



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, September 22, 2022
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Call to Order

2. Adoption of Agenda

THAT: the agenda of September 22, 2022 Regular Board meeting be approved.

3. Meeting Minutes

3.1. Adoption of Minutes

1

THAT: the minutes of the August 18, 2022 Regular Board meeting be adopted.

3.2. Adoption of Special Board Meeting Minutes

12

THAT: the minutes of the September 9, 2022 Special Board Meeting be adopted.

3.3. Business Arising from the Minutes

None.

4. Announcements

4.1. Staff Achievement

Michelle Boag - Registered Building Official

5. Section 57 of the Community Charter, Notice on Title Hearing

5.1. Electoral Area F: Community Charter Section 57 Notice

14

Report from Jennifer Sham, Corporate Officer and Manager, Corporate Services, dated September 2, 2022.
2555 Garland Drive, Celista

THAT: the Board authorize the Corporate Officer to file a Notice in the Land Title Office against the property legally described as Legal Subdivision 13, Section 15, Township 23, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Except Plan EPP89327, in accordance with Section 57 of the Community Charter, this 22nd day of September, 2022;

AND THAT: further information regarding the Notice is available for inspection at the office of the Columbia Shuswap Regional District.

6. Correspondence**6.1. For Information**

THAT: the Board receive the correspondence attached to the September 22, 2022 Board Agenda.

6.1.1. Letter of Support from CSRD Board RE: City of Revelstoke and Area B Municipal and Regional District Tax (August 19, 2022) 41

6.1.2. Letter of Support from CSRD Board RE: Town of Golden Resort Development Strategy 2022-2024 (August 19, 2022) 42

6.2. Action Requested

None.

7. Committee Reports and Updates**7.1. For Information**

THAT: the Board receive the committee minutes attached to the September 22, 2022 Board meeting agenda.

7.1.1. Shuswap Watershed Council Meeting Summary (March 9, 2022) 43

7.1.2. Shuswap Watershed Council Meeting Summary (June 8, 2022) 52

7.2. Action Requested

None.

8. Business General

8.1. Shuswap Tourism 2020-2021 Annual Report 60

Stephanie Goodey, Tourism Marketing Coordinator presenting the Shuswap Tourism 2020-2021 Annual Report for information.

8.2. Electoral Area F: Sole Source Contract Award for the 2022 Salmon Run Marketing Campaign 84

Report from Stephanie Goodey, Tourism Marketing Coordinator, dated September 2, 2022.

THAT: the Board empower the authorized signatories to enter into an agreement with CESK Creative for assistance in implementing Shuswap Tourism's 2022 Salmon Run Marketing Campaign Media Spend in the amount of \$15,000 plus applicable taxes, this 22nd day of September, 2022.

8.3. Salmon Arm Refuse Disposal Site – Scale and Site Attendant Operations Contract Award 87

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated September 1, 2022. Salmon Arm Refuse Disposal Site Scale and Site Attendant Contract Award.

THAT: the Board empower the authorized signatories to enter into an agreement with Seldom Silent Enterprises Ltd. to provide scale and site attendant services at the Salmon Arm Refuse Disposal Site over a three-year term commencing October 1, 2022 and expiring on September 30, 2025, for a total cost of \$1,057,163 plus applicable taxes, with an option to extend for an additional two-year term, this 22nd day of September, 2022.

9. Business By Area

9.1. Grant-in-Aid Requests

Policy F-30: No Grant-in-aid applications will go before the Board for approval in the three (3) regular Board Meetings prior to the October 15, 2022 local government elections.

9.2. Electoral Area C: Eagle Bay Community Park Upgrades - Community Works Fund. 91

Report from Ryan Nitchie, Team Leader, Community Services, dated September 12, 2022. Area C Community Works Fund – Eagle Bay Community Park Upgrades.

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Funds – Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in an amount of up to \$250,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for additional park development at Eagle Bay Community Park, this 22nd day of September, 2022.

10. 10:30 AM Delegations

10.1. Concerns Regarding the North Shuswap Health Centre Funding Request 95

Eugene Eklund presenting information to the Board of Directors regarding the funding request for the North Shuswap Health Centre.

11. Administration Bylaws

11.1. Electoral Area F: North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022 98

Board gave first, second, and third readings to this bylaw at the June 21, 2022 Special Board Meeting.

Board approved the Alternative Approval Process (AAP) as the method for obtaining approval of the electors at the July 21, 2022 Regular Board meeting. The AAP completed on September 6, 2022 with less than 284 respondents.

THAT: "North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022", be adopted this 22nd day of September, 2022.

11.2. Electoral Area A: Nicholson Fire Suppression Service Area Amendment Bylaw No. 5855, 2022 102

First, second, and third readings given at the August 18, 2022 Regular Board Meeting.

THAT: "Nicholson Fire Suppression Service Area Amendment Bylaw No. 5855, 2022" be adopted, this 22nd day of September, 2022.

12. Public Question & Answer Period

Click to view the [Public Question Period Guidelines](#).

13. Development Services Business General

13.1. Introduction of Proposed Development Variance Procedure Amendments

Late Agenda - Staff report from Development Services

14. ALR Applications

None.

15. IN CAMERA

THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

AND THAT: the Board close this portion of the meeting and move In Camera.

16. 12:15 PM Development Services Business by Area

16.1. Electoral Area B: Development Variance Permit No. 851-10

106

Report from Hayley Graham, Planner I, dated August 26, 2022.
7989 Arrowhead Road, Shelter Bay

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 851-10 for Lot 35 District Lot 811 Kootenay District Plan EPP107154, varying Electoral Area B Zoning Bylaw No. 851 as follows:

1. Section 5.10 (f) maximum height for a principal building from 10.5 meters to 12.3 meters only for the single family dwelling.

Be approved this 22nd day of September 2022.

17. Planning Bylaws

17.1. Electoral Area D: Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04 and Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03

135

Report from Christine LeFloch, Planner III, dated August 31, 2022.
878 Deep Creek Road, Deep Creek

THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered “Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04” and “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03” in conjunction with the Columbia Shuswap Regional District’s Financial Plan and Waste Management Plan. “

THAT: “Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04” be read a second time, this 22nd day of September, 2022.

THAT: “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03” be read a second time, this 22nd day of September, 2022.

THAT: a public hearing to hear representations regarding “Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04” and “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03” be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Rene Talbot, as Director of Electoral Area D being that in which the land concerned is located, or Alternate Director Joy De Vos, if Director Talbot is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

17.2. Electoral Area E: Lakes Zoning Amendment Bylaw No. 900-36E

228

Report from Christine LeFloch, Planner III, dated August 29, 2022.
9940 Mara West Road, Rural Sicamous.

THAT: “Lakes Zoning Amendment Bylaw No. 900-36E”, be denied first reading this 22nd day of September, 2022.

17.3. Electoral Area D: Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-05 and Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-04

Bylaws and staff report attached to late agenda.

18. Release of In Camera Resolutions

(if any)

19. Next Board Meeting

Thursday, October 13, 2022 at 9:30 AM

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

Note: Not the third Thursday of the month

20. Adjournment

THAT: the Regular Board meeting of September 22, 2022 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: August 18, 2022
 Time: 9:30 AM - 3:30 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart^	Electoral Area A Director
	D. Brooks-Hill	Electoral Area B Director
	P. Demenok	Electoral Area C Director
	R. Talbot	Electoral Area D Director
	R. Martin	Electoral Area E Director
	J. Simpson (Vice Chair)	Electoral Area F Director
	C. Moss*	Town of Golden Director
	G. Sulz*	City of Revelstoke Director
	T. Rysz*	District of Sicamous Director
	K. Flynn (Chair)	City of Salmon Arm Director
	T. Lavery^*	City of Salmon Arm Director 2
Staff In Attendance	J. Sham	Corporate Officer and Manager, Corporate Services
	C. Robichaud	Legislative Clerk
	G. Christie^	Manager, Development Services
	J. Pierce	Interim CAO and Manager, Financial Services
	D. Sutherland*	Team Leader, Protective Services
	M. Herbert*	Team Leader, Building and Bylaw Services
	K. Gobeil*	Senior Planner

*attended a portion of the meeting only.

^electronic participation.

1. Call to Order

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

2. Adoption of Agenda

2022-0801

Moved By Director Talbot

Seconded By Director Demenok

THAT: the agenda of August 18, 2022 Regular Board meeting be approved.

CARRIED

3. Meeting Minutes

3.1 Adoption of Minutes

2022-0802

Moved By Director Sulz

Seconded By Director Rysz

THAT: the minutes of the July 21, 2022 Regular Board meeting be adopted.

CARRIED

3.2 Business Arising from the Minutes

3.2.1 COVID-19 Policy Update

"THAT: staff bring back a written report to the August 18, 2022 Board meeting regarding A-84 CSRD Proof of Vaccination Policy."
See item 7.1

4. Announcements

4.1 Introduction of New Staff

Marc Gelineau, Building Inspector I, Building and Bylaw Services

4.2 Staff Achievement

Michelle Boag - Registered Building Official

5. Correspondence

5.1 For Information

2022-0803

Moved By Director Martin

Seconded By Director Sulz

THAT: the Board receive the correspondence attached to the August 18, 2022 Board Agenda.

CARRIED

5.1.1 Response from the Ministry of Forests (July 26, 2022)

Response from Russ Laroche, Regional Executive Director, Ministry of Forests regarding the impact of the proposed mountain goat ungulate winter program.

[Click here](#) to view the letter from Chair Flynn dated March 23, 2022.

5.1.2 Response from BC Timber Sales (July 26, 2022)

Response from Grace Chomitz, Planning Forester, BC Timber Sales regarding salvage harvesting in the Sicamous and Wiseman Creek Community Watershed.

[Click here](#) to view the letter from Chair Flynn dated July 19, 2022.

5.2 Action Requested

5.2.1 Revelstoke Community Economic Development Request for Letter of Support (August 5, 2022)

Email received from the Director of Community Economic Development requesting a letter of support of the Municipal & Regional District Tax application. City of Revelstoke Council report attached for background information. See presentation slides from the June 2022 Board Delegation [here](#).

2022-0804

Moved By Director Sulz

Seconded By Director Rysz

THAT: As recommended by the City of Revelstoke Department of Community Economic Development for the City of Revelstoke and the CSRD Area B, the Board provide a letter of support to the City of Revelstoke to:

- endorse the City's application to the Municipal and Regional Tax (MRDT) – "Hotel Room Tax" to renew the MRDT at the new rate of 3% for a further five-year term;
- support the new designated accommodation area of the City of Revelstoke and CSRD Area B, and,
- support the City of Revelstoke as the designated recipient.

CARRIED

5.2.2 Resort Municipality Initiative Local Advisory Committee (August 16, 2022)

Email received from the Chief Administrative Officer, Town of Golden, requesting a letter of support. Draft attached.

2022-0805

Moved By Director Moss

Seconded By Director Simpson

THAT: the Board approve sending a letter of support regarding the 2022-2024 Resort Development Strategy.

CARRIED

6. Committee Reports and Updates

6.1 For Information

2022-0806

Moved By Director Lavery

Seconded By Director Demenok

THAT: the Board receive the committee minutes attached to the August 18, 2022 Board meeting agenda.

CARRIED

6.1.1 Shuswap Emergency Program Executive Committee Minutes (April 20, 2022)

6.1.2 Area A Local Advisory Committee Minutes (June 28, 2022)

6.2 Action Requested

None

7. Business General

7.1 Policy A-84 COVID-19 Proof of Vaccination Policy Amendment

Report from Jodi Pierce, Interim Chief Administrative Officer, dated August 5, 2022. Policy amendment for consideration by the Board.

2022-0807

Moved By Director Simpson

Seconded By Director Talbot

THAT: the Board endorse the amendments to Policy No. A-84 “COVID-19 Proof of Vaccination Policy” and approve its inclusion into the CSRD Policy manual, this 18th day of August 2022.

Discussion on the motion:

Team Leader, Protective Services (TLPS) stated that at the Occupational Health and Safety Fire Services Committee Meeting the Committee was overwhelmingly in favour of suspending the vaccination policy and re-evaluating in six months. He stated that approximately 15 % of firefighters

across Regional District were unable to participate in fire services due to being unvaccinated.

Director Lavery asked staff if many local governments that had repealed their vaccination policies, he noted that City of Salmon Arm suspended their policy.

Interim CAO answered that some local governments repealed vaccination policies, while others elected to suspend or modify their policies.

Director Lavery asked if emergency management volunteers included both current and new volunteers and asked if the wording should be changed to reflect the meaning.

TLPS responded that Emergency Support Service was a provincial program and they are still required to be vaccinated and wear a mask.

Lavery asked if volunteer firefighters were considered employees of the CSRD.

Interim CAO stated that volunteer firefighters were not technically employees but personnel that is under a separate subset of WorkSafe BC workplace legislation.

Director Demenok inquired if consideration had been had in implementing additional testing for unvaccinated firefighters and if the Board could delegate staff to bring back the full vaccination policy in the event of a future COVID-19 outbreak.

TLPS advised that additional testing for unvaccinated firefighters have not been discussed and the Interim CAO noted that policy changes were typically brought to the Board for approval.

Director Demenok was not in support of the policy amendment if there was not additional testing of unvaccinated personnel because it would lead to greater risk of transmission of the virus. He requested an amendment to the motion to provide staff with the authority reimplement the original Policy -A84 in the event of a COVID-19 outbreak.

CARRIED (10-1)

Opposed: Director Demenok

2022-0808

Amendment:

Moved By Director Demenok

Seconded By Director Lavery

THAT: in the event of a COVID-19 outbreak the Board delegate the CAO, HR Advisor, and the Team Leader, Protective Services with the authority to reimplement the Policy A-84 COVID-19 Proof of Vaccination.

CARRIED (7-4)

In Favour: Directors Lavery, Cathcart, Moss, Demenok, Sulz, Martin, and Flynn

Opposed: Directors Talbot, Simpson, Rysz, and Brooks-Hill

8. Business By Area

8.1 Grant-in-Aid Requests

Policy F-30: No Grant-in-aid applications will go before the Board for approval in the three (3) regular Board Meetings prior to the October 15, 2022 local government elections.

9. Administration Bylaws

9.1 All Areas: Officers Amendment Bylaw No. 5856, 2022

Amendment to repeal Officers Bylaw No. 5301 and correction to references to "municipality" in Schedule A.

2022-0809

Moved By Director Moss

Seconded By Director Talbot

THAT: the Officers Amendment Bylaw No. 5856, 2022 be read a first, second, and third time, this 18th day of August, 2022.

CARRIED

2022-0810

Moved By Director Moss

Seconded By Director Talbot

THAT: the Officers Amendment Bylaw No. 5856, 2022 be adopted, this 18th day of August, 2022.

CARRIED

9.2 Electoral Area E: Taft Road Railway Crossing Anti-Whistling Service Establishment Bylaw No. 5852, 2022

The Board gave three readings to Bylaw No. 5852, 2022 at the July Board meeting but the Bylaw was not attached.

Late Agenda - Board must declare, by resolution, that it agrees that train whistles should not be used at the Taft Road Crossing.

2022-0811

Moved By Director Martin

Seconded By Director Brooks-Hill

THAT: the Board support train whistle cessation at the Taft Road (Mile 24.35) Crossing, this 18th day of August, 2022.

CARRIED

2022-0812

Moved By Director Martin

Seconded By Director Brooks-Hill

THAT: Taft Road Railway Crossing Anti-Whistling Service Establishment Bylaw No. 5852, 2022 be read a first, second, and third time this 18th day of August, 2022.

CARRIED

9.3 Electoral Area A: Nicholson Fire Suppression Service Area Amendment Bylaw No. 5855, 2022

Report from Phaedra Turner, Team Leader, Administrative Services, Operations Management, dated August 4, 2022.

2022-0813

Moved By Director Cathcart

Seconded By Director Moss

THAT: "Nicholson Fire Suppression Service Area Amendment Bylaw No. 5855, 2022" be read a first, second and third time this 18th day of August, 2022.

CARRIED

10. Delegations

None.

11. Public Question & Answer Period

Click to view the [Public Question Period Guidelines](#).

David Johnson asked the Board to justify Director Demenok' s comment that unvaccinated people spread COVID-19 at a higher rate than vaccinated people.

Chair replied by saying the Board decision was based on scientific information and provincial health orders.

12. Development Services Business General

None

13. ALR Applications

**13.1 Electoral Area C: Agricultural Land Commission (ALC) Application
Section 20 (3) - Non-farm Use LC2594C**

Report from Hayley Graham, Planner I, dated July 21, 2022.
3513 White Lake Road, White Lake

2022-0814

Moved By Director Demenok

Seconded By Director Talbot

THAT: Application No. LC2594C Section 20(2) – Non-farm Use, for The Fractional South West ¼ Section 15 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Except: (1) Part Legal Subdivision 5 Section 15 Lying to the West of the West Shore of White Lake at the Time of Survey of said Lake (2) Plan 28530, be forwarded to the Provincial Agricultural Land Commission recommending refusal, this 18th day of August 2022.

Discussion on the motion:

The majority of Directors did not support the staff recommendation to recommend refusal to the ALC and believed that the decision to permit or refuse non-farm use should be made by the ALC. They did, however, recognize that staff's recommendation for refusal was based on policy and Official Community Plan.

DEFEATED (9-2)

In Favour: Directors Moss and Talbot

Opposed: Directors Lavery, Demenok, Simpson, Brooks-Hill, Rysz, Simpson, Cathcart, Flynn, and Sulz

2022-0815

Moved By Director Moss

Seconded By Director Talbot

THAT: Application No. LC2594C Section 20(2) – Non-farm Use, for The Fractional South West ¼ Section 15 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Except: (1) Part Legal Subdivision 5 Section 15 Lying to the West of the West Shore of White Lake at the Time of Survey of said Lake (2) Plan 28530, be forwarded to the Provincial Agricultural Land Commission recommending approval, this 18th day of August 2022.

CARRIED (11-0)

14. IN CAMERA

2022-0816

Moved By Director Demenok**Seconded By** Director Talbot

THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to one or more of the following:

- (c) labour relations or other employee relations;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

AND THAT: the Board close this portion of the meeting and move In Camera.

CARRIED

The Board convened into the In Camera (Closed) meeting at 10:49 AM.
The Board resumed the Regular (Open) meeting at 1:02 PM.
Municipal Directors Moss, Rysz, Sulz, and Lavery left the meeting at this time.

15. Development Services Business by Area**15.1 Electoral Area F: Temporary Use Permit No. 830-15**

Report from Jan Thingsted, Planner III, dated August 2, 2022.
2600 Eckerman Road, Magna Bay

Late Agenda - Added TUP830-15_Maps_Plans_Photos_Revised.pdf to include access easement map. Added public submissions.

2022-0817

Moved By Director Brooks-Hill**Seconded By** Director Talbot

THAT: In accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-15 for Lot A Section 19 Township 23 Range 9 West of the 6th Meridian Kamloops Division Yale District Plan KAP65160, be authorized for issuance this 18th day of August, 2022, for a vacation rental use of a guest cottage, with issuance subject to the applicant fulfilling the following conditions:

- a. Proof of adequate vacation rental and liability insurance, with a minimum of \$3 million in coverage;
- b. Registration of a covenant on title to the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the Temporary Use Permit;

- c. Submission of a Record of Sewerage System to confirm adequate performance, condition, size and location for the intended use of the onsite disposal system; and,
- d. Proof that water quality and quantity is sufficient for the use intended.

Discussion on the motion:

Director Simpson asked about access to the property through the easement.

Senior Planner spoke with the applicant and confirmed there was an secondary driveway access the property, and the alternate access would be utilized instead of the shared driveway.

CARRIED

16. Planning Bylaws

16.1 Electoral Area F: Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-48

Report from Jan Thingsted, Planner III, dated August 3, 2022.
4143 Butters Rd, Scotch Creek

2022-0818

Moved By Director Simpson

Seconded By Director Talbot

THAT: "Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-48" be read a first time this 18th day of August, 2022;

AND THAT: the Board utilize the simple consultation process for Bylaw No. 825-48 and it be referred to the following agencies and First Nations:

- Interior Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests – Archaeology Branch;
- CSRD Operations Management; and,
- All Applicable First Nations Bands and Councils

CARRIED

17. Release of In Camera Resolutions

None.

18. Next Board Meeting

Thursday, September 22, 2022 at 9:30 AM
CSR Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

Note: Not the third Thursday of the month

19. Adjournment

2022-0819

Moved By Director Demenok

Seconded By Director Brooks-Hill

THAT: the Regular Board meeting of August 18, 2022 be adjourned.

CARRIED

1:20 PM

CORPORATE OFFICER

CHAIR



SPECIAL BOARD MEETING MINUTES

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

Date: September 9, 2022
 Time: 11:00 AM
 Location: CSR D Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present K. Cathcart^ D. Brooks-Hill^ P. Demenok R. Talbot R. Martin J. Simpson (Vice Chair) C. Moss^ G. Sulz^ T. Rysz^ K. Flynn (Chair) T. Lavery^	Electoral Area A Director Electoral Area B Director Electoral Area C Director Electoral Area D Director Electoral Area E Director Electoral Area F Director Town of Golden Director City of Revelstoke Director District of Sicamous Director City of Salmon Arm Director City of Salmon Arm Director 2
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In Attendance J. Sham	Corporate Officer and Manager, Corporate Services
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^electronic participation

1. **Call to Order**

The Chair called the meeting to order at 11:05 AM.

2. **Adoption of Agenda**

S2022-0901

Moved By Director Demenok

Seconded By Director Talbot

THAT: the agenda for the September 9, 2022 Special Board Meeting be adopted.

CARRIED

3. Board Meeting Minutes

The Board Meeting Minutes from August 18, 2022 will be considered at the September 22, 2022 Regular Board meeting.

4. IN CAMERA

S2022-0902

Moved By Director Demenok

Seconded By Director Martin

THAT: pursuant to Sections 90(1)

(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;

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

of the Community Charter, the Board move In Camera.

CARRIED

5. Release of In Camera Resolutions

None.

6. Adjournment

S2022-0903

Moved By Director Talbot

Seconded By Director Martin

THAT: the Special Board meeting of September 9, 2022 be adjourned.

