B. A sample is filtered through a 0.45 um filter and its UV Absorbance is measured in a quartz cell at 254 nm. UV Transmittance is calculated from the UV Absorbance result and reported as UV Transmittance per cm. The analysis is carried out without pH adjustment.			

** ALS test methods may incorporate modifications from specified reference methods to improve performance.

The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:

Laboratory Definition Code	Laboratory Location
ED	ALS ENVIRONMENTAL - EDMONTON, ALBERTA, CANADA
CL	ALS ENVIRONMENTAL - CALGARY, ALBERTA, CANADA

Chain of Custody Numbers:

GLOSSARY OF REPORT TERMS

Surrogates are compounds that are similar in behaviour to target analyte(s), but that do not normally occur in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery. In reports that display the D.L. column, laboratory objectives for surrogates are listed there.

mg/kg - milligrams per kilogram based on dry weight of sample
 mg/kg wwt - milligrams per kilogram based on wet weight of sample
 mg/kg lwt - milligrams per kilogram based on lipid-adjusted weight
 mg/L - unit of concentration based on volume, parts per million.

< - Less than.

D.L. - The reporting limit.

N/A - Result not available. Refer to qualifier code and definition for explanation.

Test results reported relate only to the samples as received by the laboratory.

UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.

Analytical results in unsigned test reports with the DRAFT watermark are subject to change, pending final QC review.



Quality Control Report

Workorder: L1798223

Report Date: 21-JUL-16

Page 1 of 3

Client: Associated Environmental Consultants Inc.

200 2800 29 TH STREET

VERNON BC V1T 9P9

Contact: NICOLE PENNER

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
COLOUR-TRUE-CL	Water							
Batch	R3503759							
WG2348011-2	LCS							
Colour, True			98.0		%		85-115	14-JUL-16
WG2348011-1	MB							
Colour, True			<5.0		CU		5	14-JUL-16
MET-T-CCMS-CL	Water							
Batch	R3504343							
WG2348699-2	LCS	TMRM						
Arsenic (As)-Total			98.7		%		80-120	15-JUL-16
Calcium (Ca)-Total			100.6		%		80-120	15-JUL-16
Iron (Fe)-Total			97.1		%		80-120	15-JUL-16
Magnesium (Mg)-Total			97.4		%		80-120	15-JUL-16
Manganese (Mn)-Total			99.0		%		80-120	15-JUL-16
Potassium (K)-Total			100.3		%		80-120	15-JUL-16
Sodium (Na)-Total			102.2		%		80-120	15-JUL-16
Uranium (U)-Total			90.4		%		80-120	15-JUL-16
WG2348699-1	MB							
Arsenic (As)-Total			<0.00010		mg/L		0.0001	15-JUL-16
Calcium (Ca)-Total			<0.050		mg/L		0.05	15-JUL-16
Iron (Fe)-Total			<0.010		mg/L		0.01	15-JUL-16
Magnesium (Mg)-Total			<0.0050		mg/L		0.005	15-JUL-16
Manganese (Mn)-Total			<0.00010		mg/L		0.0001	15-JUL-16
Potassium (K)-Total			<0.050		mg/L		0.05	15-JUL-16
Sodium (Na)-Total			<0.050		mg/L		0.05	15-JUL-16
Uranium (U)-Total			<0.000010		mg/L		0.00001	15-JUL-16
Batch	R3508436							
WG2348699-6	LCS	TMRM						
Arsenic (As)-Total			99.3		%		80-120	20-JUL-16
Calcium (Ca)-Total			96.2		%		80-120	20-JUL-16
Iron (Fe)-Total			93.9		%		80-120	20-JUL-16
Magnesium (Mg)-Total			96.3		%		80-120	20-JUL-16
Manganese (Mn)-Total			96.8		%		80-120	20-JUL-16
Potassium (K)-Total			98.0		%		80-120	20-JUL-16
Sodium (Na)-Total			95.6		%		80-120	20-JUL-16
Uranium (U)-Total			91.9		%		80-120	20-JUL-16
WG2348699-5	MB							
Arsenic (As)-Total			<0.00010		mg/L		0.0001	20-JUL-16



Quality Control Report

Workorder: L1798223

Report Date: 21-JUL-16

Page 2 of 3

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
MET-T-CCMS-CL Water								
Batch	R3508436							
WG2348699-5 MB								
Calcium (Ca)-Total			<0.050		mg/L		0.05	20-JUL-16
Iron (Fe)-Total			<0.010		mg/L		0.01	20-JUL-16
Magnesium (Mg)-Total			<0.0050		mg/L		0.005	20-JUL-16
Manganese (Mn)-Total			<0.00010		mg/L		0.0001	20-JUL-16
Potassium (K)-Total			<0.050		mg/L		0.05	20-JUL-16
Sodium (Na)-Total			<0.050		mg/L		0.05	20-JUL-16
Uranium (U)-Total			<0.000010		mg/L		0.00001	20-JUL-16
TC-EC-MPN-CL Water								
Batch	R3504111							
WG2348464-5 DUP		L1798223-2						
MPN - E. Coli		<1	<1	RPD-NA	MPN/100mL	N/A	65	14-JUL-16
MPN - Total Coliforms		<1	<1	RPD-NA	MPN/100mL	N/A	65	14-JUL-16
WG2348464-4 MB								
MPN - E. Coli			<1		MPN/100mL		1	14-JUL-16
MPN - Total Coliforms			<1		MPN/100mL		1	14-JUL-16
TURBIDITY-CL Water								
Batch	R3503865							
WG2348156-2 LCS								
Turbidity			96.0		%		85-115	14-JUL-16
WG2348156-1 MB								
Turbidity			<0.10		NTU		0.1	14-JUL-16
UV-ABS-ED Water								
Batch	R3504059							
WG2348342-2 DUP		L1798223-2						
UV Absorbance (254 nm)		0.051	0.048		Abs/cm	6.1	10	15-JUL-16
WG2348342-1 MB								
UV Absorbance (254 nm)			<0.005		Abs/cm		0.005	15-JUL-16

Quality Control Report

Workorder: L1798223

Report Date: 21-JUL-16

Page 3 of 3

Legend:

Limit	ALS Control Limit (Data Quality Objectives)
DUP	Duplicate
RPD	Relative Percent Difference
N/A	Not Available
LCS	Laboratory Control Sample
SRM	Standard Reference Material
MS	Matrix Spike
MSD	Matrix Spike Duplicate
ADE	Average Desorption Efficiency
MB	Method Blank
IRM	Internal Reference Material
CRM	Certified Reference Material
CCV	Continuing Calibration Verification
CVS	Calibration Verification Standard
LCSD	Laboratory Control Sample Duplicate

Sample Parameter Qualifier Definitions:

Qualifier	Description
RPD-NA	Relative Percent Difference Not Available due to result(s) being less than detection limit.

Hold Time Exceedances:

All test results reported with this submission were conducted within ALS recommended hold times.

ALS recommended hold times may vary by province. They are assigned to meet known provincial and/or federal government requirements. In the absence of regulatory hold times, ALS establishes recommendations based on guidelines published by the US EPA, APHA Standard Methods, or Environment Canada (where available). For more information, please contact ALS.

The ALS Quality Control Report is provided to ALS clients upon request. ALS includes comprehensive QC checks with every analysis to ensure our high standards of quality are met. Each QC result has a known or expected target value, which is compared against pre-determined data quality objectives to provide confidence in the accuracy of associated test results.

Please note that this report may contain QC results from anonymous Sample Duplicates and Matrix Spikes that do not originate from this Work Order.

Affix ALS ba

[illegible]

L1798223-COFC

if

www.alsglobal.com

	table for all tests
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[illegible]

REFER TO BACK PAGE FOR ALS LOCATIONS AND SAMPLING INFORMATION

Failure to complete all portions of this form may delay analysis. Please fill in this form LEGIBLY. By the use of this form the user acknowledges and agrees with the Terms and Conditions as specified on the back page of the white - report copy

1. If any water samples are taken from a Regulated Drinking Water (DW) System, please submit using an Authorized DW COC form.

114. 511-0116 w/1 EnclD4, January 20



Ship out July 7th
Bottle 0



L1798223-COFC

Page 1 of 1

06/07/2016 6:46 PM

Bottle Order #: BR168187

Lab: CALGARY

Account #: 11329

Order Created By: Nelson Kwan, B.Sc.

Expected Date: 08/07/2016 12:00 PM

Order Priority: Emergency

Ship/Pickup Via: GREYHOUND

Waybill Number:

Prepared Date:

Prepared By:

Company: Associated Environmental Consultants Inc.

Client Contact: Barry Palumbo (250-344-8288) ***HFPU***

Address: Nicole Penner (AE) c/o Greyhound Express
Greyhound Depot 1050 TransCanada Highway
Golden, BC, V0A 1H1

Phone Number: 403-262-4500

Fax Number: 403-269-7640

Client Job Number: 2016-8114

Checked By:

7 - June - 2016 *lef*
Date Initials

Comments:

Prelabel all bottles

Qty	Item (Analysis)	Container	Colour	Preservative	Instructions #
<input checked="" type="checkbox"/> 2	Bacteriological (TC-EC)	250 mL Sterilized Plastic	+Coli/coc	Sodium Thiosulfate	3,5,9,27
<input checked="" type="checkbox"/> 1	Cooler	Cooler with Ice Packs			
<input checked="" type="checkbox"/> 3	Nitrile Gloves	1 pair			
<input checked="" type="checkbox"/> 2	Routine (colour, turbidity, 500 mL Polyethylene UV)			No Preservative	3,8
<input type="checkbox"/> 2	Total Metals (As, U, major 250 mL HDPE Bottle ions)		Blue	3 mL 1:3 Nitric Acid	13, 3
<input checked="" type="checkbox"/> 2	pre-printed COC				

Please note the "Instructions #" above for the sample containers and items shipped to you.
Find the corresponding number below and follow the instructions/guidelines.

Instructions #	Guideline
3	Keep cool (40C).
5	CAUTION: preservative already in container.
8	No preservative.
9	Sodium Thiosulphate (Na ₂ O ₃ S ₂): irritant- in case of contact with skin, rinse affected area several times with cold water.
13	Nitric acid (HNO ₃): highly toxic/corrosive- in case of contact with skin, rinse affected area with excess cold water.
27	Submit samples to the laboratory IMMEDIATELY after sampling.

ADDRESS: 2559 29 Street NE, Calgary, AB T1Y 7B5 Canada | Phone: +1 403 291 9897 | Fax: +1 403 291 0298
ALS CANADA LTD Part of the ALS Group A Campbell Brothers Limited Company



Associated Environmental Consultants Inc.
ATTN: Nicole Penner
200, 2800 29 TH STREET
VERNON BC .

Date Received: 29-JUN-16
Report Date: 08-JUL-16 14:07 (MT)
Version: FINAL

Client Phone: 250-545-3672

Certificate of Analysis

Lab Work Order #: L1790907
Project P.O. #: NOT SUBMITTED
Job Reference: 2016-8114.000
C of C Numbers: 14-478931
Legal Site Desc:

Nelson Kwan, B.Sc.
Account Manager

[This report shall not be reproduced except in full without the written authority of the Laboratory.]

ADDRESS: 2559 29 Street NE, Calgary, AB T1Y 7B5 Canada | Phone: +1 403 291 9897 | Fax: +1 403 291 0298
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2016-8114.000

L1790907 CONTD....

PAGE 2 of 4

Version: FINAL

ALS ENVIRONMENTAL ANALYTICAL REPORT

Sample Details/Parameters	Result	Qualifier*	D.L.	Units	Extracted	Analyzed	Batch
L1790907-1 WPID 402053 Sampled By: NP on 28-JUN-16 @ 15:30 Matrix: WATER Miscellaneous Parameters							
Colour, True	<5.0		5.0	CU		29-JUN-16	R3492547
Turbidity	24.9		0.10	NTU		29-JUN-16	R3492723
L1790907-2 WEST TWIN CREEK 7 Sampled By: NP on 28-JUN-16 @ 15:30 Matrix: WATER Hardness							
Dissolved Metals by ICPOES							
Dissolved Metals Filtration Location	LAB					05-JUL-16	R3496255
Calcium (Ca)-Dissolved	59.8		0.10	mg/L		05-JUL-16	R3496265
Magnesium (Mg)-Dissolved	26.8		0.10	mg/L		05-JUL-16	R3496265
Hardness							
Hardness (as CaCO3)	260		0.50	mg/L		07-JUL-16	
Miscellaneous Parameters							
Chloride (Cl)	1.47		0.50	mg/L		29-JUN-16	R3493728
Colour, True	<5.0		5.0	CU		29-JUN-16	R3492547
Fluoride (F)	0.040		0.020	mg/L		29-JUN-16	R3493728
Sulfate (SO4)	15.6		0.30	mg/L		29-JUN-16	R3493728
Total Dissolved Solids	235	DLHC	20	mg/L		04-JUL-16	R3496522
Turbidity	2.68		0.10	NTU		29-JUN-16	R3492723
UV Absorbance (254 nm)	0.057		0.005	Abs/cm		30-JUN-16	R3492874
Transmittance, UV (254 nm)	87.7		1.0	%T/cm		30-JUN-16	
pH, Conductivity and Total Alkalinity							
pH	8.48		0.10	pH		29-JUN-16	R3492749
Conductivity (EC)	445		2.0	uS/cm		29-JUN-16	R3492749
Bicarbonate (HCO3)	257		5.0	mg/L		29-JUN-16	R3492749
Carbonate (CO3)	9.5		5.0	mg/L		29-JUN-16	R3492749
Hydroxide (OH)	<5.0		5.0	mg/L		29-JUN-16	R3492749
Alkalinity, Total (as CaCO3)	226		5.0	mg/L		29-JUN-16	R3492749
Total Coliforms and E. Coli by MPN							
MPN - E. Coli	<1		1	MPN/100mL		29-JUN-16	R3493373
MPN - Total Coliforms	580		1	MPN/100mL		29-JUN-16	R3493373
Total Metals in Water by CRC ICPMS							
Arsenic (As)-Total	0.00013		0.00010	mg/L		06-JUL-16	R3497064
Calcium (Ca)-Total	54.9		0.050	mg/L		06-JUL-16	R3497064
Iron (Fe)-Total	0.099		0.010	mg/L		06-JUL-16	R3497064
Magnesium (Mg)-Total	26.4		0.0050	mg/L		06-JUL-16	R3497064
Manganese (Mn)-Total	0.00547		0.00010	mg/L		06-JUL-16	R3497064
Potassium (K)-Total	0.659		0.050	mg/L		06-JUL-16	R3497064
Sodium (Na)-Total	1.37		0.050	mg/L		06-JUL-16	R3497064
Uranium (U)-Total	0.000986		0.000010	mg/L		06-JUL-16	R3497064
NO2, NO3 and Sum of NO2/NO3							
Nitrate in Water by IC							
Nitrate (as N)	0.131		0.020	mg/L		29-JUN-16	R3493728
Nitrate+Nitrite							
Nitrate and Nitrite (as N)	0.131		0.050	mg/L		07-JUL-16	
Nitrite in Water by IC							
Nitrite (as N)	<0.010		0.010	mg/L		29-JUN-16	R3493728
Total Si (reported as Silica) by ICPOES							
Total Silicon (reported as Silica)							
Silicon (as SiO2)-Total	7.22		0.11	mg/L		07-JUL-16	

* Refer to Referenced Information for Qualifiers (if any) and Methodology.

2016-8114.000

L1790907 CONTD....

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Version: FINAL

Reference Information

Qualifiers for Sample Submission Listed:

Qualifier	Description
SPL	TOTAL METALS - Sample was Preserved at the laboratory
SFPL	HARDNESS - Sample was Filtered and Preserved at the laboratory

Sample Parameter Qualifier Key:

Qualifier	Description
DLHC	Detection Limit Raised: Dilution required due to high concentration of test analyte(s).

Test Method References:

ALS Test Code	Matrix	Test Description	Method Reference**
CL-IC-N-CL	Water	Chloride in Water by IC	EPA 300.1 (mod)
Inorganic anions are analyzed by Ion Chromatography with conductivity and/or UV detection.			
COLOUR-TRUE-CL	Water	Colour (True) by Spectrometer	APHA 2120 Color
True Colour is measured spectrophotometrically by comparison to platinum-cobalt standards using the single wavelength method (450 - 465 nm) after filtration of sample through a 0.45 um filter. Colour measurements can be highly pH dependent, and apply to the pH of the sample as received (at time of testing), without pH adjustment. Concurrent measurement of sample pH is recommended.			
F-IC-N-CL	Water	Fluoride in Water by IC	EPA 300.1 (mod)
Inorganic anions are analyzed by Ion Chromatography with conductivity and/or UV detection.			
HARDNESS-CALC-CL	Water	Hardness	APHA 2340 B
Hardness (also known as Total Hardness) is calculated from the sum of Calcium and Magnesium concentrations, expressed in CaCO3 equivalents. Dissolved Calcium and Magnesium concentrations are preferentially used for the hardness calculation.			
MET-DIS-ICP-CL	Water	Dissolved Metals by ICPOES	APHA 3030B/EPA 6010B
This analysis is carried out using procedures adapted from "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association, and with procedures adapted from "Test Methods for Evaluating Solid Waste" SW-846 published by the United States Environmental Protection Agency (EPA). The procedure involves filtration (EPA Method 3005A) and analysis by inductively coupled plasma - optical emission spectrophotometry (EPA Method 6010B).			
MET-T-CCMS-CL	Water	Total Metals in Water by CRC ICPMS	EPA 200.2/6020A (mod)
Water samples are digested with nitric and hydrochloric acids, and analyzed by CRC ICPMS.			
Method Limitation (re: Sulfur): Sulfide and volatile sulfur species may not be recovered by this method.			
MET-TOT-ICP-CL	Water	Total Metals in Water by ICPOES	APHA 3030E/EPA 6010B
This analysis is carried out using procedures adapted from "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association, and with procedures adapted from "Test Methods for Evaluating Solid Waste" SW-846 published by the United States Environmental Protection Agency (EPA). The procedures may involve preliminary sample treatment by acid digestion using a hotblock (APHA Method 3030E). Instrumental analysis is by inductively coupled plasma - optical emission spectrophotometry (EPA Method 6010B)			
N2N3-CALC-CL	Water	Nitrate+Nitrite	CALCULATION
NO2-IC-N-CL	Water	Nitrite in Water by IC	EPA 300.1 (mod)
Inorganic anions are analyzed by Ion Chromatography with conductivity and/or UV detection.			
NO3-IC-N-CL	Water	Nitrate in Water by IC	EPA 300.1 (mod)
Inorganic anions are analyzed by Ion Chromatography with conductivity and/or UV detection.			
PH/EC/ALK-CL	Water	pH, Conductivity and Total Alkalinity	APHA 4500H,2510,2320
All samples analyzed by this method for pH will have exceeded the 15 minute recommended hold time from time of sampling (field analysis is recommended for pH where highly accurate results are needed) pH measurement is determined from the activity of the hydrogen ions using a hydrogen electrode and a reference electrode. Alkalinity measurement is based on the sample's capacity to neutralize acid Conductivity measurement is based on the sample's capacity to convey an electric current			
SiO2-T-CALC-CL	Water	Total Silicon (reported as Silica)	ICP/CALCULATION-ICP/CALCULATION
SO4-IC-N-CL	Water	Sulfate in Water by IC	EPA 300.1 (mod)
Inorganic anions are analyzed by Ion Chromatography with conductivity and/or UV detection.			
SOLIDS-TDS-CL	Water	Total Dissolved Solids	APHA 2540 C
A well-mixed sample is filtered through a glass fibre filter paper. The filtrate is then evaporated to dryness in a pre-weighed vial and dried at 180 – 2 °C. The increase in vial weight represents the total dissolved solids (TDS).			

2016-8114.000

L1790907 CONTD....

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Version: FINAL

Reference Information

Test Method References:

ALS Test Code	Matrix	Test Description	Method Reference**
TC-EC-MPN-CL	Water	Total Coliforms and E. Coli by MPN	APHA METHOD 9223
This analysis is carried out using procedures adapted from APHA Method 9223 "Enzyme Substrate Coliform Test". E. coli and Total Coliform are determined simultaneously. The sample is mixed with a mixture hydrolyzable substrates and then sealed in a multi-well packet. The packet is incubated for 18 or 24 hours and then the number of wells exhibiting a positive response are counted. The final result is obtained by comparing the positive responses to a probability table.			
TURBIDITY-CL	Water	Turbidity	APHA 2130 B-Nephelometer
This analysis is carried out using procedures adapted from APHA Method 2130 "Turbidity". Turbidity is determined by the nephelometric method.			
UV-ABS-ED	Water	UV Absorbance (Spectrometry)	APHA 5910 B
Test method is adapted from APHA Method 5910B. A sample is filtered through a 0.45 um filter and its UV Absorbance is measured in a quartz cell at 254 nm and reported as UV Absorbance per cm. The analysis is carried out without pH adjustment.			
UV-TRANS-CALC-ED	Water	UV Transmittance (Calculated)	APHA 5910 B-Spectrophotometer
Test method is adapted from APHA Method 5910B. A sample is filtered through a 0.45 um filter and its UV Absorbance is measured in a quartz cell at 254 nm. UV Transmittance is calculated from the UV Absorbance result and reported as UV Transmittance per cm. The analysis is carried out without pH adjustment.			

** ALS test methods may incorporate modifications from specified reference methods to improve performance.

The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:

Laboratory Definition Code	Laboratory Location
ED	ALS ENVIRONMENTAL - EDMONTON, ALBERTA, CANADA
CL	ALS ENVIRONMENTAL - CALGARY, ALBERTA, CANADA

Chain of Custody Numbers:

14-478931

GLOSSARY OF REPORT TERMS

Surrogates are compounds that are similar in behaviour to target analyte(s), but that do not normally occur in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery. In reports that display the D.L. column, laboratory objectives for surrogates are listed there.

mg/kg - milligrams per kilogram based on dry weight of sample

mg/kg ww - milligrams per kilogram based on wet weight of sample

mg/kg lwt - milligrams per kilogram based on lipid-adjusted weight

mg/L - unit of concentration based on volume, parts per million.

< - Less than.

D.L. - The reporting limit.

N/A - Result not available. Refer to qualifier code and definition for explanation.

Test results reported relate only to the samples as received by the laboratory.

UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.

Analytical results in unsigned test reports with the DRAFT watermark are subject to change, pending final QC review.



Quality Control Report

Workorder: L1790907

Report Date: 08-JUL-16

Page 1 of 5

Client: Associated Environmental Consultants Inc.

200, 2800 29 TH STREET

VERNON BC .

Contact: Nicole Penner

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
CL-IC-N-CL	Water							
Batch R3493728								
WG2339412-6 LCS			96.3		%		90-110	29-JUN-16
Chloride (Cl)								
WG2339412-5 MB			<0.50		mg/L		0.5	29-JUN-16
Chloride (Cl)								
COLOUR-TRUE-CL	Water							
Batch R3492547								
WG2338204-2 LCS			98.4		%		85-115	29-JUN-16
Colour, True								
WG2338204-1 MB			<5.0		CU		5	29-JUN-16
Colour, True								
F-IC-N-CL	Water							
Batch R3493728								
WG2339412-6 LCS			95.1		%		90-110	29-JUN-16
Fluoride (F)								
WG2339412-5 MB			<0.020		mg/L		0.02	29-JUN-16
Fluoride (F)								
MET-DIS-ICP-CL	Water							
Batch R3496265								
WG2340981-2 LCS		TMRM	103.4		%		80-120	05-JUL-16
Calcium (Ca)-Dissolved								
Magnesium (Mg)-Dissolved			98.7		%		80-120	05-JUL-16
WG2340981-7 LCS		TMRM	107.3		%		80-120	05-JUL-16
Calcium (Ca)-Dissolved								
Magnesium (Mg)-Dissolved			103.0		%		80-120	05-JUL-16
WG2340981-1 MB			<0.10		mg/L		0.1	05-JUL-16
Calcium (Ca)-Dissolved								
Magnesium (Mg)-Dissolved			<0.10		mg/L		0.1	05-JUL-16
WG2340981-6 MB			<0.10		mg/L		0.1	05-JUL-16
Calcium (Ca)-Dissolved								
Magnesium (Mg)-Dissolved			<0.10		mg/L		0.1	05-JUL-16
MET-T-CCMS-CL	Water							
Batch R3496343								
WG2340922-2 LCS		TMRM	94.7		%		80-120	05-JUL-16
Arsenic (As)-Total								
Calcium (Ca)-Total			99.1		%		80-120	05-JUL-16
Iron (Fe)-Total			94.0		%		80-120	05-JUL-16
Magnesium (Mg)-Total			99.4		%		80-120	05-JUL-16

Workorder: L1790907

Report Date: 08-JUL-16

Page 2 of 5

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
MET-T-CCMS-CL	Water							
Batch	R3496343							
WG2340922-2	LCS	TMRM						
Manganese (Mn)-Total			97.1		%		80-120	05-JUL-16
Potassium (K)-Total			94.7		%		80-120	05-JUL-16
Sodium (Na)-Total			97.1		%		80-120	05-JUL-16
Uranium (U)-Total			94.1		%		80-120	05-JUL-16
WG2340922-1	MB							
Arsenic (As)-Total			<0.00010		mg/L		0.0001	05-JUL-16
Calcium (Ca)-Total			<0.050		mg/L		0.05	05-JUL-16
Iron (Fe)-Total			<0.010		mg/L		0.01	05-JUL-16
Magnesium (Mg)-Total			<0.0050		mg/L		0.005	05-JUL-16
Manganese (Mn)-Total			<0.00010		mg/L		0.0001	05-JUL-16
Potassium (K)-Total			<0.050		mg/L		0.05	05-JUL-16
Sodium (Na)-Total			<0.050		mg/L		0.05	05-JUL-16
Uranium (U)-Total			<0.000010		mg/L		0.00001	05-JUL-16
Batch	R3497064							
WG2340922-5	LCS	TMRM						
Arsenic (As)-Total			108.6		%		80-120	06-JUL-16
Calcium (Ca)-Total			98.0		%		80-120	06-JUL-16
Iron (Fe)-Total			93.4		%		80-120	06-JUL-16
Magnesium (Mg)-Total			110.5		%		80-120	06-JUL-16
Manganese (Mn)-Total			111.2		%		80-120	06-JUL-16
Potassium (K)-Total			110.5		%		80-120	06-JUL-16
Sodium (Na)-Total			110.9		%		80-120	06-JUL-16
Uranium (U)-Total			90.5		%		80-120	06-JUL-16
WG2340922-4	MB							
Arsenic (As)-Total			<0.00010		mg/L		0.0001	06-JUL-16
Calcium (Ca)-Total			<0.050		mg/L		0.05	06-JUL-16
Iron (Fe)-Total			<0.010		mg/L		0.01	06-JUL-16
Magnesium (Mg)-Total			<0.0050		mg/L		0.005	06-JUL-16
Manganese (Mn)-Total			<0.00010		mg/L		0.0001	06-JUL-16
Potassium (K)-Total			<0.050		mg/L		0.05	06-JUL-16
Sodium (Na)-Total			<0.050		mg/L		0.05	06-JUL-16
Uranium (U)-Total			<0.000010		mg/L		0.00001	06-JUL-16
NO2-IC-N-CL	Water							



Quality Control Report

Workorder: L1790907

Report Date: 08-JUL-16

Page 3 of 5

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
NO2-IC-N-CL	Water							
Batch	R3493728							
WG2339412-6	LCS							
Nitrite (as N)			97.8		%		90-110	29-JUN-16
WG2339412-5	MB							
Nitrite (as N)			<0.010		mg/L		0.01	29-JUN-16
NO3-IC-N-CL	Water							
Batch	R3493728							
WG2339412-6	LCS							
Nitrate (as N)			96.2		%		90-110	29-JUN-16
WG2339412-5	MB							
Nitrate (as N)			<0.020		mg/L		0.02	29-JUN-16
PH/EC/ALK-CL	Water							
Batch	R3492749							
WG2338522-8	LCS							
pH			7.01		pH		6.9-7.1	29-JUN-16
Conductivity (EC)			108.8		%		90-110	29-JUN-16
Alkalinity, Total (as CaCO3)			96.7		%		85-115	29-JUN-16
WG2338522-7	MB							
Conductivity (EC)			<2.0		uS/cm		2	29-JUN-16
Bicarbonate (HCO3)			<5.0		mg/L		5	29-JUN-16
Carbonate (CO3)			<5.0		mg/L		5	29-JUN-16
Hydroxide (OH)			<5.0		mg/L		5	29-JUN-16
Alkalinity, Total (as CaCO3)			<5.0		mg/L		5	29-JUN-16
SO4-IC-N-CL	Water							
Batch	R3493728							
WG2339412-6	LCS							
Sulfate (SO4)			96.3		%		90-110	29-JUN-16
WG2339412-5	MB							
Sulfate (SO4)			<0.30		mg/L		0.3	29-JUN-16
SOLIDS-TDS-CL	Water							
Batch	R3496522							
WG2339993-3	DUP	L1790907-2						
Total Dissolved Solids		235	235		mg/L	0.0	20	04-JUL-16
WG2339993-2	LCS							
Total Dissolved Solids			99.4		%		85-115	04-JUL-16
WG2339993-1	MB							
Total Dissolved Solids			<10		mg/L		10	04-JUL-16
TC-EC-MPN-CL	Water							



Quality Control Report

Workorder: L1790907

Report Date: 08-JUL-16

Page 4 of 5

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
TC-EC-MPN-CL	Water							
Batch	R3493373							
WG2339120-4 MB			<1		MPN/100mL		1	29-JUN-16
MPN - E. Coli			<1		MPN/100mL		1	29-JUN-16
MPN - Total Coliforms								
TURBIDITY-CL	Water							
Batch	R3492723							
WG2338484-3 DUP		L1790907-2						
Turbidity		2.68	2.67		NTU	0.4	15	29-JUN-16
WG2338484-2 LCS								
Turbidity			97.5		%		85-115	29-JUN-16
WG2338484-1 MB								
Turbidity			<0.10		NTU		0.1	29-JUN-16
UV-ABS-ED	Water							
Batch	R3492874							
WG2338504-2 DUP		L1790907-2						
UV Absorbance (254 nm)		0.057	0.052		Abs/cm	9.2	10	30-JUN-16
WG2338504-1 MB								
UV Absorbance (254 nm)			<0.005		Abs/cm		0.005	30-JUN-16

Quality Control Report

Workorder: L1790907

Report Date: 08-JUL-16

Page 5 of 5

Legend:

Limit	ALS Control Limit (Data Quality Objectives)
DUP	Duplicate
RPD	Relative Percent Difference
N/A	Not Available
LCS	Laboratory Control Sample
SRM	Standard Reference Material
MS	Matrix Spike
MSD	Matrix Spike Duplicate
ADE	Average Desorption Efficiency
MB	Method Blank
IRM	Internal Reference Material
CRM	Certified Reference Material
CCV	Continuing Calibration Verification
CVS	Calibration Verification Standard
LCSD	Laboratory Control Sample Duplicate

Hold Time Exceedances:

All test results reported with this submission were conducted within ALS recommended hold times.

ALS recommended hold times may vary by province. They are assigned to meet known provincial and/or federal government requirements. In the absence of regulatory hold times, ALS establishes recommendations based on guidelines published by the US EPA, APHA Standard Methods, or Environment Canada (where available). For more information, please contact ALS.

The ALS Quality Control Report is provided to ALS clients upon request. ALS includes comprehensive QC checks with every analysis to ensure our high standards of quality are met. Each QC result has a known or expected target value, which is compared against pre-determined data quality objectives to provide confidence in the accuracy of associated test results.

Please note that this report may contain QC results from anonymous Sample Duplicates and Matrix Spikes that do not originate from this Work Order.

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L1790907-COFC

Page of

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REFER TO BACK PAGE FOR ALS LOCATIONS AND SAMPLING INFORMATION

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NA-FLL-01254 v09 Florida January 2014

Failure to complete all portions of this form may delay analysis. Please fill in this form LEGIBLY. By the use of this form the user acknowledges and agrees with the Terms and Conditions as specified on the back page of the white - report copy

1. If any water samples are taken from a Regulated Drinking Water (DW) System, please submit using an Authorized DW COC form.



Associated Environmental Consultants Inc.
ATTN: Marta Green
#200-2800 29TH STREET
VERNON BC .

Date Received: 28-JUN-16
Report Date: 05-JUL-16 16:41 (MT)
Version: FINAL

Client Phone: 250-503-7330

Certificate of Analysis

Lab Work Order #: L1790164
Project P.O. #: NOT SUBMITTED
Job Reference: 2016-8114
C of C Numbers: 14-479279
Legal Site Desc:

Nelson Kwan, B.Sc.
Account Manager

[This report shall not be reproduced except in full without the written authority of the Laboratory.]

ADDRESS: 2559 29 Street NE, Calgary, AB T1Y 7B5 Canada | Phone: +1 403 291 9897 | Fax: +1 403 291 0298
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ALS ENVIRONMENTAL ANALYTICAL REPORT

* Refer to Referenced Information for Qualifiers (if any) and Methodology.

Reference Information

Qualifiers for Sample Submission Listed:

Qualifier	Description
EHT	UV Transmittance, Colour True, Turbidity - Exceeded Recommended Holding Time Prior To Analysis

Test Method References:

ALS Test Code	Matrix	Test Description	Method Reference**
COLOUR-TRUE-CL	Water	Colour (True) by Spectrometer	APHA 2120 Color
True Colour is measured spectrophotometrically by comparison to platinum-cobalt standards using the single wavelength method (450 - 465 nm) after filtration of sample through a 0.45 um filter. Colour measurements can be highly pH dependent, and apply to the pH of the sample as received (at time of testing), without pH adjustment. Concurrent measurement of sample pH is recommended.			
TURBIDITY-CL	Water	Turbidity	APHA 2130 B-Nephelometer
This analysis is carried out using procedures adapted from APHA Method 2130 "Turbidity". Turbidity is determined by the nephelometric method.			
UV-ABS-ED	Water	UV Absorbance (Spectrometry)	APHA 5910 B
Test method is adapted from APHA Method 5910B. A sample is filtered through a 0.45 um filter and its UV Absorbance is measured in a quartz cell at 254 nm and reported as UV Absorbance per cm. The analysis is carried out without pH adjustment.			
UV-TRANS-CALC-ED	Water	UV Transmittance (Calculated)	APHA 5910 B-Spectrophotometer
Test method is adapted from APHA Method 5910B. A sample is filtered through a 0.45 um filter and its UV Absorbance is measured in a quartz cell at 254 nm. UV Transmittance is calculated from the UV Absorbance result and reported as UV Transmittance per cm. The analysis is carried out without pH adjustment.			

** ALS test methods may incorporate modifications from specified reference methods to improve performance.

The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:

Laboratory Definition Code	Laboratory Location
ED	ALS ENVIRONMENTAL - EDMONTON, ALBERTA, CANADA
CL	ALS ENVIRONMENTAL - CALGARY, ALBERTA, CANADA

Chain of Custody Numbers:

14-479279

GLOSSARY OF REPORT TERMS

Surrogates are compounds that are similar in behaviour to target analyte(s), but that do not normally occur in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery. In reports that display the D.L. column, laboratory objectives for surrogates are listed there.

mg/kg - milligrams per kilogram based on dry weight of sample
 mg/kg wwt - milligrams per kilogram based on wet weight of sample
 mg/kg lwt - milligrams per kilogram based on lipid-adjusted weight
 mg/L - unit of concentration based on volume, parts per million.

< - Less than.

D.L. - The reporting limit.

N/A - Result not available. Refer to qualifier code and definition for explanation.

Test results reported relate only to the samples as received by the laboratory.

UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.

Analytical results in unsigned test reports with the DRAFT watermark are subject to change, pending final QC review.



Quality Control Report

Workorder: L1790164

Report Date: 05-JUL-16

Page 1 of 3

Client: Associated Environmental Consultants Inc.

#200-2800 29TH STREET

VERNON BC .

Contact: Marta Green

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
TURBIDITY-CL	Water							
Batch	R3494353							
WG2339088-2	LCS		96.5		%		85-115	30-JUN-16
Turbidity								
WG2339088-1	MB		<0.10		NTU		0.1	30-JUN-16
Turbidity								
UV-ABS-ED	Water							
Batch	R3495995							
WG2337609-1	DUP	L1790164-1	0.017		Abs/cm	0.0	10	29-JUN-16
UV Absorbance (254 nm)		0.017						
WG2337609-2	MB		<0.005		Abs/cm		0.005	29-JUN-16
UV Absorbance (254 nm)								

Quality Control Report

Workorder: L1790164

Report Date: 05-JUL-16

Page 2 of 3

Legend:

Limit	ALS Control Limit (Data Quality Objectives)
DUP	Duplicate
RPD	Relative Percent Difference
N/A	Not Available
LCS	Laboratory Control Sample
SRM	Standard Reference Material
MS	Matrix Spike
MSD	Matrix Spike Duplicate
ADE	Average Desorption Efficiency
MB	Method Blank
IRM	Internal Reference Material
CRM	Certified Reference Material
CCV	Continuing Calibration Verification
CVS	Calibration Verification Standard
LCSD	Laboratory Control Sample Duplicate

Quality Control Report

Workorder: L1790164

Report Date: 05-JUL-16

Page 3 of 3

Hold Time Exceedances:

ALS Product Description	Sample ID	Sampling Date	Date Processed	Rec. HT	Actual HT	Units	Qualifier
Physical Tests							
UV Transmittance (Calculated)	1	27-JUN-16 17:40	05-JUL-16 13:04	48	187	hours	EHT

Legend & Qualifier Definitions:

EHTR-FM: Exceeded ALS recommended hold time prior to sample receipt. Field Measurement recommended.
 EHTR: Exceeded ALS recommended hold time prior to sample receipt.
 EHTL: Exceeded ALS recommended hold time prior to analysis. Sample was received less than 24 hours prior to expiry.
 EHT: Exceeded ALS recommended hold time prior to analysis.
 Rec. HT: ALS recommended hold time (see units).

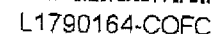
Notes*:

Where actual sampling date is not provided to ALS, the date (& time) of receipt is used for calculation purposes.
 Where actual sampling time is not provided to ALS, the earlier of 12 noon on the sampling date or the time (& date) of receipt is used for calculation purposes. Samples for L1790164 were received on 28-JUN-16 12:50.

ALS recommended hold times may vary by province. They are assigned to meet known provincial and/or federal government requirements. In the absence of regulatory hold times, ALS establishes recommendations based on guidelines published by the US EPA, APHA Standard Methods, or Environment Canada (where available). For more information, please contact ALS.

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Please note that this report may contain QC results from anonymous Sample Duplicates and Matrix Spikes that do not originate from this Work Order.



WHITE - LABORATORY COPY YELLOW - CLIENT COPY

1. If any water samples are taken from a Regulated Drinking Water (DW) System, please submit using an Authorized DW COC form.



3851B – 21 Street NE • Calgary, Alberta, Canada • T2E 6T5

Phone: (403) 250-9164 • Fax: (403) 291-4597 • www.wshlabs.com

Barry Palumbo

Phone: 250-344-8288

Lab Number: 78744

Email: barrypalumbo@gmail.comEmail: shellybott@yahoo.ca

PO Number:

Sample Info: Akremzede

LS2 - Sec 35 - TWP 25 - RGE 21 - W5

P1 66313 & 7477

Well # 40252/110330

Sampled By: BP**Date Sampled:** 12/13/2015**Date Received:** 12/15/2015**Date Reported:** 12/17/2015

Analyte	Units	Result	Canadian Drinking Water Guideline Maximum
Calcium	mg/L	56.9	No Guideline
Iron	mg/L	0.09	0.3
Magnesium	mg/L	27.9	No Guideline
Manganese	mg/L	<0.01	0.05
Potassium	mg/L	3.7	No Guideline
Sodium	mg/L	114	200
Bicarbonates	mg/L	452	No Guideline
Bromides	mg/L	2.6	No Guideline
Carbonates	mg/L	0	No Guideline
Chlorides	mg/L	30.1	250
Fluorides	mg/L	0.32	1.5
Nitrates as N	mg/L	0.1	10
Nitrites as N	mg/L	<0.02	1
NO ₃ + NO ₂ as N	mg/L	0.1	No Guideline
Sulfates	mg/L	67	500

Parameter	Units	Result	Canadian Drinking Water Guideline Maximum
Electrical Conductivity	µS/cm	864	No Guideline
pH	pH	7.88	6.5 - 8.5
Hardness (as CaCO ₃)	mg/L	257	No Guideline
Total Alkalinity (as CaCO ₃)	mg/L	371	No Guideline
P-Alkalinity (as CaCO ₃)	mg/L	0	No Guideline
Hydroxide (as CaCO ₃)	mg/L	0	No Guideline
Total Dissolved Solids (calculated)	mg/L	523	500

Microbiology	Units	Result	Canadian Drinking Water Guideline Maximum
Total Coliform	CFU/100 mL	1	Zero / Absent
Escherichia Coliform	CFU/100 mL	0	Zero / Absent

Sum of Cations	10.18	TDS / EC Ratio	0.61
Sum of Anions	9.69	Sodium Adsorption Ratio	3.09
Ion Balance	1.05	Saturation Index	0.73

On-Site Sewerage System Feasibility Report for Subdivision

Date: May 9, 2016

Legal Description: Sec 35, Twp 25, Rg 21, W5M, Ld 26, LS 2.

Property Owner: **Barry Palumbo.**

Please note that all percolation testing, soils analysis and calculations are based on information Ministry of Health "Sewerage System Standard Practice Manual".

