

COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, July 20, 2017
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Call to Order

2. Board Meeting Minutes

2.1 Adoption of Minutes

1

Adoption of June 15, 2017 regular Board meeting minutes.

Motion

THAT: the minutes of the June 15, 2017 regular Board meeting be adopted.

2.2 Business Arising from the Minutes

2.2.1 Letter from Spec-Team Assessment Society - Request for Board
Letter of Support for Funding Applications

28

Chair Martin has requested this request be brought forward from the June 15, 2017 regular Board meeting.

Motion

That the Board provide a letter of support to the Spec-Team Society to acknowledge the need for the Society's services in the provincial interior, and to express support for the Society's applications for provincial funding that will be used for the costs of Fetal Alcohol Syndrome Disorder assessments and the associated support programs for individuals and families.

3. **9:40 AM Briefing Session:**

Verbal Report from the Manager, Operations Management - Wildfires and CSRD Emergency Management Response.

- Outline of emergency structure/preparedness and the state of readiness in potential local wildfire threats.

4. **Delegations**

4.1 **10:00 AM Joan Ragsdale, Regional Dean, Okanagan College, Shuswap Revelstoke Region** 29

Joan Ragsdale in attendance to update the Board on activities and priorities of the college.

Invitation from the Chair attached.

Link to presentation here.

4.2 **10:15 AM David Miede, Resident of Sunnybrae, Electoral Area C** 30

Requesting support from the Board to change the name of Robinson Creek Community Park in Sunnybrae to 'Roy Sharp Community Park' in memorial of Roy Sharp, longtime resident of Sunnybrae who lost his life in the Robinson Creek mudslide on May 5, 2017.

Link to the petition on Change.org here.

4.3 **10:30 AM Adams River Salmon Society (ARSS)** 34

Dave Smith, Vice President of the Adams River Salmon Society, in attendance to provide the Board information on education, advocacy, stewardship activities and plans for 2017/2018 Spawning Season.

ADMINISTRATION

5. **Correspondence**

5.1 **Southern Interior Local Government Association (June 19, 2017)** 37

Call for nominees for youth to attend the Union of British Columbia Municipalities (UBCM) Convention.

Note: deadline for nominations is August 7, 2017.

5.2 **The Adams River Salmon Society (June 26, 2017)** 39

Letter from Dave Smith, Vice President, giving background information on the Adams River Salmon Society initiatives.

Related to 10:30 AM delegation.

Motion

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

6. Reports**6.1 Area C Governance Committee Meeting Minutes - June 15, 2017 41****Motion**

THAT: the minutes of the June 15, 2017 Area C Governance Committee meeting be received for information.

6.2 Electoral Area Directors' Committee Meeting Minutes - June 27, 2017 51

Recommendation to the Board included.

Motion

Recommendation to the Board:

THAT: Electoral Area Directors Committee recommend to the Shuswap Economic Development Committee that a review of their organizational structure and governance as part of their Shuswap Economic Development strategy be completed and any recommendations brought forward be reported to the Electoral Area Directors' Committee;

AND THAT: the Shuswap Economic Development Committee consult with Robyn Cyr, Economic Development Officer, for feedback on budgetary concerns;

AND FURTHER THAT: the recommendations be considered at the next Shuswap Economic Development Committee meeting in September.

Motion

THAT: the minutes of the June 27, 2017 Electoral Area Directors' Committee meeting be received for information.

7. Business General**7.1 Terms of Reference for Electoral Area Directors' Committee Meeting 59**

Recommendation to the Board from the June 27, 2017 Electoral Area Directors' Committee meeting.

Motion

THAT: the Terms of Reference for the Electoral Area Directors' Committee be approved this 20th day of July, 2017.

7.2 Purchase of Self-Contained Breathing Apparatus 61

Report from Derek Sutherland, Team Leader, Protective Services, dated July 7, 2017. Authorization for the sole source purchase of Self Contained Breathing Apparatus (SCBA).

Motion

THAT: the Board empower the authorized signatories to acquire MSA G1 Self Contained Breathing Apparatus packs and cylinders for the Nicholson, Tappen/Sunnybrae, Ranchero, Silver Creek, Malakwa and Anglemont Fire Departments from Rocky Mountain Phoenix for a total cost of \$249,500 plus applicable taxes.

7.3 FCM Asset Management Grant Application

64

Report from Darcy Mooney, Manager, Operations Management, dated July 10, 2017.

Board authorization to apply for an FCM Asset Management Grant.

Motion

THAT: the Board empower the authorized signatories to apply for a Federation of Canadian Municipalities (FCM) Program Grant Opportunity in the Municipal Asset Management Program in an amount up to \$50,000 to support the development of Asset Management Condition and Data Collection Plan; the CSRD will provide in-house contributions to support overall grant and project management;

AND THAT: contingent upon the receipt of a successful Municipal Asset Management Program grant for up to \$50,000, the Board empower the authorized signatories to enter into an agreement with Opus International Consultants (Canada) to develop an Asset Management Condition and Data Collection Plan for a total cost not to exceed the total grant monies awarded.

7.4 Bird Control RFP Award - Salmon Arm Landfill

67

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated July 4, 2017. Contract award for bird control services at the Salmon Arm Landfill.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with Shuswap Bird of Prey to provide bird control services for a three year term, commencing July 1, 2017 for a total cost of \$196,994 plus applicable taxes.

8. Business By Area**8.1 Electoral Area Grant-in-Aids**

70

Report from Jodi Pierce, Manager, Financial Services dated July 10, 2017.

Motion

THAT: the Board approve the following allocations from the 2017 electoral grant-in-aids:

Area D

\$5,000 Falkland/Westwold First Responders (communications upgrade)

Area F

\$1,000 North Shuswap Lions Club (disposal fees)

\$8,000 Lee Creek Arts & Sports Society (Friday Nights Live)

\$10,000 North Shuswap Chamber of Commerce (video promotion)

8.2 Grant -in-Aid Request - Electoral Areas C, E and F

72

Report from Darcy Mooney, Manager, Operations Management, dated July 10, 2017.

Electoral Areas C, E, and F discretionary grant in aid funds to cover landfill tipping fees associated with the clean-up of beach debris occurring from the high-water flooding in the Shuswap and Mara Lake system.

Motion

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$7,500 from the Electoral Area C Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

Motion

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$5,000 from the Electoral Area E Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

Motion

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$5,000 from the Electoral Area F Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

8.3 Golden/Area A Mosquito Control Program – 2017 Budget Amendment

75

Report from Ben Van Nostrand, Team Leader, Environmental Health Services July 4, 2017.

Funding increase budget amendment for Golden/Area A Mosquito Control Program.

Motion

THAT: the Board authorize an amendment to the 2017 Five Year Financial Plan for the Golden/Area A Mosquito Control Program to reallocate \$24,500 from the existing Operating Reserve Fund to the Operating Budget for 2017.

8.4 Revelstoke/Area B Mosquito Control Program – 2017 Budget Amendment 78

Report from Ben Van Nostrand, Team Leader, Environmental Health Services. Revelstoke and Area B Mosquito Control Program 2017 budget amendment.

Motion

THAT: the Board authorize an amendment to the 2017 Five Year Financial Plan for the Revelstoke/Area B Mosquito Control Program to reallocate \$22,000 from the existing Operating Reserve Fund to the Operating Budget for 2017.

Motion

THAT: the Board authorize an additional expenditure of up to \$25,000 for additional un-budgeted mosquito control treatments from the Revelstoke/Area B Mosquito Control Program budget, if necessary in 2017.

8.5 Electoral Area C Community Works Fund - Tourism Kiosks (Phase 2) 82

Report from Jodi Pierce, Manager, Financial Services, dated July 5, 2017

Motion

THAT: in accordance with Policy F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Community Works Fund be approved up to \$82,000 plus applicable taxes from the Area C Community Works Fund for Phase 2 of the Tourism Kiosk Project.

8.6 Electoral Area C Community Works Fund - South Shuswap Destination Trail Planning 92

Report from Ryan Nitchie, Team Leader, Community Services, dated July 10, 2017.

Access to Community Works Funds (Area C) for South Shuswap Destination Trail Planning.

Motion

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund - Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in the amount of \$50,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for research, field assessments and conceptual planning for a destination trail based tourism experience within the South Shuswap.

8.7 Electoral Area C Community Works Fund - Eagle Bay Fire Hall Mechanical Upgrades 95

Report from Derek Sutherland, Team Leader, Protective Services, dated July 7, 2017.

Authorization to access the Community Works Fund monies from the Electoral Area C allocation for the Eagle Bay fire hall.

Motion

THAT: in accordance with Policy No. F-3 "Community Works Fund - Expenditure of Monies" access to the Community Works Fund be approved for up to \$22,500 plus applicable taxes from the Electoral Area C Community Works Fund allocation to upgrade the mechanical system at the Eagle Bay fire hall.

8.8 Sunnybrae Waterworks UV Equipment Purchase 98

Report from Terry Langlois, Team Leader, Utilities, dated June 27, 2017.

Purchase of specialized ultraviolet disinfection (UV) equipment for Sunnybrae Waterworks.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with Ramtech Environmental Products to provide Trojan UV equipment for the new water treatment plant at the Sunnybrae Water System for a total cost of \$68,810 plus applicable taxes.

8.9 Renaming of Robinson Creek Park

Related to the 10:15 AM delegation by Mr. David Miede, Sunnybrae resident, Electoral Area C.

Area C Director, Paul Demenok, Area C Parks Advisory Committee and CSRD Parks and Operations staff are all in support of the proposed renaming.

The community at large has expressed support for the renaming, as indicated in the petition.

The CSRD does not have a policy regarding park naming, therefore, a Board Resolution is needed to support the request.

Motion

THAT: the Board approve the renaming of 'Robinson Creek Park', Electoral Area C, to 'Roy Sharp Community Park'.

8.10 Rural Feasibility Study Fund – Scotch Creek Water 101

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

Access to the Rural Feasibility Study Fund.

Motion

THAT: in accordance with Policy No. W-4 “Water Utility Acquisition” access to the Rural Feasibility Study Fund be approved in the amount of \$90,000 plus applicable taxes to conduct community engagement and complete an engineering assessment for a new water system for the community of Scotch Creek.

9. Administration Bylaws

9.1 District of Sicamous - Security Issuing Bylaw 9104

104

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

Motion

THAT: Bylaw No. 9104, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9104” be read a first, second, and third time this 20th day of July, 2017.

Motion

THAT: Bylaw No. 9104, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9104” be adopted this 20th day of July, 2017.

9.2 CSRD Ticket Information Utilization Amendment Bylaw No. 5745

118

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services, dated July 7, 2017.

The amending bylaw proposes to add the authority to ticket for offences under the CSRD Cross Connection Control Bylaw regulations, as well as to update the fine amounts for offences under the CSRD Waterworks Rates and Regulation Bylaw.

Motion

THAT: CSRD Ticket Information Utilization Amendment Bylaw No. 5745 be read a first, second and third time this 20th day of July, 2017.

Motion

THAT: CSRD Ticket Information Utilization Amendment Bylaw No. 5745 be adopted this 20th day of July, 2017.

9.3 <U>Note to Board: The following items will be circulated on the Late Agenda:</U>

Declaration of Corporate Officer - Certificate of Alternative Approval Results - Rail Corridor Trail Service Establishment and Loan Authorization

Scheduling of Bylaws for consideration of Adoption, subject to outcome of Alternative Approval Process:

- Rail Corridor Trail Service Establishment Bylaw No. 5755
and
- Rail Corridor Trail Service Loan Authorization Bylaw No. 5756

10. IN CAMERA

Motion

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

(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;

of the Community Charter, the Board move In Camera.

DEVELOPMENT SERVICES

11. Business General

None.

12. ALR Applications

None.

13. Directors' Report on Community Events

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

ELECTORAL AREA DIRECTORS

14. Business by Area

14.1 Electoral Area C: Development Variance Permit No. 701-74 (Pesonen)

138

Report from Dan Passmore, Senior Planner, dated May 29, 2017.
2597 Highlands Drive – Blind Bay

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 701-74 for Lot 27, Section 18, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan KAP79982 and an undivided 1/14 share in Lot 59, Plan KAP79982, (PID: 026-562-316), varying South Shuswap Zoning Bylaw No. 701, as follows:

1. Vary the requirement of Section 12.2.6, rear parcel line setback from 5.0 m to 4.85 m for a single family dwelling.

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

14.2 Electoral Area F: Development Variance Permit No. 641-28 (Mira Grande Developments)

156

Report from Dan Passmore, Senior Planner, dated May 29, 2017.
4189, 4273, and 4275 Squilax-Anglemont Road, Scotch Creek.

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-28 for Fractional SW 1/4, Section 35, Township 22, Range 11, West of the 6th Meridian, Kamloops Division Yale District, Except Plans 8597, 18252, 20191, 25532, and 28256 (PID: 013-812-807), varying Subdivision Servicing Bylaw No. 641, as follows:

Waive the requirement of Section 5.1 (c), in reference to Schedule A Levels of Service, to service the proposed new lots with a Water Supply System,

be approved for issuance this 20th day of July, 2017, subject to registration of a suitably worded Section 219 covenant on the title of the subject property, stating the following:

- That the lots are not to be used for residential purposes unless the recommendations contained within the Hydrogeological Assessment, dated May 26, 2017, by Yanfeng Yin, PhD, P.Geo., of Kala Geosciences Ltd., have been satisfied; and,
- that all lots are required to connect to a community water and sewer system when one becomes available.

15. Planning Bylaws

15.1 Electoral Area C: Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21

180

Report from Dan Passmore, Senior Planner, dated June 9, 2017.
2001 Eagle Bay Road, Blind Bay

Motion

THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be read a first time this 20th day of July, 2017;

AND THAT:

the Board utilize the simple consultation process for Bylaw No. 900-21, and it be referred to the following agencies and First Nations:

Area C Advisory Planning Commission;

Interior Health Authority;

Ministry of Environment;

Ministry of Forests, Lands and Natural Resource Operations;

Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;

Department of Fisheries and Oceans;

Ministry of Transportation and Infrastructure;

CSRD Operations Management;

CSRD Financial Services; and

All relevant First Nations.

15.2 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

203

Report from Dan Passmore, Senior Planner, dated July 7, 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 third time this 20th day of July, 2017.

Motion

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a third time this 20th day of July, 2017.

Motion

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be adopted this 20th day of July, 2017.

Motion

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be adopted this 20th day of July, 2017.

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| 15.3 | Electoral Area D: Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133 | 278 |
|------|---|-----|

Report from Dan Passmore, Senior Planner, dated May 29, 2017.
5192 Highway 97B.

Motion

THAT: Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133", be given second reading, as amended, this 20th day of July, 2017.

AND THAT: the Board not delegate a public hearing until the owner has provided documentation committing to construction of the required sewerage system improvements prior to final reading of the Bylaw and has provided a hydrogeological assessment of the existing groundwater well within 90 days of second reading.

16. Release of In Camera Resolutions

If any.

MEETING CONCLUSION

17. Upcoming Meetings/Events

None.

18. Next Board Meeting

Thursday, August 17, 2017, 9:30 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

19. Adjournment

Motion

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



REGULAR BOARD MEETING MINUTES

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

Date: June 15, 2017
 Time: 9:30 AM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Dir. R. Martin (Chair)	Electoral Area E
Dir. K. Cathcart	Electoral Area A
Dir. L. Parker	Electoral Area B
Dir. P. Demenok	Electoral Area C
Dir. R. Talbot	Electoral Area D
Dir. L. Morgan	Electoral Area F
Dir. C. Moss (Vice Chair)	Town of Golden
Dir. M. McKee	City of Revelstoke
Dir. T. Rysz	District of Sicamous
Dir. K. Flynn	City of Salmon Arm
Dir. C. Eliason	City of Salmon Arm
C. Hamilton	Chief Administrative Officer
L. Shykora	Deputy Manager, Corporate Administration Services
E. Johnson	Executive Assistant/Confidential Secretary
J. Pierce	Manager, Financial Services
C. Kraft	Deputy Treasurer
D. Mooney	Manager, Operations Management
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
B. Payne	Manager, Information Systems

D. Passmore
J. Sham
C. LeFloch

Senior Planner
Planner
Development Services Assistant

1. Call to Order

The Chair called the meeting to order at 9:30 AM.

Introduction of New CSRD Staff Member:

The Chair welcomed Derek Sutherland to the CSRD in his role as Team Leader, Protective Services.

2. Board Meeting Minutes

2.1 Adoption of Minutes

Adoption of May 18, 2017 regular Board meeting minutes.

2017-0601

Moved By Director Talbot

Seconded By Director Morgan

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

CARRIED

2.2 Business Arising from the Minutes

The following motion and an amending motion were DEFERRED to the June, 2017 Board meeting, in order for staff to draft refinements to the communications that will properly inform the public about the proposed noise bylaw and what it is and what it is not.

Moved By: Director Parker

Seconded by: Director Demenok

THAT: the Board support the recommended communications plan for Noise Bylaw No. 5754 which includes website and social media information, online survey, and public availability of printed information prior to consideration of second reading of the bylaw.

And

Moved By: Director Eliason

Seconded by: Director Demenok

THAT: the above resolution be amended by replacing the words community consultation with public information.

THAT: the above motions and the amending motion be DEFERRED to the June, 2017 Board meeting, in order for staff to draft refinements to the communications that will properly inform the public about the proposed noise bylaw and what it is and what it is not.

Staff are recommending a Revised Motion for Consideration of the Board.

Movers and Seconders of the above-noted May, 2017 resolutions agreed to withdraw the Moving and Seconding of the Main motion and its amendment.

2017-0602

Moved By Director Parker

Seconded By Director Demenok

THAT: the Board support a communications plan for Noise Bylaw No. 5754, the purpose of the communications being to inform the public about the proposed bylaw by developing a Frequently Asked Questions Fact Sheet, with the information to be posted on the CSRD website, social media and available at the CSRD office, prior to considering second reading of the bylaw.

CARRIED

Discussion on motion:

Staff advised:

- there will be a comment form as an opportunity for residents to provide comment;
- advertising will be also be accommodated in the Falkland newspaper;
- Area D Director expressed he would like to hold community meetings to let residents know what is going rather than simply having the

information on the website or at the CSRD office; this is evident through his recent attendance at the Falkland Community Association; meeting; residents want more direct information and consultation with the community.

ADMINISTRATION

4. Correspondence

4.1 Okanagan Shuswap Natural Resource District (May 12, 2017)

Letter from Mark Hopkins, RPF, Tenures and First Nations Officer, in response to the April 20, 2017 regular Board agenda item - Amendments to Tolko Forest Stewardship Plan to add new Cutblocks and Roads.

The Board recommended that the Ministry of Forest, Lands and Natural resources place a moratorium on future logging activity in the Hummingbird Creek and Mara Creek basin due to history of large debris flows in the area.

The contents of the letter indicated that it is premature to do a moratorium at this time.

Chair noted there has been considerable media attention to this matter; in Area E Tolko has agreed not to log. It is important that the Board continue to pay attention to these issues.

2017-0603

Moved By Director Parker

Seconded By Director Demenok

That the Board write a letter to Tolko asking that they keep the CSRD informed on their community meetings and of any changes to plans based on community meetings.

CARRIED

Discussion on motion:

Request that Tolko provide the Board with copies of the assessments (hydrologic, engineering and terrain assessments) for the Swansea Point area once they are completed.

4.2 Ministry of Forests, Lands and Natural Resource Operations (May 23, 2017)

Letter from Gerry MacDougall, Regional Executive Director, in response to the Board's letter dated May 8, 2017 requesting that Shuswap and Mara Lakes be designated as application-only area for private moorage.

Staff advised that a meeting has been arranged with Ministry of Forests, Lands and Natural Resource Operations. The meeting will include conversations on way(s) to resolve the differences in CSRD versus Ministry guidelines in relation to dock sizing.

4.3 Brian Simpson, Wildfire Management Services (May 24, 2017)

Follow up from the Interior Lumber Manufacturers' Association (ILMA) delegation at the May 18, 2017 Board meeting.

Request CSRD Board consider letter of support similar to the draft letter to the Premier (attached to the agenda) as issued by the East Kootenay Regional District.

2017-0604

Moved By Director Parker

Seconded By Director Cathcart

That the Board issue a letter to the Premier of BC in support of the Interior Lumber Manufacturers' Association request for the provincial government to immediately take 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 and the creation of jobs, and calling on the Premier to establish a specific objective in the Minister of Forest, Lands and Natural Resources Mandate Letter, with the following statement to be considered for this purpose: "Promote diversity, sustainability and resilience in our forest sector by implementing explicit measures to increase specialty, value-added and independent wood manufacturing in our province, and ensure at the same time the principle of the "Right Log to the Right Mill" is being optimized".

CARRIED

4.4 Union of BC Municipalities (UBCM) (May 25, 2017)

Letter from Councillor Murry Krause, President, in response to the 2016 resolutions put forward by the Board at the UBCM Membership Convention.

The Provincial Government response(s) to each of the resolutions was contained in the correspondence.

Area F Director commented that he intends to meet with the local Member of Parliament in regards to pursue the potential for funding Seymour Arm electrification, due to the Ministry's response on the resolution to reinstate the Remote Community Electrification Program.

4.5 Union of BC Municipalities (UBCM) (June 6, 2017)

Bulletin from UBCM website stating the deadline for Board-endorsed resolutions is June 30, 2017.

4.6 Letter from Jenya Mudrie (June 12, 2017)

Jenya Mudrie, Falkland resident, requesting the Falkland Newspaper be used as a source for advertising the proposed Noise Bylaw No. 5754 and that this new bylaw be postponed until after September, 2017.

The Chief Administrative Officer reviewed and it is pertinent to the communications plan in regards to the proposed Noise Bylaw No. 5754 and mentioned that it is pertinent to the communications plan in regards to the proposed Noise Bylaw No. 5754.

2017-0605

Moved By Director Rysz

Seconded By Director Morgan

THAT: the correspondence contained on the June 15, 2017 regular Board agenda be received for information.

CARRIED

5. Reports

5.1 Director Remuneration Review Committee Meeting Minutes - May 23, 2017

2017-0606

Moved By Director Flynn

Seconded By Director Demenok

THAT: the minutes of the Directors Remuneration Review Committee Meeting held on May 23, 2017 be received for information.

CARRIED

6. Business General

6.1 2016 Statement of Financial Information (SOFI) Report

Report from Jodi Pierce, Manager, Financial Services, dated June 1, 2017 seeking Board approval of the 2016 Statement of Financial Information Report.

2017-0607

Moved By Director Rysz

Seconded By Director Morgan

THAT: The Board approve the 2016 Statement of Financial Information Report as required by the Financial Information Regulation, Schedule 1, subsection 9(2) and section 376 subsection (1) of the Local Government Act.

CARRIED

6.2 Columbia Shuswap Film Commission Contract

Report from Robyn Cyr, Economic Development Officer (EDO), dated May 5, 2017.

2017-0608

Moved By Director Rysz

Seconded By Director Morgan

THAT: The Board empower the authorized signatories to enter into a sole source contract with David Barritt to implement projects as outlined in the 2017 work plan for the Columbia Shuswap Regional Film Commission.

CARRIED

3. Delegations

3.1 10:00 AM Spec-Team Assessment Society - Specialized Team that responds to those with Fetal Alcohol Spectrum Disorder (FASD)

Bernadette O'Donnell, Executive Director, was in attendance to present to the Board on Fetal Alcohol Spectrum Disorder and to request a letter of support for provincial grant funding to cover assessment fees and support programs.

Ms. O'Donnell provided an introduction about people diagnosed with Fetal Alcohol Spectrum Disorder (FASD) and provided statistics within the Interior of BC of those diagnosed, noting that many people with FASD are undiagnosed.

A PowerPoint presentation depicted:

Myths associated with drinking while pregnant;

'What We Know Today',

Suspected reasons statistics are going up for those with FASD relates to the marketing of alcoholic beverages for the younger female population that will become pregnant in future;

The wrong message is being sent out; most women do not know they are pregnant when they are choosing to drink;

Society needs to focus on Prevention Efforts. Those with these Disorder don't understand parameters, instruction must be very strict in direction.

Adults' diagnosed with FADS struggles with employment, etc. they are able to make use of parroting but they do not understand, are challenged by communications. Those with disorders live with confusion, exhaustion,

impaired judgement, anxiety, inability to reason. When agencies, community support and life skills training are provided, these individuals are able to function better.

The Spec-Team Assessment Society provides opportunity for adults to be assessed for a diagnosis and provide follow up supports. Assessments costs \$4,000 to \$6,000 and there is no Ministry or cross-Ministry that covers these diagnoses and the services or supports needed by those who are diagnosed.

In response to questions, the Executive Director advised:

- funding applications would be made to various ministries e.g. education, children & families, etc.:
- The Society was recently established in January 2017;
- There are a number of activities going on in terms of advocacy.

Director comment that the North Okanagan Neurological Association only serves children up to 5 years old, if there was a similar support for ages beyond 5 it would minimize these types of issues, there should be a focus on young people to help guide them.

3.2 10:15 AM Shuswap Watershed Council

Director Demenok, Chair, attended the Board meeting to present the Shuswap Watershed Council 2016 Annual Report to the Board.

The Annual Highlights 2016 PowerPoint presentation was reviewed, noting that April 2016 - March 2017 was the inaugural year of Shuswap Watershed Council (SWC) service.

The Shuswap Watershed Council has four (4) main areas of focus: Water Monitoring Initiative; Water Protection Initiative; Safe Recreation; and Communications & Advocacy. Details of each of the four focus items and the significant items associated with each was reviewed, as outlined in the PowerPoint Presentation.

Question: Does the SWC work with college level students for applied research opportunities. The response noted that as part of the UBCO project there are students involved, as well as some other collaboration opportunities.

Directors complimented the Chair, Shuswap Watershed Council, on the first year of activities, and added comment that there is value to the service.

9. IN CAMERA

2017-0609

Moved By Director Flynn

Seconded By Director Demenok

THAT: pursuant to Sections 90(1)(a)(c)(e) and (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;

(c) labour relations or other employee relations;

(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 legal advice that is subject to solicitor-client privilege, including communications necessary for that purpose,

of the Community Charter, the Board move In Camera.

CARRIED

7. Business By Area

7.1 Grant in Aid Requests

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

This portion of the meeting reconvened at 11:50 AM.

Director Cathcart joined the meeting at 9:38 am.

2017-0610

Moved By Director Talbot

Seconded By Director Morgan

THAT: the Board approve the following allocations from the 2017 electoral grant-in-aids:

Area B

\$2,000 - Trout Lake Fire Department (operational costs)

Area C

\$2,500 - Sorrento Memorial Hall (window installation)

Area D

\$1,400 - Silver Creek Parent Advisory Council (team jerseys)

Area E

\$1,500 – Sicamous & District Museum & Historical Society (operational costs)

CARRIED

7.2 Golden/Area A EOF Application – Kicking Horse River Access

Report from Jodi Pierce, Manager, Financial Services dated June 2, 2017.

2017-0611

Moved By Director Demenok

Seconded By Director Parker

THAT: with the concurrence the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Town of Golden in the amount of \$25,000 for the purpose of funding activities required to achieve regulatory approval for channel modifications of the Kicking Horse River.

CARRIED

Discussion on Motion:

Director Moss indicated Town of Golden Council is supportive, however he believes this project is not good value nor a realistic project, noting challenges in regulatory approvals.

DIRECTOR MOSS OPPOSED

7.3 Area C Community Works Fund – Tennis Court Resurfacing

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

2017-0612

Moved By Director Demenok

Seconded By Director Talbot

THAT: in accordance with Policy F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Community Works Fund be approved up to \$31,500 plus applicable taxes from the Area C Community Works Fund for resurfacing the tennis courts at the Shuswap Lake Estates Tennis Club.

CARRIED

7.4 Lakeview Place Waterworks – Upgrade Award

Report from Terry Langlois, Utilities Team Leader, dated June 2, 2017. Upgrades to the SCADA, electrical and instrumentation components to connect the Lakeview Place Water System to Cedar Heights Waterworks.

2017-0613

Moved By Director Demenok

Seconded By Director Talbot

THAT: the Board empower the authorized signatories to enter into an agreement with Turn-Key Controls to provide, install and commission the Supervisory Control and Data Acquisition (SCADA), and the electrical and instrumentation upgrades for the Lakeview water system upgrade and connection project to Cedar Heights for a total cost of \$61,100 plus applicable taxes.

CARRIED

7.5 Tappen/Sunnybrae Fire Hall Addition – Contract Award

Report from Darcy Mooney, Manager, Operations Management, dated May 31, 2017.

Tappen/Sunnybrae Fire Hall Addition - Contract Award

2017-0614

Moved By Director Eliason

Seconded By Director Rysz

THAT: the Board empower the authorized signatories to enter in to an agreement with 478868 BC Ltd. (dba McDiarmid Construction) to construct the addition to the Tappen/Sunnybrae Fire Hall for a total cost of up to \$665,000 plus applicable taxes.

CARRIED

Discussion on motion:

- Has the room size been reviewed with the President, South Shuswap First Responders? Staff confirmed the Responders organization has reviewed and provided its comments which are accommodated in the final design;
- Does this upgrade allow for a larger ladder truck that might be shared between Area C and Area F; Staff replied this is not included in the 10 year budget for the fire hall, adding there are units that provide an elevated stream which may cover off those capabilities rather than a separate ladder truck.

2017-06

Moved By Director Eliason

Seconded By Director Rysz

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Electoral Area Community Works Fund be approved for up to \$20,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for energy efficient upgrades at the Tappen/Sunnybrae Fire Hall.

CARRIED

7.6 Electoral Area E Community Works Fund – Malakwa Community Park

Report from Ryan Nitchie, Community Services Team Leader, dated May 31, 2017.

Access to Electoral Area E Community Works Fund for additional park infrastructure at Malakwa Community Park.

2017-0615

Moved By Director Parker

Seconded By Director Demenok

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund - Expenditure of Monies” access to the Electoral Area Community Works Fund be approved for up to \$60,000 plus applicable taxes from the Electoral Area E Community Works Fund allocation for park construction at Malakwa Community Park.

CARRIED

7.7 Sicamous Landfill Design and Operation RFP Award

Report from Ben Van Nostrand, Team Leader, Environmental Health Services dated June 6, 2017.

Sicamous Landfill Design and Operation Plan Update RFP Award.

2017-0616

Moved By Director Moss

Seconded By Director Parker

THAT: the Board empower the authorized signatories to enter into an agreement with XCG Consulting Limited to update the Sicamous Landfill Design and Operation Plan for a total cost of \$32,555 plus applicable taxes.

CARRIED

7.8 Golden/Area A EOF Application – Golden Cycling Club

Report from Jodi Pierce, Manager, Financial Services dated June 9, 2017.

2017-0617

Moved By Director Moss

Seconded By Director Demenok

THAT: With the concurrence the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Golden Cycling Club in the amount of \$25,000 to support the construction and re-development of community trails on Mount 7, subject to concurrence from the Town of Golden.

CARRIED

7.9 Crown Land Tenure for Sunnybrae Community Park

Report from Ryan Nitchie, Team Leader, Community Services dated June 1, 2017.

2017-0618

Moved By Director Eliason

Seconded By Director Demenok

THAT: the Board empower the authorized signatories to acquire a Crown Land tenure from the Province of BC for 17.12 hectares of foreshore adjacent to Block B, Section 10, Township 21, Range 10, W6M, KDYD for a swim area and swim platforms for the purposes of lake access for community parks and recreation.

CARRIED

8. Administration Bylaws

8.1 Area C Liquid Waste Management Plan Implementation Service Amendment Bylaw No. 5741

- Read a first, second and third time - February 16, 2017.
- Approved by Inspector of Municipalities - April 20, 2017.

2017-0619

Moved By Director Demenok

Seconded By Director Talbot

THAT: "Area C Liquid Waste Management Plan Implementation Service Amendment Bylaw No. 5741," be adopted this 15th day of June, 2017.

CARRIED

8.2 Sorrento/Blind Bay/Reedman Point Community Sewer Service Area Bylaw No. 5742

- Read a first, second and third time - February 16, 2017.
- Approved by Inspector of Municipalities - April 20, 2017.

2017-0620

Moved By Director Demenok

Seconded By Director Talbot

THAT: "Sorrento/Blind Bay/Reedman Point Community Sewer System Service Area Bylaw No. 5742," be adopted this 15th day of June, 2017.

CARRIED

8.3 Sorrento/Blind Bay/Reedman Point Community Sewer Service Loan Authorization Bylaw No. 5743

- Read a first, second and third time - February 16, 2017.
- Approved by Inspector of Municipalities - April 20, 2017

2017-0621

Moved By Director Demenok

Seconded By Director Talbot

THAT: "Sorrento/Blind Bay/Reedman Point Community Sewer Service Loan Authorization Bylaw No. 5743," be adopted this 15th day of June, 2017.

CARRIED

DEVELOPMENT SERVICES

10. Business General

- None.

11. ALR Applications

**11.1 Electoral Area D: Agricultural Land Commission (ALC) Application
Section 20(3) - Non-Farm Use LC2521D (Jordan Baer)**

Report from Christine LeFloch, Development Services Assistant, dated May 29, 2017.

6024 Highway 97B, Ranchero

The applicant was in attendance at the meeting.

Director Flynn left the meeting at 12:23 PM (pre-voting on the Resolution).

Note that Municipal Directors left the meeting after the Directors Report on Community Events business item.

2017-0622

Moved By Director Talbot

Seconded By Director Morgan

THAT: Application No. LC2521D, Section 20(3) Non-Farm Use, for That Part of the Southwest ¼ of Section 33, Shown Red on Plan B3050, Township 19, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except Part Now Road See Plan H10220 be forwarded to the Provincial Agricultural Land Commission recommending approval, this 15th day of June, 2017.

CARRIED

12. Directors' Report on Community Events

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

Directors used this opportunity to report on some exciting community events, community meeting(s) and Committee meetings, for example, the Area C Governance and Open Houses on Building Inspection Meeting in Area E within their respective areas/municipalities.

The Municipal Directors left at this time (12:30 PM).

Break for lunch at 12:30 PM

ELECTORAL AREA DIRECTORS

13. Business by Area

13.1 Electoral Area A: Development Variance Permit No. 641-29 (Mountain Shadows Development Ltd.)

Report from Jennifer Sham, Planner, dated May 24, 2017.
Highway 95, Nicholson

The applicant was not in attendance.

There were not any submissions in relation to the proposed variance.

2017-0623

Moved By Director Cathcart

Seconded By Director Demenok

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-29, for Lot 3 Section 6 Township 27 Range 21 W5M KD Plan 16263, varying Schedule 'A' – Levels of Service of Subdivision Servicing Bylaw No. 641, as amended, to allow a subdivision which would create a fee simple lot (Lot 1, EPP25575) with a parcel size of 0.751 ha serviced by a surface water source and an on-site sewerage disposal system, and a fee simple lot (Lot 2, EPP25575) with a parcel size of 0.583 ha serviced by an off-site well and an on-site sewerage disposal system, as shown on Schedule A, be approved for issuance this 15th day of June, 2017.

CARRIED

13.2 Electoral Area C: Development Variance Permit No. 641-25 (Franklin)

Report from Jennifer Sham, Planner, dated May 18, 2017.
3700 & 3710 Sunnybrae-Canoe Point Road, Sunnybrae

The agent was in attendance.

There were not any submissions in relation to the proposed variance.

2017-0623

Moved By Director Demenok

Seconded By Director Talbot

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-25, for Lot 1 and 2 Section 2 and 11 Township 21 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan KAP82925, varying Schedule "A" – Levels of Service of Subdivision Servicing Bylaw No. 641, as amended, to allow a subdivision which would create a fee simple lot (new Lot 1) with a parcel size of less than 1 ha serviced by a community water system and an on-site sewerage disposal system, as shown on Schedule B, subject to registration of a suitably worded Section 219 covenant on title of the new Lot 1 requiring connection to a community sewer system when it becomes available, be approved for issuance this 15th day of June, 2017.

CARRIED

13.3 Electoral Area E: Development Variance Permit No. 641-26 (Handley)

Report from Candice Benner, Development Services Assistant, dated May 16, 2017.

2405 and 2485 Samuelson Road, Cambie-Solsqua

The agent was in attendance.

There were not any submissions in relation to the proposed variance.

2017-0624

Moved By Director Parker

Seconded By Director Demenok

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-26, for that part of:

1. Lot 1, Sections 7 and 8, Township 22, Range 7, W6M, KDYD, Plan 18189;
 2. The Northeast Quarter of Section 7, Township 22, Range 7, W6M, KDYD, Except (1) The South Half of the South Half of Legal Subdivision 10, (2) Part Included in SRW Plan 15917, and (3) Part Included in Plan 18189 and NEP 22490; and
 3. Lot A, Section 7, Township 22, Range 7, W6M, KDYD, Plan NEP 22490, varying Subdivision Servicing Bylaw No. 641, by waiving the requirement that a surface water source proposed for an Independent On-Site Water System must be included on the List of Eligible Sources, contained in Schedule D of Bylaw No. 641; which will allow:
 - Proposed lot 2, EPP68797 to obtain domestic water from Holms Creek and Enquist Spring; and,
 - Proposed lot 1 & 3, EPP68797 to obtain domestic water from Holms Creek,
 for a proposed subdivision under application No. 2014-06104E,
- be issued this 15th day of June, 2017, subject to receipt of water quality analyses for all subject parcels that meet the requirements of Subdivision Servicing Bylaw No. 641.

CARRIED

**13.4 Electoral Area F: Development Variance Permit No. 800-18
(Magnavista Estates Ltd.)**

Report from Jennifer Sham, Planner, dated May 19, 2017.
6471 Lindsay Road, Magna Bay

Public submission letter included in the Late Agenda.

The applicant was not in attendance.

There was one submission from a neighbouring property owner in relation to the proposed variance; the submission contained a number of comments and concerns in relation to the system. There were also 3 other general enquiries but no express opposition to the variance.

2017-0625

Moved By Director Morgan

Seconded By Director Talbot

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 800-18 for Lot A Section 13 Township 23 Range 10 W6M KDYD Plan 29439 Except Plans 29668 and 30666 varying the rear parcel setback from 4.5 m to 1.09 m for the steel control bin and vault (components of the water system) located on the subject property, be approved for issuance this 15th day of June, 2017.

CARRIED

14. Planning Bylaws

14.1 Electoral Area E: Lakes Zoning Amendment (Layden) Bylaw No. 900-19

Report from Christine LeFloch, Development Services Assistant, dated May 8, 2017.

655 Swanbeach Road, Swansea Point

The property owner and the agent were in attendance.

2017-0626

Moved By Director Morgan

Seconded By Director Talbot

THAT: "Lakes Zoning Amendment (Layden) Bylaw No. 900-19" be read a first time this 15th day of June, 2017;

AND THAT: The Board utilize the simple consultation process for Bylaw No. 900-19 and it be referred to the following agencies and First Nations:

- Department of Fisheries and Oceans;
- Navigation Canada;
- Ministry of Forests Lands and Natural Resource Operations – Lands Branch
- CSRD Operations Management; and
- All relevant First Nations Bands and Councils.

CARRIED

Discussion on motion:

- Staff explained the various options for locating the dock, indicating it would be helpful to receive agency comment before formulating a recommended option/setback for inclusion/amendment into the bylaw;
- Area E Director stated it is important to get input from the public/neighbours on the proposal.

14.2 Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18, Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30

Report from Dan Passmore, Senior Planner dated May 12, 2017.
6929 Squilax-Anglemont Road and 2556 McClaskey Road, Magna Bay.

The applicant was not in attendance.

2017-0627

Moved By Director Morgan

Seconded By Director Talbot

THAT: "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30" be read a first time this 15th day of June 2017;

AND THAT:

the Board utilize the simple consultation process for Bylaw No. 800-30 and it be referred to the following agencies and First Nations:

- Interior Health;
- Ministry of Forests, Lands and Natural Resource Operations - Archaeology Branch;
- CSRD Operations Management; and,
- Relevant First Nations Bands and Councils.

CARRIED

Discussion on motion:

Question to staff: Is it necessary to refer to out of CSRD area First Nations? Staff responded that advice from the Ministry of Community, Sport & Cultural Development is that local governments are obliged to go 'over and above' in terms of consultations with First Nations, due to a number of court cases in similar matters.

2017-0628

Moved By Director Morgan

Seconded By Director Demenok

THAT: Official Community Plan Amendment (Isley) Bylaw No. 830-18 be read a first time this 15th day of June, 2017;

AND THAT: the Board utilize the simple consultation process for Bylaw No. 830-18 and it be referred to the following agencies and First Nations:

- Interior Health;
- Ministry of Forests Lands and Natural Resource Operations - Archaeology Branch;
- CSRD Operations Management; and,
- Relevant First Nations Bands and Councils.

CARRIED

14.3 Electoral Areas C, E, and F: Housekeeping Amendments – Floodplain Management, Intersection Sightlines, and Panhandle lots (CSRD Zoning Bylaws)

Report from Dan Passmore, Senior Planner, dated April 12, 2017.

2017-0629

Moved By Director Morgan

Seconded By Director Talbot

THAT: "Scotch Creek Zoning Amendment (CSRD) Bylaw No. 825-34' be read a second time, as amended, this 15th day of June, 2017.

CARRIED

2017-0630

Moved By Director Morgan

Seconded By Director Talbot

THAT: "Magna Bay Zoning Amendment (CSRD) Bylaw No. 800-26" be read a second time, as amended, this 15th day of June, 2017.

CARRIED

2017-0631

Moved By Director Morgan

Seconded By Director Talbot

THAT: "Anglemont Zoning Amendment (CSRD) Bylaw No. 650-11" be read a second time, as amended, this 15th day of June, 2017.

CARRIED

2017-0632

Moved By Director Parker

Seconded By Director Demenok

THAT: "Rural Sicamous Land Use Amendment (CSRD) Bylaw No. 2064" be read a second time, as amended, this 15th day of June, 2017.

CARRIED

2017-0633

Moved By Director Demenok

Seconded By Director Talbot

THAT: "South Shuswap Zoning Amendment (CSRD) Bylaw No.701-83" be read a second time, as amended, this 15th day of June, 2017.

CARRIED

2017-0634

Moved By Director Morgan

Seconded By Director Talbot

THAT: a public hearing to hear representations on Rural Sicamous Land Use Amendment (CSRD) Bylaw No. 2064, and South Shuswap Zoning Amendment (CSRD) Bylaw No.701-83, be held;

AND FURTHER 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 Rhona Martin, as Chairman of the Board of the CSRD, or Director Paul Demenok, if Director Martin is absent, and the Director give a report of the public hearing to the Board.

CARRIED

2017-0635

Moved By Director Morgan

Seconded By Director Talbot

THAT: a public hearing to hear representations on Scotch Creek Zoning Amendment (CSRD) Bylaw No. 825-34, Magna Bay Zoning Amendment (CSRD) Bylaw No. 800-26, Anglemont Zoning Amendment (CSRD) Bylaw No. 650-11 be held;

AND FURTHER 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 Larry Morgan, or to Alternate Director Misseghers, if Director Morgan is absent, and the Director give a report of the public hearing to the Board.

CARRIED

15. Release of In Camera Resolutions

The following resolution was authorized for release from the June 15, 2017 In Camera (Closed) meeting:

Fire Chief - Tappen/Sunnybrae Fire Department:

THAT: the Board rescind the appointment of Kyle Schneider as Fire Chief of the Tappen/Sunnybrae Fire Department effective June 15, 2017,

AND THAT: the resolution be authorized for release from the In-Camera (Closed) portion of the meeting.

MEETING CONCLUSION**16. Upcoming Meetings/Events****16.1 Area C Governance Study Committee Meeting**

Thursday, June 15, 2017 - 6:00 p.m. to 8:00 p.m.

Blind Bay Community Hall - 2510 Blind Bay Road, Blind Bay

16.2 Electoral Area Directors Committee Meeting

Tuesday, June 27, 2017 9:30 a.m.

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

16.3 Area A Local Advisory Committee Meeting

Tuesday, June 27, 2017 6:00 p.m. to 8:00p.m.

BC Visitors Centre Golden, 111 Golden Donald Upper Road, Golden

17. Next Board Meeting**17.1 Thursday, July 20, 2017 9:30 a.m.**

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

18. Adjournment

2017-0636

Moved By Director Morgan

Seconded By Director Cathcart

THAT: the regular Board meeting of June 15, 2017 be adjourned.

CARRIED

CHAIR

CHIEF ADMINISTRATIVE OFFICER

Spec-Team Assessment Society

Specialized Team
that responds
to those with FASD

Provides adults
suspected of having
FASD a confirmed
diagnosis

Interested in
advancing how
we all understand
and respond to
FASD

Aims to reduce the
incidence of FASD

The People Place
107 - 3402 27 Ave.
Vernon, B.C.
V1T 1S1

PH: 250.938.5022
FX: 250.545.9226

bodonnell@shaw.ca
www.
specteamassessment.com

May 10, 2017-05-10

Board Members,
Columbia Shuswap,
Salmon Arm, BC.

Attention: Board Members

Re: presentation proposal June 15, 2017-05-10

Fetal Alcohol Spectrum Disorder (FASD) is a significant health concern we are facing in British Columbia as well as world wide. We are *Spec-Team Assessment Society*, a registered society operating out of Vernon, with mobile clinics in Kelowna and Kamloops. Together with the Asante Center in Maple Ridge, we are the only two clinics doing adult FASD assessments and diagnosis in the province.

I would like to make an informative presentation on FASD in the interior: addressing awareness, prevalence, the purpose of having an assessment and the community supports available. We will also share our mandate, vision and mission to support those touched by FASD and the research we are engaging in.

Following the presentation, we will be asking you for a "Letter of Support" that will acknowledge the need for our services in the interior. At this time, our provincial government does not fund FASD assessments which results in a fee for service that is substantial for individuals and families. A letter for support will be used as we continue to apply for grant funding that will cover assessments and support programs.

Respectfully,

Bernadette O'Donnell
Ex. Director
Spec-Team Assessment Society



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

May 25, 2017

Transmitted via Email: jragdsdale@okanagan.bc.ca

Ms. Joan Ragsdale, Regional Dean
Okanagan College, Salmon Arm Campus
2552 10th Avenue NE
Salmon Arm, BC V1E 2S4

Dear Ms. Ragsdale,

RE: Invitation to Attend the June 15, 2017 Board Meeting

The Board of the Columbia Shuswap Regional District would like to extend an invitation to you to attend the June 15, 2017 regular Board meeting as a delegation. The purpose of this delegation would be to provide an update to the Board on activities and priorities of the college. Delegations before the Board are typically slotted 15 minutes for a short presentation and opportunity to respond to any questions from the Board.

Please let me know if you can attend on June 15, 2017. If this does not work for you, the next regular Board meeting is on July 20, 2017.

I look forward to your response.

Kind regards,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:

Rhona Martin,
Chair

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

Laura Schumi

From: Lynda Shykora
Sent: Tuesday, June 20, 2017 8:48 AM
To: David Miede
Cc: Laura Schumi; Ryan Nitchie
Subject: RE: delegation request CONFIRMED d miede for July 20, 2017 CSRD Board meeting, 10:30 am

Good morning, David,

This email message is to CONFIRM your request to attend the CSRD Board meeting as a Delegation on Thursday July 20, 2017. The delegation time will be 10:30 AM.

The email that you have provided below is sufficient for the background information in relation to the presentation topic which is to request a change in the name of a community park to Roy Sharp Community Park.

Our office will be in touch with you closer to the Board meeting date, and we will also provide a link to the July 20 2017 Board agenda to you, once the agenda is finalized.

Regards,
 Lynda Shykora
 CSRD

From: David Miede [mailto:david@bastionranch.com]
Sent: Monday, June 19, 2017 11:00 AM
To: Lynda Shykora <LShykora@csrd.bc.ca>
Subject: RE: delegation request d miede for July 20, 2017 CSRD Board meeting

Dear Lynda,

My apologies for not attaching all the required documents for the delegation request. I assume this email with its details will suffice as the letter that should have been submitted.

The purpose of the delegation is to petition the board of directors of the CSRD to approve a change to the name of Robinson Creek Community Park, to Roy Sharp Community Park.

On May 5, the residents and visitors of Sunnybrae, Tappen, Salmon Arm, and beyond, lost a well loved and respected member of our community in the Robinson Creek landslide. Roy Sharp was always willing to help out his friends and neighbors. He is known as a kind and gentle person who took value in his role in the community. Even people who did not personally know him recognized him and a friendly wave on his many walks along Sunnybrae Road. The intensity and extent of this tragedy is unprecedented amongst our community.

We currently have in access of 235 signatures in support of the proposed name change after only 6 days.

Our community park is not appropriately named, as the creek does not even enter the park. Furthermore, the sign to the park is heavily damaged and needs replacing. Replacing the sign with "Roy Sharp Community Park" would be a great memorial to a long-time resident of the area, and bring greater meaning to the name of our community park.

Thank you,

David Miede

From: Lynda Shykora [<mailto:LShykora@csrd.bc.ca>]
Sent: Monday, June 19, 2017 9:50 AM
To: David Miede <david@bastionranch.com>
Cc: Ryan Nitchie <RNitchie@csrd.bc.ca>
Subject: FW: delegation request d miede for July 20, 2017 CSRD Board meeting

Good morning, David,

In response to the attached Delegation request to attend the CSRD's July 20, 2017 Board meeting as a delegation, please submit a letter, or other appropriate document(s), to our office that provides the background information to the request.

Once we have received that additional information, it will be reviewed and we will advise if we are able to confirm the Delegation request for the July 20 Board meeting.

For your information, we would accommodate no more than 3 delegations for each meeting. Currently we have two delegations already confirmed, and one other organization with a tentative delegation request.

If your preference is to attend the 20th of July to appear as a Delegation, please provide the background details as soon as possible, because the delegations are accommodated first come, first served.

Also, for your information, the first 2 confirmed delegations are timed for 10 AM, then 10:15 AM, respectively. The third delegation would, most likely, be scheduled for 10:30 AM.


Each delegation is given 15 minutes to present the information, including time to respond to any questions from Board Directors.

If you need anything else, please don't hesitate to contact me.

Regards,

Lynda Shykora | Deputy Manager
 Corporate Administration Services
Columbia Shuswap Regional District
 T: 250.833.5939 | F: 250.832.3375 | TF: 1.888.248.2773
 E: lshykora@csrd.bc.ca | W: www.csrd.bc.ca



 Please consider the environment before printing this e-mail

This e-mail is CONFIDENTIAL. If you are not the intended recipient, please notify me immediately and delete this communication, attachment or any copy. Thank you.

From: David Miede [<mailto:david@bastionranch.com>]
Sent: Thursday, June 15, 2017 2:59 PM
To: Lynda Shykora <LShykora@csrd.bc.ca>
Subject: delegation request d miede

Hello, please find attached my request to appear as a delegation. Thank you!
 David



REQUEST TO APPEAR AS A DELEGATION

Name of Person or Organization:	David Miège
Topic of Discussion:	Request to change the name of our local park to "Roy Sharp Community Park"
Purpose of Presentation:	<input type="checkbox"/> Information Only <input checked="" 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: 6494 Sunnybrae Road, Tappen Phone Number: 250 835 4314 Email Address: david@bastionranch.com
Meeting Date Requested:	July 20

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:

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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.
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Other Suggestions

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- 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:

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☐ Other

Appearance Date: _____

Applicant informed of appearance date on: _____

By: _____

Date: _____



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.d.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 CSR D's website www.csr.d.bc.ca for the actual dates, or contact the CSR D 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

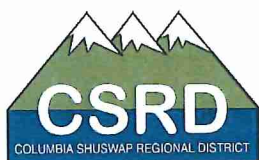
C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS



REQUEST TO APPEAR AS A DELEGATION

RCF

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership: File#
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	

JUN 22 2017

<input type="checkbox"/> Ec Dev	RECEIVED	Ack Sent:
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<input type="checkbox"/> Other	<input type="checkbox"/> Dir Mailbox	
	<input type="checkbox"/> Dir Circulate	

Name of Person or Organization:	<i>Adams River Salmon Society</i>
Topic of Discussion:	<i>Salute to Salmon Day Sep 22.</i>
Purpose of Presentation:	<input type="checkbox"/> Information Only <input checked="" 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: <i>Robyn Cyr CSRD</i> Phone Number: <i>President D.C. PATERSON</i> <i>250 675 2127</i> Email Address: <i>* education@salmonsociety.co</i>
Meeting Date Requested:	<i>July 20 / 17</i>

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

Documents to follow

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.

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☐ Approved

☐ Declined

☐ Other

Appearance Date: _____

Applicant informed of appearance date on: _____

By: _____

Date: _____

Laura Schumi

From: southern interior local government <yoursilga@gmail.com>
Sent: Monday, June 19, 2017 12:15 PM
To: Carolyn Black; christy malden; City Of Armstrong; City Of Enderby; City Of Kamloops; City Of Kelowna; City Of Merritt; City Of Penticton; City Of Revelstoke; City Of Salmon Arm; City Of Vernon; Inquiries; District Of Barriere; District Of Clearwater; District Of Coldstream; District Of Lake Country ...; District Of Lillooet; District Of Logan Lake; District Of Peachland; District Of Sicamous; District Of Summerland; District Of West Kelowna; RDCO; RDNO; Rebecca Narinesingh; Sharon Thompson; SLRD; Sun Peaks Resort Municipality; TNRD; Town Of Oliver; Town Of Osoyoos; Town Of Princeton; Township Of Spallumcheen; Village Of Ashcroft; Village Of Cache Creek; Village Of Chase; Village Of Clinton; Village Of Keremeos; Village Of Lumby; Village Of Lytton
Subject: SILGA Youth Participation at UBCM Convention
Attachments: Policy No. 8 Youth Travel expenses August, 2016.doc

Good morning,

Please add this to your next board/council agenda. Thanks.

In order to promote youth participation and interest in local politics SILGA has established a policy to cover all expenses for up to 2 youth to attend the UBCM convention.

In this regard, please find attached our policy and guidelines for their participation.

August 7th will be the last day for members to nominate deserving youth. Please forward your nominees' names and a brief description of why they would be a good candidate to the SILGA email - yoursilga@gmail.com.

Thanks, Alison

Alison Slater, Executive Director
 SILGA
 PO Box 27017 Cityview PO
 Kamloops, BC V2E 0B2
 250-851-6653
www.silga.ca

<input type="checkbox"/> CAO <input type="checkbox"/> Works <input type="checkbox"/> DS <input type="checkbox"/> Fin/Adm	<input checked="" type="checkbox"/> Agenda <input checked="" type="checkbox"/> Reg Board <input type="checkbox"/> In Camera <input type="checkbox"/> Other Mtg	Ownership: File #
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Correspondence Section

POLICY MANUAL

Policy No. 8
Page No. 1 of 1

RE: YOUTH TRAVEL EXPENSES POLICY (August 31, 2016)

POLICY STATEMENT:

It is the policy of SILGA to reimburse up to 2 youth each year for the cost of travel, accommodation, meals and out of pocket expenses incurred to attend the UBCM convention.

POLICY BACKGROUND:

To promote youth involvement/interest in local government SILGA will pay for up to 2 youth to attend the UBCM convention until September 2018. Local member councils can nominate an individual from their community to attend, with SILGA board choosing the representatives. The local council of the selected individual(s) will mentor them during the week of the convention. The youth will be requested to provide a written report to SILGA outlining their experiences and the impact the week had for them.

SILGA will spend up to \$5,000/year for 3 years until September 2018 for a total of \$15,000. Receipts will be required.