CARRIED

12:22 PM

Corporate Officer

Chair



BOARD REPORT

TO: Chair and Directors

File No: 3880 1870

SUBJECT: Electoral Area F: Community Charter Section 57 Notice

DESCRIPTION: Report from Jennifer Sham, Corporate Officer and Manager, Corporate Services, dated September 2, 2022.
2555 Garland Drive, Celista

RECOMMENDATION: THAT: the Board authorize the Corporate Officer to file a Notice in the Land Title Office against the property legally described as Legal Subdivision 13, Section 15, Township 23, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Except Plan EPP89327, in accordance with Section 57 of the Community Charter, this 22nd day of September, 2022;

AND THAT: further information regarding the Notice is available for inspection at the office of the Columbia Shuswap Regional District.

SHORT SUMMARY:

The CSR D Building Official has provided a recommendation pursuant to Section 57 of the Community Charter (CC) regarding a building located at 2555 Garland Road, Celista. In accordance with Section 57 of the CC, the registered owner of the subject property has been notified that this matter will be placed before the Board of Directors at its Regular Board meeting on September 22, 2022. Placing a Section 57 notice on title will alert subsequent owners of the property of the outstanding building regulation non-compliance.

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

See "2555 Garland Rd S57 Memo.pdf" attached.

POLICY:

[Section 57 of the Community Charter](#)

The Building Official and the owner of the subject property must be given an opportunity to speak to the Board in respect of the matter. The Board may then confirm the recommendation(s) of the Building Official and pass a resolution directing the Corporate Officer to file a notice in the land title office stating that a resolution relating to the subject property has been made in accordance with Section 57 of the CC, and that further information about it may be inspected at the CSR D office.

FINANCIAL:

Costs associated with placing a Section 57 notice on title total less than \$1,000. If the Board declines to endorse the staff recommendation, the Board may wish to direct staff to pursue legal action with a court injunction, which can vary from \$10,000 to \$30,000, depending on the complexity of the file.

If the property owner addresses the outstanding non-compliance issues, and the Building Official confirms that the Section 57 notice can be removed from title, prior to the Corporate Officer filing the cancellation notice, the property owner must pay a notice discharge fee, as per the CSRD Development Services Application Fees Bylaw No. 4000, as amended.

KEY ISSUES/CONCEPTS:

The required registered professionals for the buildings located on the lands have withdrawn their services and the building permit has expired. The registered property owners have communicated that they do not wish to proceed with their project. In the absence of any registered professional involvement and a valid building permit, a Section 57 notice on title is a priority.

SUMMARY:

Based on the information provided by the Building Official and her recommendation, it is my recommendation to the Board that a Section 57 notice be authorized to be filed on the title of the subject property, and that further information in regard to the notice is available for inspection at the office of the Columbia Shuswap Regional District.

IMPLEMENTATION:

If the Board authorizes the Corporate Officer to file a notice in the land title office against the title of the property legally described as Legal Subdivision 13, Section 15, Township 23, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Except Plan EPP89327, as per Section 57 of the CC, the notice will be sent to the registrar of land title for filing.

COMMUNICATIONS:

The Corporate Officer gave notice that the matter will be placed before the Board of Directors at its Regular Board meeting on September 22, 2022 commencing at 9:30 AM, in the Boardroom of the CSRD office located at 555 Harbourfront Drive NE in Salmon Arm. Notice was sent to the registered owner of the subject property via registered mail on August 31, 2022.

The owner of the subject property will be advised of the Board's decision.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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



MEMORANDUM

TO:	Jennifer Sham Corporate Officer and Manager Corporate Services	File No: 3880 18 70 PR20180000119 Date: August 5, 2022
FROM:	Michelle Boag Chief Building Official	
SUBJECT:	Community Charter Section 57; Note Against Land Title that Building Regulations Contravened 2555 Garland Rd, Electoral Area F	

LEGAL DESCRIPTION: Legal Subdivision 13 of Section 15 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District, Except Plan EPP89327

OWNERS NAMES: Full Spectrum Medicinal Inc

RECOMMENDATION: Whereas, during the carrying out of my duties, it was noted, in accordance with Section 57 subsections (1) (b) (i) and (1) (b) (ii) of the *Community Charter*, that the required registered professionals for the buildings located on the land have withdrawn their services and the building permit has expired and the registered property owners have communicated they do not wish to proceed with the unfinished project; I am recommending, in accordance with Section 57 (2) of the *Community Charter*, that the Corporate Officer give notice to the registered owners of Legal Subdivision 13 of Section 15 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District, Except Plan EPP89327, and further that the matter be placed on the September 22, 2022 CSR D Board Agenda for consideration by the CSR D Board of Directors.

SHORT SUMMARY:

The property is in contravention of the Columbia Shuswap Regional District Building Bylaw No. 660-3. On December 21, 2021, the CSR D was made aware that the Registered Professionals required by the BC Building Code and Building Bylaw No. 660-3, for the buildings classified as Part III complex buildings under BC Building Code, provided notice of withdrawal of their services from the project. Due to these required professional services being withdrawn, the buildings now contravene Building Regulation Bylaw 660-3, and as such a Stop Work Order and Do Not Occupy were posted on the buildings March 23, 2022.

Placing a Section 57 Notice on Title serves as an efficient way to note a structure's potential non-compliance to the BC Building Code and CSR D's building bylaw and also serves as an appropriate disclosure mechanism to potential future owners and other parties that may have an interest in the property. This notice also serves to protect taxpayers from potential claims with regard to the BC Building Code and building bylaw contraventions.

POLICY:**Building Regulation Bylaw No. 660-3:****Part 4: Prohibitions**

- 4.1 A person must not commence or continue any *construction, alteration, excavation, re-construction, demolition, removal, relocation or change the use or occupancy* of any *building or structure*, including other work related to construction:
- (a) except in conformity with the requirements of the *building code* and this bylaw; and
 - (b) unless a *building official* has issued a valid and subsisting *permit* for the work under this bylaw.
- 4.2 A person must not *occupy or permit the occupancy* of any *building or structure* or part of any *building or structure*:
- (a) unless a subsisting final inspection notice has been issued by a *building official* for the *building or structure* or the part of the *building or structure*; or
 - (b) contrary to the terms of any *permit* issued or any notice given by a *building official*.
- 4.9 A person must not contravene a notice of a *building official* issued under section 6.6.

Part 6 Powers of a Building Official

- 6.6 Subject to applicable enactments, a *building official* may by notice in writing require:
- (a) a person who contravenes any provision of this bylaw to comply with that provision within the time ordered;
 - (b) an *owner* to stop work on a *building or structure*, or any part of a *building or structure*, if the work is proceeding in contravention of this bylaw, the *building code*, or any other enactment of the Regional District or other applicable enactments, or if there is deemed to be an *unsafe condition*, and may enter on property to affix or post a stop work order in the form prescribed by the *building official*;
 - (e) an *owner* to have work inspected by a *building official* prior to covering;
 - (f) an *owner* to uncover any work that has been covered without inspection contrary to this bylaw or an order issued by a *building official*;
 - (g) a person to cease any *occupancy* in contravention of a provision of this bylaw;
 - (h) a person to cease any *occupancy* if any *unsafe condition* exists because of work being undertaken but not complete and where the *building official* has not issued a final inspection notice for the work;
 - (i) an *owner* to correct any *unsafe condition*; and
 - (j) an *owner* to correct any work that contravenes this bylaw, the *building code*, or any other enactment.

Section 57 of the *Community Charter***Note against land title that building regulations contravened**

57. (1) A building inspector may recommend to the council that it consider a resolution under subsection (3) if, during the course of carrying out duties, the building inspector
- (a) observes a condition, with respect to land or a building or other structure, that the inspector considers
 - (i) results from the contravention of, or is in contravention of,
 - (A) a municipal bylaw,
 - (B) a Provincial building regulation, or
 - (C) any other enactment
 - (ii) that, as a result of the condition, a building or other structure is unsafe or is unlikely to be usable for its expected purpose during its normal lifetime, or
 - (b) discovers that
 - (i) something was done with respect to a building or other structure, or the construction of a building or other structure, that required a permit or an inspection under a bylaw, regulation or enactment referred to in paragraph (a) (1) and
 - (ii) the permit was not obtained or the inspection not satisfactorily completed.
- (2) A recommendation under subsection (1) must be given in writing to the corporate officer, who must
- (a) give notice to the registered owner of the land to which the recommendation relates, and
 - (b) after notice under paragraph (a), place the matter before council.

FINANCIAL:

Additional costs may include a legal review for options regarding further enforcement and compliance.

KEY ISSUES/CONCEPTS:

2019

- April 24 – Building Permit Issued for two 929 sq. m. Complex Part III buildings proposed for a Cannabis production facility. The proposed use of the building, is classified as a Complex building under BC Building Code Part III, CSRD Building Bylaw and are required

to engage registered professionals of all disciplines involved in the design and construction verification of the project,

2020

- July 31 – Site Visit with Brandon Kidd, Authorized Agent, Coordinating Registered Professional and Engineer of Record for Project to conduct a monitoring report for the project,

2021

- August 24 – received a phone call from a new contractor brought on to the project, that alerted staff that there had been a change in ownership. Confirmation that a change of ownership of the file must be completed before information regarding the file status can be shared,
- October 25 – new contractor contacted CSRD to confirm what needed to be completed for the building permit to remain active,
- October 26 – As a result of a phone call with the Building Official, staff sent a follow up email to the new contractor listing all the necessary documents to be submitted to complete a change of ownership,
- November 8 – Building Official received a response from new ownership group noting with five of the nine items required to satisfy the change of ownership however no confirmation of required Registered Professionals for the Part III BC Building Code buildings were included,
- November 18 – Building Official provided updated list of outstanding documents to the new ownership group,
- November 29 – The new owner submitted only two of the four remaining outstanding items for the project to be permitted to continue. Of importance, missing was the confirmation that the required Registered Professionals on file were still engaged for this project,
- December 20 – Email received by Team Leader of Building and Bylaw from the current Coordinating Registered Professional and Engineer of Record Brandon Kidd including Structural and Architectural Letters of Assurance - Schedule B were being withdrawn,

2022

- March 15 – The new owner communicated that they will not be supplying new required Letters of Assurance Schedule B for all registered professionals, and they would not be proceeding with completion of the project,
- March 16 – As required by the Building Bylaw, a Building Official posted the necessary Stop Work Order and Do Not Occupy notices on the buildings,

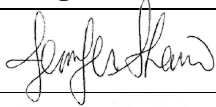


- March 23 – Stop Work Order and Do Not Occupy follow-up email was sent to the new registered owner and a letter was also sent by Registered Mail.
- April 25 – Building Permit Expired.

COMMUNICATIONS:

The Corporate Officer will give notice to the registered owners of Legal Subdivision 13 of Section 15 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District, Except Plan EPP89327, in accordance with Section 57 (2)(a) of the *Community Charter*, and once notice has been given to the owner the matter will be placed on the September CSRD Board Agenda for consideration by the CSRD Board of Directors in accordance with Section 57 (2)(b) of the *Community Charter*.

LIST NAME OF REPORT(S) / DOCUMENT(S):

Location Map	Attached to Memorandum: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
Section 57 of the <i>Community Charter</i>	Attached to Memorandum: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
Photographs of the site dated	Attached to Memorandum: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Corporate Services	08/19/22	
Manager, Development Services	08/17/22	
Team Leader, Building & Bylaw Services	08/17/22	

Site Visit July 9, 2020



Site Visit July 9, 2020



Site Visit July 9, 2020



Site Visit July 9, 2020





Site Visit July 9, 2020

Site Visit July 9, 2020



Site Visit July 9, 2020



Site Monitoring Visit July 31, 2020



Site Monitoring Visit July 31, 2020



Site Monitoring Visit July 31, 2020



Site Monitoring Visit July 31, 2020



Site Monitoring Visit July 31, 2020



Site Monitoring Visit July 31, 2020



Site Monitoring Visit July 31, 2020

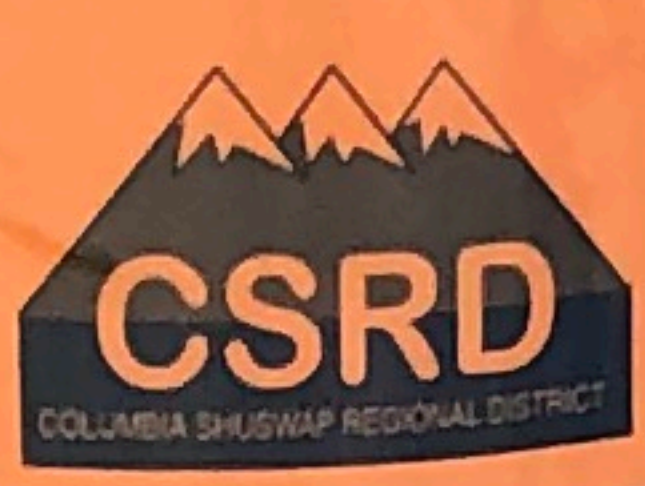


Site Monitoring Visit July 31, 2020





Stop Work Order
Do Not Occupy
Posted March 16, 2022



COLUMBIA SHUSWAP REGIONAL DISTRICT

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

STOP WORK ORDER

ALL PERSONS SHALL STOP WORK IMMEDIATELY ON THE BUILDING TO WHICH THIS STOP WORK ORDER IS AFFIXED.

THE AUTHORITY FOR THIS NOTICE IS THE COLUMBIA SHUSWAP REGIONAL DISTRICT BUILDING REGULATION BYLAW NO. 660

REASONS FOR THIS ORDER MAY BE OBTAINED AT THE OFFICE OF THE BUILDING OFFICIAL.

THIS STOP WORK ORDER:

- 1. shall not be removed until the contravention has been corrected; and
- 2. work shall not resume without the written approval of the Building Official.

Building Bylaw No. 660 Part 14: Offences, Violations

Part 14.1 Every persons who:

- a. violates a provision of this bylaw;
- b. permits, suffers or allows any act to be done in violation of any provision of this bylaw; and
- c. neglects to do anything required to be done under any provision of this bylaw.

Commits an offence and on summary conviction by a court of competent jurisdiction, the person is subject to a fine of not more than \$10,000.00, or a term of imprisonment not exceeding three months, or both, in addition to the costs of prosecution. Each day during which a violation, contravention or breach of this bylaw continues is deemed to be a separate offence.

LEGAL DESCRIPTION:	LOT	BLK.	SEC.	TWP.	RANGE	DL	LAND DISTRICT	PLAN NO.
CIVIC ADDRESS: 2555 Garland Rd.								
BUILDING OFFICIAL: MR. [Signature] MICHELLE BORG				POSTED THIS DATE: Mar 16/22			TIME:	

*Pertains to entire property

White Copy - Office Yellow Copy- Owner



COLUMBIA SHUSWAP REGIONAL DISTRICT

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

DO NOT OCCUPY

NO PERSONS SHALL OCCUPY THE BUILDING TO WHICH THIS DO NOT OCCUPY NOTICE IS AFFIXED.

THE AUTHORITY FOR THIS NOTICE IS THE COLUMBIA SHUSWAP REGIONAL DISTRICT BUILDING REGULATION BYLAW NO. 660

REASONS FOR THIS NOTICE MAY BE OBTAINED BY REVIEWING COLUMBIA SHUSWAP REGIONAL DISTRICT BUILDING REGULATION BYLAW NO. 660, SECTION 10.41 OR AT THE OFFICE OF THE BUILDING OFFICIAL.

THIS DO NOT OCCUPY NOTICE:

- 1. Shall not be removed until the contravention has been corrected; and
- 2. Structure must not be occupied without the written approval of the Building Official.

Building Bylaw No. 660 Part 14: Offences, Violations

Part 14.1 Every persons who:

- a. violates a provision of this bylaw;
- b. permits, suffers or allows any act to be done in violation of any provision of this bylaw; and
- c. neglects to do anything required to be done under any provision of this bylaw.

Commits an offence and on summary conviction by a court of competent jurisdiction, the person is subject to a fine of not more than \$10,000.00, or a term of imprisonment not exceeding three months, or both, in addition to the costs of prosecution. Each day during which a violation, contravention or breach of this bylaw continues is deemed to be a separate offence.

LEGAL DESCRIPTION	LOT	BLK.	SEC.	TWP.	RANGE	DL	LAND DISTRICT	PLAN NO.
CIVIC ADDRESS: 2555 Garland Rd								
BUILDING OFFICIAL: MR. [Signature] MICHELLE BORG				POSTED THIS DATE: Mar 16/22			TIME:	

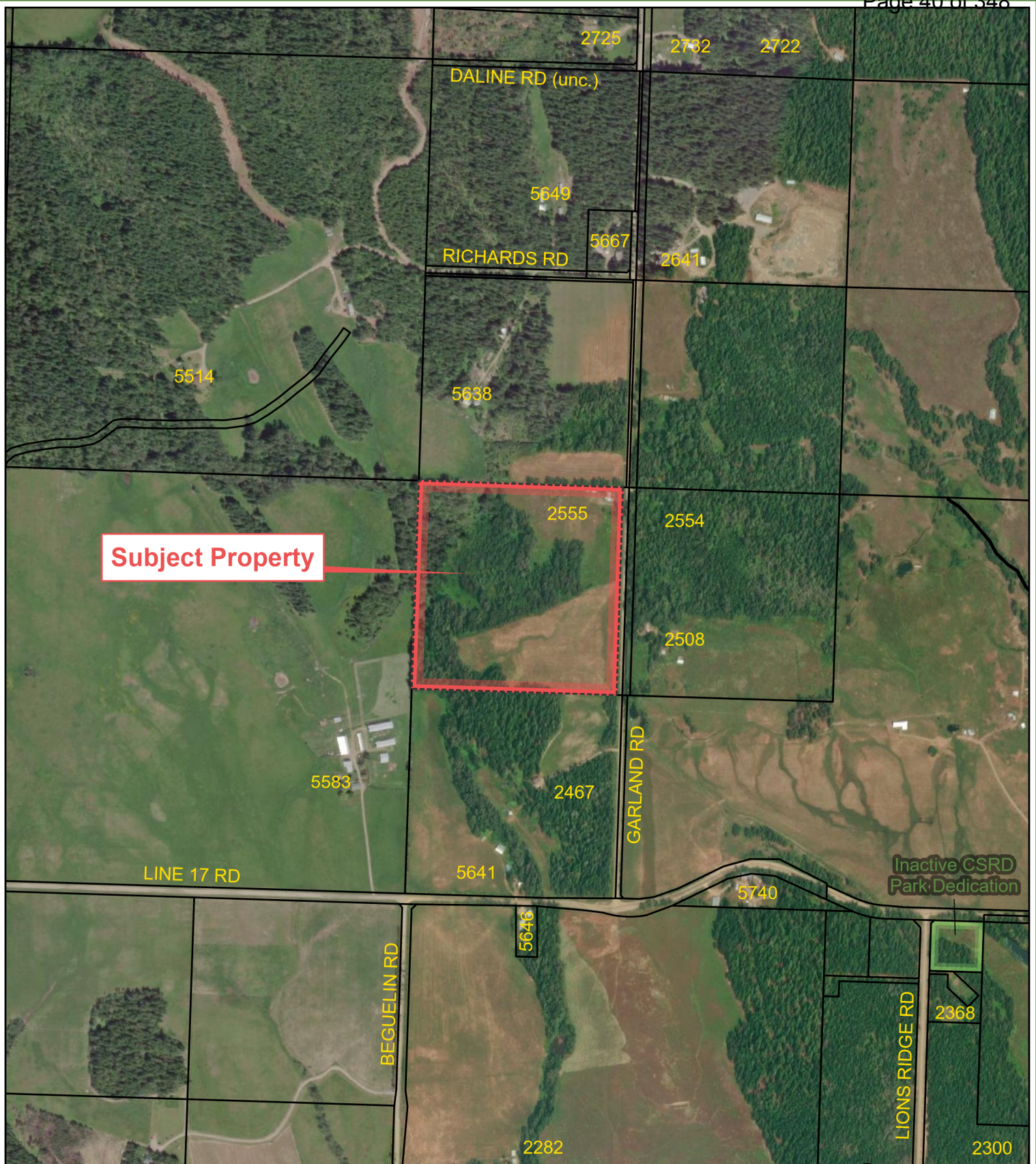
*Pertains to all structures on Property

Stop Work Order
Do Not Occupy
Posted March 16, 2022



Stop Work Order
Do Not Occupy
Posted March 16, 2022





Area of Detail



Location Map 2555 Garland Rd, Celista

Legal Description: Legal Subdivision 13 of Section 15
Township 23 Range 10 West of the 6th Meridian
Kamloops Division Yale District, Except Plan EPP89327

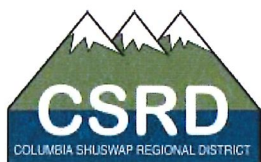
**Aug 11
2022**



Center: -119.3271° 50.9672°

0 300 M

Scale: 1:10,000 pg 1 of 1



COLUMBIA SHUSWAP REGIONAL DISTRICT

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

August 19, 2022

Ingrid Bron
Director of Community Economic Development
Revelstoke

Via email: ibron@revelstoke.ca

Dear Ms. Bron:

Re: Municipal & Regional Tax (MRDT) Letter of Support

At the Regular CSR D Board of Directors meeting held on August 18, 2022, the Board passed the following resolution:

THAT: As recommended by the City of Revelstoke Department of Community Economic Development for the City of Revelstoke and the CSR D Area B, the CSR D Board provide a letter of support to the City of Revelstoke to:

- endorse the City's application to the Municipal and Regional Tax (MRDT) – "Hotel Room Tax" to renew the MRDT at the new rate of 3% for a further five-year term,
- support the new designated accommodation area of the City of Revelstoke and CSR D Area B; and,
- support the City of Revelstoke as the designated recipient.

The Board recognizes that MRDT funding is an essential component to increasing the economic benefit from tourism visitation in our communities. This funding enables communities to enhance their marketing and destination management programs to support continued growth of a sustainable tourism industry.

The CSR D Board wishes you success with your renewal application for the Municipal and Regional District Tax (MRDT).

Yours truly,
COLUMBIA SHUSWAP REGIONAL DISTRICT
Per:



Kevin Flynn
Board 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



COLUMBIA SHUSWAP REGIONAL DISTRICT

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

August 19, 2022

Sent by email: cao@golden.ca

Jon Wilsgard
Chief Administrative Officer
Town of Golden
810 9th Street South
Golden BC V0A 1H0

Dear Mr. Wilsgard:

Re: Resort Development Strategy 2022-2024

As the administrative representative from the Columbia Shuswap Regional District to the Resort Municipality Initiative Advisory Committee for the Resort Development Strategy, I am confirming my support for the Resort Development Strategy 2022-2024.