The daily effluent discharge calculations for each proposed lot are based on a 4-bedroom house using a Type 1 System with 0.6m wide trenches spaced 1.8m on-centre and slopes under 5% as per the provided by the Interior Health – Health Protection "Subdivision Guidelines".

Proposed Lot # **1**

Field # **2**

Slope: **5**%

Calculated Hydraulic Loading Rate: **25** litres / m² / day

Total trench length necessary would be: **113** m.

The Secondary field (Field 2) would consist of # **5** lines at **22.7** m long.

(If the Reserve field has different variables they must also be listed).

The minimum total area that would be required for field 1 for a 4-bedroom house using a Type 1 System on this Proposed Lot would be: **163** m²

The additional 10% area for construction increases the required total area to: **180** m²

(If additional area is required due to slopes over 5% they must also be identified).

The 5% slope would bring the total area needed to: **189** m²

An example of a possible size for the 'field 2' area for this Proposed Lot would be: **23.5** m long by **8.8** m wide.

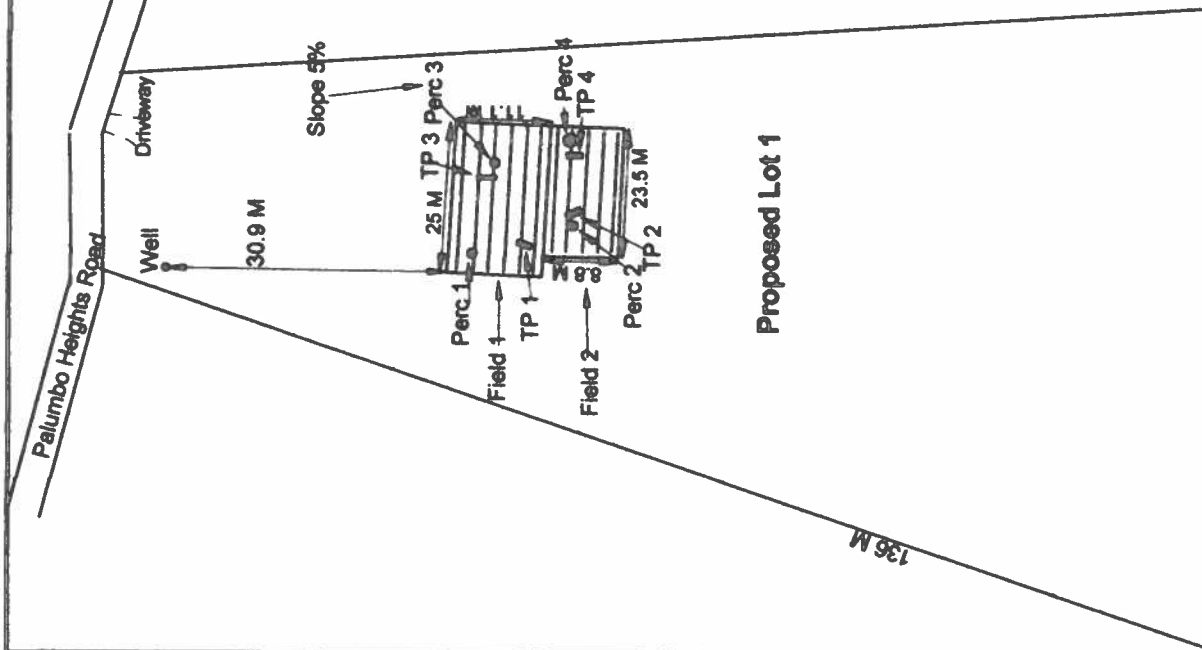
Attached is the soils analysis for the Proposed Lot # **1**. Field # **2**. As the Authorized Person for this site evaluation, I confirm, to the best of my ability, that the soils on this proposed lot are appropriate for a Type 1 discharge system serving a 4 bedroom house as per the requirements of the Ministry of Health "Sewerage System Standard Practice Manual" and the Interior Health Subdivision Guidelines.

Signed and Stamped,



The information provided is NOT a septic system design. It is provided for the use of the Public Health Officer for subdivision review purposes ONLY. If you have any questions or require additional information, please contact the undersigned.

Sec 35, Twp 25, Rg 21, W5M, Ld 26, LS 2



- Perc hole
- Soil test pit

Mount "M" Contractors 1981 1029 Hwy 95, Golden BC V0A-1H4 Phone: 250-344-6154 Fax: 250-344-6154
Drawn by: Mario Pecora, ROWP Registration Number: OW0487
Design:
Date: May 10, 2016

Barry Palumbo
Proposed subdivision
Sec 35, Twp 25, Rg 21,
W5M, Ld 26, LS 2

NTS SIZE: A SHEET 1 OF 1

Observed Soil Conditions

Test Pit Logs

NAME: Barry Palumbo

Date: May 3, 2016

Civic Address: Palumbo Heights

Logged by: Mario Pecora, ROWP

TP# 1 Pit Location: Proposed Lot 1. Field 1.

Slope: 5 %

Soil Horizons (depths measured in cm / m / in / ft)

Depth		Colour	Texture	Structure	Rupture resistance (or density)	Coarse gravel (%)	Roots depth & quantity	Mottles depth & quantity	Moisture seepage
from	to								
			Relative portions of various soil e.g. Silt, clay, sand.	Structureless 0 Weak 1 Moderate 2 Strong 3	Notes Below	35-60% Very 60-90% Extremely >90% if <10% fine earth use size class ROCK>75mm			
0	2	Black	Organic	-	-	-	Many fine	-	-
2	6	Brown	Sandy loam	1	L	-	Few fine	-	-
6	18	Brown	Loamy coarse sand	1	L	Ext	Very few fine	-	-
18	23	Grey	Coarse sandy loam	1	L	Ext	Very few fine	-	-
23	25.5	Grey	Sandy loam	1	L	-	-	-	-
23.5	26	Grey	Sandy loam	1	S	-	-	-	-
26	26.5	Black	Organic	-	-	-	-	-	-
26.5	28	Tan	Sandy loam	1	L	-	-	-	-
28	31	Tan	Coarse sand	0	L	-	-	-	-
31	35	Tan	Sandy loam	1	L	-	-	-	-
35	36.5	Tan-yellow	Sandy clay loam	2	S	-	-	-	-
36.5	44	Grey	Fine sand	0	L	-	-	-	-
44	45	Orange	Sandy clay loam	0	L	-	-	-	-
45	48.5	Grey	Sandy loam	0	L	-	-	-	-

NOTES:

Restrictive horizon present at: ____>48.5"_____. Mottling present at: ____> 48.5"_____.

SHWT: ____> 48.5 "_____. Rooting Depth: ____21"_____.

Rupture Resistance:

DRY:

Loose (L)
Soft (S)
Slightly Hard (SH)
Mod Hard (MH)
Hard (HA)

Moist:

Loose (L)
Very Friable (VFR)
Friable (FR)
Firm (FI)
Very Firm (VFI)

Cementation:

NA
Non-Cemented
Extremely Weak (EW)
Very Weak Cemented (VW)
Weakly Cemented (W)

Block Specimen:

NA
Very Slight Force
Slight Force
Mod Force
Strong Force

Observed Soil Conditions

Test Pit Logs

NAME: Barry Palumbo

Date: May 3, 2016

Civic Address: Palumbo Heights

Logged by: Mario Pecora, ROWP

TP# 2 Pit Location: Proposed Lot 1. Field 2.

Slope: 5 %

Soil Horizons (depths measured in cm / m / in / ft)									
Depth		Colour	Texture	Structure	Rupture resistance (or density)	Coarse gravel (%)	Roots depth & quantity	Mottles depth & quantity	Moisture seepage
from	to								
			Relative portions of various soil e.g. Silt, clay, sand.	Structureless 0 Weak 1 Moderate 2 Strong 3	Notes Below	35-60% Very 60-90% Extremely >90% if <10% fine earth use size class ROCK>75mm			
0	4	Black	Organic	-	-	-	Many fine	-	-
4	8	Brown	Sandy clay loam	0	L	Very	Very few fine	-	-
8	14.5	Brown	Coarse sandy loam	0	L	Ext	Very few fine	-	-
14.5	22	Grey	Fine sandy loam	1	S	-	Very few fine	-	-
22	27.5	Grey	Sandy clay loam	1	S	-	Very few fine	-	-
27.5	29	Black	Organic	-	-	-	Very few fine	-	-
29	35.5	Grey	Sandy clay loam	1	S	-	-	-	-
35.5	43	Grey	Fine sandy loam	0	L	-	-	-	-
43	43.5	Grey	Silty loam	0	S	-	-	-	-
43.5	45.5	Grey	Fine sandy loam	0	L	-	-	-	-
45.5	47	Grey	Sandy clay loam	0	S	-	-	-	-

NOTES:

Restrictive horizon present at: ____>47"_____. Mottling present at: _> 47"_____.

SHWT: _> 47"_____. Rooting Depth: _28"_____.

Rupture Resistance:

DRY:
Loose (L)
Soft (S)
Slightly Hard (SH)
Mod Hard (MH)
Hard (HA)

Moist:
Loose (L)
Very Friable (VFR)
Friable (FR)
Firm (FI)
Very Firm (VFI)

Cementation:
NA
Non-Cemented
Extremely Weak (EW)
Very Weak Cemented (VW)
Weakly Cemented (W)

Block Specimen:
NA
Very Slight Force
Slight Force
Mod Force
Strong Force

Test Pit Logs

NAME: Barry Palumbo

Date: May 3, 2016

Civic Address: Palumbo Heights

Logged by: Mario Pecora, ROWP

TP# 3 Pit Location: Proposed Lot 1. Field 1.

Slope: 5 %

Soil Horizons (depths measured in cm / m / in / ft)									
Depth		Colour	Texture	Structure	Rupture resistance (or density)	Coarse gravel (%)	Roots depth & quantity	Mottles depth & quantity	Moisture seepage
from	to								
			Relative portions of various soil e.g. Silt, clay, sand.	Structureless 0 Weak 1 Moderate 2 Strong 3	Notes Below	35-60% Very 60-90% Extremely >90% if <10% fine earth use size class ROCK>75mm			
0	6	Black	Organic	-	-		Many fine	-	-
6	15.5	Brown	Sandy clay loam	1	SH	-	Some fine	-	-
15.5	26	Grey	Silty clay loam	1	S	-	Very few fine	-	-
26	26.5	Black	Organic	-	-	-	Very few fine	-	-
26.5	30	Brown	Fine sandy loam	1	L	-	-	-	-
30	47.5	Grey	Silty loam	3	MH	-	-	-	-

NOTES:

Restrictive horizon present at: ____>47.5"_____. Mottling present at: ____> 47.5"_____.

SHWT: > 47.5"_____ Rooting Depth: 26.5"_____.

Rupture Resistance:

DRY:

Loose (L)
Soft (S)
Slightly Hard (SH)
Mod Hard (MH)
Hard (HA)

Moist:

Loose (L)
Very Friable (VFR)
Friable (FR)
Firm (FI)
Very Firm (VFI)

Cementation:

NA
Non-Cemented
Extremely Weak (EW)
Very Weak Cemented (VW)
Weakly Cemented (W)

Block Specimen:

NA
Very Slight Force
Slight Force
Mod Force
Strong Force

Observed Soil Conditions

Test Pit Logs

NAME: Barry Palumbo

Date: May 3, 2016

Civic Address: Palumbo Heights

Logged by: Mario Pecora, ROWP

TP# 4 Pit Location: Proposed Lot 1. Field 2.

Slope: 5 %

Soil Horizons (depths measured in cm / m / in / ft)									
Depth		Colour	Texture	Structure	Rupture resistance (or density)	Coarse gravel (%)	Roots depth & quantity	Mottles depth & quantity	Moisture seepage
from	to								
			Relative portions of various soil e.g. Silt, clay, sand.	Structureless 0 Weak 1 Moderate 2 Strong 3	Notes Below	35-60% Very 60-90% Extremely >90% if <10% fine earth use size class ROCK>75mm			
0	9	Brown	Sandy loam	0	L	-	Med-fine	-	-
9	13	Tan	Sandy loam	1	L	-	Few fine	-	-
13	24	Grey	Coarse sandy loam	0	L	Very	Very few fine	-	-
24	31	Grey	Silty clay loam	2	SH	-	Very few fine	-	-
31	38	Grey	Coarse sand	0	L	Ext	-	-	-
38	43	Grey	Coarse sand	1	L	-	-	-	-
43	43.5	Black	Organic	0	L	-	Few med	-	-
43.5	50	Grey	Loamy sand	1	S	-	-	-	-

NOTES:

Restrictive horizon present at: ____ >50" _____. Mottling present at: ____ > 50" _____.

SHWT: > 50" _____ Rooting Depth: 43" _____.

Rupture Resistance:

DRY:

Loose (L)
Soft (S)
Slightly Hard (SH)
Mod Hard (MH)
Hard (HA)

Moist:

Loose (L)
Very Friable (VFR)
Friable (FR)
Firm (FI)
Very Firm (VFI)

Cementation:

NA
Non-Cemented
Extremely Weak (EW)
Very Weak Cemented (VW)
Weakly Cemented (W)

Block Specimen:

NA
Very Slight Force
Slight Force
Mod Force
Strong Force

Percolation Tests

NAME: Barry Palumbo_____

Date: _May 4, 2016_

Civic Address: Palumbo Heights Road_____

Legal Address:_____.

Location: Proposed Lot 1. Field 1 and 2

Perc. Hole # 1	
Location: Field 1	
5	min. / inch
7	min. / inch
8	min. / inch
9	min. / inch
Depth: _27_ inches, ____ cm	

Perc. Hole # 3	
Location: Field 1	
5	min. / inch
7	min. / inch
9	min. / inch
11	min. / inch
Depth: _26_ inches, ____ cm	

Perc. Hole # 2	
Location: Field 2	
3	min. / inch
5	min. / inch
5	min. / inch
	min. / inch
Depth: _27_ inches, ____ cm	

Perc. Hole # 4	
Location: Field 2	
2	min. / inch
4	min. / inch
4	min. / inch
	min. / inch
Depth: _24_ inches, ____ cm	

Average Perc. Rate: _7.25_ min/inch or 2.5 cm



BOARD REPORT

TO:
Chair and Directors

File No:	DVP641-22 PL20160055
-----------------	-------------------------

SUBJECT:

Electoral Area A: Development Variance Permit No. 641-22
(Rod Steward and Lorraine Dever)

DESCRIPTION:

Report from Christine LeFloch, Development Services Assistant, dated April 27, 2017
2346 Blaeberry Road, Golden

**RECOMMENDATION
#1:**

THAT:

In accordance with Section 498 of the Local Government Act Development Variance Permit No. 641.22 for Block C, Section 1, Township 29, Range 22, West of the 5th Meridian, Kootenay District, varying Subdivision Servicing Bylaw No. 641, as follows:

1. Varying Section 8.3(a) by waiving the requirement that a surface water source proposed for an Independent On-Site Water System must be surface water from an intake that has unrecorded water and is on the List of Eligible Sources, shown in Schedule D of Bylaw No. 641, that is current as of the date of application for subdivision only for proposed Lot 2 as shown on the proposed plan of subdivision; and
2. Varying Section 8.5 by waiving the requirement that all components, including the intake, for an Independent On-site Water System must be located on the same parcel as the residential dwelling unit in respect of which they are required or located within easements or rights of way meeting the requirements of Section 9.11 of Subdivision Servicing Bylaw No. 641; and
3. Varying the volume of water required to be provided by an Independent On-site Water System pursuant to Section 8.8 from 2,275 litres per day to 2,273 litres per day only for proposed Lot 2;

for a proposed subdivision under application No. 2015-05926A;

be approved for issuance this 18th day of May, 2017.

SHORT SUMMARY:

The subject property is located in the Blaeberry area of Electoral Area A. The owners have applied for a 5 lot subdivision and would like to use an existing water license to service one of the proposed new lots. The water source is not listed on Schedule 'D' – List of Eligible Sources in Subdivision Servicing Bylaw No. 641 and is not located on the lot it is proposed to service. Therefore the owners have applied for a Development Variance Permit requesting that the CSR D waive the requirement that the source of water for the proposed new lot be listed on Schedule 'D' – List of Eligible Sources, and also waive the requirement that all components of the water system be located on the same parcel as the residence they will be serving.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	LGA Part 14 (Unweighted)	<input checked="" type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder (<i>Weighted</i>)	<input type="checkbox"/>
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BACKGROUND:

APPLICANT: Tom Coughlin
 PROPERTY OWNERS: Rodney Steward and Lorraine Dever
 ELECTORAL AREA: A
 CIVIC ADDRESS: 2346 Blaeberry Road, Golden
 LEGAL DESCRIPTION: Block C, Section 1, Township 29, Range 22, West of the 5th Meridian, Kootenay District, varying Subdivision Servicing Bylaw No. 641
 PROPOSED PARCEL SIZE: Proposed Lot 2 - 3.5 ha
 SURROUNDING LAND USE PATTERN:
 North: Rural Residential
 South: Rural, unconstructed road ROW (Land Act Rd)
 East: Crown
 West: Blaeberry Road, Rural Residential
 CURRENT USE: Rural Residential (1 residence)
 PROPOSED USE: 5 lot subdivision
 OCP DESIGNATION: N/A
 ZONING: N/A
 ALR: N/A

SITE COMMENTS: The parcel is located on the east side of Blaeberry Road within approximately 450 metres of the Blaeberry River. The subject parcel in the valley bottom and is relatively level. The topography changes to steep mountainous terrain to the east. Pearl Creek is mapped as crossing the subject property, however a hydrogeology report submitted in support of the subdivision application indicates that Pearl Creek goes underground before it reaches the eastern boundary of the subject property.

POLICY:**Subdivision Servicing Bylaw No. 641**

Part 8 of Subdivision Servicing Bylaw No 641 (Bylaw No. 641) deals with assessment and demonstration of potable water for independent on-site water systems. Independent On-site Water System is defined as "a Domestic Water System that serves only one *Dwelling Unit*."

Section 8.2 requires that all new parcels created by subdivision must be provided with an Independent On-Site Water System.

Section 8.5 requires that all components, including the intake, for Independent On-site Water System using surface water sources must be:

- a) located on the same Parcel as the residential Dwelling Unit in respect of which they are required; or
- b) located within easements or rights-of-way meeting the requirements of Section 9.11, provided that the delivery system from the surface water source to the Dwelling Unit is only for a single residential Dwelling Unit.

Section 8.8 requires that each Independent On-site Water System must be capable of providing, year round, at least 2,275 litres of potable water per day for each parcel that includes, or can be reasonably expected to include, a residential Dwelling Unit.

Schedule "D" List of Eligible Sources

The provincial Water Stewardship Division produced a list of eligible sources for surface water to the CSRD in a memorandum dated October 21, 2011. The surface water sources on this list have been identified and approved by the province as having sufficient volumes of water to accommodate domestic use sustainably.

Examples of approved water sources listed for Electoral Area A include the Blaeberry River, Kicking Horse River, Columbia River, and Kinbasket Lake.

FINANCIAL:

There are no financial implications to the CSRD with regard to this application.

KEY ISSUES/CONCEPTS:

The owners have applied for a 5 lot subdivision of the subject property in 2015. They are proposing to use drilled wells for Proposed Lots 1, 3, 4 and Remainder and would like to transfer the existing surface water license for the subject property to Proposed Lot 2. It is noted that the license will need to be formally transferred through application to the Ministry of Forests Lands and Natural Resource Management as noted in the Preliminary Layout Approval issued by the Ministry of Transportation and Infrastructure dated April 26, 2017.

Water License #C052355 was issued to the current owner in 1977. The license permits 500 gallons (2,273 litres) of water per day to be drawn from Pearl Creek for domestic use on the subject property. Section 8.8 of Subdivision Servicing Bylaw No. 641 requires that an Independent On-site Water System be capable of providing, year round at least 2,275 litres of potable water per day therefore a variance is required in order to meet this requirement. This is a metric conversion issue which will be taken care of through a housekeeping bylaw in the near future. Staff have no issues with this variance.

The water intake and line are drawing water from a section of Pearl Creek that is located on Crown land to the east of the subject parcel. The existing intake and water line are currently used by the existing residence which will be located on the Proposed Remainder parcel and will be serviced by a new well. The owners would like to transfer the existing water license to Proposed Lot 2 which is currently vacant. Section 8.3 of Bylaw No. 641 requires that a surface water source for an Independent On-site Water System "must be surface water from an intake in a water source that has Unrecorded Water and is listed on the List of Eligible Sources of the Ministry of Natural Resource

Operations that is current as of the date of application for subdivision". Section 8.5 of Bylaw No. 641 states that "all components, including the intake for an Independent On-site Water System using surface water sources must be located on the same parcel as the residential Dwelling Unit in respect of which they are required, or within easements or rights of way meeting the requirements of Section 9.11 of Bylaw No. 641".

Pearl Creek is not on the List of Eligible Sources, however, the applicant does have an existing water license issued by the Province for this water source which allows them to draw enough water to essentially satisfy the water quantity requirements of Bylaw No. 641. They have also provided the results of potability testing completed by CARO Analytical Services along with an Assessment of Water Quality from Ryan Rhodes, P. Geo of Western Water Associates Ltd. which indicates that the proposed water source meets all health based Maximum Allowable Concentrations with respect to the Guidelines for Canadian Drinking Water Quality. Further no parameters were found to exceed the aesthetic objectives guidelines. Thus, the water is considered potable and has good aesthetics. As such, staff have no objections to the proposed variance to Section 8.3 of Bylaw No. 641.

With respect to Section 8.5 of Bylaw No. 641, it is noted that all components of the Independent On-site Water System (intake and water line) are located on Crown land adjacent to the subject property. Therefore, it is not possible to register an easement or right of way as there is no title to the land. Accordingly, staff have no objections to the proposed variance.

SUMMARY:

The property owners have applied for a Development Variance Permit to waive the requirement that the surface water source for one of the lots in the proposed subdivision must be listed in Schedule D – List of Eligible Sources, that all components of the Independent On-site Water System, including the intake must be located on the same parcel as the residential dwelling unit for which they are required, or within easements or statutory rights of way meeting the requirements of Section 9.11 of Bylaw No. 641, and that the Independent On-site Water System be capable of providing year round at least 2,275 litres of water per day.

Staff are recommending approval of the Development Variance Permit for the following reasons:

- the owners have a current and Ministry approved water license for this water source;
- the owners have provided results of potability testing completed by a qualified professional indicating that the water meets Canadian Drinking Water Guidelines for potability;
- all components of the proposed water source are located on Crown land, therefore easements and statutory rights of way cannot be registered on title; and
- the water volume requirement discrepancy is related to inaccurate conversion of units to metric which is in the process of being corrected by staff.

IMPLEMENTATION:

If the Development Variance Permit is approved, a notice will be sent to the Land Titles and Survey Authority to be registered on title.

COMMUNICATIONS:

Notice of the proposed Development Variance Permit was sent to all owners of property lying within 100 m of the subject property in accordance with Section 499 of the Local Government Act advising of the opportunity to comment on the proposed variances.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation to approve issuance of DVP 641-22.

BOARD'S OPTIONS:

1. *Endorse the staff Recommendation. DVP641-22 will be approved for issuance.*
2. *Deny issuance of the permit.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Development Variance Permit No. 641-22 (including Location Map and Proposed Subdivision Plan)
2. Water License #C0052355
3. Assessment of Water Quality from Pearl Creek, by Ryan Rhodes, P. Geo., dated April 27, 2017

Report Approval Details

Document Title:	2017-05-18_Board_DS_DVP641-22_StewardDever.docx
Attachments:	<ul style="list-style-type: none">- WWAL 16-069-04 - Steward Pearl Ck WQ Letter.pdf- Water License No. C052355.docx- DVP641-22 Permit.docx- Orthophoto.docx
Final Approval Date:	May 8, 2017

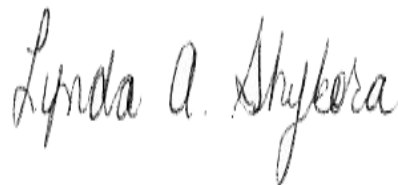
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 2, 2017 - 4:24 PM



Gerald Christie - May 8, 2017 - 6:48 AM



Lynda Shykora - May 8, 2017 - 9:43 AM



Charles Hamilton - May 8, 2017 - 2:24 PM

April 27, 2017

WWAL Project: 15-069-04

Mr. Rod Steward
Box 411, Golden, B.C.
VOA 4HO

Re: ASSESSMENT OF WATER QUALITY FROM PEARL CREEK – PROPOSED 5 LOT SUBDIVISION, 2346 BLAEBERRY ROAD, NEAR GOLDEN, B.C.

Western Water Associates Ltd. (WWAL) is pleased to provide this letter report pertaining to the above-noted property. The purpose of this assessment is to evaluate a water quality sample from Pearl Creek, proposed as a drinking water source for one of the lots in the above-noted subdivision, with respect to the Guidelines for Canadian Drinking Water Quality (GCDWQ - Health Canada 2014¹).

The property is located within Columbia Shuswap Regional District (CSRD) Electoral Area “A”. The civic and legal addresses of the property are:

- 2346 Blaeberry Road.
- Block C, Section 1, Township 29, Range 22, West of the 5th Meridian, Kootenay District.
- PID: 008-098-255

WWAL previously completed an assessment of four wells which were proposed as drinking water sources for four of the lots in the subdivision (WWAL 2016). Lots to be serviced by groundwater wells include Lots 1, 3, 4 and the Remainder. Proposed Lot 2 will be provided with domestic water from Pearl Creek, licensed point of diversion C052355, which is held by the property owner Mr. Rod Steward. Figures 1 through 3 from our 2016 well assessment report are included as attachments to this letter, and depict the location of the subject property, proposed subdivision layout and the location of Surface Water point of diversion C052355.

It is our understanding that a water quality sample was collected by the property owner from the point of diversion collection box adjacent to Pearl Creek (essentially at the source). The sample was collected on March 27, 2017, and submitted to CARO Analytical in Kelowna, B.C. for potability testing. The laboratory water quality report is included as an attachment.

WATER QUALITY EVALUATION

For this assessment, we define the term potability as water which is pure enough and of sufficient quality to be consumed or used with low risk of immediate or long-term harm. With respect to evaluation against GCDWQ, potable water meets all health-based Maximum Allowable Concentrations (MACs). In samples where parameters are found to exceed only Aesthetic Objectives (AOs), the water is considered to be potable but treatment may be desired to address subjective taste, odour or other aesthetic concerns. Table 1 below provides a summary of selected water quality results evaluated against the GCDWQ.

¹ http://www.hc-sc.gc.ca/ewh-semt/pubs/water-eau/sum_guide-res_recom/index-eng.php#t2

27 April 2017

Steward – Pearl Creek WQ Letter

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15-069-04

Table I – Summary of Water Quality Results

		WPN37580	GCDWQ
Sample Date		27-Mar-2017	
pH	pH units	8.32	AO = 6.5 - 8.5
Conductivity	us/cm	558	No Guidelines
Turbidity	NTU	0.48	varies
Total Dissolved Solids	mg/L	310	AO < 500
hardness	mg/L	329	No Guidelines
Fluoride	mg/L	<0.10	MAC = 1.5
Nitrate, N	mg/L	0.185	MAC = 10
Nitrite, N	mg/L	<0.010	MAC = 1
Chloride	mg/L	1.19	AO < 250
Sulfate	mg/L	32.1	AO < 500
Total Metals			
Aluminum	mg/L	0.008	OG < 0.1
Antimony	mg/L	<0.0001	MAC = 0.006
Arsenic	mg/L	<0.0005	MAC = 0.01
Barium	mg/L	0.016	MAC = 1
Cadmium	mg/L	<0.0001	MAC = 0.005
Chromium	mg/L	<0.0005	MAC = 0.05
Iron	mg/L	0.02	AO < 0.30
Lead	mg/L	<0.0001	MAC = 0.01
Manganese	mg/L	0.0003	AO < 0.05
Selenium	mg/L	<0.0005	MAC = 0.01
Sodium	mg/L	4.39	AO < 200
Uranium	mg/L	0.00190	MAC = 0.02
Zinc	mg/L	0.006	AO < 5
Microbiological			
Total Coliforms	CFU/100 mL	<1	MAC < 1
E. Coli	CFU/100 mL	<1	MAC < 1

Notes:

1. MAC = Maximum Allowable Concentration, a health-based guideline. Orange shaded cells indicate an exceedance of a MAC.
2. AO = Aesthetic Objective, a subjective taste or odour concern. Green shaded cells indicate an exceedance of an Aesthetic Objective.
3. OG = Operational Guideline. Guidelines set primarily for municipal water treatment facilities to ensure water treatment systems (filtration, flocculation) operate properly.

The water quality from Pearl Creek is slightly alkaline and displays a low level of mineralization. No parameters assessed were found to exceed MAC Guidelines, and as such the raw water is considered potable. Further, no parameters were found to exceed AO guidelines and aesthetic water quality is also very good.

No total coliform or *E. Coli* bacteria were detected. We note that the lab report indicates that samples arrived at the laboratory frozen, which could potentially have affected the bacteriological results. Other water quality parameters would not be expected to be influenced by the samples being frozen.

While there is no water quality guideline for hardness, the water from Pearl Creek is considered very hard, and softening for household domestic may be desired.

27 April 2017

Steward – Pearl Creek WQ Letter

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15-069-04

LIMITATIONS OF THIS ASSESSMENT

We were not present during the sampling of Pearl Creek but were provided with the laboratory water quality results. While we were not on site to witness the sampling, we assume that proper protocols were used for sampling and that the samples were received at the analytical chemistry lab within the appropriate holding time for the testing completed. We take the information we were provided at face value and assume it is accurate and representative of water from Pearl Creek. Our service is limited strictly to an evaluation of water quality results provided against the Canadian Guidelines for Drinking Water Quality an assessment of the need for treatment to make the water potable.

Regarding water quality, the data should be considered a snapshot only of water quality and only at the location sampled. The spatial and temporal water quality in the Creek may vary.

CONCLUSIONS

Raw water from Pearl Creek is considered potable (no exceedances of MAC guidelines) and aesthetic water quality is also good (no exceedances of AO guidelines). If Pearl Creek water quality is consistent throughout the year and from year to year, water treatment to make the water potable is not required.

Surface water quality from streams often varies throughout the year, in particular during freshet when increased flows can increase turbidity. In addition, bacteriological water quality may worsen in the summer months when water temperatures increase. We recommend that homeowners sample their water periodically to ensure that the water remains potable (at least yearly). If turbidity issues associated with freshet or bacteria are present at times of the year, water treatment including filtration and Ultraviolet light disinfection would be warranted.

We trust that the professional opinions and advice presented in this document are sufficient for your current requirements. If you have any questions or concerns or if we can be of additional service please contact the undersigned at (250)-541-1030.

WESTERN WATER ASSOCIATES LTD.



Ryan Rhodes, P.Geo., P.Geol.
Hydrogeologist

Attachments: Water Quality Report; Figures 1 through 3

References:

Western Water Associates Ltd. (WWAL). 2016. Hydrogeological Evaluation of Water Quantity and Quality in support of Proposed 4 Lot Subdivision, 2346 Blaeberry Road, near Golden, B.C.



CERTIFICATE OF ANALYSIS

REPORTED TO ATTENTION PO NUMBER PROJECT PROJECT INFO	Western Water Associates Ltd 106 - 5145 26th Street Vernon, BC V1T 8G4 Ryan Rhodes Comprehensive- Ryan Rhodes Steward	TEL FAX WORK ORDER RECEIVED / TEMP REPORTED COC NUMBER	(250) 541-1030 (250) 575-4764 7031903 2017-03-28 07:50 / 5°C 2017-04-04 B43313
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General Comments:

CARO Analytical Services employs methods which are conducted according to procedures accepted by appropriate regulatory agencies, and/or are conducted in accordance with recognized professional standards using accepted testing methodologies and quality control efforts, except where otherwise agreed to by the client.

The results in this report apply to the samples analyzed in accordance with the Chain of Custody or Sample Requisition document. This analytical report must be reproduced in its entirety. CARO is not responsible for any loss or damage resulting directly or indirectly from error or omission in the conduct of testing. Liability is limited to the cost of analysis. Samples will be disposed of 30 days after the test report has been issued unless otherwise agreed to in writing.

A handwritten signature in blue ink that reads "Sara Gulenchyn".

Authorized By:

Sara Gulenchyn, B.Sc, P.Chem.
Client Service Coordinator

If you have any questions or concerns, please contact me at sgulenchyn@caro.ca

Locations:

#110 4011 Viking Way
Richmond, BC V6V 2K9
Tel: 604-279-1499

#102 3677 Highway 97N
Kelowna, BC V1X 5C3
Tel: 250-765-9646

17225 109 Avenue
Edmonton, AB T5S 1H7
Tel: 780-489-9100

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REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER REPORTED 7031903
2017-04-04

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ANALYSIS INFORMATION

REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER REPORTED 7031903
2017-04-04

Analysis Description	Method Reference	Technique	Location
Alkalinity in Water	APHA 2320 B*	Titration with H ₂ SO ₄	Kelowna
Anions by IC in Water	APHA 4110 B	Ion Chromatography with Chemical Suppression of Eluent Conductivity	Kelowna
Coliforms, Total (MF-CCA) in Water	APHA 9222*	Membrane Filtration / Incubation on Chromocult Agar	Kelowna
Colour, True in Water	APHA 2120 C	Spectrophotometry (456 nm)	Kelowna
Conductivity in Water	APHA 2510 B	Conductivity Meter	Kelowna
Cyanide, SAD in Water	ASTM D7511-12	Flow Injection Analysis with In-Line Ultraviolet Digestion and Amperometric Detection	Kelowna
E. coli (MF-CCA) in Water	APHA 9222*	Membrane Filtration / Incubation on Chromocult Agar	Kelowna
Hardness (as CaCO ₃) in Water	APHA 2340 B*	Calculation: 2.497 [total Ca] + 4.118 [total Mg] (Estimated)	N/A
Langelier Index in Water	APHA 2330 B	Calculation	N/A
pH in Water	APHA 4500-H+ B	Electrometry	Kelowna
Solids, Total Dissolved (calc) in Water	APHA 1030 E	Calculation: 100 x ([Cations]-[Anions])/([Cations]+[Anions])	N/A
Temperature (lab) in Water	APHA 2550 B	Thermometer	Kelowna
Total Metals by ICPMS in Water	APHA 3030 E* / APHA 3125 B	HNO ₃ +HCl Hot Block Digestion / Inductively Coupled Plasma Mass Spectrometry (ICP-MS)	Richmond
Turbidity in Water	APHA 2130 B	Nephelometry	Kelowna

Note: An asterisk in the Method Reference indicates that the CARO method has been modified from the reference method

Method Reference Descriptions:

APHA Standard Methods for the Examination of Water and Wastewater, 22nd Edition, American Public Health Association/American Water Works Association/Water Environment Federation

ASTM ASTM International Test Methods

Glossary of Terms:

MRL Method Reporting Limit

< Less than the Reported Detection Limit (RDL) - the RDL may be higher than the MRL due to various factors such as dilutions, limited sample volume, high moisture, or interferences

AO Aesthetic objective

MAC Maximum acceptable concentration (health based)

OG Operational guideline (treated water)

°C Degrees Celcius

CFU/100 mL Colony Forming Units per 100 millilitres

CU Colour Units (referenced against a platinum cobalt standard)

mg/L Milligrams per litre

NTU Nephelometric Turbidity Units

pH units pH < 7 = acidic, pH > 7 = basic

µS/cm Microsiemens per centimetre

Standards / Guidelines Referenced in this Report:

Guidelines for Canadian Drinking Water Quality (Feb 2017)

Website: http://www.hc-sc.gc.ca/ewh-semt/alt_formats/pdf/pubs/water-eau/sum_guide-res_recom/sum_guide-res_recom-eng.pdf

Note: In some cases, the values displayed on the report represent the lowest guideline and are to be verified by the end user



SAMPLE ANALYTICAL DATA

REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER 7031903
REPORTED 2017-04-04

Analyte	Result / Recovery	Standard / Guideline	MRL / Limits	Units	Prepared	Analyzed	Notes
---------	-------------------	----------------------	--------------	-------	----------	----------	-------

Sample ID: Water Liscence (7031903-01) [Water] Sampled: 2017-03-27 15:00

FRO

Anions

Chloride	1.19	AO ≤ 250	0.10	mg/L	N/A	2017-03-30	
Fluoride	< 0.10	MAC = 1.5	0.10	mg/L	N/A	2017-03-30	
Nitrate (as N)	0.185	MAC = 10	0.010	mg/L	N/A	2017-03-30	
Nitrite (as N)	< 0.010	MAC = 1	0.010	mg/L	N/A	2017-03-30	
Sulfate	32.1	AO ≤ 500	1.0	mg/L	N/A	2017-03-30	

General Parameters

Alkalinity, Total (as CaCO ₃)	287	N/A	2	mg/L	N/A	2017-03-29	
Alkalinity, Phenolphthalein (as CaCO ₃)	2	N/A	2	mg/L	N/A	2017-03-29	
Alkalinity, Bicarbonate (as CaCO ₃)	284	N/A	2	mg/L	N/A	2017-03-29	
Alkalinity, Carbonate (as CaCO ₃)	3	N/A	2	mg/L	N/A	2017-03-29	
Alkalinity, Hydroxide (as CaCO ₃)	< 1	N/A	2	mg/L	N/A	2017-03-29	
Colour, True	< 5	AO ≤ 15	5	CU	N/A	2017-03-29	
Conductivity (EC)	558	N/A	2.0	µS/cm	N/A	2017-03-29	
Cyanide, Total	< 0.0020	MAC = 0.2	0.0020	mg/L	N/A	2017-03-29	
pH	8.32	7-10.5	0.01	pH units	N/A	2017-03-29	HT2
Temperature, at pH	23	N/A		°C	N/A	2017-03-29	HT2
Turbidity	0.48	OG < 0.1	0.10	NTU	N/A	2017-03-29	

Calculated Parameters

Hardness, Total (as CaCO ₃)	329	N/A	0.500	mg/L	N/A	N/A	
Langelier Index	1.0	N/A	-5.0	-	N/A	2017-04-04	
Solids, Total Dissolved (calc)	310	N/A	1.00	mg/L	N/A	N/A	

Total Metals

Aluminum, total	0.008	OG < 0.1	0.005	mg/L	2017-03-30	2017-03-30	
Antimony, total	< 0.0001	MAC = 0.006	0.0001	mg/L	2017-03-30	2017-03-30	
Arsenic, total	< 0.0005	MAC = 0.01	0.0005	mg/L	2017-03-30	2017-03-30	
Barium, total	0.016	MAC = 1	0.005	mg/L	2017-03-30	2017-03-30	
Boron, total	< 0.004	MAC = 5	0.004	mg/L	2017-03-30	2017-03-30	
Cadmium, total	< 0.00001	MAC = 0.005	0.00001	mg/L	2017-03-30	2017-03-30	
Calcium, total	40.1	N/A	0.2	mg/L	2017-03-30	2017-03-30	
Chromium, total	< 0.0005	MAC = 0.05	0.0005	mg/L	2017-03-30	2017-03-30	
Cobalt, total	< 0.00005	N/A	0.00005	mg/L	2017-03-30	2017-03-30	
Copper, total	0.0003	AO ≤ 1	0.0002	mg/L	2017-03-30	2017-03-30	
Iron, total	0.02	AO ≤ 0.3	0.01	mg/L	2017-03-30	2017-03-30	
Lead, total	< 0.0001	MAC = 0.01	0.0001	mg/L	2017-03-30	2017-03-30	
Magnesium, total	55.4	N/A	0.01	mg/L	2017-03-30	2017-03-30	
Manganese, total	0.0003	AO ≤ 0.05	0.0002	mg/L	2017-03-30	2017-03-30	
Mercury, total	< 0.00002	MAC = 0.001	0.00002	mg/L	2017-03-30	2017-03-30	
Molybdenum, total	< 0.0001	N/A	0.0001	mg/L	2017-03-30	2017-03-30	
Nickel, total	< 0.0002	N/A	0.0002	mg/L	2017-03-30	2017-03-30	
Potassium, total	0.76	N/A	0.02	mg/L	2017-03-30	2017-03-30	
Selenium, total	< 0.0005	MAC = 0.05	0.0005	mg/L	2017-03-30	2017-03-30	
Sodium, total	4.39	AO ≤ 200	0.02	mg/L	2017-03-30	2017-03-30	
Uranium, total	0.00190	MAC = 0.02	0.00002	mg/L	2017-03-30	2017-03-30	



SAMPLE ANALYTICAL DATA

REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER 7031903
REPORTED 2017-04-04

Analyte	Result / Recovery	Standard / Guideline	MRL / Limits	Units	Prepared	Analyzed	Notes
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Sample ID: Water Liscence (7031903-01) [Water] Sampled: 2017-03-27 15:00, Continued

FRO

Total Metals, Continued

Zinc, total	0.006	AO ≤ 5	0.004	mg/L	2017-03-30	2017-03-30
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Microbiological Parameters

Coliforms, Total	< 1	MAC = None Detected	1	CFU/100 mL	N/A	2017-03-28
E. coli	< 1	MAC = None Detected	1	CFU/100 mL	N/A	2017-03-28

Sample / Analysis Qualifiers:

FRO Sample frozen after sampling and arrived at lab < 0C
HT2 The 15 minute recommended holding time (from sampling to analysis) has been exceeded - field analysis is recommended.