POLICY DETAILS:

1. Transportation:

- To pay compensation for air travel at the lowest available air fare; or
- To pay compensation for the use of private vehicles at the rate equivalent to that paid by the Province of British Columbia¹, to a maximum of the lowest economy air fare.
- Only the driver is entitled to reimbursement for car mileage; the driver must submit the names of the passengers with the expense account.

2. Accommodation (due to weather conditions/distance travelled/ other circumstances):

- To pay compensation for hotel rooms at cost and with a receipt required; or
- For private accommodation, in lieu of commercial accommodation, an allowance of \$30.00 per night may be claimed (no receipts required).

3. Other Expenses:

- For all meetings and other authorized travel where required meals are not provided at the event, compensation for meals will be as follows:

Breakfast	\$15 including tips and tax
Lunch	\$25 including tips and tax
Dinner	\$35 including tips and tax

On the date of departure, travel must start before 7:00 am to claim breakfast; before 12:00 noon to claim lunch; and, on the date of return, travel must end after 6:00 pm to claim dinner.

- All other expenses occurred for hospitality expenses and other non-specified expenses shall be reimbursed at cost when receipts are provided, subject to Executive approval.

Salute to the Sockeye**The Adams River Salmon Society**

PO Box 24034
Scotch Creek, BC V0E 3L0

June 26, 2017

Lynda Shykora
Deputy Manager of Corporate Administration
Columbia Shuswap Regional District
555 Harbourfront Drive NE
Salmon Arm, BC
V1E 3M1

Emailed to: admin@csrd.bc.ca and lshykora@csrd.bc.ca

Hello Lynda,

The Adams River Salmon Society (ARSS) would like to appear as a delegation before the Columbia Shuswap Regional District Board. We are a volunteer directed non-profit Society with a focus on Wild Pacific Salmon populations - Sockeye, Chinook, Coho and Pinks) our Adams River area watersheds and their salmon populations, supporting, working together and celebrating the long-term sustainability of our Salmon. This west coast icon - the Wild Salmon - has helped bring together a very diverse working group of passionate Partners including BC Parks - Roderick Haig-Brown Park, Fisheries and Oceans, Canada, and the Little Shuswap Lake Indian Band.

To this end we would like to discuss with you the ongoing education, advocacy, stewardship activities and plans for our annual fall Spawning Season / Rivers Day Event. Planning is underway as well as our Fall Event next year (2018 will be a dominant year (every 4 years) for our Sockeye Salmon) and thousands of visitors will be traveling to our communities to see this amazing spectacle.

We would like to share information about:

- Summer Interpretive Programs,
- ongoing education - advocacy activities,
- working Partnerships,
- the economic impact on Regional Tourism due to the returning Salmon Runs,
- plans for a 2018 Salute to Salmon symposium,
- a quick update on Fisheries and Oceans, Canada's Salmonid Enhancement Program (SEP),
- Stream to Sea (Salmon in the Classroom)
- Streamkeeper's School Education Programs,
- and more specific information about the 2017 (ARSS) Rivers Day / Salute to the Salmon Gala Event Friday September 22, 2017 at the Quaaout Lodge.

We have initiated seasonal education / interpretive programs out at the Adams River Salmon Society Cabin in Roderick Haig-Brown Provincial Park, open to the area community (schools have been taking advantage of these walk-about).

We are also working with Greg Witsky of the Adams Lake Band, Area Coordinator for the traveling Wild Pacific Salmon Caravan, planning for October 11, 2017 event (with a parade and community event in Chase).

We believe strongly that our area salmon bring a great financial economy to this region (as well as many more BC communities); which in turn helps us achieve some of our goals - related to environmental education experiences, both individual and with a group or family. People love our Pacific Salmon and the Adams River salmon runs are world famous, which offers our region another unique opportunity, with the diversity of international visitors, and more local job opportunities exist.

Thank you for this opportunity to share our Adams River Salmon Society activities in 2017 and our planning for the 2018 season. It would be a pleasure to be able to present this information to your Board. Please contact the undersigned to set up a date and time that our delegation can meet.

Sincerely Yours,

Dave Smith
Vice President
The Adams River Salmon Society

Area C Governance Committee Meeting Minutes, June 15, 2017

AREA C GOVERNANCE COMMITTEE MINUTES

THURSDAY JUNE 15, 2017 BLIND BAY HALL

PRESENT: Henry Schnell (Eagle Bay), Renee Rebus (White Lake), Karen Brown (Shuswap Lake Estates), Cal Heschuk (Sorrento), Edith Rizzi (Sunnybrae Hall), Lenore Jobson (Sunnybrae Seniors), Larry Stephenson (Carlin), Steve Wills (Cedar Heights), Andy Bartels (McArthur Heights/Reedman Point), Gareth Seys (South Shuswap Chamber of Commerce), Paul Demenok (Director, Electoral Area C) and Facilitator Allan Neilson (Neilson-Welch Consulting)

REGRETS: Don Paterson (Notch Hill)

SPECIAL GUESTS: Ms. Virginia Smith, Mayor District of Barriere; Mr. Mike Fennell, Councillor District of Barriere; Ms. Grace McGregor, Electoral Area C Director & Board Chair - Regional District Kootenay Boundary

MEETING CALLED TO ORDER AT 6:05 PM

Chair Steve Wills introduces the Governance Study Committee to those sitting in the public gallery. Committee member Karen Brown is appointed to take the Minutes.

Chair Wills calls for adoption of the February 16, 2017 Minutes: **MOVED/SECONDED** Andy Bartels/Larry Stephenson. **CARRIED.**

The first orders of business being done, Allan Neilson then takes over to give those in attendance a briefing on how the community has been informed for all of the meetings and open houses. He summarizes the open houses sharing that anywhere between 11 and 40+ showed up to each of the community open houses. To date 210 surveys have been received which is a fairly good response. General level of satisfaction exists in the more rural areas compared to the larger sectors of Area C. For example in the more urban area of Shuswap Lake Estates, a general interest in moving to the next phase of the study is evident. Comments from the more rural areas show no opposition to the interests of more urban areas but they don't necessarily embrace the same opinions or thoughts for change for themselves.

Generally in all areas, there is some bewilderment in the voting model and accountability and the issue of autonomy is consistently raised. The consultants and committee hear lots about roads and the frustration with current road conditions. Finally Allan comments that although residents may be satisfied today, further expectations should be considered when conducting a study such as this one.

Allan then sets out the purpose of this specific study and where we are at. This is Phase 1 of possibly a 2 phase governance study. Phase 1 is studying our governance model and the level of services received

Area C Governance Committee Meeting Minutes, June 15, 2017

at all levels. The study documents what we have in place and allows us to reach out to the community to see if there are concerns with respect to the model and services and whether those interests are enough to warrant moving forward to Stage 2 of the Study.

At this point Allan then turns the meeting over to the three guests in attendance, pointing out to the public gallery that each guest will give a presentation as to why they chose or did not choose to incorporate as an area. He reminds the gallery that the committee will ask and have answered, their questions and then it will be opened up for general Q&A to the gallery afterward.

First Speaker: Current Mayor of Barriere: Virginia Smith

Ms. Smith has been on council in Barriere since 2007. Initially she was against incorporation for the reasons that autonomy might be lost and she was concerned about her taxes rising. She states “I was wrong; totally wrong. It’s the best thing that has happened to Barriere”. In the first year, BC Assessment came and did a full assessment; as a result, Barriere’s assessment went up. That came with some initial resistance, however residents now had a clear picture as to where their tax dollars were going. They built a community park, replaced outhouses for flush toilets at their ball field, started looking at bylaws that work for Barriere. People began to see results which settled their initial fears as they saw results in their community that came due to that tax increase. The community was also able to develop an economic development plan relative and specific to their area.

Second Speaker: First Mayor, Now Councillor of Barriere: Mike Fennell

Mr. Fennell shares that in 2007 before incorporation, there was a lot of crown land in the middle of town, the water system was aged and decaying. Since incorporation, the district’s tax take is approximately \$750,000 and the district has been able to bring in \$18 million in grants for sewers, to upgrade their water system, to build parks and a band shell, a community splash pad, but most importantly the important upgrades to their water system.

December of 2007 is when they incorporated. By November 2008 blue bag curbside recycling was instituted. He shares that the referendum vote was very close: 4 votes decided the change.

First budget meeting post-incorporation was interesting. The public showed up and they weren’t happy. As Virginia shared, they were concerned about their tax increase but that soon settled. The District was able to garner federal gas tax money. They built on their reserves for roads. There was an initial five year ‘grace period’ by the province to transition over to road repairs responsibilities. At first, they were paying \$330,000 to maintain their roads; this figure has now dropped due to more companies submitting bids for road maintenance in Barriere.

Third Speaker: Electoral Area C Director & Board Chair RDKB: Grace McGregor

Area C Governance Committee Meeting Minutes, June 15, 2017

Ms. McGregor shares that four or five governance studies regarding the possible incorporation of Christina Lake have been done in their area, the most recent in 2011. At one specific meeting, the general public simply walked out of the room which was a strong indication not to move forward. Christina Lake has 1,400 year round residents which grows to 5,000 in summer. Taxation is always a concern. What Ms. McGregor did reiterate was that while a rise in tax dollars can be good and it can help get you some of the things that you want for your community, she feels that as a regional district you can get all that a municipality has.

In their area of the regional district they have Christina Lake Parks & Recreation, Welcome Centre with Solar Aquatic system for processing sewage. They have a solid volunteer fire department, Christina Lake Gateway Association, an Economic Development department, tennis and pickleball courts, outside exercise park, arts and artisans, a lake stewardship committee that looks after the lake, a millfoil pulling group (a \$300,000 service) and a full recycling green bin and organics pickup. Ms. McGregor feels that it's not about what you can or cannot have with incorporation. She urges the committee to ask what does your community see as good for its citizens? How do the citizens feel about a change in governance?

Ms. McGregor is a full believer in studies and stresses the need to get to Stage 2 of this particular study. You don't get to see the data and the numbers in this stage of the study therefore Stage 2 is highly needed to make an informed decision.

She suggests after looking at the data, then taking a look at the wish list of the community. Consider all of those people who are in charge of the lake – docks, beaches, etc. Consider road systems. In one of Christina Lake's studies it was noted by the consultant that 'they had never seen such an extensive road system'. Also consider if you're going to make a change, do you change a smaller portion or do you go to the outerlying areas as well?

Ms. McGregor offers other food for thought "People always think that the grass is greener somewhere" Ms. McGregor gets asked a lot about why they haven't incorporated especially by newcomers which is rather stunning given that the new arrivals have chosen to come to live at Christina Lake because the community appealed to them 'as is'.

Ms. McGregor gives further advice to the group in attendance by taking a good look at the numbers in Stage 2 of the study, talking to the consultants and the governance study committee and making up their minds from facts. She suggests not letting one's attitude or preconceived notions to get in the way of the facts. Then a proper decision can be made.

At this point in the evening, Allan then asks for questions from the governance study committee members.

Area C Governance Committee Meeting Minutes, June 15, 2017

Andy Bartels asks Ms. McGregor what was the #1 issue of resistance raised that caused their community to decide against incorporation. Ms. Gregor shares 'roads'. There were so many factors to consider like cost of equipment, more buildings, more employees – it just wasn't a reasonable or feasible move for Christina Lake.

Edith Rizzi asks Ms. McGregor if that was the issue that stopped all of the studies to which Ms. McGregor replies 'yes'. She added that residents don't seem to get that if they have a specific request like a streetlight on their roadway for example, they have to pay for it.

Allan asks Ms. Smith why it was initially her position to stand against incorporation. Ms. Smith answers "tax increase". She was very nervous about it. This seemed to be the consensus of most residents as the first incorporation vote was turned down. The second study was 10 years later in 2007 and it was passed.

Gareth Seys asks both Ms. Smith and Mr. Fennell what the differences in play were between the first and second studies as far as the community's perspective on incorporation. Mr. Fennell states that Barriere suffered a severe fire in 2003 and they lost a major employer in the Tolko Mill in Lewis Creek and a vast amount of timber was burned. This was the catalyst for big changes in the community as it spurred the residents to come together. A stronger sense of community resulted and the vote on the second incorporation vote went through.

Larry Stephenson asks a general question to all guests about the population growth in each of their respective areas – has it been a steady growth or dramatic in nature? Barriere reps state that growth has stayed consistent. In 2008 their population was 1760 and it is now 1793. In Christina Lake, population has also stayed the same. They have done some things to limit growth in their community as 'they do not want to be Kelowna'. Their Official Community Plan is a living document to allow for visioning and planning for the future. Ms. McGregor adds that they are in the middle of a Parks Management Plan where their Welcome Centre is.

Director Demenok asks about the roads issue and how many kilometres of road are in each community. Barriere has approx. 32 kms in roads. Christina Lake – not sure but lots. Barriere reps state that they pushed hard for MOTI to get roads up to shape in the first five years after their incorporation ie the 'grace period' to save costs further down the road for the district.

Andy asks of Ms. Smith and Mr. Fennell what Barriere would do differently: Ms. Smith replies 'I don't know. Maybe we were a little over the top and gung-ho; perhaps they needed to be more patient as they moved forward'.

Mr. Fennell adds. The incorporation committee was told by Ministry of Transportation (MOTI) that all roads would come up to level 3 (1 being the best) – no one could find that piece of paper confirming that. Couple of things he adds "when negotiating with MOTI, know that they do want to help and they

Area C Governance Committee Meeting Minutes, June 15, 2017

like incorporation as it relieves the pressure at their end". He warns get a reassessment done before you incorporate – as the values will change spiking taxes.

Steve Wills asks Barriere reps if they held a referendum and if so, at what time of year to which they reply 'yes, it was held in mid-June'. Ms. McGregor of Christina Lake adds that they never went to referendum as their studies never reached that stage. She looks up the numbers and states all of their Area C in Christina Lake – maintenance takes care of 95 kms.

Karen Brown asks how Barriere, prior to their referendum, ensured that their residents were properly informed before going to referendum. Ms. Smith replies that keeping people informed or getting people interested enough to be informed is difficult. They used notices at the grocery store, library and clinics. Using the media is crucial. Mr. Fennell suggests holding the referendum in July. Taxing a small "pay to play" item that could be refunded if they come out and vote could be a strategy ?

Allan asks about Barriere's success in getting grant monies. Mr. Fennell responds that Barriere's regional district has 24 members. Only one area of the regional district is eligible each year for a Towns for Tomorrow grant. Having more than one electoral area resulted in high competition. Now, while incorporated, the extra \$18 million that they have received through federal grants and through gas tax, they've been able to bring in a solar aquatics system for sewage management, for example.

Henry Schnell questions Ms. McGregor about the 5,000 residents in summer and how they included those seasonal residents in the study info and feedback. Ms. McGregor shares that now they use EBlast to inform everyone and also make full use of the bulletin boards and their welcome centre.

Allan asks about the issue of tax dollars staying within the community; the idea of being autonomous and making your own decisions. Ms. McGregor is asked directly if autonomy and directors from other areas having a vote in Christina Lake is an issue to which she answers 'No'. What she likes about the regional district model is that monies can't be shuffle from one service to another. They follow a 'pay to play' model in that fringe communities such as Grand Forks who might be impacted by a certain decision are invited in to give input and have a vote – it promotes good partnership.

Edith Rizzi asks Ms. Smith about community cohesiveness. Prior to the fire in 2003, there were six or seven groups – Little Fort, Barriere, etc. Since the fire, the feeling of community has grown. When incorporating it was more difficult for all to be changing governance therefore Barriere 'proper' was named as the area to undergo the incorporation referendum.

Steve Wills asks before they went to referendum, who determined the boundary for incorporation. Ms. Smith and Mr. Fennel reply that consultants certainly helped but as neither served on the incorporation committee, they weren't really sure who drew boundary. Their assumption is that it was the governance/incorporation study committee together with the consultants.

Area C Governance Committee Meeting Minutes, June 15, 2017

Andy asks both Barriere and Christina Lake reps if other governance models were considered. Ms. McGregor responds that Christina Lake is not big enough to split up and add more directors. Ms. Smith and Mr. Fennell respond that as the pressures/stress was coming from Barriere 'proper' that it was the only area considered for change.

Allan asks about the changes that preceded governance initiative, in particular was it the 2003 fire that prompted the study or were Barriere's efforts driven by economic development concerns or ? Ms. Smith thinks it was economic development and other issues as well. Mr. Fennell points out in the time of crisis the community pulled together in the hope of getting some industry. Government spent money to buy land from Tolko and then gave to Barriere. They contributed some to tourism as well. They have a Chamber of Commerce and have instituted the 2% hotel room tax. Businesses of the Chamber benefit from tourism.

Gareth Seys asks what strategies were used to engage the younger demographic in the process. Ms. Smith from Barriere responds that 52% of their demographic is senior. How they reached out was basically again through print, social media. Mr. Fennell shares that they have started to take meetings to the highschool to engage those 'community leaders of tomorrow'.

Steve Wills raises three concerns: police, fire and roads. Mr. Fennell responds that a community is okay with policing as long as you stay under 5,000. Christina Lake tackled the issue of policing by hiring their own police officer for July and August by seeking out a retired RCMP member. Through negotiation with the Provincial Government and an ensuing partnership, they are able to fund a police on-land presence and now have a police boat on the lake as well.

Larry Stephenson then raises a few general points: a) Consensus in getting the data is important. B) When faced with an issue like Barriere endured, this was a rebuilding exercise. C) Christina Lake maintains their governance model but asks for what they need and they pay for it. Ms. Gregor adds an interesting point. Rock Creek had previously voted down having a Fire Department. There was a Rock Creek fire and now a Fire Department exists. Sometimes an incident or a series of events can sway the vote when it comes to community changes.

Mr. Fennell adds that in the Barriere area, they have parts that want it preserved the way it is, much in the same way as the outer lying areas of our Area C may feel ie there are no demands for development. Where there are areas that demand more development, then the governance study committee needs to get more answers to assist with those issues. Mr. Fennell also adds that back in the 1970's both Prince George and Kamloops were forced to amalgamate and we don't want to go through that.

Karen Brown states that at this crossroads, it's a time to really think about creating a vision and planning for the future. She asks the guests if they would agree. Ms. McGregor offers advice: Bring what is important to the community to the forefront. She reiterates to get the numbers and do Phase 2 of the

Area C Governance Committee Meeting Minutes, June 15, 2017

study as it will provide some answers and will determine what the end result should be. Mr. Fennell adds that one of Barriere's first statements after incorporation was "We don't want to change the rural nature of our town. We don't want a bunch of bylaws."

Andy Bartels asks who does the cost analysis ie cost projections for the incorporation study to which the answer is the consultants together with a team of accountants.

Director Demenok asks for the annual budget in Barriere. Information can be accessed through their Annual Report online however they think around \$770,000 is what they take in for taxes. They also get a Small Communities Grant.

Director Demenok asks how many employees are needed to run the district. There is the equivalent of 4.5 employees in office and 4 on the outside – 2 year round and 2 seasonal.

Director Demenok asks if they share services with anyone else. The Barriere CAO is a planner, they share a Building Inspector with Sun Peaks. Operations Manager is the CAO.

Steve Wills asks if the Annual Report is on the Barriere website which it is. Ms. McGregor adds that the governance studies for Christina Lake are not on the website however they can be requested through the regional district.

Allan now turns questioning over to the gallery. Chair Steve Wills stresses that this is a Governance Study meeting and questions regarding issues aside from governance will not be addressed or answered.

Q Ms. McGregor: How many districts are within the regional district wherein Christina Lake is a part?

A: Electoral Areas A to E plus Grand Forks, Midway, Greenwood, Fruitvale Trail, Big White and Montrose, Rossland and Warfield.

Q: Ms. McGregor: Which area is the most populated?

A: Trail. As far as assessment, Trail, Big White and Christina Lake in that order, have the highest assessments of the RDKB

Q: Ms. McGregor: Where do people go for their services, amenities, medical help?

A: Trail has the regional hospital but a lot go to Kelowna. Avg distance to travel to a larger grocery store is 26 kms. They have 3 doctors and a clinic.

Q: Ms. McGregor: Does Christina Lake have a commercial core ?

A: They have a motor inn, post office, grocery store. Ms. McGregor notes the post office is instrumental in determining where people go.

Area C Governance Committee Meeting Minutes, June 15, 2017

Q: Ms. McGregor: What is the distribution of electoral area directors?

A: There is one director in each of the areas. Population does vary between areas. Trail has 7,700, Christina Lake 1,400 and the smallest is Midway at 621 residents.

Q: Ms. Smith/Mr. Fennell: Question for clarification. Did you try to incorporate without a referendum?

A: Mr. Fennell. No, there were two; the first referendum vote was defeated, the second went through ten years later.

Q: Ms. McGregor: From your perspective how much variation was there in the feedback from study to study or were the results fairly consistent each time you conducted a governance study?

A: Results were consistently the same.

Q: Allan Neilson: What is the format for the June 29th meeting? Will a recommendation be arrived at? What is the time frame moving forward?

A: A recommendation will be determined on June 29th with a view to presenting the recommendation to the CSRD Board at the July 20th Board meeting.

Q: Ms. McGregor It seems to make sense that a small confined community was a good idea to incorporate. Christina Lake is spread out like we are here without a defined core. How does one define the boundaries?

A: Through the consultants and the committee, she would think.

Q: Direct Suggestion to All by Ray Nadeau: He agrees that one of the underlying problems is that we are not getting someone close to us making decisions. Can we re organize the CSRD itself that resembles something closer to the boundaries of the watershed? Bring in Chase, Enderby, ie more confined and surrounding the water/lake? When a coalition took it to the Ministry in previous years, it was his read that the Minister was interested. Should be part of this governance study?

A: Allan responds that certainly that could be one of the options if we got to a further stage.

Q: Ms. McGregor: Why would other area directors at the table vote in opposition to you as the area director for your region if you've gone to referendum on an issue?

A: If you go to referendum and the people are voting for a service, why on earth would any one of the other directors not see the wisdom in what the area director is recommending?

Q: Concern raised about lack of autonomy under the current governance model.

Area C Governance Committee Meeting Minutes, June 15, 2017

A: Mr. Fennell responds that there are no hard and fast rules. If we have an abundance of smaller communities within an area, why not set up your own regional committee to tackle some issues? Lake Country has done a little bit of this with their communities

Q: Asked to all regarding a perceived high cost of incorporation.

A: Mr. Fennell responds that in their case, they installed a 7.5 million dollar sewage system, 100% funded through the federal Innovation Fund. No cost to hook up to it to the residents other than a fee to go from road to house resulting in a \$40 charge per month on their tax bill.

Q/A: Allan adds it's important to understand that the study for Barriere took place in 2003, then incorporation followed in December, 2007. The process takes time. Impacts from a cost perspective are going to be dependent on the area that is being considered and what facilities there are, the infrastructure that is there and also needed, potential impact on the lake, etc. What we've heard tonight underscores the importance of getting all of the data before we jump too far ahead. Provincial Government input will also make a difference as well.

Q: To All/Allan – Who decides on what areas will undergo change, if change is recommended?

A: Allan responds that the Committee (whether this one or a newly formed committee) will wrestle with this as one of the first orders of business taking into account road patterns, developments patterns, surveys of residents ie a whole bunch of criteria. The question will be asked 'what is the defined area for where we want to consider change?' and the Province will weigh in on those boundaries as well.

Q: Ms. Smith/Mr. Fennell: Before incorporation, how many other communities were in the TNRD?

A: Ms. Smith: TNRD has 26 directors, 6 from Kamloops and 20 from surrounding areas (one per area). Area O, the Lower North Thompson electoral area, Barriere's electoral area before incorporation, still exists. Only Barriere 'proper' was included in the incorporation, not the entire region of Area O.

Q: Ms. McGregor Question arose from the public gallery as to the water and sewage treatment. How is it handled in Christina Lake?

A: Christina Lake has a solar aquatic system that handles sewage from the welcome centre. This is a pilot project to test the system and to share the results of this type of system with the community. Newer homes are using a tertiary system; their sewer system needs to be better than others that have come before it. Some are pulling from the lake for their drinking water. And, as stated previously, they hand pull the milfoil to protect the integrity of the lake, a program costing \$300,000 per year.

Q: To All: One of the big cost issues is sewer in Sorrento and down in Blind Bay foreshore. Would there be a difference in government funding if we incorporated or not ? Where would we get the biggest bang for our buck?

Area C Governance Committee Meeting Minutes, June 15, 2017

A: Ms. McGregor from Christina Lake can't begin to answer that as they won't go down that road. Mr. Fennell shares that they use a solar aquatic, gravity feed, big pipe system that brings the sewage to a pump house. Solids are pumped out and pumped back up to a greenhouse where it goes through 8 big tanks and goes through a micro filter system. They currently measure 1 part per million, very close to what Interior Health demands for use back out in the community ie sprinkling parks etc.

Q: Karen Brown asks about qualifying for grants like the Innovation Fund. Did Barriere find that there were more opportunities for granting that opened up post-incorporation?

A: Mr. Fennell confirms that not all regional district electoral areas can apply for certain grants and there is the competitive nature of the grant to be considered when you're part of a larger regional district. There are some grants that are targeted to incorporated communities only and the level of competition is reduced due to being more autonomous as a community.

NEXT COMMITTEE MEETING

Thursday, June 29, 2017 at 6 pm. Meeting Location: Sorrento Memorial Hall.

In closing, Director Demenok thanks our guests for taking the time to come to our community and provides a token gift of local wine to each.

MEETING ADJOURNED 8:05 PM.

MEETING ADJOURNED AT 8:35 PM

Certified Correct

Chair:

Steve Wills



ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

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

Date: June 27, 2017

Time: 9:30 AM

Location: CSRD Boardroom
555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart	Electoral Area A (via teleconference)
	P. Demenok (Chair)	Electoral Area C
	R. Talbot	Electoral Area D
	R. Martin	Electoral Area E
	L. Morgan	Electoral Area F
Directors Absent	L. Parker	Electoral Area B
Staff Present	C. Hamilton	Chief Administrative Officer
	C. Kraft	Deputy Treasurer
	E. Johnson	Executive Assistant/Confidential Secretary
	L. Schumi	Administrative Clerk
	C. Paiement	Team Leader, Development Services
	D. Passmore*	Senior Planner
	J. Thingsted*	Planner
	J. Sham*	Planner
	C. LeFloch*	Development Services Assistant

* Attended part of the meeting only

1. Call to Order

The Chair called the meeting to order at 9:33 AM.

2. Adoption of Agenda

Moved By Director Talbot

Seconded By Director Morgan

THAT: the agenda of June 27, 2017 Electoral Area Directors' Committee meeting be approved.

CARRIED

3. Meeting Minutes

3.1 Adoption of Minutes

Moved By Director Morgan

Seconded By Director Talbot

THAT: the minutes the minutes of the April 4, 2017 Electoral Area Directors' Committee meeting be adopted.

CARRIED

3.2 Business Arising from the Minutes

-None.

4. Reports by Staff

4.1 All Electoral Areas: Subdivision Servicing Amendment (CSRD) Bylaw No. 641-2

Report from Dan Passmore, Senior Planner, dated May 25, 2017.

Housekeeping Amendments.

Discussion:

Mr. Passmore reviewed his report on the amendments recommended by staff. Proposed amendments would provide more clarity in definitions, especially what documents are required from applicants for Subdivisions. Most Schedules attached to the original bylaw would be removed.

In response to a question regarding driveway access, Mr. Passmore stated that the access permit issued by the Ministry of Transportation and Infrastructure deals with jurisdiction over the Right-of-Way, beyond that it is not regulated so the onus falls on Local Government. The Columbia

Shuswap Regional District (CSRD) have the ability to provide direction as to what is needed and these amendments will reflect that.

Mr. Passmore continued to report on the proposed amendments, noting the streamlining of applications through arrangements with the Ministry of Transportation (MoT), the approving authority for subdivisions. There is now the ability to bypass Interior Health with regard to On-site sewer systems, as they are now being reviewed by Development Services staff.

Discussion around water servicing and licencing. In responding to a question regarding removing White Lake as an eligible water source, Mr. Passmore stated the Province has informed the CSRD that White Lake has maxed out its source. Part of the referral process is consultation with the Province, and White Lake is in a unique situation when it comes viable drinking water. The Chair suggested inviting White Lake Water Users Community to have a discussion and get feedback about this water issue.

Questions arose on how to get the public informed on these changes as the website and social media is not always the best way to inform the public in some areas. Concerns the information will get lost with removing the Schedules. Mr. Passmore responded that although the Development Services staff are wanting to reduce the amount of paper used, they will update the guidelines and ensure applicants are well informed of the new streamlined process. Mr. Passmore concluded that he welcomes Director's feedback and comments on the new proposed bylaw.

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Electoral Area Directors' Committee receive this report and consider the proposed amendments to Subdivision Servicing Bylaw No. 641.

CARRIED

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Electoral Area Directors' Committee direct staff to refer this report together with the amended Subdivision Servicing Bylaw No. 641-2 to referral agencies, stakeholders, special interest groups and potentially the public to obtain input prior to Board consideration of the bylaw for first reading.

CARRIED

Amendment:

Moved By Director Martin

Seconded By Director Morgan

THAT: the above motion be amended to remove the word 'potentially.'

VOTE ON AMENDMENT – CARRIED

VOTE ON MOTION AS AMENDED – CARRIED

5. Reports by Electoral Area Directors

5.1 Priorities for Ministry of Transportation and Infrastructure

April 4, 2017: 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.

Letter from JPW, following up from April 4, 2017 meeting, attached along with draft response from Chair Demenok.

Discussion:

The Chair requested the Committee review the draft response letter to JPW Road & Bridge Inc. and provide comments by the end of this week (June 30, 2017) so that the Chair may amend the letter and then send it.

Does not pertain to Electoral Areas 'A' or 'B' as a different company is contracted for the rural roads in those areas.

5.2 South Okanagan Similkameen Conservation Program

Requested by Chair Demenok. Brought forward from April 4, 2017.

View Website: <http://www.soscp.org/>

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Electoral Area Directors' Committee invite Bryn White, Executive Director of South Okanagan Similkameen Conservation Program to present as a delegation at a future regular Board meeting to give information on their conservation program.

CARRIED

5.3 Terms of Reference

April 4, 2017: 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.

Update from staff: new meeting management software, eSCRIBE, has tasking options to assign action items to staff and contains reporting options on outstanding action items.

Discussion:

The Chair brought forward the Strathcona Regional District's Terms of Reference which the Electoral Area Directors Committee could use as a guideline. The Chief Administrative Officer (CAO) explained to the Committee that the Board of Directors can delegate corporate authority to the Committee in order to make decisions on matters. The CAO suggested draft a Terms of Reference for approval by the Regular Board for inclusion into the Policy Book and then the Committee can amend as needed.

There was some discussion around preparing the agenda and making the process a collaborative effort on agenda items and formalizing the approval process and tracking motions. It was noted that with the new meeting management software, eSCRIBE, it will be easier for tasking staff and tracking outcomes of the meetings.

Moved By Director Martin

Seconded By Director Morgan

THAT: staff be directed to draft a Terms of Reference for the Electoral Area Directors' Committee and be brought forward for approval by the regular Board of Directors at the July regular Board meeting.

CARRIED

Short Break

Reconvened at 10:42AM.

5.4 Business Licenses in Electoral Areas/Regional Districts

Request from Chair Demenok. Notes on discussion points in attachment.

Discussion:

The Chair would like the Committee to discuss the possibility of business licencing in the CSRD just as the Central Okanagan Regional District (CORD) does at present. What are the benefits? This could provide a funding stream for local business groups and help economic development. In response, the CAO explained it is a harmonized rationale as CORD is a smaller district so businesses can operate in different jurisdictions, rather than acquiring many different licences. The CAO explained that the cost would outweigh the benefits, setting up a licencing office and ensuring enforcement provisions are in place would take all revenue and therefore there would be no funds left for business groups or the Chamber of Commerce and potentially create more issues. The CAO confirmed need special permission from Province for a provision for business licensing.

Discussion around business licensing being a regulatory tool for cannabis and creating a large revenue, how regulation would compare to regulating alcohol and tobacco and possible collaboration with neighbouring municipalities in order to regulate effectively. Number of issues around population, public consumption, location of these retail shops and hours, etc.

It was noted that Development Services staff are facing larger priorities at this time and does not believe the CSRD should get involved just yet as Province already has stringent rules on bigger dispensary operations. Suggested keeping on top of news bulletins and emails on this issue; wait and see if and when CSRD involvement is necessary.

5.5 Cannabis & Business Licenses

Request from Chair Demenok. Notes on discussion points in attachment.

This matter is related to Business Licencing in the Electoral Areas/Regional Districts and was already discussed so the Chair moved on the next item.

5.6 Shuswap Economic Development

Requested by Chair Demenok. Notes on discussion points in attachment.

Discussion:

The CAO commented on the report made by the Columbia Shuswap Regional District, City of Salmon Arm and Salmon Arm Economic Development Society's Workshop on Economic Development in the Shuswap on August 25, 2009. Key point is ownership; municipalities and rural areas wanted separate economic development efforts, showed no sub-regional interest.

Questions around possibly looking at a non-profit economic development organization just for the Shuswap regions, it being noted that non-profits are eligible for grants and provincial funding. It could simplify the process in terms of the people involved. The Committee discussed the suggestion of hiring a Consultant to examine the positive and negative implications of non-profit groups being involved.

Staff pointed out that an addendum would be required to the current Terms of Reference of the Shuswap Economic Development structure.

Comment made around business owners may not have the time nor the resources to attend meeting for a society, given the driving distances to Salmon Arm from rural areas of the regional district.

Moved By Director Morgan

Seconded By Director Talbot

THAT: Electoral Area Directors Committee recommend to the Shuswap Economic Development Committee that a review of their organizational structure and governance as part of their Shuswap Economic Development strategy be completed and any recommendations brought forward be reported to the Electoral Area Directors' Committee;

AND THAT: the Shuswap Economic Development Committee consult with Robyn Cyr, Economic Development Officer, for feedback on budgetary concerns;

AND FURTHER THAT: the recommendations be considered at the next Shuswap Economic Development Committee meeting in September.

CARRIED

DIRECTOR MARTIN OPPOSED

6. Adjournment

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Electoral Area Directors' Committee meeting be adjourned.

CARRIED



ELECTORAL AREA DIRECTORS' COMMITTEE

Terms of Reference

1.0 Overview

The Chair of the Board of Directors (the 'Board Chair') for the Columbia-Shuswap Regional District has established the Electoral Area Committee (the 'Committee') to provide advice and guidance to the Regional Board concerning matters for which a unique electoral area interest has been identified. In accordance with the *Local Government Act*, the Committee shall continue to exist during the term of or until terminated by the Board Chair.

2.0 Purpose and Mandate

2.1 The mandate of the Committee is to provide advice and recommendations to the Regional Board concerning matters which:

- are deemed to be of interest primarily to electoral areas, including service delivery alternatives affecting those electoral areas;
- have been specifically referred to the Committee by the Regional Board;
- have been referred to the Committee in accordance with Regional District policy; or
- are related to the assumption of additional advisory responsibilities which the Committee believes should fall within the Committee's mandate.

2.2 The Committee may also make decisions on matters for which corporate authority has been specifically delegated by the Regional Board.

3.0 Chair and Members

3.1 Membership on the Committee shall be comprised of all electoral area directors.

3.2 The Committee will elect a Chair (the 'Committee Chair') and Vice Chair at its inaugural meeting each year. The Committee Chair will serve in that capacity until the next inaugural meeting unless the Committee Chair ceases to hold the qualifications for the position.

4.0 Meetings

4.1 The Committee will meet as required to fulfill its mandate. Meetings will be as scheduled in advance by resolution of the Board at its inaugural meeting.

4.2 No Director or Alternate Director shall have more than one vote on any question before the Committee



4.3 The Committee will be subject to the rules of procedure set out in the Regional Board's procedure bylaw.

5.0 Reporting

The Committee will provide its advice and recommendations to the Regional Board through receipt and endorsement of the committee meeting minutes, or in the form of a written report from the Committee Chair.

Approved by resolution of the Regional Board

July 20, 2017.



BOARD REPORT

TO:
Chair and Directors
File No: 7200 01

SUBJECT:

Purchase of Self-Contained Breathing Apparatus

DESCRIPTION:

Report from Derek Sutherland, Team Leader, Protective Services, dated July 7, 2017. Authorization for the sole source purchase of Self Contained Breathing Apparatus (SCBA).

RECOMMENDATION:

THAT: the Board empower the authorized signatories to acquire MSA G1 Self Contained Breathing Apparatus packs and cylinders for the Nicholson, Tappen/Sunnybrae, Ranchero, Silver Creek, Malakwa and Anglemont Fire Departments from Rocky Mountain Phoenix for a total cost of \$249,500 plus applicable taxes.

SHORT SUMMARY:

The CSR D has budgeted for the replacement of 26 self-contained breathing apparatus packs (SCBA) and 50 spare cylinders in the 2017 Five Year Financial Plan. The purchase is within budgeted expectations, but the brand utilized by CSR D fire departments is only available from one authorized vendor in this sales region, as defined by the manufacturer. Board approval is required for a sole source purchase over \$10,000, as outlined in CSR D Policy No. F-32 "Procurement of Goods & Services".

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☐

 Weighted
Corporate

☒

 Stakeholder
(Weighted)

☐
BACKGROUND:

The CSR D has been involved in a gradual replacement program to renew the SCBA equipment at the fire halls throughout the Regional District. The chosen units utilize the newest technology in self-contained breathing apparatus and conform to the latest National Fire Protection Association (NFPA) standards. These units have been purchased in previous years and have been successfully integrated into CSR D fire departments. Currently the only provider of the MSA SCBA units in this region is Rocky Mountain Phoenix in Abbotsford, BC.

POLICY:

In accordance with Policy No. F-32 "Procurement of Goods & Services", Board authorization must be obtained for any sole sourced contract over \$10,000.

FINANCIAL:

The 2017 fire department budgets allocate a total of \$249,500 for the purchase of self-contained breathing apparatus for the Nicholson, Tappen/Sunnybrae, Ranchero, Silver Creek, Malakwa, and Anglemont Fire Departments.

KEY ISSUES/CONCEPTS:

The use of similar branded SCBA in the regional fire service allows for ease of use across departments engaging in mutual aid and joint training. It allows for one training program on the SCBA to be delivered to all departments and allows all accessories to be compatible with all packs.

IMPLEMENTATION:

Purchase and delivery of new MSA G1 SCBA packs cylinders and accessories will be carried out upon approval of the Board.

DESIRED OUTCOMES:

The Board approve the recommendation to purchase the MSA G1 SCA units and accessories from Rocky Mountain Phoenix.

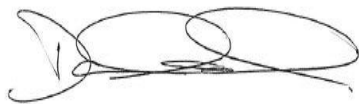
BOARD'S OPTIONS:

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_07_20_Purchase_of_Self_Contained_Breathing_Apparatus.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

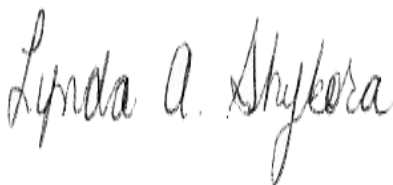
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 4:36 PM



Jodi Pierce - Jul 11, 2017 - 11:10 AM



Lynda Shykora - Jul 11, 2017 - 12:33 PM



Charles Hamilton - Jul 11, 2017 - 1:56 PM



BOARD REPORT

TO:
Chair and Directors
File No: 1075 01

SUBJECT:
FCM Asset Management Grant Application
DESCRIPTION:

Report from Darcy Mooney, Manager, Operations Management, dated July 10, 2017. Board authorization to apply for an FCM Asset Management Grant.

**RECOMMENDATION
#1:**

THAT: the Board empower the authorized signatories to apply for a Federation of Canadian Municipalities (FCM) Program Grant Opportunity in the Municipal Asset Management Program in an amount up to \$50,000 to support the development of Asset Management Condition and Data Collection Plan; the CSR D will provide in-house contributions to support overall grant and project management;

AND THAT: contingent upon the receipt of a successful Municipal Asset Management Program grant for up to \$50,000, the Board empower the authorized signatories to enter into an agreement with Opus International Consultants (Canada) to develop an Asset Management Condition and Data Collection Plan for a total cost not to exceed the total grant monies awarded.

SHORT SUMMARY:

To date, staff has undertaken the development of a robust asset management database, data design and business process mapping, as well as begun work on an Asset Management Strategy, Framework and Operational Level of Service mapping for its Water Systems. An asset management policy is also currently in the review stage and is anticipated to be forwarded to the Board for consideration in 2017.

The FCM grant application contemplated for the Municipal Asset Management Program will provide much needed support to identify gaps in the current data stream, plan the most efficient way to collect the missing data, and prioritize the collection of data for each service function. The Condition Assessment Plan will also include the creation of an assessment manual which would identify the method for assessing an asset's condition.

Local Governments can receive up to 80% of eligible funds up to \$50,000 and the 20% remaining can be contributed through in-kind staff contributions.

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☐

 Weighted
Corporate

☒

 Stakeholder
(Weighted)

☐
BACKGROUND:

An asset management system integrates the process of inventory, valuation, use, strategic reviews, reporting and auditing of fixed assets. For strategic, operational and financial reasons, asset management is becoming an increasingly important area of decision making.

POLICY:

A Board resolution supporting the implementation of an Asset Management Condition and Data Collection Plan as well as a willingness to provide overall support is a requirement of the Municipal Asset Management Program Grant submission.

In accordance with Policy F-32 "Procurement of Goods & Services", Board authorization must be obtained for any sole sourced contract award over \$10,000.

FINANCIAL:

Although a successful grant application will not create debt on any existing CSRD budget function, significant in-kind contributions, through staff time will be required.

KEY ISSUES/CONCEPTS:

Asset management systems should be integrated into local government processes in order to make informed decisions that will ensure the sustainable delivery of services, both today and into the future.

The CSRD should seek financial partnerships through the application of grants and other means to increase product output and efficiency.

DESIRED OUTCOMES:

The Board endorse the grant funding application, and sole source agreement with Opus International Consultants (Canada) to provide consultant services.

BOARD'S OPTIONS:

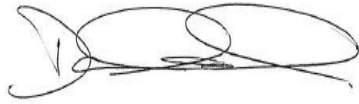
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

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

Report Approval Details

Document Title:	2017_07_20_Asset_Management_Grant_Application.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

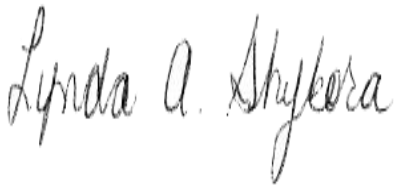
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 11, 2017 - 12:48 PM



Jodi Pierce - Jul 11, 2017 - 1:34 PM



Lynda Shykora - Jul 11, 2017 - 2:27 PM



Charles Hamilton - Jul 11, 2017 - 3:48 PM



BOARD REPORT

TO: Chair and Directors

File No: 5360 36 06

SUBJECT: Bird Control RFP Award - Salmon Arm Landfill

DESCRIPTION: Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated July 4, 2017. Contract award for bird control services at the Salmon Arm Landfill.

RECOMMENDATION #1: THAT: the Board empower the authorized signatories to enter into an agreement with Shuswap Bird of Prey to provide bird control services for a three year term, commencing July 1, 2017 for a total cost of \$196,994 plus applicable taxes.

SHORT SUMMARY:

A Request for Proposals (RFP) was released in May of 2017 inviting qualified consulting firms, with expertise in providing bird control, to provide service at the Salmon Arm landfill for a 3 year term. Four proposals were received and evaluated and although Shuswap Bird of Prey was not the lowest submission received, it had the highest valuation.

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:

Due to the proximity of the Salmon Arm Airport to the Salmon Arm Landfill, bird control is required at the active landfilling area in order to mitigate risks to aircraft. The CSRD and the City of Salmon Arm developed a wildlife management plan in 2008 according to Transport Canada regulations. The plan identified a number of recommendations to improve safety measures for aircraft using the airport, including a falconry harassment program to deter birds from frequenting the landfill site.

The RFP for bird control services at the Salmon Arm Landfill was released publically and the following four submissions were received:

Contractor	Total Price (excluding taxes)
Avisure	\$194,868.45
Predator Bird Services	\$196,453.20
Shuswap Bird of Prey	\$196,994.00
Pacific Northwest Raptors	\$229,680.00

The submissions were evaluated by an evaluation team using the criteria outlined in the RFP documents. The highest valuation was given to Shuswap Bird of Prey. Shuswap Bird of Prey is a local company that has just completed its fifth year of service at the Salmon Arm Landfill. The company has been excellent to work with, has been diligent in their duties and has provided value added education to students on CSRD led tours of the Salmon Arm Landfill.

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 for bird control contracting in the Solid Waste budget (219).

KEY ISSUES/CONCEPTS:

To ensure that the Salmon Arm landfill is being operated in a manner that mitigates the impacts of birds on the Salmon Arm airport.

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 endorse the recommendation.

BOARD'S OPTIONS:

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

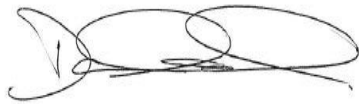
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Request for Proposal (RFP) submissions.

Report Approval Details

Document Title:	2017-07-20_Bird_Control_RFP_Award_Salmon_Arm_Landfill.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

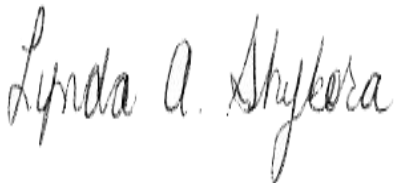
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 3:16 PM



Jodi Pierce - Jul 11, 2017 - 11:08 AM



Lynda Shykora - Jul 11, 2017 - 11:45 AM



Charles Hamilton - Jul 11, 2017 - 3:35 PM



BOARD REPORT

TO:

Chair and Directors

File No: 1850 20 17

SUBJECT:

DESCRIPTION:

Report from Jodi Pierce, Manager, Financial Services dated July 10, 2017.

**RECOMMENDATION
#1:**

THAT: the Board approve the following allocations from the 2017 electoral grant-in-aids:

Area D

\$5,000 Falkland/Westwold First Responders (communications upgrade)

Area F

\$1,000 North Shuswap Lions Club (disposal fees)

\$8,000 Lee Creek Arts & Sports Society (Friday Nights Live)

\$10,000 North Shuswap Chamber of Commerce (video promotion)

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.

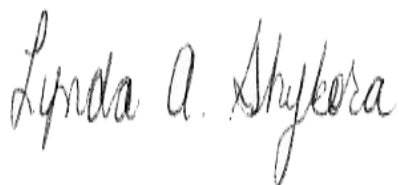
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Any other action deemed appropriate by the Board.*

[Board Report](#)[Enter Subject](#)[Click here to enter a date.](#)**Report Approval Details**

Document Title:	2017-07-20_Board_FIN_Grant in Aids.docx
Attachments:	
Final Approval Date:	Jul 10, 2017

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



Lynda Shykora - Jul 10, 2017 - 9:53 AM



Charles Hamilton - Jul 10, 2017 - 2:34 PM



BOARD REPORT

TO:
Chair and Directors
File No: 1850 20 17

SUBJECT:
Grant in Aid Request – Electoral Areas C, E and F
DESCRIPTION:

Report from Darcy Mooney, Manager, Operations Management, dated July 10, 2017. Electoral Areas C, E, and F discretionary grant in aid funds to cover landfill tipping fees associated with the clean-up of beach debris occurring from the high-water flooding in the Shuswap and Mara Lake system.

RECOMMENDATION
#1:

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$7,500 from the Electoral Area C Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

RECOMMENDATION
#2:

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$5,000 from the Electoral Area E Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

RECOMMENDATION
#3:

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$5,000 from the Electoral Area F Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

SHORT SUMMARY:

The Province of British Columbia issued an Interim Provision of Sandbag Policy (4.02) and Local Government Debris Removal Guidelines (4.03) to describe the approved reimbursement of costs related to the use of sandbags during flooding response activities in 2017, as well as the reimbursement of debris being deposited in public lands related to the unprecedented levels of debris scattered throughout the region related to the 2017 high water experienced in the Shuswap and Mara Lake systems. Although the Province is reimbursing response costs associated with the flooding events, it will not cover tipping fees unless the local facility is owned by a third party. Because the CSR D owns and operates all local landfill facilities, fees incurred at these sites related to clean-up in Electoral Areas F, C and E will not be eligible for reimbursement. Funding these landfill costs through grant in aid funds is the only mechanism available to initiate a clean-up program in the Electoral Areas.

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☐

 Weighted
Corporate

☒

 Stakeholder
(Weighted)

☐
BACKGROUND:

Due to the unusually large quantity of sand bags distributed during 2017 freshet and the significant amount of debris deposited in lakes that are now resting on beaches below the high water mark in the Shuswap and elsewhere, the Province has developed criteria for reimbursement of the disposal of these items. Interim policies have been distributed that outline the eligibility criteria as part of response costs. Unfortunately, associated costs of landfill user fees are only recoverable if the landfill

is owned by a third party. The City of Salmon Arm and the District of Sicamous have advance clean-up programs of this material which will be forwarded to a CSRD landfill where tipping fees are a recoverable expense.

The CSRD cannot take advantage of this program in Electoral Areas F, C and E as the landfill fees in this case would not be covered. Despite continuous efforts on behalf of CSRD staff to explain that CSRD landfills are operated without a taxation component on a cost recovery user pay model, the Province is unwilling to consider the CSRD's request to have its tipping fees reimbursed.

The only option available to Electoral Area residents to take advantage of this program is to have the tipping fees covered through grant in aid funds. Affected Electoral Area Directors have agreed to advance the funding request to the Board.

POLICY/FINANCIAL:

The requests meet the requirements of Policy No. F-30 "Electoral Area Grants in Aid".

FINANCIAL:

The requests are within the respective Electoral Area's grant-in-aid budgets.

KEY ISSUES/CONCEPTS:

As per Policy No. F-30 "Electoral Area Grants in Aid" allocations from the electoral grants in aid must be approved by the Board.

COMMUNICATIONS:

If approved by the Board, opportunities will be made available at local landfills and transfer stations to receive approved clean-up materials free of charge for residents within the affected areas, as well as from CSRD owned parks properties.

DESIRED OUTCOMES:

The Board endorse the recommendations.

BOARD'S OPTIONS:

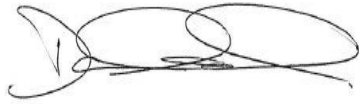
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

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

Report Approval Details

Document Title:	2017_07_20_Grant_in_Aid_Areas_C_E_F_Tipping_Fees.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

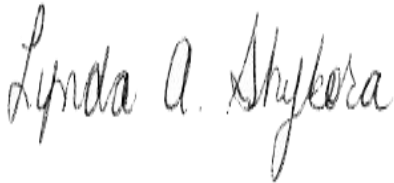
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 11, 2017 - 12:28 PM



Jodi Pierce - Jul 11, 2017 - 1:43 PM



Lynda Shykora - Jul 11, 2017 - 2:43 PM



Charles Hamilton - Jul 11, 2017 - 3:46 PM



BOARD REPORT

TO:
Chair and Directors
File No: 5280 05 05

SUBJECT:
Golden/Area A Mosquito Control Program – 2017 Budget Amendment
DESCRIPTION:

Report from Ben Van Nostrand, Team Leader, Environmental Health Services July 4, 2017. Funding increase budget amendment for Golden/Area A Mosquito Control Program.

RECOMMENDATION:

THAT: the Board authorize an amendment to the 2017 Five Year Financial Plan for the Golden/Area A Mosquito Control Program to reallocate \$24,500 from the existing Operating Reserve Fund to the Operating Budget for 2017.

SHORT SUMMARY:

High water events in the Town of Golden and Electoral Area A throughout the spring of 2017 have created an unusually large amount of new mosquito habitat. This has resulted in recommendations from the current mosquito control contractor to increase the number of planned treatments, which has resulted in budget implications.

The purpose of this report is to authorize a budget amendment to reallocate \$24,500 from the existing operating reserve fund to the operating budget for 2017.

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:

The amount of mosquito habitat fluctuates dependant on the weather and the amount of flooding that occurred during the spring. Areas throughout the CSR D were substantially flooded in the spring of 2017, resulting in excellent conditions for mosquito breeding. The mosquito control program is forecasted using normal year over year weather and habitat conditions in order to approximate the number of treatment events necessary. As a result of the existing conditions within the Town of Golden and Electoral Area A in 2017, the mosquito control program contractor has recommended increased treatments which may be needed and will result in a need to access the operating reserve fund.

The Town of Golden and Electoral Area A Mosquito Control Program budget has an operating reserve of \$24,500 which can be transferred to the operational budget at the discretion of the Board and used to fund the recommended additional treatments. The financial implications are outlined in the Financial Section of this report.

The need for additional treatments has been discussed with both Directors Cathcart and Moss, and both support the initiative to utilize the operating reserve funds in 2017, in an attempt to mitigate mosquito annoyance within Golden and Area A.

POLICY:

Pursuant to the Local Government Act, the utilization of reserve funds must be endorsed by a Board or Council.

FINANCIAL:

The expenditure of \$24,500 from the existing operating reserve fund for additional treatments will be reallocated to the operating budget. This will bring the amount available to spend on treatments to \$144,500, exclusive of the Area A only contribution in 2017 of \$15,000. The amount available for spending in 2018 would remain at \$120,000 for treatments. Without factoring in any further additional treatments in 2017, an increase in spending in 2018, or the payback of the operational reserve (\$24,500), an increase of approximately 24.5% or \$3.83 to average residential property tax assessment in 2018 would be necessary in 2018.

If the operating reserve was replaced in 2018 to \$24,500, a 52.4% budget increase in taxation, would result, equivalent to a tax increase of \$8.19 for the average residential property owner, and the budgeted treatment spending for 2018 would remain at \$120,000.

KEY ISSUES/CONCEPTS:

A budget amendment is required to access reserve funds in order to provide additional mosquito control treatments in the Town of Golden and Electoral Area A in 2017.

IMPLEMENTATION:

Upon Board approval, the mosquito control contractor will be advised to proceed.

COMMUNICATIONS:

The contractor will be notified to proceed upon Board approval.

DESIRED OUTCOMES:

The Board approve the recommendation.

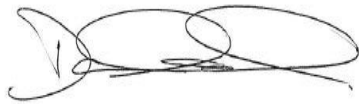
BOARD'S OPTIONS:

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_07_20_Area_A_Mosquito_Budget_Update.docx
Attachments:	
Final Approval Date:	Jul 12, 2017

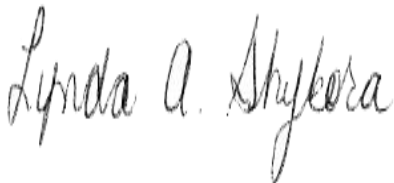
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 4:37 PM



Jodi Pierce - Jul 12, 2017 - 9:02 AM



Lynda Shykora - Jul 12, 2017 - 9:14 AM



Charles Hamilton - Jul 12, 2017 - 9:29 AM



BOARD REPORT

TO:
Chair and Directors
File No: 5280 05 05

SUBJECT:
Revelstoke/Area B Mosquito Control Program – 2017 Budget Amendment
DESCRIPTION:

Report from Ben Van Nostrand, Team Leader, Environmental Health Services. Revelstoke and Area B Mosquito Control Program 2017 budget amendment.

RECOMMENDATION #1:

THAT: the Board authorize an amendment to the 2017 Five Year Financial Plan for the Revelstoke/Area B Mosquito Control Program to reallocate \$22,000 from the existing Operating Reserve Fund to the Operating Budget for 2017.