Yours truly,
COLUMBIA SHUSWAP REGIONAL DISTRICT
Per:

Jodi Pierce
Interim Chief Administrative Officer

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



Council Meeting
March 9th 2022 • 8:45 AM - 12:00 PM

Record of Decisions and Action Items
 Approved June 8th 2022

Meeting objectives (from agenda)

1. Elect Chair and Vice Chair for 2022
2. Receive update from program managers
3. Approve work plan and budget for 2022/23
4. Provide input to SWC's response to the Province's *Watershed Security Strategy and Fund Discussion Paper*
5. Receive guest presentation on Water Quality Objectives for Shuswap Lake

Present

Jay Simpson, Chair – Columbia Shuswap Regional District, Area F
 Paul Demenok, Vice Chair – Columbia Shuswap Regional District, Area C
 Rene Talbot – Columbia Shuswap Regional District, Area D
 Rhona Martin – Columbia Shuswap Regional District, Area E
 Ken Christian – Thompson-Nicola Regional District, City of Kamloops
 Debbie Cannon – City of Salmon Arm (*from 9:00 AM*)
 Colleen Anderson – District of Sicamous (*from 9:00 AM*)
 Dave Nordquist – Secwepemc Nation, Adams Lake Indian Band (*to 10:40 AM*)
 Rick Fairbairn – Regional District of North Okanagan, Area D
 Denis Delisle – Regional District of North Okanagan, Area F
 Kym Keogh – BC Ministry of Environment & Climate Change Strategy
 Natalya Melnychuk – Community representative (*to 11:45 AM*)
 Lorne Hunter – Community representative
 Sharon Bennett – Community representative (*from 9:30 to 11:30 AM*)
 Dennis Einarson – Senior Scientific Advisor

Erin Vieira and Mike Simpson – Fraser Basin Council

Observers

Kimm Magill-Hofmann
 Rob Solinger
 Erik Kok
 Phil Owen
 Terry Robert
 Ian Higgins

Regrets

Howard Nordquist
 Lindsay Benbow
 Rod Crowe



Call to Order	Mike Simpson called the meeting to order at 8:45 AM. He acknowledged the traditional lands of the Secwepemc people.
Election	<p>Mike Simpson presided over the elections.</p> <p>Paul Demenok nominated Jay Simpson for Chair; accepted</p> <p>ELECTION of Chair for 2022 is Jay Simpson, by acclamation</p> <p>Rene Talbot nominated Paul Demenok for Vice Chair; accepted</p> <p>ELECTION of Vice Chair for 2022 is Paul Demenok, by acclamation</p> <p>Chair Simpson acknowledged Director Demenok's contributions to the Shuswap Watershed Council as Chair for the past eight years. He remarked that he looks forward to working with local First Nations, local and provincial governments. He further commented on the need to continue to work on addressing water quality concerns and prevent an invasion of Zebra & Quagga Mussels.</p>
Introductions and welcoming comments	<p>Mike Simpson announced that he is resigning from his position at the Fraser Basin Council. He and Erin Vieira introduced Terry Robert, long-time FBC employee who will be working with Erin to manage the SWC's program operations until such time FBC hires a new Regional Manager to replace Mike. Terry has roots in the Shuswap, having grown up in the Sicamous area.</p> <p>Chair Simpson thanked Mike for all his work on the Shuswap Watershed Council for the past many years, and various other initiatives that he's been involved with at FBC, and wished him well in his future endeavors.</p> <p>Chair Simpson also thanked Lorne Hunter and Sharon Bennett, out-going Community Representatives on the SWC, for their time and energy committed to the SWC during their terms.</p> <p>Chair Simpson welcomed Dennis Einarson back to the SWC. Dennis is returning as Senior Scientific Advisor to the SWC, having recently retired from a career as an impact biologist with the BC Ministry of Environment and Climate Change Strategy.</p> <p><i>Councillor Cannon and Councillor Anderson entered the meeting at 9:00 AM</i></p>
Adoption of meeting summary	<p>Moved/seconded by Mayor Christian/Councillor Cannon that:</p> <p>The meeting agenda for March 9th 2022 be approved.</p> <p>Approved</p>

Moved/second by Director Delisle/Mayor Christian that:

The draft summary of the Shuswap Watershed Council, held December 8th 2021, be approved.

Approved

Correspondence **Moved/seconded** by Director Talbot/Mayor Christian that:

The correspondence between RDNO Director Denis Delisle and SWC Chair Paul Demenok, dated December 20th 2020 and January 18th 2022, be received for information.

Approved

Old business **Moved/seconded** by Director Delisle/Councillor Cannon that:

The draft summary of the Shuswap Watershed Council Water Monitoring Group, held February 15th 2022, be received for information,

And that:

The draft summary of the Shuswap Watershed Council Water Protection Advisory Committee, held February 16th 2022, be received for information.

Discussion:

Councillor Cannon commented that the Shuswap Water Monitoring Group meets in November and in February/March, and she asked if they would meet if water quality issues arose in the summer, such as an algal bloom. Erin replied that the Monitoring Group schedules their regular meetings outside of field season and will have extraordinary meetings at other times if needed.

Chair Simpson noted that the Monitoring Group had discussed the Columbia Shuswap Invasive Species Society's (CSISS) need for a watercraft to access some of the monitoring sites on Shuswap Lake. Councillor Cannon asked that staff find out more details about this, and offered that she may be able to assist with this.

Approved

Action item:

Staff will follow up with CSISS to determine their watercraft-access needs and connect with Councillor Cannon.



**Report from
Chair**

Outgoing Chair Paul Demenok reflected on his last eight years as Chair of the Shuswap Watershed Council and commented on some of the highlights during that time, including the research project done in partnership with UBC-Okanagan to understand the inputs of nutrients to the lakes and the subsequent Water Quality Grant Program that was developed. He thanked Council members for their support during his time as Chair.

**Report from
Program
Managers**

Erin Vieira and Mike Simpson provided an update on program operations since the last SWC meeting in September:

- Staff facilitated a regular, bi-annual meeting of the Shuswap Water Monitoring Group in mid-February. The Monitoring Group discussed the upcoming field season water monitoring activities, and reviewed and made updates to the Shuswap Regional Algal Bloom Response Plan
- Staff administered the third round of intakes for the Water Quality Grant Program. The program was open for applications from November to January; staff received four applications by the deadline and screened the applications to ensure eligibility criteria were met.
- Staff facilitated a meeting of the Shuswap Water Protection Advisory Committee to review and make recommendations regarding the Water Quality Grant applications
- The Phosphorus Action Plan is in development; staff have received comments and input from government and industry groups
- Planning for education and outreach campaigns for the Zebra & Quagga Mussel Prevention Program and Safe Recreation Program is underway for 2022
- Staff are working on building up the SWC membership, per the updates to the Terms of Reference recently; invitations have been sent to three local First Nations and the BC Ministry of Forests, Lands, and Natural Resource Operations & Rural Development. Staff also sought Expressions of Interest for new Community Representatives (CR) on the SWC, as the current CR terms are complete on March 31st.
- Staff are working with the Chair and Vice Chair to submit a response to the Province's *Watershed Security Strategy and Fund Discussion Paper*
- Staff have submitted two applications for grant funding to federal agencies: an application to Eco-Action to support the SWC's Water Quality Grant Program, and an application to Transport Canada to support the SWC's Safe Recreation Program.
- A financial update up to third quarter, April 1st - December 31st 2021 was provided:
(table on next page)

REVENUE - Source	\$
For the fiscal year April 1 st 2021 - March 30 th 2022	
Surplus (from March 31 st 2021)	69,072
Operating Reserve	198,995
<i>Per Contribution Agreement *</i>	
CSRD (Areas C, D, E, F and District of Sicamous)	97,200
TNRD	32,590
City of Salmon Arm	24,320
Adams Lake Indian Band	790
<i>Contribution from partner: Shuswap Lifeboat Society</i>	3200
Total revenue	426,167

** Funders' contributions are reduced by \$100,000, or 39% each, in 2021 to reduce the SWC's Operating Reserve*

The \$5,000 contribution from RDNO Area 'F' discretionary funds was received in January 2022 and will be reflected in the fourth quarter financial report.

EXPENSES	Budgeted (\$)	Expense (\$)
Up to second quarter April 1 st - September 30 th 2021		
Water Quality Monitoring	32,950	18,328
Water Quality Protection	111,650	41,004
Zebra & Quagga Mussel Prevention	42,750	38,564
Safe Recreation	21,550	22,905
Communications, engagement, advocacy	48,100	30,815
Management & administration	41,500	25,560
Sub-total Program Operations	298,500	177,176
Operating Reserve	127,667	0
Total expenses	426,167	177,176

New business: Water Quality Grant Program

Mike Simpson gave an overview of the Water Quality Grant Program. He explained that the grant program will have long-term results, and is meant to help farms and land-owners improve their nutrient management practices as well as address the legacy of past practices. He also gave a brief overview of how staff administered the grant program for the current intake: the grant program was advertised extensively across the region, and a grant program guide was available to prospective applicants. Staff received four applications by the deadline, and performed an initial screening to ensure the applications met eligibility criteria. The proposals were reviewed in detail by the Water Protection Advisory Committee (WPAC). Mike gave an overview of the WPAC's recommendations.

Discussion:

SWC members discussed the applications and the WPAC's recommendations. Vice Chair Demenok commented that he agrees with the WPAC's recommendations but inquired if the SWC could find a way to support the applications that want to improve manure storage on farms. Councillor Cannon agreed that farms situated next to a river should be a priority for the grant program. Chair Simpson inquired about the provincial Agricultural Environmental Management Code of Practice requirements for manure storage, and remarked that there's a need for more

clarity around this so that the SWC can avoid providing funds for farm practices that are regulatory. Dave Nordquist suggested the SWC look for or create a guide that describes various funding available for farms (non-SWC funds); Vice Chair Demenok agreed with this idea.

Moved/seconded by Director Martin/Vice Chair Demenok that:

The Shuswap Watershed Council accept the recommendations of the Water Protection Advisory Committee with respect to the grant applications for funding, and award funding as recommended.

Approved

Action items:

Staff will follow up with grant applicants as required.

Staff will bring a revised budget (for the grant program, per the grant funds awarded) to the June SWC meeting.

New business: Work plan and budget for 2022/23

Erin Vieira presented the proposed budget for 2022/23 and key work plan items.

Discussion

Chair Simpson commented that he remains concerned about the possibility of a Zebra or Quagga Mussel invasion and encouraged staff to watch for new opportunities to enhance the SWC's work in this area.

Vice Chair Demenok commented that he supports the work plan and budget, and remarked that he would like to see staff add education and outreach regarding invasive clams to the ZQM Program.

Director Martin remarked that she supports the work plan and budget and cautioned the SWC not to take on issues that are a provincial responsibility. She expressed her strong support for the Safe Recreation Program.

Moved/seconded by Director Martin/Councillor Cannon that:

The work plan and budget be approved as presented.

Approved

The budget and work plan for 2022/23 is summarized:
(table on next page)

REVENUE for 2022-23	\$
For the fiscal year April 1 st 2022 - March 31 st 2023	
2021-22 projected surplus	
Operational surplus (from March 31 st 2022)	0
Operating Reserve	132,667
Per Contribution Agreement:	
CSRD (Areas C, D, E, F and District of Sicamous)	160,000
TNRD	53,600
City of Salmon Arm	40,000
Adams Lake Indian Band	1300
Grant funding:	
Eco-Action (federal - application turned down)	0
Transport Canada Boating Safety Contribution Program (not confirmed)	22,900
Total revenue	410,467

PROGRAM OPERATIONS	\$
For the fiscal year April 1 st 2022 - March 31 st 2023	
Water Quality Monitoring	28,850
Water Quality Protection	79,300
Zebra & Quagga Mussel Prevention	35,875
Safe Recreation	*27,600
Communications, engagement, advocacy	55,100
Administration	43,750
Sub-total Program Operations	270,475
Operating Reserve	139,992
Total expenses	410,467

* this budget reflects a grant contribution from Transport Canada

Dave Nordquist left the meeting at 10:40 AM

**New business:
Response to
Provincial
Watershed
Security Strategy
and Fund
Discussion Paper**

Chair Simpson explained that the Province is currently seeking input on a forthcoming Watershed Security Strategy and Fund. He, along with the Vice Chair, have been working with staff to draft a response.

The SWC members discussed the draft submission, with some members commenting on ways to change some of the points raised in the letter. There was mixed support for modifying the letter.

Moved/seconded by Councillor Cannon/Mayor Christian that:

The letter be finalized, as presented, and submitted by the deadline of March 18th.

Opposed: Lorne Hunter, Director Martin, Vice Chair Demenok, Director Talbot

Approved



**Guest
Presentation:
Water Quality
Objectives for
Shuswap Lake**

Heather Thompson, Water Quality Specialist with the BC Ministry of Environment and Climate Change Strategy, presented an overview of the Water Quality Objectives (WQO) that the Ministry is developing for Shuswap Lake. She explained that this is being done in partnership with Splatins, Little Shuswap Lake Band, and Adams Lake Indian Band. Water Quality Objectives are a management tool specific to a particular body of water (i.e., lake or river); they do not have legal implications for management in and of themselves, but can help to guide decisions in other decision-making frameworks. The development of WQOs considers water values, desired level of protection, and the current knowledge/data about the waterbody.

Heather explained that water quality objectives for Shuswap Lake are being developed for seven parameters. The objectives will also include recommendations for an attainment monitoring program.

Ms. Thompson explained that the draft objectives are nearly complete, and will be out for public review and comment soon. The SWC will receive a copy of the draft document and will be invited to submit a review and response.

Discussion:

Some SWC members commented on the importance of recreation and tourism in the Shuswap watershed, and suggested that these be considered as water values in the Objectives document.

Sharon Bennett left the meeting at 11:30 AM

**Roundtable
updates**

Lorne Hunter highlighted work underway by the Langley Sustainable Agriculture Foundation to collaborate with local university students on hands-on environmental protection projects. He also mentioned the Windermere Farmers Institute's work on an Environmental Goods & Services program to enhance riparian areas; this work is being administered by the provincial Investment Agriculture Foundation. Lastly, he mentioned the Lake Winnipeg Water Stewardship Project, launched by ALUS and partners to build farm resilience and mitigate water risks in the Lake Winnipeg basin.

Action item:

The above-mentioned initiatives will be reviewed again at the next Water Protection Advisory Committee.

**In Camera
meeting**

Moved/seconded by Director Talbot/Vice Chair Demenok that:

Pursuant to Sections 90(1)(a) - *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Regional District or another position appointed by the Regional District* - of the Community Charter, the SWC move In Camera.

Approved

The regular meeting of the SWC re-convened at 12:17 PM.



Adjourn

Moved/seconded by Mayor Christian/Councillor Anderson that:

The March 9th 2022 meeting of the Shuswap Watershed Council be adjourned.

The meeting adjourned at 12:19 PM.

CERTIFIED CORRECT:

A handwritten signature in black ink, appearing to be "J. S.", is written over a horizontal line.

Chair

Council Meeting
June 8th 2022 • 9:00 – 11:55 AM

Draft Record of Decisions and Action Items

This record is subject to correction at the next Council meeting

Meeting objectives

1. Receive update from program managers
2. Receive presentation from Mike Simpson on Phosphorus Action Plan for the Shuswap Watershed
3. Receive guest presentation from Don Holmes on Upper Adams Salmon Restoration Program

Present

Jay Simpson, Chair – Columbia Shuswap Regional District, Area F
 Paul Demenok, Vice Chair – Columbia Shuswap Regional District, Area C
 Rene Talbot – Columbia Shuswap Regional District, Area D
 Rhona Martin – Columbia Shuswap Regional District, Area E
 Ken Christian – Thompson-Nicola Regional District, City of Kamloops
 Rod Crowe – Thompson-Nicola Regional District, Village of Chase
 Debbie Cannon – City of Salmon Arm (*to 11:30 am*)
 Colleen Anderson – District of Sicamous (*to 11:45 am*)
 Howard Nordquist – Secwepemc Nation, Adams Lake Indian Band
 Robyn Laubman – Secwepemc Nation, Splatshin
 Rick Fairbairn – Regional District of North Okanagan, Area D
 Denis Delisle – Regional District of North Okanagan, Area F (*from 9:50 am*)
 Kym Keogh – BC Ministry of Environment & Climate Change Strategy
 Lyndsay Benbow – BC Ministry of Agriculture, Food & Fisheries
 Kelly Chiatto – BC Ministry of Forests (*to 11:30 am*)
 Natalya Melnychuk – Community representative (*from 9:30 am*)
 Kimm Magill-Hofmann – Community representative
 Phil Owen – Community representative (*to 9:30 am*)
 Dennis Einarson – Senior Scientific Advisor

Erin Vieira and Alex de Chantal – Fraser Basin Council

Guests and observers

Mike Simpson
 Andrea Shaw
 Barbra Fairclough
 Rob Solinger
 Ian Rogalski

Regrets

Erik Kok
 Dave Nordquist

Call to Order

Chair Jay Simpson called the meeting to order at 9:03 AM. He acknowledged the meeting taking place on Secwepemc Territory.

A round of introductions took place. Chair Simpson introduced new Community Representatives: Erik Kok (not present at the meeting), Kimm Magill-Hofmann, and Phil Owen. He also introduced Robyn Laubman, representing Splatstin, and Kelly Chiatto, representing BC Ministry of Forests. Chair Simpson also introduced Alex de Chantal, new staff person with Fraser Basin Council.

Adoption of meeting summaries

Moved/seconded by Vice Chair Demenok/Director Talbot that:

The draft meeting summary of the March 9th SWC meeting be approved.

Carried

Correspondence

Moved/seconded by Mayor Christian/Director Talbot that:

The correspondence be received for information.

Discussion:

Chair Simpson commented on the importance of the SWC continuing to push senior orders of government regarding invasive Zebra and Quagga Mussels.

Councillor Anderson agreed and remarked that businesses in BC should have a link on their website to 'Don't Move a Mussel'.

Carried

Old business

None

Report from Chair

Chair Simpson reported that he met with Sue McKortoff, Chair of the Okanagan Basin Water Board, at the Southern Interior Local Government Association (SILGA) Convention in April regarding mutual interests and concerns about invasive Zebra and Quagga Mussels. Chair Simpson suggested SWC partner with OBWB and other like-minded organizations in BC to send correspondence to senior government advocating for better protection against invasive mussels.

Chair Simpson also reported that the Shuswap Lake Watch website, a site run by a citizen volunteer that has been a useful resource since the 1990s is currently not operational. It has been offline since April. The Chair posed the question about the SWC reaching out to the webmaster to find out more about the website and possibly providing support to ensure its continuity.

Chair Simpson also reported that the Anglemont Marina has been very useful to houseboats and cabin cruisers by providing a commercial pump-out service for black and grey water. However, the marina has discontinued this service. There is some concern about the possibility that the lack of this service could lead to illegal discharge of black and grey water into the lake.

Discussion:

Chair Demenok commented that SWC should determine its specific request to senior government regarding Zebra and Quagga Mussels.

Mayor Christian cautioned against the SWC taking over the responsibility for reporting hydrometrics that is held by other agencies, such as the River Forecast Centre and Environment Canada Water Office; he suggested the SWC post the relevant weblinks on its website.

Councillor Anderson commented that waste-water pump-out from vessels is not a viable commercial service, and that other companies offering this service also struggle with the business case for it. Vice Chair Demenok suggested SWC write to BC Parks requesting a feasibility study.

Moved/seconded by Vice Chair Demenok/Mayor Christian that:

The SWC write to BC Parks explaining that black- and grey-water pump-out from watercrafts is an important service to maintain the health of Shuswap and Mara Lakes but that it isn't a viable commercial service, and requesting that BC Parks undertake a feasibility study for providing this service at various access points to the lakes.

Carried

Natalya Melnychuk entered the meeting at 9:30 am

Phil Owen left the meeting at 9:30 am

Action items:

- Staff will update the SWC website with links to hydro-metric data from Environment Canada and the BC River Forecast Centre.

Completed

- Staff will prepare a letter to BC Parks as described above.

**Report from
Program Managers**

Erin Vieira provided a year-end financial update (April 1st 2021 – March 31st 2022) and revised budget for 2022-23:
(continued on next page...)

REVENUE - Source	\$
For the fiscal year April 1 st 2021 - March 30 th 2022	
Surplus (from March 31 st 2021)	69,072
Operating Reserve	198,995
<i>Per Contribution Agreement *</i>	
CSRD (Areas C, D, E, F and District of Sicamous)	97,200
TNRD	32,590
City of Salmon Arm	24,320
Adams Lake Indian Band	790
<i>Contribution from partner: Shuswap Lifeboat Society</i>	3200
RDNO (Area F)	5000
Total revenue	431,167

EXPENSES	Budgeted (\$)	Expense (\$)	Variance (\$)
April 1 st – March 31 st 2022			
Water Quality Monitoring	32,950	25,274	7676
Water Quality Protection	111,650	46,751	64,899
Zebra & Quagga Mussel Prevention	42,750	44,354	-1604
Safe Recreation	21,550	24,090	-2540
Communications & advocacy	48,100	36,033	12,067
Management & administration	41,500	40,193	1307
Sub-total Program Operations	298,500	216,696	81,804*
Operating Reserve	132,667	0	132,667
Total expenses	431,167	216,696	214,471

* Of the \$81,804 surplus, \$71,430 is allocated toward projects carried forward into the new fiscal year (April 1st 2022 - March 31st 2023).

Revised budget for 2022-23:

REVENUE - Source	\$
For the fiscal year April 1 st 2022 – March 31 st 2023	
Surplus (from March 31 st 2022)	81,804
Operating Reserve	132,667
<i>Per Contribution Agreement *</i>	
CSRD (Areas C, D, E, F and District of Sicamous)	160,000
TNRD	53,600
City of Salmon Arm	40,000
Adams Lake Indian Band	1300
<i>Grant funding:</i>	3200
Transport Canada – Boating Safety Contribution Program	22,900
Total revenue	492,271

(continued on next page...)

EXPENSES	Budgeted (\$)
April 1 st 2022 – March 31 st 2023	
Water Quality Monitoring	28,850
Water Quality Protection*	150,730
Zebra & Quagga Mussel Prevention	35,875
Safe Recreation	27,600
Communications & advocacy	55,100
Management & administration	43,750
Sub-total Program Operations	341,905
Operating Reserve	150,366
Total expenses	492,271

* Of the \$150,730 budget for Water Quality Protection, \$71,430 is carried forward from last fiscal year.