APPENDIX 1: QUALITY CONTROL DATA

REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER 7031903
REPORTED 2017-04-04

The following section displays the quality control (QC) data that is associated with your sample data. Groups of samples are prepared in "batches" and analyzed in conjunction with QC samples that ensure your data is of the highest quality. Common QC types include:

- **Method Blank (Blk):** Laboratory reagent water is carried through sample preparation and analysis steps. Method Blanks indicate that results are free from contamination, i.e. not biased high from sources such as the sample container or the laboratory environment
- **Duplicate (Dup):** Preparation and analysis of a replicate aliquot of a sample. Duplicates provide a measure of the analytical method's precision, i.e. how reproducible a result is. Duplicates are only reported if they are associated with your sample data.
- **Blank Spike (BS):** A known amount of standard is carried through sample preparation and analysis steps. Blank Spikes, also known as laboratory control samples (LCS), are prepared from a different source of standard than used for the calibration. They ensure that the calibration is acceptable (i.e. not biased high or low) and also provide a measure of the analytical method's accuracy (i.e. closeness of the result to a target value).
- **Standard Reference Material (SRM):** A material of similar matrix to the samples, externally certified for the parameter(s) listed. Standard Reference Materials ensure that the preparation steps in the method are adequate to achieve acceptable recoveries of the parameter(s) tested.

Each QC type is analyzed at a 5-10% frequency, i.e. one blank/duplicate/spike for every 10 samples. For all types of QC, the specified recovery (% Rec) and relative percent difference (RPD) limits are derived from long-term method performance averages and/or prescribed by the reference method.

Analyte	Result	MRL Units	Spike Level	Source Result	% REC	REC Limit	% RPD	RPD Limit	Notes
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Anions, Batch B7C1817

Blank (B7C1817-BLK1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Chloride	< 0.10	0.10 mg/L							
Fluoride	< 0.10	0.10 mg/L							
Nitrate (as N)	< 0.010	0.010 mg/L							
Nitrite (as N)	< 0.010	0.010 mg/L							
Sulfate	< 1.0	1.0 mg/L							
Blank (B7C1817-BLK2)			Prepared: 2017-03-30, Analyzed: 2017-03-30						
Chloride	< 0.10	0.10 mg/L							
Fluoride	< 0.10	0.10 mg/L							
Nitrate (as N)	< 0.010	0.010 mg/L							
Nitrite (as N)	< 0.010	0.010 mg/L							
Sulfate	< 1.0	1.0 mg/L							
LCS (B7C1817-BS2)			Prepared: 2017-03-30, Analyzed: 2017-03-30						
Chloride	15.4	0.10 mg/L	16.0		96	90-110			
Fluoride	3.77	0.10 mg/L	4.00		94	88-108			
Nitrate (as N)	3.70	0.010 mg/L	4.00		93	93-108			
Nitrite (as N)	1.80	0.010 mg/L	2.00		90	83-110			
Sulfate	15.1	1.0 mg/L	16.0		95	91-109			

General Parameters, Batch B7C1743

Blank (B7C1743-BLK1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Cyanide, Total	< 0.0020	0.0020 mg/L							
LCS (B7C1743-BS1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Cyanide, Total	0.0199	0.0020 mg/L	0.0200		99	85-115			
LCS Dup (B7C1743-BSD1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Cyanide, Total	0.0188	0.0020 mg/L	0.0200		94	85-115	6	10	

General Parameters, Batch B7C1788



APPENDIX 1: QUALITY CONTROL DATA

REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER REPORTED 7031903
2017-04-04

Analyte	Result	MRL Units	Spike Level	Source Result	% REC	REC Limit	% RPD	RPD Limit	Notes
General Parameters, Batch B7C1788, Continued									
Blank (B7C1788-BLK1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Alkalinity, Total (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Phenolphthalein (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Bicarbonate (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Carbonate (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Hydroxide (as CaCO ₃)	< 1	2 mg/L							
Conductivity (EC)	< 2.0	2.0 µS/cm							
Blank (B7C1788-BLK2)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Alkalinity, Total (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Phenolphthalein (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Bicarbonate (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Carbonate (as CaCO ₃)	< 1	2 mg/L							
Alkalinity, Hydroxide (as CaCO ₃)	< 1	2 mg/L							
Conductivity (EC)	< 2.0	2.0 µS/cm							
LCS (B7C1788-BS1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Alkalinity, Total (as CaCO ₃)	102	2 mg/L	100		102	92-106			
LCS (B7C1788-BS2)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Conductivity (EC)	1400	2.0 µS/cm	1410		100	95-104			
LCS (B7C1788-BS3)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Alkalinity, Total (as CaCO ₃)	102	2 mg/L	100		102	92-106			
LCS (B7C1788-BS4)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Conductivity (EC)	1420	2.0 µS/cm	1410		100	95-104			
Reference (B7C1788-SRM1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
pH	7.00	0.01 pH units	7.00		100	98-102			HT2
Reference (B7C1788-SRM2)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
pH	7.00	0.01 pH units	7.00		100	98-102			HT2
General Parameters, Batch B7C1791									
Blank (B7C1791-BLK1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Colour, True	< 5	5 CU							
LCS (B7C1791-BS1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Colour, True	11	5 CU	10.0		105	85-115			
General Parameters, Batch B7C1797									
Blank (B7C1797-BLK1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Turbidity	< 0.10	0.10 NTU							
LCS (B7C1797-BS1)			Prepared: 2017-03-29, Analyzed: 2017-03-29						
Turbidity	38.4	0.10 NTU	40.0		96	90-110			
Microbiological Parameters, Batch B7C1704									
Blank (B7C1704-BLK1)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							



APPENDIX 1: QUALITY CONTROL DATA

REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER REPORTED 7031903
2017-04-04

Analyte	Result	MRL Units	Spike Level	Source Result	% REC	REC Limit	% RPD	RPD Limit	Notes
Microbiological Parameters, Batch B7C1704, Continued									
Blank (B7C1704-BLK2)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLK3)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLK4)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLK5)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLK6)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLK7)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLK8)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLK9)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLKA)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLKB)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLKC)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							
Blank (B7C1704-BLKD)			Prepared: 2017-03-28, Analyzed: 2017-03-28						
Coliforms, Total	< 1	1 CFU/100 mL							
E. coli	< 1	1 CFU/100 mL							

Total Metals, Batch B7C1854

Blank (B7C1854-BLK1)			Prepared: 2017-03-30, Analyzed: 2017-03-30						
Aluminum, total	< 0.005	0.005 mg/L							
Antimony, total	< 0.0001	0.0001 mg/L							
Arsenic, total	< 0.0005	0.0005 mg/L							
Barium, total	< 0.005	0.005 mg/L							
Boron, total	< 0.004	0.004 mg/L							
Cadmium, total	< 0.00001	0.00001 mg/L							
Calcium, total	< 0.2	0.2 mg/L							



APPENDIX 1: QUALITY CONTROL DATA

REPORTED TO PROJECT Western Water Associates Ltd
Comprehensive- Ryan Rhodes

WORK ORDER 7031903
REPORTED 2017-04-04

Analyte	Result	MRL Units	Spike Level	Source Result	% REC	REC Limit	% RPD	RPD Limit	Notes
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Total Metals, Batch B7C1854, Continued

Blank (B7C1854-BLK1), Continued

Prepared: 2017-03-30, Analyzed: 2017-03-30

Chromium, total	< 0.0005	0.0005 mg/L							
Cobalt, total	< 0.00005	0.00005 mg/L							
Copper, total	< 0.0002	0.0002 mg/L							
Iron, total	< 0.01	0.01 mg/L							
Lead, total	< 0.0001	0.0001 mg/L							
Magnesium, total	< 0.01	0.01 mg/L							
Manganese, total	< 0.0002	0.0002 mg/L							
Mercury, total	< 0.00002	0.00002 mg/L							
Molybdenum, total	< 0.0001	0.0001 mg/L							
Nickel, total	< 0.0002	0.0002 mg/L							
Potassium, total	< 0.02	0.02 mg/L							
Selenium, total	< 0.0005	0.0005 mg/L							
Sodium, total	< 0.02	0.02 mg/L							
Uranium, total	< 0.00002	0.00002 mg/L							
Zinc, total	< 0.004	0.004 mg/L							

Reference (B7C1854-SRM1)

Prepared: 2017-03-30, Analyzed: 2017-03-30

Aluminum, total	0.297	0.005 mg/L	0.303		98	81-129			
Antimony, total	0.0522	0.0001 mg/L	0.0511		102	88-114			
Arsenic, total	0.122	0.0005 mg/L	0.118		103	88-114			
Barium, total	0.783	0.005 mg/L	0.823		95	72-104			
Boron, total	3.14	0.004 mg/L	3.45		91	75-121			
Cadmium, total	0.0501	0.00001 mg/L	0.0495		101	89-111			
Calcium, total	11.6	0.2 mg/L	11.6		100	86-121			
Chromium, total	0.261	0.0005 mg/L	0.250		105	89-114			
Cobalt, total	0.0400	0.00005 mg/L	0.0377		106	91-113			
Copper, total	0.526	0.0002 mg/L	0.486		108	91-115			
Iron, total	0.52	0.01 mg/L	0.488		106	77-124			
Lead, total	0.208	0.0001 mg/L	0.204		102	92-113			
Magnesium, total	3.91	0.01 mg/L	3.79		103	78-120			
Manganese, total	0.109	0.0002 mg/L	0.109		100	90-114			
Mercury, total	0.00544	0.00002 mg/L	0.00489		111	50-150			
Molybdenum, total	0.202	0.0001 mg/L	0.198		102	90-111			
Nickel, total	0.259	0.0002 mg/L	0.249		104	90-111			
Potassium, total	7.58	0.02 mg/L	7.21		105	84-113			
Selenium, total	0.138	0.0005 mg/L	0.121		114	85-115			
Sodium, total	7.95	0.02 mg/L	7.54		105	82-123			
Uranium, total	0.0309	0.00002 mg/L	0.0306		101	85-120			
Zinc, total	2.57	0.004 mg/L	2.49		103	85-111			

QC Qualifiers:

HT2 The 15 minute recommended holding time (from sampling to analysis) has been exceeded - field analysis is recommended.



Figure 1 - General Location of Project Site

Date: April 2016

Image Source: Google Earth

Scale: Oblique View - varies

Drawn by: WG

Checked by: RR

Client: Tom Coughlin

WWAL Project #: 15-069-02

 **western water**
ASSOCIATES LTD
Consultants in Hydrogeology and Water Resources Management

P.I.D. 008-098-255

LEGAL DESCRIPTION: BLOCK C SECTION 1 TOWNSHIP 29
 RANGE 22 WEST OF THE 5TH MERIDIAN
 KOOTENAY DISTRICT

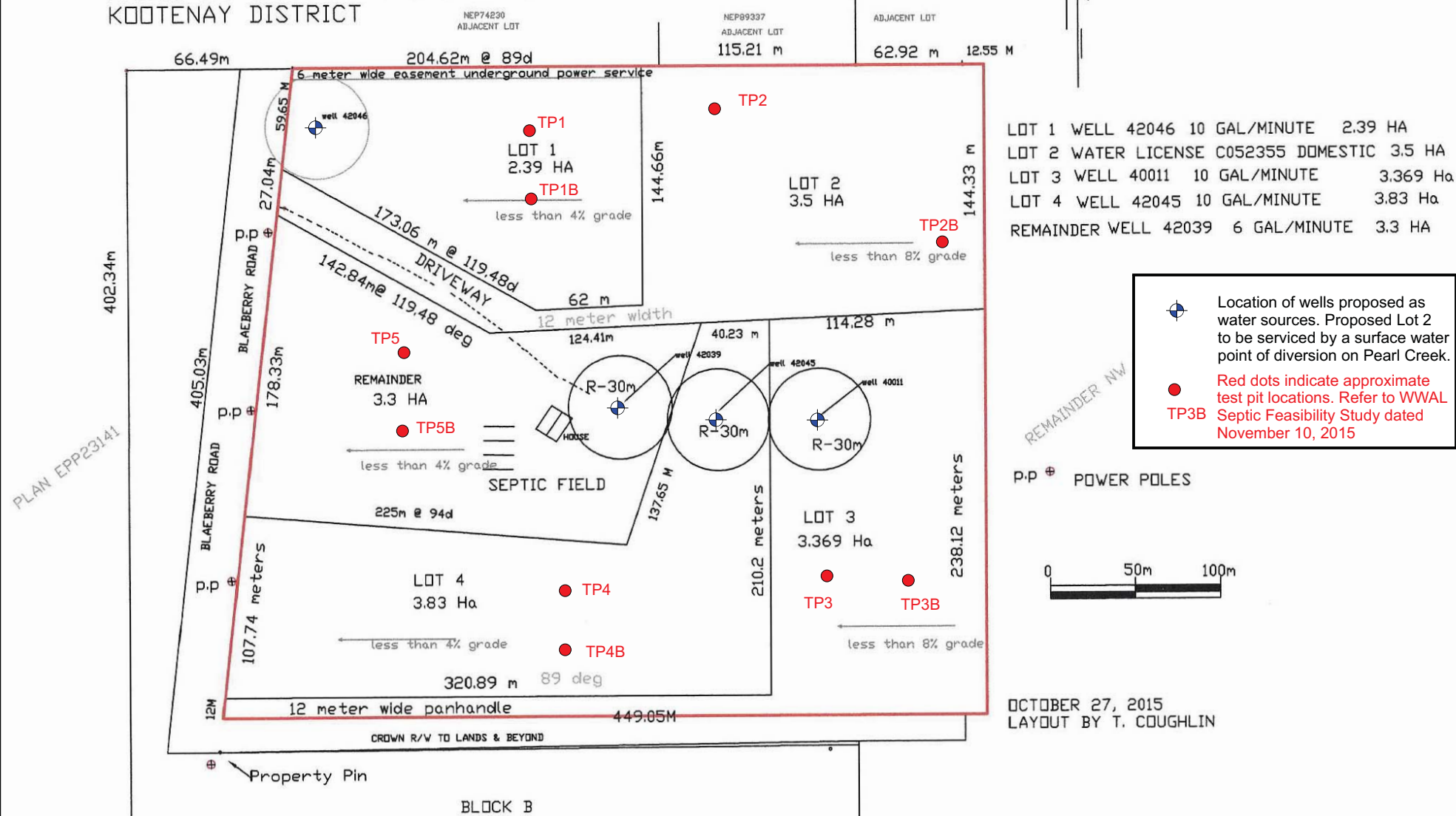


Figure 2 - Well Locations and Site Plan

Date: April 2016

Image Source: Base Plan prepared by McMurdo Consulting

WWAL Project: 15-069-02

Drawn by: WG

Checked by: RR

Client: Tom Coughlin

Client Project:

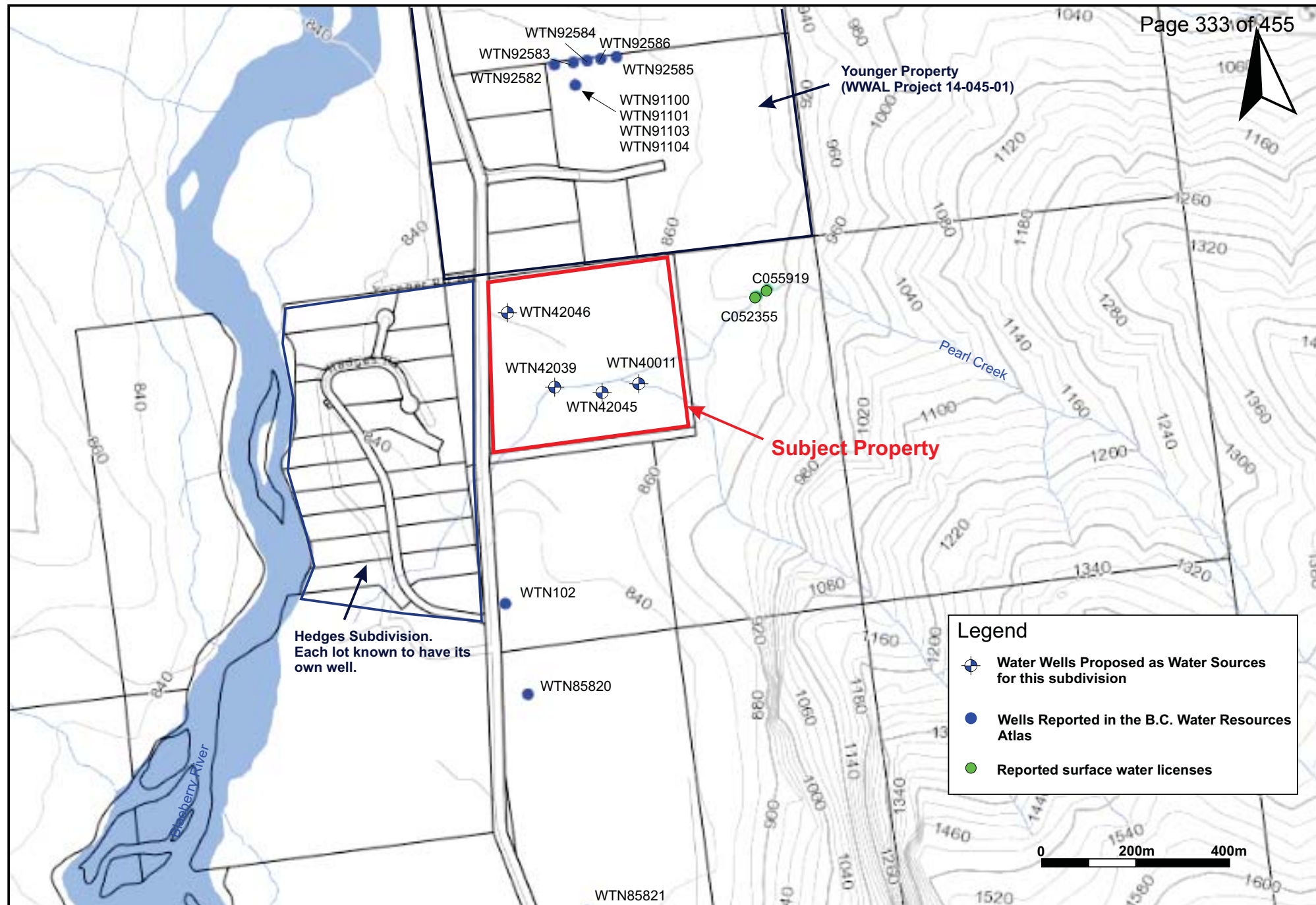


Figure 3 - Reported Water Wells on and Near the Subject Property

Date: April 2016

Image Source: BC Water Resources Atlas (FLNRO 2016)

WWAL Project: 15-069-02

Drawn by: WG

Checked by: RR

Client: Tom Coughlin

Client Project:

CONDITIONAL WATER LICENCE

Robert L. and Linda J. Dreyer of Box 1451, Golden, B.C. V0A 1H0

is/are hereby authorized to divert and use water as follows:—

(a) The source(s) of the water-supply is/are Pearl Creek.

(b) The point(s) of diversion is/are located as shown on the attached plan.

(c) The date from which this licence shall have precedence is 15th August, 1977.

(d) The purpose for which the water is to be used is domestic.

(e) The maximum quantity of water which may be diverted is 500 gallons a day,

and such additional quantity
as the Engineer may from time to time determine should be allowed for losses.

(f) The period of the year during which the water may be used is the whole year.

(g) The land upon which the water is to be used and to which this licence is appurtenant is
Block C of Section 1, Township 29, Range 22, West of the 5th Meridian.

(h) The works authorized to be constructed are diversion structure and pipe

which shall be located approximately as shown on the attached plan.

(i) The construction of the said works has been completed and the water shall be beneficially used on or before the 31st day of December, 1980.

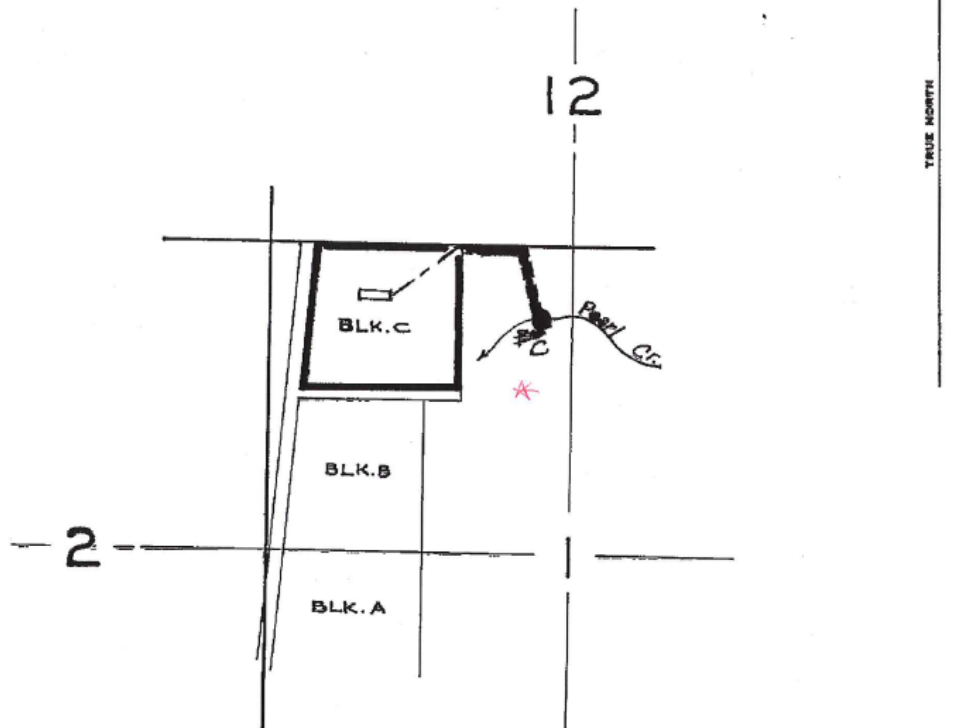
(j) This licence authorizes the use of water for domestic purpose in one dwelling located approximately as shown on the attached plan.


J.E. Farrell,
Deputy Comptroller of Water Rights.

KOOTENAY DISTRICT

Scale: 20 Chains to 1 Inch

TP. 29 R. 22 W. 5M.



LEGEND

Point of Diversion ●

W.R. Map

2732 82-N-046

Pipe

Right of Way

—————

The boundaries of the land to which this licence is appurtenant are shown thus: —————

Signature

Joe L. Powell

Date 21st June 1979.

CL 52355

File 0341863

R/W Permit No. 12044

Donald Precinct



DEVELOPMENT VARIANCE PERMIT NO. 641-22

OWNERS: Rodney Steward
Lorraine Dever
Box 411
Golden, BC V0A 1H0

1. This permit applies only to the land described below:

Block C, Section 1, Township 29, Range 22, West of the 5th Meridian, Kootenay District, which property is more particularly shown outlined in bold on the map attached hereto as Schedule 'A'.
2. Section 8.3 (a) of Bylaw No. 641 is hereby varied by waiving the requirement that the surface water source for an Independent On-Site Water System be surface water from an intake in a water source that has unrecorded water and is on the List of Eligible Sources shown in Schedule 'D' of Bylaw No. 641, that is current as of the date of application for subdivision only for Proposed Lot 2 as shown the proposed plan of subdivision attached hereto as Schedule 'B'.
3. Section 8.5 of Bylaw No. 641 is hereby varied by waiving the requirement that all components, including the intake, for an Independent On-site Water System must be located on the same parcel as the residential dwelling unit in respect of which they are required, or located within easements or rights of way meeting the requirements of Section 9.11 of Subdivision Servicing Bylaw No. 641 for Proposed Lot 2, as shown on the proposed plan of subdivision attached hereto as Schedule 'B'.
4. The volume of water required to be provided by an Independent On-site Water System pursuant to Section 8.8 of Bylaw No. 641 is hereby varied from 2,275 litres per day to 2,273 litres per day only for Proposed Lot 2, as shown on the proposed plan of subdivision attached hereto as Schedule 'B'.
4. This is NOT a building permit.

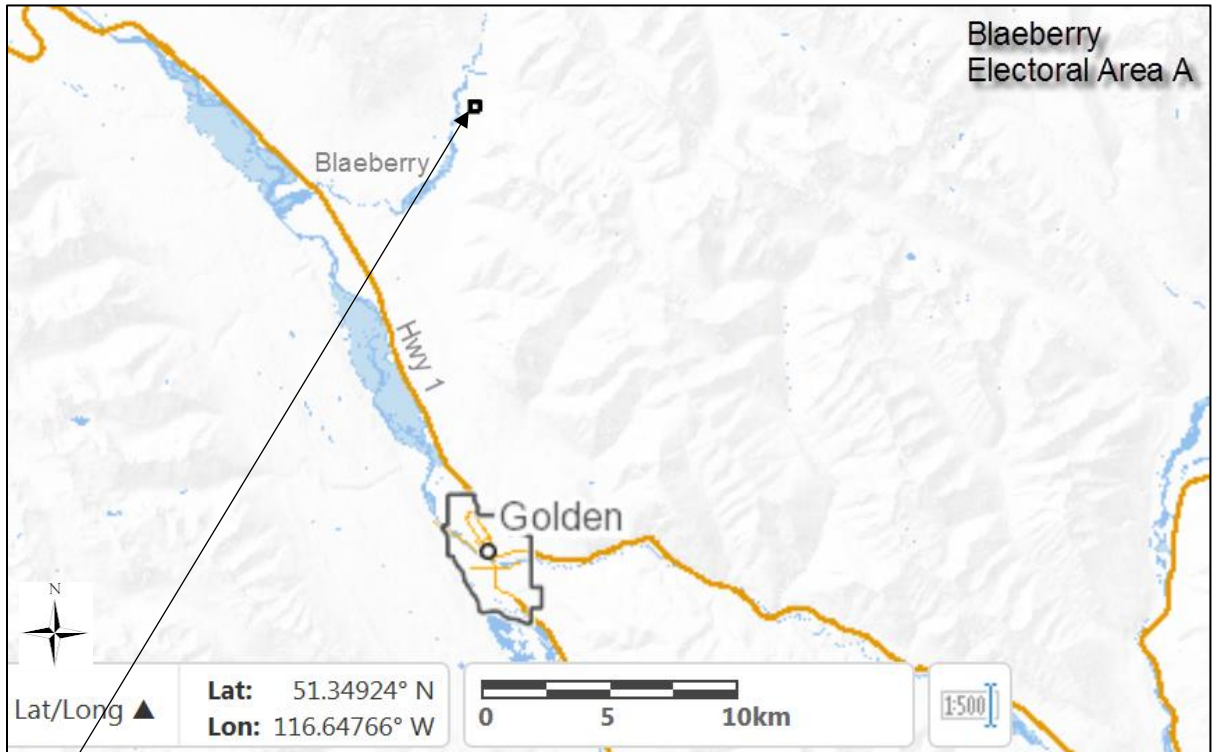
AUTHORIZED FOR ISSUANCE BY RESOLUTION of the Columbia Shuswap Regional District Board on the _____ day of _____, 2017.

CORPORATE OFFICER

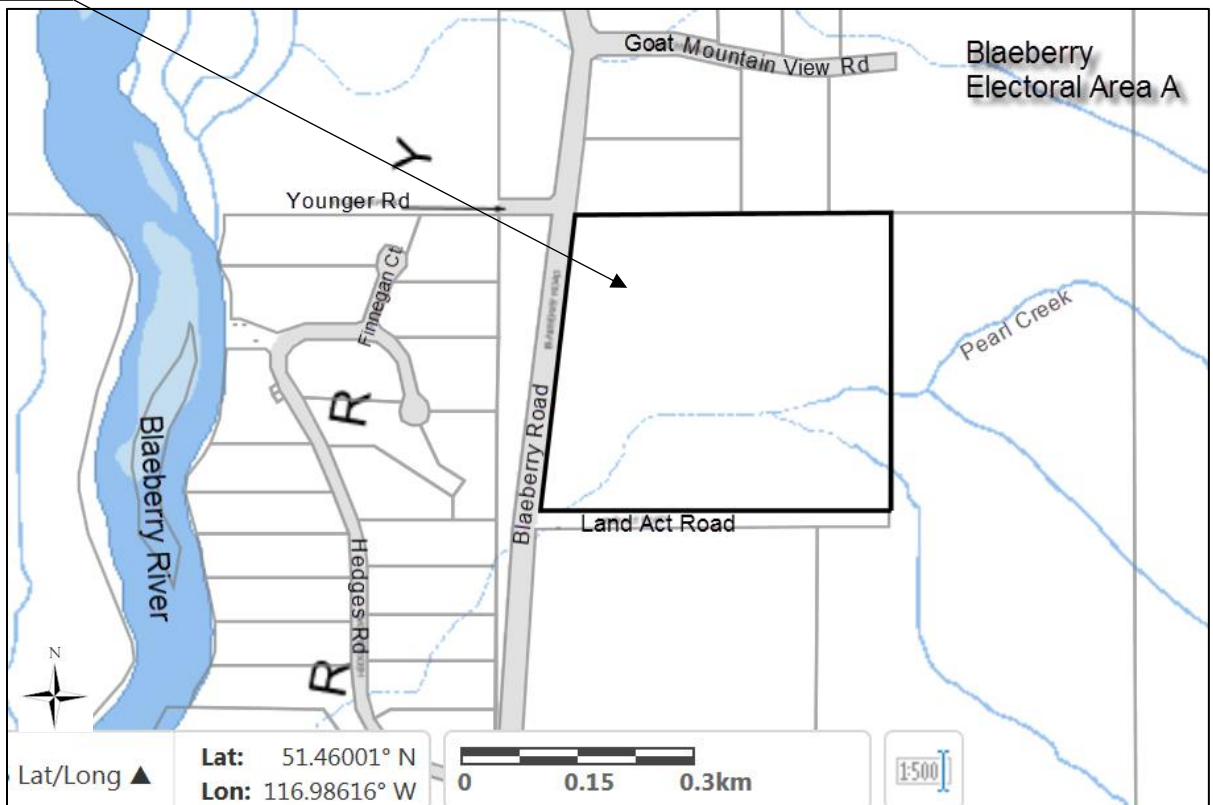
NOTE: Subject to Section 504 of the Local Government Act, if the development of the subject property is not substantially commenced within two years after the issuance of this permit, the permit automatically lapses.

This Permit addresses Local Government regulations only. Further permits or authorizations may be required from Provincial or Federal governments. It is the owner's responsibility to call Front Counter BC at 1-877-855-3222 regarding this project.

DVP 641-22
Schedule 'A'



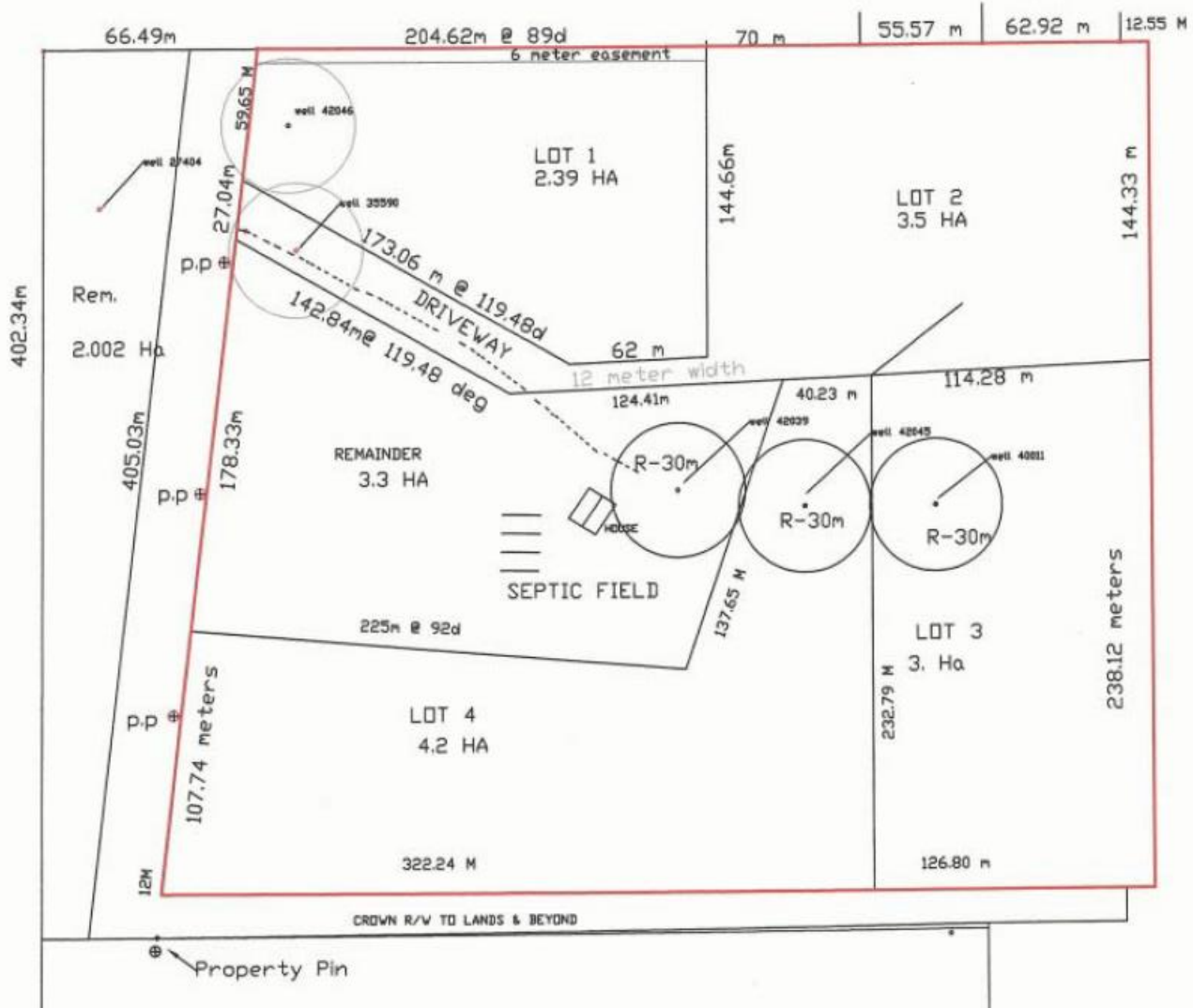
SUBJECT PROPERTY



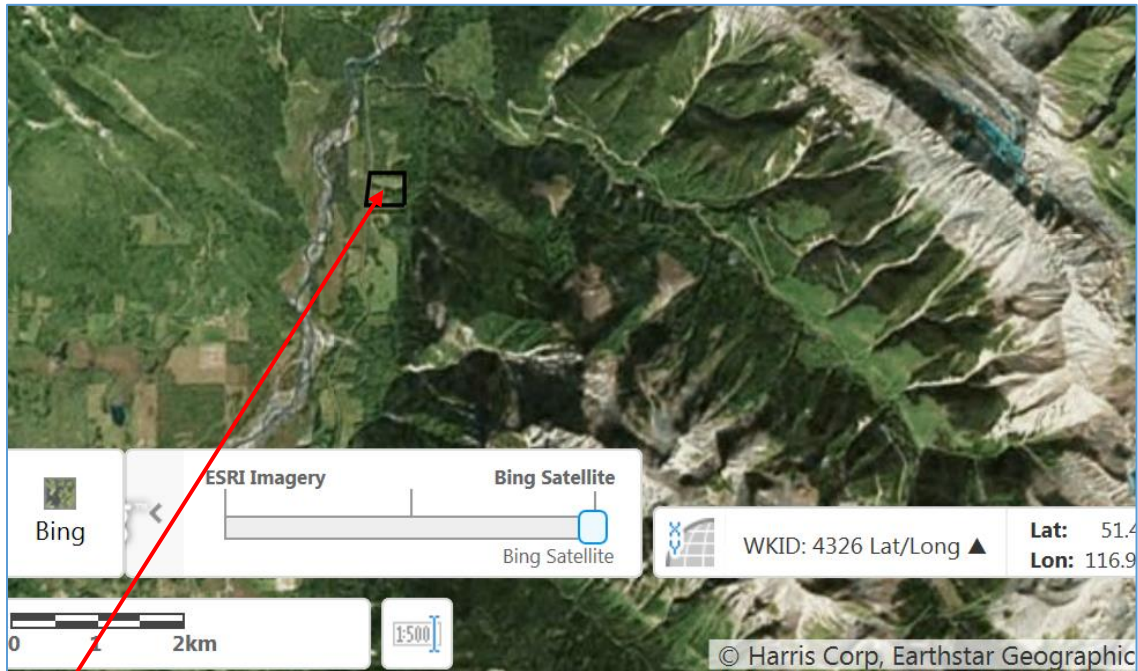
DVP 641-22
Schedule 'B'
Proposed Plan of Subdivision

P.I.D. 008-098-255

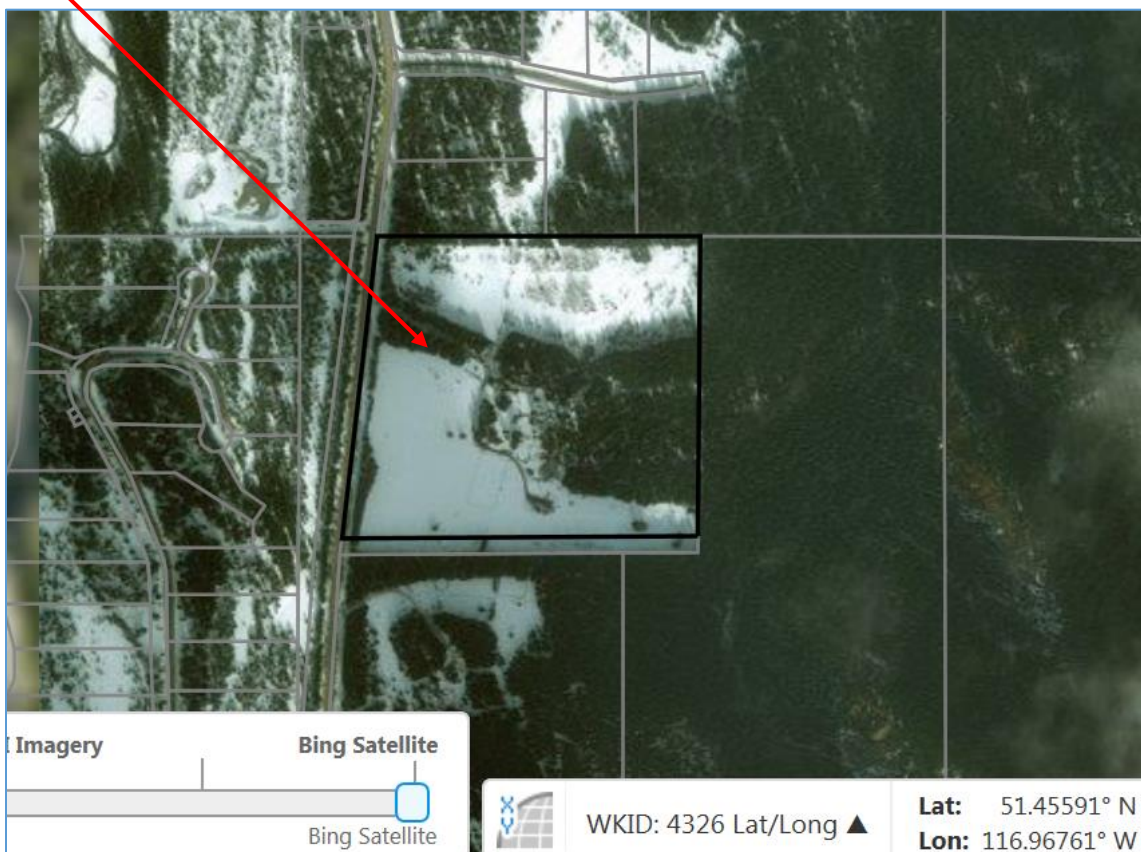
LEGAL DESCRIPTION: BLOCK C SECTION 1 TOWNSHIP 29
RANGE 22 WEST OF THE 5TH MERIDIAN
KOOTENAY DISTRICT



Orthophoto



Subject Property





BOARD REPORT

TO:
Chair and Directors

File No: TUP 830-2 PL20170067

SUBJECT:

Electoral Area F Temporary Use Permit No. 830-2 (Darroch/Isley)

DESCRIPTION:

 Report from Dan Passmore, Senior Planner, dated April 7, 2017.
6929 Squilax-Anglemont Road, Magna Bay

**RECOMMENDATION
#1:**

 THAT: In accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-2 for Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 (PID: 014-009-552), for an approximately 7,500 m² portion of the subject property for outdoor boat and trailer parking for registered guests of Magna Bay Resort on the subject property from May 19, 2017 until May 19, 2020, be issued this 18th day of May, 2017

SHORT SUMMARY:

 The applicant has submitted this application for a Temporary Use Permit to allow an approximately 7,500 m² portion of the subject property in the southwest corner of the part of the property north of Ross Creek and outside the Riparian Areas Regulation 30 m Streamside Protection and Enhancement Area (SPEA) to be used for boat and trailer parking for registered guests of the adjacent Magna Bay Resort only, for a period of 3 years.

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☒

 Weighted
Corporate

☐

 Stakeholder
(Weighted)

☐
BACKGROUND:

PROPERTY OWNERS: Robert and Evelyn Isley

APPLICANT: Greg Darroch

ELECTORAL AREA: F

CIVIC ADDRESS: 6929 Squilax-Anglemont Road, Magna Bay

LEGAL DESCRIPTION: Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 (PID: 014-009-552)

SIZE OF PROPERTY: 30.53 ha (79.3 ac)

DESIGNATION: RSC Rural and Resource

ZONE: A - Agriculture

CURRENT USE: Ross Creek General Store and Campground/Gravel Pit/Vacant

PROPOSED USE: Approximately 7,500 m² for Boat and Trailer storage

SURROUNDING LAND USE PATTERN:

North: Gravel Pit

South: Rural Residential

East: Agricultural/Rural Resource/Rural Residential

West: Residential/Resort Campground

POLICY:

Electoral Area 'F' Official Community Plan Bylaw No. 830

11.4 Rural and Resource Lands (RSC)

Objective 1

To support forestry, agricultural, mining and recreational uses provided they follow all Provincial regulatory requirements, and avoid conflicts with residential areas.