RECOMMENDATION #2:

THAT: the Board authorize an additional expenditure of up to \$25,000 for additional un-budgeted mosquito control treatments from the Revelstoke/Area B Mosquito Control Program budget, if necessary in 2017.

SHORT SUMMARY:

High water events in Revelstoke and Electoral Area B throughout the spring of 2017 have created an unusually large amount of new mosquito habitat. This has resulted in recommendations from the current mosquito control contractor to increase the number of planned treatments, which has resulted in budget implications.

The purpose of this report is to authorize a budget amendment to reallocate \$22,000 from the existing operating reserve fund to the operating budget for 2017 and to authorize up to \$25,000 in additional treatments if necessary.

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☐

 Weighted
Corporate

☒

 Stakeholder
(Weighted)

☐
BACKGROUND:

The amount of mosquito habitat fluctuates dependant on the weather and the amount of flooding that occurred during the spring. Areas throughout the CSR D were substantially flooded in the spring of 2017, resulting in excellent conditions for mosquito breeding. The mosquito control program is forecasted using normal year over year weather and habitat conditions in order to approximate the number of treatment events necessary, with a small operational reserve established for contingency.

According to the CSR D's mosquito control contractor, approximately twice as much area has been treated in 2017, compared to previous seasons. As a result of the existing conditions within Revelstoke and Area B in 2017, the mosquito control program contractor has recommended increased treatments which have been completed and have resulted in a need to access the operating reserve fund. The Revelstoke/Area B Mosquito Control Program Budget has an operating reserve of \$22,000 which can be transferred to the operational budget at the discretion of the Board and used to fund

the recommended additional treatments. Any additional treatments beyond the expenditure of the operating reserve will cause the budget to go into deficit.

Depending on river levels and BC Hydro water releases from the Revelstoke Dam during July, based on feedback from the contractor and BC Hydro, additional treatments beyond the operational contingency may be required. It is recommended that up to \$25,000 be approved to carry out additional treatments required in 2017 if needed. This would create a deficit situation that would need to be repaid in 2018. Further financial implications are outlined in the Financial Section of this report.

The need for additional treatments has been discussed with both Directors McKee and Parker, and both support the initiative to utilize the operating reserve funds in 2017, in an attempt to mitigate mosquito annoyance within Revelstoke and Area B.

POLICY:

Pursuant to the Local Government Act, the utilization of reserve funds must be endorsed by a Board or Council.

FINANCIAL:

The expenditure of \$22,000 from the existing operating reserve fund for additional treatments will be reallocated to the operating budget to accommodate the additional treatments already completed. This will bring the total amount available to spend on treatments for 2017 to \$87,000. The amount available for spending in 2018 would remain at \$55,000 for treatments. Without factoring in any further additional treatments in 2017, an increase in treatment spending in 2018, or the payback of the operating reserve (\$22,000), an increase of approximately 13.3% or \$1.00 to the average residential property tax assessment would be necessary in 2018.

If an additional \$25,000 is expended on further treatments a minimum increase of 61% or \$4.12 to the average residential property tax assessment in 2018 would occur. This would only be for the repayment of the deficit from 2017 and would not include any additional treatment spending beyond what is budgeted in 2018 (\$55,000) or a replacement of the operating reserve.

If the operating reserve was replaced in 2018 to \$22,000, a 100% budget increase would result, equivalent to a tax increase of \$6.80 to the average residential property, and still the budgeted treatment spending would remain at \$55,000.

KEY ISSUES/CONCEPTS:

A budget amendment is required to access additional reserve funds in order to provide additional treatment to mosquito habitat in Revelstoke and Area B in 2017.

IMPLEMENTATION:

Upon Board approval, the mosquito control contractor will be advised to proceed.

COMMUNICATIONS:

The contractor will be notified to proceed upon Board approval.

DESIRED OUTCOMES:

The Board approve the recommendation.

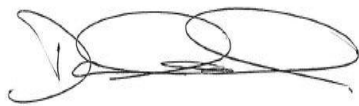
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	Area B Mosquito Budget Update.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

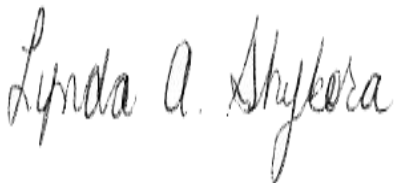
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 4:30 PM



Jodi Pierce - Jul 11, 2017 - 11:01 AM



Lynda Shykora - Jul 11, 2017 - 11:33 AM



Charles Hamilton - Jul 11, 2017 - 3:39 PM



BOARD REPORT

TO:
Chair and Directors
File No: 1850 40 17

SUBJECT:

Area C Community Works Fund – Tourism Kiosks (Phase 2)

DESCRIPTION:

Report from Jodi Pierce, Manager, Financial Services, dated July 5, 2017

RECOMMENDATION #1:

THAT: in accordance with Policy F-3 "Electoral Area Community Works Fund – Expenditure of Monies", access to the Community Works Fund be approved up to \$82,000 plus applicable taxes from the Area C Community Works Fund for Phase 2 of the Tourism Kiosk Project.

SHORT SUMMARY:

Information relating to this request is attached and is supported by the Electoral Area C Director. The South Shuswap Chamber of Commerce is requesting funding to proceed with the second phase of its pilot project in the delivery of visitor services in the Shuswap.

VOTING:

Unweighted
Corporate

☐

LGA Part 14
(Unweighted)

☐

Weighted
Corporate

☒

Stakeholder
(Weighted)

☐
BACKGROUND:

In May 2016, the South Shuswap Chamber of Commerce applied for funding for construction of 10 visitor information kiosks in Phase 1 of the project. To date, 6 kiosks have been constructed and additional funding is required to fund construction of the remaining 4 kiosks plus an additional 2 kiosks. Originally, the kiosks were budgeted at \$9,150 each, however, with advanced design such as unique stamped concrete foundations showcasing the tracks of animals indigenous to the area, the kiosks are approximately \$13,300 each. Shuswap Tourism supports this tourism infrastructure initiative. Gas Tax funds will be used for the capital cost of the kiosks and the South Shuswap Chamber of Commerce and Shuswap Tourism will be responsible for content information and maintenance of the kiosks.

POLICY:

This request meets the criteria for support in relation to CSR D Policy *F-3, Community Works Fund – Expenditure of Monies*. Eligible recipients for Gas Tax funding include non-municipal not-for-profit organizations and tourism infrastructure is an eligible expenditure. The Visitor Information Kiosks are for public use and benefit.

FINANCIAL:

The balance of the Area C Community Works Fund is approximately \$837,000 (exclusive of the 2017 distribution) after all previously approved commitments. Half of the total 2017 distribution of approximately \$300,000 will be received in July and the remainder in November. Expenditure of the funds will be in accordance with the 2014-2024 Agreement between the UBCM and CSR D, dated July 7, 2014.

IMPLEMENTATION:

Upon Board approval, a Use of Community Works Funds Agreement will be forwarded to the South Shuswap Chamber of Commerce for signature. The agreement transfers CSRD obligations on ownership and reporting to the Chamber (e.g. the Chamber will need to maintain records, provide access to auditors, ensure spending only on eligible costs of eligible projects, and report to the CSRD on outcomes achieved).

Payment will be forwarded to the applicable vendors upon receipt of invoice and confirmation of satisfactory completion of works from the South Shuswap Chamber of Commerce.

COMMUNICATIONS:

The Manager, Financial Services will advise the South Shuswap Chamber of Commerce of the Board's decision.

DESIRED OUTCOMES:

The Board will approve the recommendation.

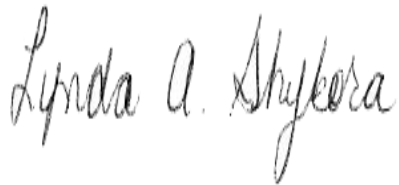
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2017-07-20_FIN_Area C Gas Tax - Tourism Kiosks.docx
Attachments:	- S Shuswap Chamber of Commerce.pdf
Final Approval Date:	Jul 6, 2017

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



Lynda Shykora - Jul 6, 2017 - 8:36 AM



Charles Hamilton - Jul 6, 2017 - 9:24 AM



June 30, 2017

Columbia Shuswap Regional District
555 Harbourfront Drive NE
Salmon Arm BC V1E 4P1

Attn: Ms. Jodi Pierce
Manager, Financial Services

Dear Ms. Pierce:

Re: Community Works Fund Request
South Shuswap Chamber of Commerce

The Board of Directors for the South Shuswap Chamber of Commerce is respectfully requesting monies from the CSRD through the Community Works Fund.

The Chamber would like to proceed with the second phase of its pilot project in the delivery of visitor services in the Shuswap. Four visitor information kiosks have now been completed with a further two being completed this June & July. These kiosks are located at Sorrento Blind Bay Park, Sorrento Strip Mall, Sandy Beach in Blind Bay, Sunnybrae Park, Balmoral/Blind Bay Rd intersection and White Lake. The Chamber would like to continue the project by building a further five to six kiosks in the areas of Eagle Bay, Notch Hill, Quaaout/Talking Rock Golf Course, Tappen, Shuswap Lake Estates and at the intersection of Hwy 1 and Balmoral Road.

Again, the Visitor Information Kiosk signage, literature boards and hand-outs available at these kiosks will all possess the Shuswap Tourism branding. We have the support and endorsement from Shuswap Tourism for this tourism infrastructure initiative as the kiosk project strongly aligns and supports its regional brand awareness campaign that they are pursuing with the funding from Destination BC.

.../2

-2-

We would like to continue working with Shuswap Country Builders to keep the project consistent. The work to date has been outstanding and has exceeded the expectations of our Board. The signage by High Impact signs and graphic design by Toliver Design has also represented the vision for these kiosks. As well, Plastic Works completed the custom acrylic racks to properly display all of the hand out literature and guides. The cost of these four components make up the request for funds.

If this request meets with the approval of the CSRD, we would like to start on the next phase of construction in the Fall of 2017.

Please submit to the upcoming CSRD Board of Directors Meeting in either June or July, our request for the amount of \$82,000.00 from the Community Works Fund.

Thank you in advance,

Mark Lane, President
South Shuswap Chamber of Commerce

:klb

South Shuswap Chamber of Commerce

Community Works Request – Budget Kiosk Project 2017/2018

Cost Description	Amount	Balance
Contractor's Quote 6 Kiosks @ 11676 ea	70,056.00	70,056.00
Plastic Works Quote 6 @ 487.20	2,923.20	72,979.20
High Impact Signs Quote 6 @ 1,473.92	8,843.52	81,822.72
Visitor Information Headers 6 @ 250.00	1,500.00	83,322.72
Design Work Toliver Design 6 @ 300.00	1,800.00	85,122.72
Administrative Time for Project 35 Hrs.	875.00	85,997.72
Income Source	Amount	Balance
Opening Balance		85,997.72
South Shuswap Chamber Contribution	2,497.72	83,500.00
Shuswap Tourism Contribution	1,500.00	82,000.00
Community Works Fund Contribution	82,000.00	NIL

HIGH IMPACT SIGNS

Good Morning, Karen! So, I hope I have this correct (sizes and amounts)...just let me know if otherwise and thanks!

A) ALUPANEL SIGNS (PRINTED STRAIGHT TO SURFACE - NO DECALS)

- Artwork: Provided by you
- Size: 57.5" x 48"
- Quantity: 2
- Sides: Single-sided
- Special Finishing: UV Gloss Laminated
- Install Requirements: No
- Notes:
- Price: \$290.00 ea. + tax

B) ALUPANEL SIGNS (PRINTED STRAIGHT TO SURFACE - NO DECALS)

- Artwork: Provided by you
- Size: 22" x 48"
- Quantity: 8
- Sides: Single-sided
- Special Finishing: UV Gloss Laminated
- Install Requirements: No
- Notes:
- Price: \$92.00 ea. + tax

PLEASE NOTE THAT ONCE THE QUOTE HAS BEEN APPROVED AND DESIGN HAS COMMENCED, YOU WILL BE CHARGED FOR THAT TIME IF YOU DECIDE NOT TO PROCEED.

Proofing:

Just let us know if you would like for us to proceed and we will be pleased to get going on some proofs for you. Once you have approved your proof, we can then work on a completion date as manufacturing and installation times vary depending on the complexity of your project.

Artwork Release:

A small administration fee will be charged upon request.

Permits:

If your signage will be amended or added to the exterior of your business, within the City of Salmon Arm Limits, you will be required to apply for a signage permit. Please do not hesitate to discuss the application process with us as you will be required to pay an extra fee to the City of Salmon Arm as well.

Electrical Signage:

For electrical illuminated signage, it is the customer's responsibility to provide interior building wiring to the location of the sign(s). The electrical connection to the sign(s) is to be completed by an electrician, as arranged by the signage customer. The electrician must obtain information from High Impact Signs & Designs regarding the electrical load requirements of the signage, prior to installing wiring circuits for the signage.

Questions/Comments:

All prices based on above quantity if ordered at same time. Prices are guaranteed for 30 days. We reserve the right to review pricing upon viewing job specifications, artwork or design.

Thank you very much for the opportunity and we look forward to assisting you on your upcoming signage. If you have any questions or concerns, or you would like to compare other quotes, please do not hesitate to give us a call. Have an excellent rest of the day!

~ Laurie

"The Sign & Design Team"

High Impact Signs & Designs

t. 250.832.7536 | www.highimpactsigns.ca | Check us out on FACEBOOK !

SHUSWAP COUNTRY BUILDERS LTD

Date June 30 / 2017

Box 500
Sorrento B.C.
V0E 2W0

Contact - Steve Mclean
Phone # 250-803-2226
Email - steve@shuswapcountrybuilders.ca
Web Site www.shuswapcountrybuilders.ca

QUOTE FOR : South Shuswap Chamber of Commerce
PROJECT ADDRESS: Shuswap

Contact - Karen Brown
250-515-3276

Quote for : 5 ft x 8 ft Timber Kiosks

1) Foundation- 9ft x 12ft

As per engineering Specs

2) Structure - 5ft x 8ft x 8 ft high

2 ft overhang on all 4 sides

6x6 main posts set on poly carbinat bases to keep moisture away from wood

4x4 center posts

2x4 rails for sign supports c/w 3/4 x 3/4 screwed wood stops

2x10 top support all sides fastened to top of 6x6

2x12 and 2x8 mid roof support to achieve roof look

2x4 Rafters on 2 ft centers - open ends

2x6 T&G decking

Powder coated black plates as required by engineering

All sizes noted above unless engineer requires upgrading

3) Roofing

Ice and water membrane on entire roof

29 gauge 36 inch colored metal roof

Fastners - rubber washer type

Gable flashing

Starter Flashing

4) Staining

2 coats semi or solid stain

Notes : All timbers and wood to be full dimension #1 Quality band sawn douglas fir
Metal color - to as close as possible to Sherwin Williams #2237n Marts Robe
Stain color to be decided

5) All engineering fees

6) ~~\$3 000 000.00 Liability Insurance~~

NOTES:

a) Schedule - will not be able to start for 3 to 4 weeks after acceptance of quote to allow for engineering and timber delivery

b) Payment terms - 10% due at time of acceptance
40% due at time of timber delivery
~~Balance due at completion and acceptance~~
2% may be added if not paid under the above terms

Acceptance of Quote
Pricing is good for 30 days
Sign _____

SUB TOTAL \$ 11,120.00 per Kiosk
GST 5% \$ 556.00
TOTAL \$ 11,676.00

PLASTICWORKS

ADDING VALUE TO PLASTICS

Customer Quote #: 8831

Quote Date: 6/16/2017

Page 1

30468 Great Northern Ave., Abbotsford, BC V2T 6H4

Toll Free: 866-637-5126 Phone: 604-850-9616 Fax: 888-870-8497

Quoted To:

Quote - Abbotsford

Fax:

ORDER ☐COMPLETE ☐

Quote Valid Until 6/30/2017

Phone:		Cust PO: S Shuswap		Terms: Cash/CC	
Reference:		Ship Via:		Salesperson: ABB-GRAHAM	
Stock Code	Description	Quantity	Price	Extended	

for Karen Brown South Shuswap Chamber of Commerce. 250-515-0002

CUSTFAB	Custom Fabrication 4 wide custom brochure holder without full back in 1/4" clear. Drawing to be confirmed by customer.	18.00 EA	85.00	1,530.00
CUSTFAB	Custom Fabrication 2 wide brochure holder for larger brochures 1/4" thick without back- drawing to be confirmed by customer.	6.00 EA	85.00	510.00
CUSTFAB	Custom Fabrication Hinged map holder - drawing to be confirmed by customer.	6.00 EA	95.00	570.00

SubTotal: 2,610.00

GST: 130.50 Tax: 182.70

Shipping: 0.00

Total: 2,923.20

Transfer to Invoice Instructions:

Step 1: Use CTRL + F7 to start the Transfer

Step 2: Enter Quote Number (above) when asked.

Step 3: Hit "ENTER" to use the (default) transfer to invoice

Step 4: Use ALT + A to transfer all items.

Step 5: Hit "ENTER" to transfer notes

Step 6: Enter PO/Reference/Ship to information as needed

Step 7: Click on OK to enter regular invoice entry screen

Step 8: Add items as needed and complete sale

Miscellaneous Quotes /Notes

Toliver Design – Chamber is prepared to pay \$300 per sign (x 6) for Toliver Design work (\$1800.00)

Visitor Information Signs – will run approx. \$250 each for 6 foot by 2 foot signage 'Visitor Information'
Shuswap Tourism is prepared to pay that sum (\$1500)



BOARD REPORT

TO: Chair and Directors **File No:** 6120 30 04

SUBJECT: Electoral Area C Community Works Fund - South Shuswap Destination Trail Planning

DESCRIPTION: Report from Ryan Nitchie, Team Leader, Community Services, dated July 10, 2017. Access to Community Works Funds (Area C) for South Shuswap Destination Trail Planning.

RECOMMENDATION: THAT: in accordance with Policy No. F-3 "Electoral Area Community Works Fund - Expenditure of Monies" access to the Electoral Area Community Works Fund be approved in the amount of \$50,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for research, field assessments and conceptual planning for a destination trail based tourism experience within the South Shuswap.

SHORT SUMMARY:

Following consultation with the Electoral Area C Director, supported by the Area C Parks Advisory Committee and working in collaboration with the Shuswap Trail Alliance, staff are recommending moving forward with planning and preliminary design to assess the feasibility and opportunities for growing the existing South Shuswap outdoor recreational trail system into an enhanced destination tourism asset for the South Shuswap and Region. Board approval is necessary in order to access these funds from the Electoral Area C Community Works Fund, as outlined in Policy No. F-3 "Electoral Area Community Works Fund - Expenditure of Monies".

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:

The planning and construction of trails qualifies as an eligible expenditure of Community Works Funds. In 2002, the Shuswap Tourism Opportunity Strategy identified a number of front and backcountry destination tourism opportunities throughout the Shuswap region. In 2006, several trail-based options were researched and further developed into a concept report, including development of enhanced destination trails within the South Shuswap which formed, in part, the work completed in the Shuswap Trails Strategy and Business Plan (2007). In 2010, the Shuswap Tourism Strategy incorporated these new options as core objectives for further development and promotion. Most recently, the Shuswap Regional Trails Strategy and Roundtable identified the South Shuswap as a priority area for further trail development and enhanced management. During the recent Area C Master Parks and Recreation Plan process, a destination trail in the South Shuswap was identified as a priority.

The Electoral Area C Community Works Fund has money available and can be utilized for community projects of this type. The project meets the criteria as specified for use of funds for trail planning.

POLICY:

Policy No. F-3 "Electoral Area Community Works Fund - Expenditure of Monies" states that the expenditure of monies from the Community Works Fund will be approved by the Board at a regular meeting of the Board.

FINANCIAL:

A total of \$50,000 plus applicable taxes is being sought from the Electoral Area C Community Works Fund. Sufficient funds are available in the Electoral Area C Community Works Fund for this proposed project. Expenditure of the requested funds is in accordance with the agreement between the UBCM and the CSRD, dated July 7, 2014.

KEY ISSUES/CONCEPTS:

As per Policy No. F-3 "Electoral Area Community Works Fund - Expenditure of Monies" authorization to expend monies from the Community Works Fund must be approved by the Board.

DESIRED OUTCOMES:

The Board approve the expenditure from the Electoral Area C portion of the Community Works Fund.

BOARD'S OPTIONS:

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

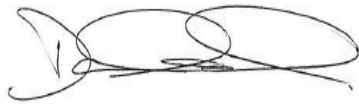
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. The Shuswap Trail Alliance – South Shuswap Destination Trail Planning Draft Proposal

Report Approval Details

Document Title:	2017_07_20_Area_C_CWF_Trail_Planning.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

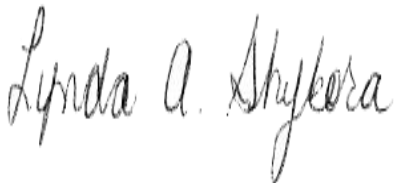
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 4:43 PM



Jodi Pierce - Jul 11, 2017 - 11:26 AM



Lynda Shykora - Jul 11, 2017 - 12:39 PM



Charles Hamilton - Jul 11, 2017 - 1:49 PM



BOARD REPORT

TO: Chair and Directors **File No:** 7200 26 01

SUBJECT: Electoral Area C Community Works Fund - Eagle Bay Fire Hall Mechanical Upgrades

DESCRIPTION: Report from Derek Sutherland, Team Leader, Protective Services, dated July 7, 2017. Authorization to access the Community Works Fund monies from the Electoral Area C allocation for the Eagle Bay fire hall.

RECOMMENDATION #1: THAT: in accordance with Policy No. F-3 "Community Works Fund - Expenditure of Monies" access to the Community Works Fund be approved for up to \$22,500 plus applicable taxes from the Electoral Area C Community Works Fund allocation to upgrade the mechanical system at the Eagle Bay fire hall.

SHORT SUMMARY:

The Eagle Bay fire hall is in need of new mechanical infrastructure to decrease energy use and increase capacity to heat, cool, and light the building. Chief Rendell has obtained two quotes to have the proposed work completed, the lowest of which is \$20,000 plus taxes. A further \$2500 was added to the project to address overages, cost increases, and other contingencies.

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

BACKGROUND:

The Eagle Bay fire hall was constructed in 1991 and is currently using the original mechanical infrastructure. The following systems are at the end of their life cycle and in need of replacement:

Heating Furnace:

The furnace is currently a very old (1991) forced air propane furnace that primarily heats the meeting room. The truck bays are heated by a mixture of some heat from the propane furnace and electric fan heaters as backup. Both systems are inefficient and in need of replacement. It is proposed that these be replaced with a single new energy efficient heat pump type system.

Hot Water:

The hot water that is used for kitchen sink, truck bay sink and shower is currently supplied by an electric water tank. This tank was installed in 1998 and is very inefficient as it heats water all day long, for very little use.

It is proposed that this unit is replaced with a new energy efficient "On Demand" type of water heater.

Lighting:

The lighting throughout the building is fluorescent lighting that was installed when the building was built (1991).

Firefighters are frequently having to replace aging noisy ballasts on these lights that fail often. It is proposed that these lights be replaced with new energy efficient LED strip lighting.

POLICY:

Policy No. F-3 "Community Works Fund - Expenditure of Monies" states that the expenditure of monies from the Community Works Fund will be approved by the Board.

FINANCIAL:

Funds will be allocated from the Electoral Area C Community Works Fund allocation.

KEY ISSUES/CONCEPTS:

As per Policy No. F-3 "Electoral Area Community Works Fund - Expenditure of Monies" authorization to expend monies from the Community Works Fund must be approved by the Board.

DESIRED OUTCOMES:

The Board approve the expenditure from the Electoral Area C portion of the Community Works fund.

BOARD'S OPTIONS:

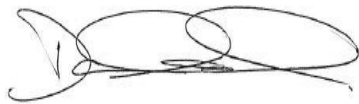
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

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

Report Approval Details

Document Title:	2017_07_20_Area_C_CWF_Eagle_Bay_Fire_Hall_Mechanical_Upgrades.docx
Attachments :	
Final Approval Date:	Jul 11, 2017

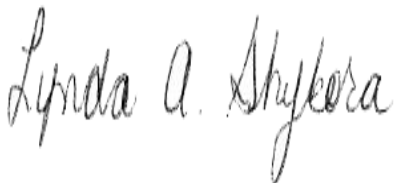
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 4:19 PM



Jodi Pierce - Jul 11, 2017 - 10:45 AM



Lynda Shykora - Jul 11, 2017 - 10:59 AM



Charles Hamilton - Jul 11, 2017 - 3:41 PM



BOARD REPORT

TO:
Chair and Directors
File No: 5600 56 02

SUBJECT:
Sunnybrae Waterworks UV Equipment Purchase
DESCRIPTION:

Report from Terry Langlois, Team Leader, Utilities, dated June 27, 2017. Purchase of specialized ultraviolet disinfection (UV) equipment for Sunnybrae Waterworks.

**RECOMMENDATION
#1:**

THAT: the Board empower the authorized signatories to enter into an agreement with Ramtech Environmental Products to provide Trojan UV equipment for the new water treatment plant at the Sunnybrae Water System for a total cost of \$68,810 plus applicable taxes.

SHORT SUMMARY:

All CSR D owned water systems require the same ultraviolet disinfection components for compatibility purposes. Ramtech Environmental Products (Ramtech) is the BC supplier of Trojan Ultraviolet (UV) disinfection equipment and has supplied the UV equipment at all other CSR D facilities. The Ramtech quote to provide the services has been reviewed and is recommended by our engineering consultants.

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:

ALL CSR D water systems use Trojan UV equipment which has allowed economies of scale in terms of replacement parts. These parts can be used at multiple sites eliminating the need for each site to have its own costly parts inventory. Additionally, it allows for efficiencies in troubleshooting and servicing of the equipment as the CSR D operators are very familiar with the equipment and have become very skilled at maintaining and repairing this equipment.

POLICY:

In accordance with Policy F-32 "Procurement of Goods & Services", Board authorization must be obtained for any sole sourced contract award over \$10,000.

FINANCIAL:

This purchase is within the scope of the construction project and is funded through a General Strategic Priorities grant.

KEY ISSUES/CONCEPTS:

To provide sustainable, reliable and potable water to the Sunnybrae Community.

IMPLEMENTATION:

If approved by the Board, the CSR D will enter into an agreement with Ramtech Environmental Products for the purchase and commissioning of the Sunnybrae Waterworks UV system.

DESIRED OUTCOMES:

The Board approve the recommendation and award the supply of UV equipment contract to Ramtech Environmental Products.

BOARD'S OPTIONS:

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

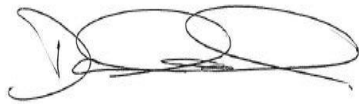
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Gentech Engineering – Recommendation for Award

Report Approval Details

Document Title:	2017-07-20_Sunnybrae_Water_UV_Equipment_Purchase.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

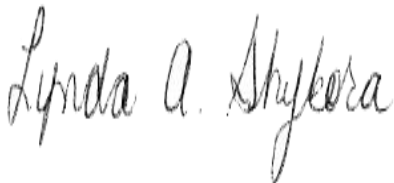
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 3:14 PM



Jodi Pierce - Jul 10, 2017 - 4:08 PM



Lynda Shykora - Jul 10, 2017 - 4:18 PM



Charles Hamilton - Jul 11, 2017 - 9:07 AM



BOARD REPORT

TO:
Chair and Directors
File No: 5600 47 01

SUBJECT:
Rural Feasibility Study Fund – Scotch Creek Water
DESCRIPTION:

Report from Terry Langlois, Team Leader, Utilities, dated July 7, 2017. Access to the Rural Feasibility Study Fund.

RECOMMENDATION #1:

THAT: in accordance with Policy No. W-4 "Water Utility Acquisition" access to the Rural Feasibility Study Fund be approved in the amount of \$90,000 plus applicable taxes to conduct community engagement and complete an engineering assessment for a new water system for the community of Scotch Creek.

SHORT SUMMARY:

The CSR D understands that significant senior federal and provincial infrastructure grants may be announced in 2017/2018. The community of Scotch Creek has limited options for a water system to service both residential and commercial properties. Constructing a phased water system to serve the entire community will require significant grant funding. An important part of the process is conducting community engagement to determine sufficient public support, as well as the completion of a comprehensive engineering assessment of a water system for Scotch Creek. These processes are necessary to provide possible options and the associated costs in order for the CSR D to be prepared to apply for available grants in the future.

VOTING:

 Unweighted
Corporate

☐

 LGA Part 14
(Unweighted)

☐

 Weighted
Corporate

☒

 Stakeholder
(Weighted)

☐
BACKGROUND:

The community of Scotch Creek currently receives water through a variety of water systems. There is one small CSR D owned water system (Saratoga), several privately owned water systems which service small individual developments, and an abundance of individual wells and lake intakes. Most of the privately owned water systems do not meet current drinking water standards and are operating with various operating permit conditions enacted by Interior Health. Over the past several years, there has been so many issues with water service in the Scotch Creek area that the Comptroller of Water Rights has placed a moratorium on any new privately owned water systems in the area, and any new water system must be government owned.

Another contributing factor to the servicing issues for the community is the water quality itself; the aquifer below Scotch Creek, while highly productive, is extremely poor in quality. This creates a substantial health risk for users if the water is not properly treated.

POLICY:

Policy No. W-4 "Water Utility Acquisition" Item 6(b) outlines the Electoral Area Director can request access to the Feasibility Study Fund to complete an engineering assessment from the Board.

FINANCIAL:

Funds to complete both the assessment (\$70,000) and the community engagement (\$20,000) will come from the Rural Feasibility Study Fund. If the water system is constructed by the CSRD, the Rural Feasibility Study Fund monies will be repaid by the new function within its first fiscal year.

KEY ISSUES/CONCEPTS:

To determine the cost to construct a new water system for Scotch Creek and gauge public interest in the development of a community water system.

IMPLEMENTATION:

An engineering assessment which outlines the options available for the construction of a new water system in the Scotch Creek community will be undertaken by Gentech Engineering Inc., and will commence immediately upon Board approval.

COMMUNICATIONS:

Representatives from the Scotch Creek Community will be notified of the Board decision and the next steps.

DESIRED OUTCOMES:

To complete both the public engagement plan and the engineering work required in order to be prepared for future grant opportunities for the construction of a new water system in Scotch Creek that serves all of the community's needs.

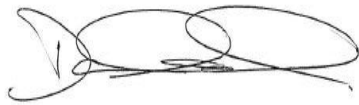
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2017-07-20_Feasibility_Study_Scotch Creek_Water system.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

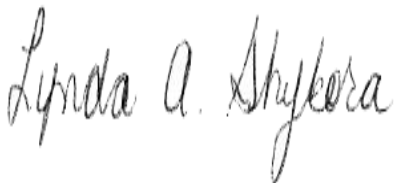
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jul 10, 2017 - 3:15 PM



Jodi Pierce - Jul 10, 2017 - 4:00 PM



Lynda Shykora - Jul 10, 2017 - 4:14 PM



Charles Hamilton - Jul 11, 2017 - 9:11 AM



BOARD REPORT

TO: Chair and Directors

SUBJECT: District of Sicamous – Security Issuing Bylaw 9104

DESCRIPTION: Report from Jodi Pierce, Manager, Financial Services, dated July 5, 2017.

File No:	1760 02 SI Bylaw 9104
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RECOMMENDATION #1: THAT: Bylaw No. 9104, cited as "Columbia Shuswap Regional District Security Issuing Bylaw No. 9104" be read a first, second, and third time this 20th day of July, 2017.

RECOMMENDATION #2: THAT: Bylaw No. 9104, cited as "Columbia Shuswap Regional District Security Issuing Bylaw No. 9104" be adopted this 20th day of July, 2017.

SHORT SUMMARY:

Pursuant to S. 182 of the Community Charter, municipality borrowing under a loan authorization bylaw must be undertaken by the applicable regional district on behalf of the municipality. Pursuant to S. 410 of the Local Government Act, the Regional District will finance the loan authorization bylaw of a municipality approved under the Community Charter. This will permit the municipality to access long-term borrowing through the Municipal Finance Authority for an upcoming issue.

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:

The District of Sicamous has provided Loan Authorization Bylaw 871 in the amount of \$4,307,434 to be approved by the Regional District. This bylaw has been approved by both the District of Sicamous and the Inspector of Municipalities and therefore is ready for approval by the Board of the Columbia Shuswap Regional District. Loan Authorization Bylaw 871, in the amount of \$4,307,434, is to repay temporary borrowing in connection with the construction of the Water Treatment Plant. This bylaw needs to be approved by the CSR Board in July to ensure that the conversion will be effective for the Municipal Finance Authority Fall 2017 debt issue.

POLICY:

Section 182(1) of the Community Charter and Section 410 of the Local Government Act.

FINANCIAL:

There is no impact to the CSR. The debt is issued to the District of Sicamous through the Regional District and all principal and interest payments are paid by the District of Sicamous.

KEY ISSUES/CONCEPTS:

To enable the District of Sicamous to access long-term borrowing from the Municipal Finance Authority.

IMPLEMENTATION:

Upon adoption and the expiration of the 10 day quashing period, the Deputy Manager, Corporate Administration will forward the Security Issuing Bylaw to the Ministry and the Municipal Finance Authority.

COMMUNICATIONS:

District of Sicamous will be advised as to the Board's decision.

DESIRED OUTCOMES:

To facilitate long-term borrowing through the Municipal Finance Authority on behalf of the District of Sicamous.

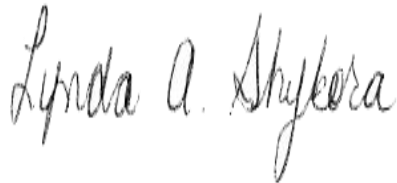
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2017-07-20_Board_FIN_SI Bylaw - Sicamous.docx
Attachments:	<ul style="list-style-type: none">- Security Issuing Resolution.pdf- Staff Report - MFA Borrowing for Water Treatment Plant - Bylaw 871.pdf- Bylaw 871 Schedule A.pdf- Certificate of Approval.pdf
Final Approval Date:	Jul 6, 2017

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



Lynda Shykora - Jul 6, 2017 - 8:45 AM



Charles Hamilton - Jul 6, 2017 - 9:21 AM

District of Sicamous
446 Main Street
PO Box 219
Sicamous, BC
VOE 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca



Certified Resolution 17-169

It was moved and seconded:

THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of their Fall 2017 Borrowing Session, \$4,307,434 as authorized through Loan Authorization Bylaw No. 871, The District of Sicamous Water Treatment Plant - Local Area Service Bylaw No. 871, 2014 and that the Columbia Shuswap Regional District be requested to consent to our borrowing over a term of twenty-five years and include the borrowing in their Security Issuing Bylaw.

Carried

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on June 28, 2017.

Dated this 29th day of June, 2017.

A handwritten signature in dark ink, which appears to read "Evan D. Parliament", is written over a horizontal line.

Evan D. Parliament,
Corporate Officer

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
V0E 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca



Report

DATE: June 22, 2017
TO: Mayor and Council
FROM: Kelly Bennett, Chief Financial Officer
SUBJECT: MFA Borrowing for Water Treatment Plant – Bylaw 871

Recommendation:

THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of their Fall 2017 Borrowing Session, \$4,307,434 as authorized through Loan Authorization Bylaw No. 871, The District of Sicamous Water Treatment Plant – Local Area Service Bylaw No. 871, 2014 and that the Columbia Shuswap Regional District be requested to consent to our borrowing over a term of twenty-five years and include the borrowing in their Security Issuing Bylaw.

Issue:

A Council resolution is required to support the authorization of long-term borrowing through the Municipal Finance Authority of British Columbia.

Discussion:

The District of Sicamous Water Treatment Plant – Local Area Service – Bylaw No. 871, 2014 was adopted and approved in past years (*bylaw attached for information purposes*). This bylaw gives the District of Sicamous authority to borrow up to a maximum amount of \$4,399,000 for the purposes of the construction of the water treatment plant. As there are no further expected capital expenditures related to this project, it is necessary to get authorization to move the short-term draws into long-term financing in the Fall 2017 issue. Attached is a summary of total project costs and funding sources used.

In order for the Fall borrowing to take place, Council must approve the recommended resolution and forward it on to the Columbia Shuswap Regional District (CSRD). The CSRD will need to include our borrowing in their Security Issuing Bylaw which must be adopted by their Board. For additional information on the long-term borrowing process, refer to the Fall 2017 Borrowing Information Sheet attached – as provided by MFA.

Currently long-term lending rates are 2.8% for the first 10 years, at the end of 10 years, the lending rate will be reset at the MFA market rate at that time.

If you have any questions please contact me, and I would be happy to provide additional clarification.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelly Bennett".

Kelly Bennett, CA, CPA

Chief Financial Officer

Attachments: Bylaw 871; Cost and Funding Summary; MFA Information Sheet

DISTRICT OF SICAMOUS

Bylaw No. 871

A Bylaw of the District of Sicamous to establish a local area service for the purposes of providing a water treatment plant and mains for the benefit of the local area service and to authorize the borrowing of the estimated cost thereof.
(Water Treatment Plant – Local Area Service)

WHEREAS pursuant to the provisions of Part 7, Division 5 of the Community Charter, the council of the District of Sicamous is empowered by bylaw to undertake any work or service coming within the powers of the municipality for the special benefit of a part of the municipality;

AND WHEREAS it is deemed desirable and expedient to construct the water treatment plant servicing the District of Sicamous;

AND WHEREAS the estimated cost of constructing the water treatment plant is the sum of Seven Million Nine Hundred and Twenty Thousand (\$7,920,000) Dollars of which the sum of Four Million Three Hundred and Ninety Nine Thousand (\$4,399,000) Dollars is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the provisions of Section 213 of the Community Charter have been complied with;

NOW THEREFORE the Council of the District of Sicamous, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. The portion of the District of Sicamous, more particularly described in Schedule "A" hereto and as illustrated on the plan contained in Schedule "A", to be known as **Water Treatment Plant – Local Service Area**, shall be the area of the District of Sicamous benefited by the construction of the water treatment plant hereinafter set forth, which area is hereinafter referred to as the "Benefiting Area".
2. The District of Sicamous is hereby empowered and authorized to undertake and carry out the construction of the works required for the special benefit of the benefiting area generally in accordance with general plans on file in the municipal office and do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the District of Sicamous, a sum not exceeding **Four Million Three Hundred and Ninety Nine Thousand (\$4,399,000) Dollars**.
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the works within the benefiting area.
3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty-five (25) years.
4. The annual debt costs of the service provided shall be borne 100% by the benefiting area and shall be raised by imposing a property value tax on the net taxable value of land and improvements within the benefiting area, pursuant to Section 211 of the *Community Charter*, levied in twenty-five (25) annual installments at a rate in the same manner and time as other general municipal levies.
5. The Council may, by bylaw, merge this benefiting area with any other specified area created to provide water works whether contiguous or not, for the purpose of providing, consolidating or completing necessary work for such merged areas.

6. This Bylaw shall be cited as ***“The District of Sicamous Water Treatment Plant – Local Area Service Bylaw No. 871, 2014.”***

READ a first time this 22nd day of January, 2014.

READ a second time this 22nd day of January, 2014.

Pursuant to the provisions of the Community Charter, Public Notice was published in the Lakeshore News on the 14th day of February, 2014 and the 21st day of February, 2014, and a Public Hearing was held on the 26th day of February, 2014.

READ a third time this 9th day of April, 2014.

Certified a true and correct copy of the District of Sicamous
Water Treatment Plant – Local Area Service Bylaw No. 871, 2014 as at third reading.

'Heidi Frank'

Clerk

RECEIVED the approval of the Inspector of Municipalities this 20th day of June, 2014.

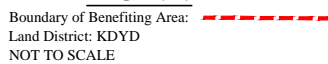
RECONSIDERED AND FINALLY ADOPTED this 25th day of June, 2014.

Mayor

Clerk

Certified a true and correct copy of the District of Sicamous
Water Treatment Plant – Local Area Service Bylaw No. 871, 2014

Clerk



				CONSULTANT SEAL						DESIGNED BY: DISTRICT OFF-SICAMOUS DRAWN BY: JIN DATE: JANUARY-15-2014 SCALE: 1/8" = 1'-0" SHEET NO.: 01
										1 OF 1
										REVISION
										01



Certificate of Approval

Under the authority of the *Local Government Act*, I certify that Bylaw No. 871, cited as the "The District of Sicamous Water Treatment Plant – Local Area Service Bylaw No. 871, 2014" of the District of Sicamous has been lawfully and validly made and enacted, and that its validity is not open to question on any ground in any court of British Columbia.

Dated this 15th day
of August, 2014

myra

Deputy Inspector of Municipalities of British Columbia

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 9104

A bylaw to authorize the entering into of an Agreement respecting financing
between the Columbia Shuswap Regional District and the Municipal
Finance Authority of British Columbia

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements of regional districts or for their member municipalities by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS the District of Sicamous is a member municipality of the Columbia Shuswap Regional District (the "Regional District");

AND WHEREAS the Regional District will finance from time to time on behalf of and at the sole cost of the member municipalities, under the provisions of Section 410 of the *Local Government Act*, the works pursuant to the herein mentioned loan authorization bylaws;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw;

AND WHERE the tables contained in this bylaw are to provide clarity for information for the purposes of this bylaw;

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority.

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

1. The Regional Board hereby consents to financing the debt of the District of Sicamous and further described in the Municipal Loan Authorization Bylaws table, in the amount of Four Million Three Hundred Seven Thousand Four Hundred Thirty Four Dollars (\$4,307,434) in accordance with the following terms:

MUNICIPALITY	BYLAW NUMBER	PURPOSE	AMOUNT OF BORROWING AUTHORIZED	AMOUNT ALREADY BORROWED	BORROWING AUTHORITY REMAINING	TERM OF ISSUE	AMOUNT OF ISSUE
District of Sicamous	871	Water Treatment Plant	\$4,307,434	\$ Nil	\$4,307,434	25 Yrs.	\$4,307,434

2. The Authority is hereby requested and authorized to finance from time to time the above noted undertaking, and further described in the Regional District Loan Authorization Bylaws table, at the sole cost and on behalf of the Regional District and its member municipality, up to but not exceeding Four Million Three Hundred Seven Thousand Four Hundred Thirty Four Dollars (\$4,307,434) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed (\$4,307,434 in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.
3. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and the officer assigned the responsibility for financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
4. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under Section 1 and shall set out the schedule or repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
5. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
6. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
7. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.
8. During the currency of the obligation incurred under the said Agreement to secure borrowings in respect of Loan Authorization Bylaw No. 871, there shall be requisitioned annually an amount sufficient to meet the annual payment of interest and the repayment of principal.
9. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

Columbia Shuswap Regional District Security Issuing Bylaw No. 9104

10. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to Section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
11. This bylaw may be cited as "Columbia Shuswap Regional District Security Issuing Bylaw No. 9104."

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

CHIEF ADMINISTRATIVE OFFICER

CHAIR

CERTIFIED a true copy of Bylaw No. 9104
as adopted.

Deputy Manager, Corporate Administration Services

SCHEDULE "A" to Bylaw No.9104

C A N A D A

PROVINCE OF BRITISH COLUMBIA

A G R E E M E N T

Columbia Shuswap Regional District

The Columbia Shuswap Regional District (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia at its Head Office in Victoria, British Columbia, (the "Authority") the sum of Four Million Three Hundred Seven Thousand Four Hundred Thirty Four dollars (\$4,307,434) in lawful money of Canada, together with interest calculated semi-annually in each and every year during the currency of this Agreement; and payments shall be as specified in the table appearing on the reverse hereof commencing on the ____ day of _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at _____, British Columbia, this ____ day of _____, 2017

IN TESTIMONY WHEREOF and under the authority of Bylaw No.9104 cited as "Columbia Shuswap Regional District Security Issuing Bylaw No. 9104". This Agreement is sealed with the Corporate Seal of the Columbia Shuswap Regional District and signed by the Chair and the officer assigned the responsibility of financial administration thereof.

Chair

(Financial Administration Officer)

Pursuant to the Local Government Act, I certify that this Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated _____ (month, day) 2017

Inspector of Municipalities

(Reverse Side)

PRINCIPAL AND/ OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

<u>Date of Payment</u>	<u>Principal and/or Sinking Fund Deposit</u>	<u>Interest</u>	<u>Total</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____



BOARD REPORT

TO:
Chair and Directors
File No: BL 5745

SUBJECT:

CSRD Ticket Information Utilization Amendment Bylaw No. 5745

DESCRIPTION:

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services, dated July 7, 2017.

The amending bylaw proposes to add the authority to ticket for offences under the CSRD Cross Connection Control Bylaw regulations, as well as to update the fine amounts for offences under the CSRD Waterworks Rates and Regulation Bylaw.

RECOMMENDATION
#1:

 THAT: CSRD Ticket Information Utilization Amendment Bylaw No. 5745 be read a first, second and third time this 20th day of July, 2017.

RECOMMENDATION
#2:

 THAT: CSRD Ticket Information Utilization Amendment Bylaw No. 5745 be adopted this 20th day of July, 2017.

SHORT SUMMARY:

An amendment is needed to the CSRD Ticket Information Utilization Bylaw to add ticketing provisions for offences associated with the CSRD Cross Connection Control Bylaw No. 5726. An amendment is also needed to include the newly adopted CSRD Waterworks Rates and Regulation Bylaw within the ticketing bylaw - it should be noted that the fine amounts proposed for infractions under the waterworks rates and regulation bylaw are proposed to increase in comparison to the fine amounts contained previously.

VOTING:

 Unweighted ☒ Corporate

 LGA Part 14 ☐
(Unweighted)

 Weighted ☐
Corporate

 Stakeholder ☐
(Weighted)

BACKGROUND:

When regulatory bylaws are adopted there are typically corresponding amendments needed to the CSRD Ticket Information Utilization bylaw to establish the authority to ticket for offences under the regulatory bylaw(s), as appropriate.

POLICY:

The Community Charter provides the authority to a local government, by bylaw, to establish a ticket information bylaw, to designate bylaw enforcement officers, and to authorize the use of tickets for violation of bylaw offences.

FINANCIAL:

Any bylaw enforcement costs are marginally offset by monies collected through the payment of ticket(s) issued for offences identified in the bylaw. Bylaw enforcement staffing costs would be charged to the Operations Management budget, rather than to Development Services, in the event of ticketing under the Cross Connection Control or the Waterworks Regulations bylaws.

KEY ISSUES/CONCEPTS:

It is important to have the authority to ticket for bylaw offences, when fines for offences are considered appropriate. The amending bylaw proposed sets out a list of ticketable offences under the CSRD Cross Connection Control Bylaw. The amending bylaw also refreshes a list of ticketable offences under a recently adopted CSRD Waterworks Regulations and Rates bylaw in the event that ticketing is required for offences under the waterworks regulations. The fine amounts for tickets under the Water Regulations and Rates bylaw are proposed to be increased versus the fine amounts contained in the existing ticket information bylaw. For ease of reference, the amendments proposed are shaded in blue in the proposed amending bylaw.

A list of the fine amounts previously set for ticketing under the waterworks regulations bylaw, is also attached for comparison.

IMPLEMENTATION:

The CSRD Utilities, Team Leader, apprises CSRD Bylaw Enforcement Officers in the event that tickets are required to be issued under the CSRD Cross Connection Control Bylaw or the CSRD Waterworks Regulations and Rates Bylaw.

COMMUNICATIONS:

Copies of the bylaw will be provided to those individuals designated as Bylaw Enforcement Officers. A copy of the consolidated version of the Municipal Ticket Information Bylaw will be posted on the CSRD website.

CSRD Utilities staff will communicate the existence of ticketing provisions to residents as circumstances arise. It is hoped that mention of the CSRD's ability to ticket and an associated fine will serve as a deterrent for those repeat offenders who do not comply with CSRD waterworks or the cross connection control program regulation bylaws.

DESIRED OUTCOMES:

That the Board endorse staff recommendations.

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. N/A

Report Approval Details

Document Title:	CSRD Ticket Information Utilization Amendment Bylaw No. 5745.docx
Attachments:	- BL5745 MTI Amendment, Cross Connection and Water Regulations.pdf - ATTACHMENT FOR BL5745 REPORT July 7 2017.pdf
Final Approval Date:	Jul 10, 2017

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

A handwritten signature in black ink, appearing to read 'C. Hamilton', with a stylized flourish at the end.

Charles Hamilton - Jul 10, 2017 - 3:36 PM

COLUMBIA SHUSWAP REGIONAL DISTRICT**BYLAW NO. 5745****A bylaw to amend CSRD Ticket Information Utilization Bylaw No. 5296**

WHEREAS the Board of the Columbia Shuswap Regional District has adopted Bylaw No. 5296, cited as "CSRD Ticket Information Utilization Bylaw No. 5296", to provide for the use of municipal ticket information for the enforcement of certain bylaws, to authorize the use of certain words or expressions, to designate certain bylaw offences, and to set certain fine amounts;

AND WHEREAS it is deemed desirable to amend Bylaw No. 5296 to update Schedule 1 and Schedule 2;

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

1. Schedule 1 of Bylaw No. 5296 is hereby deleted and replaced with the attached Schedule 1.
2. Schedule 2 of Bylaw No. 5296 is hereby deleted and replaced with the attached Schedule 2.
3. This bylaw may be cited as "CSRD Ticket Information Utilization Amendment Bylaw No. 5745."

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.

CHIEF ADMINISTRATIVE OFFICER

CHAIR

CERTIFIED a true copy of
Bylaw No. 5745 as adopted.