** The Safe Recreation Program is funded by \$22,900 grant funds from Transport Canada.

Director Delisle entered the meeting at 9:50 am

Erin Vieira provided an update on program operations since the last Council meeting in March:

- Field season for water quality monitoring by partners is underway; Shuswap Regional Algal Bloom Response Plan is ready to implement if needed
- Contribution Agreements are now in place with two recipients receiving grant funds through the SWC's Water Quality Grant Program; next round of intakes will open in November
- Final draft of Phosphorus Action Plan for the Shuswap Watershed is complete
- Education and outreach campaigns re: best practices to stop the spread of invasive mussels are underway; use of travel literature, billboards, radio, newspaper ads and editorial, social media to spread the message
- Safe boating and recreation campaigns are underway using same media as described above
- SWC Annual Highlights Report for 2021-22 was completed in April, circulated and posted online (www.shuswapwater.ca)
- Staff submitted comments to the Province in response to the *Watershed Security Strategy and Discussion Paper*; anticipate a reply in the fall
- Staff currently working on Annual Shuswap Water Quality Summary Report

Presentation:
Phosphorus Action Plan

Mike Simpson, former Fraser Basin Council staff who is now under contract to assist in the completion of the Phosphorus (P) Action Plan, presented an overview of the plan which is now in the final draft stage:

- Mike explained that the development of a P Action Plan is referenced in the SWC's current Strategic Plan; he further explained the importance of phosphorus in aquatic environments and in an agricultural context
- Shuswap and Mara Lakes receive over 100,000 kg/year of phosphorus via the Shuswap River and Salmon River; agricultural lands contribute the highest proportion of this, with urban and forested lands contributing substantially less on a proportional basis
- Mike provided an overview of legislation currently in place by provincial government, federal government, local/regional governments, and First Nations that manage or regulate phosphorus
- He then provided an overview of strategic initiatives and opportunities that can be taken by other, non-regulatory groups to better manage phosphorus in the Shuswap watershed such as by the SWC, farms and agriculture sector, forest industry, homeowners and waterfront property owners, boaters, local governments, and provincial and federal governments
- Next steps for the P Action Plan will be to finalize the content (minor edits and additions still to come), graphic design, and publication and circulation. The P Action Plan will be a living document.

Discussion:

SWC members had some suggestions for additions to the P Action Plan.

Natalya Melnychuk inquired if the P Action Plan considers the draft Water Quality Objectives for Shuswap Lake prepared by the BC Ministry of Environment. Mike replied that at the time of writing the P Action Plan, the draft Objectives were not available; they can now be added. Natalya suggested that the SWC write a letter to the new Ministry of Land, Water & Resource Stewardship introducing the Council and the Phosphorus Action Plan, and requesting a meeting to review some of the items in the plan.

Vice Chair Demenok commented that he is in support of the SWC developing a wetland strategy and leading wetland restoration/construction. Mike replied that the SWC has applied for external funding for the past two years to support the development of a wetland strategy, but grant applications have not been successful to-date; a wetland strategy is identified in the SWC's Strategic Plan. In the interim, the SWC's Water Quality Grant Program provides support to other groups working on wetland restoration.

Chair Simpson inquired if Mike will make a final round of edits and additions to the Phosphorus Action Plan; Mike clarified that the Plan can be updated and then it will be ready for graphic design. The Plan will remain a living document.

Action items:

- Staff will bring a request for additional budget to complete the P Action Plan as described above, if necessary, to the September Council meeting.

- Staff will prepare an introductory letter to the new Ministry of Land, Water & Resource Stewardship as described above.

**Guest presentation:
Upper Adams
Salmon Restoration
Program**

Don Holmes, R.P.Bio, Lakeshore Environmental, attended the meeting and presented an update on the salmon restoration program underway in Adams Lake to restore the native salmon population. He explained that Adams Lake is very low in nutrients and subsequently has a minimal plankton community (which is important to juvenile salmon as a food source). A four-year program was created in 2019 to fertilize Adams Lake which in turn would create better habitat and survival for juvenile salmon. In 2021, fertilizer was applied to the lake on a twice-monthly basis; water quality was monitored regularly and the program was achieving the desired results. Juvenile salmon that were captured were observed to be twice their usual size. The restoration program is now in the third year, and fertilizer is once again being applied to Adams Lake on a prescribed schedule. A technical committee supporting this program is considering how to bring more spawning salmon back to the Upper Adams River.

Discussion:

Mayor Christian inquired about the public feedback in response to the restoration program and the lake fertilization. Mr. Holmes replied that initially some residents were concerned about the possibility of deleterious effects to water quality; he has since spoken directly with those residents to answer questions and the program is now receiving positive feedback. There have been no algal blooms.

Chair Simpson invited Mr. Holmes to attend a future Council to provide another update.

**Roundtable
discussion: draft
Water Quality
Objectives for
Shuswap Lake**

Chair Simpson invited Dennis Einarson to provide comments on the draft Water Quality Objectives (WQOs) developed for Shuswap Lake by the BC Ministry of Environment and Climate Change Strategy. Dennis remarked that, overall, the ambient conditions in Shuswap Lake are excellent. The area of concern is Salmon Arm Bay and Tappen Bay, due to inputs via Salmon River.

Chair Simpson asked how the recommendations for water quality monitoring prescribed in the Objectives document will be carried out. Kym Keogh explained that staff within the BC Ministry of Environment are responsible for monitoring, and the City of Salmon Arm also does some monitoring in the lake. Dennis added that some of the proposed monitoring sites are existing, long-term monitoring sites on the lakes which creates the highest quality data; additional monitoring sites may be needed.

Chair Simpson suggested that the SWC submit brief satisfactory comments to the Ministry in response to the draft Water Quality Objectives.

Councillor Debbie Cannon left the meeting at 11:30 am

Kelly Chiatto left the meeting at 11:30 am

Guest presentation: Andrea Shaw introduced herself as an agro-ecologist with the BC Ministry of Agriculture, Food & Fisheries. She explained that the Ministry has recently embarked on new project, “Stewarding Agricultural Waterways”, in response to concerns about riparian management within the agriculture sector. The Ministry would like to create better solutions for the farming community to address several issues and complications with riparian management. As a starting point, the MAFF has released an online survey – meant for farmers and ranchers in BC. Future stages of this project will include interviews, the production of a discussion paper in the fall, followed by an action plan to address challenges facing the farming community early next year (March). Next year (April) move to implementation phase. Consultant Ione Smith / Upland Consulting.

Councillor Anderson left the meeting at 11:45 am

Roundtable updates None

Adjourn **Moved/seconded** by Vice Chair Demenok/Mayor Christian that:

The June 8th meeting of the Shuswap Watershed Council be adjourned.

Carried

The meeting adjourned at 11:55 am.

CERTIFIED CORRECT:

Chair



PHOTO: VIKTORIA HAACK

2020 - 2021 SHUSWAP TOURISM

ANNUAL REVIEW

SHUSWAPTOURISM.CA

#EXPLORESHUSWAP

f t i



PHOTO: KRISTAL BURGESS



PHOTO: VIKTORIA HAACK



PHOTO: VIKTORIA HAACK



1. INTRODUCTION	3
2. CAMPAIGNS	4
3. ASSETS	10
4. PROJECTS AND SUPPORT PROGRAMS	18
5. RANKINGS	21



INTRODUCTION

Tourism, by its very nature, is dynamic. In a constant state of change, the sector is powered by the energy, curiosity, creativity and care of trusted providers, accommodators, promoters and partners. Inevitably, the second year of a global pandemic combined with the devastation of climate change emergencies, these very attributes and people were critical to navigating Shuswap Tourism's 2021 journey.

The reality is such, that like all organizations and businesses in our region, the pandemic, the wildfires, the atmospheric rivers and highway washouts did cause setbacks, despite our best intentions and ever shifting scope of work possible, under very challenging circumstances.

However, this annual update will outline and highlight the priorities and reach that Shuswap Tourism was able to undertake and accomplish in 2021, including campaigns, assets, projects and programs as well as overall regional rankings as measured by outside agencies.

Moving forward, we continue to be well positioned in this vital economic sector and benefit from our collective and comprehensive approach as evidenced by the metrics of our growing digital audience, our partnerships with provincial leaders and our sponsorship of key community initiatives. As a seasoned organization, we continue to benefit from not only our region's natural assets, but our governance structure, funding model and human resources. Acting Manager Kyle Dearing handed off the reigns to Morgen Matheson hired as the new Team Leader for Tourism and Film in November. With a background in economic development, marketing and local experience, Matheson is the right fit for the experienced team and organizational objectives.

"TOURISM, BY ITS VERY NATURE, IS DYNAMIC. IN A CONSTANT STATE OF CHANGE, THE SECTOR IS POWERED BY THE ENERGY, CURIOSITY, CREATIVITY AND CARE OF TRUSTED PROVIDERS, ACCOMMODATORS, PROMOTERS AND PARTNERS."



PHOTO: PRESTIGE HARBOURFRONT RESORT



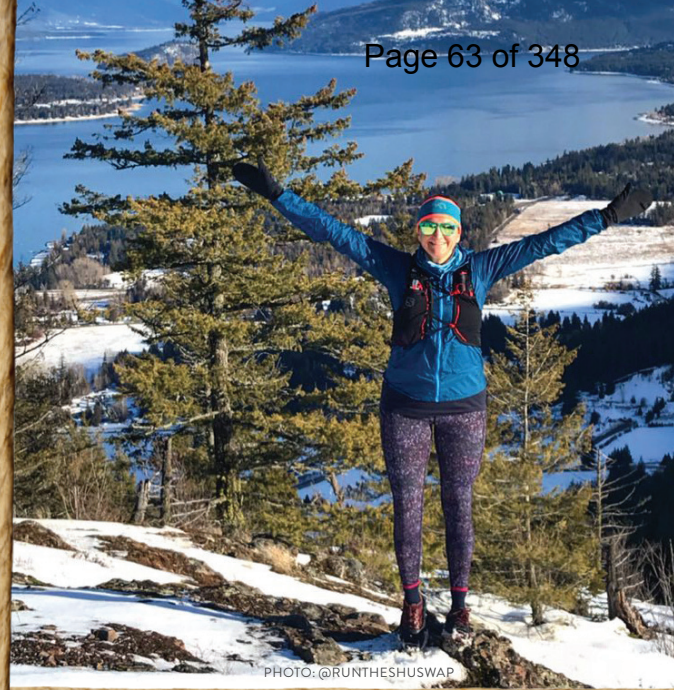
PHOTO: @LIFE PHOTOGRAPHY



PHOTO: VIKTORIA HAACK

2021 MAJOR CAMPAIGN REVIEW

TRAILS CAMPAIGN
GENERATIONS CAMPAIGN
BC ALE TRAIL
GET INTO BC
LET'S RIDE BC
WINTER CAMPAIGN



TRAILS CAMPAIGN

Key to our strategic marketing plan is the ongoing promotion of the Shuswap's world class trails network. Campaigns are designed with flexibility in mind in order to promote the region while still being mindful of uncertainty due to changing conditions.

CAMPAIGN REACH

JULY 6 - OCTOBER 6, 2021

* Please note this campaign was paused due to wildfires.

318,386

VIDEO VIEWS
(207,877 above estimate)

3,726,753

IMPRESSIONS

181,339

VIEWS

BRITISH
COLUMBIA

51.40%

VIEW THROUGH RATE

3,051,415

IMPRESSIONS

137,047

VIEWS

ALBERTA

47.43%

VIEW THROUGH RATE



PHOTO: VIKTORIA HAACK

6.77 MILLION

Trails Campaign
overall impressions
(4.09 MILLION ABOVE ESTIMATE)

GENERATIONS CAMPAIGN

With additional funding from Destination BC received in early 2021 earmarked specifically for quick turn around regional awareness (rather than direct attraction), a 'reconnecting with family' campaign was designed, implemented and run until early November.

<p>702,162 IMPRESSIONS</p> <p>97,076</p>	<p>IMPRESSIONS (149,402 above estimate)</p> <p>VIEWS (27,510 above estimate)</p>
--	--

GEOGRAPHIC: Vancouver generated the highest number of ad clicks and impressions, followed by Victoria and Surrey.

DEMOGRAPHIC: The senior age group of 55-64 stands out with the most video views with the highest VTR, which aligns with Facebook user's profile (middle-aged to senior age groups).

Moving forward, we will focus focusing on younger age groups (25-34) on Instagram to further increase video views.



PHOTO: VIKTORIA HAACK

BC ALE TRAIL

@VANFOODIES INFLUENCER CAMPAIGN

Shuswap Tourism continued our participation in the BC Ale Trail in 2021. The Shuswap is part of the Southern Interior Ale Trail that includes Kamloops, Vernon and Merritt and we get a variety of benefits from this including Shuswap-specific photo and video assets while being included in various campaigns tied to our larger region.

By working with the BC Ale Trail, we've been able to feature the breweries within our region. Given the emergence of new distillers and cideries, we continue to explore opportunities with the BC Ale Trail to highlight the diversity of offerings in the Shuswap.



PHOTO: BC ALE TRAIL



PHOTO: BC ALE TRAIL

91,000 IMPRESSIONS

GETINTOBC.CA

KHC CONSORTIUM

We partnered with Tourism Revelstoke and Tourism Golden to develop and launch a **Get Into BC** microsite that provides information and resources regarding Trans Canada Highway construction closures taking place east of Golden. A link to this microsite pops up on all three of our website home pages to draw visitors attention to this information.

33,400

IMPRESSIONS

GET INTO BC website

524,000

IMPRESSIONS

Google and
Facebook Ads

PHOTO: VIKTORIA HAACK



PHOTO: SLED SICAMOUS



PHOTO: VIKTORIA HAACK

LET'S RIDE BC

SLED SHUSWAP CONSORTIUM

In the winter of 2021, Shuswap Tourism worked with Let's Ride BC to organize a sledding campaign. Filming took place in February 2022 and will be launched late fall of this year.

The consortium collaboration is in partnership with the District of Sicamous and the City of Salmon Arm's MRDT committees.

WINTER CAMPAIGN

A campaign promoting motorized and non-motorized experiences in the Shuswap repurposing existing winter video series and integrating a new winter blog series was shelved due to health orders as well as natural disasters on and road closures from the Lower Mainland. The allotted funds have been reassigned to a future campaign.

2021 ASSETS REVIEW

WRITING SERIES

PHOTO ASSETS

ONE PEAK ADSOLATION

PRINT MATERIALS UPDATE

2022 EXPERIENCE GUIDE

SOCIAL MEDIA



WRITING SERIES

One of the things that is most valuable to us as we work to continually promote our region is the power of story telling. Working with several local writers to create blog/article series that highlight various activities and experiences found throughout our region resonate with visitors and locals.

It's an opportunity to highlight our stakeholders and operators, is critical content for search engine optimization and shares an authentic narrative of the Shuswap experience.

The series has covered a number of topics, demographics and interests in both the tourism high season and shoulder seasons.

Each series consisted of a series of blog posts of an area of interests to our audiences.

- ENJOY WINTER'S WONDERLAND
- SHOP LOCAL IN THE SHUSWAP
- HAVE A LITTLE' FUN! KID FRIENDLY OUTINGS IN THE SHUSWAP
- ON THE TOWN
- BEAT THE HEAT
- SHUSWAP FARMERS MARKETS
- SPRING BREAK TRAIL GUIDE
- 3 REASONS WHY THE SHUSWAP OWNS SOCIAL DISTANCING
- 3 EASY WAYS TO FIND THE SPACE THAT'S RIGHT FOR YOU

PHOTOS: VIKTORIA HAACK



PHOTO ASSETS

In destination marketing, professional photography and videography are powerful and persuasive tools. It's vital that these assets are maintained and updated regularly. Over 2021, we worked with our photographer to improve and add to our images inventory. Viktoria Haack Photography has specialized DBC training so as to ensure these assets are well suited to our organizational objectives.

A total of 1600 photos of 17 locations were secured in 2021 around the following tourism themes.

- CYCLING
- MOUNTAIN BIKING
- PADDLE BOARDING
- CHRISTMAS EVENTS
- GOLF
- LIFESTYLE [FOOD AND DRINK,
MARKETS, PICNICS, SHOPPING].
- PARKS
- HIKING AND TRAILS

PHOTOS: VIKTORIA HAACK






ONE PEAK ADSOLATION

This region benefits from amazing photographers and videographers. An agency that Shuswap Tourism has worked with rose to social media fame in 2020 by creating ad content for various well-known businesses while we were in lock-down in a series called 'Adsolation'. This attracted attention from celebrities and other large businesses, and led to very strong follower and engagement numbers for their video production business.

In 2021, Shuswap Tourism was offered an opportunity to be featured in one of these adsolation ads, and we worked with the agency to develop an itinerary and story line that featured 24 hours in the Shuswap. We also put together a prize package that was included with the video release. To date, the video has had over 10,000 views and over 1500 people entered the prize draw. An additional benefit was the agency's sharing of various behind the scenes footage with their 33,000 plus followers.

Although other regions were included, Sicamous was a particular focus on this video shoot. We welcome the opportunity to collaborate with our partners at the District of Sicamous Economic Development Corporation.



onepeakcreative ADSOLATION: @shuswap.tourism

(CONTEST BELOW 🏆) Our team had an absolute BLAST over the past 24 hours exploring the Shuswap, trying to squeeze in as many activities as we could! Biking, golfing, waterfalls, cidery, and a lakeside picnic - it was a trip to remember! 🚲🍷🍷🍷🍷🍷

We've teamed up with @shuswap.tourism to giveaway our 24 hour experience! 🏠

- Two night stay at the Harbourfront @prestigeresorts
- A Round of at @hydremountaingolf
- GC to @after_dark_distillery
- GC @moosemulligans
- \$50 to @demillesfarmmarket
- \$50 to @shuswappieceo
- Rentals for two at @hookedbikerentals

Entering is easy:

- 1) Like this post
- 2) Follow @onepeakcreative & @shuswap.tourism
- 3) Tag who you would bring along!

Each Comment = 1 entry (multiple entries allowed)

This giveaway will be open from now until Sunday, Oct 3 at 10:00PM PST. The winners will be chosen using a 3rd party contest selector, and sent a message hon Instagram on how to claim their prize. This contest is not sponsored by Instagram. Good luck!! 🍀

Edited · 39w

lyndseylyndz @jhals101

38w Reply

♥️ 💬 📌

👍 Liked by exploresicamous and others

SEPTEMBER 29, 2021

😊 Add a comment... Post

PRINT MATERIALS UPDATE

We took care of the required updates to our suite of print materials earlier this year and have been in an ongoing pattern of distribution throughout the region so visitor centres and operators are always stocked. Our suite of publications include the following guides and maps.

- TASTE THE SHUSWAP
- GET ON THE WATER LAKE MAP
- SHUSWAP WINREIRES GUIDE
- SHUSWAP GOLF GUIDE
- SHUSWAP CYCLE TOURING GUIDE
- SHUSWAP NORDIC AND SNOWSHOE GUIDE
- SHUSWAP TEAR MAP

Shuswap Tourism produces an annual vacation guide. This guide is funded through ad sales, and as we looked at what we could do for 2021. Recognizing that many of our traditional advertisers in our region didn't have the funds to commit to purchasing ad space and given that there were only a few specific references to 2020 in our 2020 vacation guide, we made the decision to repurpose it for 2021. We developed a 2021 sticker that covered the '2020 Vacation Guide' title on the cover, and then wrapped it around onto the inside page explaining that the guide had be repurposed for 2021 with links to check out the Shuswap Tourism site for updated information.

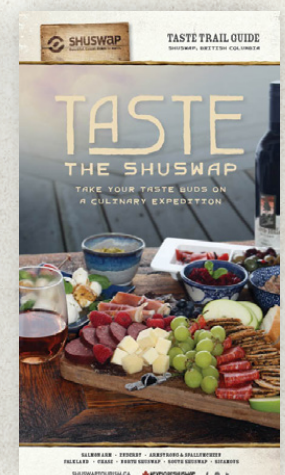
We surveyed our tourism operators to confirm an appetite to continue producing this guide annually through ad buys and we're pleased to see that the majority of respondents are supportive and interested in purchasing space. We're refreshed the overall appearance and it is now ready for distribution. The vacation guide will now be called the Experience Guide.

2022

EXPERIENCE GUIDE

The vacation guide model has evolved from one of detailed listings to one of inspiring experiences.

The refreshed and redesigned Experience Guide offers new value-added opportunities including social media promotion, photo features, and live links. By leveraging our significant social media audience, we are able to enhance the worth of our providers advertising investments. This guide will also be a new value-added offering to our guests and prospective visitors.



SOCIAL MEDIA

Key to our mission and strategic objectives is our social media audience size and reach. It's an important asset that continues to grow on all platforms and we have observed a slight shift from Facebook to Instagram in keeping with overall social media trends.

While a reduction in impressions was evident in July given the fires and travel restrictions, total impressions, audience and most significantly video views were up overall.