Policy 1

The Rural and Resource land use designation is established on Schedules B & C.

Policy 2

Forestry, mineral, and aggregate extraction and outdoor recreational uses are appropriate in this area.

Policy 3

Lands designated as Rural and Resource should be maintained as large land parcels.

Policy 4

The Regional District encourages responsible land use practices on Rural and Resource lands:

Forestry should be managed in accordance with the Okanagan Shuswap Land and Resource Management Plan (OSLRMP). The Ministry of Forests, Lands and Natural Resource Operations is encouraged to use its regulatory authority to ensure that best management practices are followed by logging operations in order to minimize erosion and protect, to the greatest extent possible, the attractive viewsapes associated with the natural tree cover in the area. There should be no clear-cutting of large tracts of forest land that are visible from Shuswap Lake.

Aggregate operations are subject to the licensing requirements of the Ministry of Energy and Mines. Aggregate operators must conduct their activities in accordance with the Aggregate Operators Best Management Practices Handbook for British Columbia which addresses specific community issues such as noise, dust, traffic, hours of operation, viewsapes and sets out specific practices designed to minimize impact on the environment. Schedule E, showing the extent of aggregate potential, is sourced from the Ministry of Energy and Mines.

Policy 5

The Regional District encourages the Ministry of Energy and Mines to refer sand and gravel/quarry proposals to the Regional District and give due consideration to the impact of extraction and processing activities on surrounding land uses and developments. In particular, the Regional District encourages the Ministry not to issue new surface permits for sand and gravel/quarry processing near

residential areas unless the applicant demonstrates how mitigation measures will minimize or nullify the effects of the proposed activity.

Policy 6

Resource extraction operations, including forestry and mining, are responsible for restoring the landscape upon completion of the operations.

Section 14 Temporary Use Permits

The Regional District may consider issuing Temporary Use Permits through the authority of the *Local Government Act*.

Area

Temporary Use Permits are allowed in all designations.

Guidelines

For all temporary use permits:

Applicants must demonstrate how the proposed use will not markedly impact adjacent residents, local services and the environment. Where impacts are expected, applicants must provide details of those impacts and mitigative measures.

Magna Bay Zoning Bylaw No. 800

Section 5.2 Agriculture - A

Permitted Uses

- (a) *Agriculture*
- (b) *Aquaculture*
- (c) *Bed and breakfast*, permitted on a *parcel* 1 ha (2.47 ac.) or larger.
- (d) *Home business*
- (e) *Home industry*, permitted on a *parcel* 4000 m² (0.99 ac.) or larger.
- (f) *Kenel*, permitted on a *parcel* 2 ha (4.94 ac) or larger. *Buildings* and structures, including runs must be a minimum of 30 m (98.43 ft.) from a *parcel* boundary.
- (g) *Residential campsite*
- (h) *Single family dwelling*
- (i) *Standalone residential campsite*
- (j) *Accessory use*

FINANCIAL:

The TUP application is the result of a Bylaw Enforcement action. Should the Board consider the application and decide not to issue the TUP, Bylaw Enforcement action will re-commence. The cost of preparing TUP legal documents will be borne by the applicant/property owners.

KEY ISSUES/CONCEPTS:

Access:

Access will be from the Magna Bay Resort, an adjacent neighbouring property to the west.

Sewer Servicing and Drinking Water

The boat and trailer storage area would not be required to have servicing.

Riparian Area Regulation Issues/History

As a condition of the rezoning of the part of the property south of Ross Creek for the Ross Creek General Store and Campground, the property owner applied for a Development Permit (DP 830-45). DP 830-45 was issued for RAR and for flood hazard issues concerning Ross Creek. The applicant had a Riparian Area Assessment Report (RAAR) completed by a Qualified Environmental Professional (QEP), dated March 29, 2011, by Bill Rublee, R.P.Bio. of Triton Environmental Consultants Ltd. Use of the area for boat and trailer storage will be outside of the established Streamside Protection and Enhancement Area (SPEA) of 30.0 m for Ross Creek, and the SPEA will be protected with silt fencing and staked out.

Rezoning and Subdivision

The owner has made an application to subdivide the subject property in combination with another property Lot 1, Plan KAP56704, northwest of the subject property. The proposed subdivision will create a new lot in the area where this temporary use is being contemplated, that will be accessed from McClaskey Road via a panhandle.

Because the current zoning of the subject property and the neighbouring lot do not permit the lot sizes proposed in the subdivision the applicant has also submitted an application to rezone the portion of the subject property north of Ross Creek to allow for the subdivision, as well as an expansion of the uses contemplated in this TUP.

SUMMARY:

The applicant has applied for a temporary use permit which would allow boat and trailer storage for registered guests of the adjacent Magna Bay Resort only. Staff are recommending that the Board consider issuing the Temporary Use Permit, subject to the applicant providing details for staff review and approval regarding surface treatments for the parking area, drainage control measures, silt fencing demarcation of the SPEA area, and access limited from the Magna Bay Resort property only.

IMPLEMENTATION:

Neighbouring property owners will become aware of the proposal when the applicant posts a notice of development sign on the subject property and when required notifications from this office are received by property owners within 100 m of the subject property. An advertisement will be placed in the May 12, 2017 edition of the Shuswap Market News.

COMMUNICATIONS:

If the Board approves issuance of TUP 830-2, the owner and agent will be advised of the decision, and upon satisfying any necessary conditions, the TUP will be registered at the Land Title Office.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation. TUP 830-2 will be issued.*
2. *Decline issuance of the Permit.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

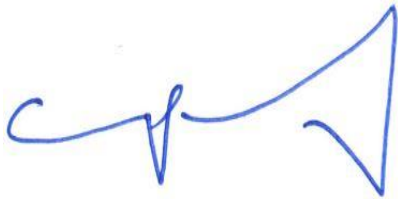
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. N/A

Report Approval Details

Document Title:	2017-05-18_Board_DS_TUP830-2_IsleyDarroch.docx
Attachments:	- TUP830-2-Permit2.docx - TUP830-2-Report Attachments.docx
Final Approval Date:	May 8, 2017

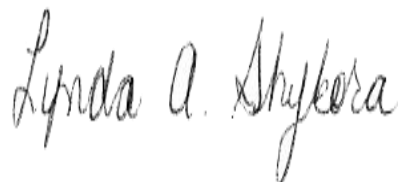
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 2, 2017 - 4:13 PM



Gerald Christie - May 8, 2017 - 6:52 AM



Lynda Shykora - May 8, 2017 - 9:36 AM



Charles Hamilton - May 8, 2017 - 2:30 PM



TEMPORARY USE PERMIT NO. 830-1

Registered Owners: Robert and Evelyn Isley
6197 Line 17 Road
Magna Bay BC V0E 1M7

1. This Temporary Use Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described below:
 Legal Description: Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633
 PID: 014-009-552
 which property is more particularly shown on the map attached hereto as Schedule 'A'.
3. The owners of the subject property have applied for a Temporary Use Permit to allow a portion of the subject property in the southwest corner of the part of the property north of Ross Creek to be used for boat and trailer parking for registered guests of the adjacent Magna Bay Resort only, for a period of 3 years from the date of issuance. The portion of the property affected is shown on the sketch plan attached hereto as Schedule 'B'.
4. The use authorized by this Temporary Use Permit may be carried out only in accordance with the terms and conditions set out herein.
5. If the terms of this permit are not adhered to, this permit may be revoked prior to the expiry date of the permit.
6. In addition to the permitted uses in the A Agriculture Zone in the Electoral Magna Bay Zoning Bylaw No. 800, the subject property may be used for a boat and boat trailer storage for the registered guests of Magna Bay Resort only, subject to the following conditions:
 - a) Only registered guests of the Magna Bay Resort will be permitted to park boats and boat trailers on the area indicated in Schedule B;
 - b) The owner must provide details regarding surface treatments for the parking area, drainage control measures, silt fencing, and demarcation of the SPEA area;
 - c) Access to the boat and trailer parking area is limited to the hours of 7:00 am until 8:00 pm daily;
 - d) No signage for the boat storage will be permitted;
 - e) The owner is wholly responsible for the proper disposal of all garbage, recycling, and waste left in the boat and trailer parking area; and,

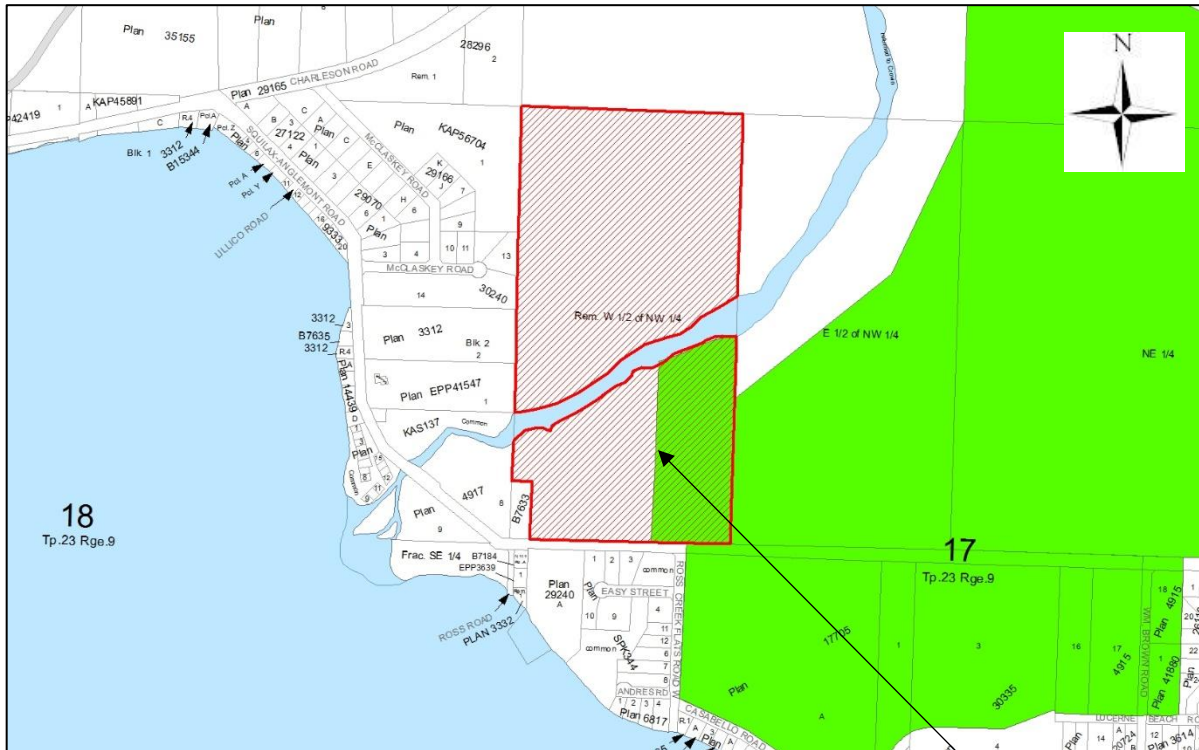
- f) Access to the boat and trailer parking area shall be from the Magna Bay Resort property only.
- 7. This Temporary Use Permit is not a Building Permit, nor shall it be construed as providing warranty or assurance that the property or any of the structures complies with the BC Building Code or any other applicable enactments.
- 8. Issuance of a Temporary Use Permit does not relieve the property owner of the responsibility to comply with applicable acts, regulations, or bylaws of the CSRD, or other agencies having jurisdiction under an enactment (e.g. Interior Health, Ministry of Transportation).
- 9. This permit, issued as per Section 493 of the Local Government Act, is valid from May 19, 2017, until May 19, 2020 only. This permit may be extended only up to 3 years in duration, upon application and subsequent approval by the CSRD Board of Directors.
- 10. This permit is valid from May 19, 2017, and shall expire on May 19, 2020.

AUTHORIZED AND ISSUED BY RESOLUTION of the Columbia Shuswap Regional District Board on the 18th day of May, 2017.

CORPORATE OFFICER

TUP 830-2

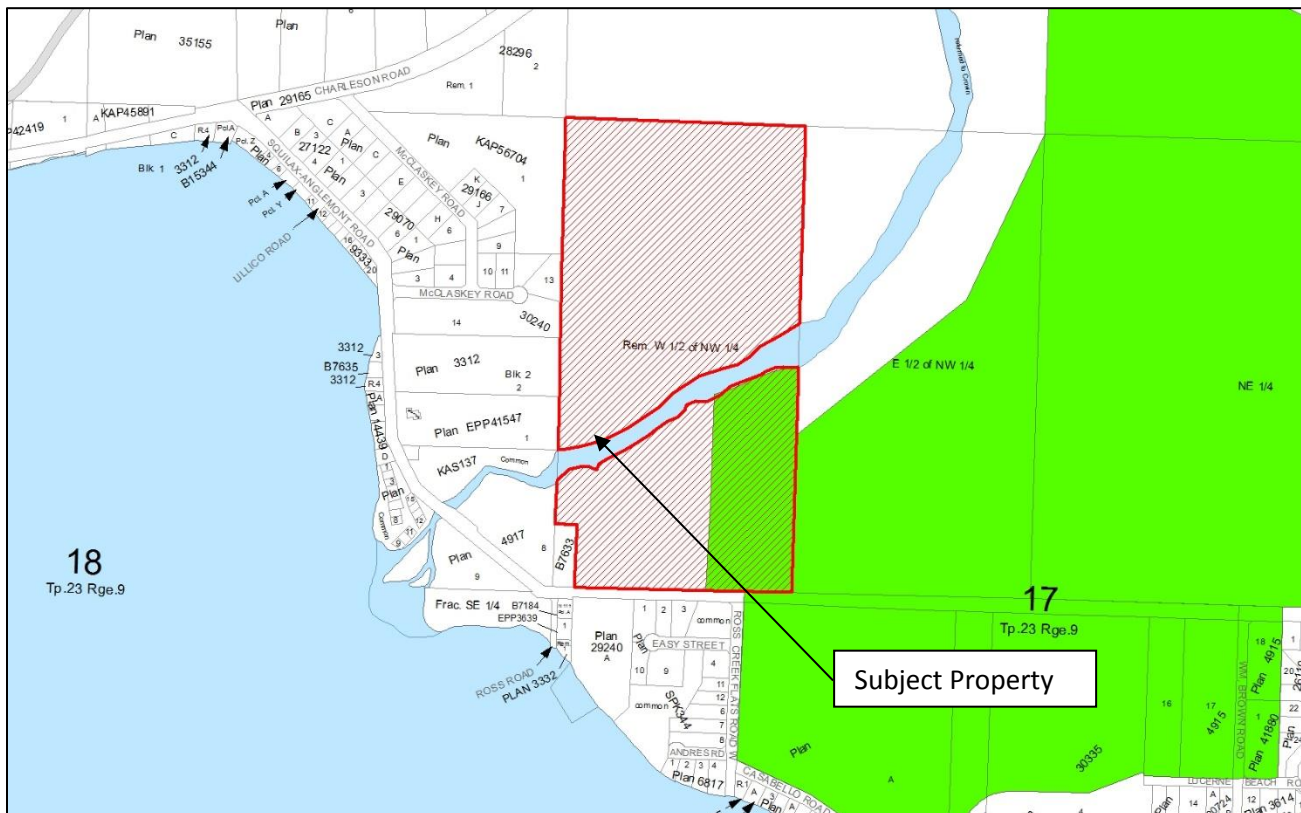
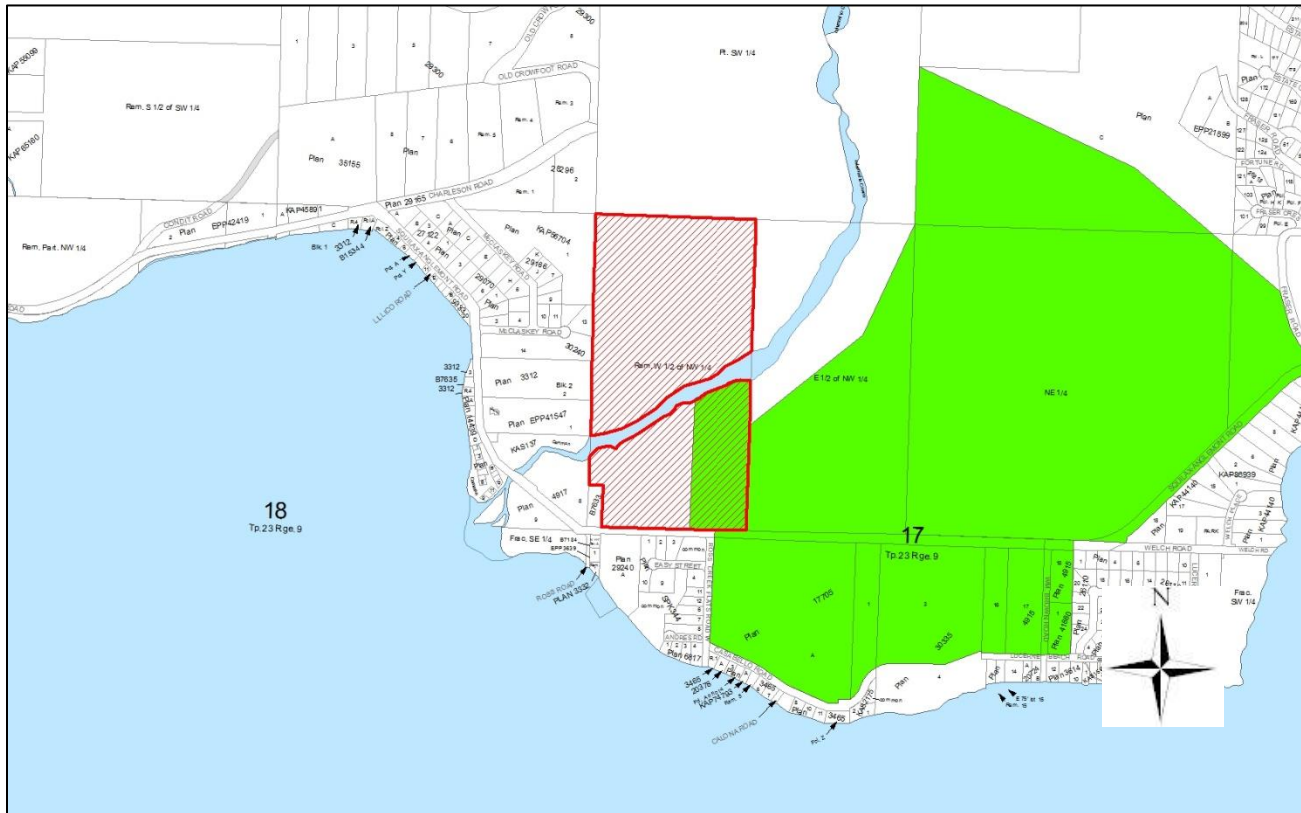
Schedule 'A'



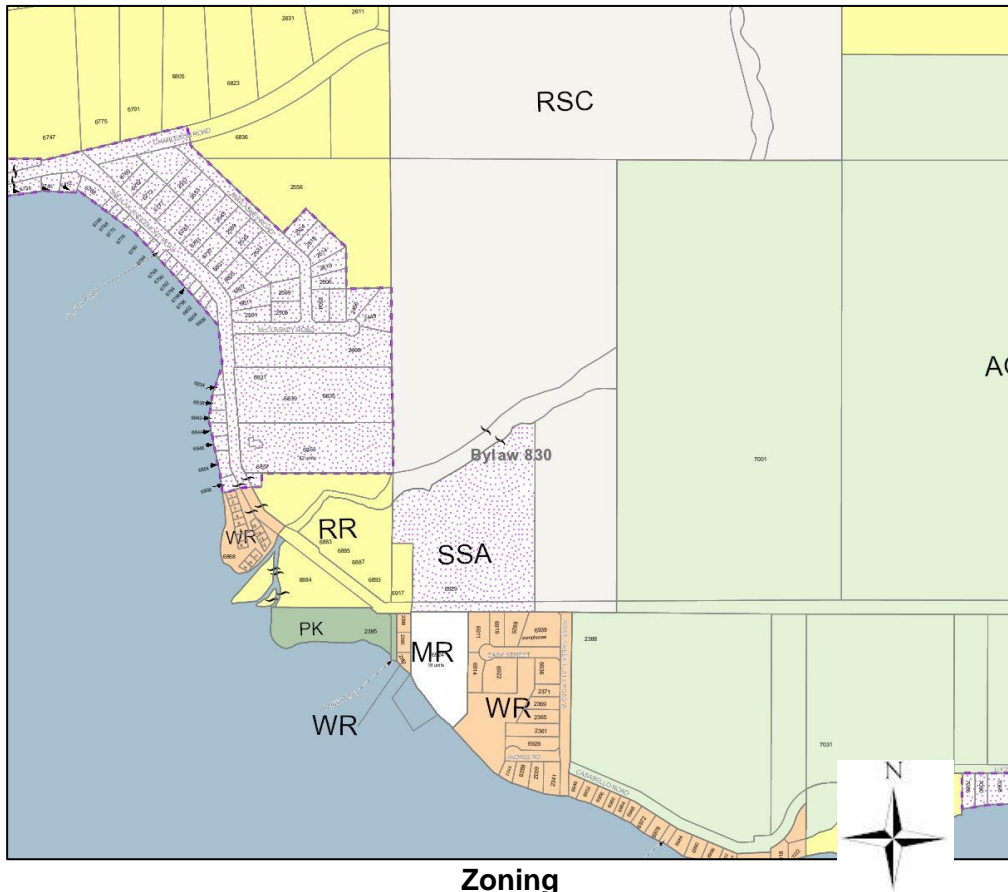
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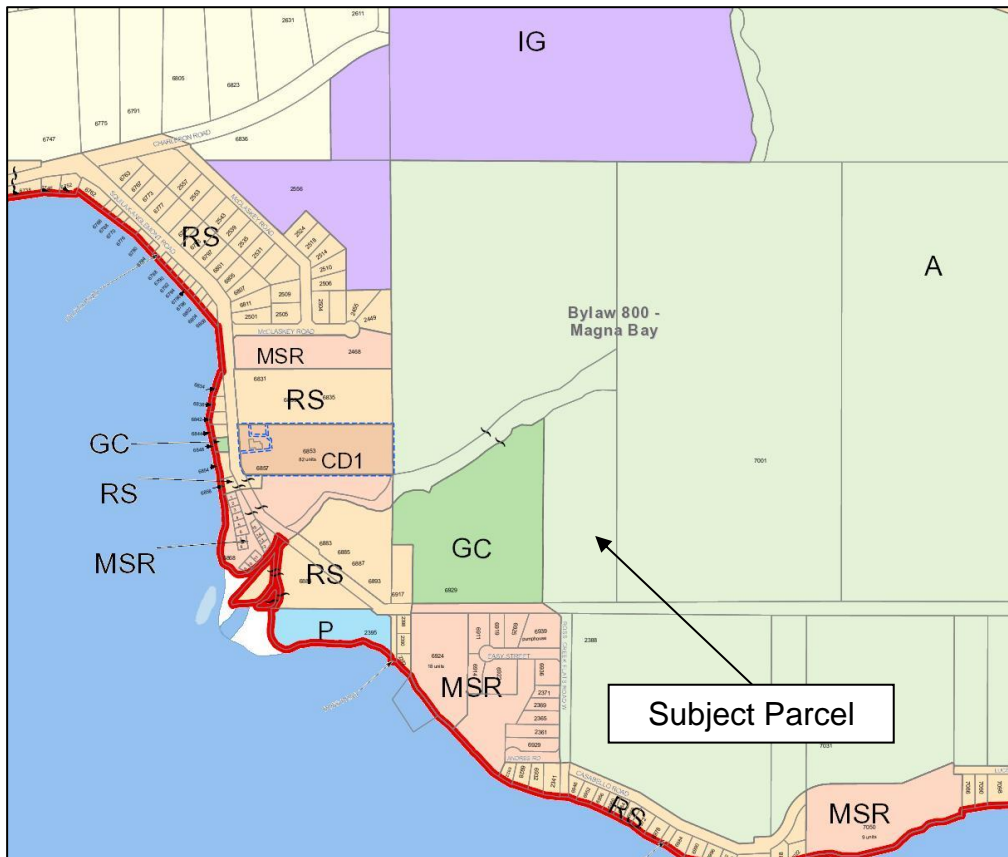
Location



OCP



Zoning



Orthophoto



Orthophoto





BOARD REPORT

TO:
Chair and Directors

File No:	BL900-16 PL20160019
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SUBJECT:

Electoral Area E: Lakes Zoning Amendment (Remington) Bylaw No. 900-16

DESCRIPTION:

 Report from Christine LeFloch, Development Services Assistant, dated April 28, 2017.
 643 Swanbeach Road, Swansea Point

RECOMMENDATION
#1:

THAT:

 "Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be read a third time as amended this 18th day of May, 2017.

RECOMMENDATION
#2:

THAT:

 "Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be adopted this 18th day of May, 2017.

SHORT SUMMARY:

The area proposed to be rezoned is located in the Swansea Point area of Electoral Area E. The applicants have applied to amend Lakes Zoning Bylaw No. 900 to recognize the existing fixed, oversized dock, associated with 643 Swanbeach Road. The proposed amendment would add a special regulation to the FR1 Foreshore Residential 1 Zone, which would apply to the portion of Mara Lake lying adjacent to the property legally described as Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, which contains the existing fixed dock. Further, the proposal is to allow the existing dock to be relocated in conformance with the required setbacks.

The Board gave third reading to Bylaw No. 900-16 at its meeting held January 19th, 2017 and also resolved that the applicant be required to hire a BC Land Surveyor to stage the required setbacks for the fixed dock, and provide a copy of the survey to the CSR D, prior to consideration of bylaw adoption. The applicant has provided a copy of a survey done by Jason Shortt, of Russell Shortt Land Surveyors completed on April 27, 2017. The survey indicates that once relocated, the dock will be sited at 5 m from the west property boundary and a minimum of 5.34 m from the eastern property boundary which abuts the CSR D operated, Swanson Road Park. The required setback from areas zoned Foreshore Park is 6 m, therefore it is proposed that Bylaw No. 900-16 be amended to include this variance and read a third time as amended prior to adoption.

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☒

 Weighted
Corporate

☐

 Stakeholder
(Weighted)

☐
BACKGROUND:

Please see attached staff report dated December 15, 2016.

POLICY:

Please see attached staff report dated December 15, 2016.

FINANCIAL:

The rezoning is the result of a bylaw enforcement action. If the Board does not adopt the proposed amending bylaw, and the owner does not bring the property into compliance by replacing the fixed dock with a floating dock of the required size, the Board may then wish to direct staff to seek a legal opinion regarding possible court action. Costs for the legal opinion and possible court action, although partially recoverable through Court, could nonetheless be substantial. Cost of staff involvement in legal action is not recoverable.

KEY ISSUES/CONCEPTS:

The proposed amendment to Bylaw No. 900-16 would include a setback reduction from 6 m to 5.34 m from the eastern property boundary which abuts Swanson Road Park. The survey plan was referred to CSRD Parks for comment on the proposed setback reduction which would result in the dock being 2 feet closer to the park than allowed. Park staff did not raise any objections to the proposed amendment. As the CSRD Park is the only property affected by the proposed change the staff recommendation suggests that Bylaw No. 900-16 be read a third time as amended and subsequently adopted by the Board.

IMPLEMENTATION:

Upon adoption of Bylaw No. 900-16 the applicants will be able to relocate their dock in accordance with Provincial and CSRD setback requirements. The owners will need to consult with Front Counter BC to ensure that the dock is moved during the appropriate timing window for protection of fish habitat. This has been communicated to the owners.

COMMUNICATIONS:

Following adoption of Bylaw No. 900-16 the Notice of Development sign currently posted at the property will be required to be removed.

DESIRED OUTCOMES:

That the Board endorse the staff recommendations.

BOARD'S OPTIONS:

1. *Endorse the Recommendations. The bylaw will be given third reading as amended and adopted.*
2. *Decline third reading as amended. Bylaw No. 900-16 will be defeated. The file will revert to Bylaw Enforcement, and the use and siting must be brought into compliance with the regulations.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

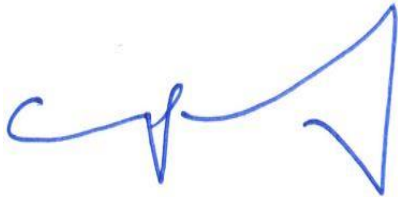
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Lakes Zoning Bylaw No. 900

Report Approval Details

Document Title:	2017-05-18_Board_DS_BL900-16_Remington.docx
Attachments:	<ul style="list-style-type: none">- BL900-16_Remington Staff Report 3rd Reading.pdf- BL900-16_Remington Staff Report 2ndPH.pdf- BL900-16_Remington Staff Report 1stReferral.pdf- Dock survey plan Apr27_2017.pdf- Bylaw 900-16.docx
Final Approval Date:	May 8, 2017

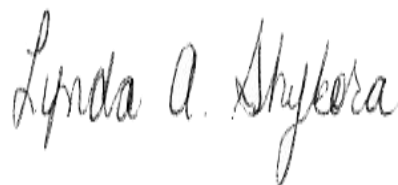
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 2, 2017 - 4:14 PM



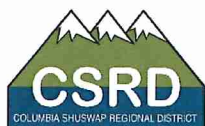
Gerald Christie - May 5, 2017 - 10:55 AM



Lynda Shykora - May 5, 2017 - 11:14 AM



Charles Hamilton - May 8, 2017 - 2:43 PM



BOARD REPORT

TO: Chair and Directors

FROM: Christine LeFloch
Development Services Assistant

File No: BL 900-16

Date: December 15, 2016

SUBJECT: Lakes Zoning Amendment (Remington) Bylaw 900-16

RECOMMENDATION #1: THAT:
"Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be read a third time this 19th day of January, 2017.

RECOMMENDATION #2: THAT:
The applicant be required to hire a BC Land Surveyor to stake the required setbacks for the fixed dock, and provide a copy of the survey to the CSR D, prior to consideration of bylaw adoption.

APPROVED for Board Consideration:

Meeting Date: January 19, 2017

Charles Hamilton, CAO

SHORT SUMMARY:

The area proposed to be rezoned is located in the Swansea Point area of Electoral Area 'E'. The applicants have applied to amend the Lakes Zoning Bylaw No. 900 to recognize the existing fixed, oversized dock, associated with 643 Swanbeach Road. The proposed amendment would add a special regulation to the FR1 Foreshore Residential 1 zone, which would apply to the portion of Mara Lake lying adjacent to the property legally described as Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, which contains the existing fixed dock. Further, the proposal is to allow the existing dock to be relocated in conformance with the required setbacks.

The Board gave first reading to Bylaw No. 900-16 at its meeting held April 14th, 2016. The bylaws were referred out to agencies for comment and these comments were summarized in a report to the board dated September 26, 2016. At its meeting on September 26th the board delegated a public hearing to Director Martin or Alternate Director Brian Thurgood. The public hearing was held on December 7, 2016. Members of the public in attendance included the applicants, their daughter and son in law, and Alternate Director Thurgood. One letter in opposition to the proposed bylaw was received by staff. It is now appropriate for the board to consider reading the bylaw a third time.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder	<input type="checkbox"/>
	LGA Part 14	<input checked="" type="checkbox"/>			(Weighted)	
	(Unweighted)					

BACKGROUND:

OWNERS:	Bryce and Kathleen Remington
APPLICANT:	Bryce and Kathleen Remington
ELECTORAL AREA:	'E' (Swansea Point)
CIVIC ADDRESS:	643 Swanbeach Road
LEGAL DESCRIPTION:	Lot 1, Section 11, Township 21, Range 8, West of the 6 th Meridian, Kamloops Division Yale District, Plan 20924
SURROUNDING LAND USE PATTERN:	NORTH: Mara Lake SOUTH: Swanbeach Road, Residential EAST: Swanson Road, Recreational Commercial WEST: Waterfront Residential
OCP/ZONING (LAND):	RS – Residential
OCP DESIGNATION (WATER):	FW – Foreshore and Water
CURRENT LAKE ZONING:	Foreshore Residential 1 (FR1)
PROPOSED LAKE ZONING:	Foreshore Residential 1 (FR1) with site specific regulation permitting a fixed dock with a maximum upward facing area of 37 m ² and a walkway width of 1.55 m.
AQUATIC HABITAT INDEX RATING:	Low
SHORE TYPE & VEGETATION:	Gravel beach

FINANCIAL:

The rezoning is the result of a bylaw enforcement action. If the Board does not adopt the proposed amending bylaw, and the owner does not bring the property into compliance by replacing the fixed dock with a floating dock of the required size, the Board may then wish to direct staff to seek a legal opinion regarding possible court action. Costs for the legal opinion and possible court action, although partially recoverable through Court, could nonetheless be substantial. Cost of staff involvement in legal action is not recoverable.

KEY ISSUES/CONCEPTS:

The owners have had a fixed dock of the current size and configuration since 2002 and have also had a Specific Permission issued by the Province for the use during this time. In 2012 the CSRD adopted Lakes Zoning Bylaw No. 900 which zones the portion of the lake adjacent to the property as FR1. The FR1 zone does not permit fixed docks and limits the size of floating docks to 24 m². As such, the existing dock became lawfully non-conforming at that time. The dock sustained significant storm damage in the spring of 2015 which rendered it unusable and also resulted in a loss of the lawful non-conforming status. However, the owners hired Riverside Docks to replace the entire walkway and add another piling to stabilize the dock. The CSRD received a complaint regarding the dock repair, which has resulted in an application to amend the bylaw to permit the existing dock.

The dock is currently sited adjacent to the west property boundary and not in compliance with the required Provincial and CSRD setbacks. The Province has informed the owners that they must relocate the dock to the required setback of 5 m from the west parcel boundary. It is noted that the area to the east of the subject property is the Swanson Road beach access. The portion of Mara Lake located

adjacent to Swanson Road is zoned Foreshore Park. The required setback from areas zoned Foreshore Park is 6 m. If the dock is placed in compliance with Bylaw No. 900 the dock must be located near the centre of the subject parcel. Staff note that the property is 18.8 m in width and this is only just wide enough to accommodate the 7.4 m x 5 m dock and the combined 11 m of setback distance. CSRD Parks staff have requested that the owners have the dock siting confirmed by a surveyor to ensure that it meets the required 6 m setback from the park on the east side. Development Services staff are recommending that the owner have a survey completed to mark the location for dock placement prior to the Board considering the bylaw for adoption.

A public hearing was held on December 7, 2016 at the Sicamous and District Recreation Centre. The hearing was attended by Electoral Area 'E' Director Rhona Martin, CSRD staff, and 5 members of the public, including the applicants, their daughter and their son in law. The applicants asked a number of questions regarding the bylaw amendment process, the necessity of the application, and whether they would be required to move their dock. These questions were answered by staff and the Chair. In addition to the comments received at the public hearing, one email in opposition was received from a member of the public who lives in Swansea Point. It is attached to this Board report.

The proposed amendment would add a special regulation to the Foreshore Residential 1 (FR1) zone to allow a fixed dock up to 37 m² in upward facing area to be sited on the foreshore area adjacent to the subject property only. The owners would like to keep the existing dock at this size as it has been this size since 2002, and they have a large family who visit in summer and spend a lot of time using the dock.

It is recognized that there are other fixed docks located on neighbouring properties in the general area, and that some of these may also be oversized. Staff have recently received complaints regarding a few of these docks which have recently undergone substantial renovations. Staff are aware that as a result of bylaw enforcement we may receive further bylaw amendment applications requesting recognition of these structures. In this case the fixed dock in question has been in place in its current size and configuration since at least 2002 and has been permitted by the Province since this time. All owners of property located within 100 m of the subject property were sent notification letters by mail. These letters were intentionally sent earlier than required by law in order to allow extra time to respond as it is recognized that the majority of these property owners do not live in the area full time. Despite these efforts only one email was received regarding this application. While staff do have concerns that the proposed bylaw amendment may be considered precedent setting, due to the lack of response regarding the proposed amendment it should be emphasized that at this time all applications are being reviewed on a case by case basis and recommendations are being made based on individual circumstances.

IMPLEMENTATION:

Consultation Process

CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, indicates that a simple consultation process can be followed. Neighbouring property owners became aware of the application following first reading when a Notice of Development sign was posted on the property.

COMMUNICATIONS:

A public hearing was held on December 7, 2016. All property owners within 100 metres were notified by mail and ads were published in the Eagle Valley News in accordance with the Local Government Act. A notice was also published in the Swansea Point community newsletter and on the CSRD website.

LIST NAME OF REPORTS / DOCUMENTS:


1. Lakes Zoning Amendment (Remington) Bylaw No. 900-16 2. Maps: Location, OCP, Zoning 3. Orthophotos 4. Email from Brenda Borisenko dated November 24, 2016 5. Public Hearing Notes regarding BL900-16 dated December 7, 2016	Attached to Board Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
6. Previous Board Reports dated March 24 and September 26, 2016 including: Background information, Policy, Specific Permission No. 3436316 & Management Plan, summary of agency comments.	Attached to Board Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>
7. Application	Attached to Board Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse recommendations. The bylaw will be given third reading and the applicant will be required to stake the required setbacks for the fixed dock, and provide a copy of the survey to the CSRD, prior to staff bringing the bylaw back to the Board for consideration of Adoption.*
2. *Decline third reading. Bylaw No. 900-16 will be defeated. The file will revert to Bylaw Enforcement, and the use and siting must be brought into compliance with the regulations.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Manager, Development Services	12/23/16	

COLUMBIA SHUSWAP REGIONAL DISTRICT

LAKES ZONING AMENDMENT

(Remington) BYLAW NO. 900-16

A bylaw to amend the "Lakes Zoning Bylaw No. 900"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.900;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 900;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 900 cited as "Lakes Zoning Bylaw No. 900" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, Part 4 Zones, Section 4.4, Foreshore Residential 1 Zone is hereby amended by:

i) Adding the following after subsection (c) Location and Siting:

"(d) Site Specific Permitted Uses

For the surface of the *lake* adjacent to Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, a *fixed dock* with a maximum upward facing surface area of 37 m² and a maximum walkway width of 1.55 m is a permitted use. {Swanson Road}

BL 900-16

Page 2

2. This bylaw may be cited as "Lakes Zoning Amendment (Remington) Bylaw No. 900-16."

READ a first time this 14th day of April, 2016.

FIRST reading rescinded this 26th day of September, 2016.

READ a first time this 26th day of September, 2016.

READ a second time this 26th day of September, 2016.

PUBLIC HEARING held this 7th day of December, 2016.