Deputy Manager of Corporate
Administration Services

CSRD Ticket Information Utilization

SCHEDULE 1

COLUMN 1	COLUMN 2
DESIGNATED BYLAWS	DESIGNATED BYLAW ENFORCEMENT OFFICER
Anglemont Zoning Bylaw No. 650:	CSRD Building Inspector CSRD Bylaw Enforcement Officer
Fireworks/Firecracker Regulation Bylaw No. 5509: Fireworks/Firecracker Area 'E' Regulation Bylaw No. 5601	CSRD Bylaw Enforcement Officer RCMP
Columbia Shuswap Regional District Community Parks Regulation Bylaw No. 5556	CSRD Bylaw Enforcement Officer CSRD Parks & Recreation Operators RCMP
Columbia Shuswap Regional District Waterworks Regulations and Rates Bylaw No. 5744	CSRD Bylaw Enforcement Officer
Dog Regulation and Impounding Bylaw No. 5388	CSRD Bylaw Enforcement Officer Dog Control Officer RCMP
Area 'F' Dangerous Dog Control Regulation Bylaw No. 5669	Dog Control Officer RCMP
Refuse Disposal Facilities Tipping Fee and Regulation Bylaw No. 5542	CSRD Bylaw Enforcement Officer Waste Management Co-ordinator Waste Management Facilities Superintendent

CSRD Ticket Information Utilization

SCHEDULE 1

COLUMN 1 DESIGNATED BYLAWS	COLUMN 2 DESIGNATED BYLAW ENFORCEMENT OFFICER
Illegal Dumping Regulation Bylaw No. 5615	CSRD Bylaw Enforcement Officer Waste Management Co-ordinator Waste Management Facilities Superintendent
Lakes Zoning Bylaw No. 900	CSRD Bylaw Enforcement Officer RCMP
Salmon Valley Land Use Bylaw No. 2500	CSRD Bylaw Enforcement Officer
Electoral Area 'B' Zoning Bylaw No. 851	CSRD Bylaw Enforcement Officer
CSRD Cross Connection Control Bylaw No. 5726	CSRD Bylaw Enforcement Officer

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Anglemont Zoning Bylaw No. 650:		
Unauthorized Camping	3.14	\$200
Fireworks/Firecracker Regulation Bylaw No. 5509:		
Selling or distributing Fireworks	4	\$300
Possessing, Firing, Setting Off or Discharging Firecrackers	5	\$200
Possessing or discharging Fireworks without a Permit	6	\$200
Discharging Fireworks in contravention of a Permit	12	\$200
Fireworks/Firecracker Area 'E' Regulation Bylaw No. 5601:		
Selling or distributing Fireworks	3	\$300
Possessing, Firing, Setting Off or Discharging Firecrackers	4	\$200
Possessing or discharging Fireworks without a Permit	5	\$200
Discharging Fireworks in contravention of a Permit	11	\$200
Columbia Shuswap Regional District Waterworks Regulations and Rates Bylaw No. 5744:		
Unnecessary wasteful use of water	15	\$200
Violation of watering or sprinkling regulations	15,16,17,18 19	\$100
Unauthorized connection	11,12	\$250
Interference/tampering with pipes, curbstops, fixtures or fittings connected to the Waterworks	12	\$500

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Refuse Disposal Facilities Tipping Fee and Regulation Bylaw No. 5542:		
Depositing prohibited waste in a location that is not designated for that purpose	2.3	\$200
Depositing waste at a facility when the facility is closed	2.4	\$200
Entering a facility when the facility is closed	2.4	\$200
Delivering waste without a cover to confine the load	2.1 of Schedule "B"	\$200
Depositing waste in a location or manner contrary to instructions	3.2 of Schedule "B"	\$200
Illegal Dumping Regulation Bylaw No. 5615		
Depositing or Disposing of Refuse at a location other than an authorized facility	1	\$500
Depositing or Disposing of Refuse in a container that is scheduled for delivery to a location other than an authorized facility	1	\$500

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Dog Regulation and Impounding Bylaw No. 5388		
Obstructing a Dog Control Officer	5 c)	\$200
Unlicensed Dog	6 a)	\$50
Dog tag not affixed	6 h)	\$50
Keeping more than 2 dogs without a kennel license	6 o)	\$50
Dog running at large	7 a)	\$50
Barking dog	7 b)	\$100
Dog in prohibited area	7 d)	\$50
Nuisance dog	7 e)	\$100
Operating a kennel without a license	8 b)	\$100
Attacking or viciously pursuing a person or domestic animal	9 b)	\$200
Area 'F' Dangerous Dog Control Regulation Bylaw No. 5669:		
Obstructing a Dog Control Officer	4	\$200
Attacking, biting, inflicting injury, assaulting or viciously pursuing a person or domestic animal	8	\$200

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Lakes Zoning Bylaw No. 900		
Obstructing an officer	2.6.1 (d)	\$500
Unauthorized use or structure	3.2	\$200
Exceeding maximum number of swimming platforms	3.4.1	\$200
Unauthorized use of swimming platform	3.4.2 (a), (b), (c)	\$200
Exceeding maximum size of swimming platforms	3.4.2 (d)	\$200
Violation of setbacks of swimming platforms	3.4.2 (e)	\$200
Exceeding maximum number of docks, private mooring buoys or berths	(a) <u>Density</u> in all zones	\$200
Exceeding maximum size of docks or walkways, including length and width	(b) <u>Size</u> in all zones FC1, FM1, FG1, FG2, FR1, FR2	\$200
	(c) <u>Size</u> in zones FC2, FC3, FC4, FM2, FM3	
Violation of setbacks for docks, private mooring buoys or boat lifts	(c) <u>Location and Siting</u> in zones FC1, FM1, FG1, FG2, FR1, FR2	\$200
	(d) <u>Location and Siting</u> in zones FC2, FC3, FC4, FM2, FM3	

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Salmon Valley Land Use Bylaw No. 2500:		
Obstructing an officer	3.2.8.4	\$500
Violation of design and construction standards for organic matter composting facility	2.2.18	\$500
• Store materials improperly	.1 a)b)c)d)e)f)	\$500
• Failure to use impermeable surface	.2	\$500
• Operate compost facility below a minimum parcel area of 30ha	.3	\$500
• Exceed storage area for primary composting and curing of 500m ² per parcel	.4	\$500
• Building(s) or Structure(s) within setback areas	.5 a)b)c)d)	\$500
Unauthorized use of building(s) or structure(s)	All applicable zones	\$200
Violation of setbacks requirements for buildings, structures and uses	All applicable zones	\$200
Exceeding maximum number of dwellings	All applicable zones	\$200
Violation of height restrictions for buildings or structures	All applicable zones	\$200
Violation of maximum parcel coverage	All applicable zones	\$200
Violation of maximum floor area	2.12.2 (.3)(.4)	\$200
Violation(s) of offstreet parking and loading requirements (Schedule B)	2.2.17	\$200
Violation(s) of Home Occupation requirements	2.2.3 (.1)(.2)(.3)(.4)	\$200
Violation(s) of storage requirements	2.2.9 (.1)(.2)	\$200

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Columbia Shuswap Regional District Community Parks Regulation Bylaw No. 5556		
Causing a nuisance	2(1)	\$200
Obstructing or interfering with use of a park	2(2)	\$200
Using obscene language	2(3)	\$100
Making or causing a noise disturbance/undue noise	2(4)	\$200
Operating devices that make noise or disturb the peace between 10 pm & 7 am	2(5)	\$200
Setting or maintaining a fire in a location other than provided	3(1)	\$200
Burning vegetation	3(2)	\$200
Leaving a fire unattended	3(3)	\$200
Discarding burning material	3(4)	\$200
Storing material in an unauthorized location	4	\$100
Possessing or using alcohol	5	\$200
Bringing equine/pack animals into a park	6	\$100
Bringing domestic animals into prohibited areas	7(1)a)b)c)	\$100
Allowing animals off leash in designated leash areas	7(3)	\$100
Uncontrolled animal	7(4)	\$100
Animal causing disturbance	7(5)(a)	\$100
Animal causing injury	7(5)(b)	\$200
Animal damaging property	7(5)(c)	\$100

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Columbia Shuswap Regional District Community Parks Regulation Bylaw No. 5556 (cont.):		
Animal chasing wildlife	7(5)(d)	\$100
Animal damaging vegetation	7(5)(e)	\$100
Animal at large	7(5)(f)	\$100
Failing to remove pet/animal excrement	7(6)	\$100
Failing to comply with order to remove pet/animal from a park	7(7)	\$200
Failing to obey day use area hours	8(1)	\$100
Carrying out commercial activities within a park	9	\$100
Parking illegally	10(1)a)	\$100
Blocking or obstructing traffic	10(1)b)i	\$100
Vehicle/watercraft causing damage	10(1)b)ii	\$100
Vehicle/watercraft interfering with park use	10(1)b)iii	\$100
Vehicle/watercraft in park after hours	10(2)	\$100
Parking in non designated areas	10(2)b)	\$100
Operating/using a motor vehicle, ATV or snowmobile in non designated areas	11	\$100
Using a watercraft in a swim area	12(1)	\$100
Using a watercraft within 30 meters of a swimming area	12(2)	\$100
Docking, mooring or anchoring watercraft contrary to posted sign	12(3)	\$100

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Columbia Shuswap Regional District Community Parks Regulation Bylaw No. 5556 (cont.):		
Operating aircraft	13	\$100
Possessing firearms, bows or crossbows	14(1)(2)	\$400
Feeding wildlife	15	\$100
Using fireworks or firecrackers	16	\$200
Vandalizing, damaging or destroying park structures/equipment	17(1) a)	\$200
Damaging, destroying or removing natural resources	17(1) b) c)	\$200
Engaging in research or collection without a permit	17(1) d)	\$200
Removing water excerpt for personal consumption while in a park	17(1) e)	\$200
Littering	18(1)	\$200
Transporting refuse or soil into a park for disposal	18(2) (4)	\$200
Allowing waste to contaminate the ground or air	18(3)	\$200
Camping without registering	19(1) (2) 20(1)	\$200
Failing to comply with park regulations	19(4)c)	\$100
Being in a park after hours without registering	19(5)	\$100
Exceeding one vehicle per campsite	21	\$100
Exceeding six persons per campsite	22	\$100
Failing to pay park use fees	23	\$100

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Columbia Shuswap Regional District Community Parks Regulation Bylaw No. 5556 (cont.):		
Failing to comply with park use permit	25-26	\$100
Disobeying eviction/refusing to leave the park	29	\$300
Obstructing or interfering with an enforcement officer	30(2)	\$500

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Electoral Area 'B' Zoning Bylaw No. 851:		
Obstructing an officer	2.6 (d)	\$500
Unauthorized use of land, building(s) or structure(s)	Various, as set out in all zoned in Part 5	\$200
Violation of setbacks regulations for buildings, structures and uses	Various, as set out in all zoned in Part 5	\$200
Exceeding maximum number of dwelling units	Various, as set out in all zoned in Part 5	\$200
Exceeding maximum height regulations for buildings or structures	Various, as set out in all zoned in Part 5	\$200
Exceeding maximum parcel coverage regulations	Various, as set out in all zoned in Part 5	\$200
Exceeding maximum floor area regulations	Various, as set out in all zoned in Part 5	\$200
Violation(s) of screening regulations	Various, as set out in all zoned in Part 5	\$200
Violation(s) of parking and loading regulations (Tables 1 & 2)	4.0 – 4.7	\$200
Violation(s) of Home Occupation Regulations	3.17 (1) (a – l)	\$200

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Electoral Area 'B' Zoning Bylaw No. 851 (cont.):		
Violation(s) of outdoor storage regulations	3.18	\$200
Violation(s) of residential campsite regulations	3.19 (1 – 4)	\$200
Violation(s) of standalone residential campsite regulations	3.20 (1 – 5)	\$200
Violation(s) of vacation rental regulations	3.21 (1 – 10)	\$200
Violation(s) of fencing regulations	3.22 (1 – 2)	\$200
Violation(s) of medical marihuana production facility regulations	3.23 (1) (a – g) (2)(a-d) (3) (a – b)	\$200
Violation(s) of signage regulations	3.24 (1) (a – h) (2) (a – e)	\$200
Violation(s) of tourist cabin regulations	3.16 (1) (a – d)	\$200
Violation(s) of secondary dwelling unit(s) regulations	3.15 (1)(a – j) (2)(a)	\$200
Violation(s) of bed & breakfast regulations	3.14 (1)(a – h)	\$200
Exceeding maximum number of swimming platforms	5.20 (2)(e)	\$200
Violation of swimming platform regulations	5.20 (2)(e)(i-iii)	\$200
Exceeding maximum size of swimming platform	5.20 (2)(e)(iv)	\$200
Exceeding maximum number of docks, private mooring buoys or berths	5.20 (2) (a), 5.20 (2) (d)	\$200
Exceeding maximum size of docks or walkways, including length and width	5.20. (2)(b)	\$200

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
Electoral Area 'B' Zoning Bylaw No. 851 (cont.):		
Violation(s) of setbacks for docks, private mooring buoys or boat lifts	5.20 (2)(c)	\$200
Violation of accessory building regulations	3.11	\$200
Violation of accessory use regulations	3.12	\$200
Violations of floodplain regulations	3.10 (1 – 7)	\$200
Violation of provisions for a second single family dwelling within the ALR	3.6 and 3.7 (1) – (6)	\$200

CSRD Ticket Information Utilization

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
OFFENCE COMMITTED	SECTION	FINE
CSRD Cross Connection Control Bylaw No. 5726:		
Fail to install a backflow preventer	9, 10	\$500
Fail to test a backflow assembly	17, 18	\$200
Unauthorized removal of a backflow preventer	19	\$200
Fail to maintain a backflow preventer	17	\$200
Unauthorized connection to a fire hydrant or temporary water use connection without a backflow preventer device	20	\$200
Unauthorized connection to an auxiliary or not potable water supply to the CSRD waterworks system	21, 22	\$500

CSRD Ticket Information Utilization No. 5296

SCHEDULE 2

COLUMN 1	COLUMN 2	COLUMN 3
<p>NOTE TO BOARD:</p> <p>THE FOLLOWING LIST OF OFFENCES AND THE ASSOCIATED FINE AMOUNTS FOR FORMER WATERWORKS REGULATIONS AND RATES BYLAW NO. 5632 IS NO LONGER VALID DUE TO RECENT PASSAGE OF A NEW WATERWORKS REGULATIONS BYLAW No. 5744:</p>		
<p>Columbia Shuswap Regional District Waterworks Regulations and Rates Bylaw No. 5632:</p> <p>Unnecessary wasteful use of water</p> <p>Violation of watering or sprinkling regulations</p> <p>Unauthorized connection</p> <p>Interference/tampering with pipes, curbstops, fixtures or fittings connected to the Waterworks</p>	<p>12 a)</p> <p>12 a)</p> <p>12 h)</p> <p>18</p>	<p>\$100</p> <p>\$50</p> <p>\$250</p> <p>\$100</p>



BOARD REPORT

TO:
Chair and Directors

File No:	DVP 701-74 PL20170062
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SUBJECT:

Electoral Area C: Development Variance Permit No. 701-74 (Pesonen)

DESCRIPTION:

 Report from Dan Passmore, Senior Planner, dated May 29, 2017.
 2597 Highlands Drive – Blind Bay

**RECOMMENDATION
#1:**

 THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 701-74 for Lot 27, Section 18, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan KAP79982 and an undivided 1/14 share in Lot 59, Plan KAP79982, (PID: 026-562-316), varying South Shuswap Zoning Bylaw No. 701, as follows:

1. Vary the requirement of Section 12.2.6, rear parcel line setback from 5.0 m to 4.85 m for a single family dwelling.

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

SHORT SUMMARY:

The applicant built the single family dwelling on the subject property and noted from a survey certificate that the house did not comply with the required rear parcel line setback.

The applicant has applied for a Development Variance Permit to sanction the current location of the single family dwelling.

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:

PROPERTY OWNER: Kai J Pesonen

ELECTORAL AREA: 'C' - Highlands

CIVIC ADDRESS: 2597 Highlands Drive

 LEGAL DESCRIPTION: Lot 27, Section 18, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan KAP79982 and an undivided 1/14 share in Lot 59, Plan KAP79982 (PID: 026-562-316)

SIZE OF PROPERTY: 0.11 ha (0.28 ac)

SURROUNDING LAND USE PATTERN:

NORTH:	Residential
SOUTH	Residential
WEST	Residential
EAST	Residential

OCP DESIGNATION: Electoral Area C Official Community Plan Bylaw No. 725

MD – Medium Density Residential

CURRENT ZONING: South Shuswap Zoning Bylaw No. 701

R2 – Medium Density Residential

CURRENT USE: Single Family Dwelling

SITE COMMENTS:

The applicant built the single family dwelling on the subject property and noted from a survey certificate that the house did not comply with the required front parcel line setback. Upon review Development Services staff noted that the access route into the subject property is actually a fee-simple property and not a dedicated highway, so the setback in question is actually a rear parcel line setback encroachment.

When the plan of subdivision was registered, the developer created Lot 59, and gave an undivided 1/14 share in the property to all the property owners on the high side of Highland Drive. This was done because the slopes leading to the lots from Highland Drive are quite steep and driveway access would be prohibitive. The Approving Authority for the subdivision, the Ministry of Transportation and Infrastructure, will not allow dedication of lanes, as they do not want to be responsible for maintenance of laneways, in addition to the network of Provincial Highways.

It is unknown how the private property owners of the 14 lots which utilise Lot 59, KAP 79982 for access to their properties maintain the access route. This is a concern to the CSRD, as the subdivision is under the service area for emergency protective services (fire protection) from the CSRD.

POLICY:

Electoral Area 'C' Official Community Plan Bylaw No. 725

3.1 General Land Use Management

This section of the OCP gives the following objectives and policies to be considered;

3.1.1 Objectives

- .1 To be thoughtful and careful stewards of the lands and waters of the South Shuswap to allow future generations an opportunity to appreciate and benefit from wise choices made by today's elected decision-makers.
- .2 To manage growth by directing development and redevelopment in existing settled areas and to discourage development outside these areas.
- .7 To work towards providing a range of housing types in the South Shuswap, principally within the Village Centre and Secondary Settlement Areas.

3.1.2 Policies

- .5 Development will only be considered in areas with lower environmental values within the Village Centre and Secondary Settlement Areas, thereby allowing for the protection of areas with higher environmental values as well as agricultural lands.

3.4 Residential

This section of the OCP gives the following objectives and policies to be considered;

3.4.1 Policies

- .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, detached	Semi- 2 units per 1 acre (1 unit/0.2 ha)
Country Residential (CR)	Detached, detached	Semi- 1 unit per 1 acre (0.4 ha)
Rural Residential (RR)	Detached, detached	Semi- 1 unit per 2.5 acres (1 ha)
Rural Residential 2 (RR2)	Detached, detached	Semi- 1 unit per 5 acres (2 ha)
Small Holdings (SH)	Detached, detached	Semi- 1 unit per 10 acres (4 ha)
Medium Holdings (MH)	Detached, detached	Semi- 1 unit per 20 acres (8 ha)
Large Holdings (LH)	Detached, detached	Semi- 1 unit per 25 acres (10 ha)
Rural Holdings (RH)	Detached, detached	Semi- 1 unit per 148 acres (60 ha)

10.1 Fire Suppression

Fire suppression in the South Shuswap is provided by volunteers in the community. There are five fire stations located in the South Shuswap, including the Shuswap Volunteer Fire Department Fire Hall #1 in Sorrento and Fire Hall #2 at Shuswap Lake Estates, the Eagle Bay Fire Hall, the Tappen/Sunnybrae Fire Hall and the White Lake Fire Hall.

There is a high risk of forest fires in the South Shuswap. Forests abut residential areas throughout much of the South Shuswap. Wildfire, often caused by lightning, is a natural process, but the failure to plan adequately for the possibility of wildfire leaves homeowners and businesses vulnerable. As the warming trend associated with climate change accelerates in the Southern Interior, the risk of forest fire becomes greater.

10.1.1 Objectives

- .1 To have adequate levels of fire suppression for the South Shuswap community.
- .2 To improve awareness of the emergency forest fire response program.

10.1.2 Policies

- .1 Proposals for subdivision and development must demonstrate that appropriate “fire proofing” and “fire smart” principles have been taken into account;
- .2 To strongly support the Ministry of Forests, Lands and Natural Resource Operations and the Provincial Approving Officer working co-operatively in evaluating subdivision applications in order to minimize the potential for fire damage on the wildland urban interface;
- .3 Advocate for adequate levels of fire suppression throughout the South Shuswap. As growth occurs, fire suppression services must be expanded to serve the increasing population; and,
- .4 The Regional District will continue to co-ordinate with Provincial ministries regarding its Emergency Management Program in order to improve the awareness of emergency forest fire response programs. Existing developments should be “fire proofed”.

South Shuswap Zoning Bylaw No. 701

The subject property is currently zoned R2 – Medium Density Residential pursuant to South Shuswap Zoning Bylaw No. 701. This zone allows the following permitted uses

- multiple family dwelling;
- duplex;
- single family dwelling;
- home business, conducted entirely within a single family dwelling or an accessory building to a single family dwelling
- accessory use.

The R2 zone requires the following setbacks:

- | | | |
|----|-----------------------------|-------|
| .6 | Minimum Setback from the: | |
| | • front parcel line | 5 m |
| | • exterior side parcel line | 4.5 m |
| | • interior side parcel line | 2 m |
| | • rear parcel line | 5 m |

The applicant has made an application for a Development Variance Permit to relax the front yard setback from 5.0 m to 4.85 m. The R2 zone also limits the site coverage to a maximum of 50%. As noted earlier in the report, the setback needing to be relaxed is actually a rear parcel line setback, as the common lot access route is a private property and not a highway. The following definitions are provided for clarity:

PARCEL LINE, FRONT means the shortest parcel line common to a parcel and a highway other than a lane.

PARCEL LINE, REAR means the boundary of a parcel which lies the most opposite to and is not connected to the front parcel line, or, where the rear portion of the parcel is bounded by intersecting side parcel lines, it shall be the point of such intersection.

FINANCIAL:

There are no financial implications to the CSRD with regard to this application.

KEY ISSUES/CONCEPTS:**Access:**

Although the property is addressed from Highlands Drive, the physical access to the property is from a shared common lot, (Lot 59, Plan KAP 79982) which also serves as access for Lots 16 to 29 of Plan KAP79982.

Sewer and Water Servicing

The property is serviced by the Shuswap Lake Estates community water and sewer systems.

Fire Protection

The subject property is within the Sorrento/Blind Bay Fire Department (CSRD) service area. Lot 59 is effectively private property which is owned by the 14 lot owners who use it for access to their properties. No easement protects the property owners rights to use the lot for access. It is unknown what arrangements the owners have made with each other, formally or informally to maintain access to their properties.

SUMMARY:

The applicant has applied for a Development Variance Permit to relax the rear yard parcel line setback for a single family dwelling constructed on the subject property. Staff are recommending that the Board consider the application, as it is a relatively minor variance to the rear parcel line setback.

IMPLEMENTATION:**Consultation Process**

Neighbouring property owners will first become aware of the application for DVP when notice of the intent of the Board to review the issuance of DVP 701-74, is mailed out to property owners within 100 m of the subject property.

COMMUNICATIONS:

If the Board approves issuance of DVP 701-74, the owner will be advised of the decision and any conditions that will need to be fulfilled. Once such conditions are fulfilled, staff will prepare the Notice of Permit for submission to Land Title Office for registration on the title of the subject property.

The application was referred to the Electoral Area C Advisory Planning Commission, who recommended approval of the application.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

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

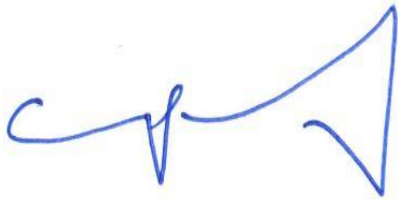
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Electoral Area C Official Community Plan Bylaw No. 725
2. South Shuswap Zoning Bylaw No. 701
3. APC C May Meeting Minutes
4. Application

Report Approval Details

Document Title:	2017-07-20_Board_DS_DVP701-74_Pesonen.docx
Attachments:	- DVP_701-74.pdf - Maps_Plans_DVP701-74.pdf
Final Approval Date:	Jun 5, 2017

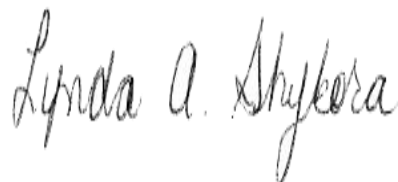
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 31, 2017 - 9:12 AM



Gerald Christie - May 31, 2017 - 2:47 PM



Lynda Shykora - May 31, 2017 - 3:27 PM



Charles Hamilton - Jun 5, 2017 - 11:01 AM



COLUMBIA SHUSWAP REGIONAL DISTRICT

DEVELOPMENT VARIANCE PERMIT NO. 701-74

1. OWNERS: Kai J Pesonen
Box 233
Sorrento, BC, V0E 2W0
2. This permit applies only to the land described below:

Lot 27, Section 18, Township 22, Range 10, West of the 6th Meridian, Kamloops Division
Yale District, Plan KAP79982 and an undivided 1/14 share in Lot 59, Plan KAP79982,
(PID: 026-562-316)

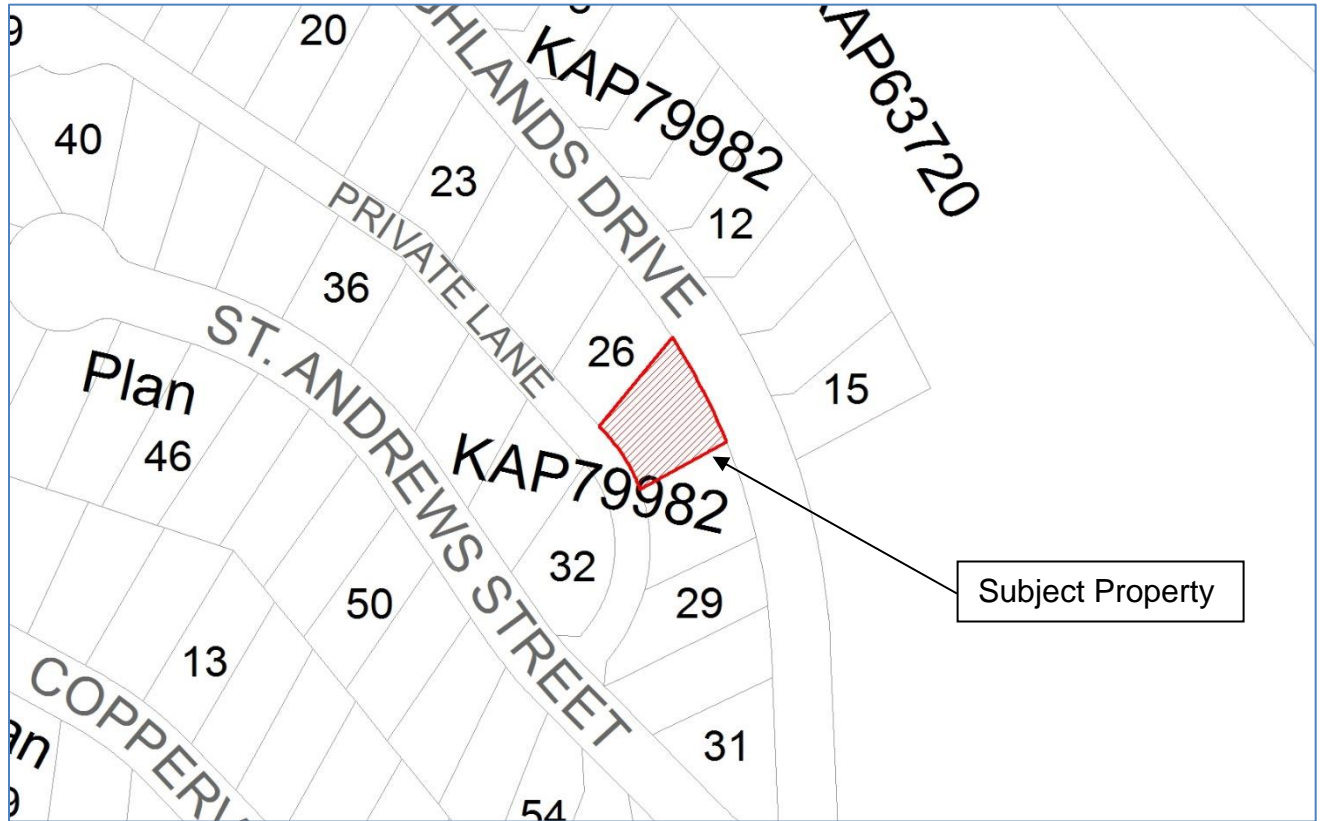
which property is more particularly shown on the map attached hereto as shown outlined in
bold and hatched on Schedule 'A'.
3. Section 12.2.6 Minimum setback from the rear parcel line is hereby varied from 5.0 m to
4.85 m for the existing single family dwelling on the subject property, as shown on
Schedule B.
4. This permit is NOT a building permit.

AUTHORIZED FOR ISSUANCE BY RESOLUTION of the Columbia Shuswap Regional District
Board on the 20th day of July, 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.

DVP 701-74
Schedule A

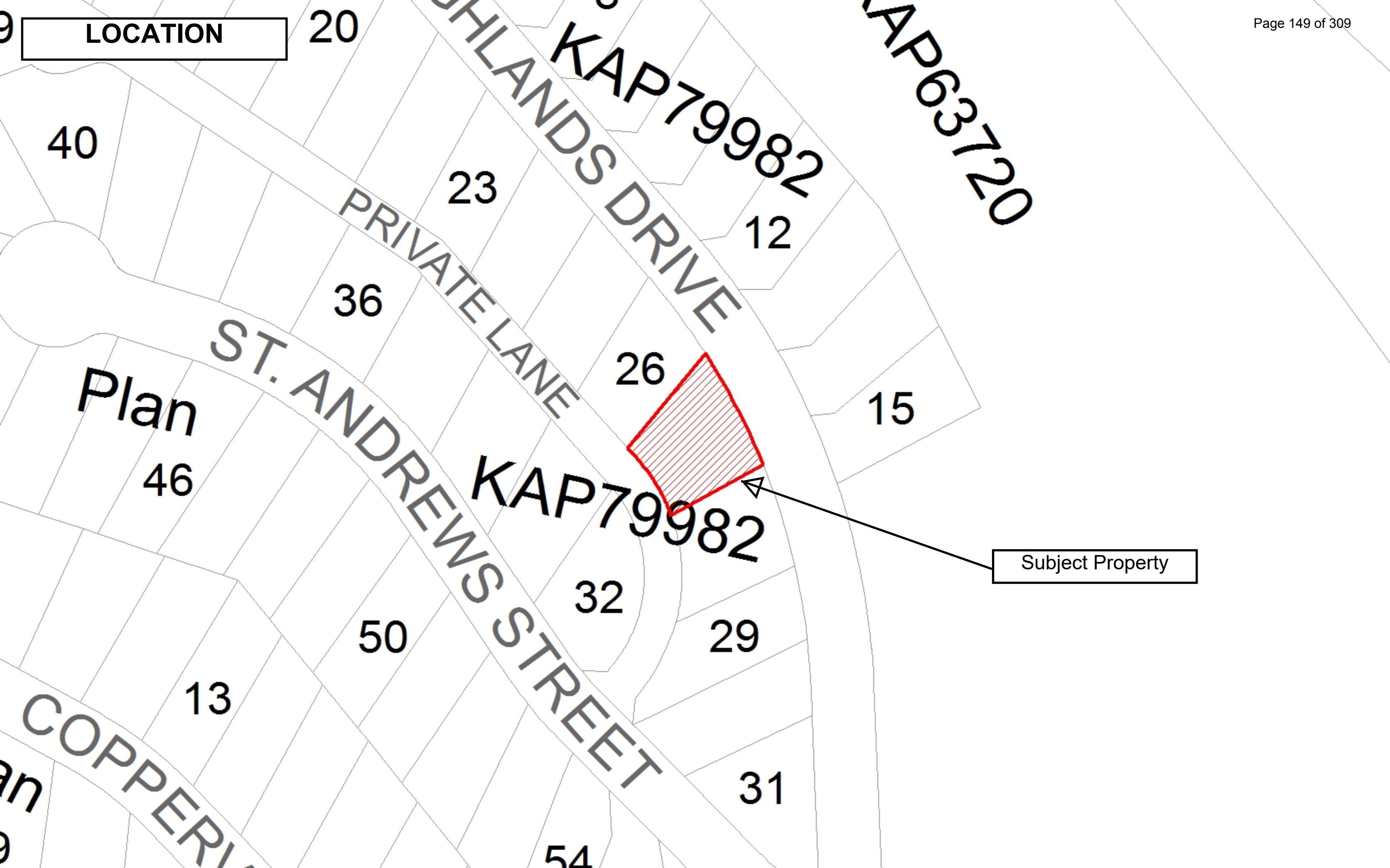




LOCATION



LOCATION



LOCATION

20

40

23

KAP79982

12

KAP63720

PRIVATE LANE

36

26

15

ST. ANDREWS STREET

Plan
46

KAP79982

32

29

50

13

31

COPPER

54

Subject Property

Subject Property

MD

Bylaw 725

NC

HC

PK

PH

ME

GC

AG

MD

GC

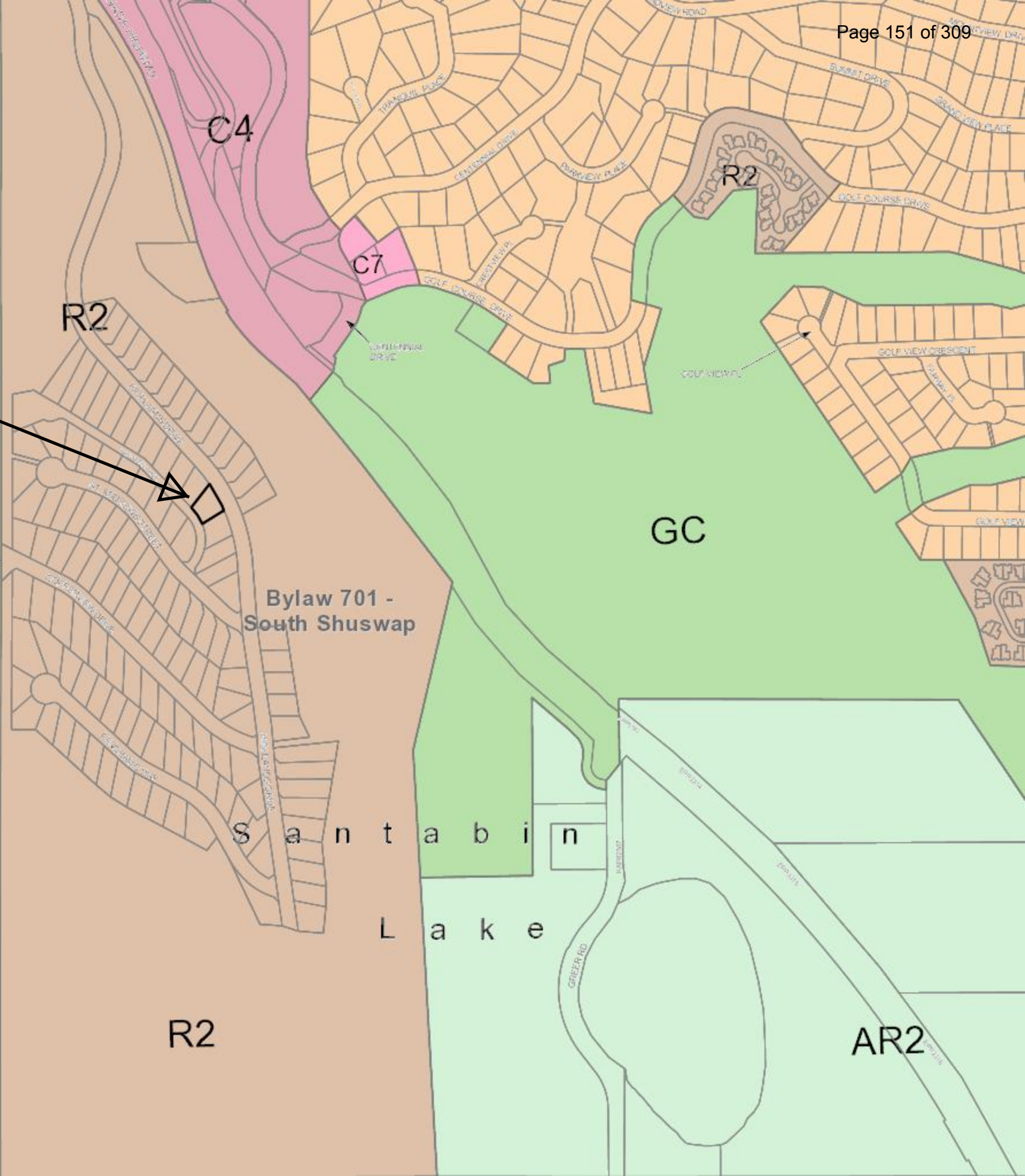
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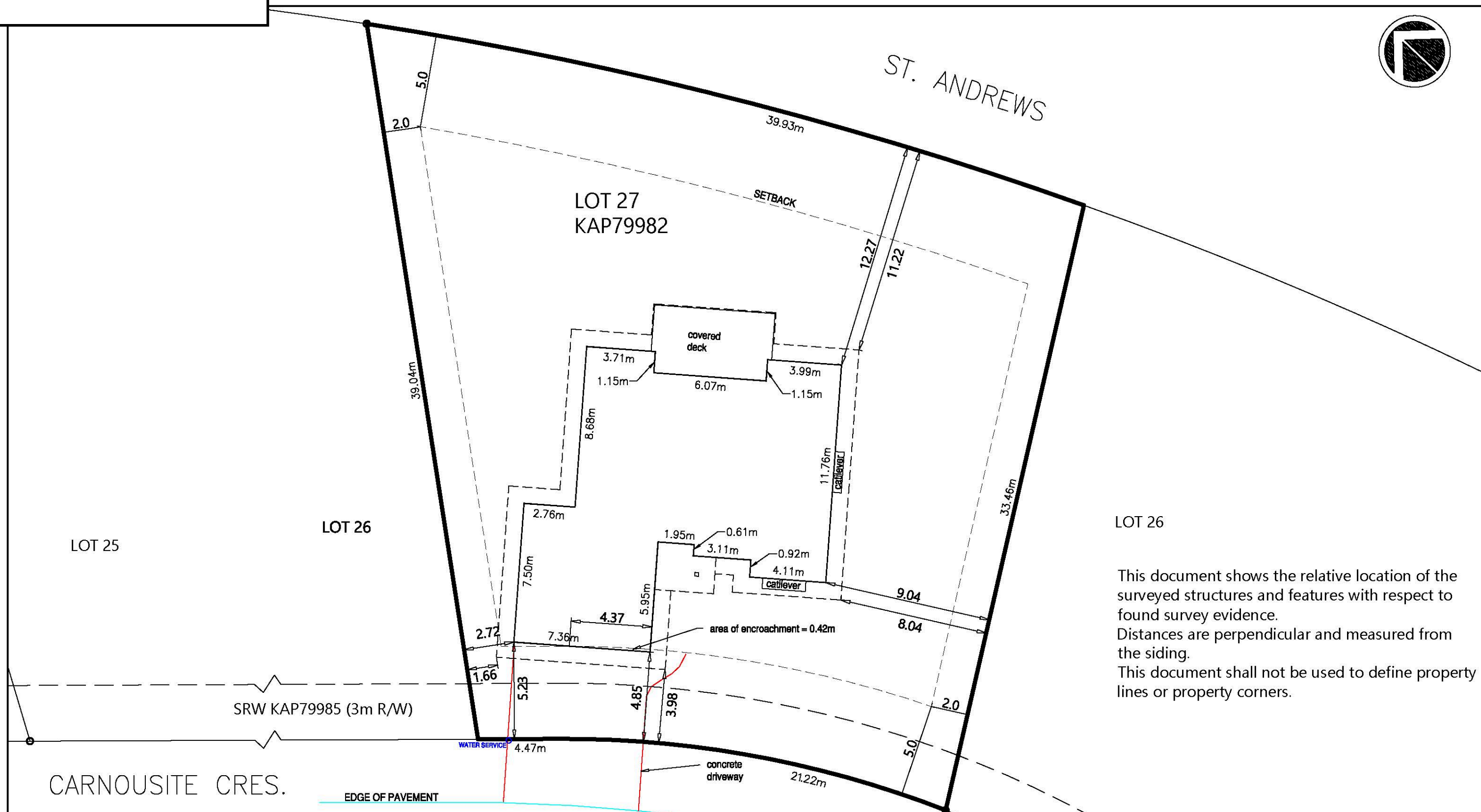
S a n t a b i n

Laake

ZONING

Subject Property





This document shows the relative location of the surveyed structures and features with respect to found survey evidence. Distances are perpendicular and measured from the siding. This document shall not be used to define property lines or property corners.

PLAN SHOWING TOPOGRAPHIC SURVEY OF:

LOT 27, SEC.18, TWP 22, RGE10 W6M, KAP7992
PID: 026-562-316

ADDRESS: 2597 HIGHLANDS DR., BLIND BAY, BC

BLACKBURN SURVEYING LTD
250.804.5465
blackburnsurveying@gmail.com

PLAN

SCALE: 1 : 200 METRIC



DATE: 3/15/2017

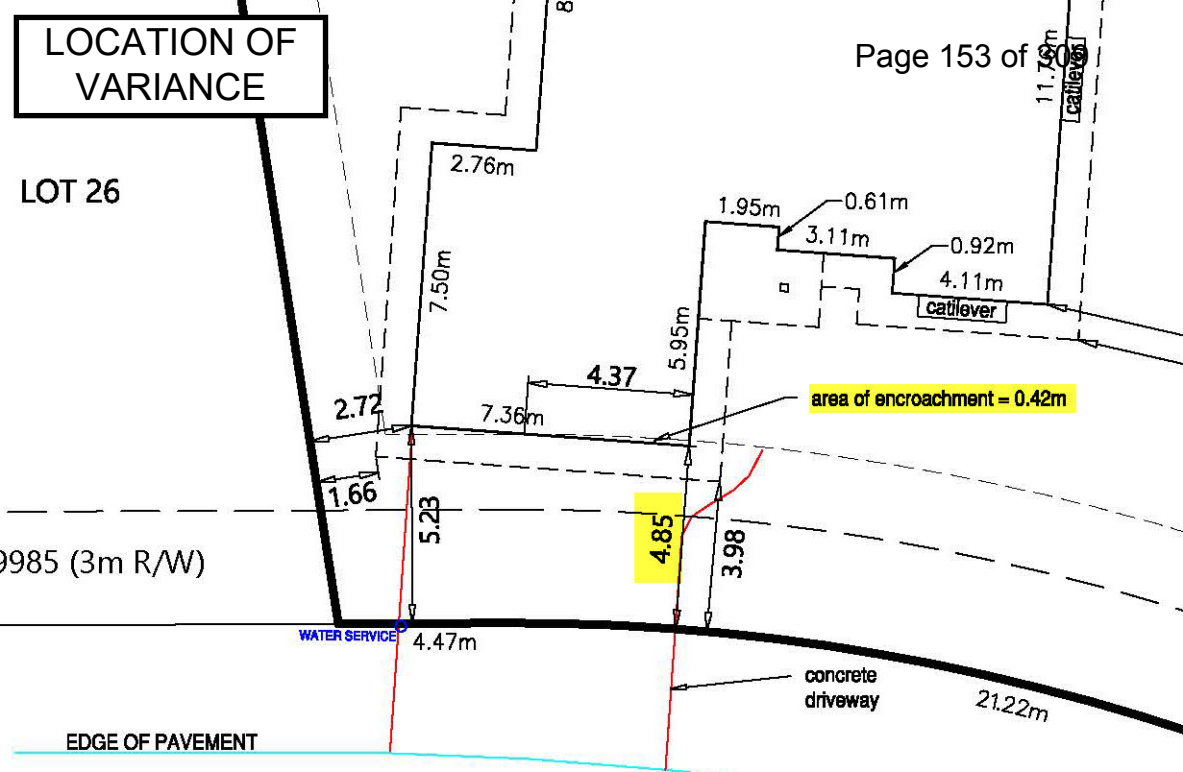
PAGE: 1 OF 1

FILE: 7003

LOCATION OF VARIANCE

Page 153 of 154

LOT 26

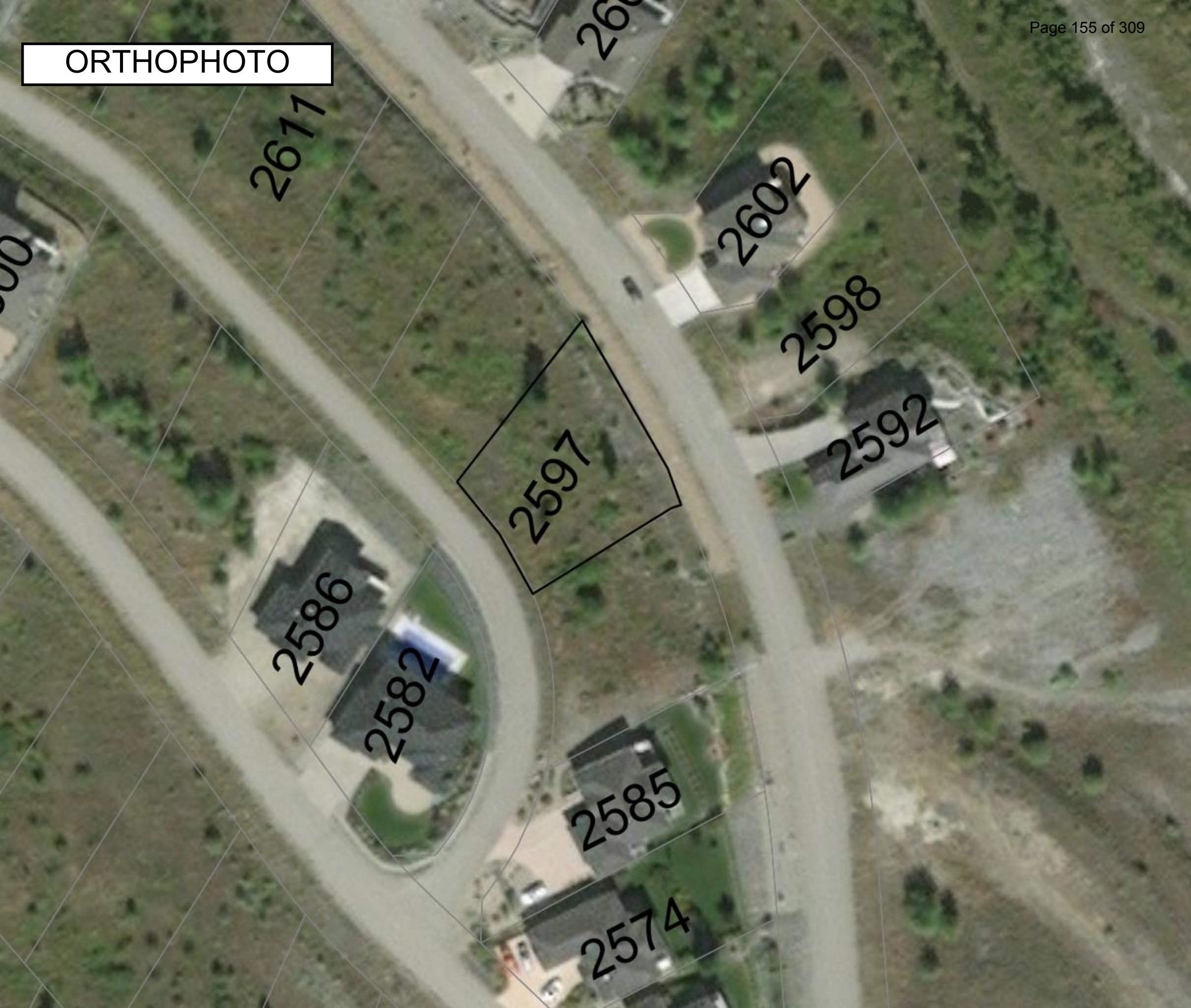


ORTHOPHOTO

Subject Property



ORTHOPHOTO





BOARD REPORT

TO:
Chair and Directors

File No:	DVP 641-28 PL20170086
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SUBJECT:

Electoral Area F: Development Variance Permit No. 641-28 (Mira Grande Developments)

DESCRIPTION:

Report from Dan Passmore, Senior Planner, dated May 29, 2017. 4189, 4273, and 4275 Squilax-Anglemont Road, Scotch Creek.

RECOMMENDATION:

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-28 for Fractional SW 1/4, Section 35, Township 22, Range 11, West of the 6th Meridian, Kamloops Division Yale District, Except Plans 8597, 18252, 20191, 25532, and 28256 (PID: 013-812-807), varying Subdivision Servicing Bylaw No. 641, as follows:

1. Waive the requirement of Section 5.1 (c), in reference to Schedule A Levels of Service, to service the proposed new lots with a Water Supply System,

be approved for issuance this 20th day of July, 2017, subject to registration of a suitably worded Section 219 covenant on the title of the subject property, stating the following:

- That the lots are not to be used for residential purposes unless the recommendations contained within the Hydrogeological Assessment, dated May 26, 2017, by Yanfeng Yin, PhD, P.Geo., of Kala Geosciences Ltd., have been satisfied; and,
- that all lots are required to connect to a community water and sewer system when one becomes available.

SHORT SUMMARY:

The applicant has applied to subdivide (2013-02400) the subject property into 3 new lots of around 4 ha in size. To service the subdivision the applicant is proposing to use 3 groundwater wells which have been constructed on each of the proposed new lots. The subject property is within the Scotch Creek Primary Settlement Area, and in accordance with Electoral Area F Official Community Plan Bylaw No. 830, servicing is supposed to be by community sewer and water systems. This requirement is echoed in Subdivision Servicing Bylaw Requirements for Level of Service.

The application is to waive the requirement in Subdivision Servicing Bylaw No. 641 for a connection to each of the proposed lots to a water supply system.

VOTING:

Unweighted
Corporate

☐

LGA Part 14
(Unweighted)

☒

Weighted
Corporate

☐

Stakeholder
(Weighted)

☐
BACKGROUND:

PROPERTY OWNER:

Mira Grande Developments Ltd., Inc. No. 260212

AGENT:	D.S. Cunliffe, P.Eng.
ELECTORAL AREA:	F
CIVIC ADDRESS	4189, 4273, and 4275 Squilax-Anglemont Road, Scotch Creek, BC
LEGAL DESCRIPTION:	Fractional SW 1/4, Section 35, Township 22, Range 11, West of the 6 th Meridian, Kamloops Division Yale District, Except Plans 8597, 18252, 20191, 25532, and 28256 (PID: 013-812-807)
SIZE OF PROPERTY:	14.25 ha (35.21 ac)
SURROUNDING LAND USE PATTERN:	
	North: Rural Residential South: Residential East: Residential West: Residential
CURRENT USE:	One Single Family Dwelling
PROPOSED USE:	3 Proposed Residential Lots
OCP DESIGNATION:	Electoral Area F Official Community Plan Bylaw No. 830 NR Neighbourhood Residential Scotch Creek Primary Settlement Area
ZONING:	Scotch Creek/Lee Creek Zoning Bylaw No. 825 MHP – Manufactured Home Park

POLICY:**Electoral Area "F" Official Community Plan Bylaw No. 830**

Section 10.2 Water Supply and Distribution

Section 10.3 Liquid Waste Management

Section 12.8 Neighbourhood Residential

Section 13.1 Steep Slope Hazardous Lands Development Permit Area

See "BL830_Policies_DVP641-28", attached.

Scotch Creek/Lee Creek Zoning Bylaw No. 825 – MHP Manufactured Home Park

Principal uses are *Manufactured home space* and *Manufactured home park*. Secondary uses include *Accessory use* and *Home business*. The MHP zone allows 1 manufactured home per hectare, where the property is not serviced with a community sewer system, as in the case of this proposal. The MHP zone does not permit single family dwellings, unless they are manufactured homes, as defined in the bylaw.

Subdivision Servicing Bylaw No. 641

Section 5.1 (c) requires the Owner of property to provide *Works and Services* not within a *Highway* within a proposed subdivision to the level described in Schedule "A". Schedule "A", requires an owner to either provide, or connect to a *Water Supply System*, for subdivisions proposed within a Primary Settlement Area.

A Community Sewer System is also required except where proposed lot sizes are in excess of 1.0 ha, in which case an On-Site Sewage Disposal system is permitted.

FINANCIAL:

There are no financial implications to the CSRD with regard to this application.

KEY ISSUES/CONCEPTS:**Access:**

Access to the subdivision will be from Squilax-Anglemont Road in 2 different locations. Internal to the lot driveway easements will be required where shared driveways are anticipated. All access driveways are required to comply with Subdivision Servicing Bylaw No. 641, Part 7, Section 7.2.

Sewer Servicing

Each lot is proposed to be serviced by an On-Site Sewage Disposal System. The applicant has engaged a Qualified Professional to design each system. Due to the steep topography on the property, effluent dispersal areas are limited, so the Qualified Professional has designed a Type 2 system for each lot that utilizes raised sand mounds to discharge the effluent into. The Owner has provided a Hydrogeological Assessment, dated May 26, 2017, by Yanfeng Yin, PhD, P.Geo., of Kala Geosciences Ltd. The Assessment report reviews whether the proposed wastewater treatment systems will negatively impact the highly vulnerable Scotch Creek aquifer. Subsurface geomorphology suggests that the design and location of the systems will not detrimentally impact the Scotch Creek Aquifer which provides drinking water to the majority of residents within the Scotch Creek Primary Settlement Area.

The Subdivision Servicing Bylaw requirements are fulfilled by the preparation of designs for each sewage disposal system, and the report submitted, however, the subdivision process does not require construction of the individual systems. Therefore, there is no guarantee that individual property owners will install the types of systems proposed and designed by the Qualified Professional when they choose to build on the proposed new lots. Moreover, the Hydrogeological Assessment recommends that Kala Geosciences should be involved in all aspects of construction of On-Site Sewage systems. In this instance, it is critical that they do so, so that neither the Scotch Creek aquifer, nor the groundwater wells constructed on each lot are compromised.

Drinking Water

The applicant has constructed 3 groundwater wells. The wells are extremely deep and are in bedrock, and do not draw from the Scotch Creek Aquifer. Well test results indicate that the wells are capable of sustainably providing the required quantity of water. The following results were observed for each well:

Well Registration No. 05040601 (Proposed Lot 1):

Well depth: 334'

Estimated Well Yield: 25USGpM

Water Quality: Test results indicate High Turbidity of 6.69 NTU, which exceeds Maximum Acceptable Concentration (MAC) of 0.1. Total Dissolved Solids exceeds aesthetic guidelines by 19%. Test indicates Flouride ions at 4.19mg/L exceed MAC of 1.5 mg/L.

Well Registration No. 06100501 (Proposed Lot 3):

Well depth: 454'

Estimated well yield: 15 USGpM

Water Quality: In addition to turbidity 5.52 NTU over MAC 0.1 NTU, Iron, Aluminum, Manganese and Flouride ion exceed MAC.

Well Registration No. 05040601 (Proposed Lot 2):

Well depth: 454'

Estimated well yield: 9 USGpM

Water Quality: In addition to turbidity 9.44 NTU over MAC 0.1 NTU, Iron, Aluminum, Manganese and Flouride ion exceed MAC.

Turbidity and Total Dissolved Solids issues can be normalized through some form of filtration system. Presence of metals and fluoride ions will require treatment to achieve potability. Please note that Subdivision Servicing Bylaw No. 641 requires registration of a Section 219 covenant against each lot dealing with water quality issues highlighted from the test results.

Scotch Creek Primary Settlement Area

Policies within the OCP require that development within the Primary Settlement Area (PSA) must be serviced with community water and sewer systems.

For much of the Scotch Creek PSA, community sewer systems are not available for development, such as subdivision, to connect to, unless a developer's project includes some form of community sewer system internally. There are currently no community sewer systems in Scotch Creek that are owned and operated by the CSRD. Subdivision Servicing Bylaw regulations, however, allow for subdivision on an On-Site Sewage system as long as the proposed lots are greater than 1.0 ha in size. This 1.0 ha figure is consistent with Interior Health Authority (IHA) guidelines. It is also the figure used by the Ministry of Community, Sport, and Cultural Development in determining the baseline for Local Government land use regulation to qualify for future infrastructure grant programs.

The CSRD does own and operate a Community Water System, in the PSA. It is the Saratoga (CSRD) Water System. This system is in close proximity to the proposed development property, but is not able to provide service, as the subject property is at a much higher elevation than the reservoir for the Saratoga system, which is located on the subject property. As a result the applicant has determined that it is not feasible to obtain community water service to the proposed new lots.

Operations Management staff have reviewed the situation and support this view. Operations Management staff have also indicated that a new future reservoir at a higher elevation would benefit the Saratoga Water System and its service area.

The Vulnerable Scotch Creek Aquifer

The CSRD commissioned Golder Associates, who produced a Hydrogeological Assessment of the Impact of Septic Effluent on the Scotch Creek Aquifer, dated January, 1998. The report identified that all residents of the Scotch Creek area draw their drinking water from wells into the aquifer, and discussed the aquifers vulnerability to on-site sewage effluent disposal. As a result of this study, and

based on its conclusions, future planning initiatives in the area endeavoured to place limitations on development in the study area. This is the basis for the policies in the current Official Community Plan which limits development without community infrastructure.

Hydrogeological Assessment

As noted earlier in the report, the owner has provided a Hydrogeological Assessment report. The report advises that treated effluent dispersed following the design recommendations is unlikely to infiltrate into the Scotch Creek aquifer or the bedrock underlying, in which the drinking water wells for the proposed lots have been drilled.

Hazardous Lands (Steep Slopes) Development Permit Area

The applicant has applied for a Development Permit for Steep Slopes which has been reviewed and issued by the Manager Development Services.

SUMMARY:

The applicant has applied for a Development Variance Permit to waive the requirement for the proposed new lots within the proposed subdivision in the Scotch Creek Primary Settlement Area to be serviced by a water supply system, whether it be a connection to an existing water supply system or establishment of such a system for the benefit of the properties serviced through a utility.

The application is not supported by policies within Electoral Area F Official Community Plan Bylaw No. 830. In spite of this, staff are recommending that the Board can approve the Development Variance Permit for issuance, subject to the owner registering a suitably worded Section 219 covenant against the titles to the proposed lots, to address the Hydrogeological Assessment recommendations, and to connect to community sewer and water systems, when available. The reasons that staff are recommending this are as follows:

- OCP policy objectives to protect the sensitive Scotch Creek aquifer have been satisfied as demonstrated by the On-site septic sewer design, and the Hydrogeological Assessment;
- Groundwater wells constructed on-site are drilled to a depth where they do not draw from the Scotch Creek aquifer, but instead draw from the bedrock underlying the aquifer; and,
- It is not feasible for the owner to connect to a current Community Water System.

IMPLEMENTATION:

Consultation Process

Neighbouring property owners will first become aware of the application for DVP when notice of the intent of the Board to review the issuance of DVP 641-28, is mailed out to property owners within 100 m of the subject property.

COMMUNICATIONS:

If the Board approves issuance of DVP 641-28, the owner and agent will be advised of the decision and any conditions that will need to be fulfilled. Once such conditions are fulfilled, staff will prepare the Notice of Permit for submission to Land Title Office for registration on the title of the subject property. Once the CSRD is advised that the DVP permit has been registered on title, the subdivision proposal may be in a position to receive final comments from CSRD staff to the Ministry of Transportation and Infrastructure.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Decline approval 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. Kala Geosciences Ltd., Hydrogeological Assessment, May 26, 2017
2. Kala Geosciences Ltd., On-site Wastewater Treatment and Disposal Report, May 27, 2014
3. Onsite Engineering Ltd., Landslide Hazard Assessment Report, September 30, 2016

Report Approval Details

Document Title:	2017-07-20_Board_DS_DVP641-28_MiraGrande.docx
Attachments:	<ul style="list-style-type: none">- DVP641-28.pdf- BL830_Policies_DVP641-28.pdf- Maps_Plans_DVP 641-28.pdf
Final Approval Date:	Jun 5, 2017

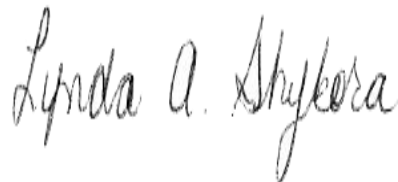
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - May 31, 2017 - 9:27 AM



Gerald Christie - May 31, 2017 - 2:53 PM



Lynda Shykora - May 31, 2017 - 3:37 PM



Charles Hamilton - Jun 5, 2017 - 10:59 AM



COLUMBIA SHUSWAP REGIONAL DISTRICT

DEVELOPMENT VARIANCE PERMIT NO. 641-28

OWNERS: Mira Grande Developments Ltd., Inc. No. 260212
Attn: Colin Morse
PO Box 39573 RPO White Rock
White Rock, B.C., V4B 5L6

1. This permit applies only to the lands described below:

Fractional SW 1/4, Section 35, Township 22, Range 11, West of the 6th Meridian,
Kamloops Division Yale District, Except Plans 8597, 18252, 20191, 25532, and 28256
(PID: 013-812-807)

which properties are more particularly shown outlined in bold and hatched on the map
attached hereto as Schedule 'A'.