1,836,837
IMPRESSIONS

A 10.4% INCREASE

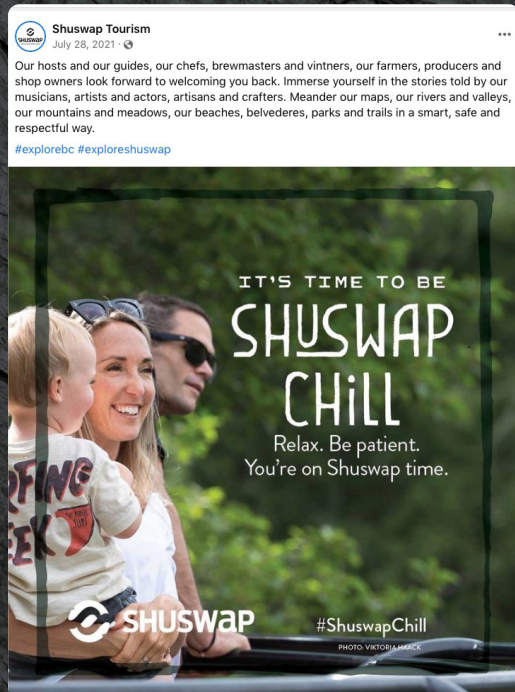
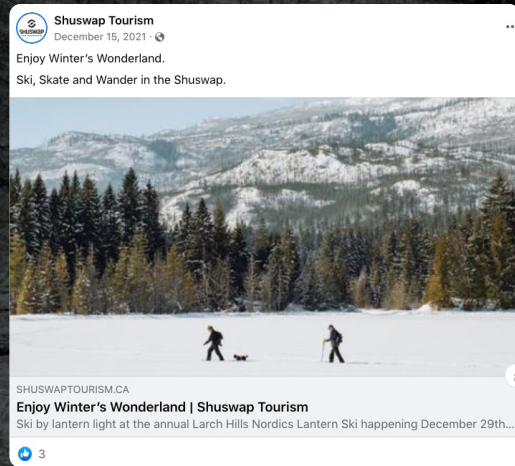
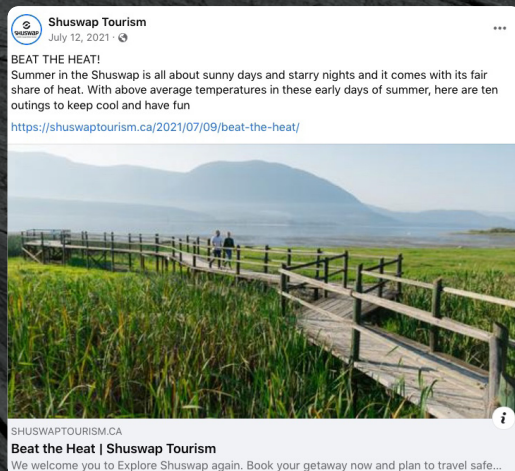
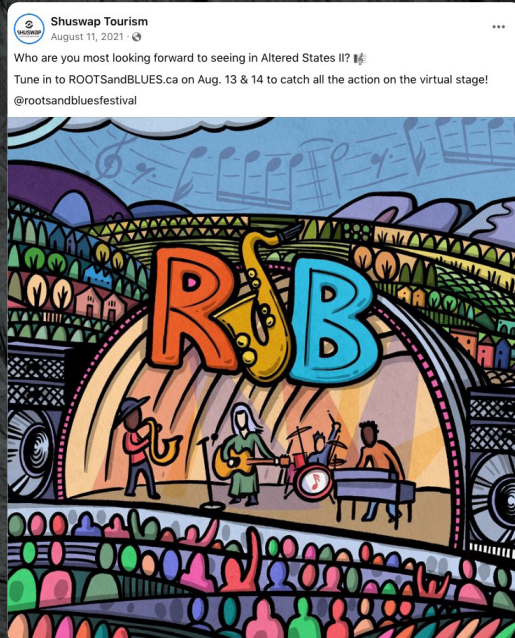
11,513
TOTAL AUDIENCE

A 9.9% INCREASE

367,412
VIDEO VIEWS

A 494.8% INCREASE

Audience and engagement continue to grow in large part as a result of our efforts to develop and curate new content, new photography and new videos offering the audience a fresh take on tourism in the Shuswap. We take advantage of that substantial audience to highlight events and experiences in the Shuswap to mutual benefit to Shuswap Tourism, tourism providers and local tourism assets.



2021 PROJECTS & SUPPORT PROGRAMS

COVID SUPPORTS

TOURISM WEEK 2021

WEBSITE UPDATES

KNOW BEFORE YOU GO

SPONSORSHIPS

INDUSTRY PAGE

WILDFIRE ADAPTATION

SHUSWAP GOLF CONSORTIUM

5 YEAR MARKETING STRATEGY

TIMELINE UPDATE



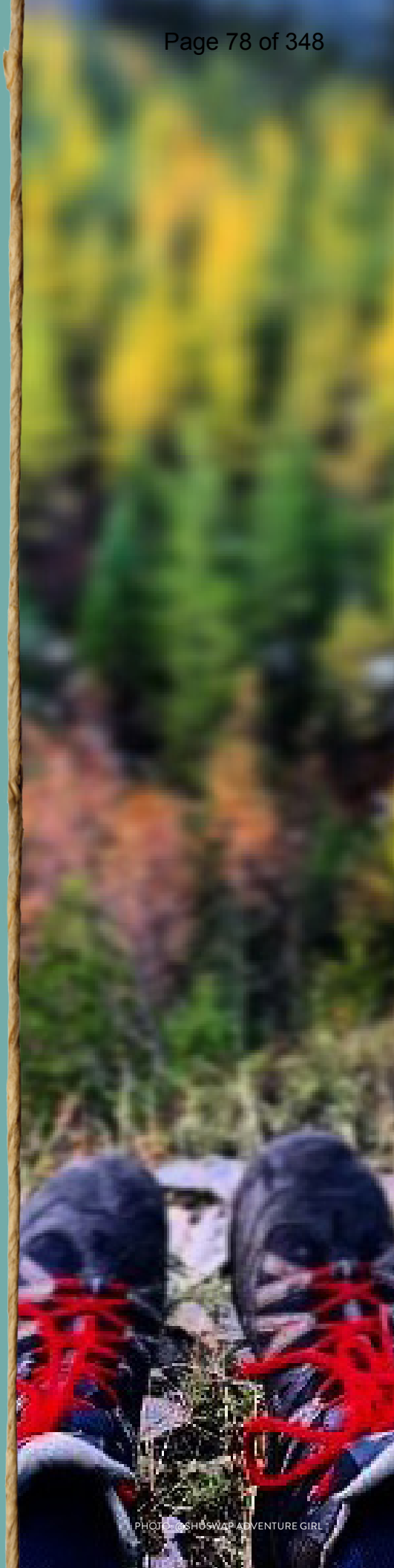
COVID SUPPORTS

Maintaining “know before you go” resources online, as well as campaigns reinforcing the laid back Shuswap lifestyle and the reminder to visit in the spirit of kindness and patience has been a key focus in a second uncertain high tourism season.

These efforts are rooted in our strategic participation in regional economic recovery programs set up as early as April 2020. Shuswap Tourism was a founding member of the Shuswap Regional Economic Recovery Taskforce. Based on the needs and opportunities identified as part of this process, many of the projects and marketing resources that Shuswap Tourism has developed since COVID-19 have been designed around appealing to a wide range of audiences, from local to our various other potential target markets, providing us with the needed assets required to support and promote our region in a time of uncertainty.

We’ve also developed various messaging resources and digital assets for our local tourism operators and other stakeholders to be able to use in their own communications efforts. What’s more, we focussed on promoting our tourism assets and operators to local communities who embraced ‘staycation’ opportunities wherever possible.

From the very beginning of the pandemic, Destination BC has been a leader in providing communications guidance and support to DMOs across the province. Shuswap Tourism has followed this guidance and tailored it to our own brand and messaging where appropriate. DBC has also been very proactive in moving funding timelines around based on travel restrictions, and providing several funding top-ups to help further support our work. They continue to be a very strong supporter and an excellent resource for the industry as it continues to navigate its trajectory forward.



WEBSITE UPDATES

In 2021, careful attention was paid to keeping the website current and up to date including business listings, re-activating the events page, adding new imagery and populating landing pages to coordinate with new campaigns.

KNOW BEFORE YOU GO' RESOURCES

In an effort to keep residents and prospective visitors informed on the latest highway, wildfire and COVID restrictions, we continually evolved and updated our digital travel planning resources.

SPONSORSHIPS

Part of our role as a DMO is to support and amplify the work of regional cultural offerings, that attract, boost and position our position in the market. In 2021, we worked in partnership and support of the few anchor events that were able to proceed such as Salmon Arm Roots & Blues Festival, the Salmon Arm PRIDE Project, O'Christmas Tea at Song Sparrow Hall and Celebrate Shuswap's BC Culture Day presentation.

INDUSTRY RESOURCES

Our tourism providers number in the hundreds. By being able to centralize information, Shuswap Tourism acts as an information hubs for their work and the addition of an Industry Resource page provides access to industry news, tool kits, reports, grant opportunities as well as campaign graphics and images. Our tourism providers and local visitor centres are valuable partners and are key contacts for the distribution of our series of guides and maps.

WILDFIRE ADAPTATIONS

The 2021 wildfires paused and pivoted a number of our campaigns. We immediately updated our 'Know Before You Go' resources and leveraged our online audience size to disseminate important information and urgently as possible.

SHUSWAP GOLF CONSORTIUM

As a tourism anchor, regional golf offerings are strengthened by collaborative marketing. The Shuswap Golf Trail Pass development and promotion, updated printed collateral and the development of an ecommerce platform to allow for multi club bookings were undertaken in 2021. This collaborative project launched February 2022 and ran until the May long weekend.

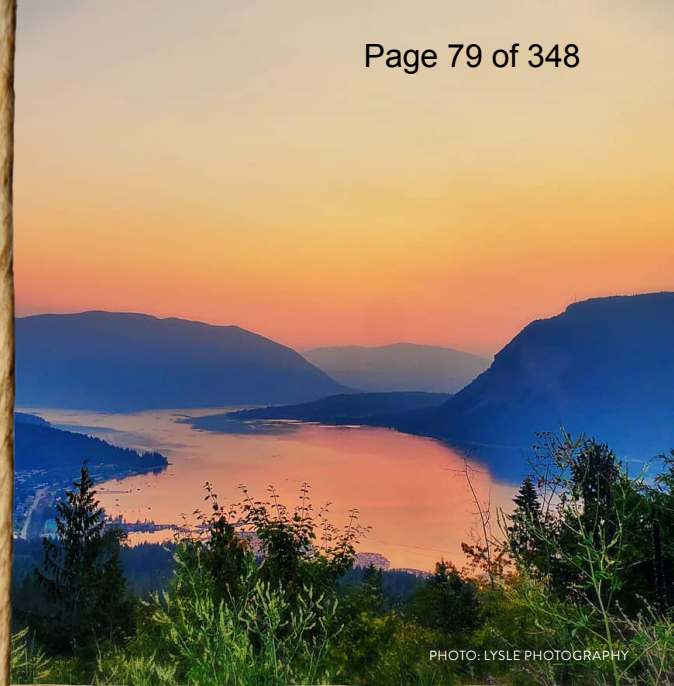


PHOTO: LYSLE PHOTOGRAPHY



PHOTO: LAURELDAWN56



PHOTO: WHITE LAKE CABINS

TOURISM WEEK

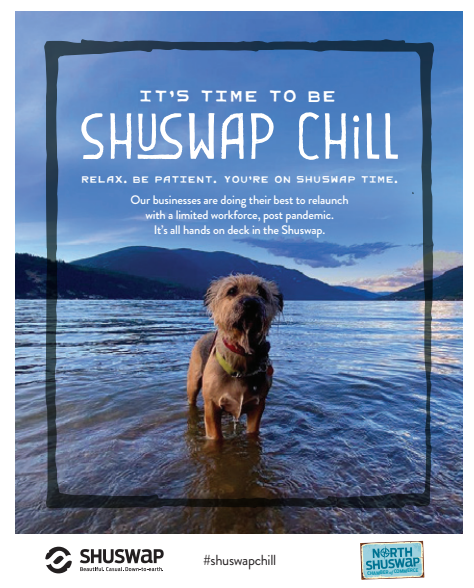
MESSAGING SHUSWAP TOURISM USED FOR 2021

Thank you for your continued diligent efforts and support as we collectively work to support our tourism industry and operators through this pandemic. We know that Canada's tourism sector looks different this year, as our industry continues to face a truly unprecedented situation. However, we still want to ensure we are able to come together and virtually amplify the importance of our industry and tourism operators here in the Shuswap.

That is why for Tourism Week 2021, Shuswap Tourism will be following Destination BC's lead and focusing on sharing why #BCTourismCounts now more than ever. While there continues to be a lot of uncertainty in the world we know that our tourism operators are eager to come back as soon as possible and stronger than ever. We also know that visitors can't wait to come back to our region!

In the past, Shuswap Tourism has gone directly to businesses in the area and shared their stories about why BC Tourism Counts. This year, due to the current Provincial Health Officer COVID-19 restrictions and potential uncertainty of what that week of May 23rd could look like, we have decided to make this a virtual event. Shuswap Tourism has created media bank of images that showcase our region that we encourage you to share on your social media feeds and other digital accounts.

When posting use the hashtags #bctourismcounts and #shuswapcountstourismcounts, and we will reshare this content on our social feeds to help amplify these stories and get travellers excited to come back to our region. We encourage you to share and promote on your business pages.



STRATEGIC PLAN TIMELINE UPDATE

In consultation with Shuswap Tourism's long-time marketing consulting team, the decision was made to flip year four and year five of the strategic marketing plan.

COVID required various campaign pauses for year three's marketing plan, so year three spilled into year four. Year four implementation was delayed.

Originally, year four's focus was one of fishing followed by year five focus on the dominant salmon run. With the delay brought on by COVID, year five and year four priorities have been switched.

In order to compensate for closures and delays, the five year strategy will be undertaken in six years instead.

CHARMING
WINTER TOWN

2018

TRAILS
[COVID DELAY]

2020

SALUTE TO THE
SOCKEYE

2022

2019

SLEDDING

2021

TRAILS

2023

FISHING

TSI – LEADING PLACES

THE 100 MOST LOVED DESTINATIONS AROUND THE WORLD FOR 2021

THE SHUSWAP RANKED #99 FOR 2021

PRESS RELEASE

Everyone at Tourism Sentiment Index is sincerely thrilled to be celebrating and sharing the release of Leading Places: The 100 Most Loved Destinations Around the World for 2021 with you.

We know how challenging things are for everyone involved in travel and tourism since the start of the pandemic. The need has never been clearer to find ways to help the tourism industry keep moving forward. So, we kicked off 2022 with an intensive study of the massive volume of data that the Tourism Sentiment Index holds – more than 1.6 billion online conversations and content pieces publicly available about 21,330 global destinations. One result from that study is Leading Places: The 100 Most Loved Destinations Around the World for 2021, publicly released on January 20, 2022. The rankings were determined by Tourism Sentiment Score®. We applied the same artificial intelligence that powers TSI Live to objectively assess the destinations in our study.

While the rankings may be news that the listed destinations will share, it is, more importantly, an opportunity for all our customers. Our study has allowed us to develop robust rankings that give you a new view of TSI data.

We are now offering global rankings each quarter of the calendar year to give you a view of where your destination ranks with those around the world. The quarterly global rankings offer more than the first 100 spots based on the overall Tourism Sentiment Score®; plus, you will get segmented rankings to look at different aspects of the data presented in TSI Live, like rankings for each of the 50 tourism assets that build into the overall Tourism Sentiment Score®.

We sincerely thank you for your participation in Tourism Sentiment Index. It has allowed us to gather vital data about the tourism industry from your destination and all the comparative destinations that we provide to help you understand your performance. This data is the basis for being able to see word of mouth in action and help the tourism industry deliver the best experiences possible for residents and visitors.

Your support has enabled ground-breaking innovations for our industry. We are just getting started with developing more ways to help and look forward to sharing those with you, too.





BOARD REPORT

TO:	Chair and Directors	File No: 0580 27
SUBJECT:	Electoral Area F: Sole Source Contract Award for the 2022 Salmon Run Marketing Campaign	
DESCRIPTION:	Report from Stephanie Goodey, Tourism Marketing Coordinator, dated September 2, 2022.	
RECOMMENDATION:	THAT: the Board empower the authorized signatories to enter into an agreement with CESK Creative for assistance in implementing Shuswap Tourism's 2022 Salmon Run Marketing Campaign Media Spend in the amount of \$15,000 plus applicable taxes, this 22 nd day of September, 2022.	

SHORT SUMMARY:

Staff is recommending a sole source contract be awarded to CESK Creative for assistance in the implementation of Shuswap Tourism's 2022 Salmon Run Marketing Campaign Media Spend. CESK Creative is also responsible for the Adam's Lake Salmon Society marketing campaign for the 2022 Salute to the Sockeye Festival. Shuswap Tourism staff have been working with CESK Creative to ensure that both organizations marketing campaigns align. In doing this, it has become apparent that to reach a larger audience and achieve an overall more robust campaign it would be beneficial to both organizations if their individual budgets for the media spend were combined.

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

Shuswap Tourism (ST) is recommending a sole source contract award for this project because ST has successfully worked with CESK Creative on a variety of past projects. Because of this work history, which has always yielded strong results, CESK Creative is best positioned to lead the development and implementation for the 2022 Salmon Run Marketing Campaign Media Spend.

In June 2022 Shuswap Tourism worked with the creative team at One Peak Creative to capture video assets for the campaign. With assistance and participation from The Adams River Salmon Society and The Little Shuswap Lake Indian Band, a strong set of videos were created. The objective of these videos is to promote the annual Salmon Run, of which 2022 is a dominant year, and which is included in Shuswap Tourism's 5-year Strategic Marketing Plan.

While working with CESK Creative to ensure that the Adam's Lake Salmon Society marketing campaign for the 2022 Salute to the Sockeye Festival and Shuswap Tourism marketing plans aligned, it became apparent that to reach a larger audience and achieve an overall more robust campaign, it would be beneficial to both organizations if their individual budgets for the media spend were combined.

CESK Creative has already begun the planning process of promoting the creative content for this campaign on various online marketing avenues along with a focus on TV promotion. The intent is to

coincide the beginning of the campaign with the beginning Salute to the Sockeye Festival. This is based on recent studies stating that most travellers currently prefer to book last minute travel versus prebooking travel.

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:

There is \$15,000 allocated towards Salmon Run campaign media spend in the 2022 Shuswap Tourism budget, based on Destination BC funding that was approved for 2022/2023.

IMPLEMENTATION:

Shuswap Tourism Staff will work with CESK Creative and The Adams River Salmon Society to implement the 2022 Salmon Run Marketing Campaign Media Spend. The work on this campaign will begin as soon as the contract is signed.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2022-09-22_Sole_Source_Contract_Award-Shuswap_Tourism_Salmon_Run_Marketing_Campaign.docx
Attachments:	
Final Approval Date:	Sep 8, 2022

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



Morgen Matheson



Jennifer Sham

No Signature - Task assigned to Jodi Pierce was completed by assistant Jennifer Sham

Jodi Pierce



BOARD REPORT

TO: Chair and Directors

File No: 2240 85

SUBJECT: Salmon Arm Refuse Disposal Site – Scale and Site Attendant Operations Contract Award

DESCRIPTION: Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated September 1, 2022. Salmon Arm Refuse Disposal Site Scale and Site Attendant Contract Award.

RECOMMENDATION: THAT: the Board empower the authorized signatories to enter into an agreement with Seldom Silent Enterprises Ltd. to provide scale and site attendant services at the Salmon Arm Refuse Disposal Site over a three-year term commencing October 1, 2022 and expiring on September 30, 2025, for a total cost of \$1,057,163 plus applicable taxes, with an option to extend for an additional two-year term, this 22nd day of September, 2022.

SHORT SUMMARY:

The existing agreement for the contracted scale and site attendant operations at the Salmon Arm Refuse Disposal Site expires on September 30, 2022. Seldom Silent Enterprises Ltd. was the lowest compliant bidder to the CSR D's recent Invitation to Tender for scale and site attendant operations. As the value of the agreement is in excess of \$500,000, Board authorization is required prior to the contract being awarded.

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

In May 2022, the CSR D and the existing scale and site attendant contractor at the Salmon Arm Refuse Disposal site began discussions to extend the current contract for an additional two-year term, as authorized by the agreement. The current term expires on September 30, 2022. During this process, the existing contractor proposed a 30% increase in fees for the two-year extension period.

CSR D staff determined this amount was too large for a contract extension without a formal tender process. Typically, the remuneration rates proposed in a two-year extension run in the 5%-10% range for increases. A formal tender was issued in July 2022. This allowed the existing contractor to submit an updated bid and allowed other interested contractors the opportunity to provide pricing for services.

The process closed in August 2022 and Seldom Silent Enterprises Ltd. was the lowest compliant submission. Seldom Silent Enterprises Ltd. currently operates the scale and attendant operations at the Scotch Creek, Skimikin and Revelstoke Refuse Disposal sites and has provided quality services to date.

POLICY:

CSR D Policy No. F-32 Procurement of Goods and Services indicates any contract recommended for award in excess of \$500,000 requires Board approval.

FINANCIAL:

There are adequate funds budgeted for the program within the 2022 Five-Year Financial Plan. Increases for the 2023-2026 years will be addressed in the next budget cycle for the 219 (Solid Waste) budget function.

IMPLEMENTATION:

Upon Board approval, the contract will be issued to the successful bidder.

COMMUNICATIONS:

CSR D staff will notify the bidder of the Board's decision.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2022-09-22_Board_OM_SA-Landfill-Scale and Attendant-Contract.docx
Attachments:	
Final Approval Date:	Sep 13, 2022

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



Phaedra Turner



Darcy Mooney



Sheena Haines



Jennifer Sham

No Signature - Task assigned to Jodi Pierce was completed by assistant Jennifer Sham

Jodi Pierce



BOARD REPORT

TO: Chair and Directors

File No: 1855 04

SUBJECT: Electoral Area C: Eagle Bay Community Park Upgrades - Community Works Fund.

DESCRIPTION: Report from Ryan Nitchie, Team Leader, Community Services, dated September 12, 2022. Area C Community Works Fund – Eagle Bay Community Park Upgrades.

RECOMMENDATION: THAT: in accordance with Policy No. F-3 "Electoral Area Community Works Funds – Expenditure of Monies" access to the Electoral Area Community Works Fund be approved in an amount of up to \$250,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for additional park development at Eagle Bay Community Park, this 22nd day of September, 2022.

SHORT SUMMARY

Construction of the new Eagle Bay Community Park commenced in June 2022. During initial excavation, ground truthing unveiled discrepancies between the design and actual elevations effecting the over-all park design and drainage plan. Staff worked with the landscape architect, geo-technical engineer, and the contractor to resolve the issue. The result of the redesign requires additional engineered gravels, compaction, additional drainage pits and small retaining walls to ensure that the multi-purpose sport court is sustainable over the long term and park drainage is effective. The initial project received grant funding from the Investing in Canada Infrastructure Program fund. Additional monies are required to accommodate the increased scope. Staff is recommending that Community Works Funds be utilized as a means to lessen the impact on taxation and capital reserves within the Electoral Area C Parks Five Year Financial Plan.

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:

Construction of the new Eagle Bay Community Park is in progress, however, the contractor noted discrepancies between the design plan and actual elevations effecting the over-all park design and drainage plan particularly effecting the planned asphalt multi-purpose sport court. Staff immediately engaged with the landscape architect contractor as well as geo-technical professionals to address the issues and worked collaboratively with the construction contractor to amend the park design to address the concerns. The changes to the design plan results in additional excavation and grading under the multi-purpose sport court, additional engineered gravels and compaction, construction of in-ground drainage and construction of small retaining wall systems. The estimated additional costs to the project are approximately \$180,000.