READ a third time this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

CORPORATE OFFICER

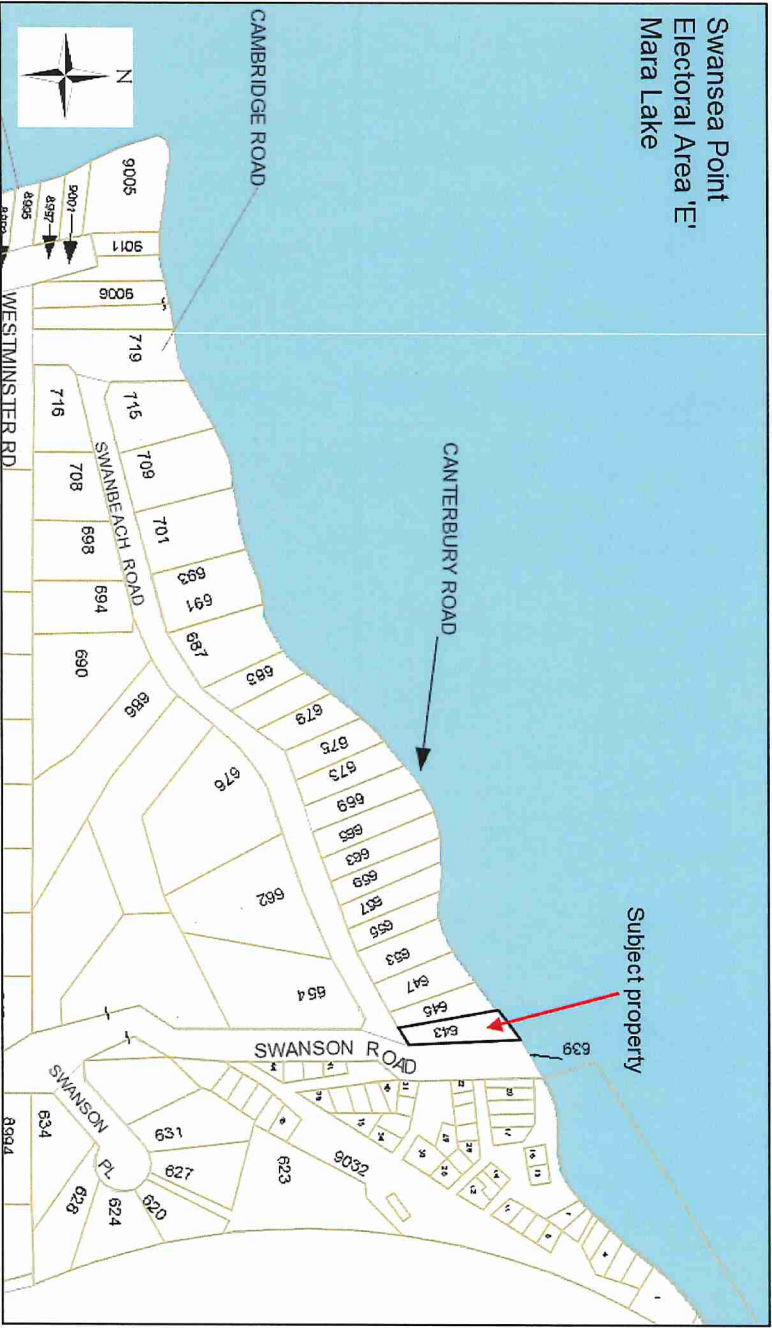
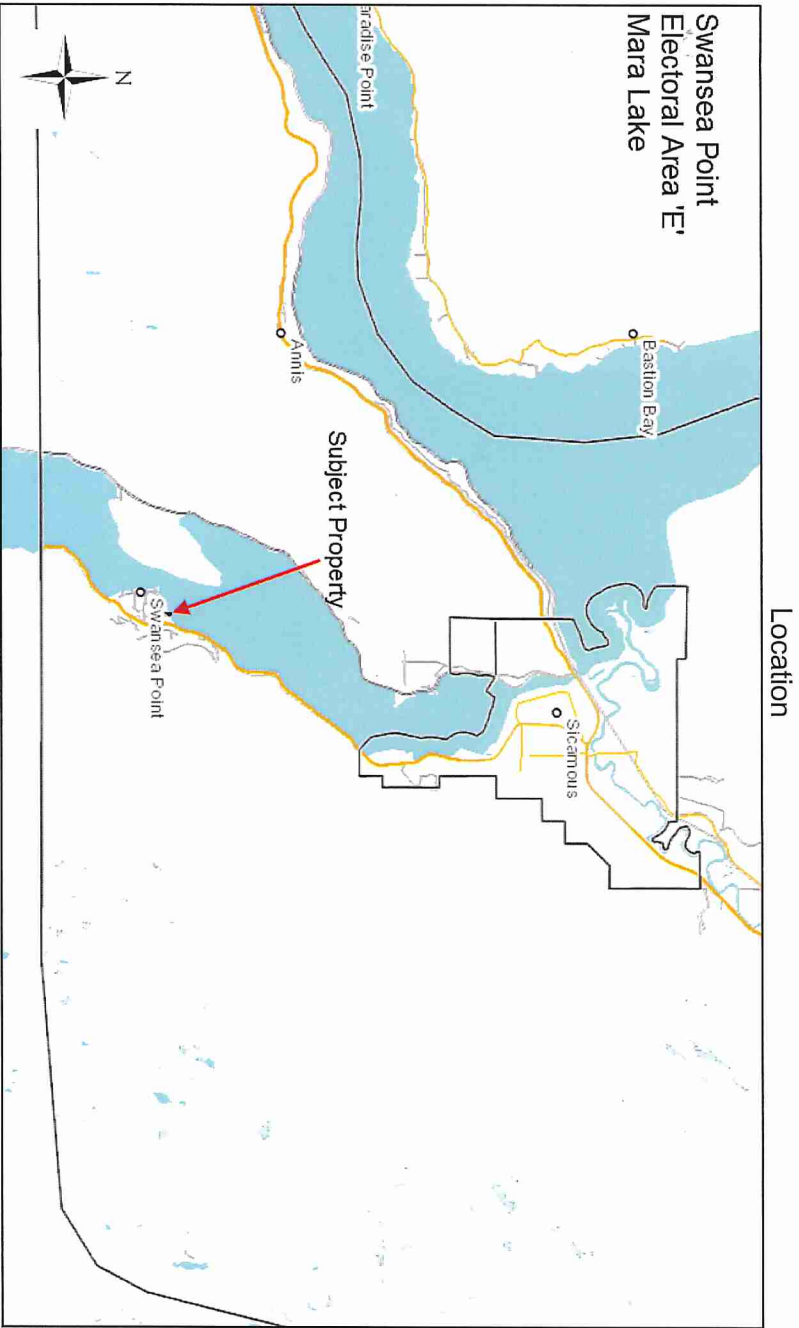
CHAIR

CERTIFIED a true copy of Bylaw No. 900-16
as read a third time.

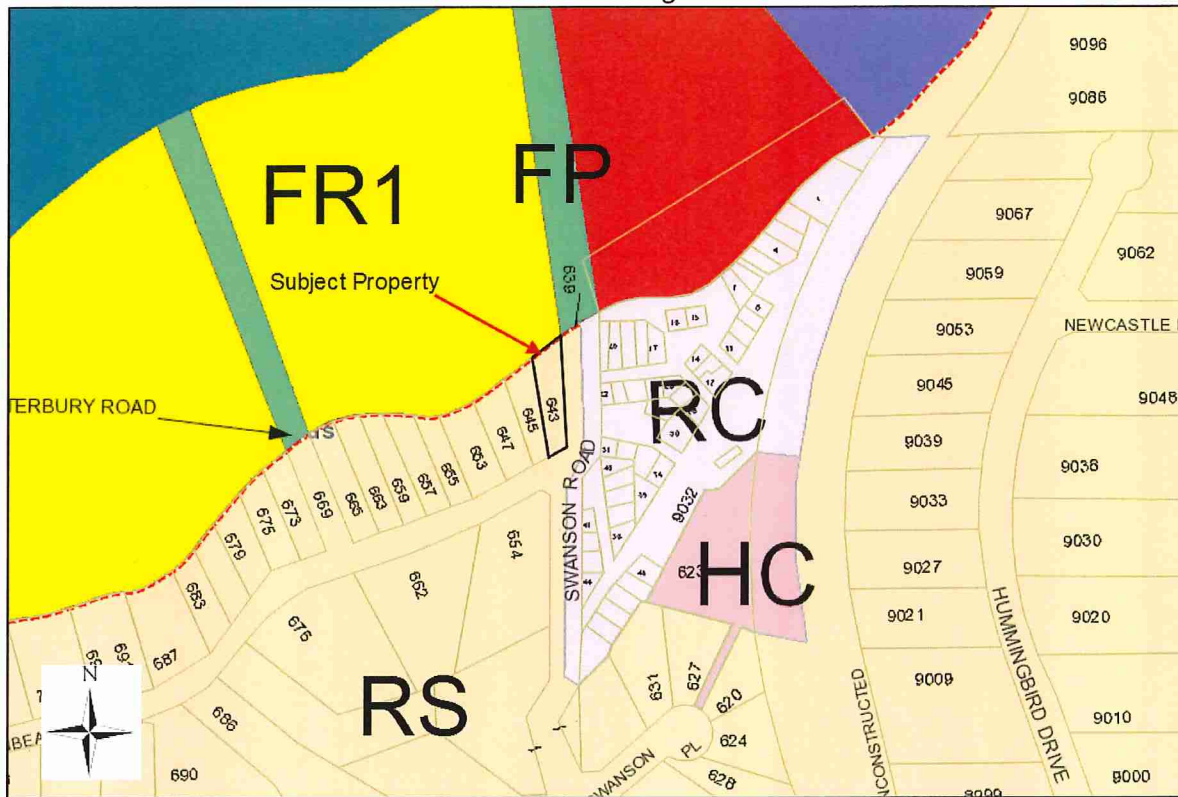
CERTIFIED a true copy of Bylaw No. 900-16
as adopted.

Corporate Officer

Corporate Officer



OCP/Zoning



----- Forwarded message -----

From: **Brenda Borisenko** <b4borisenko@gmail.com>

Date: Thu, Nov 24, 2016 at 10:35 AM

Subject: hi

To: Constance Ladell <ladell@cablelan.net>

I have sent this along to the planning department of the CSRD



Brenda Borisenko, a concerned citizen of Swansea Point, would like to express major concerns regarding this Notice of Application.

The property owner has already gone and built the oversized dock and is now wanting justification to continue to allow it to remain.

Is this not a salmon spawning lake?

These and other allowances will continue to break down the already set guidelines set for rural Sicamous and the regulations for the dock sizes.

What is happening here is a continued allowed breaking of all the bylaws, what a shame.

Yours truly,
Brenda Borisenko

Notes of the Public Hearing held on Wednesday December 7, 2016 at 6:30 PM at the Sicamous and District Recreation Centre, 2nd Floor, 1121 Eagle Pass Way, Sicamous, BC regarding Lakes Zoning Amendment (CSRD) Bylaw No. 900-16.

PRESENT: Chair Rhona Martin – Area Director Area 'E'
Christine LeFloch – Development Services Assistant (DSA), CSRD
Candice Benner - Development Services Assistant (DSA), CSRD

5 members of the public –including Alternate Director, Brian Thurgood

Chair Martin called the Public Hearing to order at 6:31 PM. Following introductions, the Chair advised that all persons who believe that their interest in property may be affected shall be given the opportunity to be heard or to present written submissions pertaining to the proposed amending Bylaw No. 900-16.

The DSA explained that Bylaw No. 900-16 proposes to recognize the existing fixed oversized dock associated with 643 Swanbeach Rd. The proposed amendment would add a special regulation to the FR1- Foreshore Residential zone, which would apply to the portion of Mara Lake lying adjacent to Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, which contains the existing dock. Further, the proposal would allow the dock to be relocated in compliance with the required setbacks from both the adjacent residential property and the beach access

The Chair opened the floor for comments.

Bryce Remington, 643 Swanbeach Rd, applicant, read from written notes which he then submitted to staff. He said that the current wooden wharf was installed in 2002 and that it was never altered at all. It was relicensed in 2012. In 2015 the wooden walkway was damaged in a storm and they replaced it with the exact same size it was before. He said that he has a large family and that they use the wharf a lot.

Christine said that all of the information that Bryce Remington just spoke about was put into the staff report.

Director Martin said that the regulation has changed since the dock was first installed and that is why they now need to comply.

Andrew Pohl, 665 Cook Road, Kelowna, asked what the issue with the dock is.

Christine said that the issue is the dock being oversize and that the dock is fixed. She said that during the consultation process for development of Bylaw No. 900, there was public concern regarding public beach access. It was determined that fixed docks impeded public access. She said that waterfront in the Swansea Point is zoned FR1 which is for high density residential areas. The idea is that over time all non-conforming docks will comply with the rules. She said that owners do not realize that when they replace their docks they then need to comply with zoning. She said that there are sections in the Local Government Act regarding lawful non-conforming structures and use. If a dock is destroyed over a certain percentage then it needs to comply with the new rules. She also said that the difference between provincial and CSRD regulation is that the province deals with tenure and environmental concerns while the CSRD is focused on public access and aesthetics. There are two sets of rules.

Bryce Remington asked if the amendment is approved can the dock remain fixed.

Christine said that the amendment would allow for keeping the pilings but the dock does have to be moved into compliance with required provincial and CSRD setbacks.

Kathy Remington, 643 Swanbeach Road, applicant, asked if everyone knows the rules because there are others in the area with fixed docks who have made changes recently.

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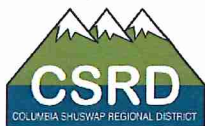
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Kathy Remington, 643 Swanbeach Road, applicant, asked if everyone knows the rules because there are others in the area with fixed docks who have made changes recently.



12.5

BOARD REPORT

TO: Chair and Directors

FROM: Christine LeFloch
Development Services Assistant

SUBJECT: Lakes Zoning Amendment (Remington) Bylaw 900-16

RECOMMENDATION #1: THAT:
first reading given to "Lakes Zoning Amendment (Remington) Bylaw No. 900-16" by resolution #2016-0423", be rescinded.

RECOMMENDATION #2: THAT:
"Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be read a first and second time this 20th day of October, 2016;

RECOMMENDATION #3: THAT:
a public hearing to hear representations on "Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be held;

AND THAT:
notice of the public hearing be given by the staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act;

AND FURTHER THAT:
the holding of the public hearing be delegated to Director Rhona Martin, as Director of Electoral Area 'E' being that in which the land concerned is located, or Alternate Director Brian Thurgood, if Director Martin is absent and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

APPROVED for Board Consideration:

Meeting Date: October 20, 2016

Charles Hamilton
Charles Hamilton, CAO

SHORT SUMMARY:

The area proposed to be rezoned is located in the Swansea Point area of Electoral Area 'E'. The applicants have applied to amend the Lakes Zoning Bylaw No. 900 to recognize the existing fixed, oversized dock, associated with 643 Swanbeach Road. The proposed amendment would add a special regulation to the FR1 Foreshore Residential 1 zone, which would apply to the portion of Mara Lake lying adjacent to the property legally described as Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, which contains the existing fixed dock. Further, the proposal is to allow the existing dock to be relocated in conformance with the required setbacks.

The Board gave first reading to Bylaw No. 900-16 at its meeting held April 14th, 2016. The bylaws were referred out to agencies for comment and these comments are summarized in this report. In accordance with Development Services Procedures Bylaw No. 4001, the applicant must place a Notice of Development sign on the subject property within 30 days following first reading of a bylaw.

Due to a communication error, the signage was not posted within the required time frame. In order to allow time for the applicant to erect a sign, staff are recommending that first reading be rescinded and first and second readings be given to the bylaw. Further, as staff is in receipt of referral comments it is now appropriate for the Board to consider delegation of a public hearing to hear representations from the public regarding the proposed bylaw amendments. It is recommended that the public hearing be scheduled no less than 30 days following first reading in order to allow some time for the public to see the notice of development sign.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder	<input type="checkbox"/>
					(Weighted)	
	LGA Part 14	<input checked="" type="checkbox"/>				
	(Unweighted)					

BACKGROUND:

OWNERS:	Bryce and Kathleen Remington
APPLICANT:	Bryce and Kathleen Remington
ELECTORAL AREA:	'E' (Swansea Point)
CIVIC ADDRESS:	643 Swanbeach Road
LEGAL DESCRIPTION:	Lot 1, Section 11, Township 21, Range 8, West of the 6 th Meridian, Kamloops Division Yale District, Plan 20924
SURROUNDING LAND USE PATTERN:	NORTH: Mara Lake SOUTH: Swanbeach Road, Residential EAST: Swanson Road, Recreational Commercial WEST: Waterfront Residential
OCP/ZONING (LAND):	RS – Residential
OCP DESIGNATION (WATER):	FW – Foreshore and Water
CURRENT LAKE ZONING:	Foreshore Residential 1 (FR1)
PROPOSED LAKE ZONING:	Foreshore Residential 1 (FR1) with site specific regulation permitting a fixed dock with a maximum upward facing area of 37 m ² and a walkway width of 1.55 m.
AQUATIC HABITAT INDEX RATING:	Low
SHORE TYPE & VEGETATION:	Gravel beach

FINANCIAL:

The rezoning is the result of a bylaw enforcement action. If the Board does not adopt the proposed amending bylaw, and the owner does not bring the property into compliance by replacing the fixed dock with a floating dock of the required size, the Board may then wish to direct staff to seek a legal opinion regarding possible court action. Costs for the legal opinion and possible court action, although partially recoverable through Court, could nonetheless be substantial. Staff involvement in legal action is not recoverable.

KEY ISSUES/CONCEPTS:

The owners installed the original fixed wooden dock and walkway in 1992 and obtained a license from the Province for this use of the foreshore. They have continued to update the provincial license as required. The dock is currently licensed under Specific Permission #3406316. Historic photographs provided by the owner indicate that the original dock was anchored using one piling and post. It was later upgraded and additional pilings were added. 2013 orthophotos indicate that there were 5 pilings at that time. The dock sustained damage during a storm in the spring of 2015 which rendered the walkway portion unusable. The owners hired Riverside Docks to replace the walkway and install new pilings. The original wooden "dock" portion of the structure was not replaced or repaired, but a 6th piling was added to stabilize this part of the dock.

The dock is currently sited adjacent to the west property boundary and not in compliance with the required Provincial and CSRD setbacks. The Province has informed the owners that they must relocate the dock to the required setback of 5 m from the west parcel boundary. It is noted that the area to the east of the subject property is the Swanson Road beach access. The portion of Mara Lake located adjacent to Swanson Road is zoned Foreshore Park. The required setback from areas zoned Foreshore Park is 6 m. This will place the dock near the centre of the subject parcel. Staff note that the property is 18.8 m in width and this is only just wide enough to accommodate the 7.4 m x 5 m dock and the combined 11 m of setback distance. CSRD Parks staff have requested that the owners have the dock siting confirmed by a surveyor to ensure that it meets the required 6 m setback from the park on the east side. Should the proposed bylaw amendment proceed to third reading Development Services staff would be recommending that the owner have a survey completed to mark the location for dock placement prior to adoption of the bylaw amendment.

Since the original dock was installed prior to adoption of Lakes Zoning Bylaw No. 900 it was considered to be legally non-conforming. The Local Government Act (LGA) permits structures that existed prior to the adoption of a bylaw to remain legally non-conforming until such time as they are altered or reconstructed.

Part 14: Division 14 – Non-Conforming Use and Other Continuations, Section 528(1) of the LGA states: *"If at the time a land use regulation bylaw is adopted, (a) land, or a building or other structure, to which that bylaw applies is lawfully used, and (b) the use does not conform to the bylaw, the use may be continued as a non-conforming use."*

Section 531 of the LGA – Restrictions on Alteration or Addition to a Building or Other Structure, subsection (1) states: *"Subject to this section, a structural alteration or addition must not be made in or to a building or other structure while a non-conforming use is continued in all or any part of it."* As the structural alterations that were made to the dock are prohibited by Section 531(1) of the LGA, the fixed dock has lost its legal non-conforming status. Therefore, in order to bring the structure into compliance with current bylaws an amendment to the Lakes Zoning Bylaw No. 900 is required.

The proposed amendment would add a special regulation to the Foreshore Residential 1 (FR1) zone to allow a fixed dock up to 37 m² in upward facing area to be sited on the foreshore area adjacent to the subject property only. The owners would like to keep the existing dock at this size as it has been this size since 1992, and they have a large family who visit in summer and spend a lot of time using the dock. It is recognized that there are other fixed docks located on neighbouring properties in the general area, and that some of these may also be oversized. As these are replaced or substantially repaired we may receive further bylaw amendment applications requesting recognition of these structures.

Referral comments from Ministry of Forests, Lands and Natural Resources Operations staff note that the current dock does not meet current environmental standards. I.e: the dock grounds on the foreshore

for a significant portion of the year. They have also noted that the historic floating end section will only be permitted until it requires reconstruction. At that time a maximum of 3 m in width would be permitted. Staff note that since both Provincial and CSRD regulations are in effect, the owner must comply with both. When the dock is relocated the owner must comply with the Province's requirements.

IMPLEMENTATION:

Consultation Process

CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, indicates that a simple consultation process can be followed. Neighbouring property owners will become aware of the application following first reading when a Notice of Development sign is posted on the property.

COMMUNICATIONS:

If a public hearing is delegated, staff will set a date for the public hearing, and proceed with notification of property owners within 100 metres and publication of notices as required by the Local Government Act. It is recommended that the public hearing be scheduled no less than 30 days after first reading to allow the public adequate time to view the signage posted on the property.

Bylaw 900-16 was sent out to the following referral agencies:

Area E Director (in lieu of Advisory Planning Commission)	Requested that the application not be brought back to the board for 2 nd reading until issues related to Swanson Road Park had been resolved. These issues were discussed at a meeting on September 7 th , 2016 between Parks staff, Development Services staff and Director Martin. It was determined that the issues related to park development have been resolved such that the rezoning can move forward.
Ministry of Forests, Lands and Natural Resource Operations – Lands Branch	We have requested the relocation of the dock to a minimum of 5 m from the west property line. The structure does not meet current environmental standards, and any neighbouring docks to be rebuilt will be required to meet those guidelines (the dock grounds on the foreshore for a significant portion of the year). Also the historic, floating end section with a 5 m width will only be allowed until it needs to be reconstructed; at that time the floating dock will be required to be no more than 3 m wide.
Ministry of Forests, Lands and Natural Resource Operations – Stewardship Branch	No response.
CSRD Operations Management	Protective Services – Need to take into account if any access for Fire Departments is being diminished from encroachments. Fire Department would use any good locations in case of emergency for portable pump placement for pumping water supply to fire apparatus. Parks – CSRD Parks has a License of Occupation for Swanson Road, east of this

	property and a Foreshore License, and permit with Nav Canada for a public swim area immediately in front of the upland road RoW and finally a plan for development approved by the community and Area Director, after 4 public meetings. Park development has been delayed due to encroachments by both neighbours of the road RoW. Should the relocation be approved of this oversized dock, we strongly request that the proponent have a survey of the extended property to relocate the permanent dock so that a consistent 6 m setback is maintained for swimmers safety.
Navigation Canada	No response
Adams Lake Indian Band	No response
Little Shuswap Indian Band	No response
Lower Similkameen Band	No response
Neskonlith Indian Band	No response
Okanagan Indian Band	No response
Okanagan Nation Alliance	No response
Penticton Indian Band	Requested shape files in order to provide a response. Shape files sent.
Shuswap Indian Band	No response
Splat'sin First Nations	No response

LIST NAME OF REPORTS / DOCUMENTS:

1. Lakes Zoning Amendment (Remington) Bylaw No. 900-16 2. Maps: Location, Site Plan, OCP, Zoning 3. Orthophotos 4. Previous Board Report including: Background information, Policy, Specific Permission No. 3436316 & Management Plan	Attached to Board Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
5. Application	Attached to Board Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>



DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse recommendations. First reading of Bylaw No. 900 will be rescinded, the bylaw will be given first and second readings and a public hearing will be delegated.*
2. *Decline first reading. Bylaw No. 900-16 will be defeated. The file will revert to Bylaw Enforcement.*

3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Team Leader, Development Services	Oct. 6, 2016	
Manager, Development Services	10/07/16	

COLUMBIA SHUSWAP REGIONAL DISTRICT

LAKES ZONING AMENDMENT

(Remington) BYLAW NO. 900-16

A bylaw to amend the "Lakes Zoning Bylaw No. 900"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.900;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 900;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 900 cited as "Lakes Zoning Bylaw No. 900" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, Part 4 Zones, Section 4.4, Foreshore Residential 1 Zone is hereby amended by:

i) Adding the following after subsection (c) Location and Siting:

"(d) Site Specific Permitted Uses

For the surface of the *lake* adjacent to Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, a *fixed dock* with a maximum upward facing surface area of 37 m² and a maximum walkway width of 1.55 m is a permitted use. {Swanbeach Road}

BL 900-16

Page 2

2. This bylaw may be cited as "Lakes Zoning Amendment (Remington) Bylaw No. 900-16."

READ a first time this 14th day of April, 2016.

FIRST reading rescinded this _____ day of _____, 2016.

READ a first time this _____ day of _____, 2016.

READ a second time this _____ day of _____, 2016.

PUBLIC HEARING held this _____ day of _____, 2016.

READ a third time this _____ day of _____, 2016.

ADOPTED this _____ day of _____, 2016.

CORPORATE OFFICER

CHAIR

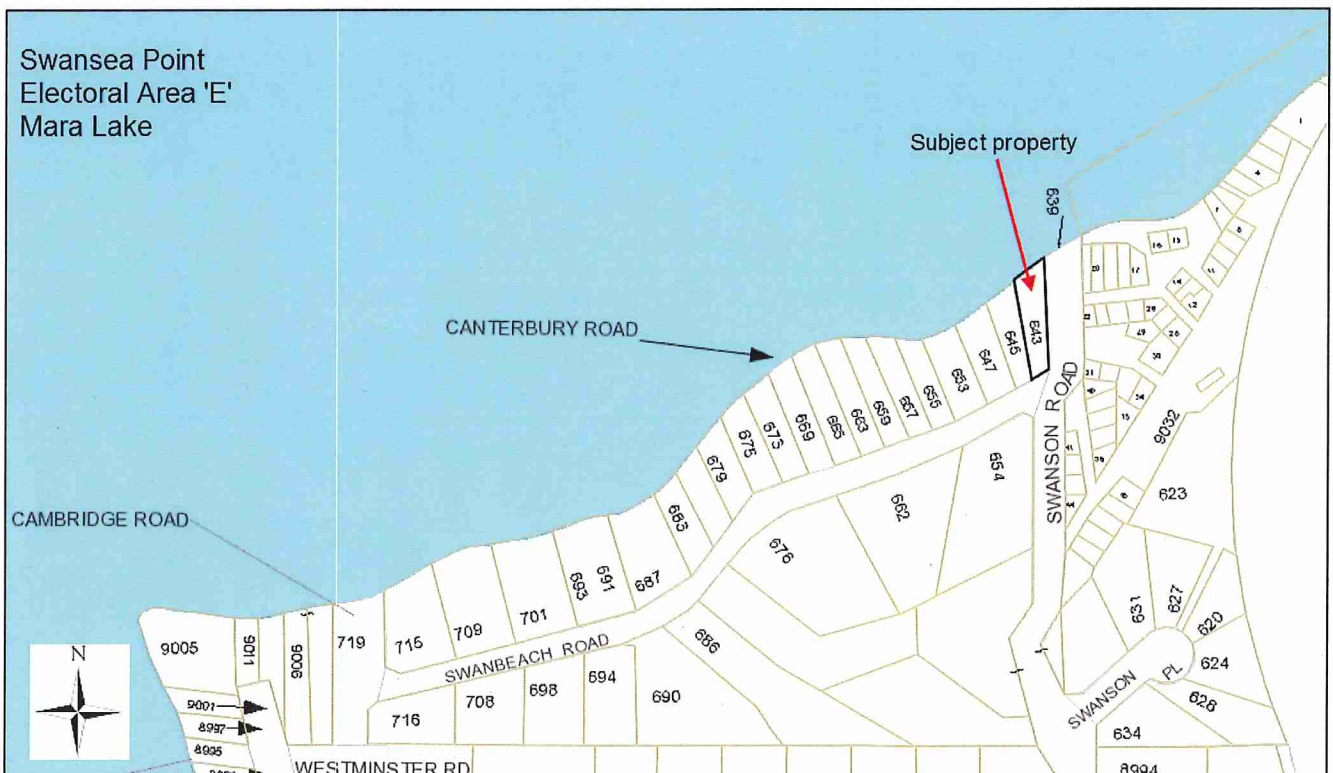
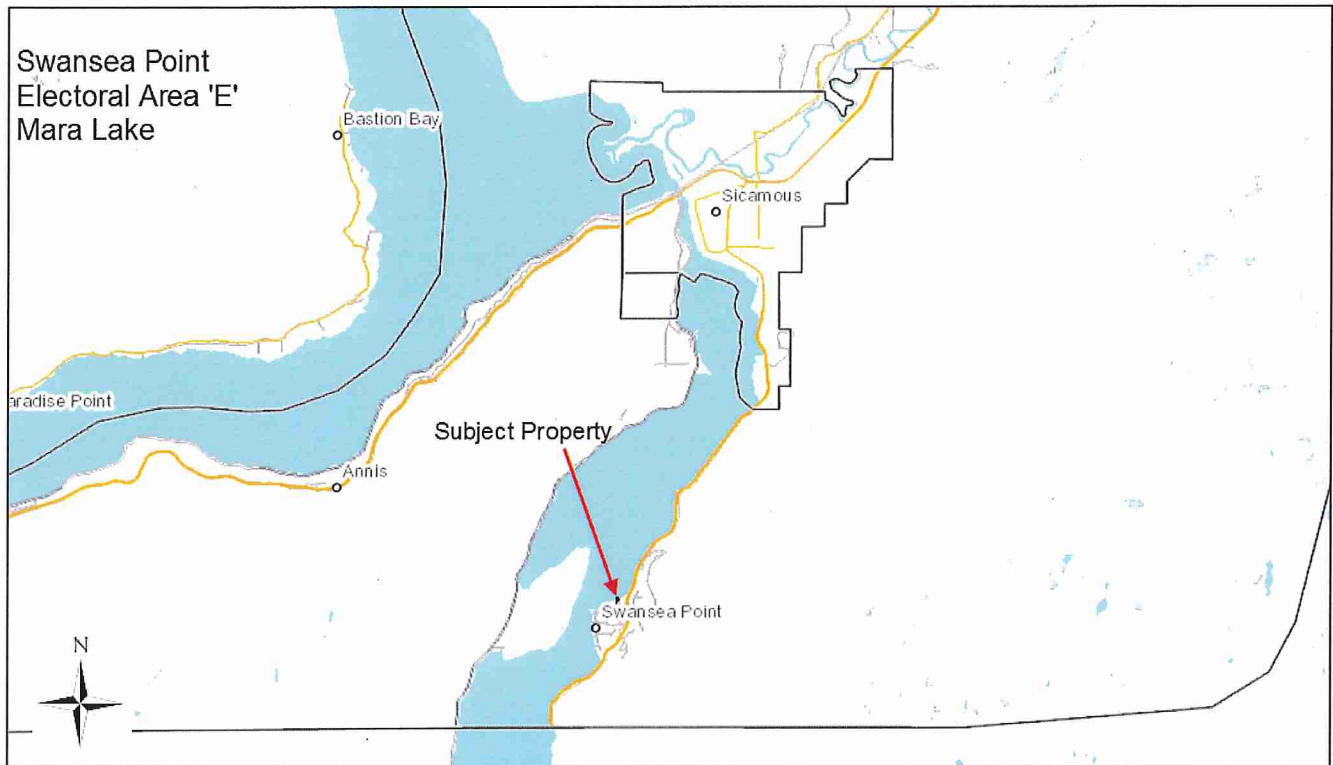
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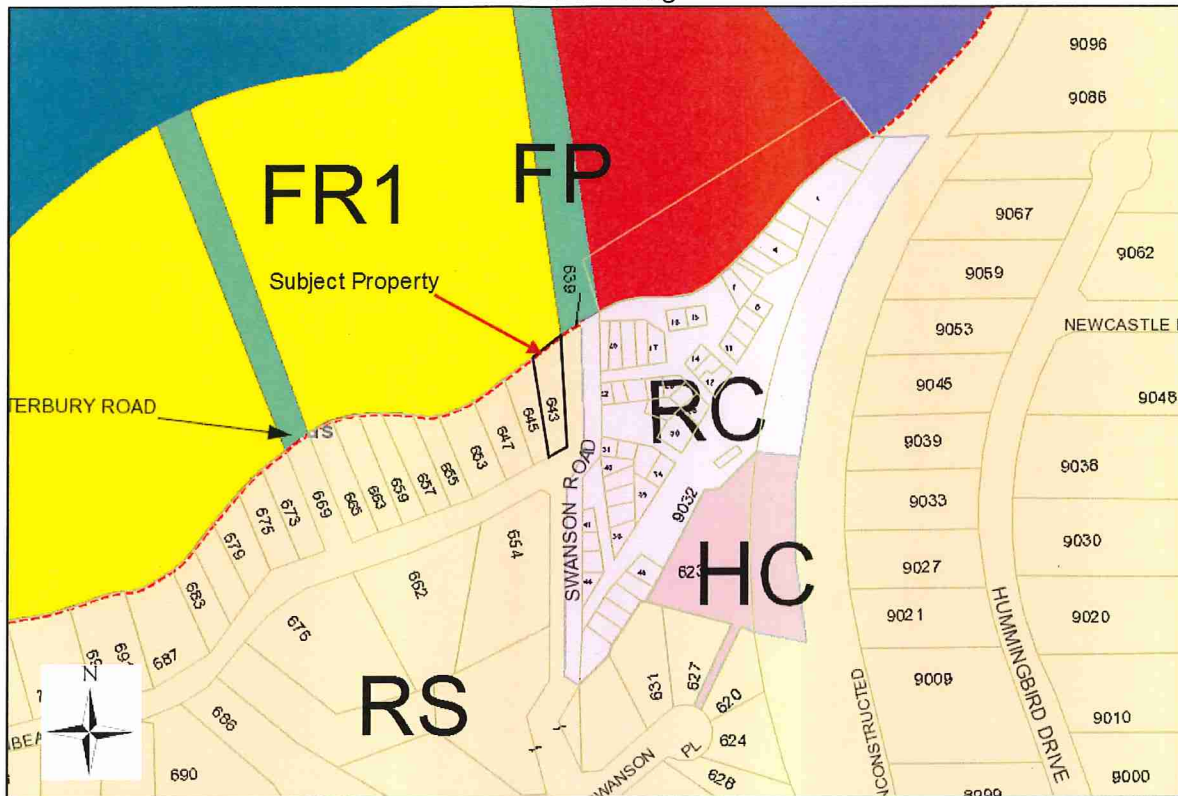
Corporate Officer

Corporate Officer

Location



OCP/Zoning



Orthophotograph





BOARD REPORT

TO: Chair and Directors

FROM: Christine LeFloch
Development Services Assistant

File No: BL 900-16

Date: March 24, 2016

SUBJECT: Lakes Zoning Amendment (Remington) Bylaw 900-16

RECOMMENDATION #1: THAT:
"Lakes Zoning Amendment (Remington) Bylaw No. 900-16" be read a first time this 14th day of April, 2016;

AND THAT:

The Board utilize the simple consultation process for Bylaw No. 900-16 and it be referred to the following agencies and First Nations:

- Department of Fisheries and Oceans;
- Navigation Canada;
- Ministry of Forests, Land and Natural Resources Operations-Lands Branch;
- CSRD Operations Management; and
- All relevant First Nations Bands and Councils.

APPROVED for Board Consideration:

Meeting Date: April 14, 2016

Charles Hamilton
Charles Hamilton, CAO

SHORT SUMMARY:

The area proposed to be rezoned is located in the Swansea Point area of Electoral Area 'E'. The applicants have applied to amend the Lakes Zoning Bylaw No. 900 to recognize the existing fixed, oversized dock, associated with 643 Swanbeach Road. The proposed amendment would add a special regulation to the FR1 Foreshore Residential zone, which would apply to the portion of Mara Lake lying adjacent to the property legally described as Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, which contains the existing fixed dock. Further, the proposal is to allow the existing dock to be relocated in conformance with the required setbacks.

VOTING:

Unweighted Corporate

☐

Weighted Corporate

☐

Stakeholder
(Weighted)

☐

LGA Part 14
(Unweighted)

☒

BACKGROUND:

OWNERS: Bryce and Kathleen Remington

APPLICANT: Bryce and Kathleen Remington

ELECTORAL AREA: 'E' (Swansea Point)

CIVIC ADDRESS: 643 Swanbeach Road

LEGAL DESCRIPTION: Lot 1, Section 11, Township 21, Range 8, West of the 6th Meridian, Kamloops Division Yale District, Plan 20924

SURROUNDING LAND USE NORTH: Mara Lake
PATTERN: SOUTH: Swanbeach Road, Residential
EAST: Swanson Road, Recreational Commercial
WEST: Waterfront Residential

OCP/ZONING (LAND): RS – Residential

OCP DESIGNATION (WATER): FW – Foreshore and Water

CURRENT LAKE ZONING: Foreshore Residential 1 (FR1)

PROPOSED LAKE ZONING: Foreshore Residential 1 (FR1) with site specific regulation permitting a fixed dock with a maximum upward facing area of 37 m² and a walkway width of 1.55 m.

AQUATIC HABITAT INDEX RATING: Low

SHORE TYPE & VEGETATION: Gravel beach

POLICY:**Rural Sicamous Land Use Bylaw No. 2000**

Part 1.4 – POLICIES

1.4.1 General Form and Character of Development

- (o) Two separate types of OCP designation providing for private and public uses supporting water-based recreation uses. It is intended that these two land use categories will only be applied to the foreshore and water of Shuswap and Mara Lakes. The Foreshore Water OCP designation primarily provides for uses associated with existing residential development that is located on parcels contiguous with the natural boundary and where the uses will be compatible with the uses and character of the land above the natural boundary. The Foreshore Water Commercial OCP designation is intended to be limited to those locations where there is a commercial land use category on a parcel that is contiguous with the area in the Foreshore Water Commercial OCP designation and where the uses will be compatible with the uses and character of the land above the natural boundary.

Lakes Zoning Bylaw No. 900

Definitions:

BERTH is a moorage space for a single vessel at a fixed or floating dock.

FIXED DOCK is a structure used for the purpose of mooring boat(s) which may include multiple berths and may have permanent links to the shore and lakebed, such as piles or fixed decks.

FLOATING DOCK is a structure used for the purpose of mooring boat(s) which may include multiple berths but which does not include permanent physical links to shore or lakebed, except cables.

PRIVATE MOORING BUOY is a small floating structure used for the purpose of boat moorage, typically composed of rigid plastic foam or rigid molded plastic, and specifically manufactured for the intended use of boat moorage, but does not include a fixed or floating dock or swimming platform.

SWIMMING PLATFORM is a floating structure used for non-motorized recreational activities, such as swimming, diving and sun-bathing, but not boat mooring.

General Regulations

Swimming platform is permitted in each zone, unless expressly prohibited in the zone.

Swimming platforms:

- a) must be accessory to a permitted use on the adjacent waterfront parcel, semi-waterfront parcel or waterfront unit;
- b) must only be used for passive recreation;
- c) must not be used for boat mooring;
- d) must not be greater than 10 m² in surface area;
- e) must have a minimum setback of:
 - 5 m from the side parcel boundaries of the adjacent waterfront parcel or semi-waterfront parcel, projected onto the foreshore and water;
 - 6 m from the Foreshore Park zone or park side parcel boundaries projected onto the foreshore and water.

FR1 – Foreshore Residential 1 Zone

Permitted uses:

- 1 floating dock, including removable walkway, that is accessory to a permitted use on an adjacent waterfront parcel. The floating dock surface must not exceed 24 m² in total upward facing surface area (not including the removable walkway), and 3 m in width for any portion of the dock. Removable walkway surface must not exceed 1.5 m in width.

The minimum setback of a floating dock, private mooring buoy or boat lift accessory to an adjacent waterfront parcel (and adjacent semi-waterfront parcel in the case of private mooring buoys) is as follows:

- 5 m from the side parcel boundaries of that waterfront parcel (and semi-waterfront parcel in the case of private mooring buoys), projected onto the foreshore and water.
- 6 m from a Foreshore Park (FP) zone or park side parcel boundaries projected onto the foreshore and water.

Additional setbacks for private mooring buoys:

- 20 m from any existing structures on the foreshore or water.
- 50 m from any boat launch ramp or marina.
- Private mooring buoy(s) that is accessory to a permitted use on an adjacent waterfront parcel or an adjacent semi-waterfront parcel. (1 per adjacent semi-waterfront parcel, 1 per adjacent waterfront parcel having a lake boundary length of less than 30 m, and 2 per adjacent waterfront parcel having a lake boundary length of 30 m or more).
- Boat lift(s) that is accessory to a permitted use on an adjacent waterfront parcel.

The surface of the lake adjacent to the subject property is currently zoned FR1. The FR1 zone currently permits one floating dock with a maximum upward facing surface area of 24 m², and 1 private mooring buoy for the subject property as it has less than 30 m of lake frontage.

The proposal is to add a site specific regulation to the FR1 Zone to permit the existing oversized fixed dock in association with the subject property only, and to allow it to be relocated to comply with the required setbacks.

FINANCIAL:

The rezoning is the result of a bylaw enforcement action. If the Board does not adopt the proposed amending bylaw, and the owner does not bring the property into compliance by replacing the fixed dock with a floating dock of the required size, the Board may then wish to direct staff to seek a legal opinion regarding possible court action. Costs for the legal opinion and possible court action, although partially recoverable through Court, could nonetheless be substantial. Staff involvement in legal action is not recoverable.

KEY ISSUES/CONCEPTS:

The owners installed the original fixed wooden dock and walkway in 1992 and obtained a license from the Province for this use of the foreshore. They have continued to update the provincial license as required. The dock is currently licensed under Specific Permission #3406316. Historic photographs provided by the owner indicate that the original dock was anchored using one piling and post. It was later upgraded and additional pilings were added. 2013 orthophotos indicate that there were 5 pilings at that time. The dock sustained damage during a storm in the spring of 2015 which rendered the walkway portion unusable. The owners hired Riverside Docks to replace the walkway and install new pilings. The original wooden "dock" portion of the structure was not replaced or repaired, but a 6th piling was added to stabilize this part of the dock.

The dock is currently sited adjacent to the west property boundary and not in compliance with the required Provincial and CSRD setbacks. The Province has informed the owners that they must relocate the dock to the required setback of 5 m from the west parcel boundary. It is noted that the area to the east of the subject property is the Swanson Road beach access. The portion of Mara Lake located adjacent to Swanson Road is zoned Foreshore Park. The required setback from areas zoned Foreshore Park is 6 m. This will place the dock near the centre of the subject parcel.

Since the original dock was installed prior to adoption of Lakes Zoning Bylaw No. 900 it was considered to be legally non-conforming. The Local Government Act (LGA) permits structures that existed prior to the adoption of a bylaw to remain legally non-conforming until such time as they are altered or reconstructed.

Part 14: Division 14 – Non-Conforming Use and Other Continuations, Section 528(1) of the LGA states: *"If at the time a land use regulation bylaw is adopted, (a) land, or a building or other structure, to which that bylaw applies is lawfully used, and (b) the use does not conform to the bylaw, the use may be continued as a non-conforming use."*

Section 531 of the LGA – Restrictions on Alteration or Addition to a Building or Other Structure, subsection (1) states: *"Subject to this section, a structural alteration or addition must not be made in or to a building or other structure while a non-conforming use is continued in all or any part of it."* As the structural alterations that were made to the dock are prohibited by Section 531(1) of the LGA, the fixed dock has lost its legal non-conforming status. Therefore, in order to bring the structure into compliance with current bylaws an amendment to the Lakes Zoning Bylaw No. 900 is required.

The proposed amendment would add a special regulation to the Foreshore Residential (FR1) zone to allow a fixed dock up to 37 m² in upward facing area to be sited on the foreshore area adjacent to the subject property only. The owners would like to keep the existing dock at this size as it has been this size since 1992, and they have a large family who visit in summer and spend a lot of time using the dock. It is recognized that there are other fixed docks located on neighbouring properties in the general area, and that some of these may also be oversized. As these are replaced or substantially repaired we may receive further bylaw amendment applications requesting recognition of these structures.