2. Section 5.1(c) of Subdivision Servicing Bylaw No. 641, is hereby varied by waiving the requirement that works and services within a proposed subdivision must be provided to the level described in Schedule "A" of Subdivision Servicing Bylaw No. 641. Schedule "A" requires that lands proposed to be subdivided within a Primary Settlement Area must be serviced with a Water Supply System. The Owner has constructed Independent On-Site Water Systems, being groundwater wells on each of the proposed lots, in the proposed subdivision application as shown on Schedule 'B' attached hereto.
- 3 This permit is NOT a building permit.

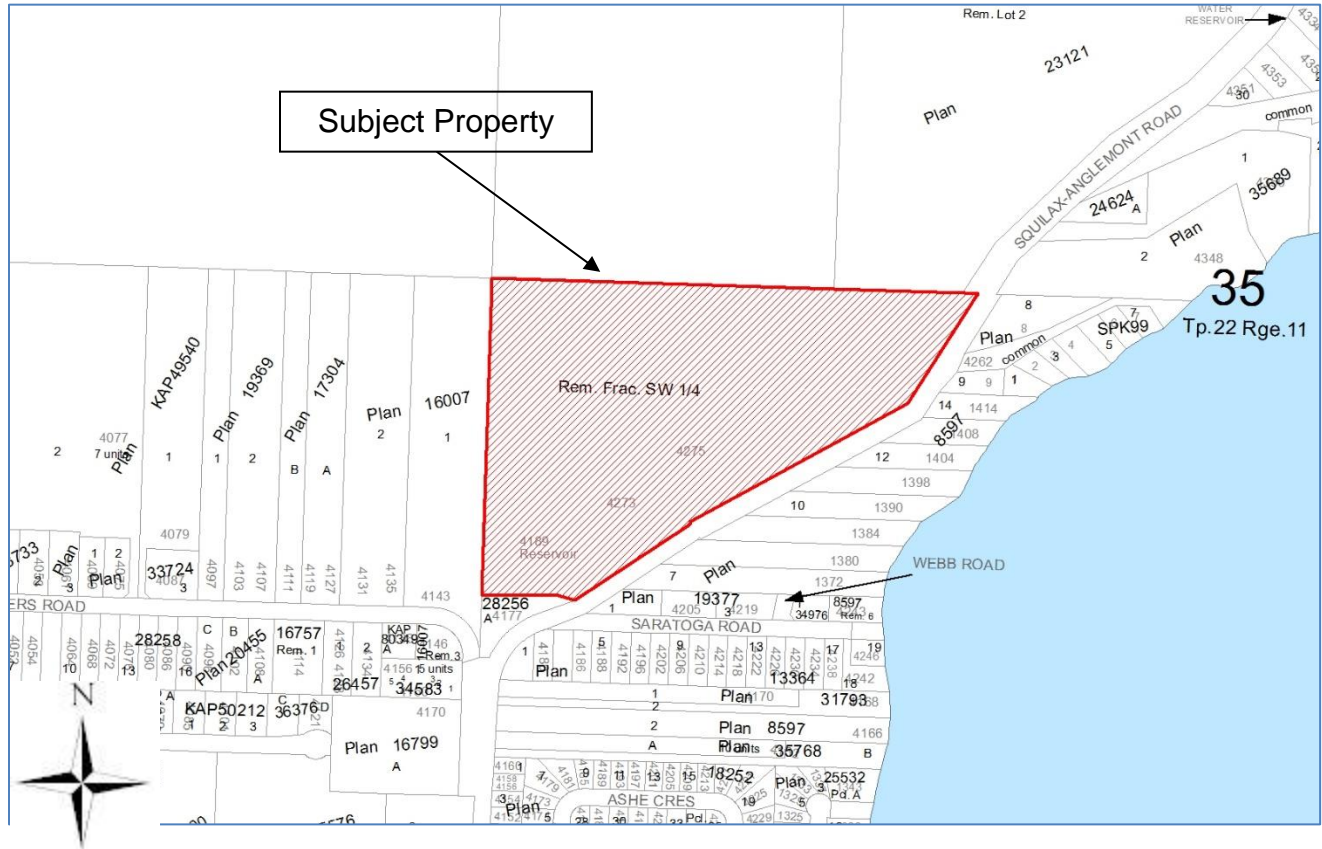
AUTHORIZED FOR ISSUANCE by the Columbia Shuswap Regional District Board on the day of
, 2017.

AND ISSUED this _____ day of __, 2017

CORPORATE OFFICER

NOTE: Subject to Section 504(1) 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.

DVP 641-28
Schedule A



Electoral Area F Official Community Plan Bylaw No. 830

DVP 8641-28 Applicable Policies and Guidelines

10.2 Water Supply and Distribution

Objective 1

To provide an appropriate level of infrastructure services in development areas, balancing demands with affordability.

Policy 1

The Regional District will:

1. Ensure that development will only occur if appropriate water systems and standards are in place. New community water systems will be designed and built to the satisfaction of the Regional District.
2. Encourage the development of community water systems in the North Shuswap's Settlement Areas.
3. Encourage the conservation of water, including the use of water conserving technology in publicly- and privately-owned buildings.

Policy 2

The CSRD may also assume control over private community water systems as outlined in the CSRD water system acquisition strategy.

Policy 3

Any new development within the Scotch Creek Primary Settlement Area or within the Secondary Settlement Areas, must connect to a community water system. For the purposes of this Plan, a community water system means a waterworks system serving 50 or more connections, parcels, dwelling units, or recreational vehicles. Facilities may include water treatment plants and ancillary, works, reservoirs, impoundments (dams), groundwater development (wells), and pumping stations for the collection, treatment, storage, and distribution of domestic potable water.

10.3 Liquid Waste Management

Objective 1

To protect the water quality of Shuswap Lake and its watershed.

Objective 2

To maintain healthy aquatic and groundwater environments and protect people from water contamination.

Policy 1

Discharges of treated effluent to Shuswap Lake from private sources should be prohibited. Discharge of treated effluent from public facilities to Shuswap Lake will be considered only after all other disposal options have been exhausted and assent is gained through a referendum.

Policy 2

Any new development within the Scotch Creek Primary Settlement Area, or within the Secondary Settlement Areas, must connect to a community sewage system. For the purposes of this Plan, a community sewage system means a sewage collection, treatment and disposal system serving 50 or more connections, parcels, dwelling units, or recreational vehicles. Facilities may include wastewater treatment (disposal) plants and ancillary works, sanitary sewers and lift stations for the collection and treatment of wastewater, and the discharge and/or re-use of treated effluent wastewater and biosolids.

Policy 3

The Regional District will:

1. Implement the Liquid Waste Management Plan (LWMP) for the North Shuswap.
2. Assume control over private community sewage systems if the proper circumstances exist, and if there is support to do so from residents and the Provincial government. The users will fund the cost of operating and maintaining the system.
3. Investigate opportunities for one or more pump-out(s) for lake generated black and grey water to a land-based discharge system located away from the residential areas of Shuswap Lake.
4. Strongly support Interior Health's view that drywells are not an appropriate sewerage system.
5. Work to enhance environmental awareness and promote activities that protect the water quality and natural aquatic habitat.
6. Use the full range of planning tools and regulatory measures to protect the watershed and water quality of Shuswap Lake. These include zoning bylaws, development permits, building regulation, and, potentially, statutory covenants. In Seymour Arm, the Seymour Arm LWMP supports building regulation for structures with a water connection, as this directly correlates to liquid waste concerns. The Seymour Arm LWMP also supports the use of building regulation to ensure proper septic filings are made with Interior Health and the system is designed and inspected by an authorized person.
7. Work with federal and provincial ministries and agencies to implement strategies that protect and enhance the quality of the lakes and streams of the North Shuswap. The Regional District will use Provincial site sensitivity mapping to assist in its decision-making.

Similarly, if the Province develops a cumulative impacts/carrying capacity model, this will also be a valued source of information related to land use decision-making.

12.2 Principles

Principle 6

Develop infrastructure that is sustainable, environmentally responsible and appropriate to the needs of the community by:

- a) Balancing development and road capacities so that there is an effective use of resources and avoids the creation of traffic problems;
- b) Aiming for a multi-modal circulation plan that addresses the entire community;
- c) Aiming for the development of water and sewer infrastructure that considers current and potential needs;
- d) Aiming for better emergency community services and community health services and consider them in planning; and
- e) Considering the infrastructure needs and traffic impacts of the seasonal summer population as well as the full-time population.

Principle 8

Preserve and enhance the environmental and visual quality of the area by:

- a) Encouraging practices that protect groundwater and lake water quality and quantity;
- b) Considering the carrying capacity of current and future water systems and keep the water supply within local control and within the local watershed;
- c) Protecting the local forests, wildlife, and fish through appropriate practices;
- d) Ensuring that sewage systems do not negatively affect the environment;
- e) Avoiding lakeshore development that negatively affects the water quality and the visual quality;
- f) Ensuring that all new developments respect the views to and from the lake; and
- g) Developing guidelines for landscape, fencing and other features.

12.8 Neighbourhood Residential (NR)

Objective 1

The Neighbourhood Residential (NR) land use refers to development that is existing. The intent of this land use designation is to recognize that the existing neighbourhoods within Scotch Creek are an important part of the definition of the character of the area.

Policy 1

A “neighbourhood” is defined as an area of contiguous lots that have common setbacks, building orientation, and size, or that were constructed as part of a single development and form a coherent and commonly understood cluster. Refer to Map 1.

Policy 2

Development within Neighbourhood Residential areas will normally only take the form of infill (for example, construction of a new house on a vacant lot) or subdivision of an existing lot and construction of a new dwelling unit on each new lot.

Policy 3

Policies for infill in NR areas are intended to reflect and support the neighbourhood character and density, and to either maintain or improve conditions regarding setbacks, landscape, visual buffers, building massing, and building orientation. Refer to the following sections for guidelines for each neighbourhood.

1. Within existing neighbourhoods designated NR Neighbourhood Residential, a lot may be subdivided in two, providing that the size of each resulting parcel is equal to or larger than 1/4 acre (therefore only 1/2 acre lots or larger have potential for subdivision). This will ensure that the overall density of each neighbourhood remains comparable to existing density, while allowing sensitive intensification through the potential to subdivide larger lots.
2. Any new subdivision is considered as new development, and must be connected to community sewer and water services.
3. Construction of any new dwelling unit within any parcel designated as Neighbourhood Residential is strongly encouraged to conform to the guidelines for the neighbourhood in which it is found. The existing setback, landscape, visual buffers, building massing and building orientation of each neighbourhood are described in the following Neighbourhood Types sections (a key map is included to indicate the location of the neighbourhood type). By reflecting these conditions in any infill development, the existing character and conditions will be continued, while still allowing individuality and innovation in design.
4. Normally a maximum building height of two storeys is permitted.

Map 1: Neighbourhood Types



Scotch Creek Larger Lot

Average Density: 1 - 2 units / acre (2.5 - 5 units / hectare)

Average Lot Sizes: 1/2 - 1 acre (0.2 - 0.4 hectares)

Front Setbacks: Range from 16 - 165 ft. (5 - 50 m)

Side Setbacks: Building typically centred on lot

Rear Setbacks: Varies with front setbacks

Landscape: Native vegetation and turfgrass

Visual Buffers: Vegetation - As setbacks decrease, buffers increase

Building Massing: 1 - 2 storeys

Building Orientation: Towards the street front

Parking: Carport or garage placed behind house



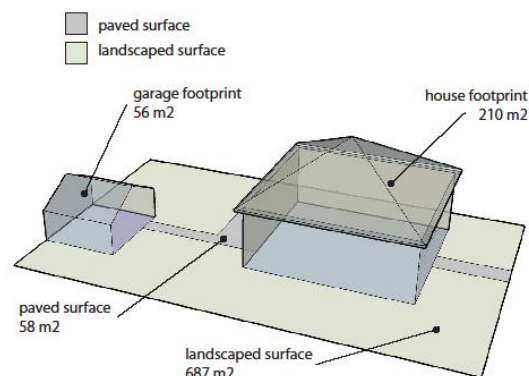


12.14 Water Quality Protection

1. The quality of surface and ground water needs to be maintained in order to ensure environmental integrity and to contribute to the sustainability of Scotch Creek.
2. Typical practices of urbanization tend to increase the amount of paved surfaces (driveways, parking lots, walkways) and reduce the amount of infiltration. Permeable surfaces, especially landscaping, allow greater infiltration of rain and storm runoff, recharging of groundwater, and contribution to a more comfortable micro-climate. The Groundwater Absorption Coefficient (GAC) is the percentage of a lot that is required to be free of impervious material (concrete, asphalt, etc.).
3. All new residential developments should aim for a minimum GAC of 45% through the use of pervious surfacing materials.
4. It is recommended that the policy regarding Groundwater Absorption Coefficient (GAC) be included in the Zoning Bylaw to augment the site coverage regulations.
5. Whenever possible, all new developments should integrate green stormwater infrastructure in the form of bioswales on sides of streets/roads and parking lots, rather than curbs and gutters, which channel storm water quickly away and require storm drainage infrastructure.

Example of GAC calculations:

Lot	1,011 m ² (0.25 ac)
	100.0%
House	210 m ² (2,260 ft ²)
	20.7%
Garage	56 m ² (200 ft ²)
	5.6%
Paved	58 m ² (625 ft ²)
	5.7%
Landscaped	687 m ² (7,395 ft ²)
	68.0%



The amount of surface free of impervious materials is 68%. It exceeds the 45% GAC requirement, therefore is acceptable.

13.1 Hazardous Lands Development Permit Areas**13.1 (a) Purpose**

The Hazardous Lands DPA is designated under the Local Government Act for the purpose of protecting development from hazardous conditions. Three hazardous lands categories have been established under this permit area: (1) Flooding and Debris Flow, (2) Steep Slope and (3) Interface Fire.

13.1 (b) Justification

Whereas evidence of past flooding and debris flow exists on the watercourses named in the Area section that follows, whereas steep slopes pose a potential landslide risk and whereas interface fire pose a risk to life and property, a Hazardous Lands DPA is justified to:

- protect against the loss of life;
- minimize property damage, injury and trauma associated with flooding and debris flow events;

- ensure that development in steep slope areas is designed and engineered to provide a high level of protection from ground instability and/or slope failure; and
- plan and manage development in fire interface areas in a way that minimizes the risk of damage to property or people from interface fire hazards and mitigates interface fire hazards.

13.1.2 Hazardous Lands Development Permit Area 2

(DPA 2 Steep Slope)

13.1.2 (a) Area

All areas with slopes in excess of 30% are designated as Hazardous Lands DPA 2 (Steep Slope). These are referred to as 'steep slope' areas below.

[Note: The CSRD requires a slope assessment of slope conditions as a condition of DP issuance. Provincial 1:20,000 TRIM mapping, using 20 m (66 ft) contour information, may provide preliminary slope assessment; however, a more detailed site assessment may be required.]

13.1.2 (b) Guidelines

To protect against the loss of life and to minimize property damage associated with ground instability and/or slope failure, the CSRD discourages development in steep slope areas. Where steep slope areas are required for development, DPs addressing Steep Slopes shall be in accordance with the following:

For subdivision, either 1 or 2:

- .1 Submission of a report by an APEGBC registered professional with experience in geotechnical engineering.
 - (i) The report, which the Regional District will use to determine the conditions and requirements of the DP, must certify that the land may be used safely for the use intended.
 - (ii) The report must explicitly confirm all work was undertaken in accordance with the APEGBC Legislated Landslide Assessment Guidelines.
 - (iii) The report should include the following types of analysis and information:
 - site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features, including watercourses;
 - strength and structure of rock material, bedding sequences, slope gradient, landform shape, soil depth, soil strength and clay mineralogy;
 - surface & subsurface water flows & drainage;

- o vegetation: plant rooting, clear-cutting, vegetation conversion, etc.
- o recommended setbacks from the toe and top of the slope;
- o recommended mitigation measures; and
- o recommended 'no-build' areas.

(iv) Development in steep slopes should avoid:

- o cutting into a slope without providing adequate mechanical support;
- o adding water to a slope that would cause decreased stability;
- o adding weight to the top of a slope, including fill or waste;
- o removing vegetation from a slope; and
- o creating steeper slopes.
- o siting Type 1, 2 and 3 septic systems and fields within steep slopes. All sewage practices must abide by the recommendations of the Sewerage System Standard Practices Manual.

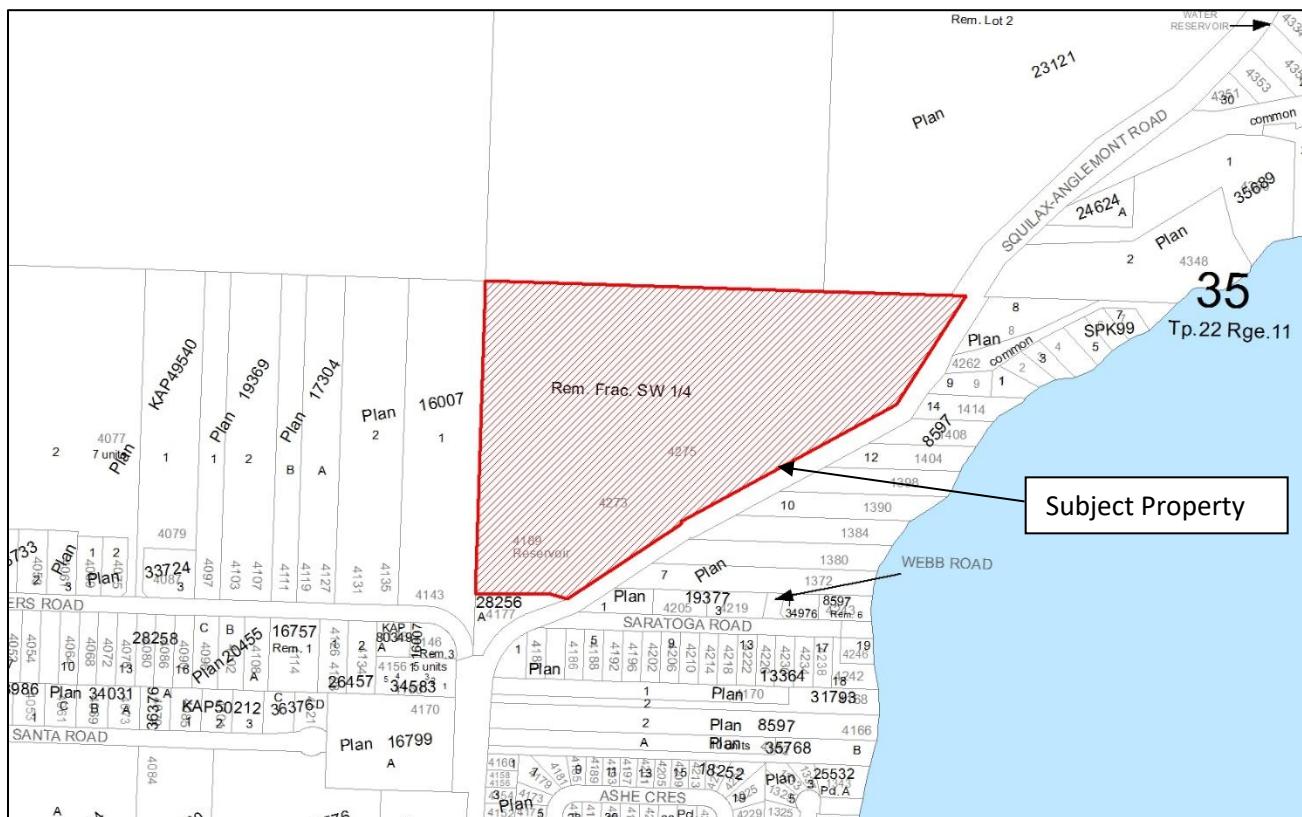
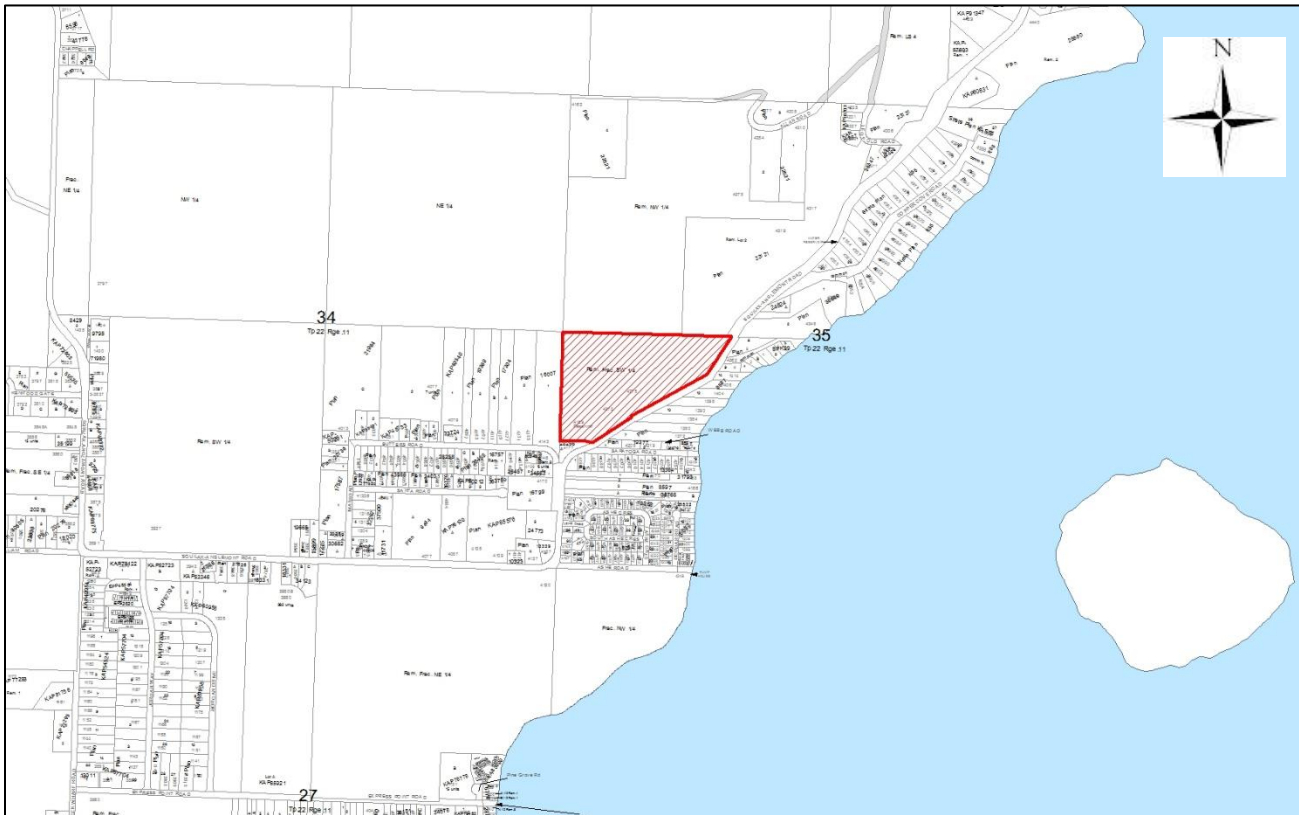
(v) A Covenant may be registered on title identifying the hazard and remedial requirements as specified in the geotechnical or engineering reports for the benefit and safe use of future owners.

.2 Registration of a Covenant on title identifying hazards and restricting construction, habitation or other structures or uses on slopes of 30% and greater.

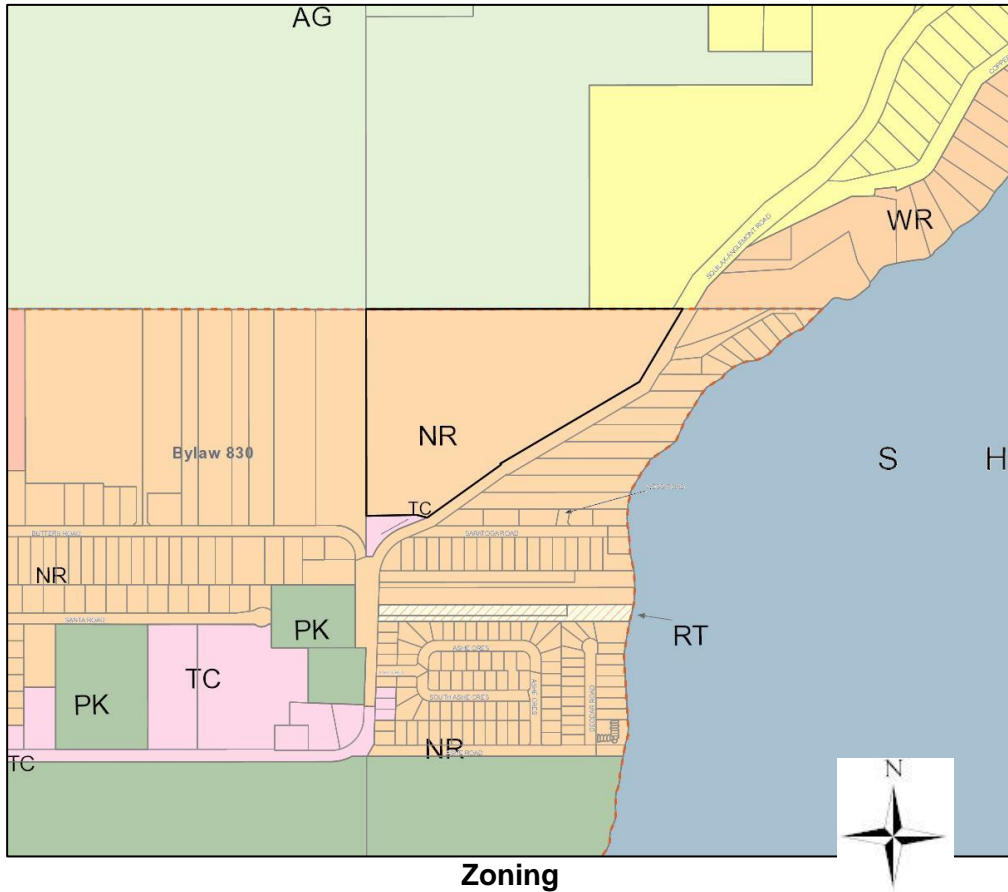
For construction of, addition to or alteration of a building or other structure:

.3 Compliance with and submission of the relevant geotechnical sections of Schedule B of the BC Building Code by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering. A Covenant may be registered on title identifying hazards and/or restricting construction, habitation or other structures or uses on slopes of 30% or greater.

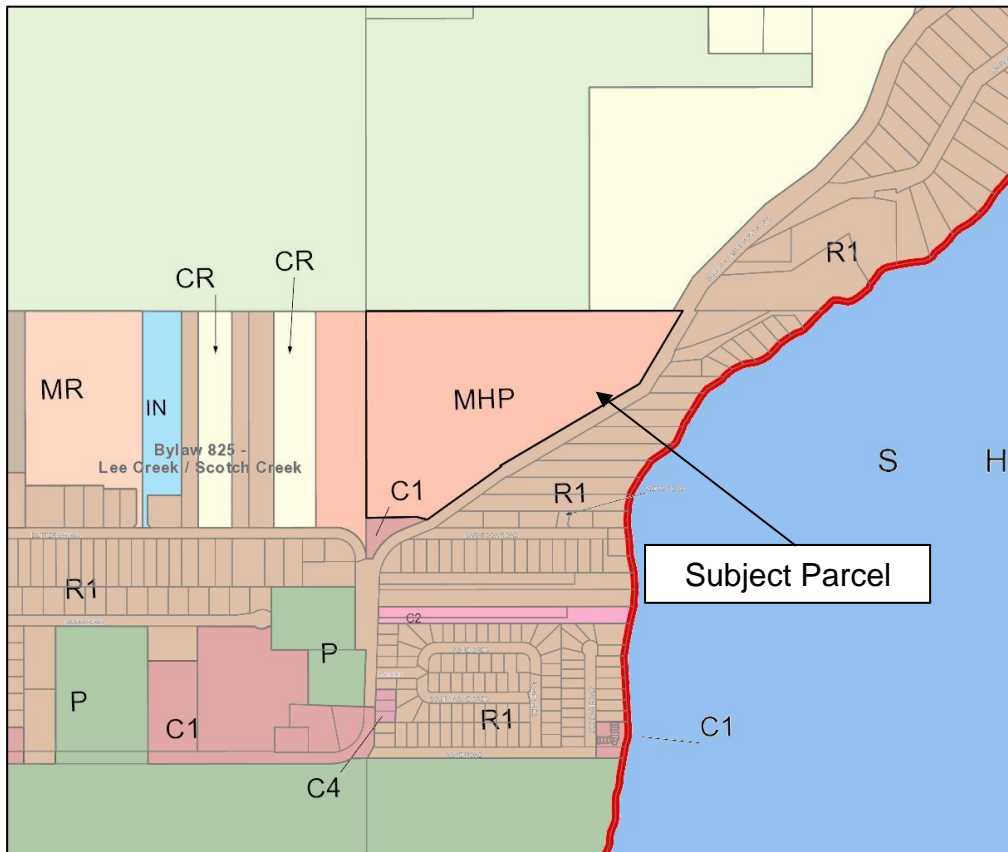
Location



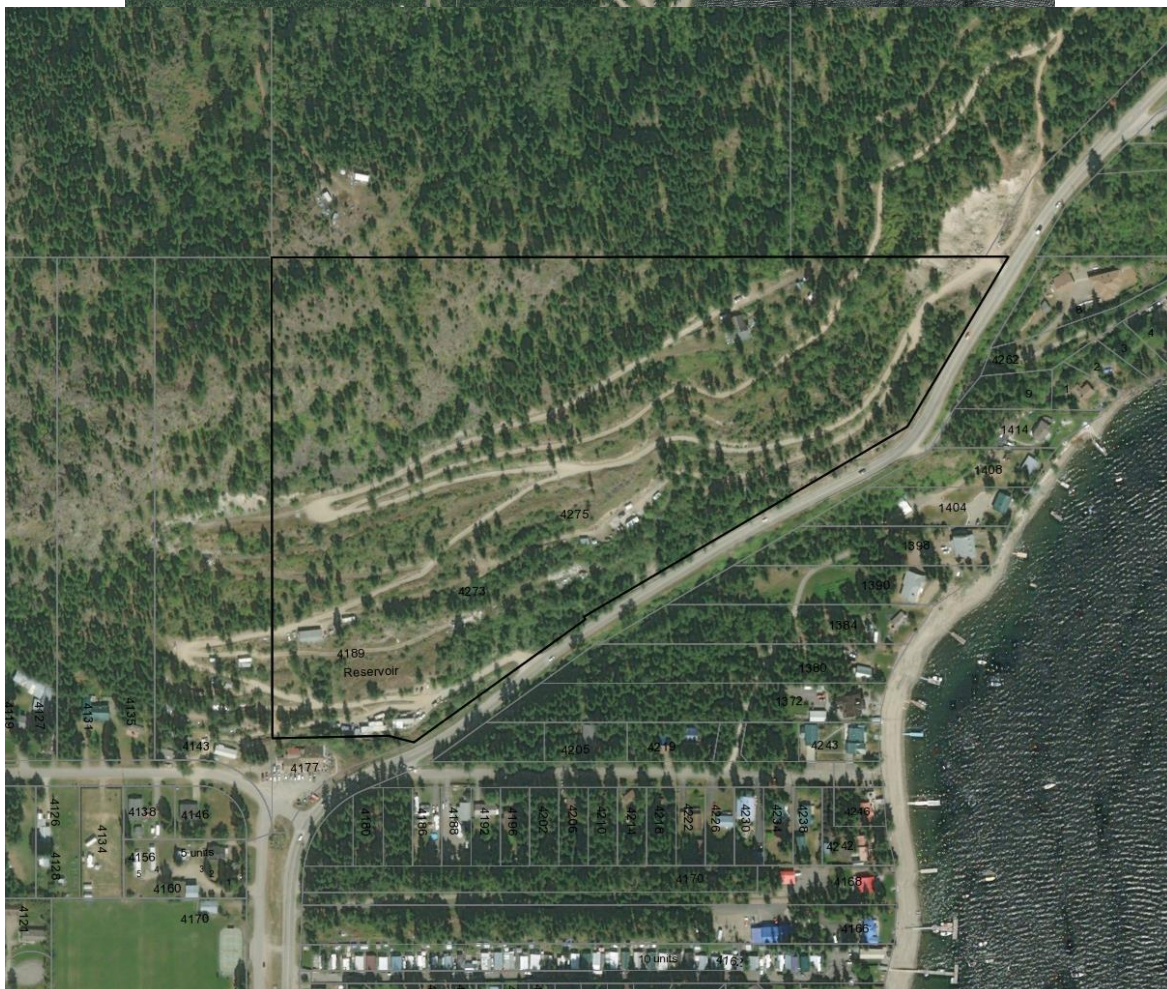
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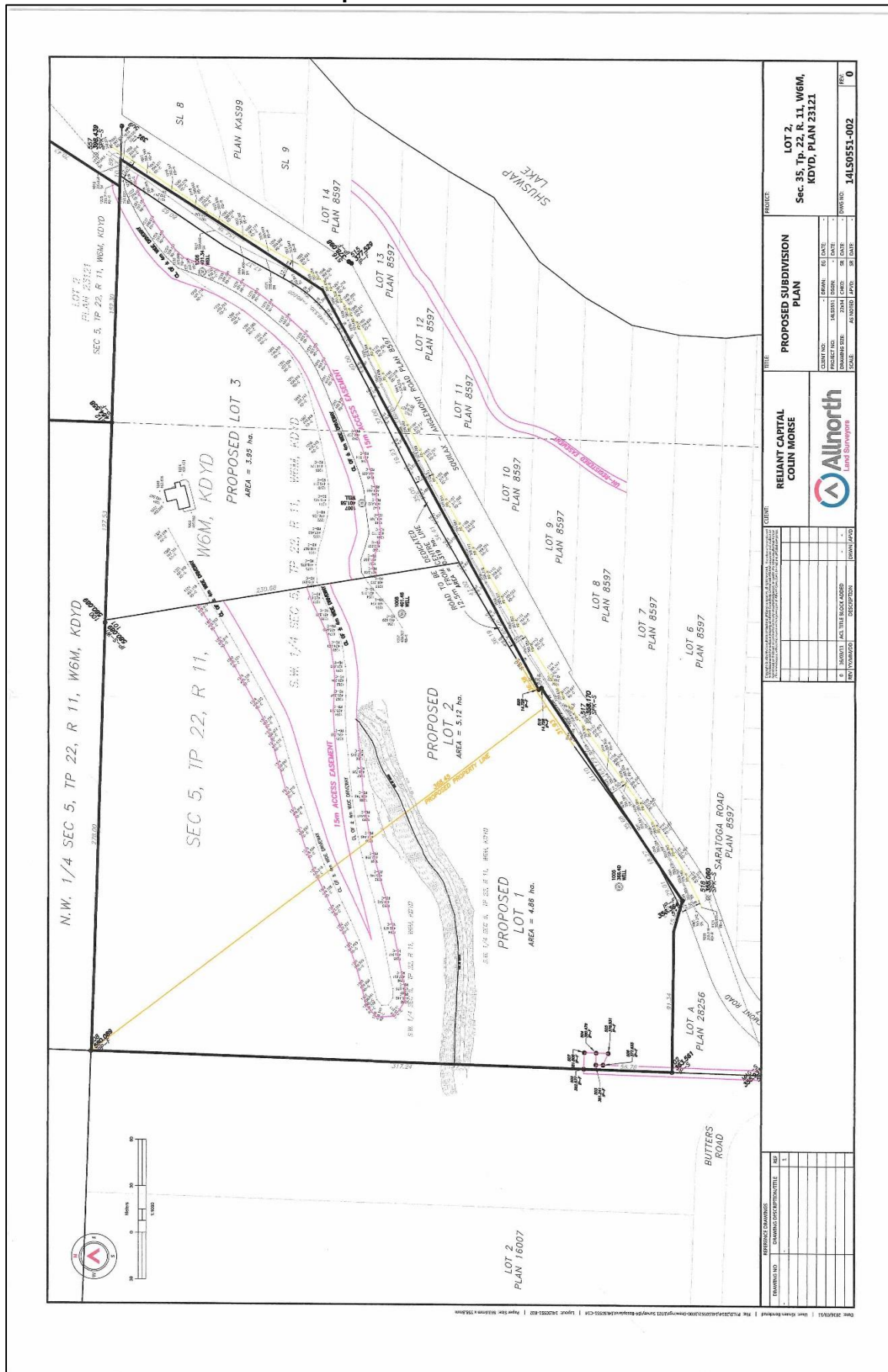
Zoning



Orthophoto



Proposed Subdivision Plan





BOARD REPORT

TO:
Chair and Directors

File No:	BL 900-21 PL20170117
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SUBJECT:

Electoral Area C: Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21

DESCRIPTION:

Report from Dan Passmore, Senior Planner, dated June 9, 2017.
2001 Eagle Bay Road, Blind Bay

RECOMMENDATION:

THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be read a first time this 20th day of July, 2017;

AND THAT:

the Board utilize the simple consultation process for Bylaw No. 900-21, and it be referred to the following agencies and First Nations:

- Area C Advisory Planning Commission;
- Interior Health Authority;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- Department of Fisheries and Oceans;
- Ministry of Transportation and Infrastructure;
- CSR D Operations Management;
- CSR D Financial Services; and
- All relevant First Nations.

SHORT SUMMARY:

The proposal is to amend the FC3 – Foreshore Commercial 3 Zone of Lakes Zoning Bylaw No. 900 (Bylaw No. 900) to allow an expansion of the existing marina operation from 55 mooring berths to a total of 110 mooring berths.

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:

REGISTERED OWNER:
Finz Resort Ltd. (Craig Russenholt)

ELECTORAL AREA:
C (Blind Bay Area)

LEGAL DESCRIPTION:
DL 6021, K.D.Y.D.

Lot 1, Sections 17 and 20, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP51931

CIVIC ADDRESS:

2001 Eagle Bay Road

SURROUNDING LAND USE PATTERN:

NORTH = Rural Residential/Crown Land

SOUTH = Rural Residential

WEST = Shuswap Lake

EAST = Crown

CURRENT USE:

Marina/Restaurant/Retail Store/Campground

SIZE OF PROPERTY:

Upland portion 5.17 ha (12.775 ac)

DESIGNATION:

Electoral Area C Official Community Plan Bylaw No. 725

WC – Waterfront Commercial/Secondary Settlement Area

ZONE:

Land = South Shuswap Zoning Bylaw No. 701

West of Eagle Bay Road – C6 – Waterfront Commercial

East of Eagle Bay Road Lower Portion – C5 – Tourist Commercial

Upper Portion – LH – Large Holdings

Lakes Zoning Bylaw No. 900

FC3 – Foreshore Commercial – 3

POLICY:

Electoral Area 'C' Official Community Plan Bylaw No. 725

The subject property is designated Waterfront Commercial (WC). The OCP contains no policies regarding WC development, except to advise that new WC developments are not supported.

2.3 Shoreline Environment

This section of the OCP gives the following objectives and policies to be considered;

2.3.1 Objectives

- .1 To maintain the unique physical and biological characteristics of the shoreline environment.
- .2 To maintain shoreline habitats to protect them from undesirable development.
- .3 To manage the foreshore to ensure appropriate use and prevent overdevelopment.

2.3.2 Policies

- .1 Non-moorage uses other than passive recreation are not acceptable on the foreshore. These include facilities such as beach houses, storage sheds, patios, sun decks, and hot tubs.

Additionally, no commercial uses, including houseboat storage or camping, are acceptable on the foreshore.

- .2 Land owners must not alter the natural habitat and shoreline processes unless specifically authorized. The placement of fill and the dredging of aquatic land are not generally acceptable.
- .3 Encourage the Integrated Land Management Bureau, when carrying out reviews of foreshore tenure applications, to take the foregoing objectives and policies into consideration, with emphasis on the environmental sensitivity of the foreshore areas, as well as ensuring an appropriate relationship with upland areas.
- .4 Private moorage owners and builders will comply with the Ministry of Environment's Best Management Practices for Small Boat Moorage on Lakes, and minor works policies published by Transport Canada, Navigable Waters Protection Division prior to construction of any foreshore moorage (works).

3.1 General Land Use Management

This section of the OCP gives the following objectives and policies to be considered;

3.1.1 Objectives

- .1 To be thoughtful and careful stewards of the lands and waters of the South Shuswap to allow future generations an opportunity to appreciate and benefit from wise choices made by today's elected decision-makers.
- .2 To manage growth by directing development and redevelopment in existing settled areas and to discourage development outside these areas.

3.1.2 Policies

- .5 Development will only be considered in areas with lower environmental values within the Village Centre and Secondary Settlement Areas, thereby allowing for the protection of areas with higher environmental values as well as agricultural lands.

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.
- .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.

3.6 Waterfront Development

This section of the OCP gives the following objectives and policies to be considered;

3.6.1 Objective

- .1 To maintain the near shore areas of Shuswap Lake, White Lake and Little White Lake ecologically intact by focusing development away from the shoreline and by minimizing impacts from moorage facilities.

3.6.2 Policies

- .1 New waterfront development will only be supported if it:
 - a) Is residential in nature;
 - b) Has maximum densities of:
 - i. 1 unit / 1 ha (1 unit /2.47 ac) on the waterfront in Secondary Settlement Areas and the Sorrento Village Centre; or
 - ii. 1 unit / 2 ha (1 unit / 4.94 ac) in all other areas;
 - c) Creates lots each with a minimum of 30 m of water frontage;
 - d) Is located a minimum of 50 m away from the natural boundary of Shuswap Lake, White Lake and Little White Lake: Development Permit Areas may apply, see Section 12 of this plan; and
 - e) Provides adequate moorage subject to the moorage policies in Section 3.7.
- .2 Development on waterfront parcels should be clustered to minimize impact on the landscape and preserve natural open space. Applications that do not include Section 219 covenants to prohibit additional subdivision, protect natural areas from further development and address other site specific considerations will not be supported.

3.7 Foreshore Water (FW) (Moorage)

This section of the OCP gives the following objectives and policies to be considered;

3.7.1 Objective

- .1 To acknowledge existing permitted private moorage uses and commercial marinas and provide limited opportunities for future moorage associated with residential development.

3.7.2 Policies

- .1 Moorage, including docks, private moorage buoys and boat lifts, may be considered only for new fee-simple waterfront parcels.
- .2 New development proposals on the waterfront parcel will provide a maximum of 1 moorage space per:
 - a) New waterfront parcel created; or
 - b) 30m of water frontage of the parent parcel; and

Each moorage space shall be calculated as 10 m linear length of dock that may be used for mooring a single vessel.

3.8 Commercial

This section of the OCP gives the following objectives and policies to be considered;

3.8.2 Policies

- .1 Commercial development that is incompatible with the community, or would have unmitigated negative impacts on the environment, is not acceptable anywhere in the South Shuswap.
- .2 Large scale commercial development is not acceptable in the Secondary Settlement Areas or rural areas of the South Shuswap. Such development is directed to the Village Centre.
- .5 Existing Commercial (C), Tourist Commercial (TC) and Resort Commercial (RC) land use designations are recognized on Schedules B and C. New Commercial (C), Tourist Commercial (TC) and Resort Commercial (RC) may be considered in the Secondary Settlement Areas through individual redesignation and rezoning applications.
- .6 Existing Waterfront Commercial (WC) developments are recognized on the Schedules B and C. New Waterfront Commercial (WC) developments are not supported.

Current Zone (below the Natural Boundary of Shuswap Lake): FC3 Foreshore Commercial Zone 3 (Bylaw No. 900)

Permitted uses:

- *Commercial moorage facility, including permanent or removable walkway, accessory to a permitted use on an adjacent parcel(s).*
- *Private mooring buoy(s) accessory to a permitted use on an adjacent parcel(s).*
- *Boat launch*
- *Boat rentals*

Part 3 General Regulations Section 3.2 Uses and Structures Expressly Prohibited in Each Zone currently prohibits other covered structures and all other uses and structures not expressly permitted in Section 3.1 or in each zone. Bylaw No. 900-17 added a site specific permitted use, which recognized structures constructed on Shuswap Lake for this property, allowing the structures to be used for pub and restaurant purposes.

Proposed Amendment to Bylaw No. 900 FC3 Foreshore Commercial Zone 3

The applicant is proposing to amend Bylaw No. 900 by deleting the current site specific reference to Friends Blind Bay in Sub-section 4.13.2(b) and replacing it with the following:

- For the surface of the lake adjacent to Lot 1, Sections 17 and 20, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP51931, the maximum number of berths is 110. {Friends Blind Bay}

FINANCIAL:

There are no financial implications to the CSRD with regard to this application.

KEY ISSUES/CONCEPTS:

Finz currently operates a marina on Shuswap Lake adjacent to their commercial operation on the upland property. The commercial operation involves a neighbourhood pub and restaurant, a

convenience store, a campground and an associated marina. The owner has submitted this application to amend the site specific regulation to expand the existing marina further into the lake with additional slips totalling 110 slips to their current mooring facilities.

Electoral Area C Official Community Plan Bylaw No. 725 policies are silent on the issue of expansion of existing marina facilities, except to discourage proposals which would have a negative ecological impact. Policies actively discouraging new development, either on the lake or the foreshore are only impacting proposed new development proposals.

Lakes Zoning Bylaw No. 900 currently only extends specific zoning 200 m into the lake from the natural boundary. This proposal will extend the marina use 173.9 m into the lake, so the new expanded dock will comply with setback requirements.

The expanded dock is designed to angle away from adjacent properties to the south, to provide clearance from lake drinking water intakes for neighbouring properties, which were installed encroaching into the Finz license area in the past. The applicant has supplied a map showing the location of the water intakes as part of the application materials.

The applicant has provided a parking plan to help illustrate compliance with the parking requirements of Bylaw No. 701. Currently Bylaw No. 701 requires the following parking quantities for each of the existing uses on the subject property:

- | | |
|----------------------|--|
| • Marina | 1 stall per 2 berths |
| • Neighbourhood Pub | 1 per 3 seats |
| • Restaurant, Eat-in | 1 per 10 m ² of gross leasable area |
| • Convenience Store | 1 per 35 m ² of gross floor area |
| • Campground | 1 per camp site |

In addition to requiring parking stall numbers, minimum stall sizes (2.8 m wide x 5.5 m long) and maneuvering aisle dimensions are also required. The parking requirement for marina use does not currently specify requirements for both car and boat trailer parking. The plan provided does not, therefore, show any boat trailer parking. Staff are concerned that the plan provided does not illustrate sufficient parking for all of the uses on the subject property or that the stalls illustrated comply with minimum stall dimension and maneuvering aisle requirements and have contacted the applicant to verify that compliance for all uses can be achieved.

Staff will provide the Board with verification about this concern at a future Board meeting.

The applicant will need to apply to the Lands Branch of the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) for an amended commercial marina license to expand on their current licensed areas (DLs 6021 and 5974) and to the Water Rights Branch of MFLNRO for a permit to construct the expanded dock. As a part of the Provincial process an Environmental Impact Analysis of the proposal may be required.

SUMMARY:

The proposal is to amend the FC3 – Foreshore Commercial 3 Zone of Lakes Zoning Bylaw No. 900 (Bylaw No. 900) to allow an expansion of the existing marina operation to a total of 110 mooring berths. Staff are recommending that the Board consider the bylaw for first reading, and referral to affected agencies and first nations.

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 for zoning Amendments when a notice of development sign is posted on the property.

Referral Process

The following list of referral agencies is recommended:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- Department of Fisheries and Oceans;
- Ministry of Transportation and Infrastructure
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations, including the following:
 - ✓ Adams Lake Indian Band;
 - ✓ Little Shuswap Indian Band; and,
 - ✓ Neskonlith Indian Band.

COMMUNICATIONS:

To be provided following referral process.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

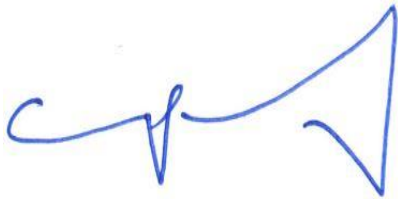
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2017-07-20_Board_DS_BL900-21_Finz.docx
Attachments:	- BL900-21 First.docx - Maps_Plans_BL900-21.pdf
Final Approval Date:	Jul 10, 2017

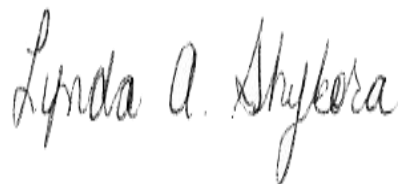
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - Jul 7, 2017 - 10:02 AM



Gerald Christie - Jul 10, 2017 - 12:44 PM



Lynda Shykora - Jul 10, 2017 - 1:31 PM



Charles Hamilton - Jul 10, 2017 - 2:30 PM

COLUMBIA SHUSWAP REGIONAL DISTRICT
LAKES ZONING AMENDMENT (FINZ RESORT LTD.) BYLAW NO. 900-21

A bylaw to amend the " Lakes Zoning Bylaw No. 900"

WHEREAS the Board of the Columbia Shuswap Regional District has 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. "Lakes Zoning Bylaw No. 900", is hereby amended as follows:

A. TEXT AMENDMENT

- i. Schedule A, Zoning Bylaw Text, Part 4 Zones, Section 4.13 FC3 Foreshore Commercial 3 Zone is hereby amended by deleting the following site specific density in its entirety:

" For the surface of the lake adjacent to Lot 1, Sections 17 and 20, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP51931, the maximum number of berths is 55. {Finz Resort}"

And replacing it with the following:

"For the surface of the lake adjacent to Lot 1, Sections 17 and 20, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP51931, the maximum number of berths is 110. {Finz Resort}"

2. This bylaw may be cited as " Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21".

READ a first time this _____ day of _____, 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

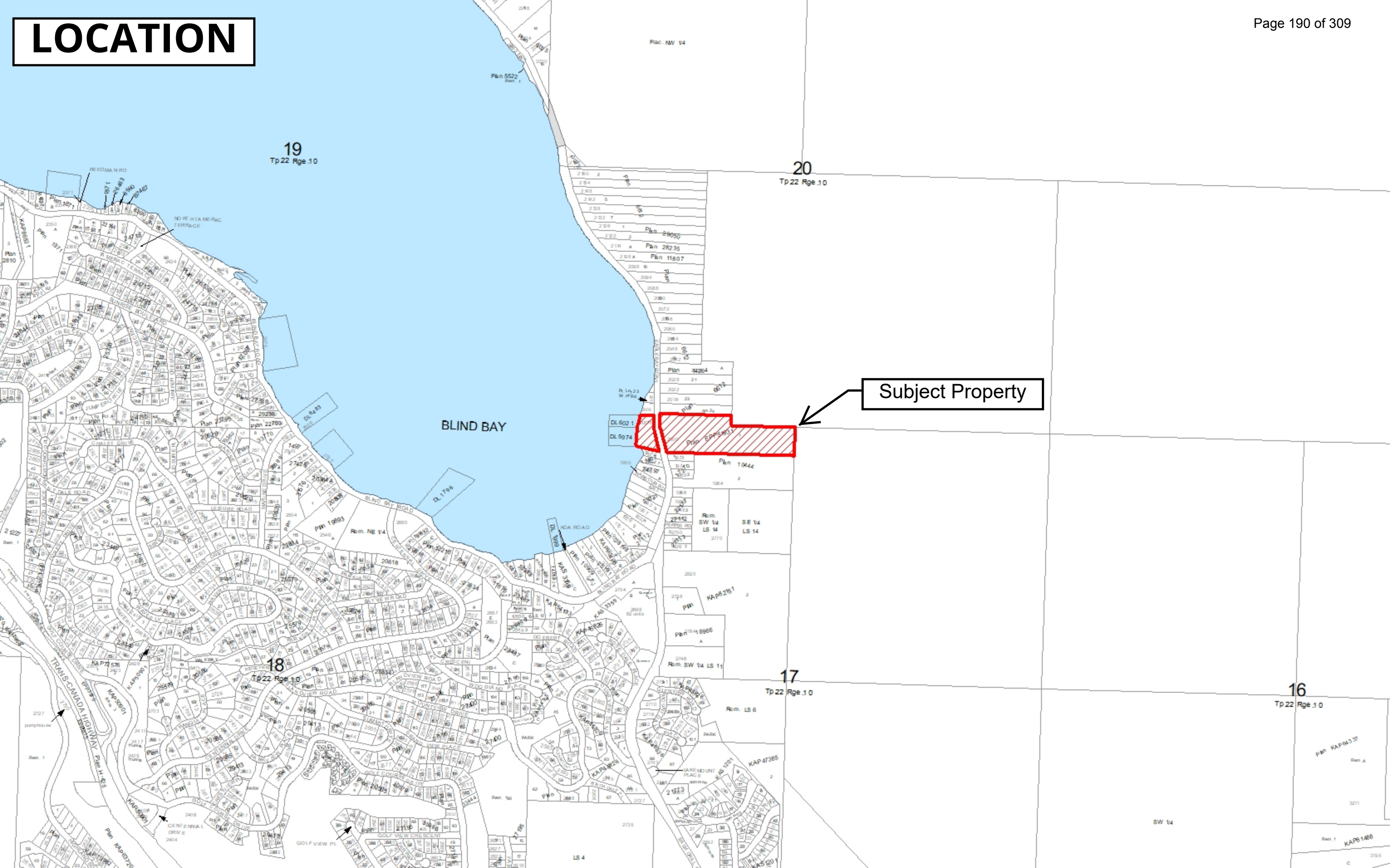
CHAIR

CERTIFIED true copy of Bylaw No. 900-21
as read a third time.