Staff has discussed the possibility of utilizing Community Works Funds with Investing in Canada Infrastructure Program staff who advise that Community Works Funds can be utilized to cover these new and unplanned expenses that are outside of the original grant scope.

Staff subsequently discussed the use of Community Works Funds with the Electoral Area Director who supports the recommendation.

POLICY:

In accordance with CSRD Policy No F-3 "Electoral Area Community Works Fund – Expenditure of Monies", Board authorization is required for the expenditure of monies from the Community Works Fund.

FINANCIAL:

Sufficient funds are available from within the Electoral Area C Community Works Fund to support the funding request.

The balance of the Area C Community Works Fund (Gas Tax), as August 31, 2022 is approximately \$1,596,000 after all previously approved commitments. The anticipated November 2022 distribution is not included in the above amount. Expenditure of the funds will be in accordance with the 2014-2024 Agreement between the UBCM and CSRD, dated July 7, 2014.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

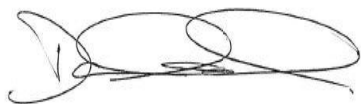
Report Approval Details

Document Title:	09-22-22_Board_OM_CWF_Eagle_Bay_Park_Updates.docx
Attachments:	
Final Approval Date:	Sep 13, 2022

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



Phaedra Turner



Darcy Mooney



Sheena Haines



Jennifer Sham

No Signature - Task assigned to Jodi Pierce was completed by assistant Jennifer Sham

Jodi Pierce

I, like a lot of other residents, am concerned about how the North Shuswap Health Center funding Bylaw has come about. Most people I have spoken to were not even aware of either of the petitions that were reported as the reasons for the CSRD having passed the funding through three readings. There are three main concerns for this Delegation Request. One is the process, or lack thereof, of the original petitions, how they were presented to the CSRD Board, and the highly questionable validity of the petitions; the fact that health care is a shared provincial and federal issue and it is overreach for the Regional District to get involved in Health Care taxation funding; and the AAP itself. I am asking that Bylaw No. 5848, 2022 be tabled before final reading because of the following:

1. The 4345 signature on-line petition. On-line petitions are almost never given any credence. They must have a verification process and a way to stop people from filling it out more than once. The number 4345 is totally suspect as according to the CSRD website, we only have a population of 3200. Even now, after the fact, we still have been given no info on the subject matter of the petition. How broad was it? Did it have any relevance at all? Why would the CSRD even consider it as pertinent?
2. The 1000+ signature local petition. (The word "local" here indicated that there were no geographic parameters to the on-line petition in #1. People world-wide could have signed it.) Did the same people sign both petitions? Again, what was the subject matter of the petition? Who could sign it? Was there a verification process to limit it to local electors? Once again, there appears to have been no integrity with this petition. In fact, it has come to my attention that they did indeed collect signatures from Chase.
3. The time given to do the AAP was too short, especially since most of us didn't know anything about the questionable petitions used to push this matter forward and first heard about it in the Kicker. Now is when most residents are winding down from the summer and are not thinking about tax issues. The timing is questionable especially given that there is an election coming up and it could have been included as a referendum. All of the concerns included here would have come up if there hadn't been such a

rush to push this through. As an aside, it is interesting the Director Simpson stated in the August 19, 2019 Kicker that he “didn’t like it (the AAP) as a private citizen and I don’t like it now.” Yet here he is utilizing said process to help push through a Bylaw based on invalid and/or incomplete information.

4. The NSHC apparently knew that their doctor was leaving. While she is highly respected among her patients, her husband’s job requires that they move closer to his medical work in Kelowna. It appears that they will be leaving sometime in mid-October. The NSHC knew their doctor was leaving when they put forward their request for funding. Can the NSHC be trusted with our tax dollars?
5. According to reports in the Kicker, the NSHC had over 4600 yearly patient visits. Since there are 2080 working hours in a year, that means that the average visit lasted just under half an hour. Given that most visits are booked at 15 minutes or less, why were so many residents not allowed to access the Center?
6. Why are potential patients asked if they are a member? Non-members are not admitted. This is not indicative of a public health system. It is more like a members only private club. Will this change if the funding goes through?
7. According to reports in the Kicker, the NSHC had about 3000 registered patients. If I, as a resident, couldn’t get in, who are the 3000? Remember we only have 3200 residents. If they were summer residents, then the hours/visit in #5 above would be drastically increased because they aren’t here most of the year. Even those of us who live here usually take a winter break somewhere further south. I have heard that a number of patients followed a previous doctor here from Chase and Sorrento. If that is the case, and the numbers certainly indicate that that is extremely likely, then why are we, North Shuswap residents being taxed to help non-residents take away our medical spots?
8. I notice that Director Simpson made no mention of any of this in his monthly “Kickin’ It Up With Jay”. Yes, some of it was covered elsewhere but isn’t it Director Simpson’s responsibility to give us the whole picture? He took full responsibility to convince the CSRD board and staff of this need

for funding but presented nothing to us, the people he is supposed to represent.

9. Who has audited the NSHC to verify their need for funding? When the doctor leaves, how will that effect the funding?
10. Why wasn't this, especially given all we know now, put to referendum on the upcoming ballot? That would also have allowed full disclosure to the rate payers.
11. If so many people, those who are able to use the clinic, want to support it more, why don't they do it through the related non-profit society?
12. This whole situation is premature since the province is giving more money to GP's to help with overhead costs and is negotiating with them to ensure their practices are more viable so more doctors will continue practicing and more will be enticed to enter family practice.

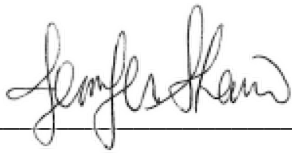
COLUMBIA SHUSWAP REGIONAL DISTRICT

I, the undersigned Corporate Officer, as the person assigned responsibility for corporate administration under section 236 of the Local Government Act, certify the results of the alternative approval process that was conducted to obtain the approval of the electors for the North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022", as follows:

2835	Estimated number of eligible electors
112	Number of elector response forms submitted by the deadline
7	Number of electors response forms rejected
105	Number of elector response forms accepted
3.7	Percentage of estimated electors who validly submitted elector response forms

and in accordance with Section 86 of the Community Charter, the approval of the electors was obtained.

DATED this 7th day of September, 2022.



Corporate Officer

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 5848, 2022

A bylaw to establish a service area for the purpose of providing a financial contribution to the North Shuswap Health Centre in Electoral Area F of the Columbia Shuswap Regional District

WHEREAS a regional district may operate a service under the provisions of the *Local Government Act*;

AND WHEREAS in order to operate a service, a regional district board must first adopt an establishing bylaw for the service in accordance with the *Local Government Act*;

AND WHEREAS the Board of the Columbia Shuswap Regional District wishes to establish a service for the purpose of providing an annual contribution to the North Shuswap Health Centre located in Electoral Area F;

AND WHEREAS the Board of the Columbia Shuswap Regional District has obtained the approval of the service area electors in accordance with the Local Government Act and the Community Charter;

NOW THEREFORE in an open meeting assembled, the Board of Directors of the Columbia Shuswap Regional District enacts as follows:

SERVICE

1. The Regional District hereby establishes, within Electoral Area F, a service area for the purpose of providing, by way of an annual grant, financial contributions to the North Shuswap Health Centre in the service area, to be known as the "North Shuswap Health Centre Financial Contribution Service Area".

SERVICE AREA

2. The service area established by this bylaw is the entirety of Electoral Area F shown outlined on Schedule 'A' attached hereto and forming part of this bylaw.

PARTICIPATING AREA

3. The participating area in the named service is Electoral Area F.

REQUISITION

4. The maximum amount that may be requisitioned for the service provided under Section 1 of this bylaw shall not exceed \$130,000.00 or \$0.0612/\$1,000 of net taxable value of land and improvements annually within the service area.

COST RECOVERY

5. The annual costs for the North Shuswap Financial Contribution Agreement Service shall be recovered by one or more of the following:
 - (a) requisition of money to be collected by a property value tax on the net taxable value of land and improvements within the service area imposed in accordance with the Local Government Act;
 - (b) revenues raised by other means authorized under this or another Act;
 - (c) revenues received by way of agreement, enterprise, gift, grant or otherwise.
6. No borrowing shall be incurred for the purposes of this service.

FORCE AND EFFECT

7. This bylaw will come into force and effect on December 31, 2022.

CITATION

8. This bylaw may be cited as "North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022".

READ a first time this 21st day of June, 2022.

READ a second time this 21st day of June, 2022.

READ a third time this 21st day of June, 2022.

APPROVED by the Inspector of Municipalities this 29th day of June, 2022.

RECEIVED elector approval this 6th day of September, 2022.

ADOPTED this _____ day of _____, 2022.

CORPORATE OFFICER

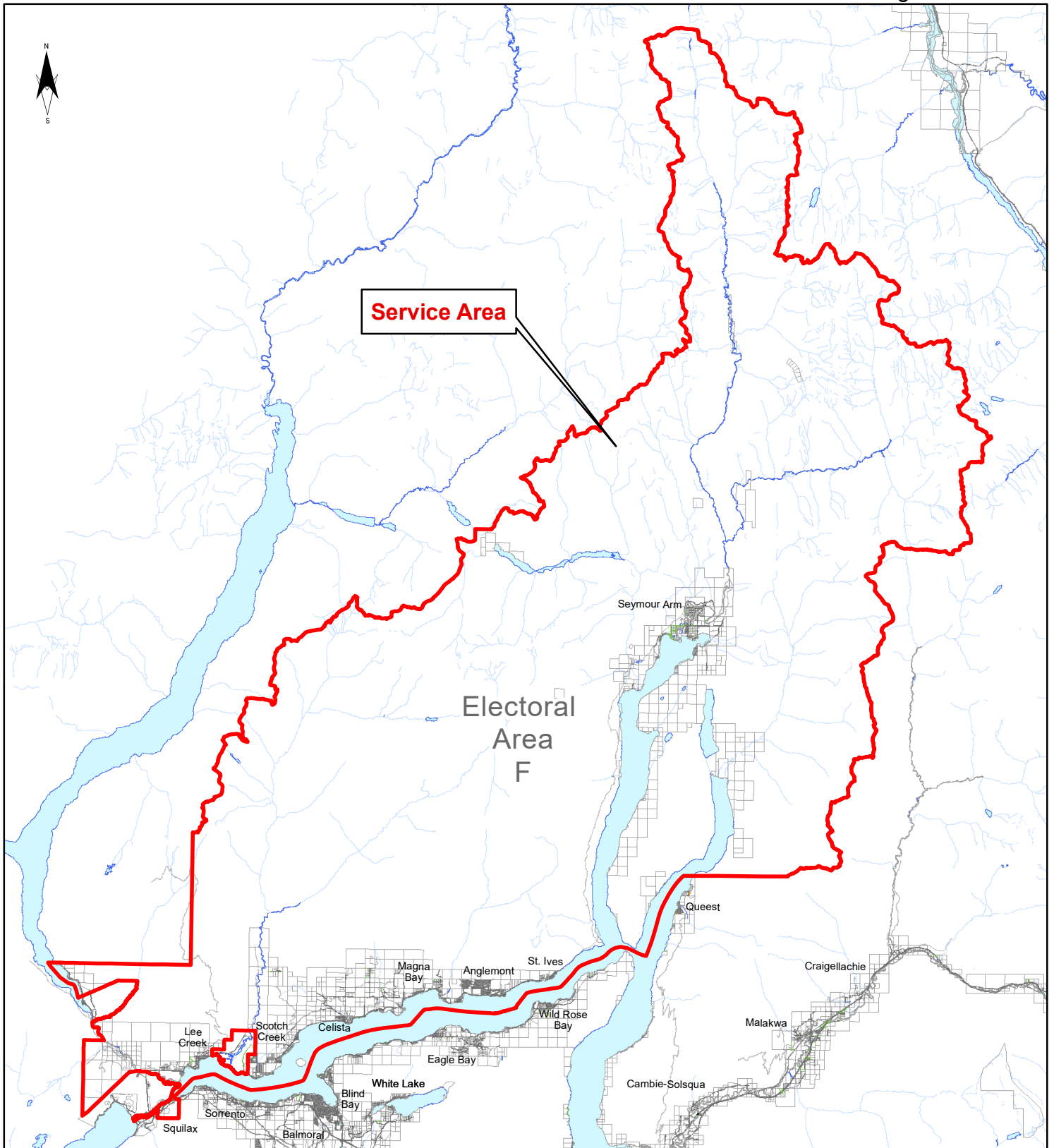
CHAIR

CERTIFIED a true copy of
Bylaw No. 5848, 2022 as read a third time.

CERTIFIED a true copy of
Bylaw No. 5848, 2022 as adopted.

Corporate Officer

Corporate Officer



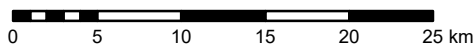
Legend

- Service Area
- Parcel Boundary
- Road
- Creek

Schedule A

North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022

Scale: 1:450,000



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

Date: 5/17/2022
Nad 83 CNT Datum
UTM Zone 11

The information on this map was compiled by the CSRD for regulatory and internal reference purposes only. No representation or warranty is made as to the accuracy of the information.

COLUMBIA SHUSWAP REGIONAL DISTRICT**BYLAW NO. 5855, 2022**

A bylaw to amend Nicholson Fire Suppression Local Service Bylaw No. 5260

WHEREAS a service area has been established by the Columbia Shuswap Regional District by Bylaw No. 5260, cited as "Nicholson Fire Suppression Local Service Bylaw No. 5260", for the purpose of providing fire suppression service in a portion of Electoral Area A;

AND WHEREAS a request of property owners outside the service area has been received by the Regional Board for the purpose of having additional lands included in the fire suppression service area;

AND WHEREAS it is deemed desirable to include within the aforesaid service area additional lands as petitioned;

AND WHEREAS the Director for Electoral Area A has consented, in writing, to the adoption of this bylaw;

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

BOUNDARY

1. The boundaries of the "Nicholson Fire Suppression Service Area" as established by Nicholson Fire Suppression Local Service Bylaw No. 5260 are hereby extended to include the lands outlined and described in Schedule B, which is attached hereto and forms part of this bylaw.
2. Schedule A of the Nicholson Fire Suppression Local Service Bylaw No. 5260 is hereby deleted and replaced by Schedule A, which is attached hereto and forms part of this bylaw.

EFFECTIVE DATE

3. This Bylaw will come into effect on December 31, 2022.

Bylaw No. 5855, 2022

Page 2

CITATION

4. This Bylaw may be cited as the "Nicholson Fire Suppression Service Area Amendment Bylaw No. 5855, 2022.

READ a first time this 18th day of August, 2022.

READ a second time this 18th day of August, 2022.

READ a third time this 18th day of August, 2022.

ADOPTED this _____ day of _____, 2022.

Corporate Officer

Chair

CERTIFIED a true copy of
Bylaw No. 5855, 2022 as read a third time.

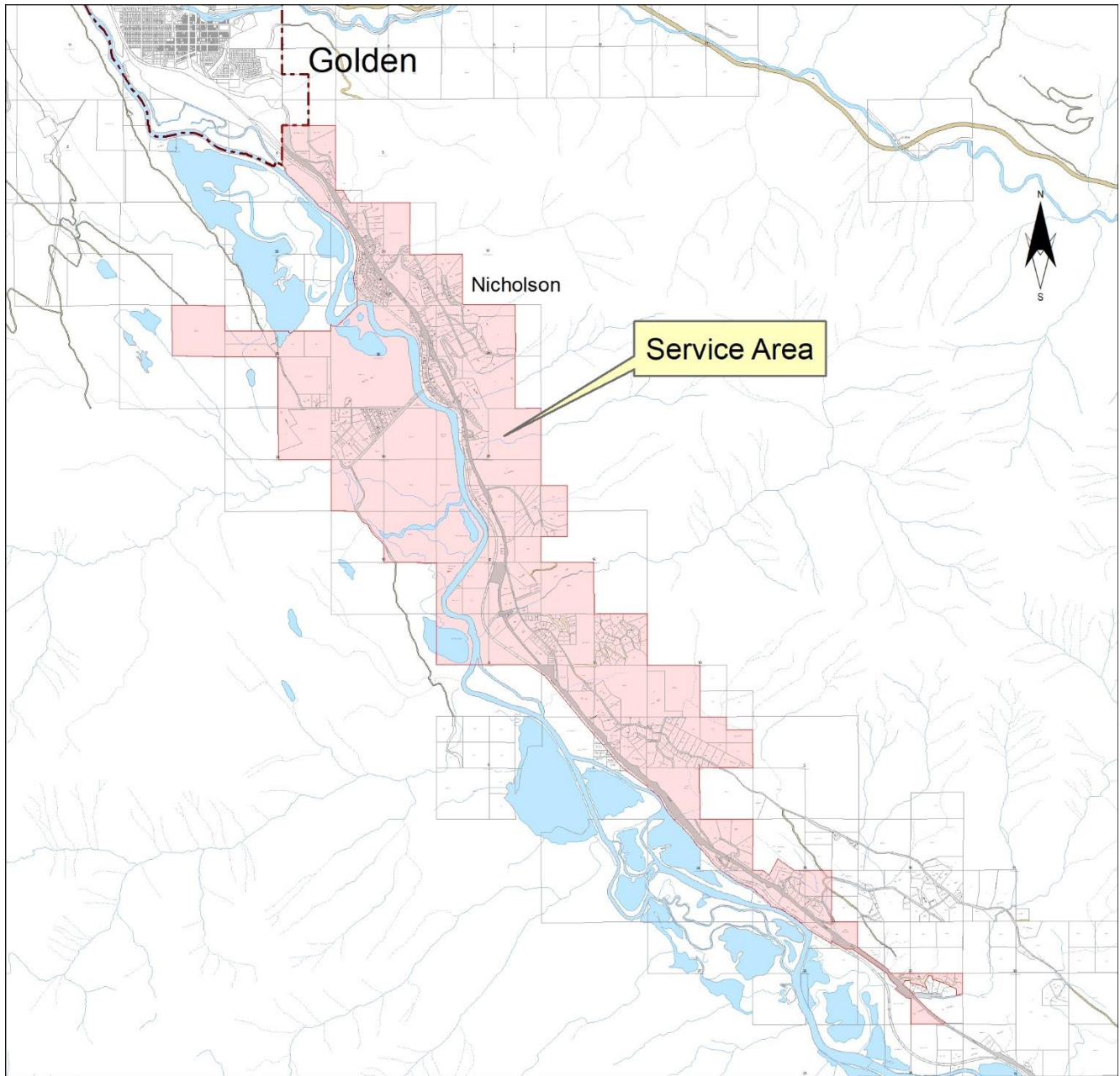
CERTIFIED a true copy of
Bylaw No. 5855, 2022 as adopted.

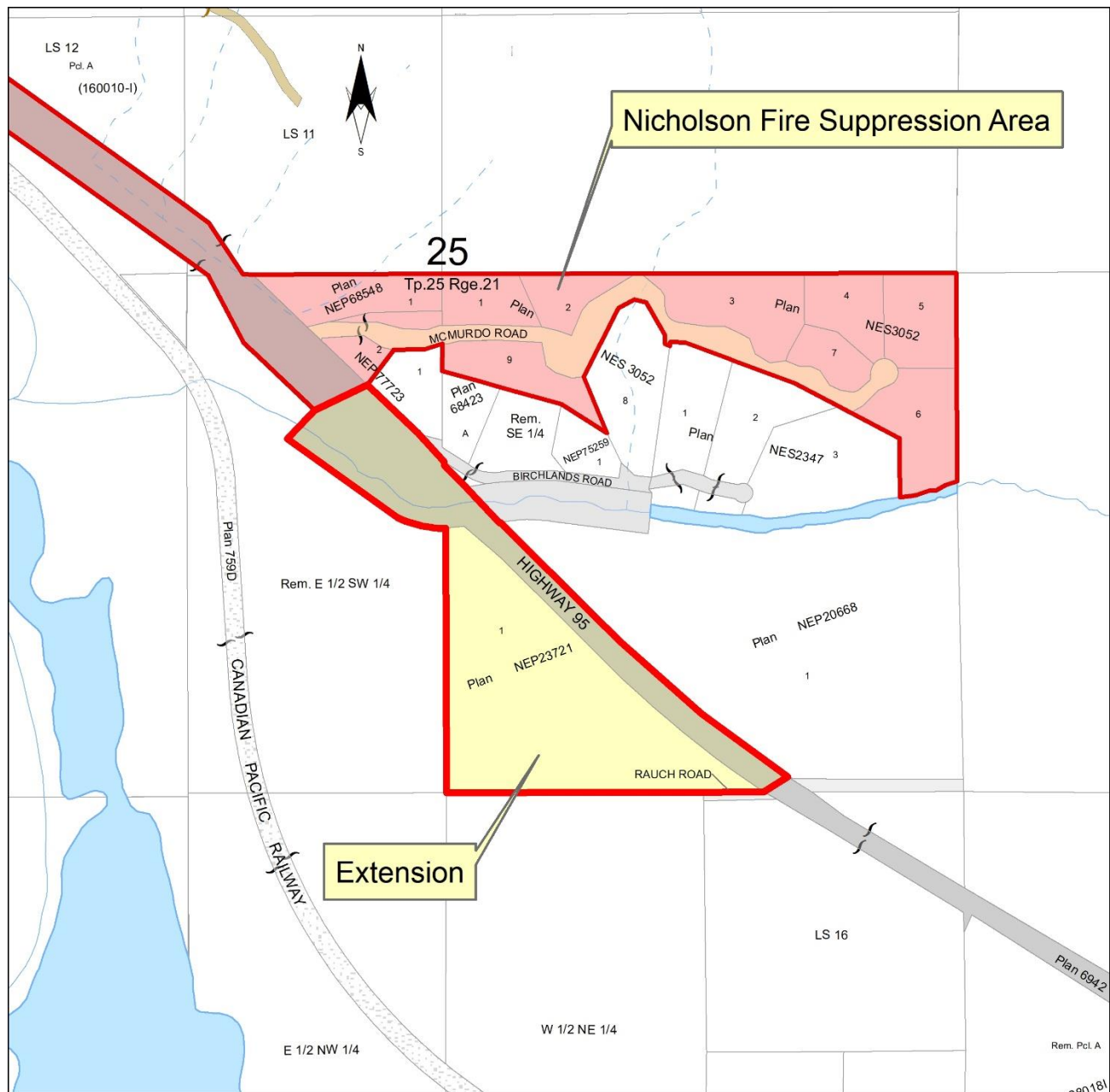
Corporate Officer

Corporate Officer

**NICHOLSON FIRE SUPPRESSION
SERVICE AREA AMENDMENT BYLAW NO. 5855, 2022**

SCHEDULE A







BOARD REPORT

TO:

Chair and Directors

File No:	DVP851-10
	PL2022-163

SUBJECT:

Electoral Area B: Development Variance Permit No. 851-10

DESCRIPTION:

Report from Hayley Graham, Planner I, dated August 26, 2022.
7989 Arrowhead Road, Shelter Bay

RECOMMENDATION

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 851-10 for Lot 35 District Lot 811 Kootenay District Plan EPP107154, varying Electoral Area B Zoning Bylaw No. 851 as follows:

1. Section 5.10 (f) maximum height for a principal building from 10.5 meters to 12.3 meters only for the single family dwelling.