IMPLEMENTATION:

Consultation Process

CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, indicates that a simple consultation process can be followed. Neighbouring property owners will become aware of the application following first reading when a Notice of Development sign is posted on the property.

LIST NAME OF REPORTS / DOCUMENTS:

1. Lakes Zoning Amendment (Remington) Bylaw No. 900-16 2. Maps: Location, Site Plan, OCP, Zoning 3. Orthophotos 4. Specific Permission No. 3436316 & Management Plan 5. Ministry of Forests, Lands and Natural Resources Operations letter dated November 3, 2015	Attached to Board Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
6. Application	Attached to Board Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse recommendations. Bylaw No. 900-16 will be given first reading, and will be sent out for referrals.*
2. *Decline first reading. Bylaw No. 900-16 will be defeated.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*


COMMUNICATIONS:

If the Board gives Bylaw No. 900-16 first reading, the Bylaw will be sent out to referral agencies. Referral responses will be provided to the Board with a future Board report, prior to delegation of a public hearing.

Board Report

BL 900-16

April 14, 2016

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Team Leader, Development Services	Mar. 30, 2016	S. Bogn
Manager, Development Services	04/04/16	

COLUMBIA SHUSWAP REGIONAL DISTRICT

LAKES ZONING AMENDMENT

(Remington) BYLAW NO. 900-16

A bylaw to amend the "Lakes Zoning Bylaw No. 900"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.900;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 900;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 900 cited as "Lakes Zoning Bylaw No. 900" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, Part 4 Zones, Section 4.4, Foreshore Residential 1 Zone is hereby amended by:

i) Adding the following after subsection (c) Location and Siting:

"(d) Site Specific Permitted Uses

For the surface of the *lake* adjacent to Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, a *fixed dock* with a maximum upward facing surface area of 37 m² and a maximum walkway width of 1.55 m is a permitted use. {Swanbeach Road}

BL 900-16

Page 2

2. This bylaw may be cited as "Lakes Zoning Amendment (Remington) Bylaw No. 900-16."

READ a first time this _____ day of _____, 2016.

READ a second time this _____ day of _____, 2016.

PUBLIC HEARING held this _____ day of _____, 2016.

READ a third time this _____ day of _____, 2016.

ADOPTED this _____ day of _____ 2016.

CORPORATE OFFICER

CHAIR

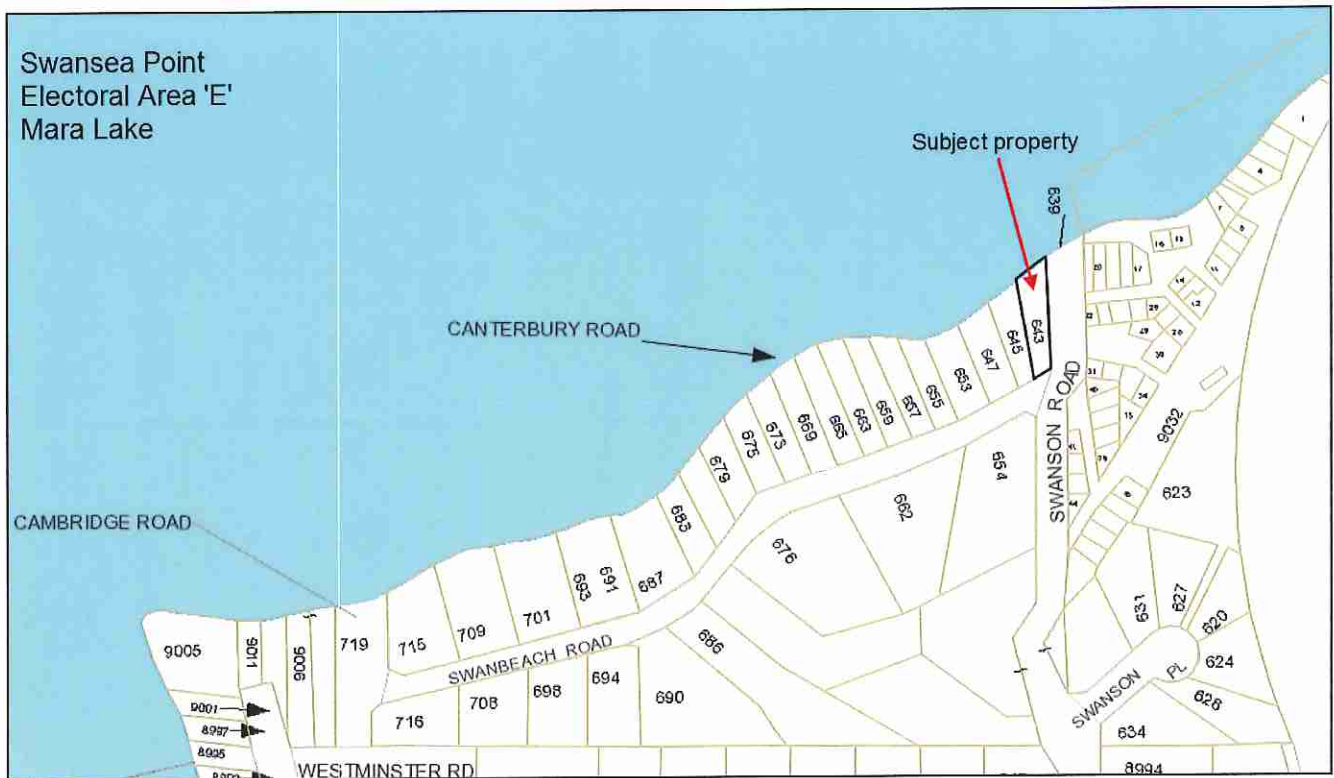
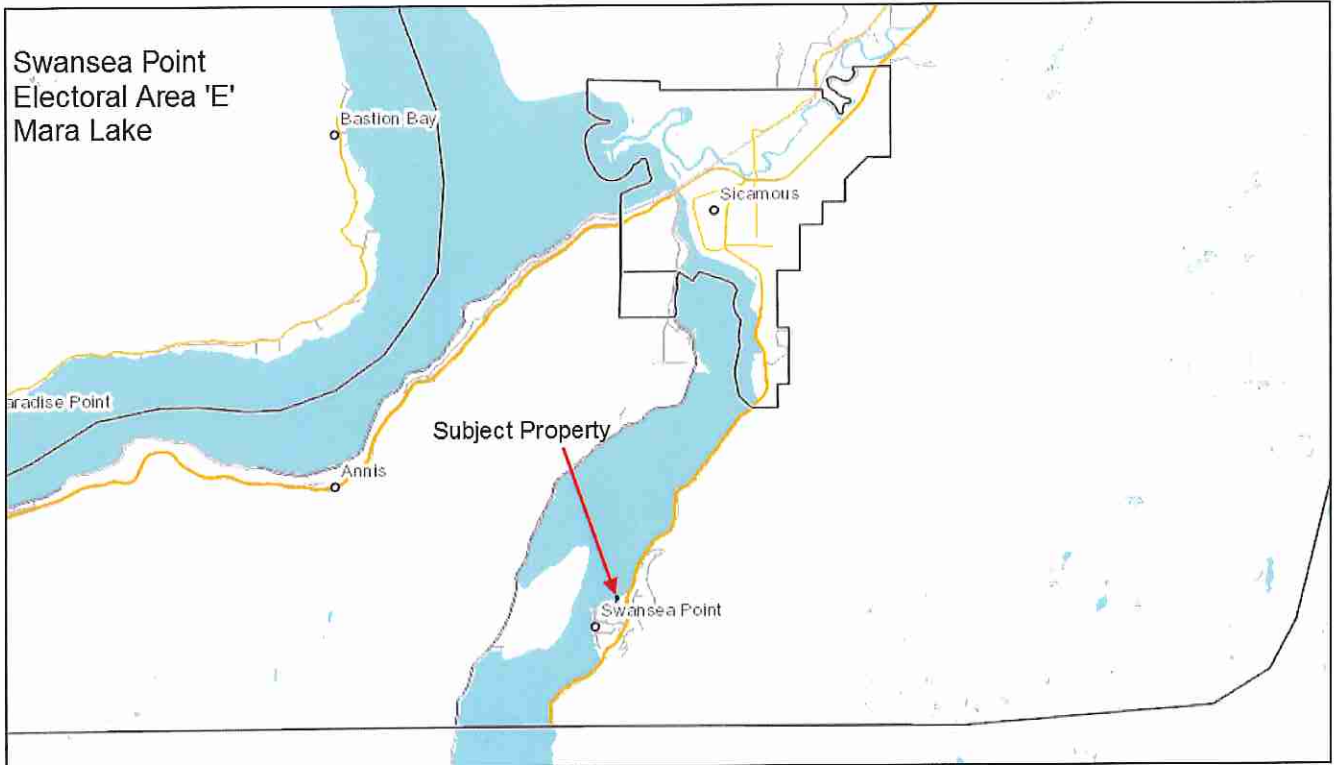
CERTIFIED a true copy of Bylaw No. 900-16
as read a third time.

CERTIFIED a true copy of Bylaw No. 900-16
as adopted.

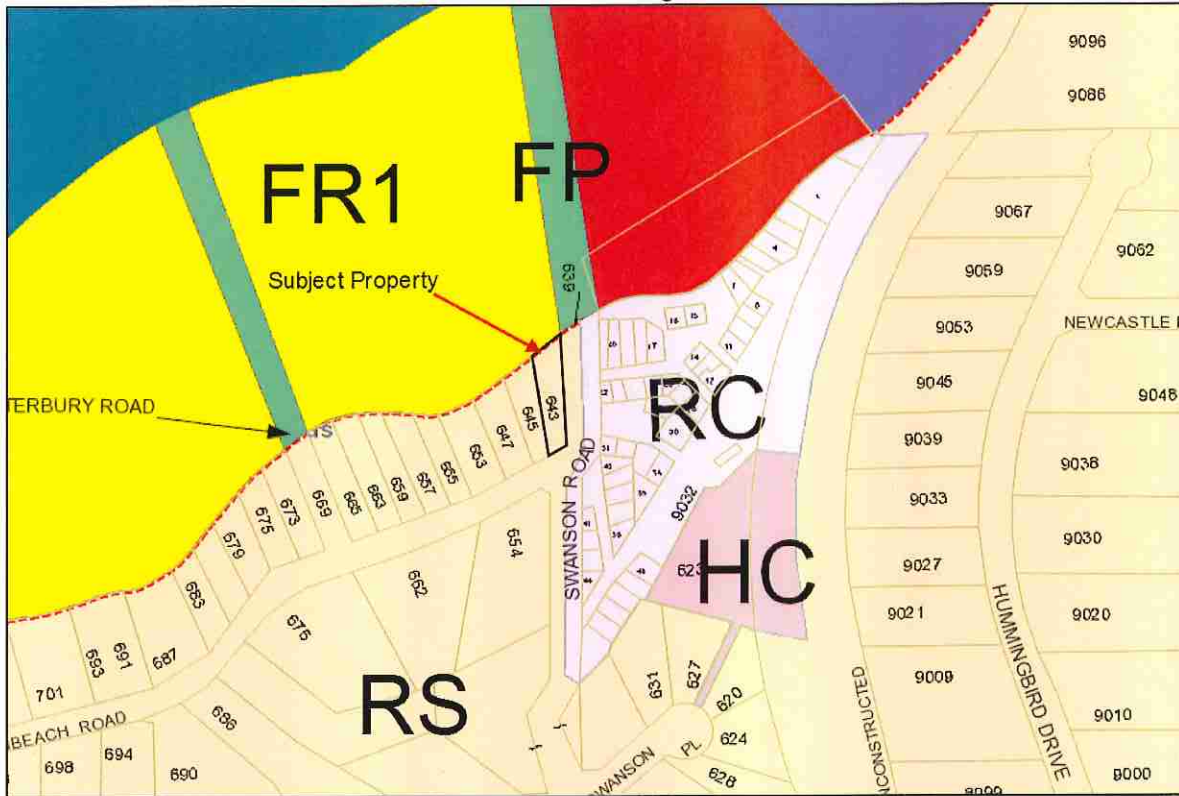
Corporate Officer

Corporate Officer

Location



OCP/Zoning



Orthophotograph



Specific Permission No. 3436316



Our File: 3406316

August 6, 2015

Donald Bryce Remington
Kathleen Anna Remington
1036 Longacre Place
Vernon BC V1H 1H7

Dear Donald and Kathleen:

Enclosed is an originally executed copy of Specific Permission Number 347620 covering all that unsurveyed Crown foreshore being part of the bed of Mara Lake and fronting on Lot 1, Section 11, Township 21, Range 8, West of the Sixth Meridian, Kamloops Division of Yale District, Plan 20924, containing 0.0645 hectares, more or less.

The Specific Permission is issued in your name with no term or predetermined end date commencing July 3, 2012 for private moorage purposes. This Specific Permission replaces Licence No.338806 which has been recorded as expired.

Attached is a copy of your Management Plan for your convenience.

Please ensure that this document is kept in a safe location, as it must be presented to this office for assignment if the upland property is sold.

Should you have any questions regarding this matter, please contact Heather Gervan at the telephone number or e-mail address listed below.

Yours truly,


Jill Hay
Licensing Clerk

Attachment

pc: B.C. Assessment Authority, Kelowna
Columbia-Shuswap Regional District
Forest District, Vernon
Canadian Coast Guard, Attn John Mackie

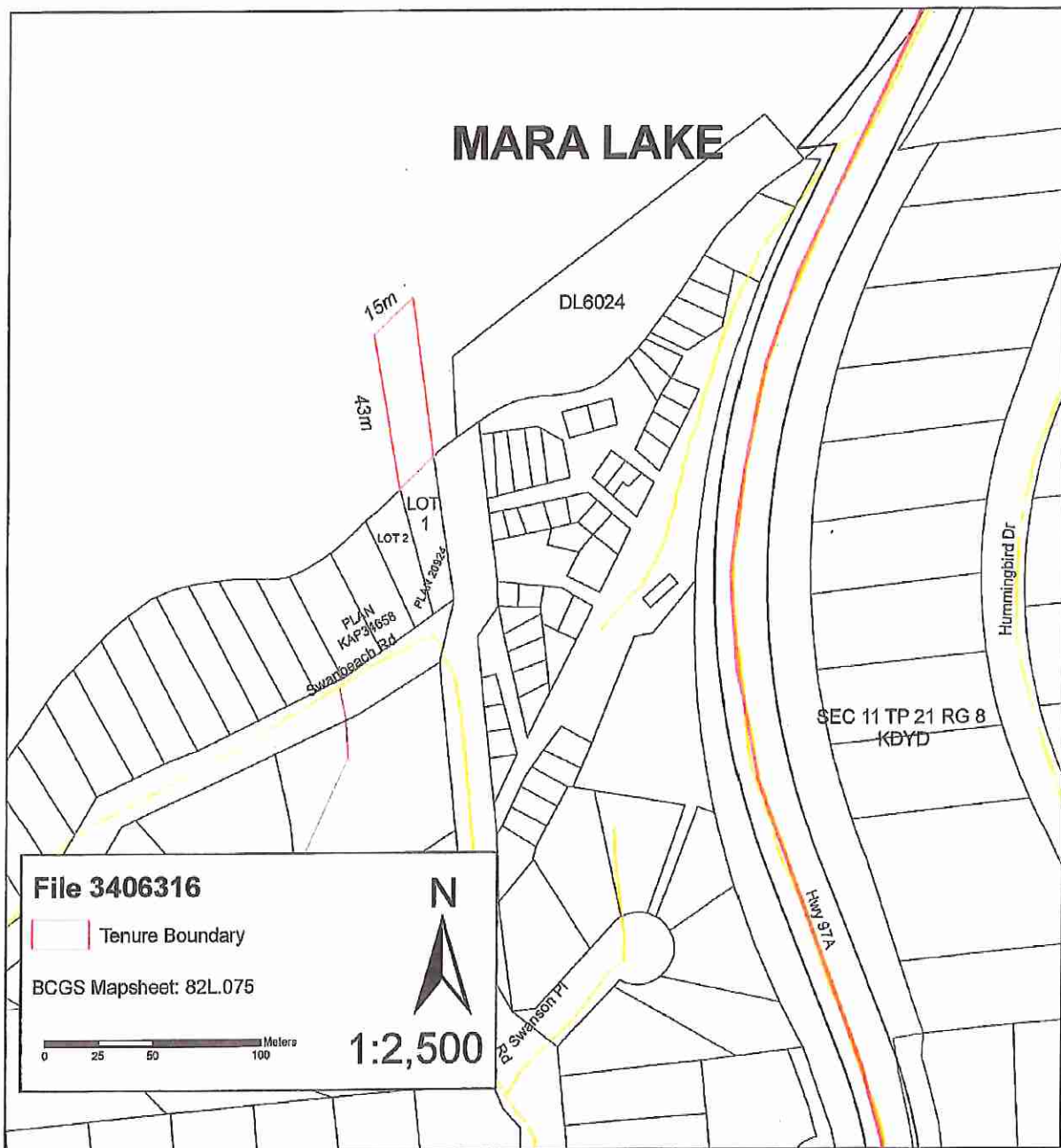
SPECIFIC PERMISSION

File No.: 3406316

Disposition No.: 891419

LEGAL DESCRIPTION SCHEDULE

All that unsurveyed Crown foreshore being part of the bed of Mara Lake and fronting on Lot 1, Section 11, Township 21, Range 8, West of the Sixth Meridian, Kamloops Division Yale District, Plan 20924, containing 0.0645 hectares, more or less



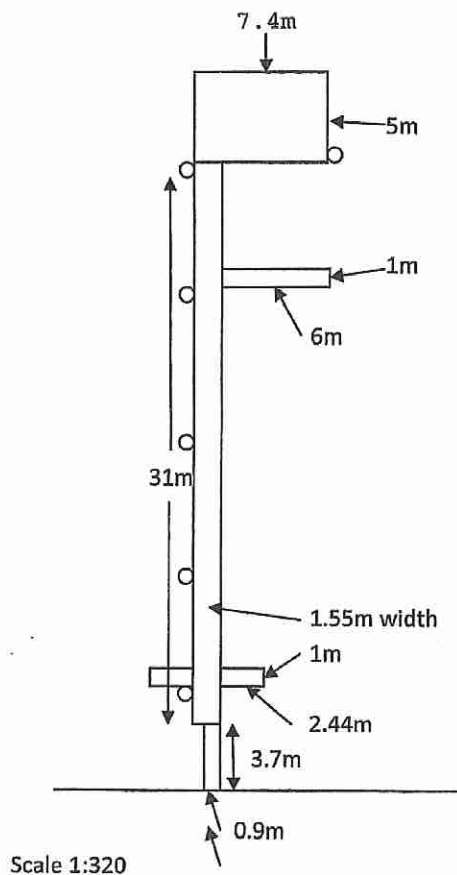
PRIVATE MOORAGE

Page of

File: 3406316

November 1, 2012

Management Plan



Signed by:

Donald Bryce Remington and Kathleen Anna Remington

[Handwritten signatures of Donald Bryce Remington and Kathleen Anna Remington]

Dated: July 24/15

HER MAJESTY THE QUEEN IN THE Right of the PROVINCE OF BRITISH COLUMBIA

By its authorized representative

[Handwritten signature of Kathleen Anna Remington]

Dated: July 9, 2015



Lands File: 3406316

November 3, 2015

Donald Bryce Remington
Kathleen Remington
Sent by e-mail to: bryce@remington.org

Dear Mr. and Mrs. Remington:

Thank you for your letter of October 19, 2015 requesting written clarification and direction regarding the requested relocation of your dock.

As per our conversations, for the placement of a private dock, the minimum setback from neighboring properties has always been a minimum of three metres. This setback is to respect the adjoining property owner's rights.

You indicate that the dock has always been located on the property line, but the location of the dock along the property boundary was never approved by this agency. The original approval in 2002, includes a Legal Description Schedule, that shows the tenure boundary offset from the property line. The license document, from 2002, also includes the Private Moorage Guidelines that clearly indicate that docks must be located at least three metres from the property line.

The dock appears to have been constructed this spring, after the old tenure had expired, and before you accepted the offer to renew the expired tenure. You had no authority to construct a dock, and I understand that a ticket was issued by our Compliance and Enforcement staff for unauthorized works. At the time of reconstruction, we require that new structures meet current guidelines; the setback is now five metres from the property line. The dock builder knew the setback requirements, but indicated that you told him to rebuild on the property line, as you had

Page 2

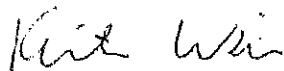
consent from the neighbor. It is clear that you did not have consent from your neighbor as he has contacted this office to have the dock moved to in front of your own property.

In your letter you indicate that the dock has been approved by Department of Fisheries and Oceans. It is not their mandate to approve the location of docks, only to review impacts to fish and fish habitat.

Also in your letter you indicate that the dock is not new. Based on photos, the entire structure has been rebuilt, including the placement of new steel piles. At the time of placement of these new piles, the structure should have been moved away from the property line.

Based on the above information, I am requiring that the dock is moved to in front of your property so that it is located at least 5 metres from adjoining private property and least 6 metres from the adjoining public road. Please advise me by November 30, of this year to indicate the schedule of when you plan to move the dock, keeping in mind that the relocation must occur prior to the next boating season, in May of 2016. Failure to relocate the dock will result in further compliance and enforcement action.

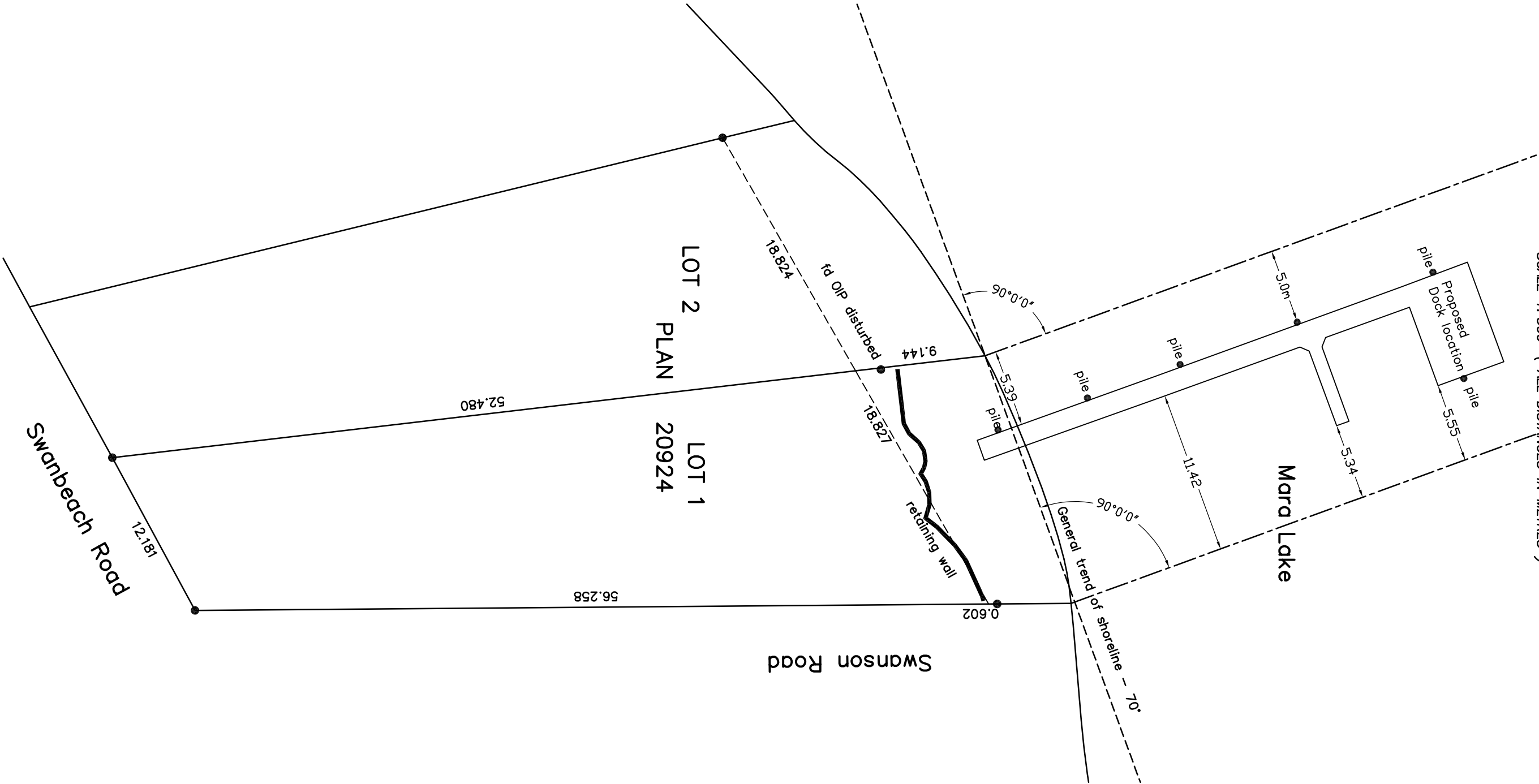
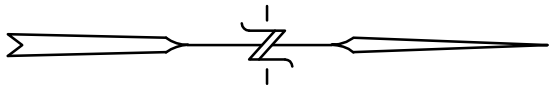
If you have any questions or require further information, please contact me at keith.weir@gov.bc.ca, or by phone at 250-828-4419.



Keith Weir
Senior Land Officer
Ministry of Forests, Lands and Natural Resource Operations

SITE PLAN OF LOT 1, SEC 11, TP 21, R8, W6M, KDYD, PLAN 20924.
with Proposed dock re-location.

SCALE 1: 300 (ALL DISTANCES IN METRES)



© JASON R. SHORTT, B.C.L.S., 2017.

russell shortt
land SURVEYORS

2801-32nd STREET, VERNON, B.C. Phone 545-0511

FAX: 545-2741
FILE: 28543
F.B. 1295 Pg. 21

APRIL 27, 2017

THIS PLAN IS PREPARED FOR THE USE OF:
REMINOTON

COLUMBIA SHUSWAP REGIONAL DISTRICT

LAKES ZONING AMENDMENT

(Remington) BYLAW NO. 900-16

A bylaw to amend the "Lakes Zoning Bylaw No. 900"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.900;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 900;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 900 cited as "Lakes Zoning Bylaw No. 900" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, Part 4 Zones, Section 4.4, Foreshore Residential 1 Zone is hereby amended by:

i) Adding the following after subsection (c) Location and Siting:

"(d) Site Specific Permitted Uses

For the surface of the *lake* adjacent to Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, a *fixed dock* with a maximum upward facing surface area of 37 m², a maximum walkway width of 1.55 m and a setback of 5.34 m from the east property boundary is a permitted use. {Swanson Road}

2. This bylaw may be cited as "Lakes Zoning Amendment (Remington) Bylaw No. 900-16."

READ a first time this 14th day of April, 2016.

FIRST reading rescinded this 20th day of October, 2016.

READ a first time this 20th day of October, 2016.

READ a second time this 20th day of October, 2016.

PUBLIC HEARING held this 7th day of December, 2016.

READ a third time this 19th day of January, 2017.

READ a third time as amended this _____ day of _____, 2017

ADOPTED this _____ day of _____, 2017.

CORPORATE OFFICER

CHAIR

CERTIFIED a true copy of Bylaw No. 900-16
as read a third time.

CERTIFIED a true copy of Bylaw No. 900-16
as adopted.

Corporate Officer

Corporate Officer



BOARD REPORT

TO:
Chair and Directors

File No:	BL800-29 PL20160121
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SUBJECT:

Electoral Area F: Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29

DESCRIPTION:

 Report from Jennifer Sham, Planner, dated April 25, 2017.
6956 Casabello Road, Magna Bay

**RECOMMENDATION
#1:**

 THAT: "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29" be read a third time this 18th of May, 2017.

**RECOMMENDATION
#2:**

THAT: "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29" be adopted this 18th of May, 2017.

SHORT SUMMARY:

The owner would like to construct an over-height garage within the interior side parcel boundary line setback area. The owner has applied for a bylaw amendment to allow an increase in parcel coverage and to vary the interior side parcel boundary line setback and the maximum height of an accessory building.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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BACKGROUND:

See BL800-29 Board Report Second Reading and PH.pdf.

POLICY:

See BL800-29 Board Report Second Reading and PH.pdf.

FINANCIAL:

No financial implications to the CSRD.

KEY ISSUES/CONCEPTS:

Also see BL800-29 Board Report Second Reading and PH.pdf.

Public Hearing

A public hearing was held on March 28, 2017 at the Scotch Creek/Lee Creek Fire/Community Hall. One member of the public was in attendance. No written submissions were received before the close of the public hearing.

SUMMARY:

The property is located at 6956 Casabello Road in Magna Bay. The proposal is to build a 57.9 m² over-height garage, within the interior side parcel boundary setback area, on the subject property.

Further, with the construction of this garage, in addition to the existing buildings on the property, the parcel coverage will exceed the maximum of 25%.

This bylaw amendment includes the following variances:

- Setback from the interior side parcel boundary line from 2 m to 1.39 m (to the eaves);
- Maximum parcel coverage from 25% to 30%; and,
- Maximum height of an accessory building from 6 m to 7.72 m.

IMPLEMENTATION:

Consultation Process

As per CSRD Policy No. P-18 regarding consultation processes – bylaws, staff recommended the simple consultation process. Neighbouring property owners first became aware of the application to rezone when the notice of development sign was posted on the property on October 26, 2016. No written submissions from the public were received before the close of the public hearing, held on March 28, 2017.

COMMUNICATIONS:

Staff notified adjacent property owners, advertised and held the Public Hearing in accordance with the Local Government Act. If the bylaw is given third reading and adopted, the owners will be advised of the Board decision. CSRD staff will amend Bylaw No. 800, which will be posted on the CSRD website and copies will be provided to the Director.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

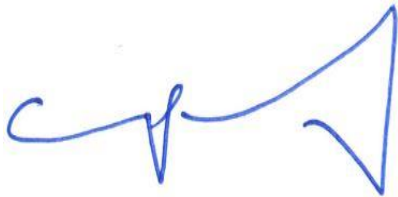
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Magna Bay Zoning Bylaw No. 800

Report Approval Details

Document Title:	2017-05-18_Board_DS_BL800-29_Schneider.docx
Attachments:	<ul style="list-style-type: none"> - BL800-29 signed public hearing notes.pdf - BL800-29.pdf - BL800-29 Board Report First Reading Schneider.pdf - BL800-29 Board Report Second Reading and PH.pdf
Final Approval Date:	May 8, 2017

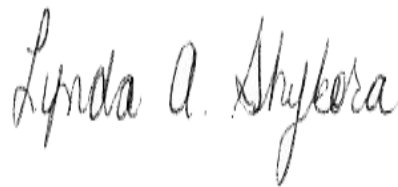
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 2, 2017 - 11:59 AM



Gerald Christie - May 5, 2017 - 10:45 AM



Lynda Shykora - May 5, 2017 - 12:32 PM



Charles Hamilton - May 8, 2017 - 2:36 PM



COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1
T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | www.csr.bc.ca

Notes of the Public Hearing held on March 28, 2017 at 2:00 PM at the Scotch Creek/Lee Creek Community Hall/Fire Hall, 3852 Squilax-Anglemont Road, Scotch Creek, BC, regarding Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29.

PRESENT: Chair Larry Morgan – Electoral Area F Director
Jennifer Sham – Planner, CSRD
1 member of the public

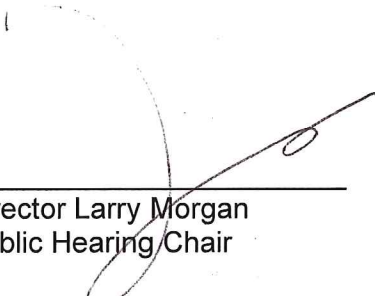
Chair Morgan called the Public Hearing to order at 2:00 PM. Following introductions, the Chair advised that all persons who believe that their interest in property may be affected shall be given the opportunity to be heard or to present written submissions pertaining to the proposed amending Bylaw No. 800-29.

The Planner explained that the purpose of the bylaw amendment is to allow construction of an over-height garage within the interior side parcel boundary setback area and to increase the maximum parcel coverage, on the property located at 6956 Casabello Road, Magna Bay, BC. The variances include: a reduction in the interior side parcel boundary line setback from 2 m to 1.39 m (to the eaves); increasing the maximum parcel coverage from 25% to 30%; and, increasing the maximum height of an accessory building from 6 m to 7.72 m.


The Chair opened the floor for comments.

Hearing no representations or questions about amending Bylaw No. 800-29, the Chair called three times for further submissions before declaring the public hearing closed at 2:05 PM.

CERTIFIED as being a fair and accurate report of the public hearing.



Director Larry Morgan
Public Hearing Chair



Jennifer Sham
Planner

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS

COLUMBIA SHUSWAP REGIONAL DISTRICT

MAGNA BAY ZONING AMENDMENT (SCHNEIDER) BYLAW NO. 800-29

A bylaw to amend the "Magna Bay Zoning Bylaw No. 800"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 800;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 800;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, which forms part of the "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

i. Section 5.5, Residential Zone, Subsection (2) Regulations, is amended by adding the following as a new subsection, including the attached map:

"(6) (a) In this subsection, lands are described by legal description and by map, and in the event of a discrepancy between the legal description of the lands or portion of the lands and the map, the map governs.

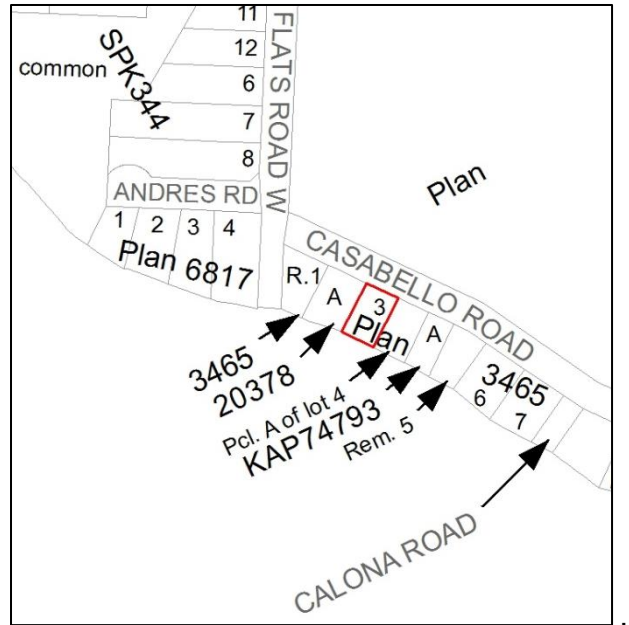
(b) (i) In this subsection, lands are described by legal description and by map, and in the event of a discrepancy between the legal description of the lands or portion of the lands and the map, the map governs.

(b) (i) despite the maximum parcel coverage as established in Section 5.5(2)(c), the maximum parcel coverage is 30%;

(ii) despite the maximum height of an accessory building as established in Section 5.5(2)(e), the maximum height of an accessory building is 7.72 m; and,

(iii) despite the minimum interior side parcel boundary setback as established in Section 5.5(2)(f), the minimum interior side parcel boundary setback is 1.39 m (to the eaves) for the garage,

only for Lot 3, Section 17, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 3465, which is more particularly shown on the following map:



2. This bylaw may be cited as "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29."

READ a first time this 20th day of October, 2016.

READ a second time this 19th day of January, 2017.

PUBLIC HEARING held this 28th day of March, 2017.

READ a third time this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Corporate Officer

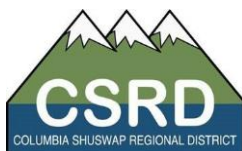
Chair

Certified true copy of Bylaw No. 800-29
as read a third time.

Certified true copy of Bylaw No. 800-29
as adopted.

Corporate Officer

Corporate Officer



BOARD REPORT

TO: Chair and Directors

File No: BL 800-29

FROM: Jennifer Sham
Planner

Date: September 30, 2016

SUBJECT: Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29

RECOMMENDATION:

THAT:

"Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29" be read a first time this 20th day of October 2016;

AND THAT:

the Board utilize the simple consultation process for Bylaw No. 800-29 and it be referred to the following agencies and First Nations:

- Area 'F' Advisory Planning Commission;
- Interior Health;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations - Archaeology Branch;
- CSRD Operations Management;
- School District #83; and
- Relevant First Nations Bands and Councils.

APPROVED for Board Consideration:

Meeting Date: October 20, 2016

Charles Hamilton, CAO

SHORT SUMMARY:

The property is located at 6956 Casabello Road in Magna Bay, and is adjacent to Shuswap Lake. The proposal is to build a 57.9 m² over-height garage, within the interior side parcel boundary setback area, on the subject property. Further, with the construction of this garage, in addition to the existing buildings on the property, the parcel coverage will exceed the maximum of 25%. This bylaw amendment includes the following variances:

- Setback from the interior side parcel boundary line from 2 m to 1.39 m (to the eaves);
- Maximum parcel coverage from 25% to 30%; and,
- Maximum height of an accessory building from 6 m to 7.72 m.

VOTING:

Unweighted Corporate

☐

Weighted Corporate

☐

Stakeholder
(Weighted)

☐

LGA Part 14
(Unweighted)

☒

BACKGROUND:

PROPERTY OWNERS:	Delbert and Shannon Schneider
ELECTORAL AREA:	'F' (Magna Bay)
CIVIC ADDRESS:	6956 Casabello Road, Magna Bay
LEGAL DESCRIPTION:	Lot 3, Section 17, Township 23, Range 9, West of the 6 th Meridian, Kamloops Division Yale District, Plan 3465
SIZE OF PROPERTY:	0.08 ha
SURROUNDING LAND USE PATTERN:	NORTH: Casabello Road, Residential, Agriculture SOUTH: Shuswap Lake EAST: Residential WEST: Residential
CURRENT OCP DESIGNATION:	WR – Waterfront Residential
PROPOSED OCP DESIGNATION:	WR – Waterfront Residential
CURRENT ZONING:	RS - Residential
PROPOSED ZONING:	RS – Residential, with site specific regulations
LAKES ZONING:	FR2 – Foreshore Residential 2
CURRENT USE:	Residential
PROPOSED USE:	Residential

Site Comments: A site visit was conducted on July 13, 2016. There is currently a single family dwelling and a shed on the property. The property is generally flat with some trees around the perimeter.

POLICY:**Electoral Area 'F' Official Community Plan Bylaw No. 830****WR – Waterfront Residential**

Section 11 Managing Growth: North Shuswap

Policy 6 Outside the boundaries of the Primary and Secondary Settlement Areas, the following uses are appropriate in certain locations

1. Waterfront Residential
2. Public and Institutional
3. Park and Protected Area
4. Agriculture
5. Rural Residential
6. Rural and Resource
7. Foreshore and Water

Section 11.6 Waterfront Residential (WR)

Policy 1 The Waterfront Residential land use designation applies to lands outside the Primary and Secondary Settlement Areas. Only detached dwellings are permitted within the Waterfront Residential designation.

Policy 2 The maximum net density is 4 units per acre (10 units per hectare) provided the dwelling is connected to community water and sewer systems.

Policy 3 The maximum net density for any new dwelling not on community water and sewer is one unit per 2.5 acres (1 unit per hectare)

Policy 5 For aesthetic purposes, and to create a visual buffer from the water's edge, all new buildings or structures within the Waterfront Residential designation should maintain a minimum setback of at least 15 metres (49.2 feet) from the natural boundary of the water.

Section 13 Development Permit Areas

Development of the property required:

- Lakes 100 m Development Permit Area
- Riparian Areas Regulation (RAR) Development Permit Area

DP830-182 for RAR and Lakes 100 m was issued on July 27, 2016. Staff note that at the time of the DP application, the proposal included a toilet and sink in the garage; however, since then the owners have removed the toilet and sink from their plans.

Magna Bay Zoning Bylaw No. 800 (Bylaw No. 800)

RS – Residential

Permitted uses:

- a) Single family dwelling
- b) Bed and Breakfast, permitted on a parcel 1 ha (2.47 ac) or larger
- c) Guest accommodation, permitted on a parcel 1 ha (2.47 ac) or larger
- d) Home business
- e) Home industry, permitted on a parcel 4000 m² (0.99 ac) or larger
- f) Residential campsite
- g) Standalone residential campsite
- h) Accessory use

Minimum parcel size created by subdivision:

- Where a parcel is serviced by both a community water system and community sewer system = 4000 m²
- In all other cases = 1 ha

Minimum parcel width created by subdivision = 20 m

Maximum parcel coverage = 25%

Parcel Coverage is the horizontal area within the vertical projection of the outermost walls of the buildings on a parcel expressed as a percentage of the parcel areas.

Maximum number of single family dwellings per parcel = 1

Maximum gross floor area of an accessory building = 55 m²

Note: When calculating floor area, it does not include off street parking areas. The minimum parking space is 15.9 m². There are two off street parking spaces proposed within the garage; therefore, the proposed garage does not exceed the maximum gross floor area of an accessory building (26.1 m²).

FINANCIAL: No financial implications to the CSRD.

KEY ISSUES/CONCEPTS:

Water Supply & Sewage Disposal

The subject property is not within a community water or sewer service area. There is an existing house on the subject property connected to a septic system and a well. Staff is in receipt of a letter by Rick Wideman, Registered Onsite Wastewater Practitioner, of R & S Excavating, stating that the septic system was inspected on June 15, 2016, and the system is "in good working condition."

Access

Access to the lot is from Casabello Road.