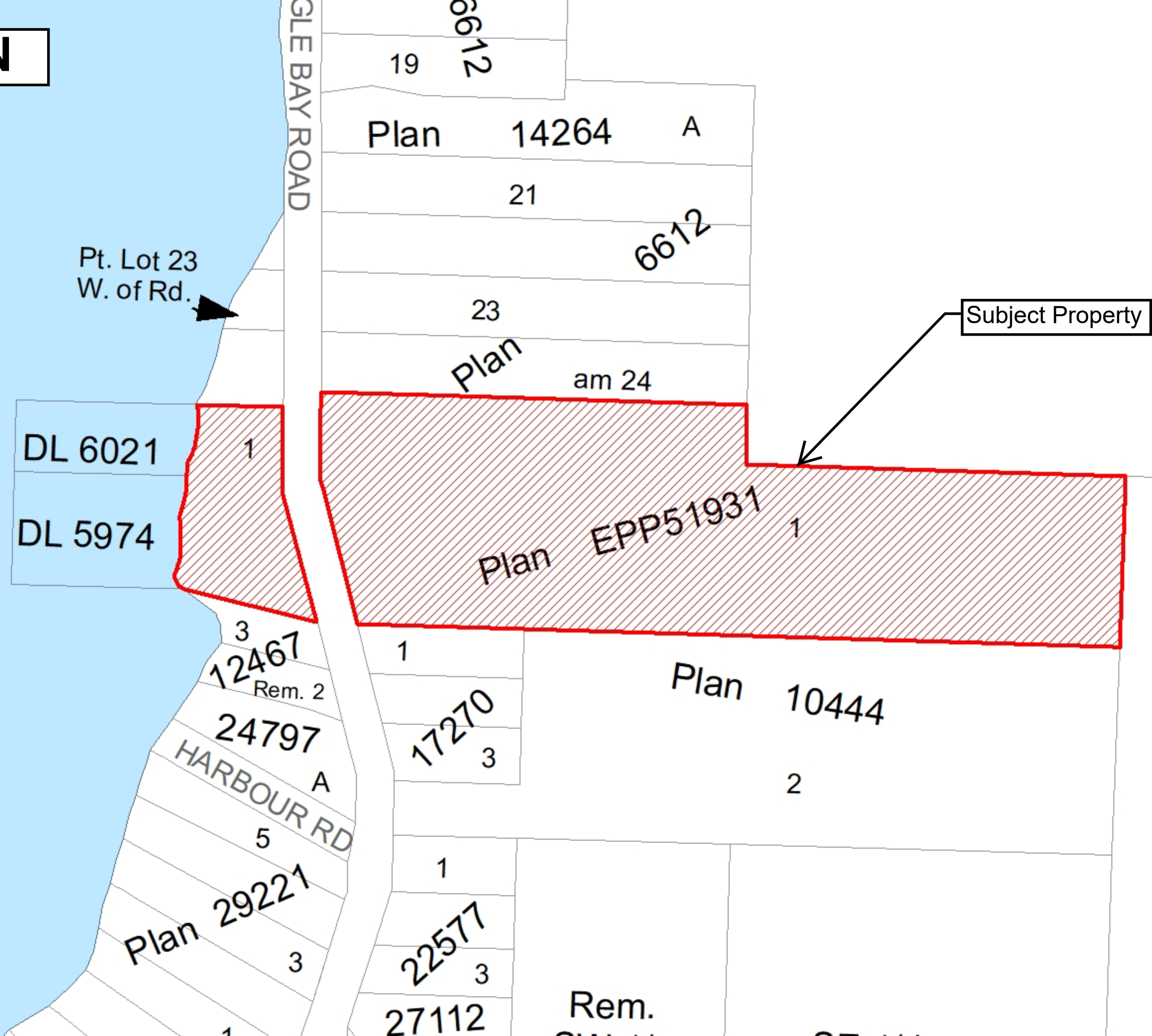
CERTIFIED true copy of Bylaw No. 900-21
as adopted.

Corporate Officer

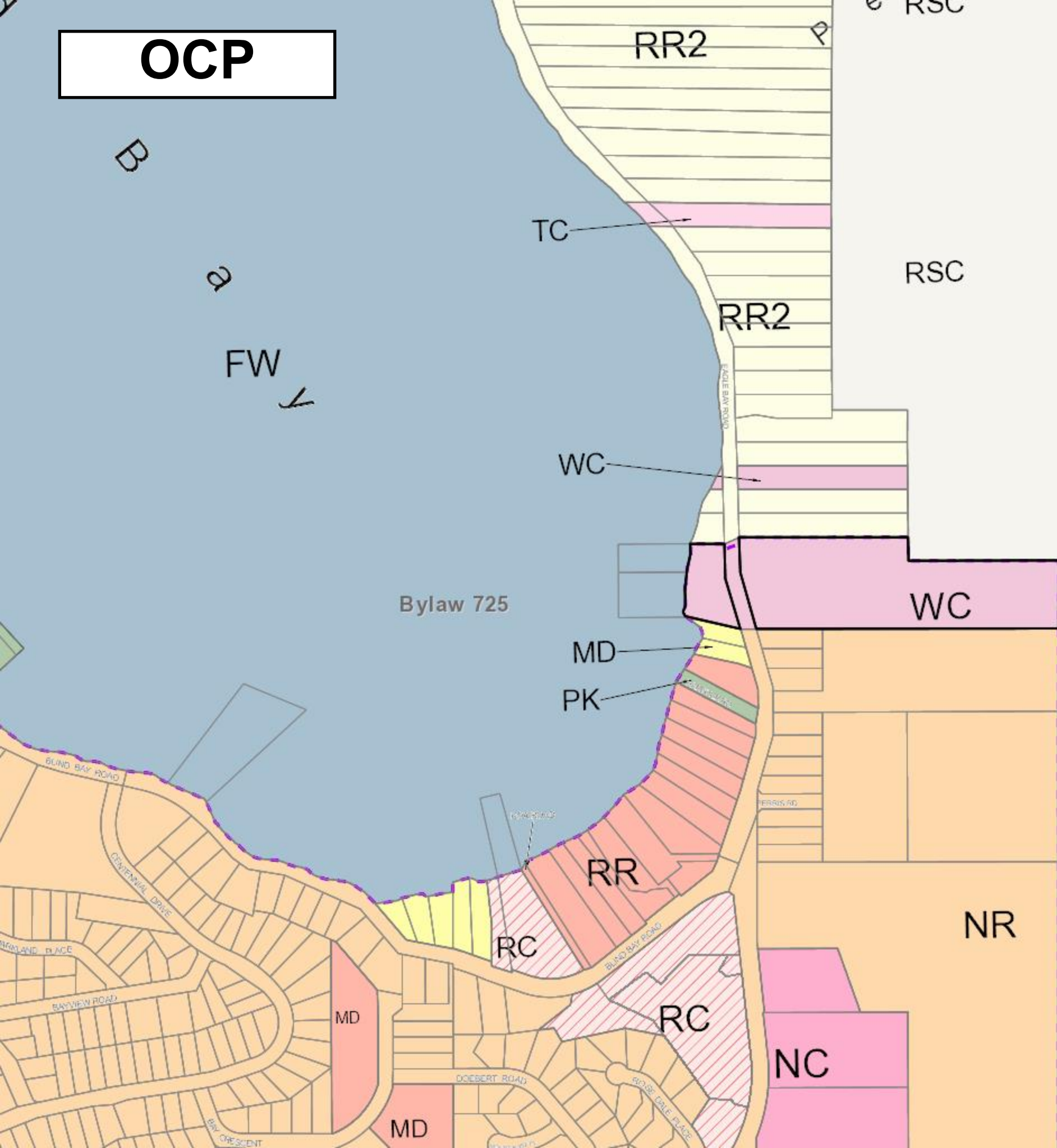
Corporate Officer



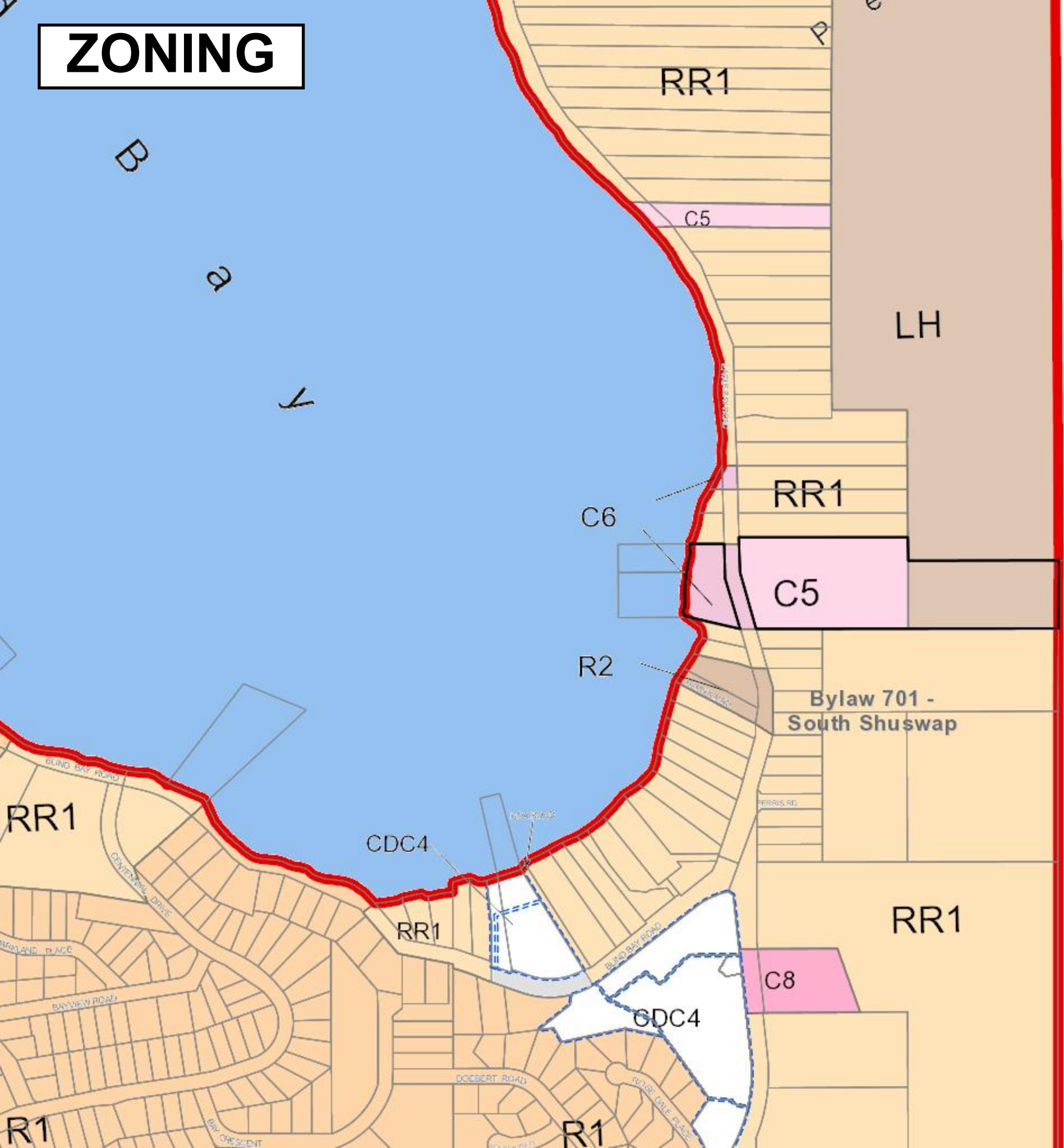
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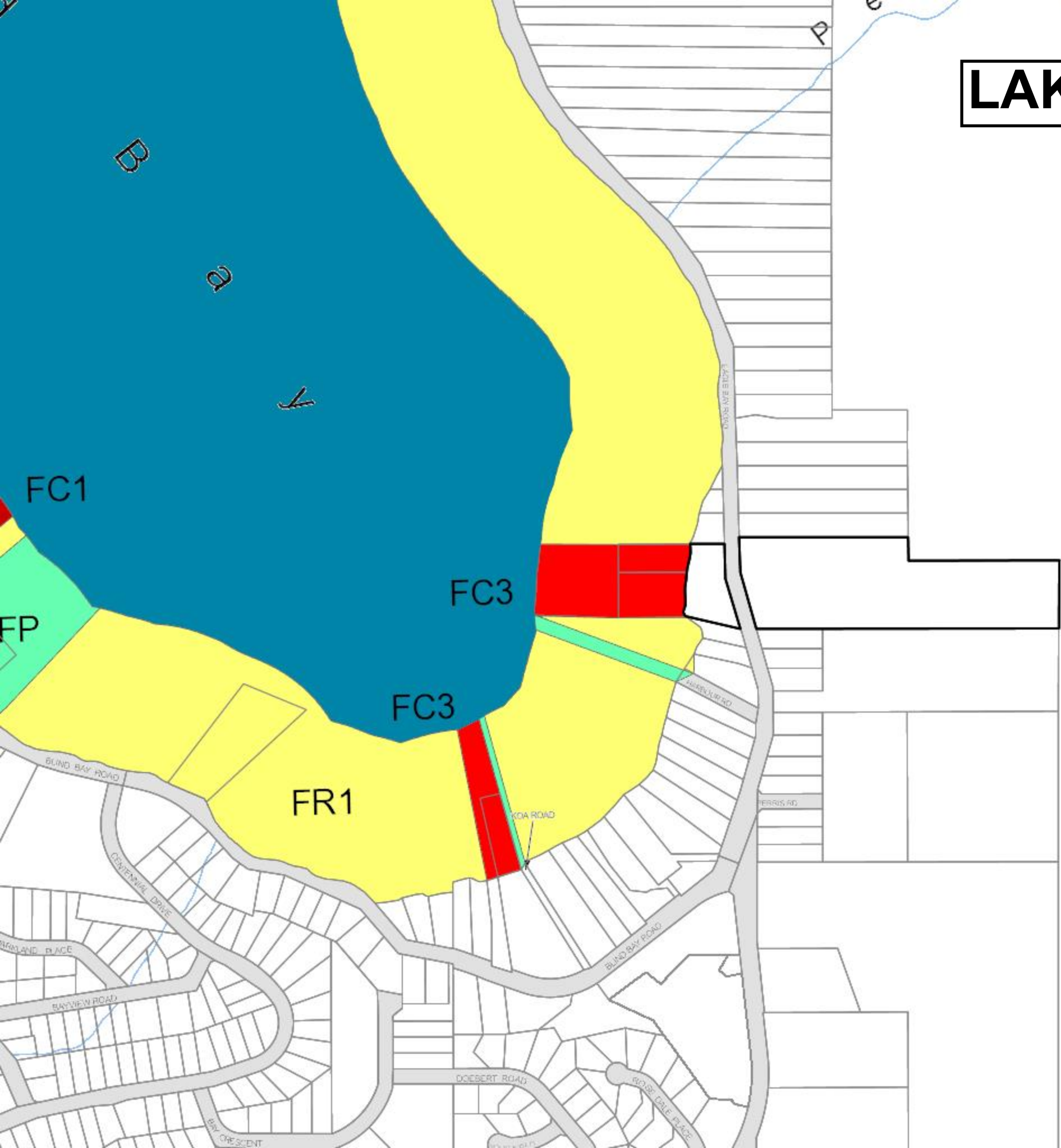
OCP



ZONING



LAKES ZONING



ORTHOPHOTO



2066

2060

2054

2048

2042

2036

2028

2022

2016

2009

2001

2000

1979

1978

1974

1968

1964

1956

1952

1948

1944

2750

1930

1928

2770

1973

1965

1953

1949

1943

1937

1933

1955

1929

1927

1923

27



2009

2001

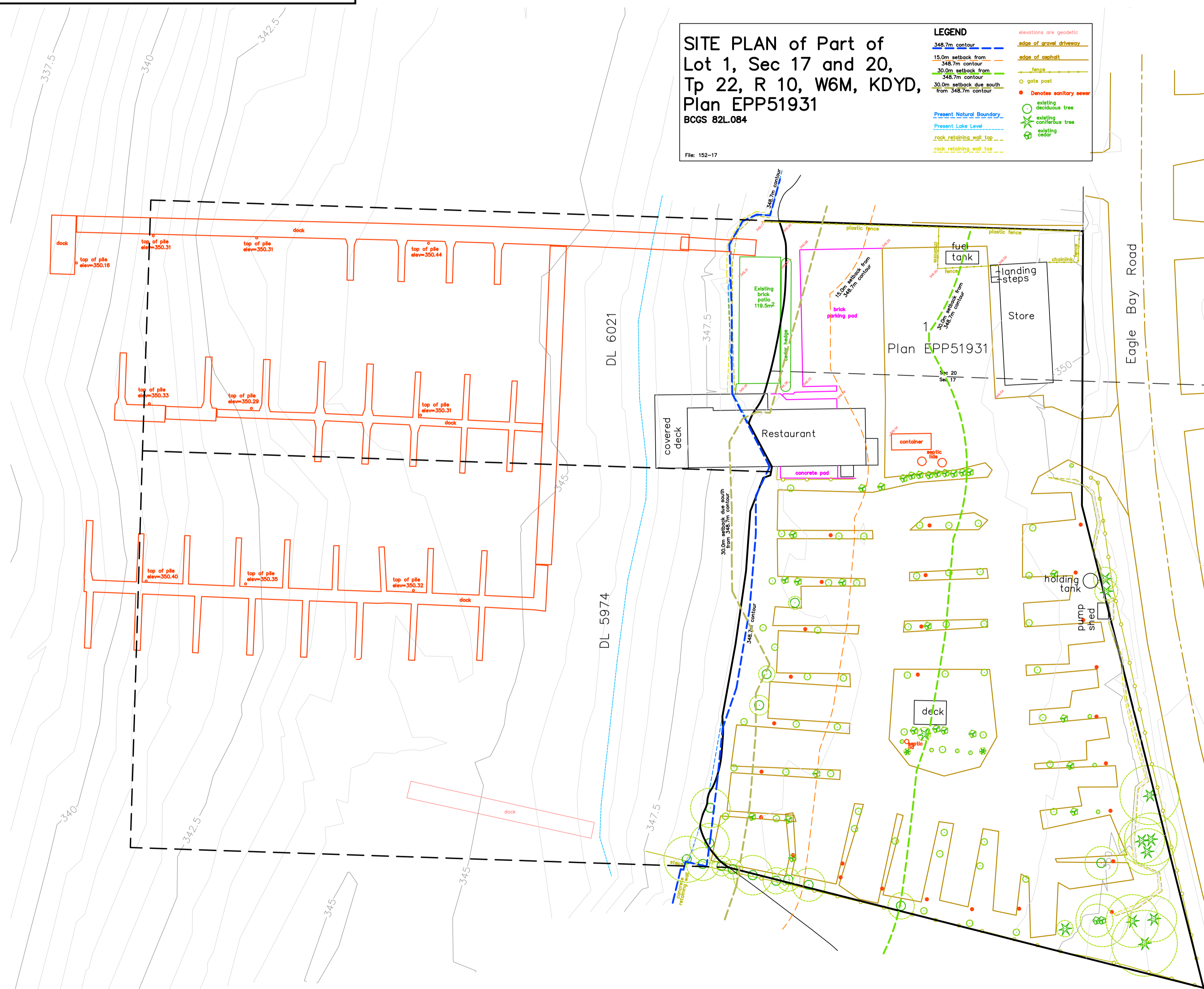
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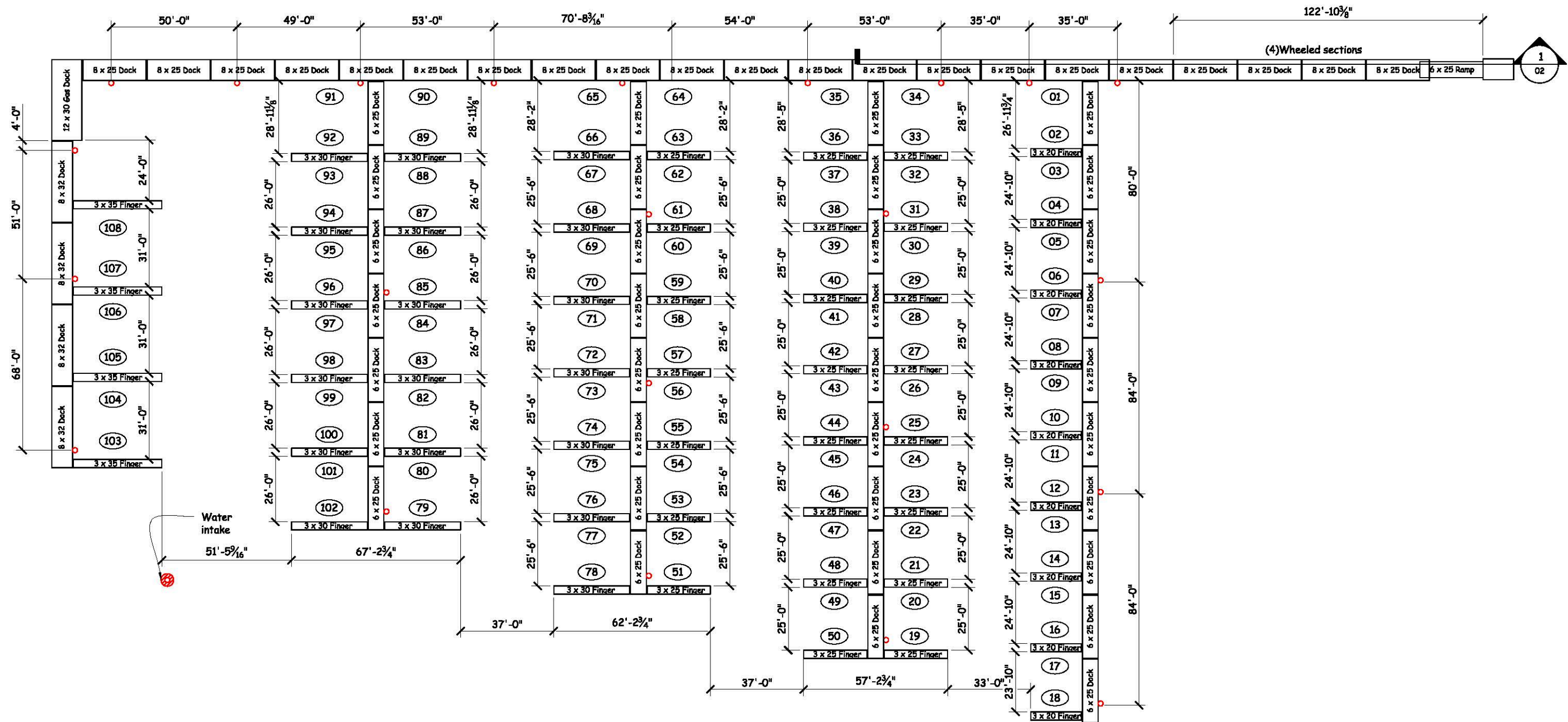
1979

1978

1973

ORTHOPHOTO





PROPOSED NEW DOCK PLAN

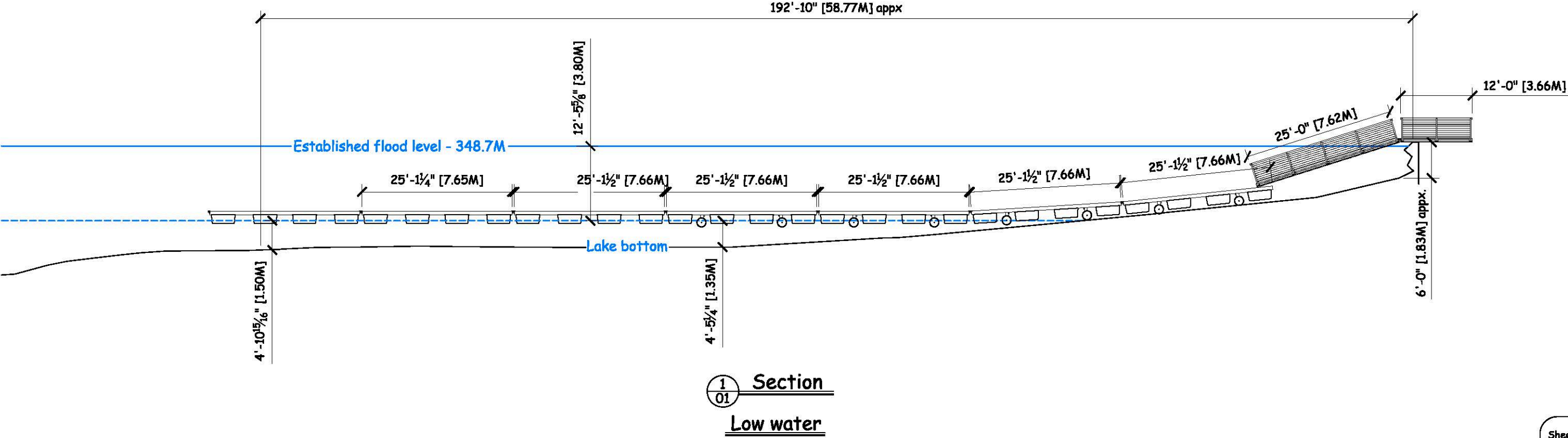
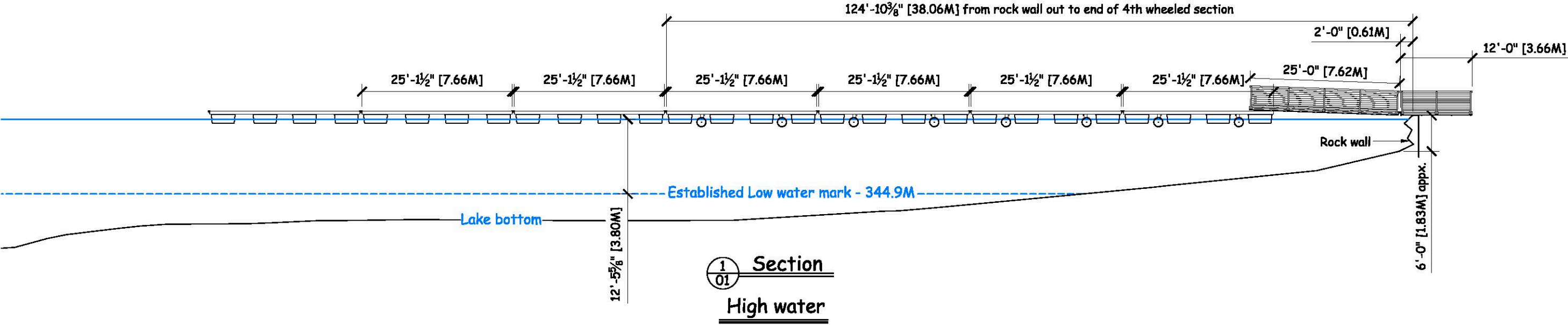
Sheet: 01

Finz Community Marina

scale: n/s Dwg: 01-finz-layout-new-rev10

License # 333195 - New

10	removed bouys	May 28-17	Layout	June 06-15
No.	Revision/Issue	Date	Design by: Copper Island docks	Drawn by: Ron Hyam



PROPOSED NEW DOCK - SECTIONS

05				Aug 31-15		Section view		Apr 19-15	
No.				Revision/Issue		Design by: Copper Island docks		Drawn by: Ron Hyam	

Sheet: 02

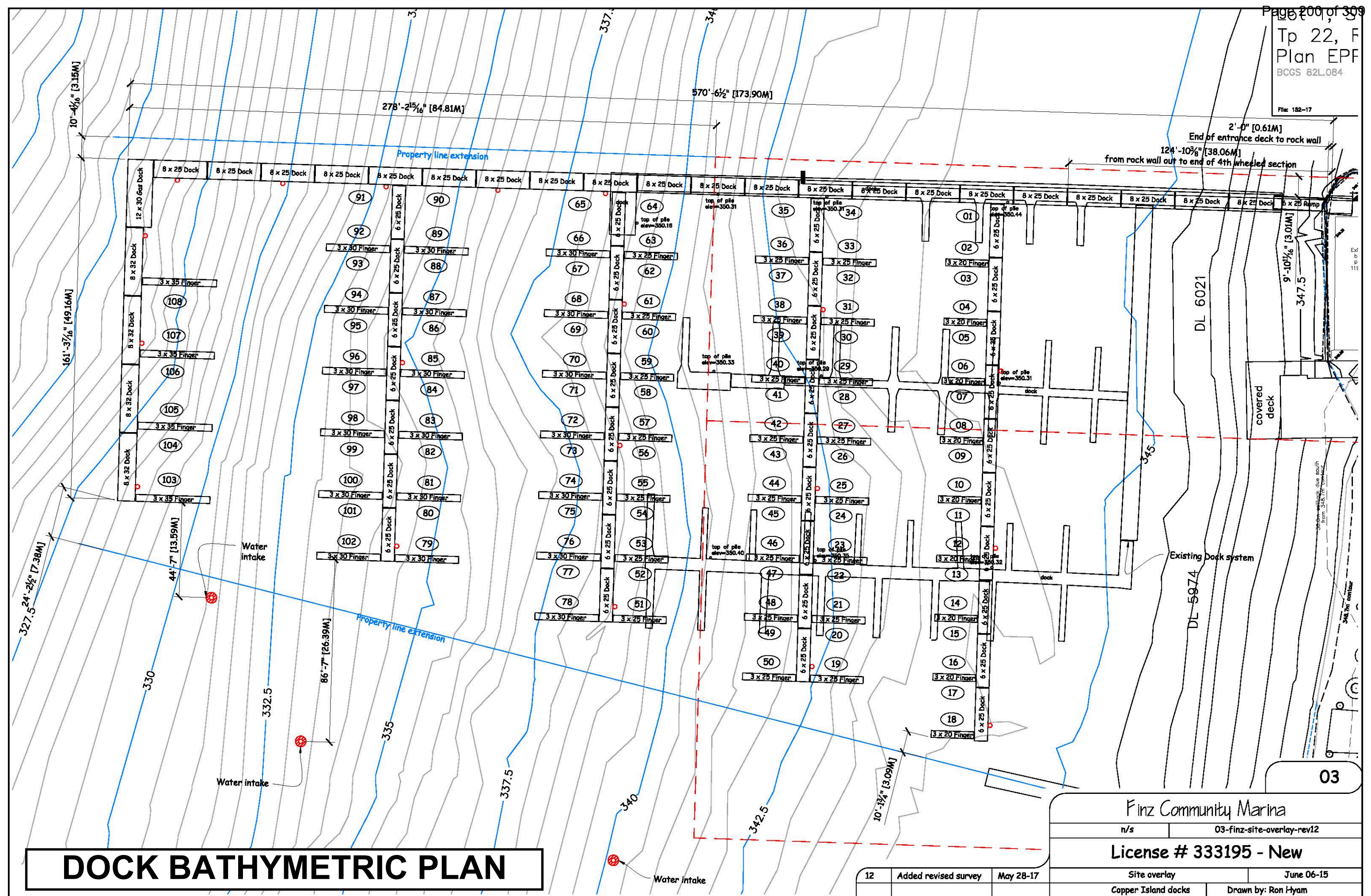
FINZ Community Marina

scale: n/s

Dwg: 02-finz-section-new-rev5

License # 333195 - New

File: 152-17



DOCK BATHYMETRIC PLAN

Finz Community Marina

n/s 03-finz-site-overlay-rev12

License # 333195 - New

12 Added revised survey May 28-17

Site overlay June 06-15

Copper Island docks Drawn by: Ron Hyam

03



04

n/s	04-fin-z-site-full overlay-rev 01
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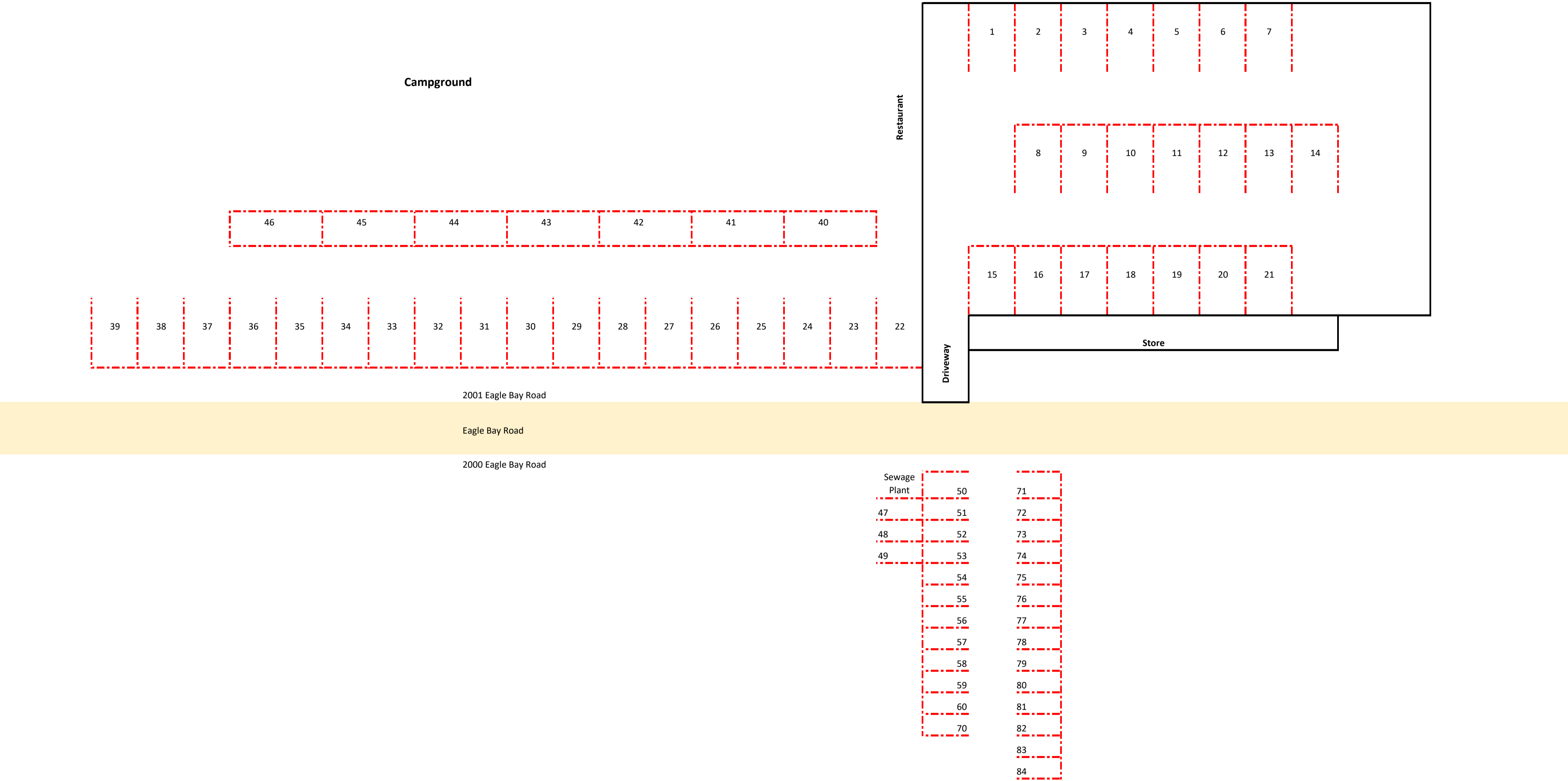
Full Site overlay	June 06-15
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Full Site overlay	June 06-15
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Copper Island docks	Drawn by: Ron Hyam
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Drawn by: Ron Hyam

Finz Resort Inc.-Marina Parking Plan (Current Status)
Civic Address-2000 & 2001 Eagle Bay Road



MARINA PARKING PLAN



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 July 7, 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 third time this 20th day of July, 2017.

**RECOMMENDATION
#2:**

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a third time this 20th day of July, 2017.

**RECOMMENDATION
#3:**

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be adopted this 20th day of July, 2017.

**RECOMMENDATION
#4:**

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be adopted this 20th day of July, 2017.

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 were summarised in an attachment to the April 10, 2017 report. The Board gave the bylaws second reading and delegated a Public Hearing at its May 18, 2017 regular meeting.

The Public Hearing was held June 12, 2017. It is now appropriate for the Board to consider the results of the public hearing and consider the bylaws for third reading and adoption.

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 third reading and adoption.

IMPLEMENTATION:

Consultation Process

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended that the Simple Consultation process be followed. A notice of development sign was posted on the property in accordance with Bylaw No. 4001. Staff forwarded the bylaw and staff report to referral agencies for review and comment, a summary of the responses has been provided in previous reports to the Board.

Public Hearing

The delegated Public Hearing for the proposed bylaws was held Monday June 12, 2017, at the Lower floor of the Cedar Centre in Blind Bay. 22 members of the public attended. Please see the attached Public Hearing Notes for details about public input.

In addition, 5 pieces of correspondence were received and 3 were in support of the proposal, while 2 expressed concerns. This correspondence has also been attached to this Board report.

COMMUNICATIONS:

Staff notified adjacent property owners, advertised and held the Public Hearing in accordance with the Local Government Act. If the bylaws are given third reading and adopted, the applicant will be advised of the Board decision. CSRD staff will amend Bylaw No. 725 and Bylaw No. 701, which will be posted on the CSRD website and copies will be provided to the Director and Electoral Area C APC.

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.*

Report Approval Details

Document Title:	2017-07-20_Board_DS_BL725-8_BL701-87_ShuswapLakeEstates.docx
Attachments:	<ul style="list-style-type: none"> - BL701-87-ReportGraphics.docx - APPENDIX-A-Policies.docx - APPENDIX-B-AgencyReferralResponses.docx - BL725-8 BL701-87 Board Report.pdf - CombinedPublicInput.pdf - BL725-8-SecondReading.docx - BL 701-87 Second.docx - PH_Notes June12-2017.docx
Final Approval Date:	Jul 10, 2017

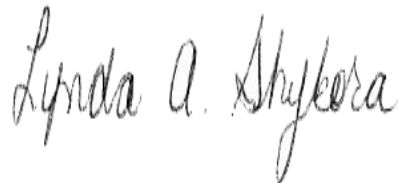
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - Jul 7, 2017 - 11:20 AM



Gerald Christie - Jul 10, 2017 - 12:46 PM

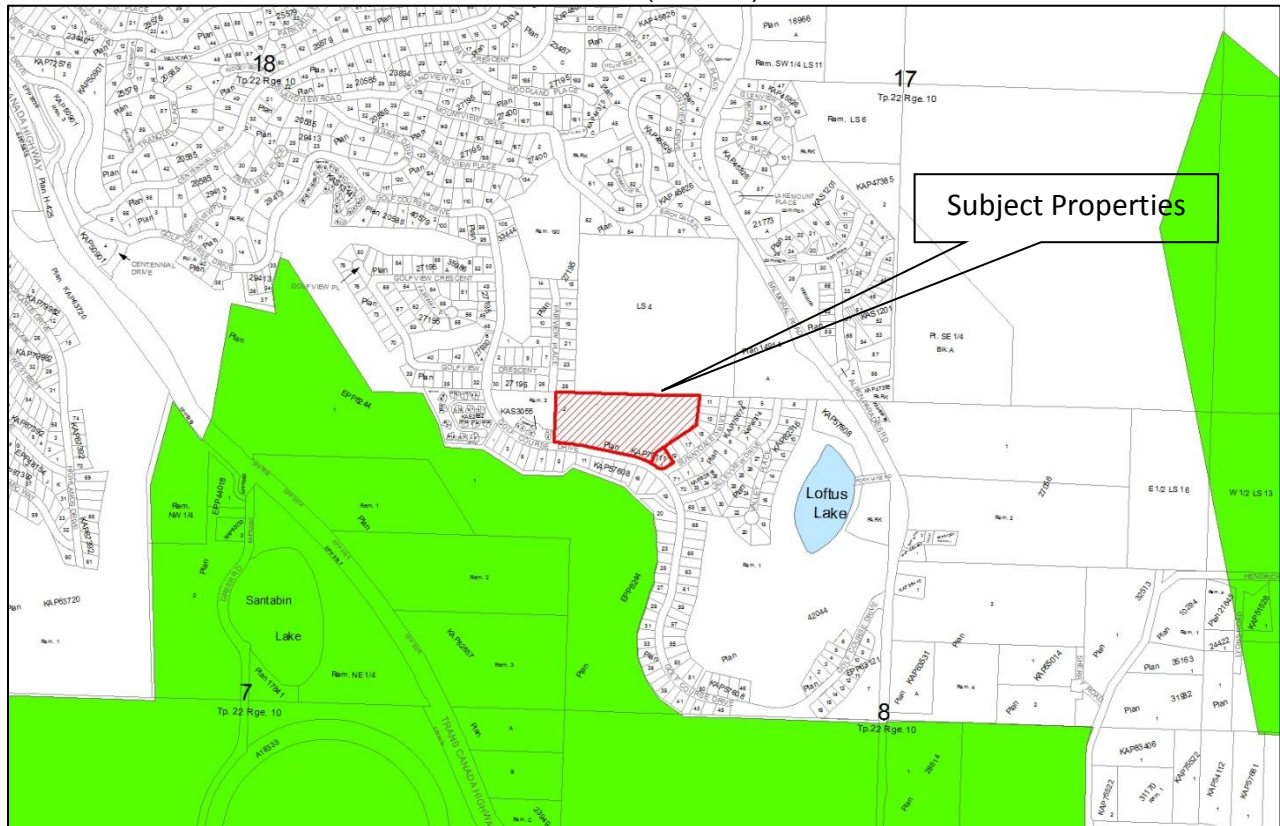


Lynda Shykora - Jul 10, 2017 - 2:09 PM

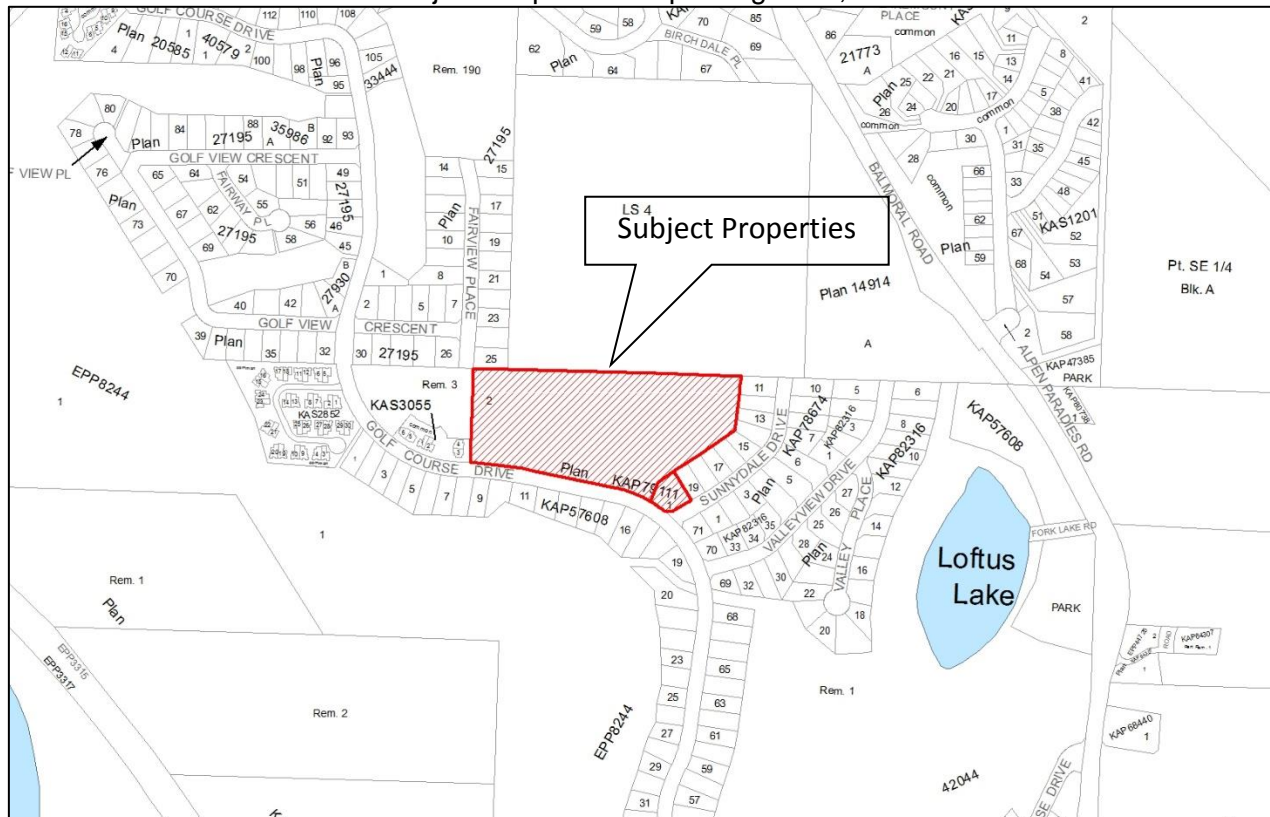


Charles Hamilton - Jul 10, 2017 - 2:25 PM

Location (1:7,500)



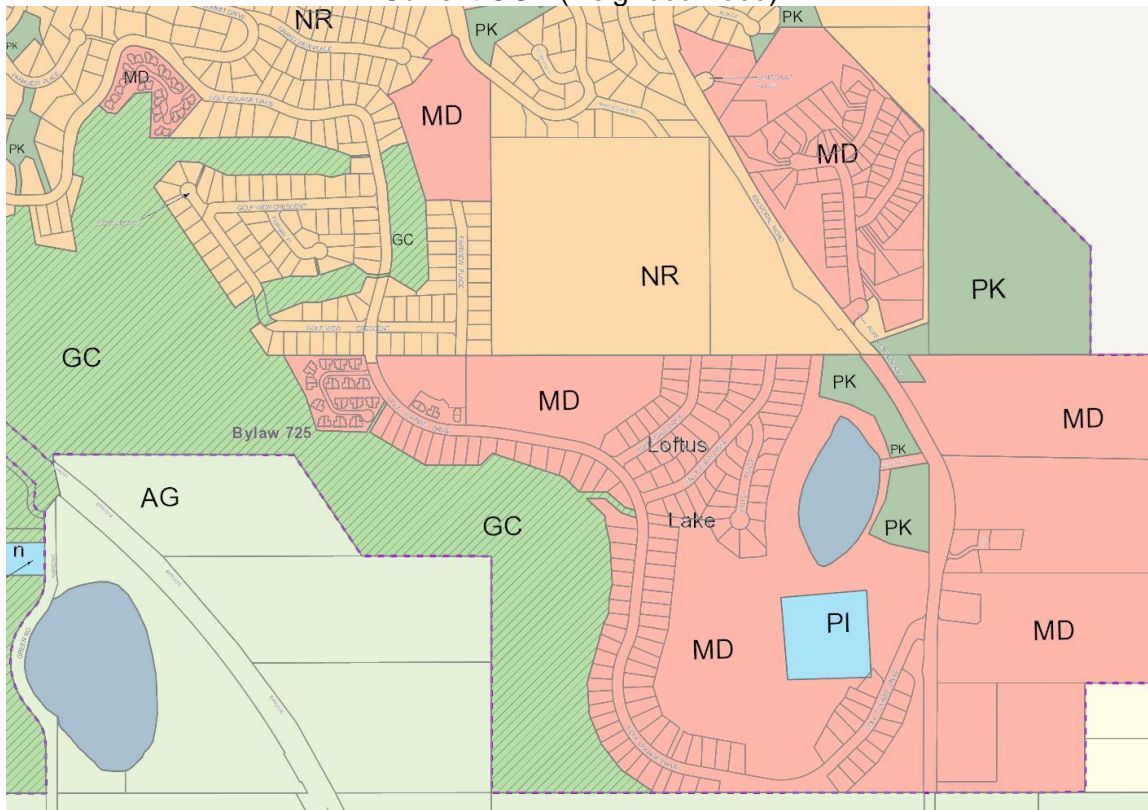
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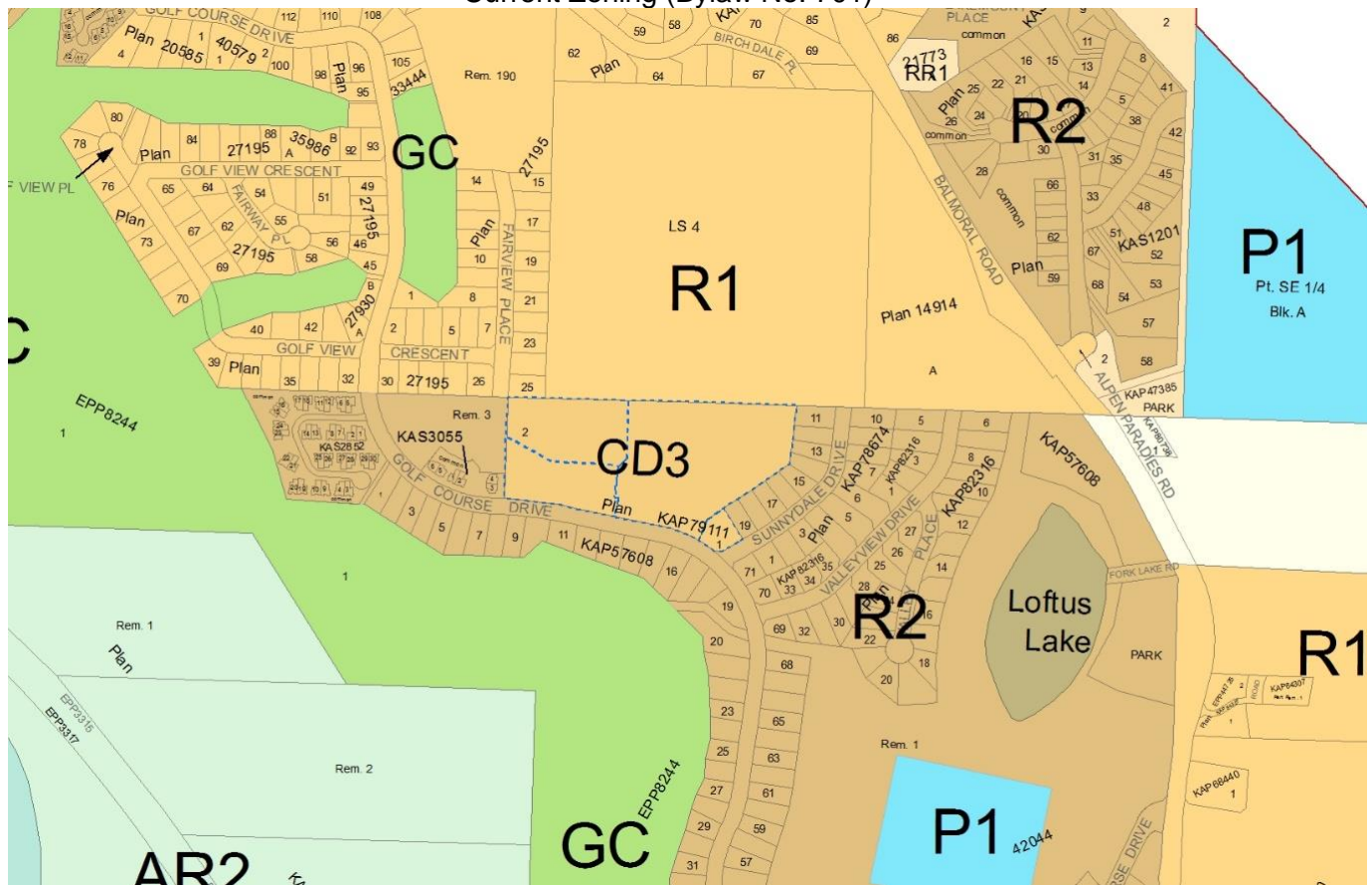
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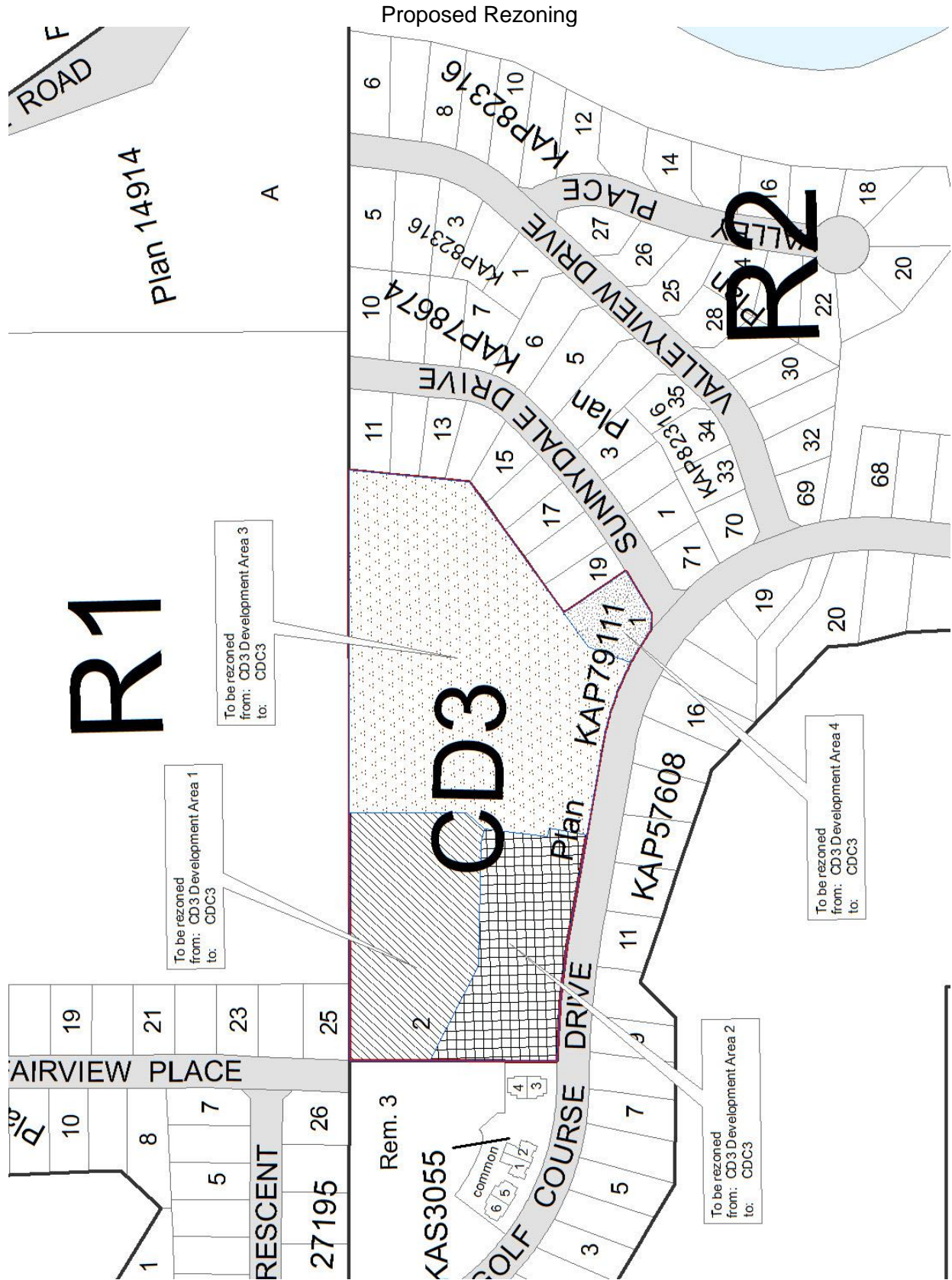


Current OCP (Neighbourhood)



Current Zoning (Bylaw No. 701)





APPENDIX 'A'

Applicable OCP Policies and Zoning Regulation

Electoral Area 'F' Official Community Plan Bylaw No. 830**2.4 Hazardous Areas**

Objective 1

To identify natural and human-made hazardous conditions, and closely regulate any new development in these areas.

Policy 1

Development within an identified or suspected hazardous area or down slope from a hazardous area is generally discouraged and encouraged to be re-sited.

Policy 2

Where re-siting of the development is not feasible, low intensity uses, such as natural areas, park or agriculture, should locate in or adjacent to hazardous areas, and higher intensity uses should locate away from these areas.

Policy 3

At the time of subdivision, the Regional District may recommend that the Approving Officer request information regarding flooding, erosion, landslip or rockfall and place a restrictive covenant on affected areas to minimize damage and to warn future property owners of a potential hazard.

Policy 4

Where the hazard area falls within a Development Permit Area, development proposals are required to meet those guidelines.

Section 7 A More Diversified Economy

A vibrant economy with year-round employment is important to residents of the North Shuswap.

Objective 1

To support traditional resource employment sectors in the North Shuswap, including forestry, mining, and agriculture.

Objective 2

To develop the North Shuswap into a year-round tourist destination, with a focus on eco-tourism.

Objective 3

To ensure there are opportunities for residents to work from their homes.

7.1 Economic Diversity

Policy 1

The Regional District will work with the North Shuswap business community to develop a long-term economic development strategy that focuses solely on the needs of the North Shuswap.

Economic diversification should be a major component of any economic development strategy. Local banking should also be encouraged.

7.2 Resource Industries

Policy 1

The Regional District, in consultation with the North Shuswap community, will develop a strategy to facilitate the production of valued-added forest and agricultural projects through such measures as small scale related processing facilities and limited direct resource sales.