Be approved this 22nd day of September 2022.

SHORT SUMMARY:

The subject property is located at 7989 Arrowhead Road in Shelter Bay and is subject to the Electoral Area B Official Community Plan Bylaw. No. 850 and the Electoral Area B Zoning Bylaw No. 851. The property owners are proposing a new single family dwelling, which exceeds the maximum height for a principal building. As such, the property owners are requesting a variance to increase the maximum permitted height for the principal building from 10.5 meters to 12.3 meters.

VOTING:

Unweighted
Corporate

☐

LGA Part 14
(Unweighted)

☒

Weighted
Corporate

☐

Stakeholder
(Weighted)

☐
BACKGROUND:

ELECTORAL AREA:
B (Shelter Bay)

LEGAL DESCRIPTION:

Lot 35 District Lot 811 Kootenay District Plan EPP107154

PID:

031-343-473

CIVIC ADDRESS:

7989 Arrowhead Road

SURROUNDING LAND USE PATTERN:

North = Arrowhead Road

South = Residential (Vacant)
East = Upper Arrow Lake
West = Residential (Vacant)

CURRENT USE:

Vacant

PROPOSED USE:

New single family dwelling

PARCEL SIZE:

3.76 ha (9.29 acres)

DESIGNATION:

[Electoral Area B Official Community Plan Bylaw No. 850](#)

CD - Comprehensive Cluster Development

ZONE:

[Electoral Area B Zoning Bylaw No. 851](#)

CDB2 - Comprehensive Development B2 (Shelter Bay)
Development Area 6

SITE COMMENTS:

The subject property is currently vacant with an area cleared for the construction of the single family dwelling.

BYLAW ENFORCEMENT:

No

POLICY:

[Electoral Area B Zoning Bylaw No. 851](#)

Part 1: Definitions

FINISHED GROUND ELEVATION means either a natural or altered ground level but shall not include areas artificially raised through the use of retaining structures unless the retaining structure provides a level ground area that is a minimum of 1.2 m wide measured from the face of the building; or earth piled against the building with a slope greater than 2:1 (horizontal to vertical)

HEIGHT is the vertical distance between the highest point of a building or structure and the lowest point of a building or structure where the finished ground elevation and the building meet, excluding localized depressions such as vehicle and pedestrian entrances to a maximum width of 6 m

PRINCIPAL USE is the main purpose that land, buildings or structures on a parcel are ordinarily used

SINGLE FAMILY DWELLING is the use of land, structures and one detached building used exclusively for one dwelling unit, except where additional uses are specifically permitted in this Bylaw as a part of a single family dwelling

Part 5-Zones

3.1 HEIGHT EXCEPTIONS

(a) chimney

5.10 Comprehensive Development B2 (Shelter Bay)- CDB2- Development Area 6

Principal Uses

Residential

- (a) single family dwelling

Regulations

f) Maximum height for:

- Principal buildings and structures: 10.5 meters (34.4 feet)

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

Background

The subject property is currently vacant. The property owners are proposing to vary the maximum height for their single family dwelling from 10.5 meters to 12.3 meters. The building plans for the proposed single family dwelling show a height of approximately 12.2 meters, and an extra 0.1 meter is being requested as a precaution should the actual height be surveyed to be slightly higher post-construction.

The property is zoned CDB2 - Comprehensive Development B2 (Shelter Bay) *Development Area 6* in Electoral Area B Zoning Bylaw No. 851. Elevation plans and a floor plan of the proposed single family dwelling have been submitted with the application, see attached "DVP851-10_Maps_Plans_Photos.pdf". The proposed single family dwelling will meet the zoning regulations except for exceeding the maximum height for a principal building.

Height is the vertical distance between the highest point of a building or structure and the lowest point of a building or structure where the finished ground elevation and the building meet. Localized depressions such as vehicle and pedestrian entrances to a maximum width of 6 m are excluded from the height calculation. Chimneys are also exempt from the height calculation, and therefore has not been included in the overall height calculation.

Analysis

The single family dwelling will be composed of three stories: the lower level, main floor and a loft. The north/ east elevations of the single family dwelling mainly require the height variance. Most of west

elevations of the proposed single family dwelling, complies with the permitted maximum height requirement for a principal building. (See DVP851-10_Maps_Plans_Photos.)

Development Area 6 Area in Shelter Bay features large lots approximately 2-4 hectares in size. The subject property is 3.76 hectares and the applicant is proposing the single family dwelling be located towards the center of the lot. The proposed single family dwelling will be approximately 60 meters away from Arrowhead road , and 20 meters away from the nearest property boundary to the southwest (7997 Arrowhead Road), which is also owned by the same property owners of the subject property.

Arrowhead Road is to the northwest and Upper Arrow Lake to the east of the subject property. The grade of the property slightly slopes down from the west to east, and therefore the proposed single family dwelling will be below the grade from any upland neighbouring properties. (See DVP851_51_Maps_Plans_Photos.pdf).

The subject property contains many large cedar, douglas fir, white pine and hemlock trees along the perimeter of the property which will provide screening for the proposed single family dwelling. The surrounding neighbouring properties are currently all vacant and the single family dwelling will not be visible from neighbouring properties. The property owners have also been in contact with the adjacent land owners to the south who have expressed that they have no concerns regarding this proposal (See DVP851-10_Applicant_Support_Redacted).

Staff considers the added height request of an additional 1.8 meters (6 feet) reasonable considering that the single family dwelling will not be seen by neighbouring properties and is screened by mature trees.

Additionally, as the total sum footprint on the subject property exceeds 300 m² of impervious surfaces, a Shelter Bay Environmental Development permit is required. The property owners have submitted this application and the related qualified professional report and is being processed concurrently with this Development Variance Permit application. Approval of technical development permits such as this have been delegated to the Manager of Development Services for review and issuance.

SUMMARY:

The property owners are requesting a variance to increase the maximum permitted height for the principal building from 10.5 meters to 12.3 meters. Staff recommend approval of DVP851-10 for the following reasons:

- The proposed single family dwelling will be screened from neighbouring properties as there are many large trees on the perimeter of the property and the grade naturally slopes down into the subject property from the road.
- The property owners own the closest property to the southwest and have received support from the neighbouring property to the south and should therefore have no impact to the closest adjacent neighbouring properties.

IMPLEMENTATION:

If Development Variance Permit No. 851-10 is approved by the Board, the Environmental Development Permit can be issued by the Manager of Development Services. The notice of permit will be registered to the Title of the property and the property owner can proceed with their building plans. If the Development Variance Permit is not approved by the Board, the property owner would need to change the design of the proposed single family dwelling, so it meets the maximum permitted height of 10.5 meters.

COMMUNICATIONS:

Notices of the proposed variances were sent out to property owners and tenants in occupation of properties within 100 m of the subject property. No written submissions have been received as of the date of this report. Any written submissions will be added to the late Board agenda.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2022-09-22_Board_DS_ DVP851-10.docx
Attachments:	<ul style="list-style-type: none">- DVP851-10_Redacted.pdf- DVP851-10_Applicant_Rationale_Letter_Redacted.pdf- DVP851-10_Applicant_Support_Redacted.pdf- DVP851-10_Maps_Plans_Photos.pdf
Final Approval Date:	Sep 8, 2022

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



Corey Paient



Gerald Christie



Jennifer Sham

No Signature - Task assigned to Jodi Pierce was completed by assistant Jennifer Sham

Jodi Pierce



DEVELOPMENT VARIANCE PERMIT NO. DVP851-10

OWNERS:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

VOE 2S1

As joint tenants

1. This Development Variance Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described below:

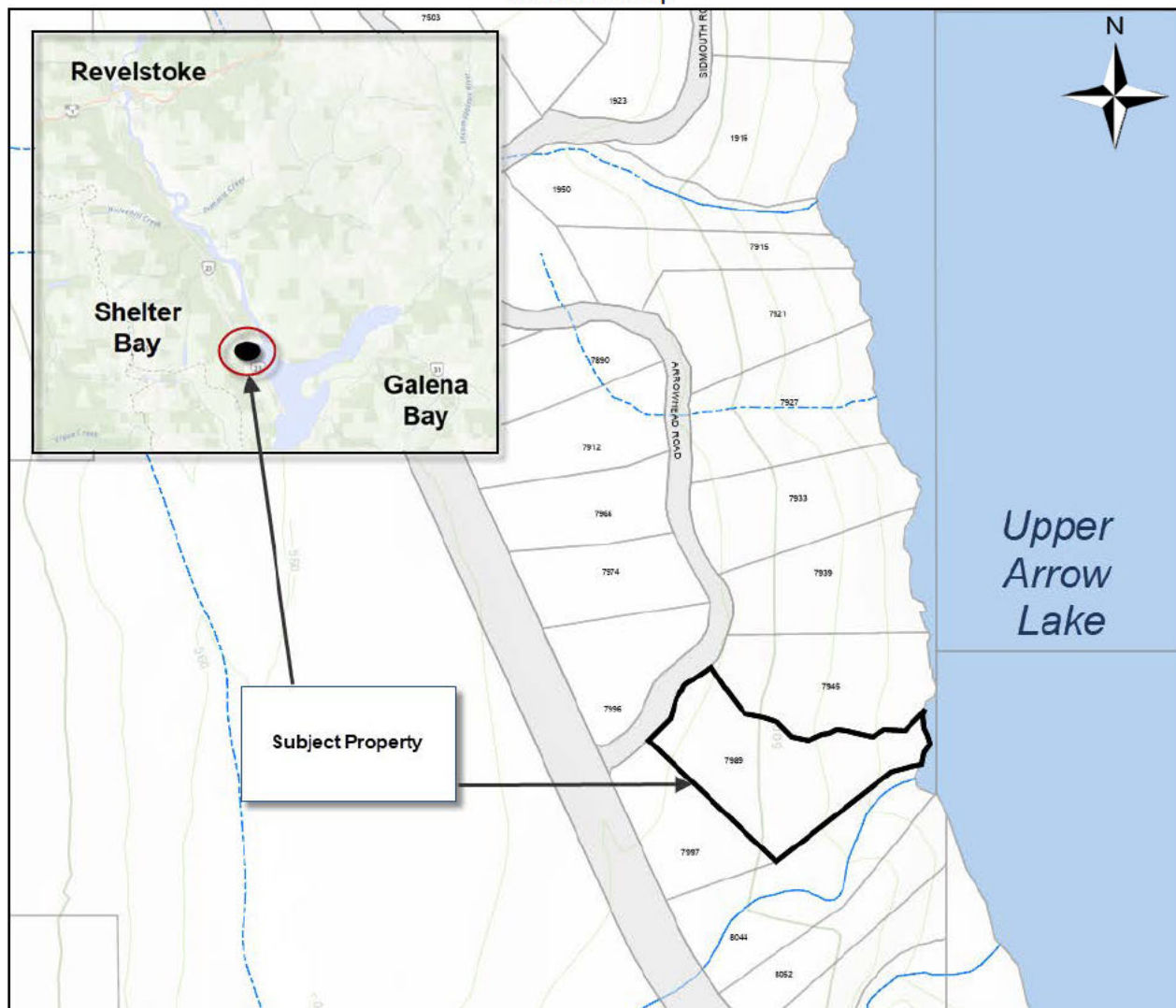
Lot 35 District Lot 811 Kootenay District Plan EPP107154 (PID: 031-343-473), which property is more particularly shown outlined in bold on the Location Map attached hereto as Schedule A.
3. The Electoral Area B Zoning Bylaw No. 851, is hereby varied as follows:
 - a. Section 5.10. (f) the maximum height for a principal building is increased from 10.5 meters to 12.3 meters only for the single family dwelling as more particularly shown on the site plans attached hereto as Schedule B.
3. This Permit is NOT a building permit.

AUTHORIZED AND ISSUED BY RESOLUTION of the Columbia Shuswap Regional District Board on the _____ day of _____, 2022.

CORPORATE OFFICER

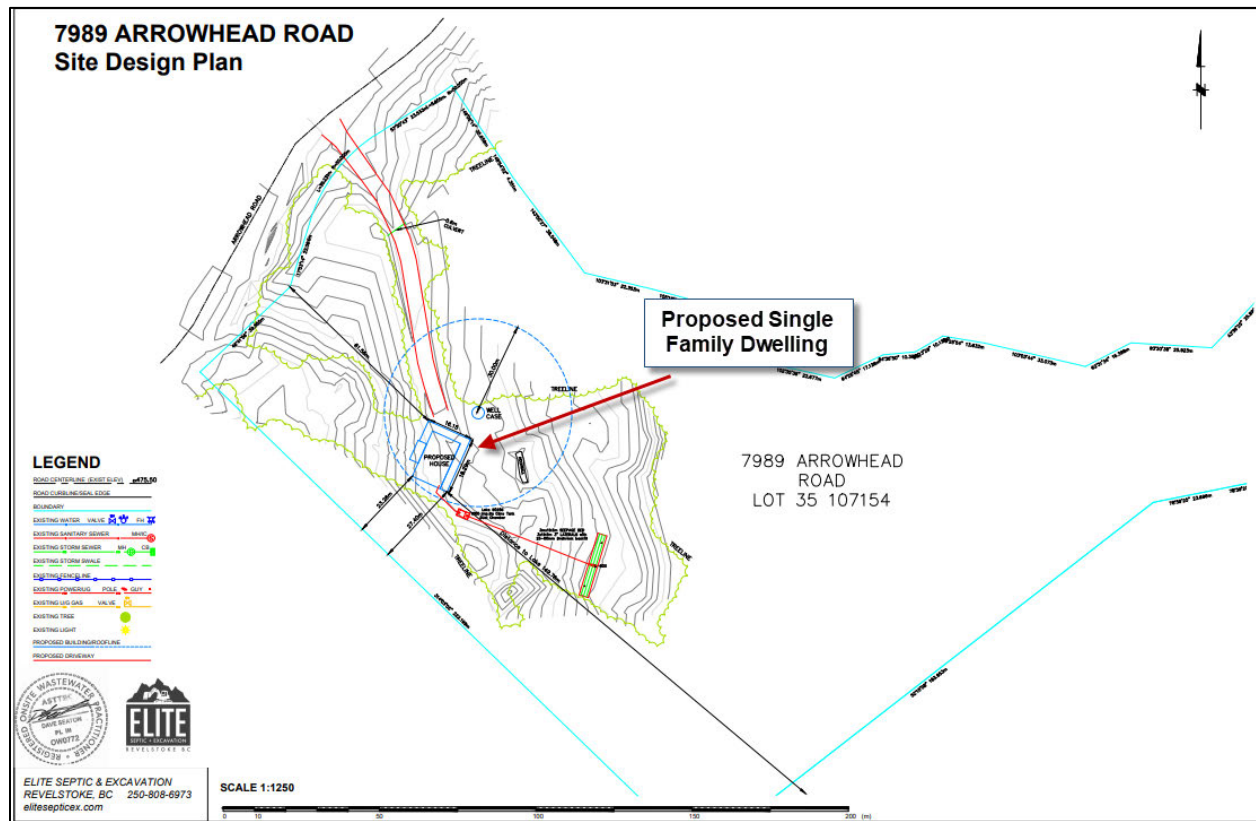
NOTE: Subject to Section 504 of the Local Government Act, if the development of the subject property is not substantially commenced within two years after the issuance of this permit, the permit automatically lapses.

Schedule A Location Map

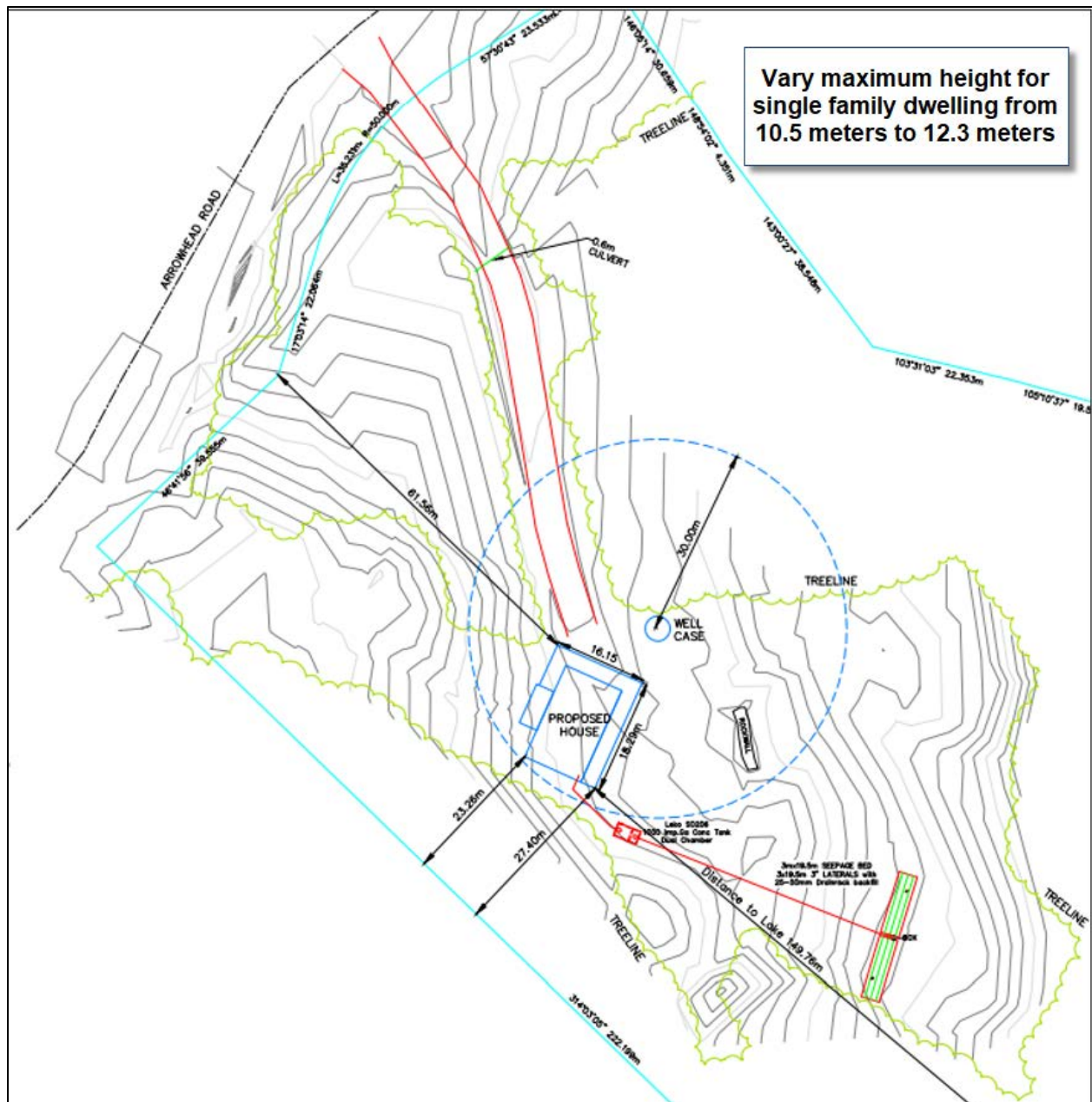


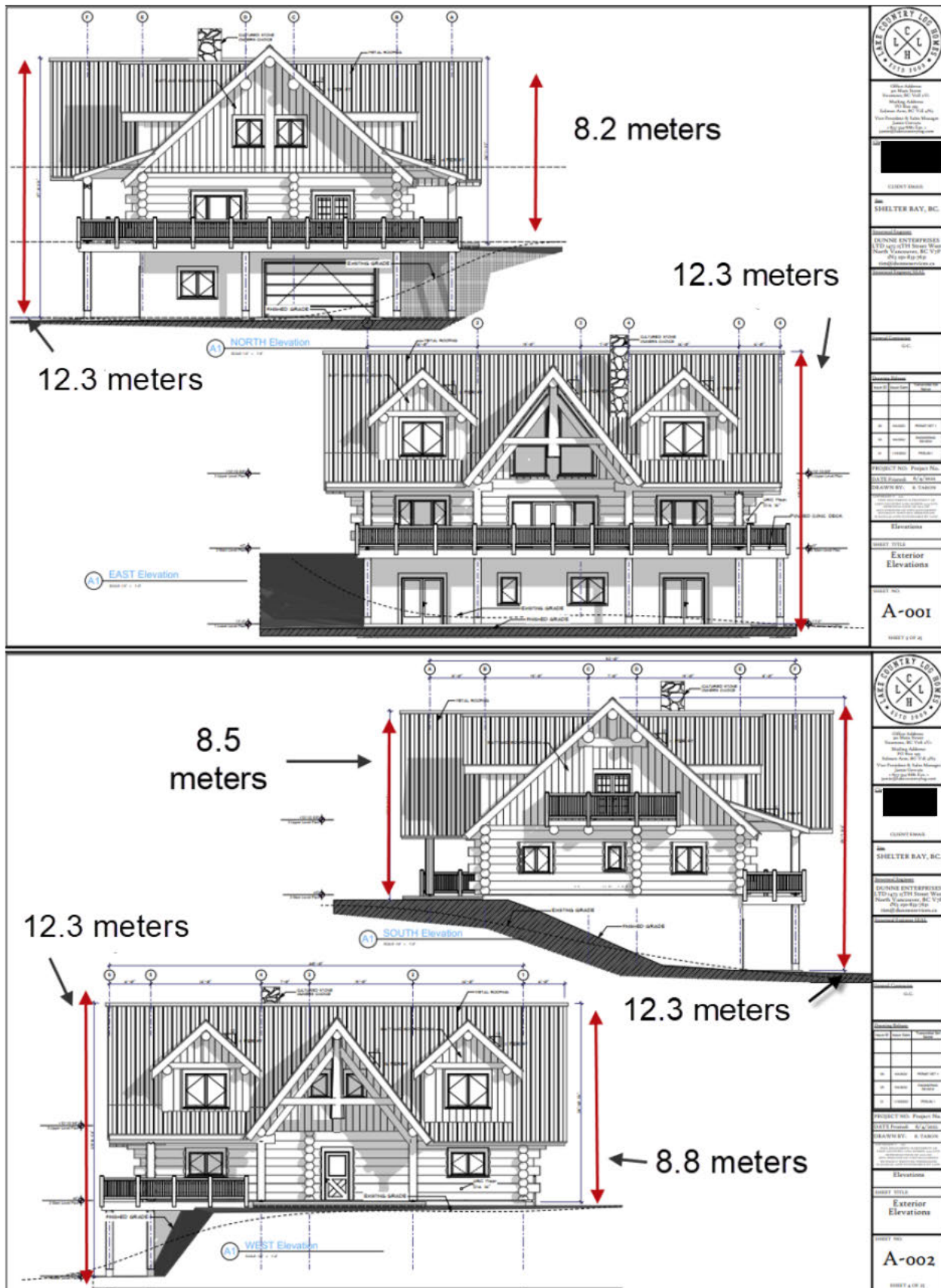
Schedule B

Site Plan



Vary maximum height for single family dwelling from 10.5 meters to 12.3 meters





██████████ and ██████████
 1539 Mountain View Drive
 Revelstoke, BC
 V0E 2S1

Columbia Shuswap Regional District
 Development and Planning
 555 Harbourfront Drive NE
 Salmon Arm, BC
 V1E 4P1