Parcel Coverage and Buildings

The owner is proposing to build a 57.9 m² garage. The existing house is 181.5 m² and the existing shed is 11.7 m²; however, the owner has indicated that the shed will be removed. The neighbour's shed is encroaching on the subject property by 2.8 m²; this area has been included in the parcel coverage calculations, as there are no plans to remove this building at this time. The owner confirmed that there is no easement registered for the encroachment, but is not concerned at this time. With the removal of the shed and the construction of the garage, the total parcel coverage will be 30%.

Variances

The maximum height of an accessory building in the RS zone is 6 m. The proposed garage height is 7.72 m. Further, the proposed garage foundation is 2.01 m from the property line, but the proposed overhang of 0.61 m will be within the interior side parcel boundary setback area. A special regulation in the RS zone is proposed to permit the over-height garage within the setback area.

IMPLEMENTATION:**Consultation Process**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommends the simple consultation process. Neighbouring property owners will first become aware of the application to rezone when notice of development signs are posted on the property after first reading.

Referral Process

The following list of referral agencies is recommended:

- Area 'F' Advisory Planning Commission;
- Interior Health;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource - Archaeology Branch;
- CSRD Operations Management;
- School District #83;
- Adams Lake Indian Band;
- Little Shuswap Indian Band;
- Neskonlith Indian Band;
- Okanagan Indian Band;
- Shuswap Indian Band;
- Simpcw First Nation; and,
- Splots'in First Nation.

SUMMARY:

The proposal is to amend the RS – Residential zone, by adding a site specific regulation for the subject property only, which will allow construction of an over-height garage located within the minimum interior side parcel boundary setback; and will increase the parcel coverage from 25% to 30%.

LIST NAME OF REPORTS / DOCUMENTS:

1. Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29 2. Maps: Location, OCP, Zoning 3. Site Plan 4. Orthophotograph 5. Photos	Attached to Board Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
6. Application	Attached to Board Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

DESIRED OUTCOME:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse recommendation. Bylaw No. 800-29 will be given first reading and will be sent out to the referral agencies.*
2. *Decline first reading. Bylaw No. 800-29 will be defeated.*
3. *Defer*
4. *Any other action deemed appropriate by the Board.*

COMMUNICATIONS: If the Board gives Bylaw No. 800-29 first reading, it will be sent out to referral agencies. A summary of referral responses will be provided to the Board with a future Board Report.

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Manager, Development Services		
Team Leader, Development Services		

COLUMBIA SHUSWAP REGIONAL DISTRICT

MAGNA BAY ZONING AMENDMENT (SCHNEIDER) BYLAW NO. 800-29

A bylaw to amend the "Magna Bay Zoning Bylaw No. 800"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 800;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 800;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, which forms part of the "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

i. Section 5.5, Residential Zone, Subsection (2) Regulations, is amended by adding the following as a new subsection, including the attached map:

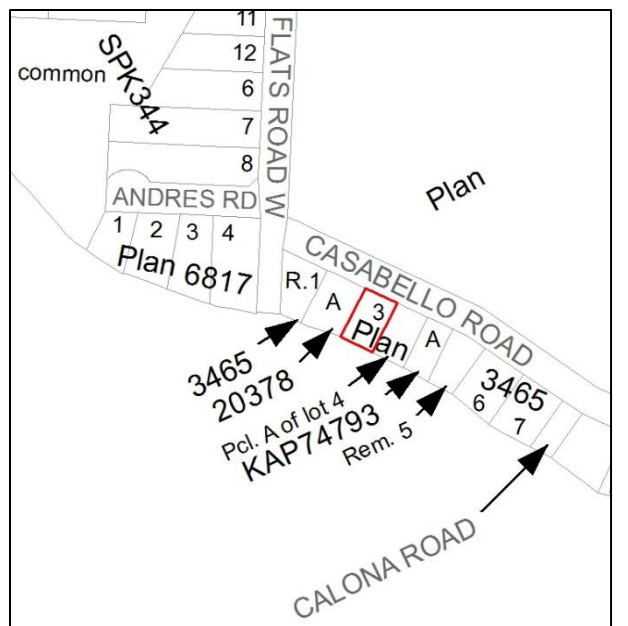
"(6) (a) In this subsection, lands are described by legal description and by map, and in the event of a discrepancy between the legal description of the lands or portion of the lands and the map, the map governs.

(b) (i) despite the maximum parcel coverage as established in Section 5.5(2)(c), the maximum parcel coverage is 30%;

(ii) despite the maximum height of an accessory building as established in Section 5.5(2)(e), the maximum height of an accessory building is 7.72 m; and,

(iii) despite the minimum interior side parcel boundary setback as established in Section 5.5(2)(f), the minimum interior side parcel boundary setback is 1.39 m (to the eaves) for the garage,

only for Lot 3, Section 17, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 3465, which is more particularly shown on the following map:



2. This bylaw may be cited as "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29."

READ a first time this _____ day of _____, 2016.

READ a second time this _____ day of _____, 2016.

PUBLIC HEARING held this _____ day of _____, 2016.

READ a third time this _____ day of _____, 2016.

ADOPTED this _____ day of _____, 2016.

Corporate Officer

Chair

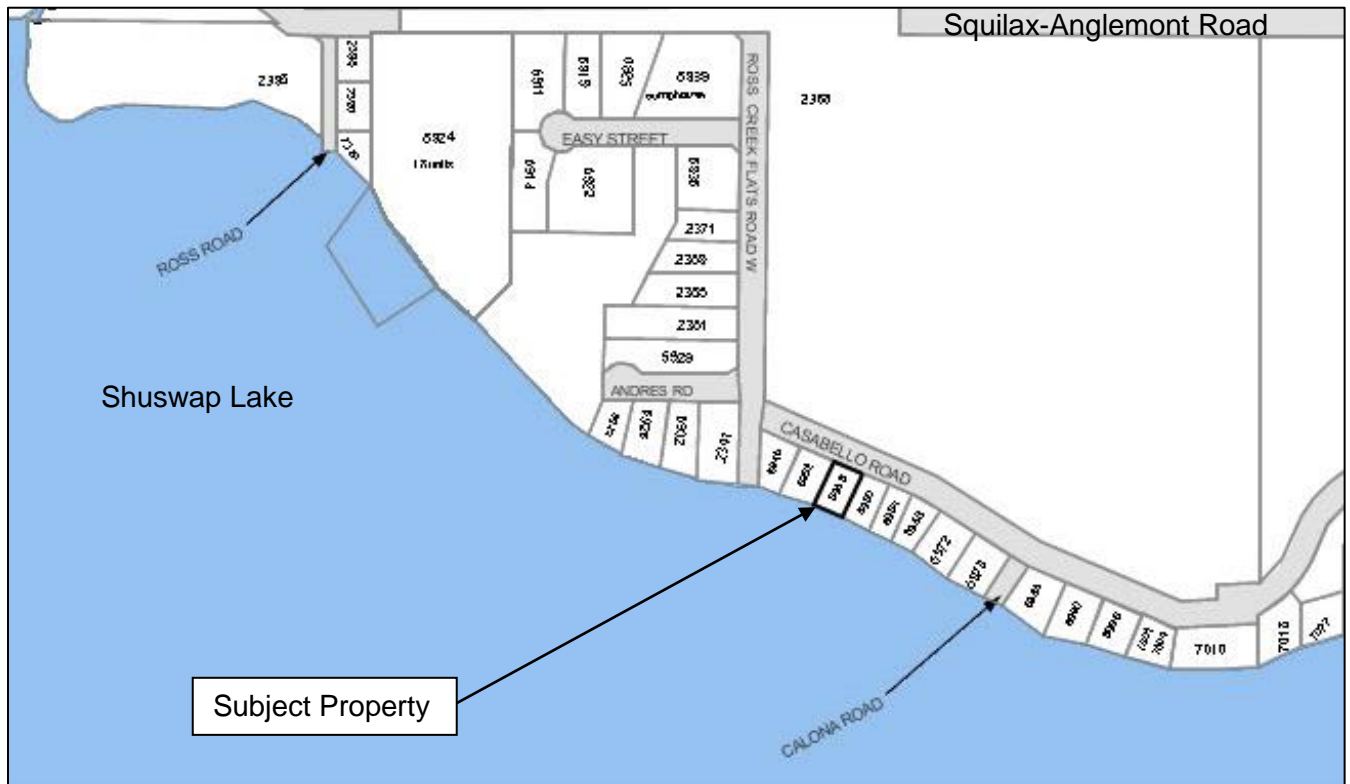
Certified true copy of Bylaw No. 800-29
as read a third time.

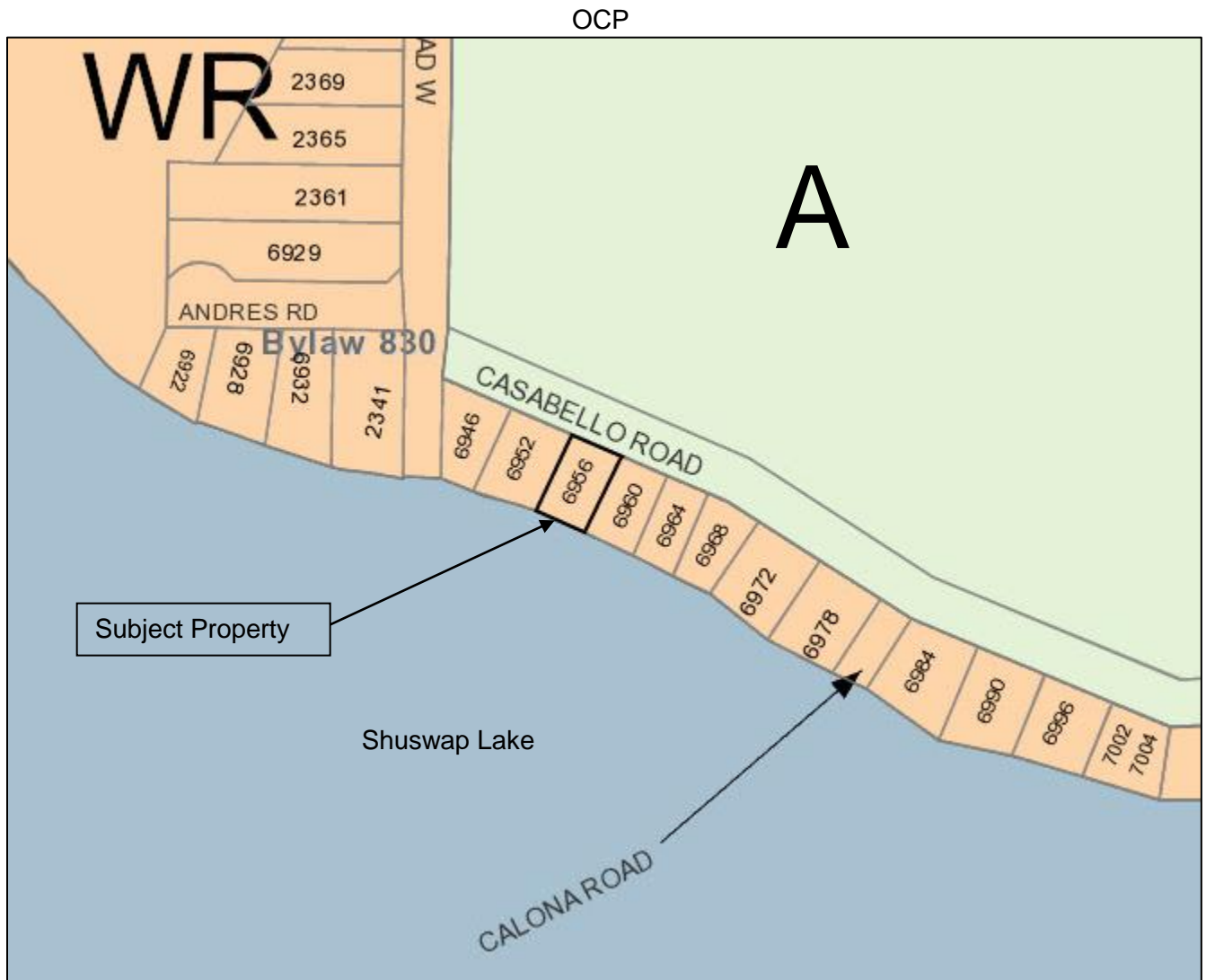
Certified true copy of Bylaw No. 800-29
as adopted.

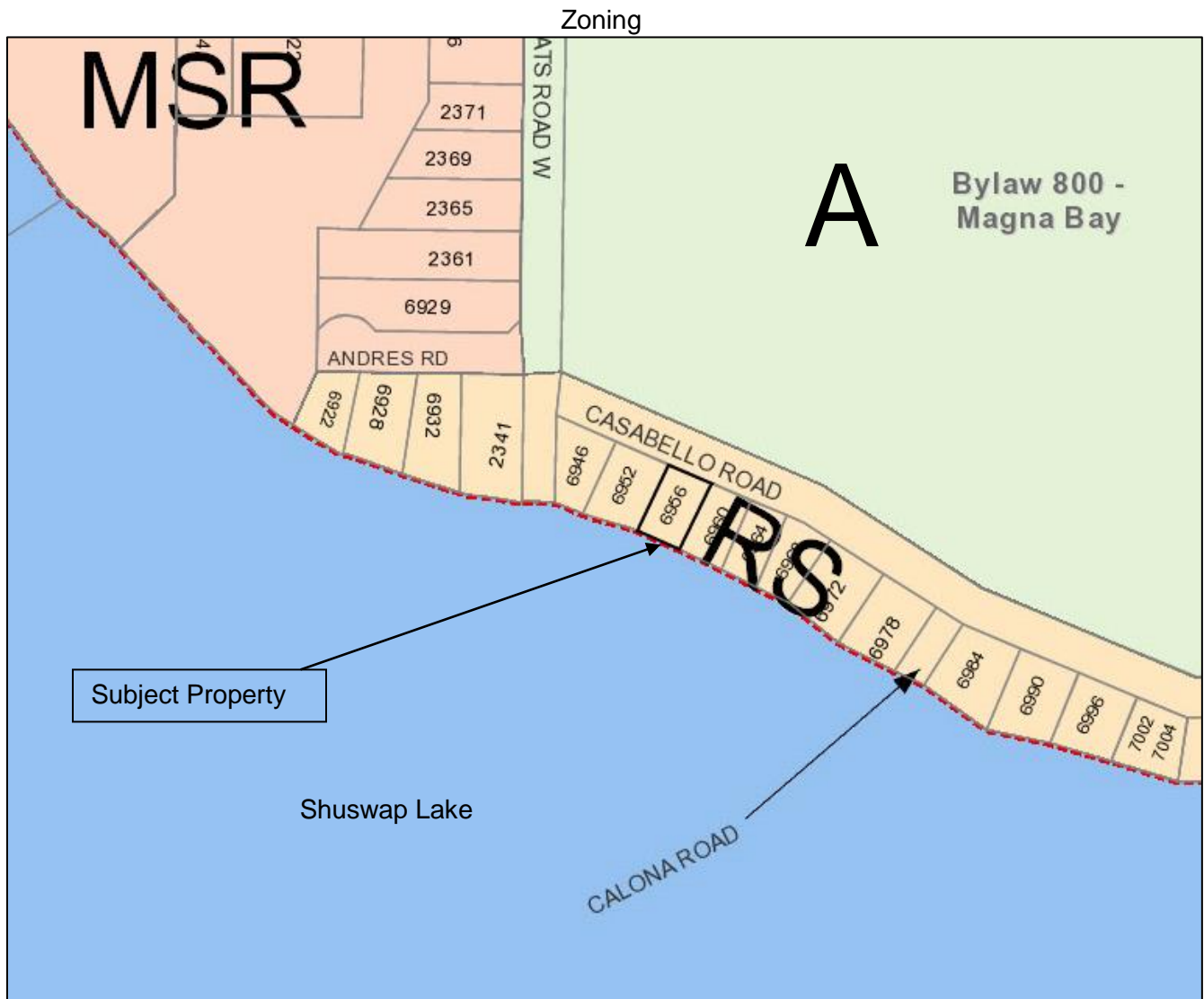
Corporate Officer

Corporate Officer

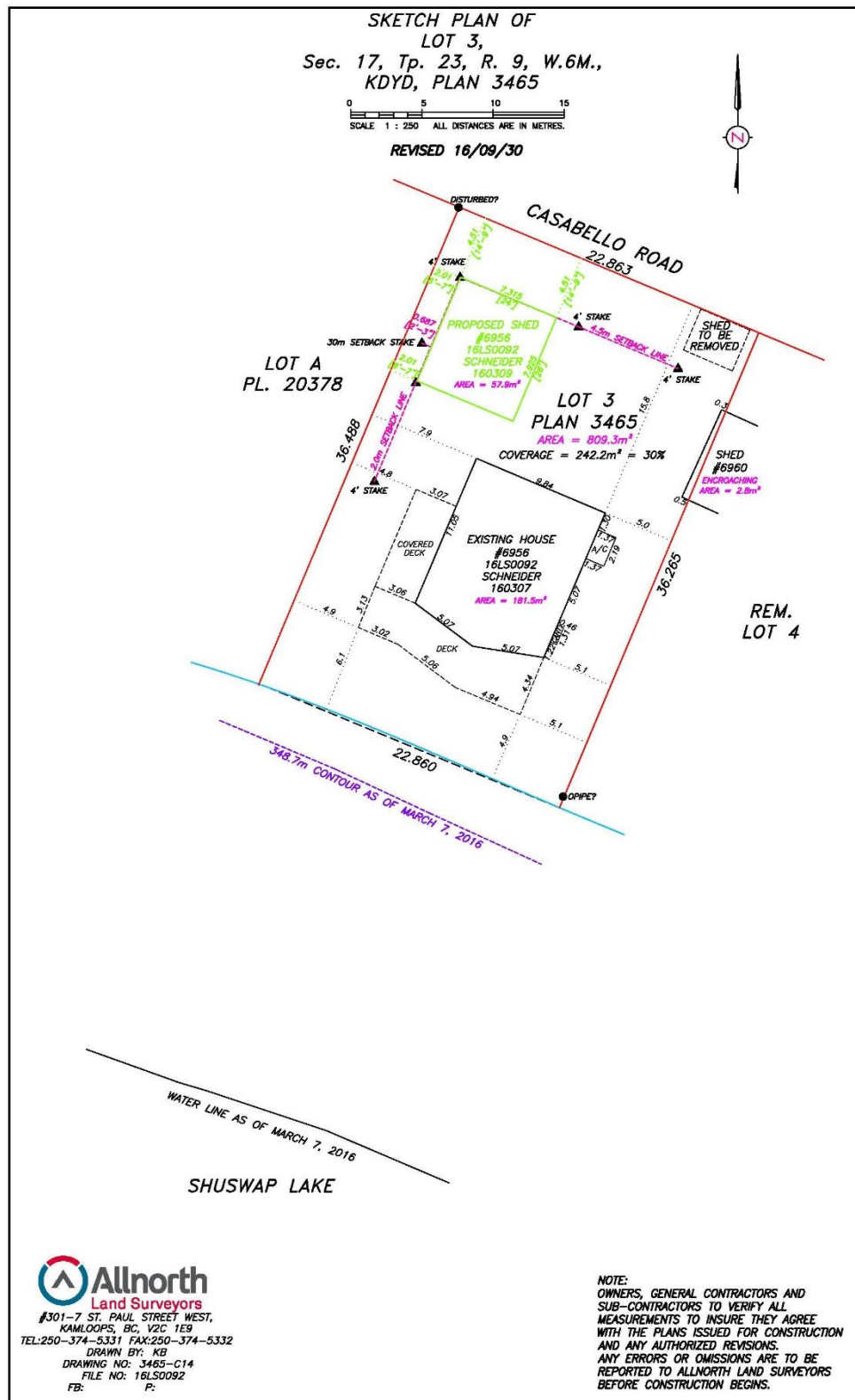
Location



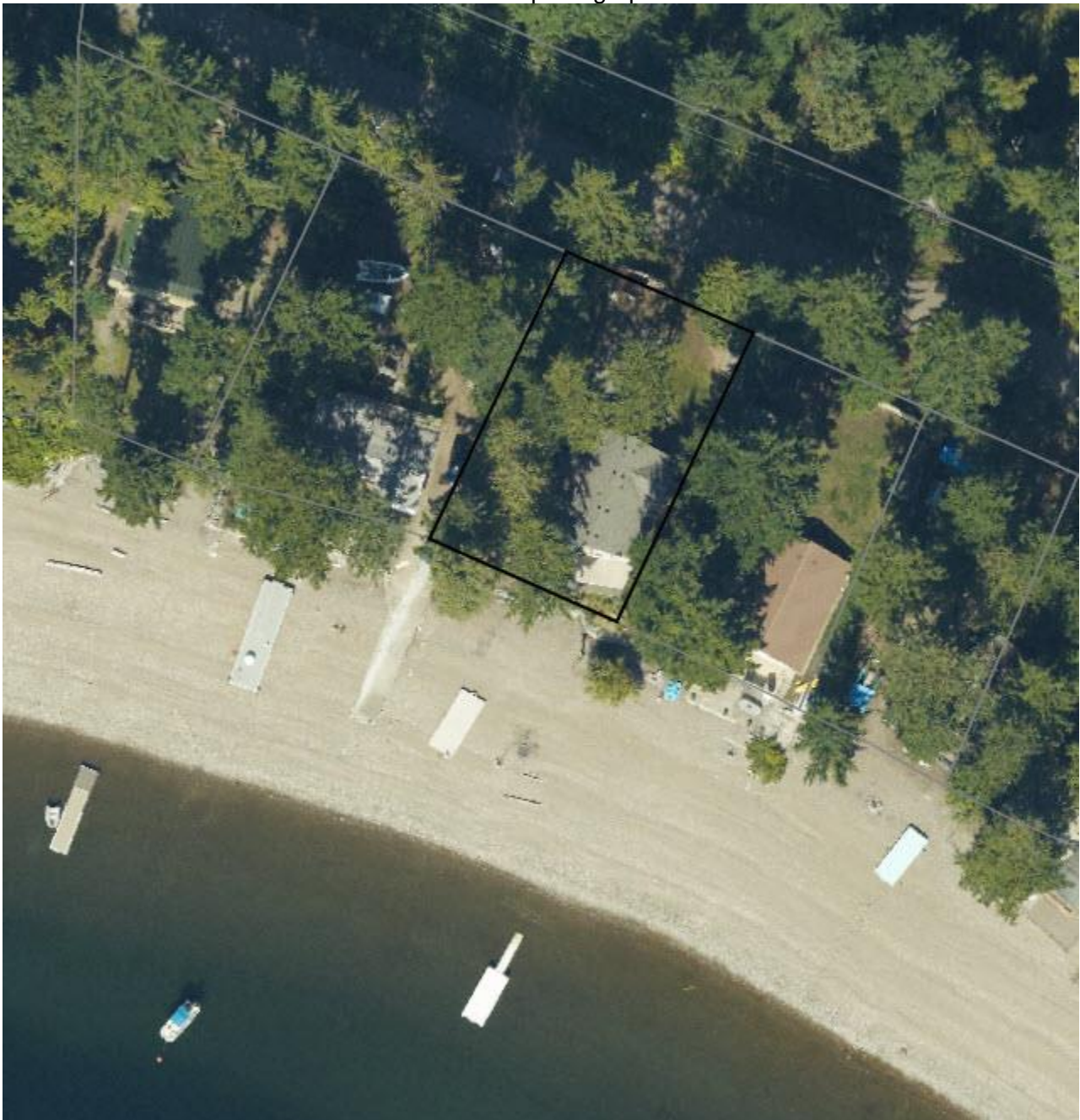




Site Plan



Orthophotograph





Facing southwest at the proposed location of the garage



Facing west at one of the surveyor's stakes indicating the setbacks



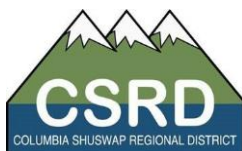
Facing north at the house from the Shuswap Lake side



Facing northeast at the septic lids, encroaching shed, and existing shed (to be removed), from the east side of the house



Facing northwest at Casabello Road



BOARD REPORT

TO: Chair and Directors

File No: BL 800-29

FROM: Jennifer Sham
Planner

Date: December 16, 2016

SUBJECT: Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29

RECOMMENDATION #1: THAT:
"Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29" be read a second time this 19th day of January, 2017.

RECOMMENDATION #2: THAT:
a public hearing to hear representations on "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29" be held;

AND THAT:
notice of the public hearing be given by the staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act;

AND FURTHER THAT:
the holding of the public hearing be delegated to Director Larry Morgan, as Director of Electoral Area 'F' being that in which the land concerned is located, or Alternate Director Robert Misseghers, if Director Morgan is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

APPROVED for Board Consideration:

Meeting Date: January 19, 2017

Charles Hamilton, CAO

SHORT SUMMARY:

The property is located at 6956 Casabello Road in Magna Bay, and is adjacent to Shuswap Lake. The proposal is to build a 57.9 m² over-height garage, within the interior side parcel boundary setback area, on the subject property. Further, with the construction of this garage, in addition to the existing buildings on the property, the parcel coverage will exceed the maximum of 25%. This bylaw amendment includes the following variances:

- Setback from the interior side parcel boundary line from 2 m to 1.39 m (to the eaves);
- Maximum parcel coverage from 25% to 30%; and,
- Maximum height of an accessory building from 6 m to 7.72 m.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder	<input type="checkbox"/>
	LGA Part 14	<input checked="" type="checkbox"/>			(Weighted)	
	(Unweighted)					

BACKGROUND:

PROPERTY OWNERS:	Delbert and Shannon Schneider
ELECTORAL AREA:	'F' (Magna Bay)
CIVIC ADDRESS:	6956 Casabello Road, Magna Bay
LEGAL DESCRIPTION:	Lot 3, Section 17, Township 23, Range 9, West of the 6 th Meridian, Kamloops Division Yale District, Plan 3465
SIZE OF PROPERTY:	0.08 ha
SURROUNDING LAND USE PATTERN:	NORTH: Casabello Road, Residential, Agriculture SOUTH: Shuswap Lake EAST: Residential WEST: Residential
CURRENT OCP DESIGNATION:	WR – Waterfront Residential
PROPOSED OCP DESIGNATION:	WR – Waterfront Residential
CURRENT ZONING:	RS - Residential
PROPOSED ZONING:	RS – Residential, with site specific regulations
LAKES ZONING:	FR2 – Foreshore Residential 2
CURRENT USE:	Residential
PROPOSED USE:	Residential

Site Comments: A site visit was conducted on July 13, 2016. There is currently a single family dwelling and a shed on the property. The property is generally flat with some trees around the perimeter.

POLICY:**Electoral Area 'F' Official Community Plan Bylaw No. 830****Section 13 Development Permit Areas**

Development of the property required:

- Hazardous Lands Development Permit Area 1 (DPA 1 Flooding and Debris Flow Potential)
- Lakes 100 m Development Permit Area
- Riparian Areas Regulation (RAR) Development Permit Area

DP830-182 for RAR and Lakes 100 m was issued on July 27, 2016. Staff note that at the time of the DP application, the proposal included a toilet and sink in the garage; however, since then the owners have removed the toilet and sink from their plans.

The property is within the Ross Creek Flood and Debris Flow area. Prior to issuance of a building permit, a Hazardous Lands DP is required.

Magna Bay Zoning Bylaw No. 800 (Bylaw No. 800)**RS – Residential**

Permitted uses:

- a) Single family dwelling
- b) Bed and Breakfast, permitted on a parcel 1 ha (2.47 ac) or larger
- c) Guest accommodation, permitted on a parcel 1 ha (2.47 ac) or larger

- d) Home business
- e) Home industry, permitted on a parcel 4000 m² (0.99 ac) or larger
- f) Residential campsite
- g) Standalone residential campsite
- h) Accessory use

Minimum parcel size created by subdivision:

- Where a parcel is serviced by both a community water system and community sewer system = 4000 m²
- In all other cases = 1 ha

Minimum parcel width created by subdivision = 20 m

Maximum parcel coverage = 25%

Parcel Coverage is the horizontal area within the vertical projection of the outermost walls of the buildings on a parcel expressed as a percentage of the parcel areas.

Maximum number of single family dwellings per parcel = 1

Maximum gross floor area of an accessory building = 55 m²

Note: When calculating floor area, it does not include off street parking areas. The minimum parking space is 15.9 m². There are two off street parking spaces proposed within the garage; therefore, the proposed garage does not exceed the maximum gross floor area of an accessory building (26.1 m²).

FINANCIAL: No financial implications to the CSRD.

KEY ISSUES/CONCEPTS:

Water Supply & Sewage Disposal

The subject property is not within a community water or sewer service area. There is an existing house on the subject property connected to a septic system and a well. Staff is in receipt of a letter by Rick Wideman, Registered Onsite Wastewater Practitioner, of R & S Excavating, stating that the septic system was inspected on June 15, 2016, and the system is "in good working condition."

Access

Access to the lot is from Casabello Road.

Parcel Coverage and Buildings

The owner is proposing to build a 57.9 m² garage. The existing house is 181.5 m² and the existing shed is 11.7 m²; however, the owner has indicated that the shed will be removed. The neighbour's shed is encroaching on the subject property by 2.8 m²; this area has been included in the parcel coverage calculations, as there are no plans to remove this building at this time. The owner confirmed that there is no easement registered for the encroachment, but is not concerned at this time. With the removal of the shed and the construction of the garage, the total parcel coverage will be 30%.

Variances

The maximum height of an accessory building in the RS zone is 6 m. The proposed garage height is 7.72 m. Further, the proposed garage foundation is 2.01 m from the property line, but the proposed overhang of 0.61 will be within the interior side parcel boundary setback area. A special regulation in the RS zone is proposed to permit the over-height garage within the setback area.

IMPLEMENTATION:**Consultation Process**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended the simple consultation process. Neighbouring property owners first became aware of the application to rezone when notice of development sign was posted on the property on October 26, 2016.

SUMMARY:

The proposal is to amend the RS – Residential zone, by adding a site specific regulation for the subject property only, which will allow construction of an over-height garage located within the minimum interior side parcel boundary setback; and will increase the parcel coverage from 25% to 30%.

LIST NAME OF REPORTS / DOCUMENTS:

1. Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29	Attached to Board Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
2. Site Plan		
3. Previous Board Report dated September 30, 2016 including location, OCP, and Zoning maps, Orthophotograph, and photos	Attached to Board Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>
4. Application		

DESIRED OUTCOME:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse recommendation. Bylaw No. 800-29 will be given second reading and a public hearing will be delegated.*
2. *Decline second reading. Bylaw No. 800-29 will be defeated.*
3. *Defer*
4. *Any other action deemed appropriate by the Board.*

COMMUNICATIONS: If the Board gives Bylaw No. 800-29 second reading and delegates a public hearing, staff will proceed with notification of adjacent property owners and advertising the public hearing as set out in the Local Government Act

Referral Agency responses:

Agency	Comments
Area 'F' Advisory Planning Commission	Recommended approval
Interior Health	Does not recommend approval. The lot is less than one hectare in size and is less than 100 m from surface water. The zoning amendment would allow for a reduction in available area to sustain onsite sewerage dispersal.
Ministry of Environment	No response

Ministry of Forests, Lands and Natural Resource Operations	No response
Ministry of Forests, Lands and Natural Resource - Archaeology Branch	No response
CSRD Operations Management	No concerns. Fire Services: oversize construction should comply with BC Building and Fire Code.
CSRD Financial Services	Interests unaffected
School District #83	No response
Adams Lake Indian Band	No response
Little Shuswap Indian Band	No response
Neskonlith Indian Band	No response
Okanagan Indian Band	No response
Shuswap Indian Band	No response
Simpcw First Nation	No response
Splats'in First Nation	No response

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Manager, Development Services		

COLUMBIA SHUSWAP REGIONAL DISTRICT

MAGNA BAY ZONING AMENDMENT (SCHNEIDER) BYLAW NO. 800-29

A bylaw to amend the "Magna Bay Zoning Bylaw No. 800"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 800;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 800;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, which forms part of the "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

i. Section 5.5, Residential Zone, Subsection (2) Regulations, is amended by adding the following as a new subsection, including the attached map:

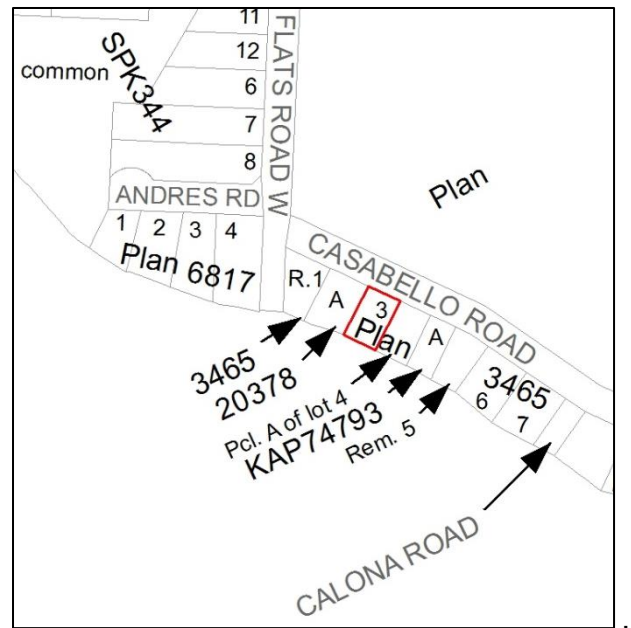
"(6) (a) In this subsection, lands are described by legal description and by map, and in the event of a discrepancy between the legal description of the lands or portion of the lands and the map, the map governs.

(b) (i) despite the maximum parcel coverage as established in Section 5.5(2)(c), the maximum parcel coverage is 30%;

(ii) despite the maximum height of an accessory building as established in Section 5.5(2)(e), the maximum height of an accessory building is 7.72 m; and,

(iii) despite the minimum interior side parcel boundary setback as established in Section 5.5(2)(f), the minimum interior side parcel boundary setback is 1.39 m (to the eaves) for the garage,

only for Lot 3, Section 17, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 3465, which is more particularly shown on the following map:



2. This bylaw may be cited as "Magna Bay Zoning Amendment (Schneider) Bylaw No. 800-29."

READ a first time this 20th day of October, 2016.

READ a second time this _____ day of _____, 2017.

PUBLIC HEARING held this _____ day of _____, 2017.

READ a third time this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Corporate Officer

Chair

Certified true copy of Bylaw No. 800-29
as read a third time.

Certified true copy of Bylaw No. 800-29
as adopted.

Corporate Officer

Corporate Officer



BOARD REPORT

TO:
Chair and Directors

File No:	BL 725-8 PL20170011 BL 701-87 PL20170012
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SUBJECT:

Electoral Area C: Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87

DESCRIPTION:

Report from Dan Passmore, Senior Planner, dated April 10, 2017.
Golf Course Drive, Blind Bay

RECOMMENDATION #1:

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a second time this 18th day of May, 2017.

RECOMMENDATION #2:

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a second time this 18th day of May, 2017.

RECOMMENDATION #3:

THAT: a public hearing to hear representations on Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87 be held;

AND THAT: notice of the public hearing be given by staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act;

AND FURTHER THAT: the holding of the public hearing be delegated to Director Paul Demenok, as Director for Electoral Area 'C' being that in which the land concerned is located, or Alternate Director Arnie Payment, if Director Demenok is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

SHORT SUMMARY:

The proposal is to amend the Electoral Area 'C' Official Community Plan Bylaw No. 725 (Bylaw No. 725) to recognize current development densities permitted on the subject property. It is also to amend the CD 3 – Comprehensive Development 3 Zone of South Shuswap Zoning Bylaw No. 701 (Bylaw No. 701) to reflect a proposed new layout for the site development.

The owner has applied for a boundary adjustment subdivision to create 2 new parcels out of current Lot 1, Plan KAP79111; and Lot 2, Plan KAP79111. The owner would then apply to subdivide a proposed 37 lot bare land strata single family dwelling subdivision. Originally the CD3 zone permitted a 75 unit seniors' residence, and 74 dwelling units consisting of single family and duplex dwellings on bare land strata lots.

The owner has not specifically decided on a use pattern for the remainder of the parcel, so has proposed that amendments be made to the CD 3 zone to allow subdivision into bare land strata single family dwelling lots, multi family dwellings, or a seniors housing facility.

The Board gave Bylaw No. 725-8, and Bylaw No. 701-87 first reading at the March 23, 2017 regular meeting, and directed staff to utilize the simple consultation process. The development notice was posted in accordance with Development Services Procedures Bylaw No. 4001, as required. Staff has referred the bylaw to the Electoral Area 'C' Advisory Planning Commission, affected Ministries, agencies and First Nations and comments received have been summarised in an attachment to this report. It is now appropriate for the Board to consider second reading and to delegate a Public Hearing.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	LGA Part 14 (Unweighted)	<input checked="" type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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BACKGROUND:

See attached Report dated February 27, 2017.

POLICY:

See attached Appendix A.

FINANCIAL:

The rezoning is not the result of a bylaw enforcement action. If the Board does not adopt the proposed amending bylaws, the proposed 2 lot boundary adjustment subdivision would not comply with the current CD 3 zoning, and therefore would not be permitted.

KEY ISSUES/CONCEPTS:**Sewage Disposal**

The property is within the service area for the Shuswap Lake Estates community sewer system, and any development proposed would be serviced by this system.

Water Supply

The property will be serviced by the Shuswap Lake Estates community water system.

Access

Access to the property would be from Golf Course Drive.

Current CD 3 Zone

The property has remained undeveloped since the initial zoning amendment. Bylaw No. 725 established a new Secondary Settlement Area Form and Character Development Permit area, which impacted on the subject property. If the developer had applied for a Development Permit to support any type of development upon the property in compliance with the current CD 3 zone, the CSRD would not have been able to issue such a Development Permit because it would not comply with the maximum densities or even housing form within the Medium Density designation.

Electoral Area 'C' Official Community Plan (OCP) Bylaw No. 725

The OCP does not establish density of development associated with Seniors Housing, as contemplated in Section 4.2 Housing for Seniors. Further it does not contemplate the apartment style housing form which was originally considered by the Board as part of Bylaw No. 701-71 which rezoned the property to the CD 3 zone. The current bylaw amendments before the Board attempt to reconcile this issue, by revisiting the Housing for Seniors policies and by considering the new seniors housing form and related density.

Additionally, the maximum densities for the detached housing form (single family dwelling) in the Medium Density (MD) designation in the OCP do not support the density that the developer is proposing for Development Area 2. **As a result, staff propose adding a policy to Section 3.4 Residential that boosts residential density to 19.0 units/ha for the subject properties only, allowing the proposed site development.** This proposed additional density in the MD designation will reflect that which has already been granted in the CD 3 zone.

Guidelines for Development Permits for form and character within the Secondary Settlement Area are currently not adequately focussed on the appearance of proposed new multi-family dwellings (either townhouse or the proposed new seniors housing forms). Extensive guidelines are proposed by staff to ensure that such buildings better integrate with the surrounding neighbourhood.

CDC 3 Zone – Housing Form Regulations

Each housing form contemplated for the subject property is proposed to have a separate set of regulations attributable to each type of permitted built form. Separate setbacks, parcel size for subdivision, building height and density will be reflected in the regulations. The developer will then be able to mix the form of housing in the development, or stick with a homogeneous housing form. This should provide the developer with greater flexibility in built form and site design, to achieve a development proposal within the permitted density.

SUMMARY:

The applicant has applied to amend OCP Bylaw No. 725 to permit site densities already recognized in the existing CD 3 zone. The application also proposes to amend the CD 3 zone to allow for a proposed 2 lot boundary adjustment subdivision and to create a single Development Area which will allow the permitted uses throughout the property.

Staff is recommending that the Board consider the bylaws for second reading and delegate a Public Hearing.

IMPLEMENTATION:

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended the simple consultation process. Neighbouring property owners first became aware of the application for zoning amendments when the notice of development sign was posted on the property.

COMMUNICATIONS:

If the Board supports second reading of Bylaw No. 725-8 and Bylaw No. 701-87 and delegates a Public Hearing staff will proceed with notification of adjacent property owners and advertising the Public Hearing as set out in the Local Government Act.

Referral agencies have provided their comments and they have been attached as Appendix B to this report.

DESIRED OUTCOMES:

That the Board endorse staff recommendations.

BOARD'S OPTIONS:

1. *Endorse the Recommendations. Bylaw No. 725-8 and Bylaw No. 701-87 will be given second readings and a public hearing will be delegated.*
2. *Decline second readings. Bylaw No. 725-8 and Bylaw No. 701-87 will be defeated.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

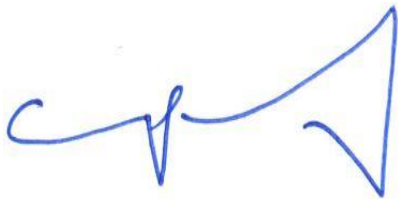
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. N/A

Report Approval Details

Document Title:	2017-05-18_Board_DS_BL725-8_BL701-87_ShuswapLakeEstates.docx
Attachments:	<ul style="list-style-type: none"> - APPENDIX-A-Policies.docx - APPENDIX-B-AgencyReferralResponses.docx - BL701-87-ReportGraphics.docx - BL 701-87 Second.docx - BL725-8-SecondReading.docx
Final Approval Date:	May 10, 2017

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 2, 2017 - 4:25 PM



Gerald Christie - May 8, 2017 - 6:56 AM

No Signature - Task assigned to Lynda Shykora was completed by assistant Emily Johnson

Lynda Shykora - May 10, 2017 - 4:21 PM

No Signature - Task assigned to Charles Hamilton was completed by delegate Emily Johnson

Charles Hamilton - May 10, 2017 - 4:22 PM

APPENDIX 'A'

Applicable OCP Policies

Electoral Area 'C' Official Community Plan Bylaw No. 725

The subject property is designated Medium Density (MD).