Policy 2

The Regional District will be guided principally by the Okanagan–Shuswap Land and Resource Management Plan and relevant CSRD and Provincial BC policies/regulations.

Policy 3

The Board will consider creating a Soil Removal and Deposit Bylaw to regulate and require permitting for new gravel extraction and other similar uses.

7.3 Tourism

Policy 1

The Regional District will support the vision of the Shuswap Tourism Development Plan (March 2010) which includes the following components:

Green and Sustainable

- eco-friendly
- pristine lakes
- controlled backcountry access
- integrated land use

Four Season Destination

- world-class service
- authentic experiences
- destination recognition
- agri-tourism
- diverse accommodation options

Regional Cooperation

- collaborating communities
- tourism awareness
- strong sense of community
- Superhost community

Embracing Culture & Sport

- expanded events
- sport tourism
- family-oriented
- multi-cultural

Quality Infrastructure

- gateway visitor centres
- quality highways
- transit options
- scheduled air service
- quality recreation amenities

10.4 Stormwater Management

Objective 1

To encourage responsible storm water drainage for development in the North Shuswap.

Policy 1

Landowners are encouraged to use pervious surfaces on driveways, parking lots and access roads, as well as to take other measures such as xeriscaping, infiltration basins, and green roofs in order to reduce overland runoff.

11.1 General Land Use

The policies of this Plan aim to protect the rural character of the North Shuswap, yet allow modest growth in areas that are, or will be, serviced by community water and sewer systems.

By directing growth to the Settlement Areas, there will be less impact on the rural and natural areas of the community, thereby protecting agricultural land and natural habitat, and preserving the area's highly valued rural character. This settlement pattern will also facilitate shorter vehicle trips, as well as encourage more walking, bicycling and, potentially, the introduction of public transit.

The land use designations of this Plan generally reflect the present pattern of land use in which residential, commercial and public uses are concentrated in settlement areas, leaving most of the land for forestry, agriculture, and other resource uses. This plan identifies one Primary Settlement Area (Scotch Creek) and six Secondary Settlement Areas. The term Primary Settlement Area is synonymous with Scotch Creek in this plan and should be interpreted as referring to the same area.

Objective 1

To be thoughtful and careful stewards of the lands and waters of the North Shuswap to ensure that future generations will appreciate and benefit from wise choices made by today's elected decision-makers.

Objective 2

To direct growth and development in an organized and desirable manner, reinforcing established settlement patterns and discouraging development outside these settled areas.

Objective 3

To provide a clear separation between rural and non-rural lands to preserve both rural and non-rural lifestyle choices.

Objective 4

To ensure that public infrastructure, community amenities and utilities are planned and implemented in advance of development.

Objective 5

To ensure that land use and development will not negatively affect environmental features and functions, both inside and outside of settlement areas.

Policy 1

The Primary and Secondary Settlement Areas are delineated on Schedules B & C. This Plan directs growth and development to these areas. The Plan does not support significant growth and development outside the Primary and Secondary Settlement Areas.

Policy 2

Except in exceptional situations, no public funds will be expended for the capital cost of extending servicing of water, sewer, and stormwater/rainwater systems to lands outside the Settlement Areas.

Policy 3

Scotch Creek is the Primary Settlement Area. The Regional District will encourage residential, commercial, and light industrial growth in Scotch Creek that is consistent with the policies of this plan. All new development must be connected to community water and sewer systems.

Policy 4

As the CSRD's resources allow, the Regional District will undertake a Local Area Plan for Seymour Arm, in full consultation with area residents and businesses.

Policy 5

Lee Creek, Celistia, Magna Bay, Anglemont, St. Ives, and Seymour Arm are designated Secondary Settlement Areas. Low density residential and neighbourhood convenience commercial uses are appropriate in these Secondary Settlement Areas. All new development must be connected to community water and sewer services, except in Seymour Arm. The following land uses are generally acceptable in the Secondary Settlement Areas:

1. Detached and Duplex Residential
2. Recreational Residential
3. Commercial
4. Public and Institutional
5. Park and Protected Area
6. Foreshore and Water
7. Agriculture
8. Commercial Public Utility

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

Policy 7

Maintaining public views of Shuswap Lake is important. All development, regardless of its use or location, is limited to three storeys along Shuswap Lake. This height limit will be given a numerical value in the zoning bylaw.

Policy 8

The land use policies of this Plan will lead to review and revision to some aspects of the existing zoning bylaws. Where there are no zoning bylaws in place, the CSRD will prepare zoning bylaws. These activities will be undertaken in consultation with residents and landowners of Electoral Area 'F'.

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 viewscales 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, viewscales 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.

11.9 Rural Residential (RR)

Policy 1

The Rural Residential land use designation is established on Schedules B & C. Detached dwellings are acceptable within the Rural Residential designation, provided they comply with the requirements of the zoning bylaw.

Policy 2

The maximum density permitted in the Rural Residential designation is 1 unit per hectare (0.4 units per acre).

Policy 3

Residential development in rural areas will provide the Regional District with the appropriate technical information about on-site sewage disposal and water servicing.

11.10 Commercial (C)

Objective 1

To encourage a range of commercial services that meets the needs of North Shuswap residents and tourists.

Policy 1

New commercial development is directed to Primary and Secondary Settlement Areas.

Policy 2

All new commercial development must be serviced by community water and sewer systems (except in Seymour Arm) and have provisions made for the appropriate management of storm water by the time of occupancy.

Policy 3

If requested by local businesses, the Regional District will assist in the development of a Scotch Creek Business Improvement Association to help improve the viability of businesses and the attractiveness of Scotch Creek as a destination.

Policy 4

Commercial land use policies for the Scotch Creek Primary Settlement Area are described in Section 12.

Policy 5

In Secondary Settlement Areas, a limited range of retail, business and professional services and community services that meet the daily needs of residents and tourists is acceptable.

13.1 Hazardous Lands Development Permit Areas

13.1 (a) *Purpose*

The Hazardous Lands DPA is designated under the Local Government Act for the purpose of protecting development from hazardous conditions. Three hazardous lands categories have been established under this permit area: (1) Flooding and Debris Flow, (2) Steep Slope and (3) Interface Fire.

13.1 (b) *Justification*

Whereas evidence of past flooding and debris flow exists on the watercourses named in the Area section that follows, whereas steep slopes pose a potential landslide risk and whereas interface fire pose a risk to life and property, a Hazardous Lands DPA is justified to:

- protect against the loss of life;
- minimize property damage, injury and trauma associated with flooding and debris flow events;
- ensure that development in steep slope areas is designed and engineered to provide a high level of protection from ground instability and/or slope failure; and

- plan and manage development in fire interface areas in a way that minimizes the risk of damage to property or people from interface fire hazards and mitigates interface fire hazards.

13.1.1 Hazardous Lands Development Permit Area 1 (DPA 1 Flooding and Debris Flow Potential)

13.1.1.(a) Area

The area within 100 m (328 ft.) of Adams River, Corning Creek (a.k.a. Lee Creek), Hudson Creek, Onyx Creek, Ross Creek, Scotch Creek, and Seymour River is designated as Hazardous Lands DPA 1 (*Flooding and Debris Flow Potential*).

[Note: Due to limited detailed hazard mapping, the CSRD may require additional lands to be investigated if evidence exists of flooding and debris flow potential beyond the 100 m (328 ft) that may impact or be impacted by the proposed development.]

13.1.1.(b) Guidelines

To protect against the loss of life and to minimize property damage associated with flooding and debris flow events, the CSRD encourages low intensity uses, such as conservation (natural) areas, agriculture, park and open-space recreation, in flood susceptible lands.

Where flood and debris flow susceptible lands are required for development, the construction and siting of buildings and structures to be used for habitation, business or the storage of goods damageable by floodwaters shall be flood-proofed at a minimum to those standards specified by the Ministry of Environment's *Flood Hazard Area Land Use Management Guidelines*, or, if greater, to standards set out by a Qualified Professional registered with the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC).

DPs addressing Flooding and Debris Flow Potential shall be in accordance with the following:

- .1 Prior to construction of, addition to or alteration of a building or other structure or prior to subdivision approval, the applicant shall submit a report, prepared by a qualified professional registered with the APEGBC with experience in geotechnical engineering and preferably also with experience in hydraulic engineering. The report, which the Regional District will use to determine the conditions and requirements of the DP, must certify that the "land may be used safely for the use intended" as provided under the Local Government Act.
- .2 The report should include the following types of analysis and information:
 - i. site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features;
 - ii. inspections of up-stream channels and flood ways, including channel confinement and creek gradients;
 - iii. debris dams and characteristics, culverts;
 - iv. sources of alluvium (channels and eroded banks), protection of groundwater resources, and related hydrologic features, which are factors that may affect the field defined limit of flooding and related erosion and deposition, as well as the potential for debris torrents;
 - v. slope and stream profiles with documentation of slope stability, the limits and types of instability, should be indicated along with changes in stability that may be

- induced by forest clearing, and the mobilization and run out limits of debris in creeks; and
- vi. comments regarding cut and fill slope stability with reference to required surface or subsurface drainage, culverts, and special reference to the stability of fills required for steep gully crossings should be provided

- .3 A Covenant may be registered on title identifying the hazard and remedial requirements as specified in the geotechnical or engineering reports for the benefit and safe use of future owners.

13.4 Riparian Areas Regulation (RAR) Development Permit Area

13.4.1 Purpose

The RAR DPA is designated under the Local Government Act, and applicable provisions of the Community Charter for the protection of the natural environment, its ecosystems and biological diversity. The RAR regulations place considerable emphasis on Qualified Environmental Professionals (QEPs) to research established standards for the protection of riparian areas. The presence of the QEP, Ministry of Environment (MOE) and Department of Fisheries and Oceans in the review process reduces the extent to which the CSRD will be involved in the technical details of the permitting process. Essentially, the role of the QEP means that CSRD involvement is more administrative in nature.

13.4.2 Area

The RAR DPA is comprised of riparian assessment areas for fish habitat, which include all watercourses and adjacent lands shown on Provincial TRIM map series at 1:20,000, as well as unmapped watercourses.

As illustrated in Figure 13.1, the area comprises:

- o Within 30m (98.4 feet) of the high water mark of the watercourse;
- o Within 30m (98.4 feet) of the top of the ravine bank in the case of a ravine less than 60m (196.8 feet) wide; &
- o Within 10m (32.8 feet) of the top of a ravine bank for ravines 60 metres (196.8 feet) or greater in width that link aquatic and terrestrial ecosystems that exert an influence on the watercourse.

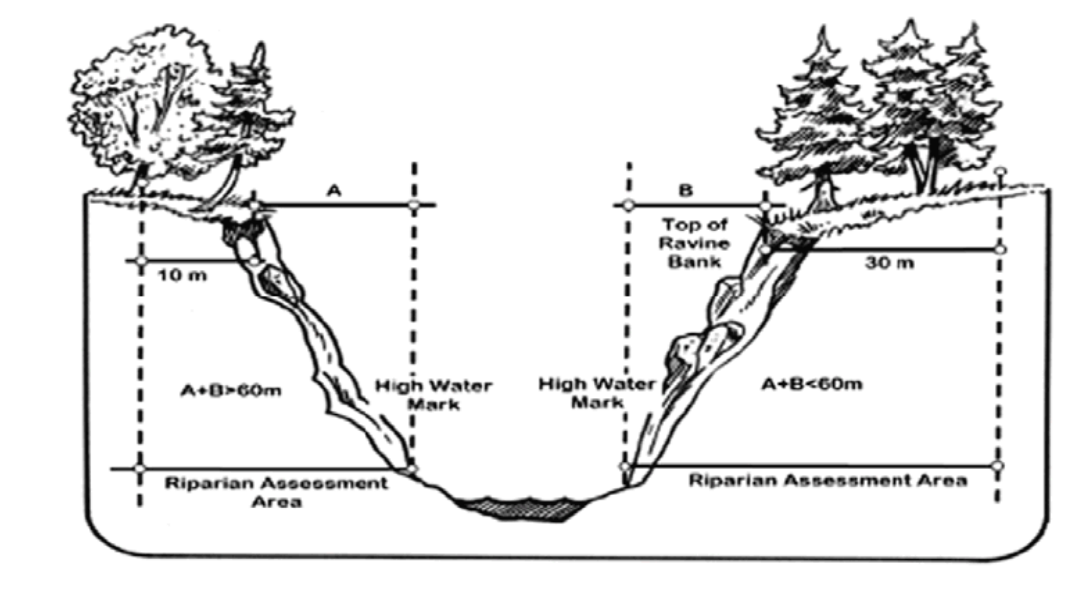


Figure 13.1

Unless the proposed development or alteration of land is clearly outside the riparian assessment area the location of the development shall be determined accurately by survey in relation to the RAR DPA to determine whether a DP application is required.

13.4.3 Justification

The primary objective of the RAR DPA designation is to regulate development activities in watercourses and their riparian areas in order to preserve natural features, functions and conditions that support fish life processes. Development impact on watercourses can be minimized by careful project examination and implementation of appropriate measures to preserve environmentally sensitive riparian areas.

13.4.4 Guidelines

(a) A DP is required, except where exempt for development or land alteration on land identified as a riparian assessment area within the RAR DPA. Development requiring a DP shall include, but may not be limited to, any of the following activities associated with or resulting from residential, commercial or industrial activities or ancillary activities, subject to local government powers under the Local Government Act:

- (i) Removal, alteration, disruption or destruction of vegetation within 30 m (98.4 ft) of a watercourse.
- (ii) Disturbance of soils within 30 m (98.4 ft) of a watercourse;
- (iii) Construction or erection of buildings and structures within 30 m (98.4 ft) of a watercourse;
- (iv) Creation of non-structural impervious or semi-impervious surfaces within 30 m (98.4 ft) of a watercourse.
- (v) Flood protection works within 30 m (98.4 ft) of a watercourse;
- (vi) Construction of roads, trails, docks, wharves and bridges within 30 m (98.4 ft) of a watercourse;

- (vii) Provision and maintenance of sewer and water services within 30 m (98.4 ft) of a watercourse;
- (viii) Development of drainage systems within 30 m (98.4 ft) of a watercourse;
- (ix) Development of utility corridors within 30 m (98.4 ft) of a watercourse; and
- (x) Subdivision as defined in the Land Title Act, and including the division of land into 2 or more parcels within 30 m (98.4 ft) of a watercourse.

(b) A DP may be issued once the following guidelines have been met:

- (i) Assessment by a QEP in accordance with the RAR established by the Provincial and/or Federal Governments; and
- (ii) Provincial notification that a QEP has submitted a report certifying that he or she is qualified to carry out the assessment, that the assessment methods have been followed, and provides in their professional opinion that a lesser setback will not negatively affect the functioning of a watercourse or riparian area and that the criteria listed in the RAR has been fulfilled.

13.4.5 *Exemptions*

The RAR DPA does not apply to the following:

- (a) Construction, alteration, addition, repair, demolition and maintenance of farm buildings;
- (b) Clearing of land for agriculture;
- (c) Institutional development containing no residential, commercial or industrial aspect;
- (d) Reconstruction, renovation or repair of a legal permanent structure if the structure remains on its existing foundation in accordance with provisions of the relevant section of the Local Government Act. Only if the existing foundation is moved or extended into a riparian assessment area would a RAR DPA be required;
- (e) An area where the applicant can demonstrate that the conditions of the RAR DPA have already been satisfied, or a DP for the same area has already been issued in the past and the conditions in the DP have all been met, or the conditions addressed in the previous DP will not be affected; and
- (f) Development to which RAR does not apply, as confirmed in writing by a QEP.

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) Kennel, 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

Section 5.8 Industrial Gravel Processing - IG

Permitted Uses

- (a) Sand and gravel processing
- (b) Concrete batching
- (c) Accessory use, except asphalt batching

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.



BOARD REPORT

12.1

TO: Chair and Directors

FROM: Dan Passmore
Senior Planner

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

File No:	BL 725-8 BL 701-87
Date:	February 27, 2017

RECOMMENDATION #1: THAT:
Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a first time this 23rd day of March, 2017;

AND THAT:
the Board utilize the simple consultation process for Bylaw No. 725-8, and it be referred to the following agencies and First Nations:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations.

RECOMMENDATION #2: THAT:
"South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a first time this 23rd day of March, 2017;

AND THAT:
the Board utilize the simple consultation process for Bylaw No. 701-87, and it be referred to the following agencies and First Nations:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations.

Board Report

BL 725-8, BL 701-87

March 23, 2017

APPROVED for Board Consideration:

Meeting Date: March 23, 2017


 Charles Hamilton, CAO
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.

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 OWNER: Shuswap Lake Estates

ELECTORAL AREA: 'C' (Blind Bay)

CIVIC ADDRESS: Golf Course Drive

LEGAL DESCRIPTION:

1. Lot 1, Section 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111

2. Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111

SIZE OF PROPERTIES: 1. 0.180 ha (0.444 ac)
2. 4.95 ha (12.231 ac)

SURROUNDING LAND USE PATTERN: NORTH: Residential, Treed
SOUTH: Residential
EAST: Residential
WEST: Residential

CURRENT OCP DESIGNATION: MD Medium Density

CURRENT ZONING: CD3 Comprehensive Development 3 – 4 Development Areas

PROPOSED ZONING: CDC3 Comprehensive Development 3 – 2 Development Areas

CURRENT USE: Vacant

POLICY:

For Policy pertaining to this application, see Appendix 'A', attached to this report.

Proposed Amendments to Electoral Area 'C' OCP Bylaw No. 725

The development densities allowable in the current MD designation which applies to these properties would not support the density of development currently available within the CD 3 zone. The amendments proposed by the property owner would permit the densities currently available in the CD 3 zone.

Additionally, a new policy to increase densities for seniors housing is contemplated.

Extensive additions to the design guidelines are contemplated to provide better direction to developers, staff and the Board on the aesthetic appearance of proposed multi-family buildings in Secondary Settlement Areas.

Current CD 3 Zone

The CD 3 zone permits densities of development that exceed the current Bylaw No. 725 maximum densities for the MD designation. This happened because Bylaw No. 701-71 which created the CD 3 zone was adopted by the Board on July 18, 2013, whereas Bylaw No. 725 was adopted March 20, 2014, and the CD 3 zone densities were not recognized in the new OCP.

To illustrate this discrepancy, the overall density allowed over the entire site in the CD 3 zone is 29 dwelling units/ha with individual development areas as follows:

CD 3 Zone - Maximum Density	MD Designation - Maximum Density (Based on housing form)
Development Area 1 – 65.2 units/ha	30 units/ha
Development Area 2 – 16.3 units/ha	12 units/ha
Development Area 3 – 21.1 units/ha	20 units/ha
Development Area 4 – 0 units/ha	N/A

Comparison – Existing CD 3 zone to Proposed CDC 3 Zone

Current CD 3 Zone	Proposed CDC 3 Zone
Development Area 1 <ul style="list-style-type: none"> • Allows Multiple Family Dwelling and/or Special Care Facility • Maximum building height 18.0 m • Maximum Density – 65.2 units/ha 	<ul style="list-style-type: none"> • Allows single family dwellings, duplexes, townhomes, and Seniors Housing Facility • Max Density single family dwelling – 19 units/ha • Max Density Townhouse – 30 units/ha • Max Density Seniors Housing Facility – 70 units/ha • Unique regulations for each housing form permitted
Development Area 2 <ul style="list-style-type: none"> • Allows 21 single family dwellings • Minimum Parcel size – 340 m² • Maximum Density 16.3 units/ha 	
Development Area 3 <ul style="list-style-type: none"> • Allows 53 total units • Units may be single family dwelling or duplex • Maximum Density 21.1 units/ha 	
Development Area 4 <ul style="list-style-type: none"> • Allows open space and passive recreation only • Engineered stormwater detention pond 	

Proposed New CDC 3 Comprehensive Development 3 Zone

In addition to eliminating the Development Areas, some new definitions have been added to the bylaw to recognize the various permitted housing forms. The existing definition of special care housing has been deleted, and a new definition for Seniors Housing Facility added to more accurately reflect the type of development the owner may decide to build.

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 MD designation.

Electoral Area 'C' 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 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.

CD 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.

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 for zoning amendments when a notice of development sign is posted on the property.

Referral Process

The following list of referral agencies is recommended:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations.
 - Adams Lake Indian Band
 - Little Shuswap Indian Band
 - Neskonlith Indian Band

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 can consider the bylaws for first reading and directing staff to forward them to referral agencies and First Nations.

LIST OF REPORTS / DOCUMENTS:

1. Site Plans	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
2. Maps: Location, Orthophotos, pictures	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
3. Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
4. South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701- 87	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
5. Appendix A – Applicable OCP Policies	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
6. Application	Attached to Agenda Summary: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

DESIRED OUTCOME:

That the Board endorse staff recommendations.

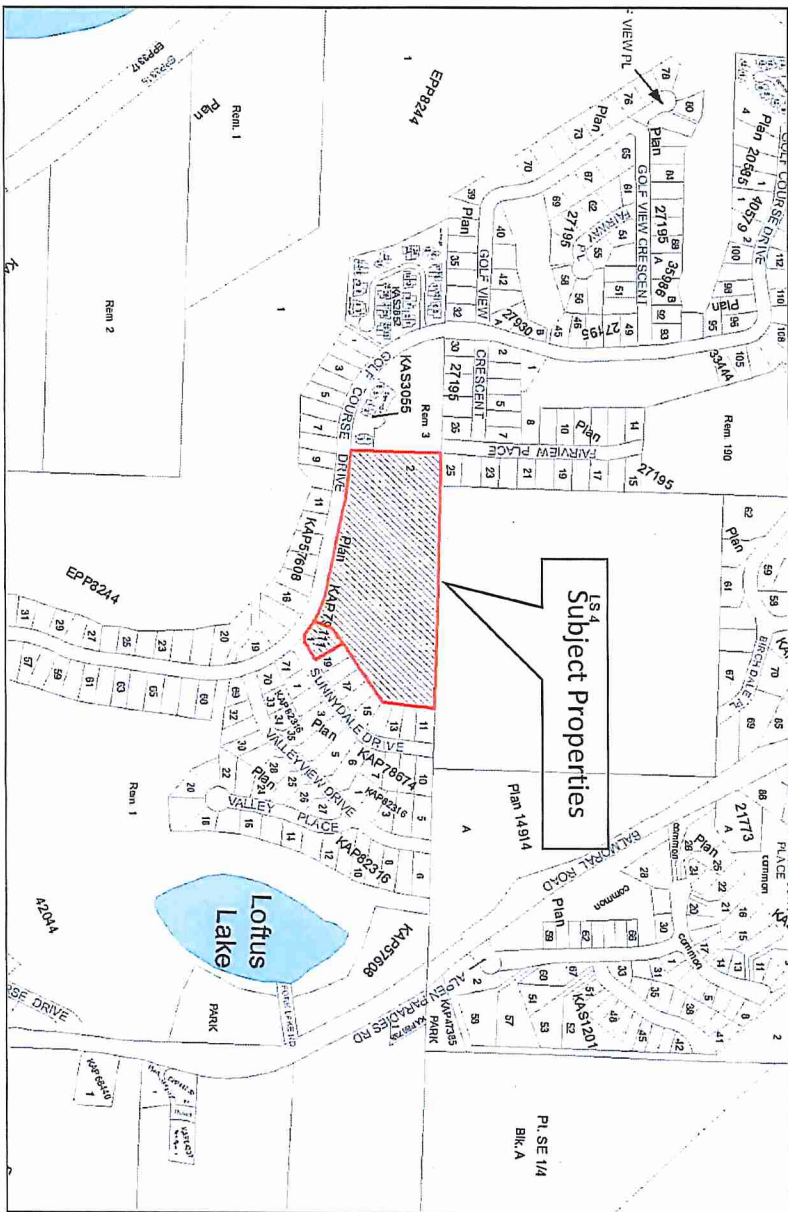
BOARD'S OPTIONS:

1. *Endorse recommendations. Bylaw No. 725-8 and Bylaw No. 701-87 will be given first readings and sent out to the referral agencies.*
2. *Decline first readings, Bylaw No. 725-8 and Bylaw No. 701-87 will be defeated. Staff will inform the Approving Authority that the current proposed subdivision does not comply with current zoning.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

COMMUNICATIONS: To be provided following referral process.

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Development Services Team Leader	03/07/17	
Manager Development Services	03/09/17	
Manager Financial Services	03/10/17	

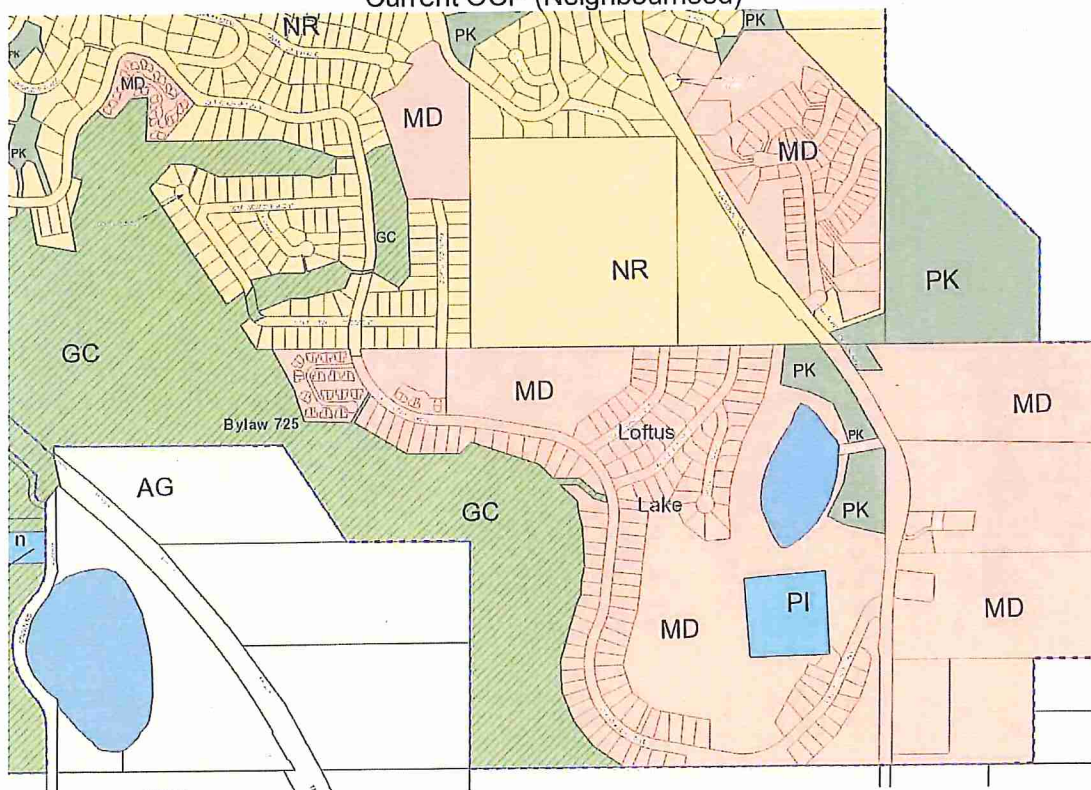
Subject Properties Map – Legal 1:4,000



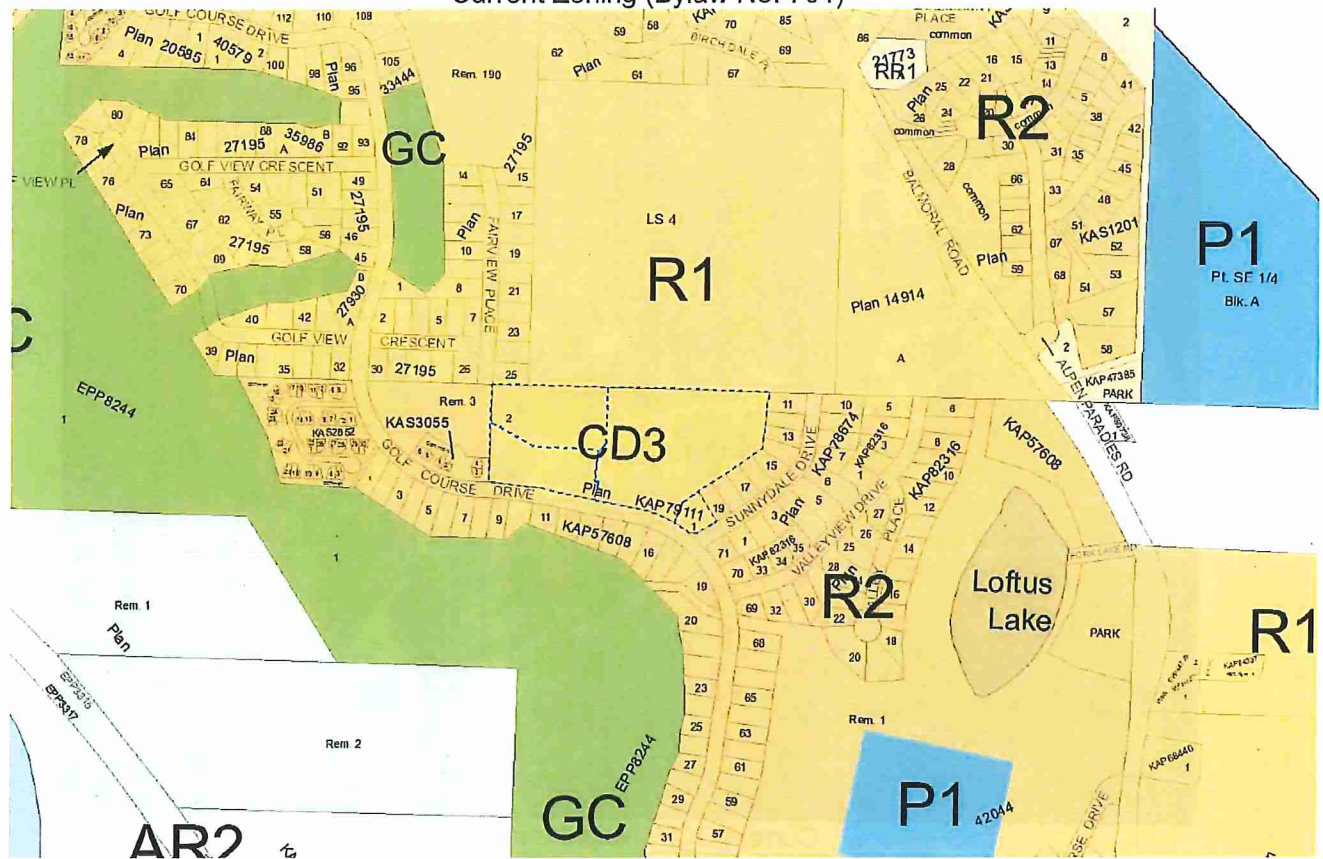
Orthophoto



Current OCP (Neighbourhood)



Current Zoning (Bylaw No. 701)



APPENDIX 'A'

Applicable OCP Policies

Electoral Area 'C' Official Community Plan Bylaw No. 725

The subject property is designated Medium Density (MD).

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.

6.8 **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.

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.)"

BL 725-8

PAGE 3

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 _____ day of _____, 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

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: • 1400 m ² or less • more than 1400 m ²	45 m ² 60 m ²
.3 Maximum height for: • Principal buildings and structures • Accessory buildings	10 m 7 m
.4 Minimum Setback from the: • 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: • Principal buildings and structures • Accessory buildings	20 m 7 m
.3 Minimum Setback from: • 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 _____ day of _____, 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

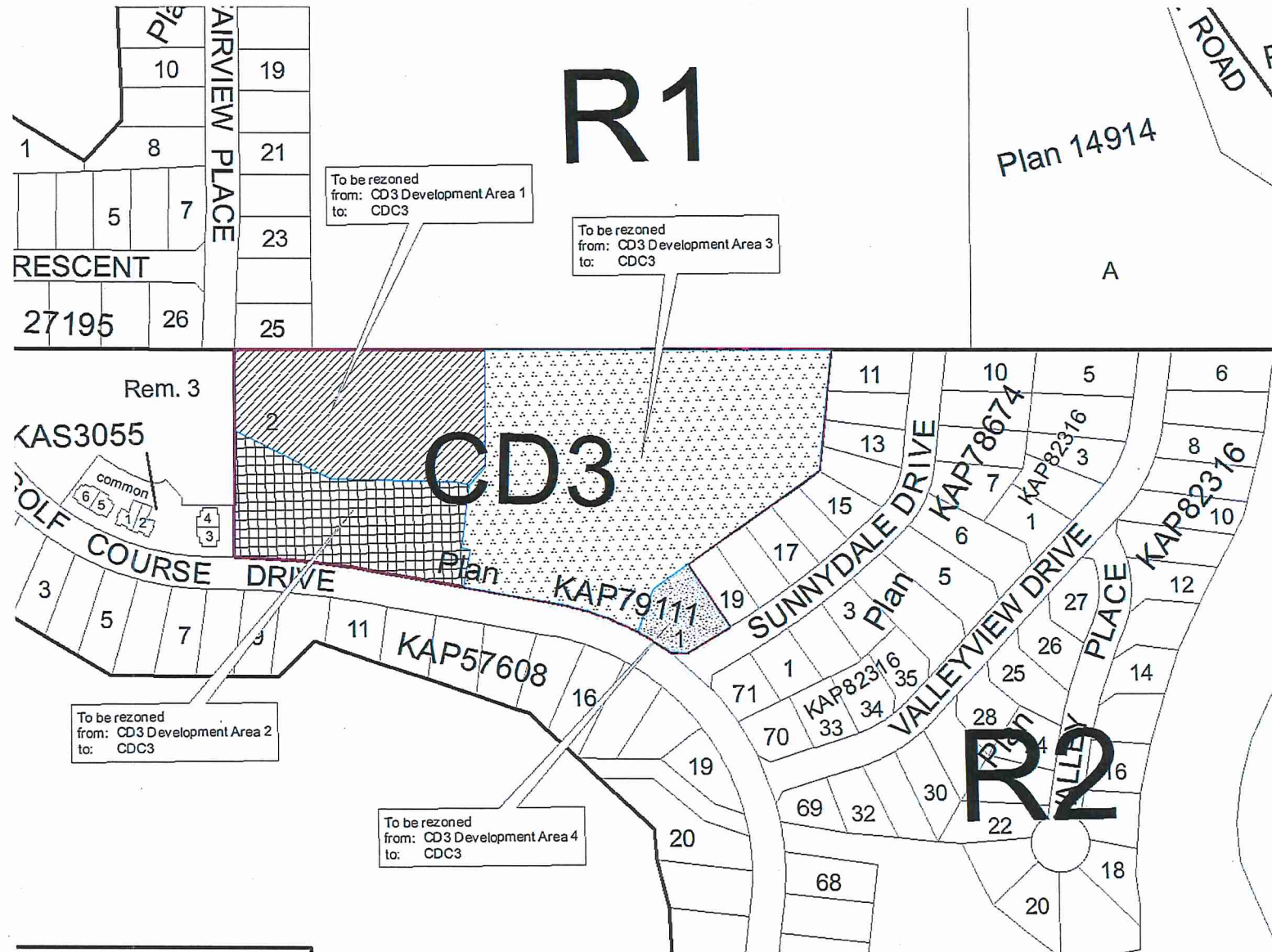
CHAIR

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



**SOUTH SHUSWAP ZONING AMENDMENT
(SHUSWAP LAKE ESTATES) BYLAW NO. 701-87**

SCHEDULE 1

Bylaw No. 701-87

June 9, 2017

Mr. Dan Passmore, Senior Planner
Columbia Shuswap Regional District
P.O. Box 978
Salmon Arm, BC V1E 4P1

<input type="checkbox"/> CAO <input type="checkbox"/> Works <input type="checkbox"/> DS <input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Agenda <input type="checkbox"/> Reg Board <input type="checkbox"/> In Camera <input type="checkbox"/> Other Mtg	Ownership: File #
JUN 12 2017		
<input type="checkbox"/> Ec Dev <input type="checkbox"/> IT <input type="checkbox"/> Parks <input type="checkbox"/> SEP <input type="checkbox"/> Other	RECEIVED <input type="checkbox"/> Staff to Report <input type="checkbox"/> Staff to Respond <input type="checkbox"/> Staff Info Only <input type="checkbox"/> Staff Mailbox <input type="checkbox"/> Dir Circulate	Ack Sent: <input type="checkbox"/> Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email

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

Dear Mr. Passmore,

We are writing to express our concerns over the proposed amendments listed above. We are aware of the fact that the development of the property in question had been approved previously and that these amendments basically serve to align the proposed development with the more recent Electoral Area 'C' Community Plan. However, we see a major flaw in the guidelines as presented. As mentioned in the Board Report of February 27, 2017, the creation of design guidelines is an ongoing process. We agree that the purpose of guidelines is to provide better direction to developers, staff and the Board.

According to the Report, Sewage, Water and Access are the Key Issues/Concepts that have been identified. As pointed out, the first two are adequately supplied by the developer. Access, however, is simply Golf Course Drive. Herein lies the major issue.

At the initial information meeting in December, 2016 at the Shuswap Lake Estates Office Building, we spoke out, on record, against the development citing the increased traffic to the area, the lack of pedestrian safety, and the disregard by drivers to adhere to the speed limit in a residential area where the roads are shared by vehicles, cyclists, and pedestrians (w/w/o pets).

Golf Course Drive is a provincially controlled rural road running through the residential subdivision of Shuswap Lake Estates. Being a rural road, no curbs, gutters, or sidewalks are provided. The road is narrow with no shoulders. It currently serves as the main access to the subdivision which includes, the golf course, the Blind Bay Market strip mall, and all of the residential areas branching off of the road. During the golf season, Golf Course Drive serves as the only walking pathway in the area and is used extensively by area resident for this purpose. The increased traffic that would accompany this development would add additional concerns about the safety of this road.

Along Golf Course Drive, there are currently approximately 270 residences, the majority being single family homes. Included in this number are two condo developments, one with 26 units, the other with 30 units. There is one unfinished duplex development with 10 completed units.

Golf Course Drive in its present form is evidence of planning for a rural subdivision. The standards which have been set over the years in this rural area have much appeal to its property

owners/residents. As described above, traffic flow through the area has been adversely affected by changes in access to the Trans Canada Highway and current traffic loads have already surpassed anything that Golf Course Drive was designed to handle. With the potential for approximately 152 additional single family dwellings housing units, or 240 townhouses, or 560 senior housing units, the acceptance of the proposed zoning amendment raises significant concerns for all residing along Golf Course Drive. If all of these were developed as senior housing units, a possible 200% increase in the number of housing units along Golf Course Drive could mean an additional traffic load of over 300 vehicles. This development is totally untenable without the construction of at least one additional roadway into the subdivision.

Access roads are a major planning consideration within urban communities. With increased density housing being contemplated and approved by the CSRD, access roads must gain the priority ranking of issues such as sewage and water. No amendments to the Official Community Plan should be made until guidelines for access roads to serve proposed developments have been developed and are in place. It is next to impossible to go back and fix problems that were created through the lack of such considerations.

Urban centres must ensure quality road infrastructure is in place prior to any expansion of residential areas. Access roads are designed to handle anticipated traffic flow and ensure the safety of residents. As Shuswap Lake Estates transitions from rural development to urban development, the need for guidance such as provided by the Official Community Plan becomes increasingly important. The provision of access roads to development projects should not be piecemeal and, we stress again, the importance of developing guidelines with this in mind.

This area would not be what it is today without development occurring. We are not against planned development that takes into account each of the key issues/concepts: water/sewage/access. As it currently exists, the strain on Golf Course Drive, would be significantly reduced through the creation of an additional access road. By extending Valleyview Drive and have it connect with an additional access to the new subdivision, as well as to Balmoral Road, residents in the proposed subdivision would be provided with another means of entering and exiting the proposed development.

Further consideration should be given to the development of guidelines governing access roads as an integral part of all development proposals. These need to be in the OCP prior to passing these amendments. The simple existence of a road cannot be all that is required. As with water and sewage, there are many other factors to be considered as to whether or not any particular access road meets the needs of the residents and community at large!

Sincerely,

 
Larry and Jane Stephenson
2706 Golf Course Drive

cc. Paul Demenok
CSRD Area C Director

June 12,, 2017 6pm

Dec. 8th

CSRD Public Hearing

Electoral Area "C" Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87.

We appreciate the opportunity to present our concerns related to the Area "C" Official Community Plan Amendment (Bylaw No. 725-8) and the South Shuswap Zoning Amendment (Bylaw No. 701-87).

In our opinion, All development planned in the two parcels will have a significant affect on the residents living ^{in homes} or owning lots adjacent to this currently undeveloped, large, open land utilized by many members of this community.

Our main concerns are as follows:

1. Increased density within the area

- 37 units are planned
- if 2 people reside in each unit this will result in 74 additional people
- if each unit has 2 vehicles this will result in 74 additional vehicles

2. Increased traffic flow

- Golf Course Drive is a major corridor for vehicles between Balmoral and Cedar Drive *and fluctuates seasonally. Predominant use is between Apr - Nov.*
- while the posted speed limit is 50km/hr frequently/regularly vehicles travel more quickly
- with pedestrians and vehicles traveling in both directions, pedestrians need to move off the road and onto the narrow shoulder; *this can be hazardous to pedestrians and drivers alike*
- If one is walking with pets, this can create challenges for all parties

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File #
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
JUN 12 2017		
<input type="checkbox"/> Ec Dev	RECEIVED	Ack Sent:
<input type="checkbox"/> IT	<input type="checkbox"/> Staff to Report	<input type="checkbox"/> Fax
<input type="checkbox"/> Parks	<input type="checkbox"/> Staff to Respond	<input type="checkbox"/> Mail
<input type="checkbox"/> SEP	<input type="checkbox"/> Staff Info Only	<input type="checkbox"/> Mail
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- Golf Carts use Golf Course Drive to access the golf course - increased traffic makes this more risky
- Golf Course Dr. is a major pedestrian route in all seasons. Increased traffic flow will minimize the pleasure people derive from their daily exercise routine.

3. Location of entrance to proposed Autumn Ridge Strata Development

- the proposed entrance/exit will have a very significant affect to established homes built on lots 16, 15 and 14, particularly lot 15, ours, as the entrance exit is planned to be directly across the street from our home.
- Real Estate agents have reported that homes on "T" intersections are more difficult to sell than homes not on "T" intersections. *Some agents do not take listings on "T" intersections*
- If Golf Course Drive is the only option for access, we strongly recommend reconsideration of this entrance/exit to across from the currently undeveloped lot 13 which ^{we understand is} owned by an owner/builder within the area. [^]

4. Current use of undeveloped land:

- park-like setting to walk dogs
- snowshoeing
- walking route for local community
- families riding mountain bikes
- segway *experience*

5. Development will Displace existing recreation use:

- what other amenities are available to the current users of this park-like space?
- what is being done to provide accessible, safe outdoor recreation trails or land parcels?
- the current walking paths around the sewage treatment ponds is not exactly experiencing Beautiful Natural British Columbia in it's finest.

- The established parkland off of Balmoral Drive (reported as 5% of Shuswap Lake Estates) is not ^{roadway} accessible, is remote, and not appealing if one is looking for a safe walking route.
- We strongly recommend Shuswap Lake Estates establish permanent outdoor recreational walking/hiking trails for the community prior to any further development.

6. Increased Demand on existing infrastructure:

- roadways
- Water Supply
- Sewage Treatment
- Water restrictions in effect annually
- what types of levies will current and future owners be presented with where increased development takes place

7. Why develop?

Fox Glenn Phase 4:

(based on the on-line information)

- 16 lots available in this phase
- only 2 lots show as sold (#4 & #16)
- 14 lots unsold
- 87% unsold
- 13% sold

Highlands

(based on the on-line information)

- 74 lots available for purchase
- 18 lots sold
- 56 lots unsold
- 23% sold
- 77% unsold

In summary, we recognize the need and interest in “aging gracefully” within one’s community and the proposed development has the potential for accomplishing this. However ^fthe purpose of this

development is to appeal to buyers not currently residing in the area, we question the motivation of the developers, as it does not appear to be in the current neighbourhood's best interest.

Respectfully submitted by Residents of 2714 Golf Course Drive

Anecdotal -

Farthright with what
was proposed/planned

When we were considering purchasing this home
in ^{late} August / Sept. of last year we asked SLE staff
what the plans were for this site.

We were told ^{where} the Seniors Residence would be located
at the side of the property adjacent to Fairview Pl, but would
not be developed for a long time.
Also BBE Hydon was ^{assessing} surveying the area along Golf Course Dr.
& Sunnydale, showing us a site map of individual single family
residences.

This map ^{gave} no indication ^{of} the ^{development or that any} entrance would be across from
our home.

If we had known ^{development was planned} this we would never have bought
the home.

we are ^{specifically} looking for a ^{phase} one that
we can ~~established~~ ; not one

that will have major construction. Our current
future medical circumstances influenced our decision to
purchase the home we chose.

Should this development proceed with the timeline
proposed we will seriously need to consider relocation. If this
were to occur, the developer continues to profit, and we
will likely take a loss; a very unfortunate outcome.

12 JUNE 17

TO: COLUMBIA SAUSWAP REG DISTRICT [CERD]
 P.O. Box 478
 SALMON ARM B.C. V1E 4P1.

FR: JIM LEIPER
 Box 478
 SURREY, B.C. V0E 2W0

SUB: ELECTORAL AREA C OFFICIAL COMMUNITY PLAN
 AMENDMENT [SHUSHWAP LAKE ESTATES] B.L. NO. 725
 & SOUTH SHUSHWAP ZONING AMMANT. [SHUSHWAP LAKE
 ESTATES] B.L. 701-87

DEAR MR PASSMORE,

I SUPPORT THE APPROVAL OF SUB: AMMANTS -
 PERIOD. THE APPLICANT WISHES TO IMPROVE OUR
 LOCAL COMMUNITY ONCE AGAIN. BRAVO!

KINDEST REGARDS

Jim Leiper

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File#
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
JUN 12 2017		
<input type="checkbox"/> Ec Dev	RECEIVED	Ack Sent:
<input type="checkbox"/> IT	<input type="checkbox"/> Staff to Report	<input type="checkbox"/> Fax
<input type="checkbox"/> Parks	<input type="checkbox"/> Staff to Respond	<input type="checkbox"/> Mail
<input type="checkbox"/> SEP	<input type="checkbox"/> Staff Info Only	<input type="checkbox"/> Email
<input type="checkbox"/> HR	<input type="checkbox"/> Dir Mailbox	
<input type="checkbox"/> Other	<input type="checkbox"/> Dir Circulate	

Dan & Bonnie Baskill

2662 Blind Bay Road
Blind Bay, BC.
V0E 1H1
(250) 803-2595

June 12, 2017

Columbia Shuswap Regional District
PO Box 978, Salmon Arm, BC, V1E 4P1.

Attention: Dan Passmore

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

Dear Mr. Passmore.

We write in support of the afore-mentioned OCP Amendment, and appreciate the efforts of the Applicant to improve our local community through important senior's housing opportunities.

Kindly add our two names in favor as presented.

Sincerely,

Dan & Bonnie Baskill

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

dbaskill@hotmail.com

Blind Bay Resort Inc.

2698 Blind Bay Road
Blind Bay, BC.
V0E 1H1
(250) 803-2595

June 12, 2017

Columbia Shuswap Regional District
PO Box 978, Salmon Arm, BC, V1E 4P1.

Attention: Dan Passmore

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

Dear Mr. Passmore.

We write in support of the afore-mentioned OCP Amendment, and appreciate the efforts of the Applicant to improve our local community through important senior's housing opportunities.

Kindly add our three businesses, Blind Bay Resort Inc., Jaydan Ventures Inc., and Brazen Bear Farm in favor as presented.

Sincerely,

Dan & Bonnie Baskill

A handwritten signature in blue ink, appearing to read 'Dan & Bonnie Baskill', with a stylized, cursive script.

dbaskill@hotmail.com

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.)"

BL 725-8

PAGE 3

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 18 day of May, 2017.

PUBLIC HEARING held this 12 day of June, 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

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 18 day of May, 2017.

PUBLIC HEARING held this 12 day of June, 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.

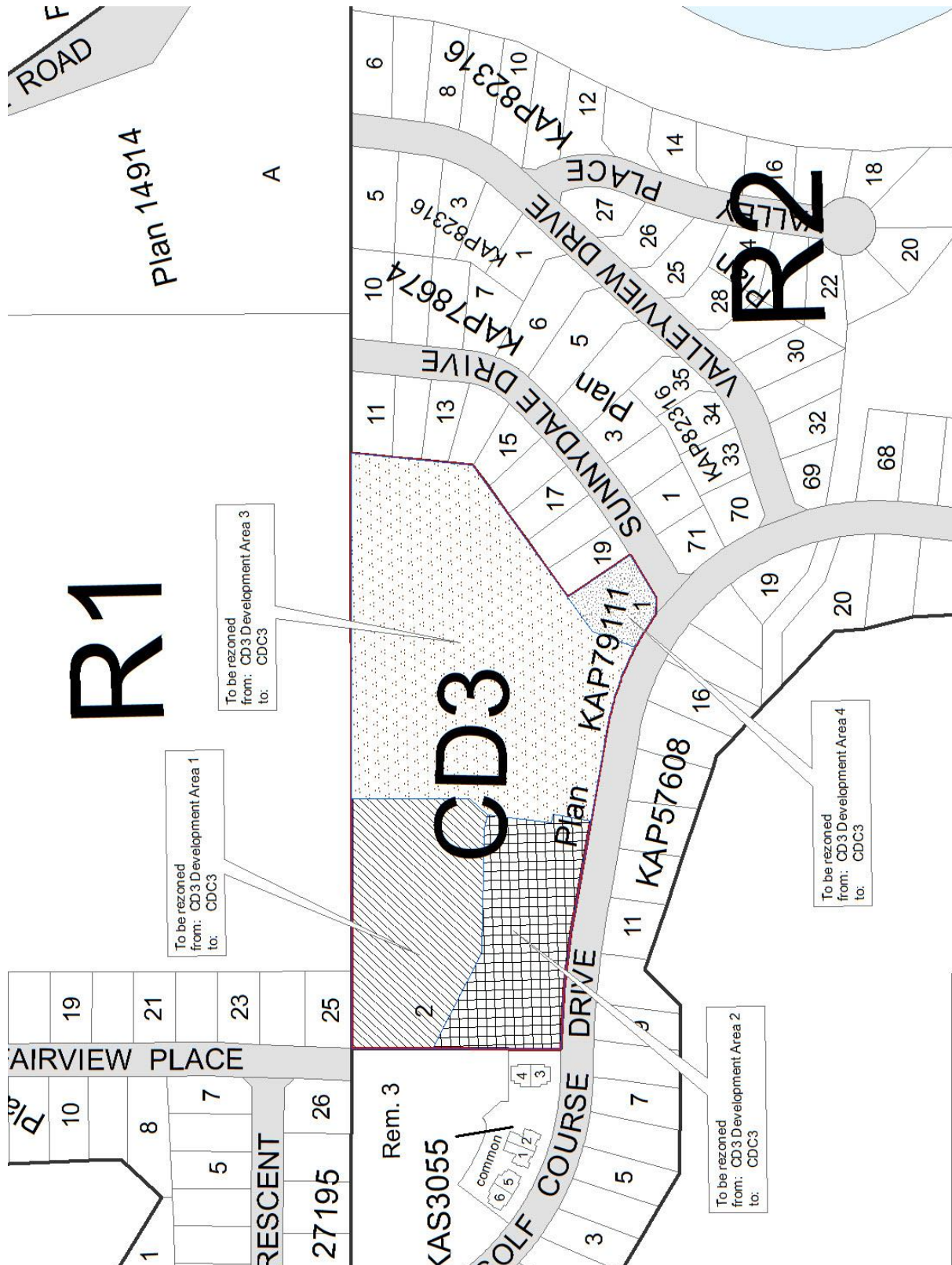
CERTIFIED a true copy of Bylaw No. 701-87
as adopted.

Corporate Officer

Corporate Officer

SCHEDULE 1

SOUTH SHUSWAP ZONING AMENDMENT (SHUSWAP LAKE ESTATES) BYLAW NO. 701-87



COLUMBIA SHUSWAP REGIONAL DISTRICT

Notes of the Public Hearing held on Monday June 12, 2017 at 6:00 p.m. at the Lower Level of the Cedar Heights Community Centre, 2316 Lakeview Drive, Blind Bay, BC, regarding proposed Bylaw No. 725-8 and Bylaw No. 701-87.

PRESENT: Chair Paul Demenok – Electoral Area C Director
 Dan Passmore – Senior Planner, Development Services
 22 members of the public including the applicants

Chair Demenok called the Public Hearing to order at 6:00 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 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.

The Planner explained the requirements of Section 470 of the Local Government Act and noted that the Public Hearing Report will be submitted to the Board for consideration at its July 20, 2017 meeting. The Planner explained the notification requirements set out in the Local Government Act and noted the Public Hearing was placed in the Shuswap Market News on May 26 and June 2, 2017.

The Planner provided background information regarding this application and reviewed the purpose of the bylaws.

The Chair opened the floor for comments.

Nancy Hoyles, 2714 Golf Course Drive, asked whether any response had been given to referrals to First Nations.

The Planner advised that no responses from First Nations had been received by the CSRD.

Krista Friesen, 2545 Golf Course Drive Drive, on behalf of the applicant outlined some specifics regarding the proposed development. She noted that the site densities were originally permitted through a rezoning approved in 2013, which were not recognized in the subsequent adoption of the OCP bylaw. She advised that major difference from the zoning approved in 2013 was that this application would permit the seniors complex anywhere on the property, but that the site development was more likely to be townhomes, duplexes or single family dwellings. She stated that parkland requirements were fulfilled in 1996 when a portion of land totaling 5% of the total development parcel was dedicated as parkland by Loftus Lake just off Balmoral Road, and therefore parkland would not be required for this development. In spite of this the developer is looking at providing walking trail access through the rear of this property down to Loftus Lake. She noted that vehicle access to the development site could not be from Sunnyvale Place, and that Golf Course Drive had been originally developed to collector standards and admitted that traffic along Golf Course Drive is a concern of the

developer, however, the current collector status of the road reflects the current zoned densities that will be serviced. She advised that development densities of nearby townhome developments were 6.5 and 6.6 units per ha and that the density within Autumn Ridge would be 5.6 units per ha and that the MD designation allows up to 10 units per ha. The lot sizes in the Autumn Ridge development would be 475 m². She noted that for parking each home in Autumn Ridge would have a double garage, and have driveway apron parking for an additional 2 vehicles. Finally, she advised that Shuswap Lake Estates had initiated a community survey and held an open house on December 8, 2016. The results of the public input process led the developer to design Autumn Ridge to reflect market desires and that 78% of respondents were positive about the development. She indicated that the open house resulted in 21 interested buyers in the project.

Larry Stephenson, 2706 Golf Course Drive, advised that he has been following the course of this development closely and that by and large it has resulted in a pleasing aesthetic appeal. He stated that his principal area of concern was with respect to Golf Course Drive as a collector road. He noted that it is in fact a residential road. Other servicing issues have been taken care of, notably the water and sewer servicing, but traffic impacts increasing due to development do not seem to be. The problem is with a rural standard road servicing urban scale development patterns. He advised that Golf Course Drive was not designed for pedestrians and that no parking is permitted on the road, with a 24' wide paved width. He noted that the next phase of development has not been discussed and if it results in a higher density seniors facility, too much additional loading on Golf Course Drive will result. Again he stressed that the overall development quality is good, but that it is lacking in certain details, notable a second collector road linking the development to Balmoral Road.