2.2 Watershed*2.2.2 Policies*

.5 Disseminate educational information to the public about the importance of responsible stewardship of the wa

3.3 Secondary Settlement Areas

This section of the OCP gives the following objectives and policies to be considered;

3.3.1 Objective

- .1 To allow for predominantly residential development and some neighbourhood commercial development within Blind Bay, Eagle Bay, Sunnybrae and White Lake.

3.3.2 Policies

- .1 This designation applies to areas within the Blind Bay, Eagle Bay, Sunnybrae and White Lake Secondary Settlement Area boundaries, as outlined on Schedules B and C.
- .2 Permitted land uses within the Secondary Settlement Areas include: residential, neighbourhood commercial uses, recreational residential, community and health-related services, institutional uses, recreation, arts and cultural activities.
- .7 Where possible, new development will include dedicated pedestrian and non-motorized linkages to and through the development.
- .8 New commercial, industrial, multi-family and intensive residential development within the Secondary Settlement Areas is subject to the Form & Character Development Permit Area Guidelines.

3.4 Residential*3.4.1 Policies*

- .1 New residential development will be directed to the Village Centre and Secondary Settlement Areas identified on Schedules B and C. Outside these areas, residential development is discouraged unless co-located with an agricultural use.
- .2 Residential development is subject to the following land use designations, housing forms and maximum densities:

Land Use Designation	Housing Form	Maximum Density
Medium Density (MD)	Detached	5 units/ac (1 unit/0.2 ac) 12 units/ha (1 unit/0.08 ha)

	Semi-detached	8 units/ac (1 unit/0.13 ac) 20 units/ha (1 unit/0.05 ha)
	Townhouse	12 units/ac (1 unit/0.13 ac) 30 units/ha (1 unit/0.03 ha)
Neighbourhood Residential (NR)	Detached, Semi-detached	2 units per 1 acre (1 unit/0.2 ha)
Country Residential (CR)	Detached, Semi-detached	1 unit per 1 acre (0.4 ha)
Rural Residential (RR)	Detached, Semi-detached	1 unit per 2.5 acres (1 ha)
Rural Residential 2 (RR2)	Detached, Semi-detached	1 unit per 5 acres (2 ha)
Small Holdings (SH)	Detached, Semi-detached	1 unit per 10 acres (4 ha)
Medium Holdings (MH)	Detached, Semi-detached	1 unit per 20 acres (8 ha)
Large Holdings (LH)	Detached, Semi-detached	1 unit per 25 acres (10 ha)
Rural Holdings (RH)	Detached, Semi-detached	1 unit per 148 acres (60 ha)

- .3 Cluster forms of development are encouraged within the Sorrento Village Centre and Secondary Settlement Areas to reduce the amount of land affected by residential growth when the permitted number of units is clustered on part of the site, and the remaining area is protected in a natural state. Where cluster developments are located near natural features, such as waterbodies, the cluster development should be directed away from the natural features. Areas near the features should be protected common or public areas.
- .4 Bed and Breakfast businesses are appropriate provided they are consistent with the residential character of the neighbourhood and provide adequate on-site parking. Additional conditions for Bed and Breakfast businesses will be included in the zoning bylaw.
- .5 One secondary suite is appropriate in a detached home provided it is compatible with surrounding residential uses. Additional conditions related to a secondary suite will be included in the zoning bylaw.
- .6 Agricultural uses are appropriate in all designations. Outside ALR lands, agricultural uses are supported to an intensity compatible with surrounding uses. On ALR lands, agricultural uses are subject to the Agricultural Land Commission Act and Regulations.

4.2 Housing for Seniors

In 2006, almost 24% of the population in the community was over 65 years of age. Another 22% was between the ages of 55 and 64. This age profile suggests an increasing need for housing and services appropriate for an aging population.

At the time this Plan was written, the amount of senior accommodation was limited to 16 units of subsidized seniors' housing in the Shuswap Lions Manor in Sorrento. This limited supply of

housing compels seniors who can no longer physically live in a detached dwelling to move away from the community, to a larger centre such as Salmon Arm or Kamloops, where housing and services for seniors are available.

4.2.1 Objective

- .1 To encourage development of affordable, appropriate housing for seniors to allow South Shuswap residents to age in place, close to friends and family.

4.2.2 Policies

The Regional District encourages:

- .1 Applications for accessible and affordable housing for seniors to “age in place”, within the Village Centre and Secondary Settlement Areas. Seniors’ housing projects may include group housing, assisted living projects, and residential complex care facilities.
- .2 Non-profit and private seniors’ housing to locate within the Village Centre and Secondary Settlement Areas, close to services and amenities.
- .3 The creation of partnerships among the provincial and federal governments, the real estate community, social service agencies, faith-based organizations, service clubs, and other community resources to facilitate the development of seniors’ housing.

6.6 Trees in Residential Areas

Trees provide important environmental benefits and enhance the quality of life in urban and suburban neighbourhoods. During the planning process, there were concerns raised about the unnecessary removal of healthy trees during site preparation and construction in established residential areas.

6.6.1 Objective

- 1. To maintain trees in established and developing residential areas.

6.6.2 Policies

The Regional District will:

- .1 As part of a rezoning process, encourage the maintenance of trees on newly created residential lots;
- .2 Investigate the need for establishing a tree cutting bylaw for the Village Centre and Secondary Settlement Areas; and
- .3 Allow for exemptions where trees pose a hazard or fire risk.

6.7 Groundwater and Soil Quality

The greatest potential for groundwater and soil pollution comes from in-ground private septic systems and agricultural wastes. In most of the lakeshore and proximate upland areas of the South Shuswap, the subsurface soil and groundwater conditions are marginal for the absorption

and treatment of septic effluent. The capacity of the soils to remove nutrients, bacteria and viruses from the sewage is limited. Potentially, unless appropriate measures are implemented, the ground could be overwhelmed by the cumulative effect of individual septic systems and small private sewage treatment systems.

6.7.1 Objective

- .1 To protect groundwater and soil from contamination of all types, including from residential, agricultural, industrial and commercial uses.

6.7.2 Policies

The Regional District will:

- .1 In consultation with the appropriate Provincial government agencies, identify and aim to protect aquifer recharge areas from potential sources of contamination and depletion;
- .2 Require developers to minimize paving, use permeable surfaces wherever possible and examine innovative recharge technologies. Details related to minimizing impervious area coverage by buildings and parking lots will be provided in the zoning bylaw;
- .3 In co-ordination with the Interior Health Authority, work to have private septic systems located appropriately and designed in a manner that protects groundwater and soil from contamination; and
- .4 Encourage agricultural operators to conduct responsible farming practices in accordance with the Best Management Practices materials that are issued by the Resource Management Branch of the BC Ministry of Agriculture and Lands.

6.8 Archaeology Sites

Archaeological sites contain unique information about the past. These sites are protected by the Heritage Conservation Act, and a provincial heritage permit is required before development within a site may take place. Throughout BC, protected archaeological sites are being accidentally damaged with increasing frequency as a consequence of development. The South Shuswap contains a number of recorded archaeological sites and has the potential to contain more.

6.8.1 Objective

- .1 To avoid or reduce damage to archaeological sites.

6.8.2 Policy

The Regional District will:

- .1 Direct the applicant, if the property overlaps with a recorded archaeological site, to engage a professional consulting archaeologist to determine whether an archaeological impact assessment is required. Altering a protected archaeological site will require a Provincial Heritage Alteration Permit before any land altering activities.

12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area

.1 Purpose

The Village Centre and Secondary Settlement Area (VCSSA) Form and Character DPA is designated under the *Local Government Act* for the establishment of form and character objectives for commercial, industrial and multi-family development in the Secondary Settlement Areas of the plan.

.2 Justification

The Village Centre and Secondary Settlement Areas will experience the most increased density and commercial development over time. Therefore the primary objective of the VCSSA DPA is to promote a high level of building and site design in the most densely populated areas of Electoral Area 'C', which take into consideration pedestrian movement, public space, mixed use, and designing in harmony with site conditions, neighbourhood character and the existing built environment.

.3 Area

This DPA applies to all commercial, industrial, multi-family residential and intensive residential (defined as a 5 or more single family residential subdivision) development as set out in Schedules B and C:

- .1 Within Sorrento Village Centre;
- .2 Within Secondary Settlement Areas; and,
- .3 On waterfront parcels (defined as those which have any portion of their parcel boundary in common with the natural boundary of a lake).

.4 Exemptions

- .1 A single storey accessory building with a gross floor area less than 10 m² (107.4 ft²); or,
- .2 The complete demolition of a building and clean-up of demolition material. Partial demolition or reconstruction of a building requires a DP under this section.

.5 Guidelines

- 1. New development in the form of pedestrian-oriented mainstreet building types or infill that creates enclosed nodes/courtyards is strongly encouraged;
- 2. New development that relies on multiple, short automobile trips to access different retail spaces on the same site (i.e. re-parking the car) are strongly discouraged;

3. New development should be of a form and character that relate to local climate and topography, and that take into consideration the form and character of surrounding buildings. When building on peaks or slopes, natural silhouettes should be maintained;
4. The primary pedestrian entrance to all units and all buildings should be from the street; if from the parking area, a pedestrian sidewalk should be provided. Entries should be visible and prominent;
5. Buildings on corners should have entries, windows and an active street presence on the two public facades to avoid the creation of blank walls in prominent locations. public facades to avoid the creation of blank walls in prominent locations;
6. Natural exterior building and landscaping materials, such as wood, rock or stone, or those that appear natural, are encouraged. Metal roofs are acceptable;
7. Weather protection in the form of awnings or canopies should be provided overall grade level entries to residential and retail units;
8. Design of signage and lighting should be integrated with the building facade and with any canopies or awnings;
9. Non retail commercial and industrial facilities including outside storage, garbage and recycling areas should be screened with fencing or landscaping or both;
10. Visible long blank walls should be avoided;
11. Driveways that intrude into the pedestrian realm are discouraged. Shared parking and access are encouraged;
12. Front parking is only supported in cases where landscaping provides a buffer between the parking and the street. All parking should be screened;
13. Dedicated pedestrian linkages (i.e. sidewalks and marked crosswalks across road) should be provided throughout parking lot(s) to access vehicles without the need to walk on the road, provided throughout parking lot(s) to access vehicles without the need to walk on the road, except marked crosswalks;
14. Provision for services and deliveries should be at the rear yards with appropriate screening to adjacent properties and public space. Where service entries are required at the fronts of buildings, care should be taken not to compromise the pedestrian environment;
15. Residential dwelling units in mixed use buildings may be located either above or behind a commercial unit, and may be accessed from the front, rear or side(s) of the building. This form of residential development is intended to contribute to variety in housing size and affordability; and,
16. Development of civic public spaces with gathering spots, benches, lighting, ornaments (sculptures, fountains, etc.) and landscaping are encouraged where none exist within a short walking distance.

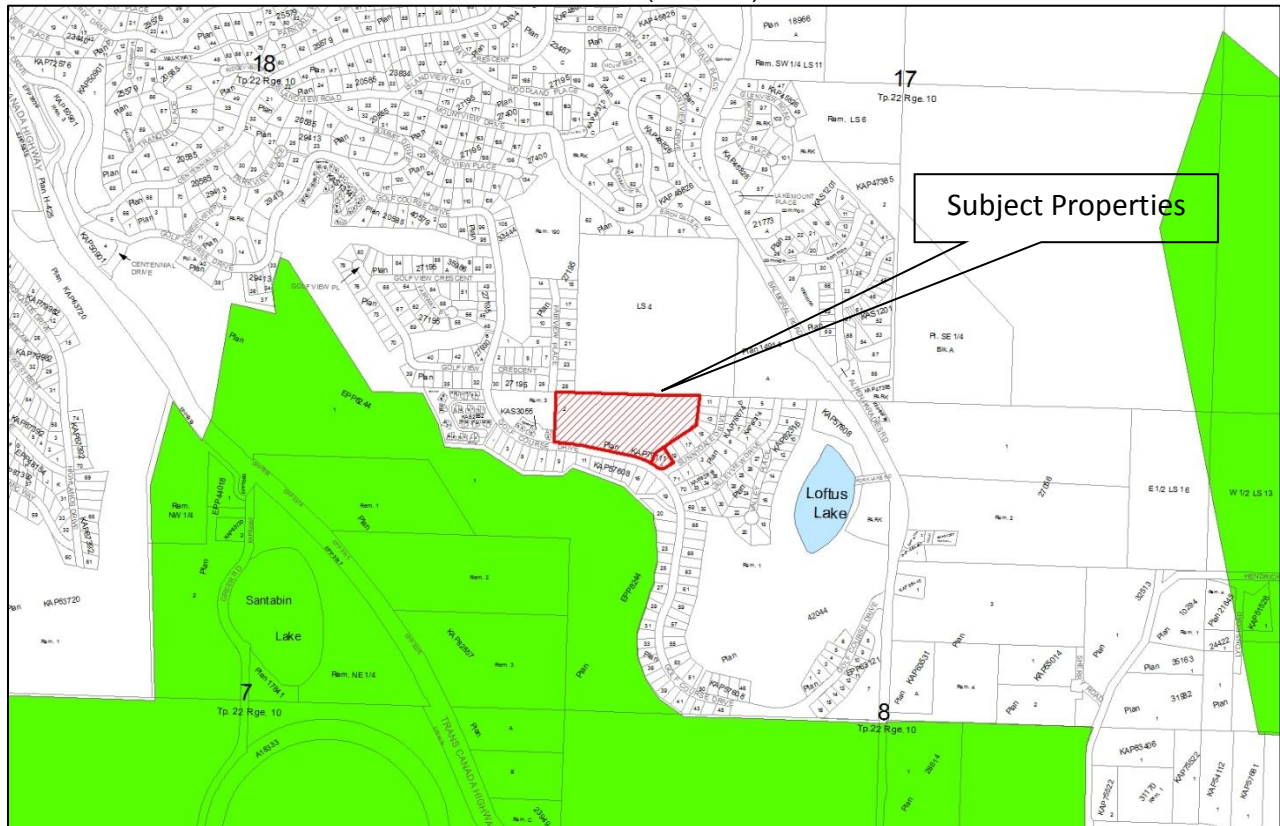
APPENDIX 'B'

Agency Referral Responses

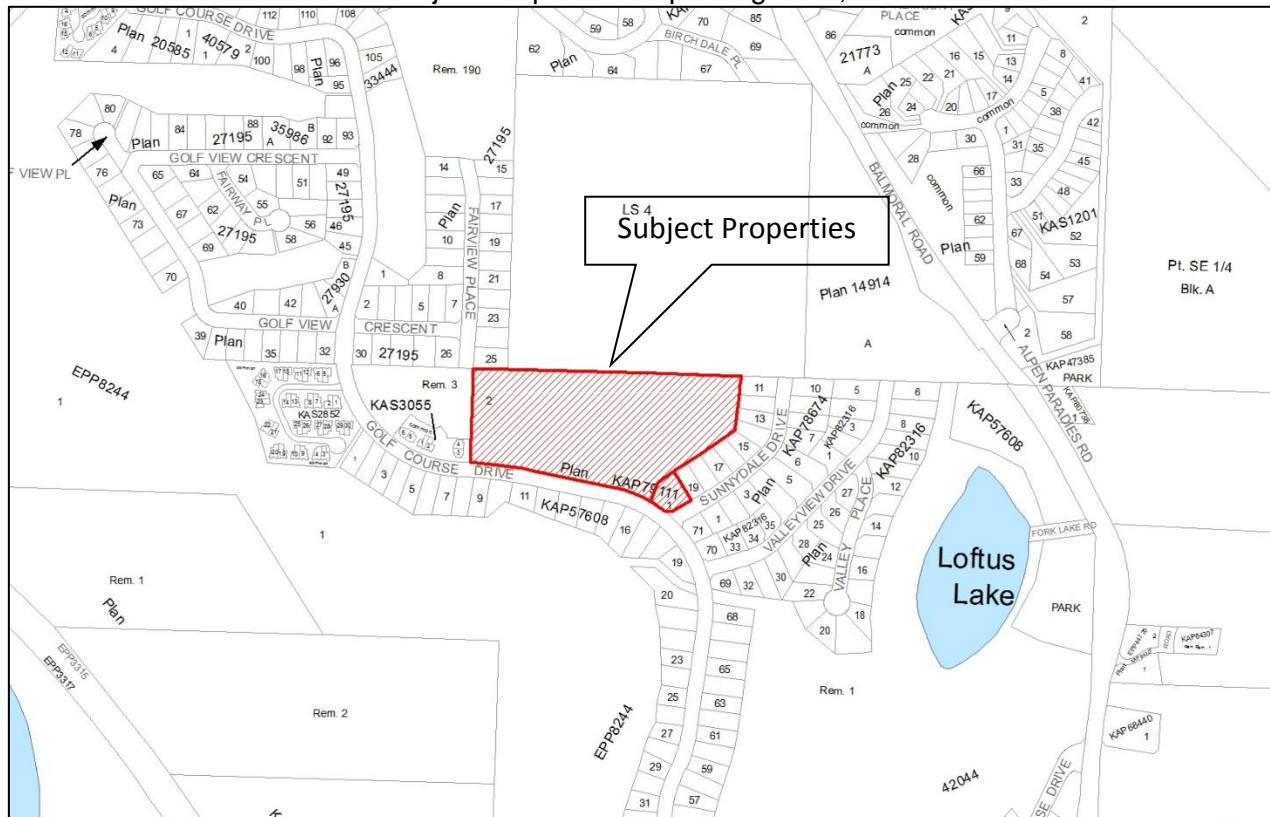
Area 'C' Advisory Planning Commission	Recommended approval.
Interior Health Authority	Interior Health has no objections to the proposal to amend the bylaws so they comply with the current CD 3 zoning.
Interior Health Authority – Community Care Licensing	No response.
Ministry of Environment	No response.
Ministry of Forests, Land and Natural Resource Operations	No response.
Ministry of Forests, Land and Natural Resource Operations- Archaeology Branch	<p>According to Provincial records there are no known archaeological sites recorded on the property. However, archaeological potential modeling for the area indicates there is a moderate possibility for unknown/unrecorded archaeological sites to exist on the property.</p> <p>Archaeological sites (both recorded and unrecorded, disturbed and intact) are protected under the Heritage Conservation Act and must not be altered or damaged without a permit from the Archaeology Branch.</p> <p>Prior to any land alterations (<i>e.g.</i>, addition to home, property redevelopment, extensive landscaping, service installation), an Eligible Consulting Archaeologist should be contacted to review the proposed activities and, where warranted, conduct a walk over and/or detailed study of the property to determine whether the work may impact protected archaeological materials. An Eligible Consulting Archaeologist is one who is able to hold a Provincial heritage permit that allows them to conduct archaeological studies. Ask an archaeologist if he or she can hold a permit, and contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists can be contacted through the BC Association of Professional Archaeologists (www.bcapa.ca) or through local directories.</p> <p>If the archaeologist determines that development activities will not impact any archaeological deposits, then a permit is not required. Occupying an existing dwelling or building without any land alterations does not require archaeological study or permitting.</p> <p><u>In the absence of a confirmed archaeological site, the Archaeology Branch cannot require the proponent to conduct an</u></p>

	<p>archaeological study or obtain a permit prior to development. In this instance it is a risk management decision for the proponent.</p> <p>If any land-altering development is planned and proponents choose not to contact an archaeologist prior to development, owners and operators should be notified that if an archaeological site is encountered during development, activities must be halted and the Archaeology Branch contacted at 250-953-3334 for direction. If an archaeological site is encountered during development and the appropriate permits are not in place, proponents will be in contravention of the <i>Heritage Conservation Act</i> and likely experience development delays while the appropriate permits are obtained.</p> <p>.</p>
CSRD Operations Management	<p>Team Leader Utilities No concerns.</p> <p>Assistant Regional Fire Chief – No concerns. This property is currently serviced by the Shuswap Fire Department and has a hydrant system that is in good condition.</p> <p>Team Leader Environmental Health – No concerns.</p> <p>Parks – No concerns for CSRD Parks, as park land was dedicated on a previous subdivision involving these properties.</p> <p>Manager Operations Management – No concerns.</p>
CSRD Financial Services	Interests Unaffected by Bylaw.
Adams Lake Indian Band	No response.
Little Shuswap Indian Band	No response.
Neskonlith Indian Band	No response.

Location (1:7,500)



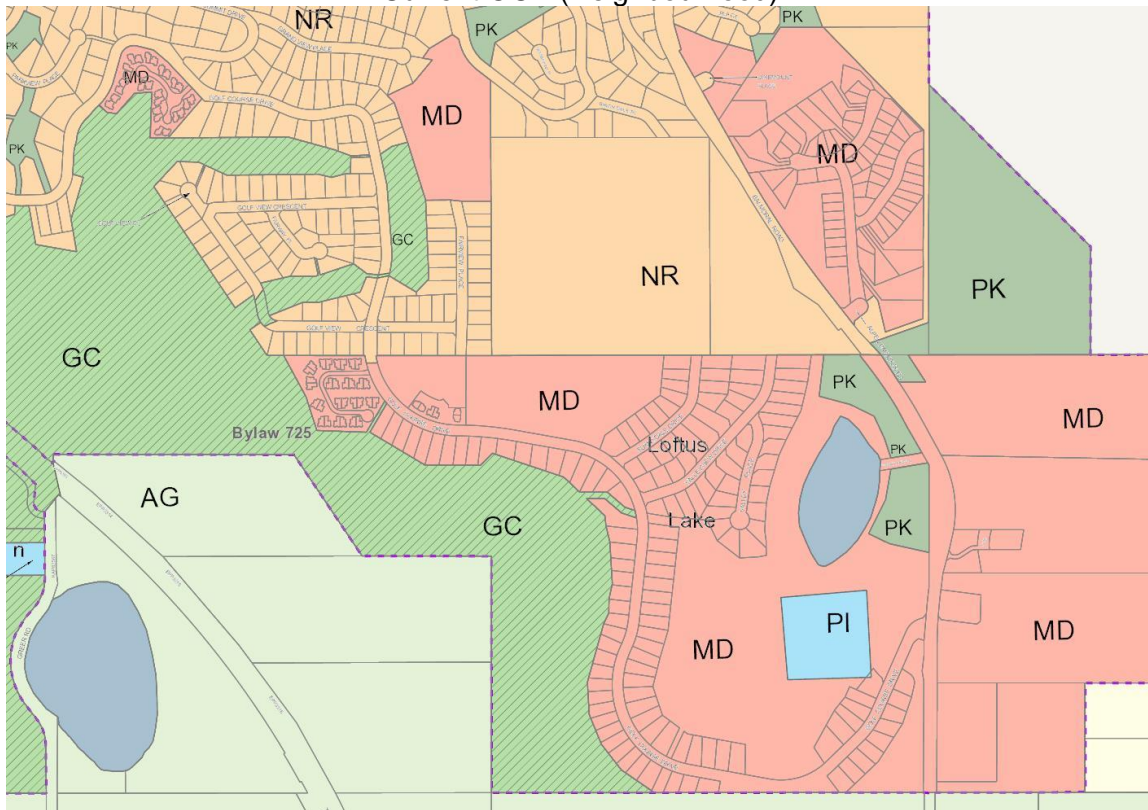
Subject Properties Map – Legal 1:4,000



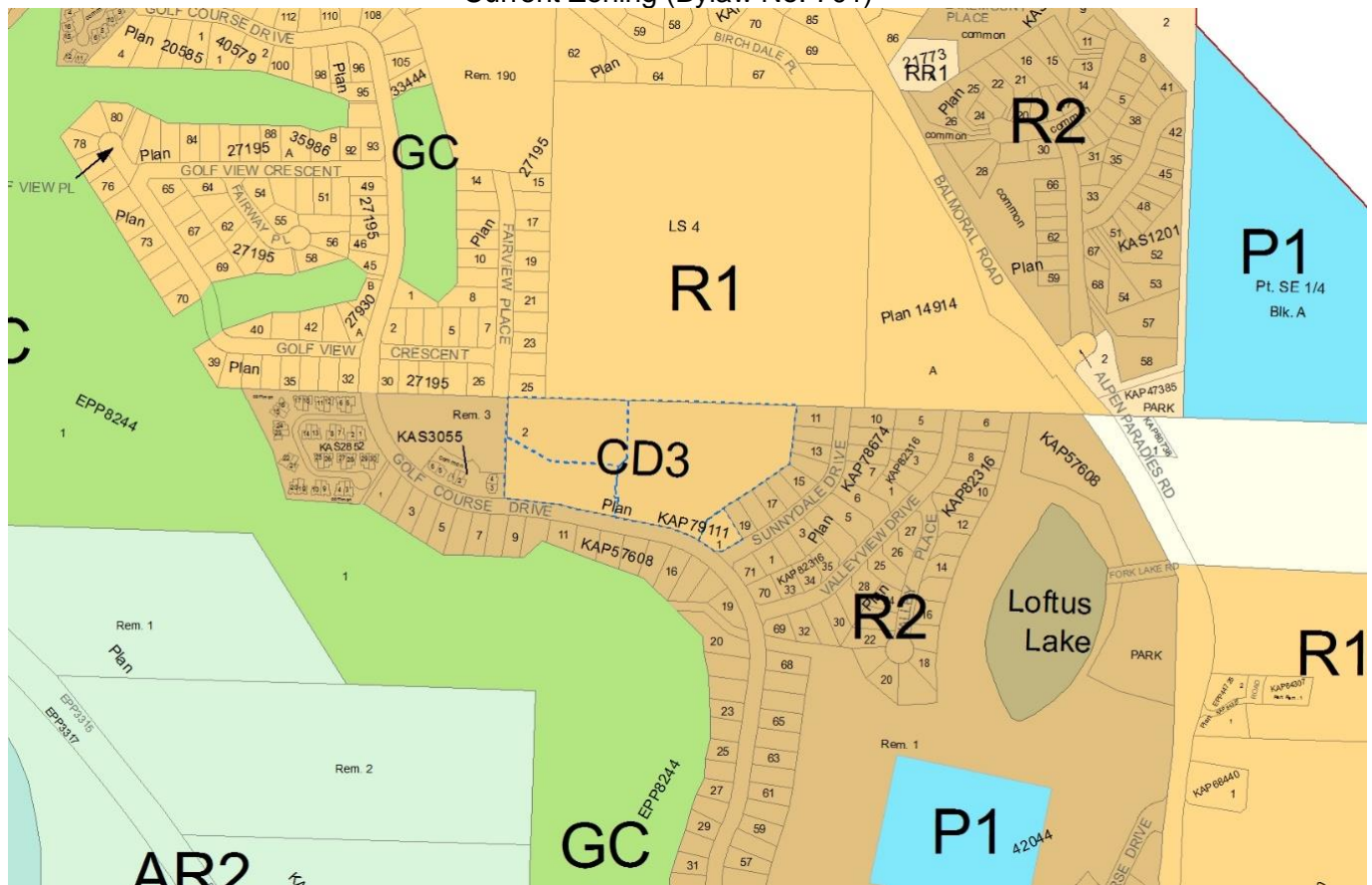
Orthophoto



Current OCP (Neighbourhood)



Current Zoning (Bylaw No. 701)



COLUMBIA SHUSWAP REGIONAL DISTRICT**SOUTH SHUSWAP ZONING AMENDMENT****(SHUSWAP LAKE ESTATES) BYLAW NO. 701-87****A bylaw to amend the "South Shuswap Zoning Bylaw No. 701"**

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.701;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 701;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 701 cited as "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:

A. TEXT AMENDMENT

- i. Schedule A, Zoning Bylaw Text, TABLE OF CONTENTS is hereby amended by amending SECTION 33 by replacing "CD 1" with "CDC 1".
- ii. Schedule A, Zoning Bylaw Text, TABLE OF CONTENTS is hereby amended by amending SECTION 33 by replacing "CD 3" with "CDC 3".
- iii. Schedule A, Zoning Bylaw Text, Section 1 Definitions is hereby amended by adding the following definitions:

"PARCEL is any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway."

"TOWNHOUSE is a specific type of multi-family dwelling consisting of a building containing three (3) or more dwelling units that share common party walls, floors or ceilings with adjacent dwelling units, with each dwelling unit having separate exterior entrance."

"SENIORS HOUSING FACILITY means a residential housing facility intended for seniors where residents are provided with common living facilities in apartment housing, which provides some combination of personal care (meal assistance or provision, transportation for residents, medication management, dressing or bathing assistance) and/or hospitality services (laundry and housekeeping), and which may include facilities for onsite medical personnel, and where common amenity spaces and dining facilities are provided for the residents. This housing may or may not be licensed as required under the Community Care Facilities Act."

- iv. Schedule A, Zoning Bylaw Text, Section 1 Definitions is hereby amended by deleting the definition "SPECIAL CARE FACILITY".
- v. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 1" with "CDC 1"
- vi. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 2" with "CDC 2"
- vii. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 3" with "CDC 3".

- viii. Schedule A, Zoning Bylaw Text, Section 31 is hereby amended by replacing every occurrence of "CD 1" with "CDC 1".
- ix. Schedule A, Zoning Bylaw Text, is further amended by replacing Section 33, with a new Section 33 as follows:

"CDC 3 Comprehensive Development 3 Zone**Section 33****Purpose**

The purpose of the CDC 3 zone is to provide for a unique zone allowing for a variety of residential use housing forms including single family dwellings (detached), duplex housing (semi-detached), townhouse, and seniors housing with varying lot sizes as part of a strata development.

Permitted Uses

33.1 The following uses and no others are permitted in the CDC 3 Zone:

- .1 single family dwelling;
- .2 duplex;
- .3 townhouse;
- .4 seniors housing facility;
- .5 accessory use.

Accessory Uses

33.2 The following accessory uses are permitted where the permitted use is a single family dwelling:

- .1 home business;
- .2 bed and breakfast;
- .3 accessory use.

Regulations for Single Family Dwelling

- 33.3 On an area zoned CDC 3 there shall be no use and no single family dwelling parcel or duplex building or structure shall be subdivided, constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.1 Minimum Parcel Size for New Subdivisions: <ul style="list-style-type: none"> Where a parcel is served by both a community water system and a community sewer system In all other cases 	340 m ² 1ha
.2 Maximum Number of Single Family Dwellings Per Parcel:	1
.3 Maximum Density of Single Family Dwelling Parcels	19 per hectare
.4 Maximum height for: <ul style="list-style-type: none"> Principal buildings and structures Accessory buildings 	10 m 6 m
.5 Minimum Setback from: <ul style="list-style-type: none"> front parcel line exterior side parcel line interior side parcel line rear parcel line 	3.65 m 3.65 m 1.2 m 5.0 m
.6 Maximum Coverage	70%

Regulations for Townhouse

- 33.4 On an area zoned CDC 3 there shall be no use and no townhouse building or structure shall be constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.1 Minimum Parcel Size for New Subdivisions:	340 m ²
.2 Maximum Gross Floor Area of Accessory Buildings Where the Parcel Area is: <ul style="list-style-type: none"> • 1400 m² or less • more than 1400 m² 	45 m ² 60 m ²
.3 Maximum height for: <ul style="list-style-type: none"> • Principal buildings and structures • Accessory buildings 	10 m 7 m
.4 Minimum Setback from the: <ul style="list-style-type: none"> • front parcel line • exterior side parcel line • interior side parcel line • interior side parcel line (shared party wall) • rear parcel line 	3.65 m 4.5 m 2 m 0.0 m 5 m
.5 Maximum Coverage	60%
.6 Maximum Density of Townhouses	30 dwelling units/ha

Regulations for Seniors Independent Living Facility

- 33.5 On an area zoned CDC 3 there shall be no seniors housing facility use and no building or structure shall be constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.1 Minimum Parcel Size for New Subdivisions:	1.0 ha
.2 Maximum height for: <ul style="list-style-type: none"> • Principal buildings and structures • Accessory buildings 	20 m 7 m
.3 Minimum Setback from: <ul style="list-style-type: none"> • front parcel line • exterior side parcel line • interior side parcel line • rear parcel line 	5 m 4.5 m 4.5 m 5 m
.4 Maximum Coverage	50%
.5 Maximum Density	70 dwelling units/ha

- x. Schedule B, Parking Provisions, Table 1 Required off-street parking spaces is hereby amended by adding the following row:

Seniors Housing Facility	0.75 per dwelling unit, plus 1 visitor parking space for every 5 dwelling units, clearly marked as 'visitor parking'
--------------------------	--

Between "School, Secondary", and "Service Station".

B. MAP AMENDMENT

1. Schedule C, Zoning Maps, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:
 - i) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown hatched on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 1, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and;
 - ii) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown checkered on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 2, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and;
 - iii) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown dotted triangular on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 3, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and
 - iv) rezoning Lot 1, Section 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown stippled on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 4, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3.

Bylaw No. 701-87

Page 6

2. This bylaw may be cited as "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87."

READ a first time this _____ 23 _____ day of _____ March _____, 2017.

READ a second time this _____ day of _____, 2017.

PUBLIC HEARING held this _____ day of _____, 2017.

READ a third time this _____ day of _____, 2017.

ADOPTED this _____ day of _____ 2017.

CORPORATE OFFICER

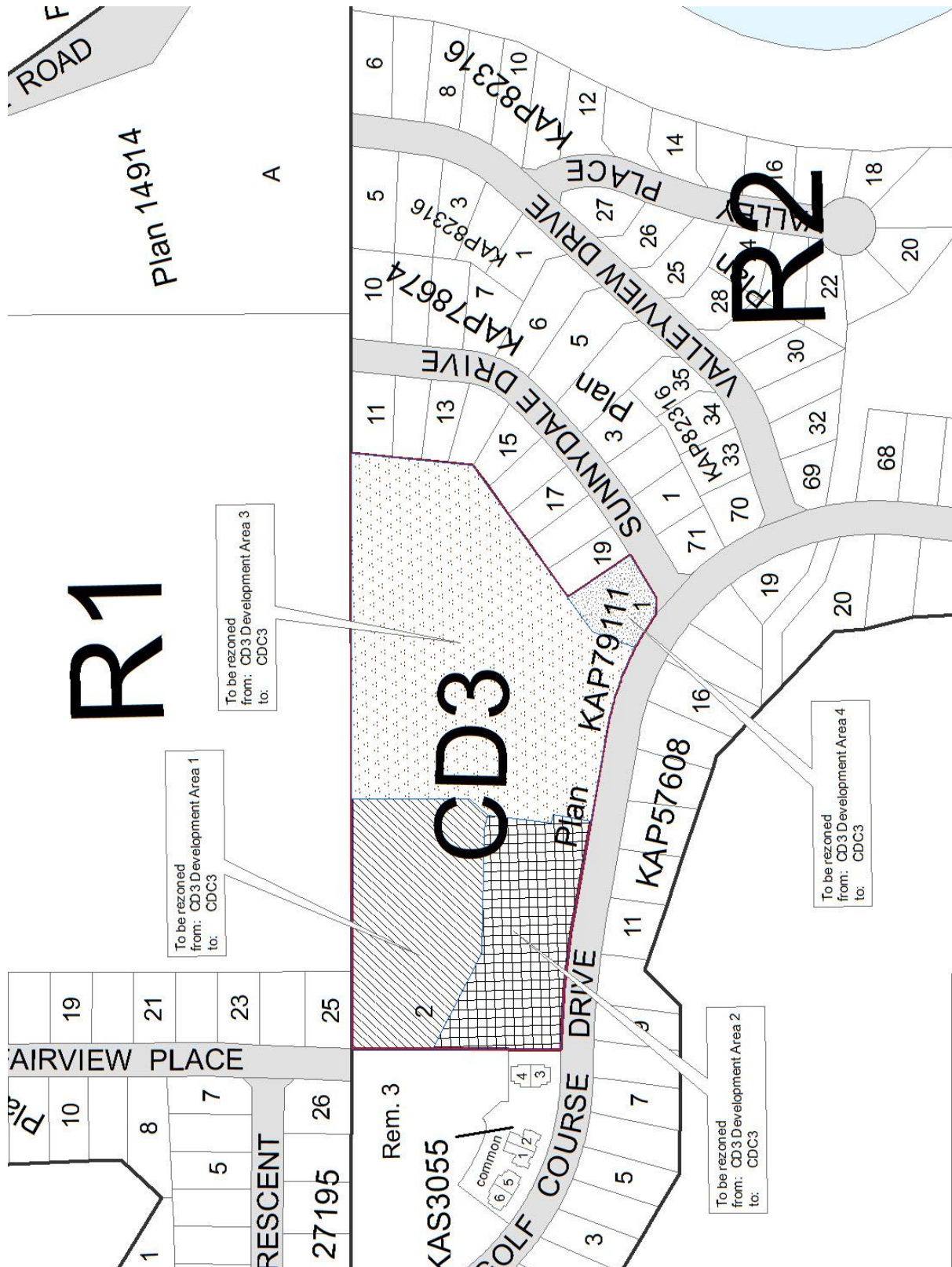
CHAIR

CERTIFIED a true copy of Bylaw No. 701-87
as read a third time.

CERTIFIED a true copy of Bylaw No. 701-87
as adopted.

Corporate Officer

Corporate Officer

SCHEDULE 1**SOUTH SHUSWAP ZONING AMENDMENT
(SHUSWAP LAKE ESTATES) BYLAW NO. 701-87**

COLUMBIA SHUSWAP REGIONAL DISTRICT
ELECTORAL AREA 'C' OFFICIAL COMMUNITY PLAN
AMENDMENT (SHUSWAP LAKE ESTATES) BYLAW NO. 725-8

A bylaw to amend the "Electoral Area 'C' Official Community Plan Bylaw No. 725"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 725;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 725;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 725 cited as "Electoral Area 'C' Official Community Plan Bylaw No. 725" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, (the Official Community Plan text), which forms part of the "Electoral Area 'C' Official Community Plan Bylaw No. 725" is hereby amended by:

- i) Section 3, Part 3.4 Residential is hereby amended by adding the following new Subsection 3.4.2.7:

".7 Notwithstanding 3.4.2.2, above, maximum allowable density within the MD designation are permitted to increase to a total of 19.0 units/ha on Lots 1 and 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111, only."

- ii) Section 4, Part 4.2 Housing for Seniors is hereby amended by adding the following Policy Subsection 4.2.2.4:

".4 Notwithstanding density limitations of the MD Residential designation, Seniors Housing are supported to a maximum density of 70 units/ha on Lots 1 and 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111, only."

- iii) Section 12, Part 12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area is hereby amended by adding the following Guideline Subsection 12.5.5.17:

".17 Development of the Townhouse housing form or Seniors Housing facilities are encouraged to incorporate the following design features:

- i. All development in the Village Centre and Secondary Settlement Development Permit Area shall be of a quality and design that is sensitive to the existing form and character of nearby houses and neighbourhood. Such development should incorporate similar building orientation, massing and height as neighbouring development, as much as possible. Where Seniors Housing Facilities are contemplated, the building should incorporate either greater setbacks from neighbouring properties with lesser height, or similar heights at any transition boundaries.

- ii. All buildings and structures shall be designed with features, colour and finish which complement the natural setting and character of the designated area.
- iii. Building façades must incorporate surface depth and relief in the design to create a visually interesting structure.
- iv. All garbage and recycling bins are to be provided on site and fully screened (ie. consisting of fencing or landscaping) with secure enclosures.
- v. All buildings should be sited and designed with consideration for shading on adjacent properties, buildings and roadways. A shadow analysis will be required at the Development Permit stage for proposals for Seniors Housing buildings.
- vi. The impact of new development on existing view corridors should be minimized and long views to natural landscape and significant buildings or focal points should be maintained.
- vii. The building facade shall use architectural solutions to create varied and articulated building facades. Window placement and groupings, material palette and surface relief through massing or elements, among other techniques, may be explored to avoid a monolithic form.
- viii. Entrances should be emphasized with architectural forms such as height, massing, projection, shadow, punctuation and/or change in roofline or materials. Canopies, awnings, or recesses all help to define and distinguish an entrance.
- ix. Building materials should be chosen for their durability as well as their functional and aesthetic quality, while meeting Fire Smart principles. Vinyl siding, plastic, darkly tinted or mirrored glass and textured stucco are discouraged unless used thoughtfully in combination with other materials. Materials should be compatible with adjacent buildings, either as primary or accent materials.
- x. Materials used for the front facade should be carried around the building where any facades are within view of a public street.
- xi. Wherever possible, surface parking should be located internal to the development site and should include lighting, signage and minimal driveways.
- xii. Within surface parking lots, landscaping, trees and decorative paving should be used to break up the expansive hard surfaces.
- xiii. A detailed landscape plan must be provided with each Development Permit application. The plan shall indicate any existing landscaping that is proposed to remain within the development and all new landscaping to be installed on site. The objective shall be to retain existing trees within the development, where possible.
- xiv. All parking areas shall be hard surfaces, drained and maintained. Whenever possible, and where function, safety or use does not preclude it, permeable surfaces and on site stormwater retention are to be utilized. Paving stones or grass-crete is encouraged, but consideration will be given to permeable asphalt.
- xv. Roof top mechanical units and/or elevator equipment are required to be screened from view from all angles.
- xvi. A detailed pedestrian plan illustrating safe movement of people within parking areas, to/from entrances and exits, and public spaces, (eg. Crosswalks, sidewalks, etc.)"

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2. This bylaw may be cited as "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8."

READ a first time this 23 day of March, 2017.

READ a second time this _____ day of _____, 2017.

PUBLIC HEARING held this _____ day of _____, 2017.

READ a third time this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

CORPORATE OFFICER

CHAIR

CERTIFIED a true copy of Bylaw No. 725-8
as read a third time.

CERTIFIED a true copy of Bylaw No. 725-8
as adopted.

Corporate Officer

Corporate Officer