Nancy Hoyles, 2714 Golf Course Drive, advised that she had a number of concerns regarding the development proposal the application. She stated that the development will have a significant impact on the residents in the area through the increased density. She noted that the Autumn Ridge site would allow 37 units, with a population increase of 2 people per unit, for 74 people. This would translate into 2 cars per residence and would overall increase traffic on Golf Course Drive from Cedar Drive to Balmoral Road. She advised that the current posted speed limit on Golf Course Drive is 50 kmph, and that this is regularly exceeded by all. This makes for a dangerous situation as there is no refuge available for pedestrians on Golf Course Drive. Compounding this was the regular use of the road to drive golf carts on. She stated that the main entrance to the Autumn Ridge development was adjacent to Lots 14, 15, and 16, across Golf Course Drive and was immediately opposite her driveway. She perceives that some realtors would not take a listing of such a lot on a "tee", significantly reducing the value of her property. She noted that the development property is currently used by residents for recreational purposes and that it was a great place to walk dogs. This current use will be displaced through development and she wondered where people would go as an alternative. She stated that the parkland dedicated for this development is not useful and that the developer needs to establish walking trails throughout the entire development. She noted that this density, if approved would place additional loading on service infrastructure which may drive up levies for existing lots. She asked why this development needs to proceed when Fox Glen has 14 unsold lots, and the Highlands has 56. She advised that aging in place is a worthwhile goal, but that the marketing seems to be targeting out of area customers. Lastly she stated that when she was purchasing her home, she asked the developer about future plans for this site and was

told that the seniors facility would be on the west side and that she would not have purchased if she was aware of the entrance being immediately opposite the property she was considering. She finished by advising that she will now have to relocate at a financial loss to her.

Sue McCrae, 2549 Golf Course Drive, talked about the needs of the area, and that Shuswap Lake Estates was the only development with full servicing, offering options for following new trends for development. She noted that people do want to age in place and provided census figures indicating the aging population in the area. She stated that this property had been slated for higher densities for some time. She advised that development trends indicate that walking trails are necessary in the area and that planning should be reflective of future needs. Of these needs she advised that the lack of seniors housing and some form of local health care provision were important and that the existence of water and sewer infrastructure is essential to support this need.

Jordie Wiens, 2541 Golf View Place, noted that since he had purchased in the area 3 people had moved out because there was currently no alternative to downscale. He stated that Golf Course Drive is a good road, but that walking trails in the area are needed. He advised that he is currently working for the Barkers to log the Balmoral corner property and to construct walking trails on that property. He finished by noting that because of the servicing, more options for a variety of lots and development was possible.

Craig Russenholt, #21 – 2550 Golf Course Drive, advised that the type of housing proposed in this development has been needed in this area for a long time, and that there is currently no alternative available for those residents who may wish to downsize. He stated that it was not his intention to continue living in a large home forever and that the community needs the type of options available in this development proposal to help people to stay in the area.

Doug Cathio, 2733 Sunnydale Drive, noted that the development plan for Autumn Ridge showed that proposed Lots 1 and 2 would front onto the new internal strata road and not onto Sunnydale Drive, and that this would take away from the continuity on Sunnydale Drive by facing in rather than onto the street front. He noted that the presence of the rear of homes on Sunnydale Drive would not result in pleasing aesthetics. He inquired about whether there would be some form of screening between the new Autumn Ridge and the existing homes off Sunnydale Drive. He also questioned whether some form of community center in the area would eliminate a perceived need for additional green space. He finished by asking if there was not some park dedication requirement in place.

Terry Barker, 1805 Archibald Road, responded by stating that a park had been dedicated near Loftus Lake and Balmoral Road, and that a buffer of 15.0 m around Loftus Lake had been reserved by covenant as green space. As a result the autumn ridge development is not required to have park. He advised that some form of fencing would be installed between autumn ridge and the neighbouring properties on Sunnydale Drive. He finished by stating that no community center was planned.

Doug Cathio, 2733 Sunnydale Drive, responded by asking about why the community center was not planned.

Terry Barker, 1805 Archibald Road, responded by stating that a lot of amenities were considered for the overall development, but that people did not want to pay for them, so they would not be installed.

Doug Cathio, 2733 Sunnydale Drive, responded by advising that Lot 2 should not have been included in the autumn ridge development proposal.

Chair Demenok interceded to remind the public that the Public Hearing was to hear input rather than to debate the merits of the application.

Jane Stephenson, 2706 Golf Course Drive, advised that she felt that there was a need for services for seniors in the area, and that seniors already there had a need to be able to access services. She stated that smaller homes on small lots does not change the needs that seniors have for services. She noted that the community seemed to have a disregard for the speed limit posted on Golf Course Drive, and that this created a safety issue. She stated that a recent issue of the resident newsletter remarked about the clearing of the large property at the Balmoral corner. She questioned if this was done to make the property ready for development and if so, what would that development be.

Terry Barker, 1805 Archibald Road, responded by speculating that it might be for a town center, maybe, but that he had no current plans for the site. He advised that walking trails throughout this area currently being constructed would only be temporary in nature.

Chair Demenok noted that the land was currently in the ALR.

Karen Brown, 2730 Sunnydale Drive, indicated that she saw the need for more diverse housing choices in the area and that she had no issues with the proposed development. She remarked that she did however have concerns with Golf Course Drive. She stated that she does not trust in the Provincial Government to maintain the road. She advised that she walks in the area and wondered about the trail indicated in the back of the development proposal and where it went. She noted that the development proposal was a welcome addition but that she agreed with comments made by Doug Cathio earlier that Sunnydale Drive should be finished property as an act of good faith.

Jennie Anderson, 2628 Golf View Crescent, stated that a sidewalk was needed along Golf Course Drive and that the road was not kept up properly.

Karen Brown, 2730 Sunnydale Drive, noted that the proposal provided the developer with some fluidity for the placement of a seniors center, and that placement of such a facility closer to Golf Course Drive would be a cause for concern for her aesthetically.

Terry Barker, 1805 Archibald Road, responded by stating that the property had previously been zoned for a seniors center, but that he was doubtful it would happen. But if it does, he wanted greater flexibility on where it would be located.

Karen Brown, 2730 Sunnydale Drive, reiterated that the Seniors Center could potentially go anywhere.

Neil Sandikoff, unknown, inquired about retail use as part of the proposal.

Chair Demenok advised that home business would be a permitted secondary use in the zone.

Nancy Hoyles, 2714 Gold Course Drive, redirected by indicating that she thought Neil Sandikoff's question was in regard to the term Village Centre.

The Planner advised that the OCP had designated a Village Center and Secondary Settlement Area Development Permit area for form and character of development, in areas where development densities and preexisting commercial development had occurred. In reality, Blind Bay is a secondary settlement area, and the Village Centre is actually for downtown Sorrento.

Larry Stephenson, 2706 Golf Course Drive, noted that this rezoning amendment application represented what was originally meant to occur on this property, but that roads are taken for granted in the planning process. He stated that currently nobody has a say on road issues and that this needs to be taken into account. Roads must address the future needs of the area.

Hearing no further representations or questions about proposed Bylaw No. 725-8 and Bylaw No. 701-87 the Chair called three times for further submissions before declaring the public hearing closed at 6:55 p.m.

CERTIFIED as being a fair and accurate report of the public hearing.

Original Signed by

Director Paul Demenok
Public Hearing Chair

A handwritten signature in black ink, appearing to read 'Dan Passmore', with a long horizontal stroke extending to the right.

Dan Passmore
Senior Planner



BOARD REPORT

TO:**Chair and Directors**

File No:	BL 2133 PL20150194
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SUBJECT:

Electoral Area D: Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133

DESCRIPTION:

Report from Dan Passmore, Senior Planner, dated May 29, 2017.
5192 Highway 97B.

RECOMMENDATION:

THAT: Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133", be given second reading, as amended, this 20th day of July, 2017.

AND THAT: the Board not delegate a public hearing until the owner has provided documentation committing to construction of the required sewerage system improvements prior to final reading of the Bylaw and has provided a hydrogeological assessment of the existing groundwater well within 90 days of second reading.

SHORT SUMMARY:

The property that is the subject of this rezoning application is located at 5192 Highway 97B in the Ranchero area of Electoral Area 'D'. The proposal is for a text amendment to the CR – Country Residential Zone that would add a new permitted use, specific to the subject property, to permit three (3) single family dwellings to remain on the subject property.

The applicant has amended the proposal so that only two (2) single family dwellings would be permitted. The application was amended after first reading of the bylaw to reflect staff concerns in the first reading report regarding site servicing issues.

VOTING:

Unweighted
Corporate

☐

LGA Part 14
(Unweighted)

☒

Weighted
Corporate

☐

Stakeholder
(Weighted)

☐
BACKGROUND:

See attached first reading report dated March 23, 2016.

POLICY:

See attached first reading report dated March 23, 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 removing the two additional single family dwellings, 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:

Sewage Disposal

The applicant has hired Mr. Steven Rogers of Shuswap Septic & Site Preparation to investigate the current On-site sewerage system, and provide a compliance inspection report. The report, dated May 6, 2017 indicated that the existing system was a Type 1 system which consists of 2 septic tanks, a pump chamber and a pressure-fed dispersal field.

The report noted that one of the septic tanks is situated within 30 m of a groundwater well, which provides drinking water to the property. It advises that this septic tank should be de-commissioned. The report goes on to describe the various components of the system and its configuration in detail, and ends with a frank comment about the unsuitability of the dispersal system to process the effluent produced by a 7 bedroom property.

The report also includes options for utilising some components of the existing system, with construction of new raised sand mound dispersal areas, including a back-up dispersal field, that would be adequate to service the 7 bedrooms contemplated. The report also includes an option that would convert the system to a Type 2 system to reduce dispersal area requirements further.

The Interior Health Authority had advised that it does not recommend support for this rezoning amendment until the owner has provided a site specific onsite sewerage technical assessment of the subject lot completed by an Authorized Person under the Sewerage System Regulation which demonstrate that the parcel is capable of being self-sufficient with the existing 3 dwellings.

The current sewerage system is not compliant with IHA regulations, and would need to be altered in accordance with the report to adequately service the anticipated 7 bedrooms.

Sewage Servicing and OCP Policies

OCP Bylaw No. 750 requires new residential development in the RR Rural Residential designation to have a density of 1 dwelling unit per hectare with adequate water and sewer services that meet Provincial guidelines.

The proposal is for a rezoning amendment to sanction an additional dwelling unit onto the property. Although, the additional dwelling unit(s) are existing, they have been installed illegally, and therefore would represent new residential development in the area. The OCP does not support the rezoning amendment application.

Water Supply

Water is from an on-site groundwater well. The IHA has adopted a policy whereby property owners seeking to supply drinking water to as many as 2 single family dwellings on a property, do not have to obtain approval for a drinking water system.

Water Supply and OCP Policies

Rural Residential Lands Policy 7 talks about the CSRD possibly requiring a hydro-geological impact review and assessment on the quantity and quality of the existing groundwater well. The subject property is in an area where densities of less than 1 dwelling unit per hectare have been developed. Due to the proximity of small properties, unknown location of other septic systems, and the prevalence of groundwater wells, it would be imprudent to foster increased densification without an examination of the existing well.

SUMMARY:

The applicant has applied to amend the CR – Country Residential Zone of Bylaw No. 2100, to add an additional permitted use which would be applicable to only the subject property to permit two (2) single family dwellings to remain on the property.

Staff are recommending that the Board give the proposed amending bylaw second reading, as amended. The applicant has not demonstrated that the property is adequately serviced to support the 2 dwelling units, in accordance with OCP policies 1.4.3, 1.4.5, 3.1.3, 3.1.6, 3.1.7 and 3.1.9. While the owner has had an inspection of the existing septic system, significant upgrading works would be required to service the proposed (existing) 2 dwelling units on the property. Also the OCP does contemplate the provision of a hydrogeological report to address drinking water supply and the Board needs to consider whether this is appropriate in this circumstance.

Staff have provided the Board with the recommendation to move the Bylaw forward, if that is the Board's direction. The recommendation provides that the owner commit to construction of the sewerage system improvements prior to any delegated Public Hearing and that the improvements must be constructed prior to final reading of the bylaw. Further, in consideration of the owners significant delays in obtaining the sewerage assessment, staff are proposing that the owner be given a strict 90 day time limit to provide a required hydrogeological assessment of the existing groundwater well given its proximity to the sewerage system. The assessment would be required to be submitted prior to the Public Hearing being delegated.

IMPLEMENTATION:

Consultation Process

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended the simple consultation process. Referral responses have been received and summarized in this report. Neighbouring property owners are aware of the application for the zoning amendment because a notice of development sign was posted on the subject property in accordance with Development Services Procedures Bylaw No. 4001. Staff will advise the applicant of the requirement to remove the sign if the Board determines to give the bylaw no further readings.

COMMUNICATIONS:

If the Board resolves to give the bylaw no further readings, the applicants will be advised of the Board's decision, and notified that the Bylaw Enforcement process may be re-activated.

If the Board gives Bylaw No. 2133 second reading and delegates a Public Hearing, staff will set a date for the Public Hearing and proceed with notification of property owners within 100 m of the subject property and publication of newspaper notices in accordance with the Local Government Act.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

1. *Endorse recommendation. Bylaw No. 2133 will be given second reading and the public hearing will not be delegated until the owner has provided documentation committing to construction of the required sewerage system improvements prior to final reading of the Bylaw and provided a hydrogeological assessment of the existing groundwater water well, within 90 days and prior to the Public Hearing being delegated.*
2. *Give Bylaw No. 2133 second reading and delegate a public hearing.*
3. *Give Bylaw No. 2133 no further readings. The Bylaw will be defeated and bylaw enforcement action will re-commence.*
4. *Defer.*

5. *Any other action deemed appropriate by the Board.*

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

1. Compliance Inspection Report, by Steven Rogers, ROWP, of Shuswap Septic & Site Preparation, endorsed by Jayme Franklin, P.Eng., dated May 6, 2017.

Report Approval Details

Document Title:	2017-07-20_Board_DS_BL2133_Parker-Wood.docx
Attachments:	<ul style="list-style-type: none">- BL2133_BoardReport_1st.pdf- Referral Responses.pdf- Maps_Plans_BL2133.pdf- BL2133 Second.docx
Final Approval Date:	Jul 11, 2017

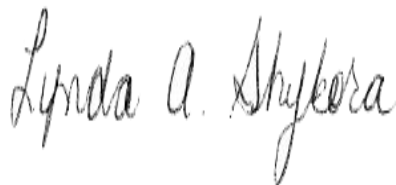
This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Corey Paiement was completed by workflow administrator Brad Payne

Corey Paiement - Jul 11, 2017 - 2:29 PM



Gerald Christie - Jul 11, 2017 - 2:33 PM



Lynda Shykora - Jul 11, 2017 - 2:58 PM



Charles Hamilton - Jul 11, 2017 - 3:43 PM



12.2

BOARD REPORT

TO: Chair and Directors

FROM: Dan Passmore
Senior Planner

SUBJECT: Ranchero/Deep Creek Land Use Amendment (Linda Parker)
Bylaw No. 2133

File No: BL 2133

Date: March 23, 2016

RECOMMENDATION #1: THAT:
"Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133", be read a first time this 14th day of April, 2016;

AND THAT:
the Board utilize the simple consultation process for Bylaw No. 2133, and it be referred to the following agencies and First Nations:

- Area 'D' Advisory Planning Commission;
- Ministry of Transportation and Infrastructure;
- Interior Health Authority;
- City of Salmon Arm;
- CSRD Operations Management;
- School District #83; 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 property that is the subject of this rezoning application is located at 5192 Highway 97B in the Ranchero area of Electoral Area 'D'. The proposal is for a text amendment to the CR – Country Residential Zone that would add a new permitted use, specific to the subject property, to permit three (3) single family dwellings to remain on the subject property.

VOTING: Unweighted Corporate ☐ Weighted Corporate ☐ Stakeholder (Weighted) ☐

LGA Part 14 ☒
(Unweighted)

BACKGROUND:

APPLICANT: William J. Wood

OWNER: Linda E. Parker

ELECTORAL AREA: 'D' (Ranchero)

CIVIC ADDRESS: 5192 Highway 97B

LEGAL DESCRIPTION: Lot 2, Section 32, Township 19, Range 9, W6M, KDYD, Plan 34453

SIZE OF PROPERTY: 0.99 ac.

SURROUNDING LAND USE PATTERN:

NORTH: Highway 97B/Gardiner Road (unconstructed)/Rural Residential
 SOUTH: Rural Residential/Agricultural
 EAST: Highway 97B/Rural Residential
 WEST: Gardiner Lake/Agricultural/Canoe Creek Golf Course

OCP DESIGNATION: RR Rural Residential

CURRENT ZONING: CR – Country Residential

CURRENT USE: 3 single family dwellings

PROPOSED USE: 3 single family dwellings

POLICY:**Ranchero/Deep Creek Official Community Plan Bylaw No. 750****Community Values**

The OCP Section 1.4 outlines Community Values which were incorporated into the various policies within the OCP, and include the following;

2. Identification and protection of watersheds and aquifers from degradation, inappropriate development and pollution to ensure a continued safe water supply;
3. Recognition that the sustainable development of the Plan Area must be linked to groundwater quality and quantity for all residents;
5. Recognition that a comprehensive approach to managing sewage is required;

Rural Residential Lands

The OCP Section 3.6 outlines Rural Residential Objectives and Policies. Objectives in respect of this area are as follows:

3. Support development that is compatible with the Community Values (Section 1.4) and Development Criteria (Section 3.1).
4. Encourage affordable and subsidized housing opportunities.

Policies in respect of this area are as follows;

3. Lands within the Rural Residential designation shall have a minimum permitted parcel size of at least 1 ha (2.47 ac). New residential development in the Rural Residential designation

shall be permitted at a maximum density of 1 dwelling unit per ha (2.47 ac) with adequate water and sewer services that meets Provincial regulations.

5. In the Ranchero and Shaw Road areas (shown on schedule 'E'), higher density residential uses may only be considered to provide affordable market housing and subsidized housing. These units include, but are not limited to: duplexes, triplexes, four-plexes, townhouses and manufactured home parks. Higher densities will not be considered for units other than affordable housing.

These affordable housing developments will be small scale and the maximum density will not exceed 15 dwelling units per ha (6 dwelling units per acre) with adequate water and sewer services that meet current Ministry of Environment Municipal Sewage Regulation Requirements. The above density is inclusive of secondary suites. Further details are to be established in the zoning bylaw.

7. Prior to supporting any OCP redesignation or rezoning that will increase water use on a property, the CSRD may require a hydro-geological impact review and assessment on the quantity and quality of water resources as specified in the CSRD Development Approval Information Bylaw. A qualified professional engineer or geoscientist with proven knowledge and experience in groundwater management must provide a written statement, through a hydro-geological impact assessment, verifying the long term reliability of the water supply for the proposed development. The assessment must also verify that there will be no significant negative impacts on other water supplies and properties.
9. One dwelling unit shall be permitted per lot and one secondary dwelling unit may be considered subject to zoning and parcel size. The size of the parcel and size of the secondary dwelling unit will be subject to zoning restrictions. The secondary dwelling unit shall be subject to special provisions, including:
 - (a) setbacks from buildings and property lines, and;
 - (b) the provision of required parking and access;
 - (c) the provision of adequate servicing that meets Provincial water and sewer regulations.

Ranchero/Deep Creek Land Use Bylaw No. 2100

Current Zone: CR – Country Residential Zone

Permitted uses:

- single family dwelling;
- public use;
- home occupation;
- accessory use.

Please note, only one single family dwelling is currently permitted per parcel.

Proposed Zoning Amendment: CR– Country Residential Zone

The proposed amendment will involve adding a new permitted use to Section 2.8.1 as follows:

- .5 three (3) single family dwellings, permitted only on Lot 2, Section 32, Township 19, Range 9, W6M, KDYD, Plan 34453.

The proposed amendment will also amend the regulations section 2.8.2 to reflect the new permitted use in 2.8.1

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 removing the additional single family dwellings, 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:

Sewage Disposal

The subject property is currently serviced by some form of existing on-site septic sewage disposal system, although the current owners are not aware if it has been approved by Interior Health Authority (IHA). The new owners have never applied to IHA to expand on the existing system or install new system(s) to support the desired additional dwelling units. From this information, it is clear that the septic system has not been approved for multiple dwelling units, or even if there are more than the one approved septic system on the property.

OCP Bylaw No. 750 requires new residential development in the RR Rural Residential designation to have a density of 1 dwelling unit per hectare with adequate water and sewer services that meet Provincial guidelines.

Water Supply

Water is from an on-site groundwater well. The IHA has adopted a policy whereby property owners seeking to supply drinking water to as many as 2 single family dwellings on a property, do not have to obtain approval for a drinking water system. 3 dwelling units on a given property would require the owner to obtain a license to operate a community water system from the IHA. The owner does not have such a license from IHA.

Access

Access to Highway 97B is existing, in the location of the unconstructed Gardiner Road.

Existing Site Development

The previous owner had constructed a two family dwelling on the property and had added what he had described as a small dwelling unit for a physically challenged relative. In a previous bylaw enforcement action, staff had discussed the situation with the new owner, who had decided to voluntarily comply with Zoning Bylaw requirements by decommissioning 2 of the dwelling units.

Since this time, the owner has recommissioned the dwelling units and they are currently occupied on the property.

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 for the zoning amendment when a notice of development sign is posted on the subject property in accordance with Development Services Procedures Bylaw No. 4001. Staff will advise the applicant of the requirement for the sign after the Board has considered the bylaw for first reading.

Referral Process

The following list of referral agencies is recommended:

- Area 'D' Advisory Planning Commission;
- Ministry of Transportation and Infrastructure;
- Interior Health Authority;
- City of Salmon Arm;
- CSRD Operations Management;
- School District #83; and
- All relevant First Nations Bands and Councils.

SUMMARY:

The applicant has applied to amend the CR – Country Residential Zone of Bylaw No. 2100, to add an additional permitted use which would be applicable to only the subject property to permit the existing three (3) single family dwellings to remain on the property.

Staff are recommending that the Board give the proposed amending bylaw first reading and forward the bylaw to referral agencies.

LIST NAME OF REPORTS / DOCUMENTS:

1. Maps: Location, Orthophotos, OCP, Zoning	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
2. Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
3. Photos	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
4. Application	Attached to Agenda Summary: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

DESIRED OUTCOME:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

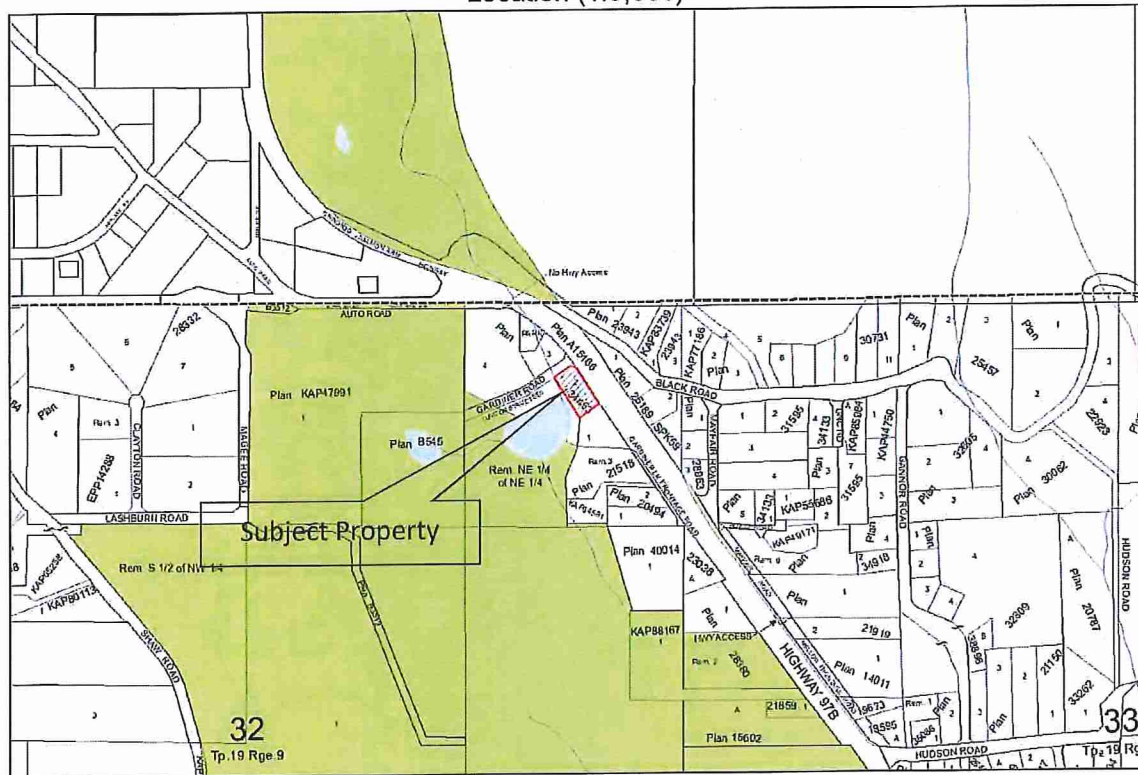
1. *Endorse recommendation. Bylaw No. 2133 will be given first reading and sent out to the referral agencies.*
2. *Decline first reading, Bylaw No. 2133 will be defeated.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

COMMUNICATIONS:

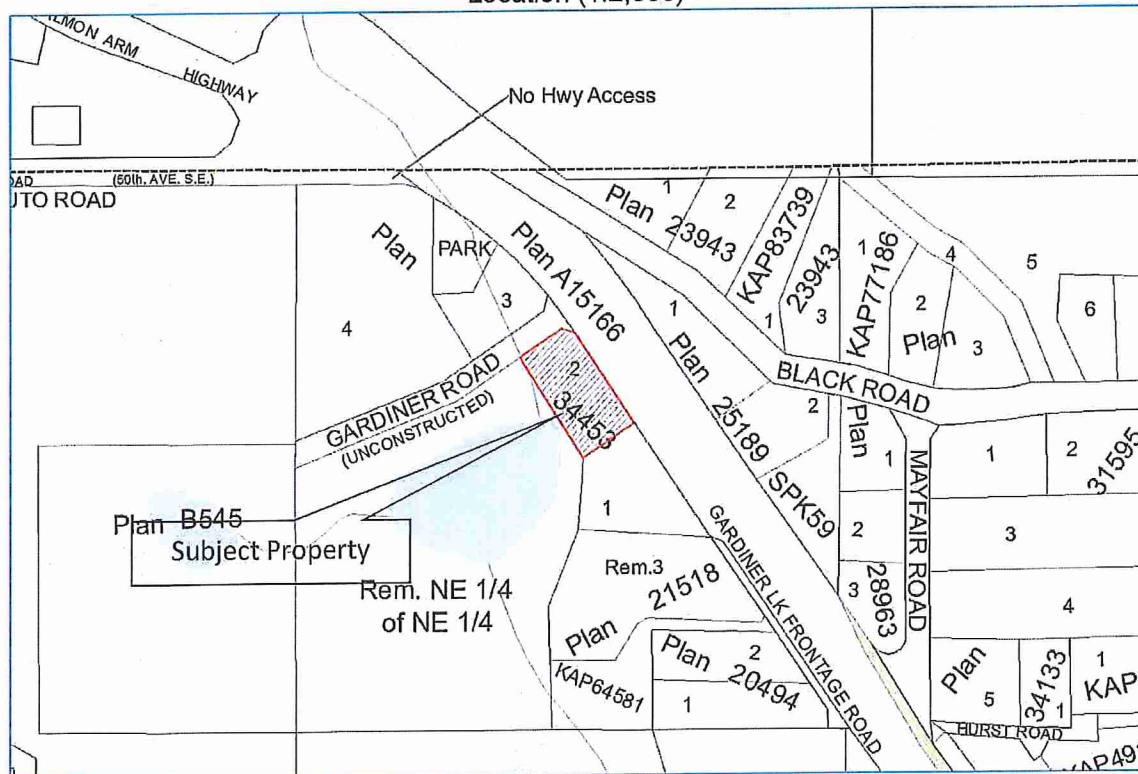
If the bylaw is given first reading it will be forwarded to the referral agencies. Agency comments will be provided with a future Board report.

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Development Services	04/04/16	<i>[Signature]</i>
Development Services	Mar. 29, 2016	S. Berger, Team Leader
Operations Management	Mar 30, 2016	<i>[Signature]</i>
Financial Services	March 30/16	<i>[Signature]</i>

Location (1:5,000)



Location (1:2,000)



Orthophoto

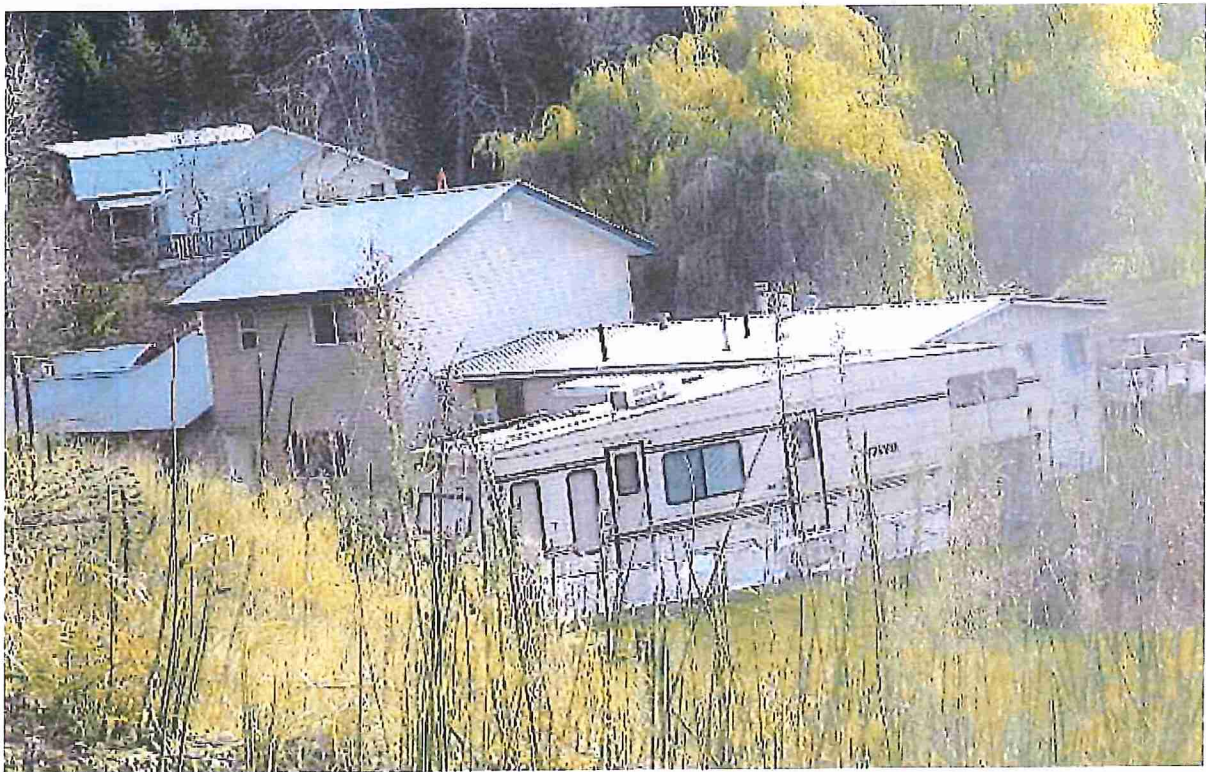


Orthophoto



[illegible]

Photos of Property (Duplex)



Photos of Property (Secondary suite)



Accessory Building



RV on site



Bylaw No. 2133

1

COLUMBIA SHUSWAP REGIONAL DISTRICTRANCHERO/DEEP CREEK LAND USE AMENDMENT (LINDA PARKER) BYLAW NO. 2133A bylaw to amend the "Ranchero/Deep Creek Land Use Bylaw No. 2100"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 2100;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 2100;

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

1. "Ranchero/Deep Creek Land Use Bylaw No. 2100" is hereby amended as follows:

A. TEXT AMENDMENT

- i) Part II Land Use Regulations, Section 2.8 CR Country Residential zone, subsection 2.8.1 Permitted Uses, is hereby amended by adding the following use:

"5 three (3) single family dwellings, permitted only on Lot 2, Section 32, Township 19, Range 9, W6M, KDYD, Plan 34453."

- ii) Part II Land Use Regulations, Section 2.8 CR Country Residential zone, subsection 2.8.2 Regulations, subsection 2.8.2.1, Column II, is hereby amended by adding the following after "1 single family dwelling per parcel":

"except as noted in 2.8.1.5, above;"

Bylaw No. 2133

2

2. This bylaw may be cited as "Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133."

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.

RECEIVED THE Approval of the Ministry of Transportation and Infrastructure this _____ day of _____, 2016

ADOPTED this _____ day of _____, 2016.

CORPORATE OFFICER

CHAIR

CERTIFIED true copy of Bylaw No. 2133
as read a third time.

CERTIFIED true copy of Bylaw No. 2133
as adopted.

Corporate Officer

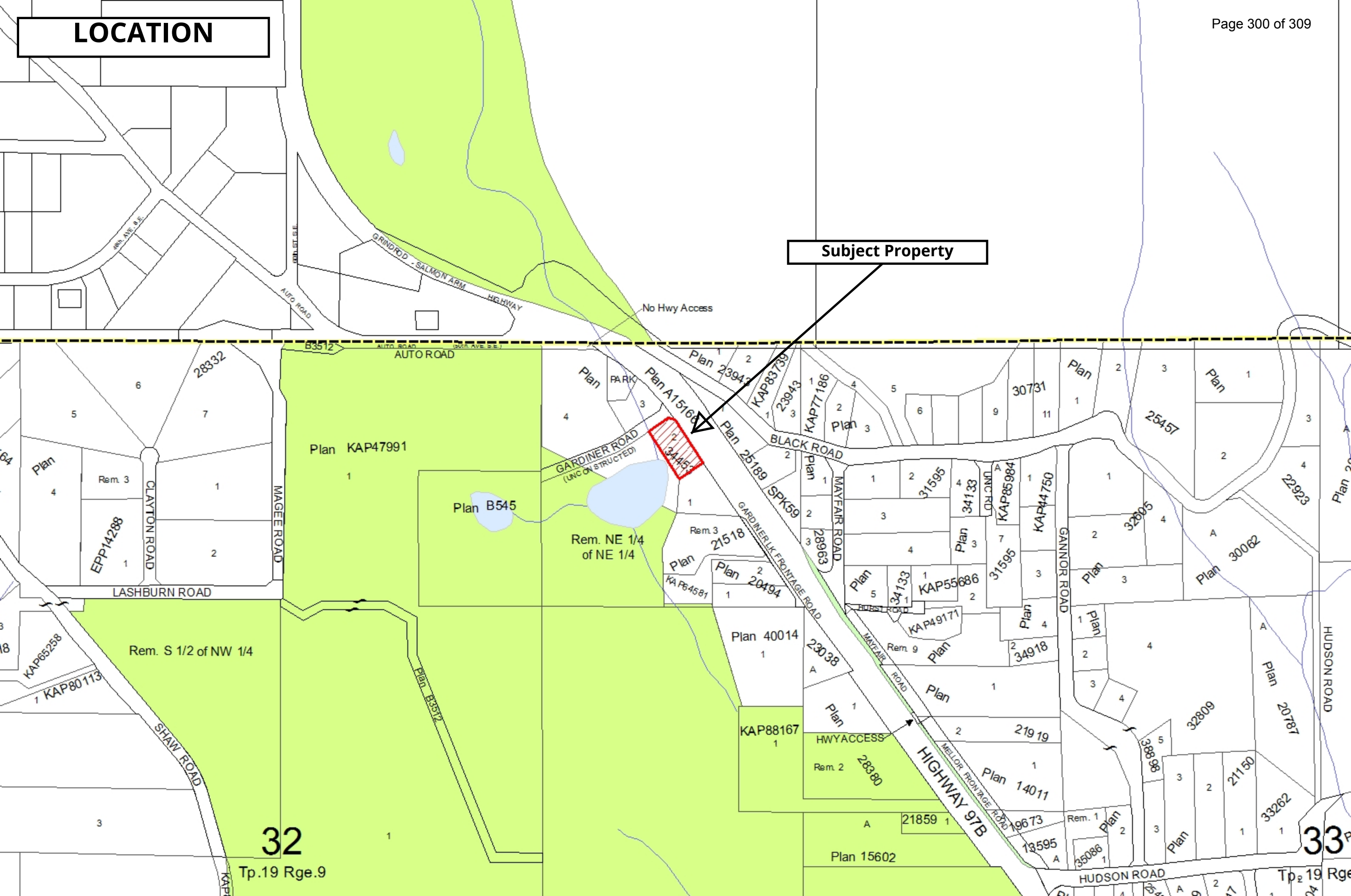
Corporate Officer

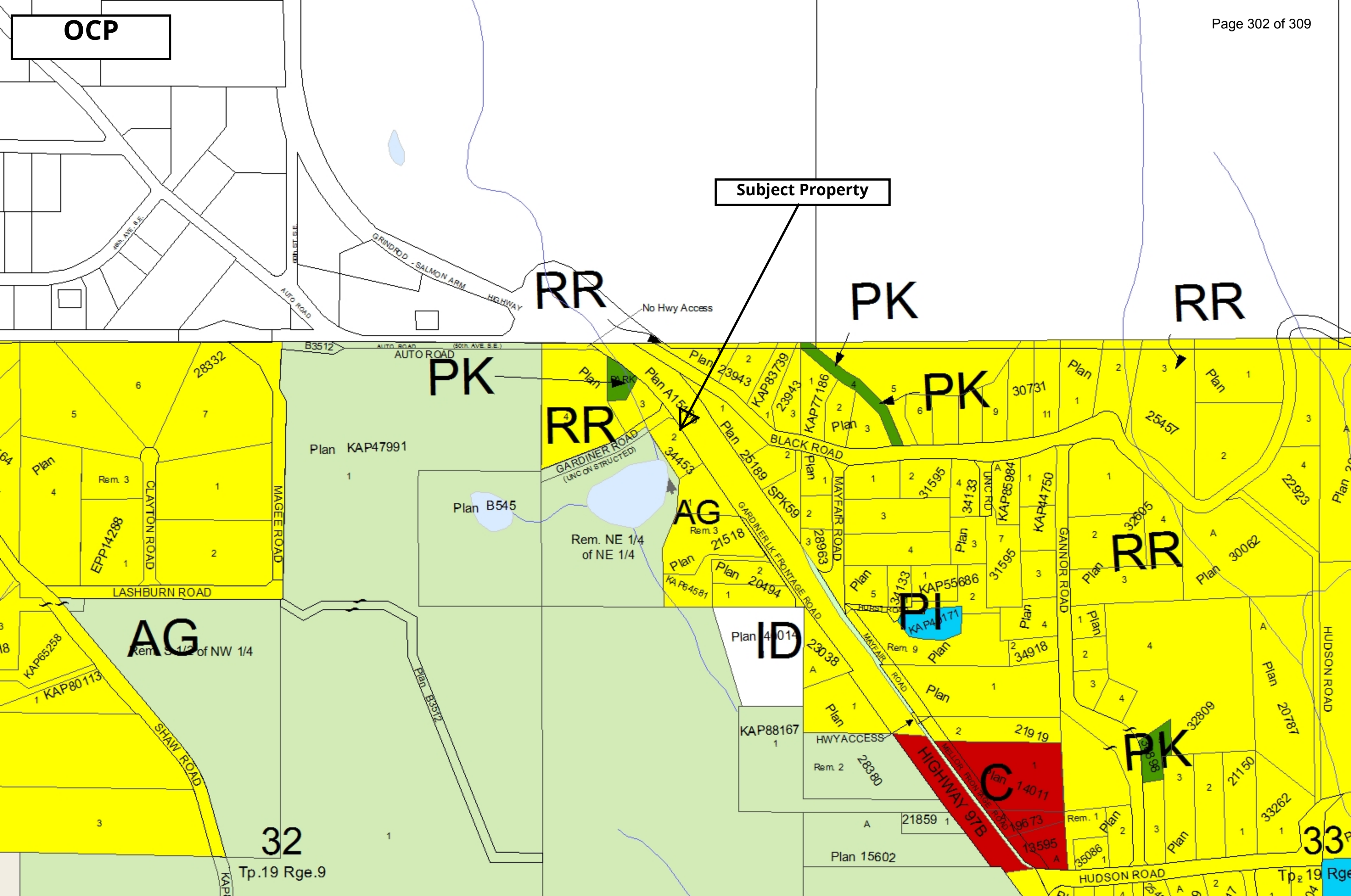
Referral Responses

Area 'D' Advisory Planning Commission	Recommended that the Board not support the bylaw.
Interior Health Authority	<p>A review has been completed. Due to the relatively small size of the parcel it is reasonable to assume the capacity of the subject property to be self sufficient in terms of maintaining safe distances between water sources and onsite sewerage systems will be limited; especially as the amount of suitable land for onsite sewerage will be further restricted by the proximity of Gardiner Lake and Canoe Creek and the slope up to the highway. In addition, it is always advisable to have 2 areas of land identified for onsite sewerage; 1 for existing needs and another for the future when the initial field malfunctions (onsite sewerage systems have a limited lifespan).</p> <p>As such, IHA suggests this proposal should not be supported until a site specific onsite sewerage technical assessment of the subject lot is completed by Authorized Person under the Sewerage System Regulation and demonstrates the parcel is capable of being self-sufficient with the existing 3 dwellings. I also suggest sewerage back-up area(s) should be identified and protected with a restrictive covenant.</p>
Ministry of Transportation and Infrastructure	The Ministry has no objections, in principle to this proposal. If any structures encroach into the setback area or into the Highway RoW, a permit will be required from this office.
City of Salmon Arm	No response.
CSRD Operations Management	No concerns.
School District #83	No response.
Adams Lake Indian Band	No response.
Coldwater Indian Band	No response.
Cooks Ferry Indian Band	No response.
Esh-kn-am Cultural Resources Management Services	No response.
Lower Similkameen Indian Band	No response.
Neskonlith Indian Band	No response.
Nlaka'pamux Nation Tribal Council	No response.
Okanagan Indian Band	No response.
Okanagan Nation Alliance	No response.

Penticton Indian Band	Acknowledges receipt of the referral and requests additional information. Information provided. No further response.
Siska Indian Band	No response.
Splats'in First Nation	No response

Subject Property





CR

CR

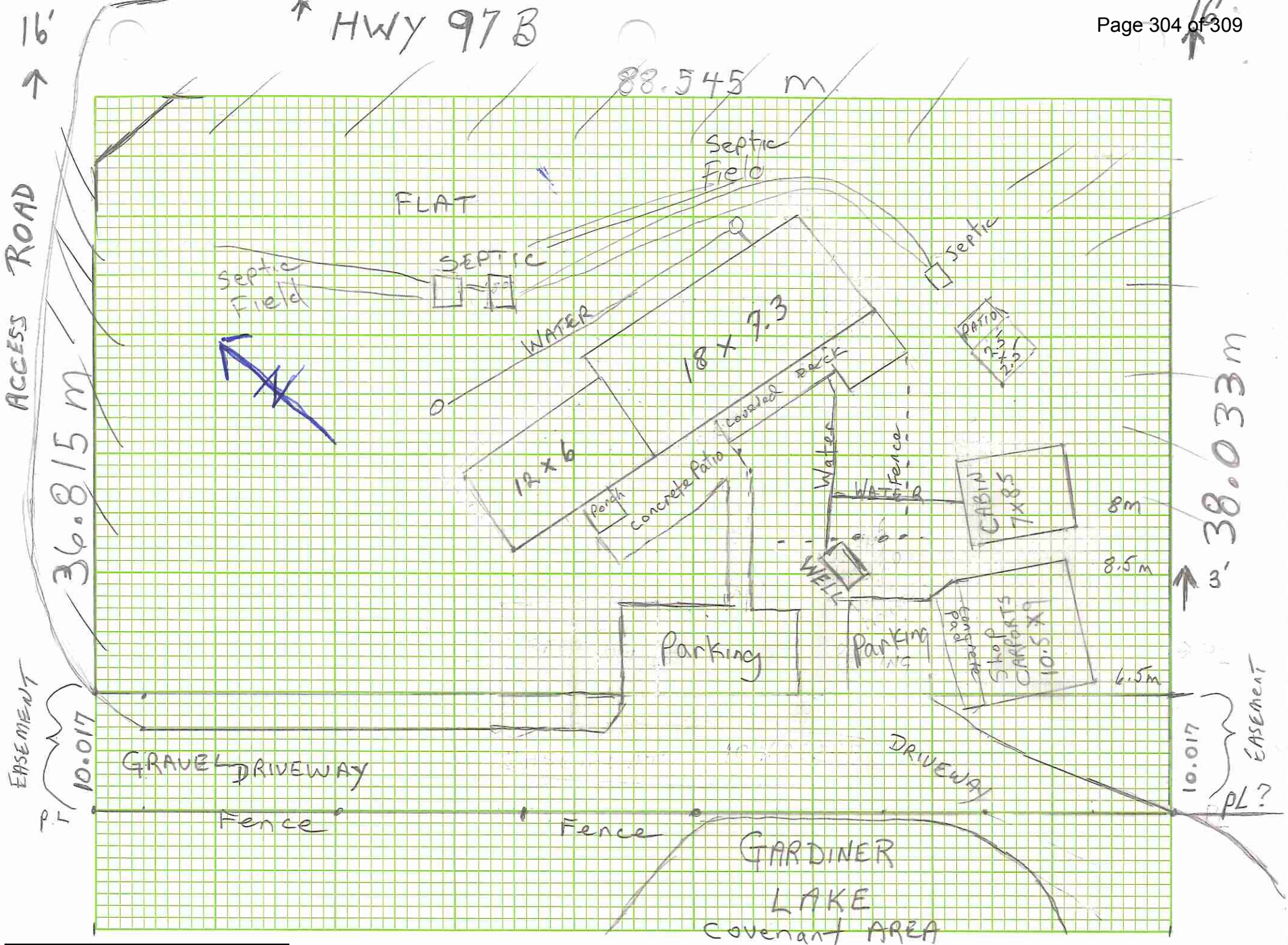
HC

RR

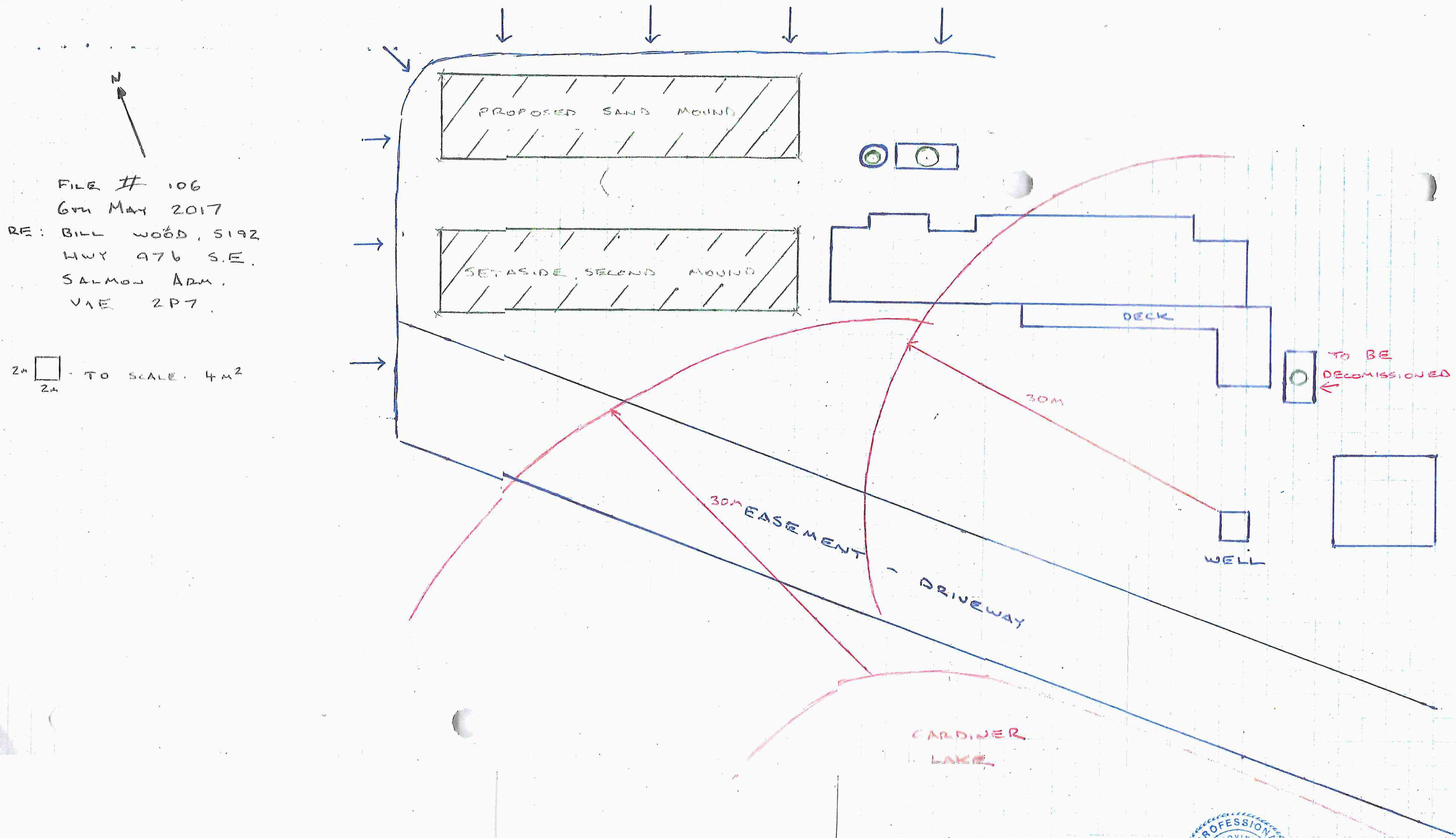
SH

32

Tp.19 Rge.9



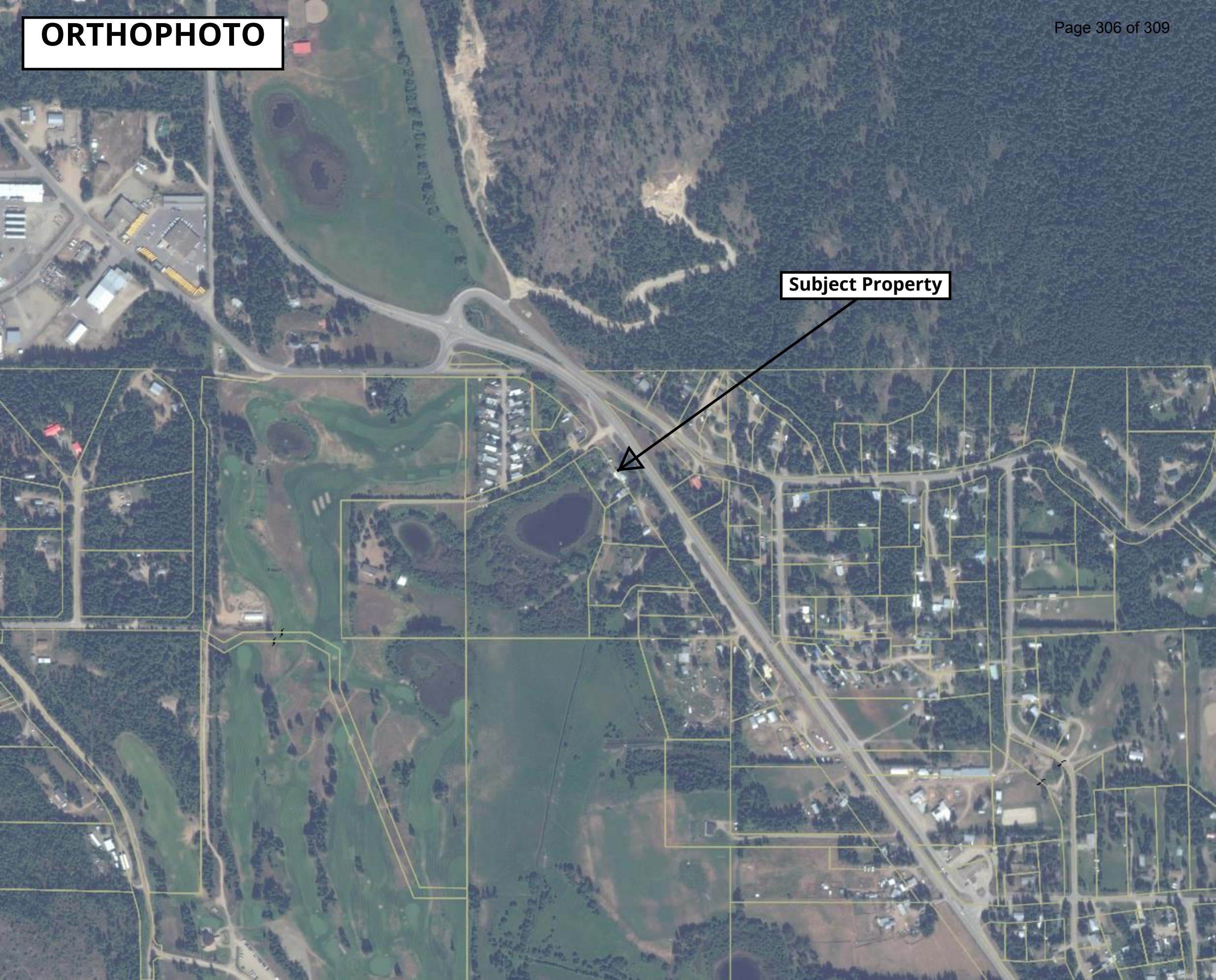
SITE PLAN



SEPTIC DESIGN PLAN



Subject Property





ORTHOPHOTO

COLUMBIA SHUSWAP REGIONAL DISTRICTRANCHERO/DEEP CREEK LAND USE AMENDMENT (LINDA PARKER) BYLAW NO. 2133A bylaw to amend the "Ranchero/Deep Creek Land Use Bylaw No. 2100"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 2100;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 2100;

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

1. "Ranchero/Deep Creek Land Use Bylaw No. 2100" is hereby amended as follows:

A. TEXT AMENDMENT

- i) Part II Land Use Regulations, Section 2.8 CR Country Residential zone, subsection 2.8.1 Permitted Uses, is hereby amended by adding the following use:

“.5 two (2) single family dwellings, permitted only on Lot 2, Section 32, Township 19, Range 9, W6M, KDYD, Plan 34453.”

- ii) Part II Land Use Regulations, Section 2.8 CR Country Residential zone, subsection 2.8.2 Regulations, subsection 2.8.2.1, Column II, is hereby amended by adding the following after “1 single family dwelling per parcel”:

“except as noted in 2.8.1.5, above;”

2. This bylaw may be cited as "Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133."

READ a first time this 14 day of April, 2016.

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

PUBLIC HEARING held this _____ day of _____, 2017.

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

RECEIVED THE Approval of the Ministry of Transportation and Infrastructure this _____ day of _____, 2017

ADOPTED this _____ day of _____, 2017.

CORPORATE OFFICER

CHAIR

CERTIFIED true copy of Bylaw No. 2133
as read a third time.

CERTIFIED true copy of Bylaw No. 2133
as adopted.

Corporate Officer

Corporate Officer