August 14, 2022

Letter of Rationale for our Development Variance Request for PID # 031-343-473 / DVP # 851-10

Dear Board of Variance,

We are pleased to explain the rationale for our request for an exception to increase the maximum building height to 12.3 meters from the 10.5 meters under Bylaw 851 for this construction zone in respect of the residential log home we plan to build on our property at 7989 Arrowhead Road, Revelstoke (lot 35 in the Shelter Bay Creekside Development) as follows:

- This log home design is taller than a normal wood frame home to allow for the log beams under the upper floor and as well accommodates gable style dormers and an accompanying roof slope which addresses snow load for this area. A reduction to 10.5 meters in height from the 12.2 meters in our current design would require significant changes to the roofing design to be able to meet snow load specs, impose an uncomfortable level of headroom between the main floor and log beams overhead and generally disrupt the layout and character of this home.
- Our proposed build site is within a densely treed area on a large lot of approx. 9.5 acres in a location completely hidden from the view of all of neighboring properties such that an additional 1.7 meters of building height should not impact our neighbors in any way;
- We have already purchased several different quantities of building materials, windows and shingles for example, based on the current design and changes to the design needed to reduce the building height to 10.5 meters would make a large proportion of the materials redundant resulting in significant cost to us which we hope to avoid;

Our application to the CSRD for a building permit was based on the current design as, following consultations with our log home building contractor, we understood that common practice used in determining building height where construction is on sloped ground is to allow an "average grade" adjustment to establish the lowest point of the building. When the average grade adjustment is taken into account on our proposed building site the building height is within the 10.5 meters maximum allowed under bylaw 851 for the area.

We note that each of the building codes of Golden, Revelstoke, Salmon Arm and Sicamous, all of which are inside the geographical area covered by the CSRD, incorporate in their definition of building height the concept of average grade elevation consistent with BC Building Code's definition of "Grade" as *"the lowest of the average levels of finished ground adjoining each exterior wall of a building, except that localized depressions need not be considered in the determination of average levels of finished ground."*

However, the CSRD, in its initial review of our application for a building permit on June 22 of this year, did not apply an average grade adjustment and therefore determined that the building height in our design was over the 10.5 meters. Unfortunately, by that time we had already purchased windows, asphalt shingles and snow stops, and framing lumber based on the current design because our suppliers of these items had given us reason to be concerned with excessive lead times. We have consulted with our log home building contractor and the suppliers of materials we have so far purchased and we understand that introducing changes to the current design to reduce height by the 1.7 meters needed to reach 10.5 meters using the CSRD methodology for determining building height, would require large scale changes to the design and make redundant a large proportion of the materials we have already purchased which would impose a significant cost to us that we hope to avoid.

We wish to thank you for considering our request for a development variance permit.

Sincerely,

[Redacted Signature]

and

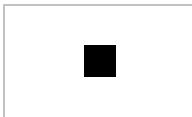
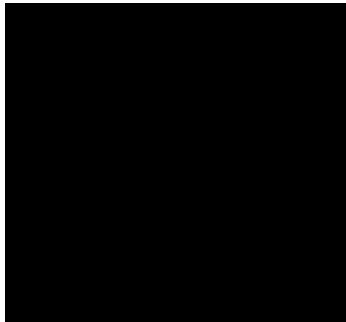
[Redacted Signature]

From: [REDACTED]
To: [REDACTED]
Subject: Re: Request for your support re our building design
Date: August 11, 2022 1:10:34 PM

Hello [REDACTED] and [REDACTED]

As the owner of [REDACTED] I completely support your request for the variance to build the home you have imagined. The properties are situated perfectly for this and being so large I do not feel your changes will have any negative impact to the neighbours!

Anything else required, please let me know!



On Tue, Aug 9, 2022 at 11:49 PM [REDACTED] wrote:

Dear [REDACTED]

I am writing to follow up on our telephone discussion yesterday when I asked for your support for the design of the residential log home we wish to build on our property at 7989 Arrowhead Road, Revelstoke (lot 35 in the Shelter Bay Creekside Development) which is next to your property on [REDACTED] in the same development area.

We have applied to the CSRD for a building permit to build this log home based on a design which, through consultations with our building contractor, we understood was consistent with the BC Building code and therefore would be compliant with the CSRD's building bylaws for this area. However, the CSRD has recently pointed out to us that the building height in our design is approximately 1.5 meters in excess of the building height of 10.5 meters which is allowed for this area under their zoning bylaw 851. The CSRD have given us the option to either change our design to reduce the height to be 10.5 meters or less, or to request an exception to the maximum height rule under bylaw 851 by applying with them for a development variance permit. We have decided to apply to the CSRD for a development variance permit for an exception to allow us a maximum height of 12 meters instead of 10.5 meters for following reasons:

We love the design of our home and the additional 1.5 meters enhances our view of the lake, whereas the 10.5 meters maximum height restriction would limit the view;

- The land size of property is approx. 9.5 acres which allows lots of space for our home and the proposed home would be in a location hidden from the view of all of our neighbors and so we believe an additional 1.5 meter of height should not impact our neighbors in any way; and
- we have already purchased a significant quantity of building materials, windows for example, based on the current design and changing the design would make some of those materials redundant and therefore result in a cost to us which we hope to avoid.

Having a healthy relationship with our neighbors is extremely important to us and we want to be sure you have all the information you need to understand the exception we are seeking. To help you to visualize our plan I have attached a PDF file showing the four facades of the home we are proposing to build and our site plan as well as a few photos of the prospective build location. If you feel it would help to see the building site location in person I would be more than happy to meet with you at our property and or answer any questions you might have or provide any further information you feel would be helpful.

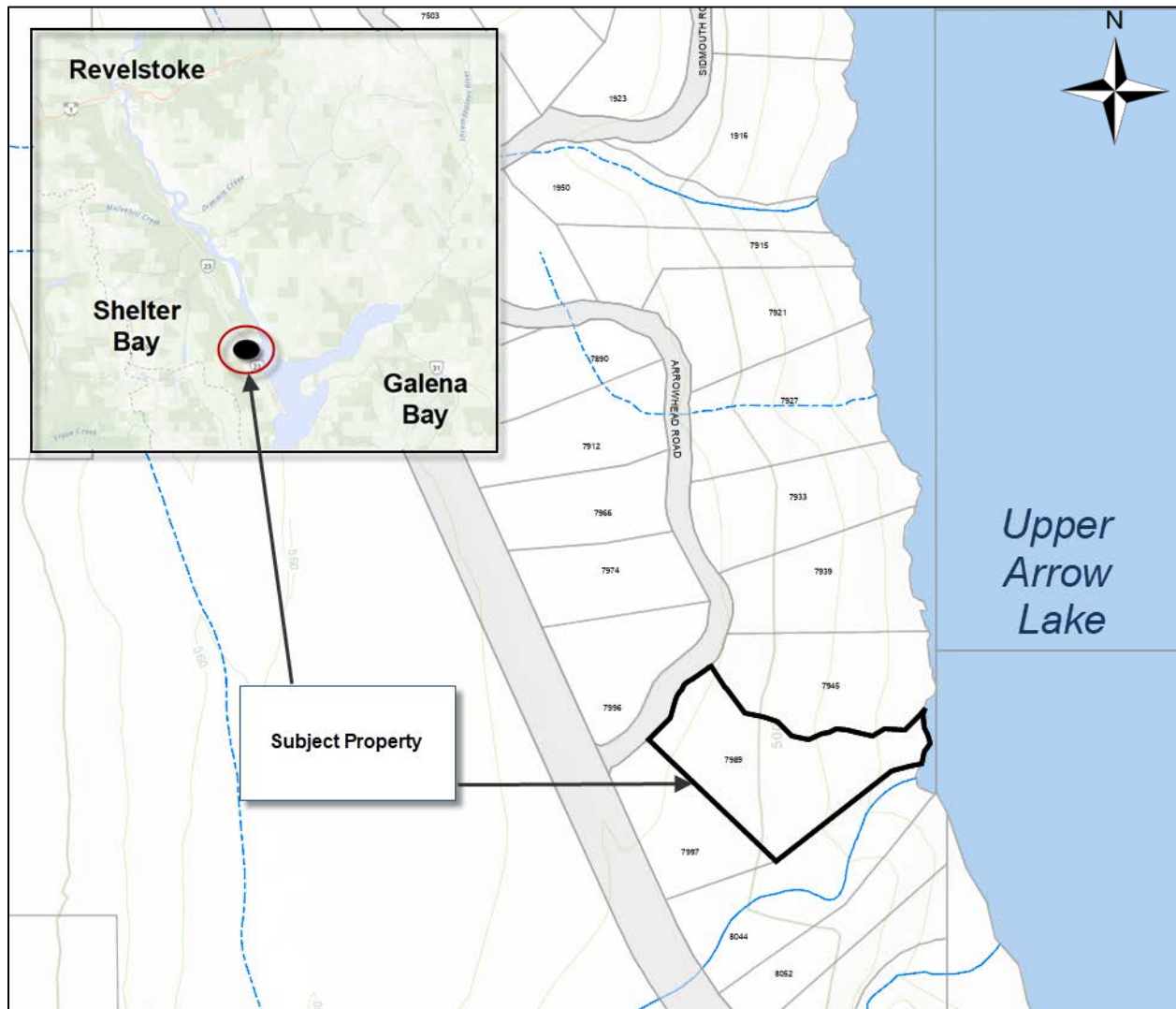
At the end of our discussion with you on this subject we hope to be able to give comfort to the CSRD that you support the home we are proposing to build. To that end, if and when you feel comfortable with what we are proposing, we kindly request you respond to this email with your comments in support, so that we may share it with the CSRD.

Sincerely,

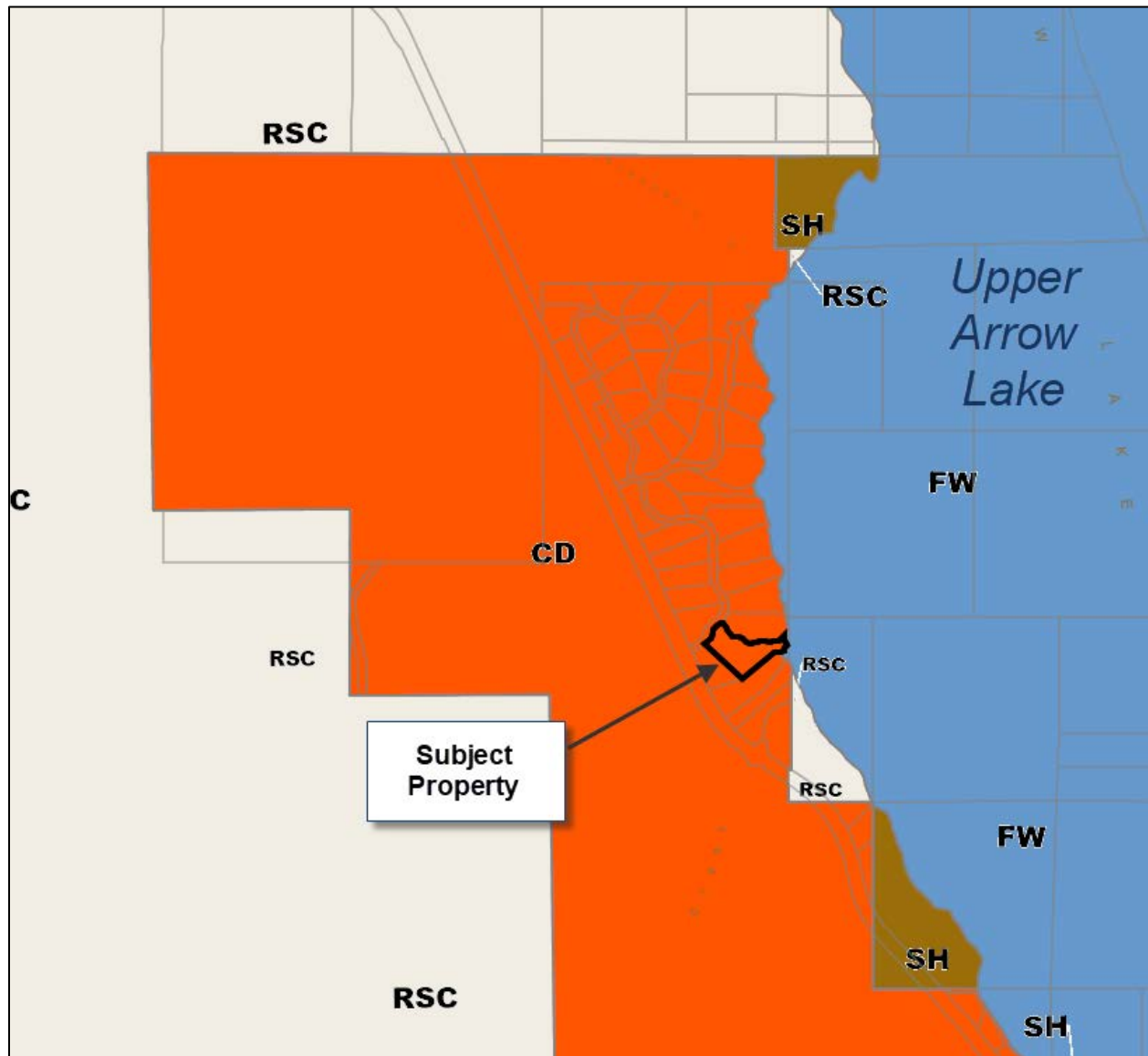
██████████ and ██████████

██████████

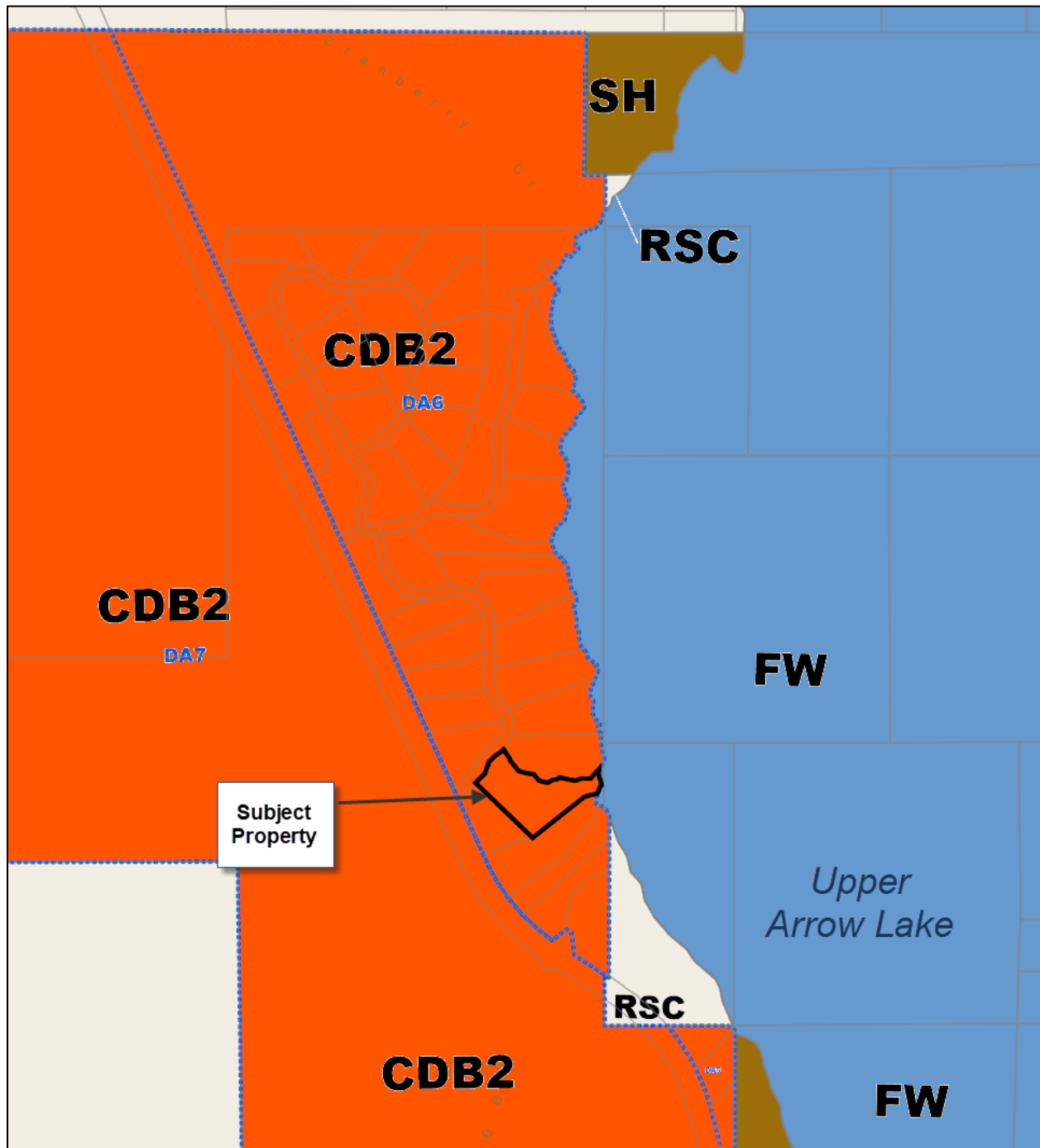
Location Map



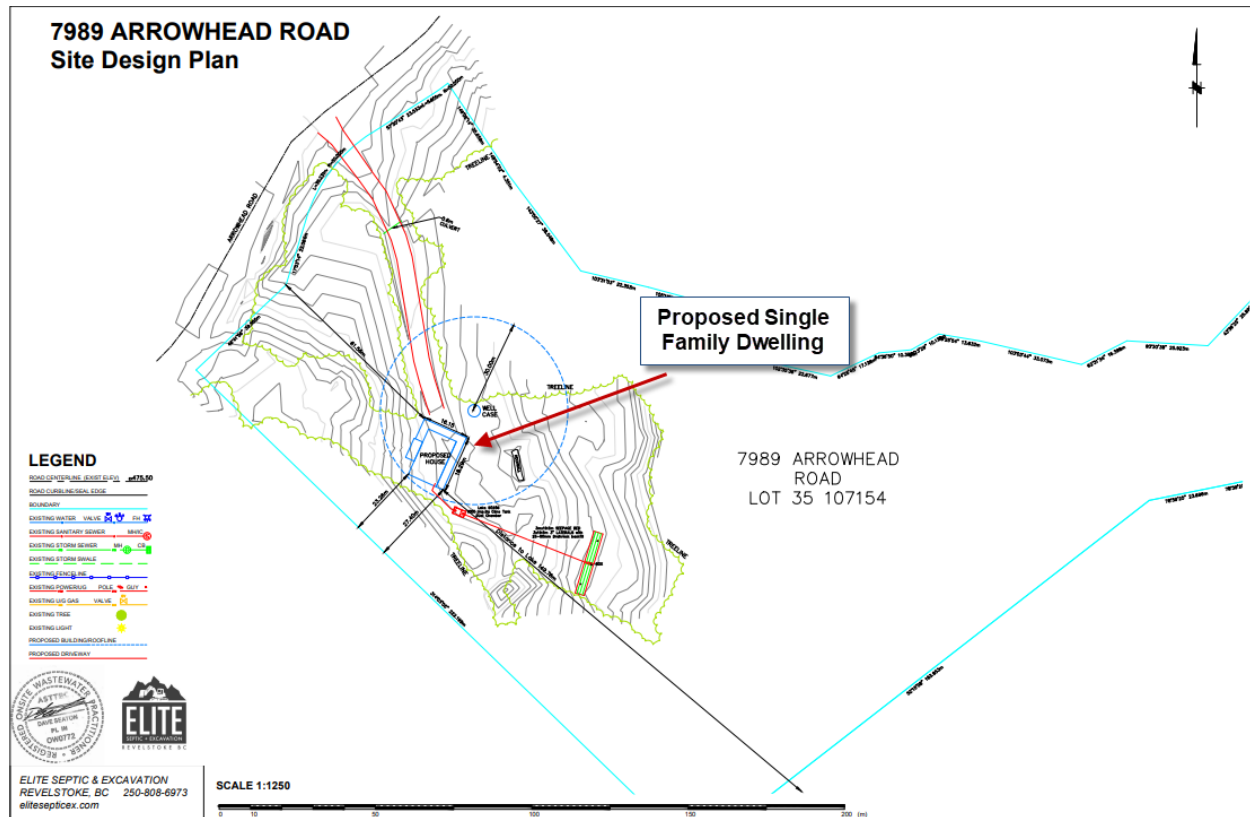
Electoral Area B Official Community Plan Bylaw No. 850



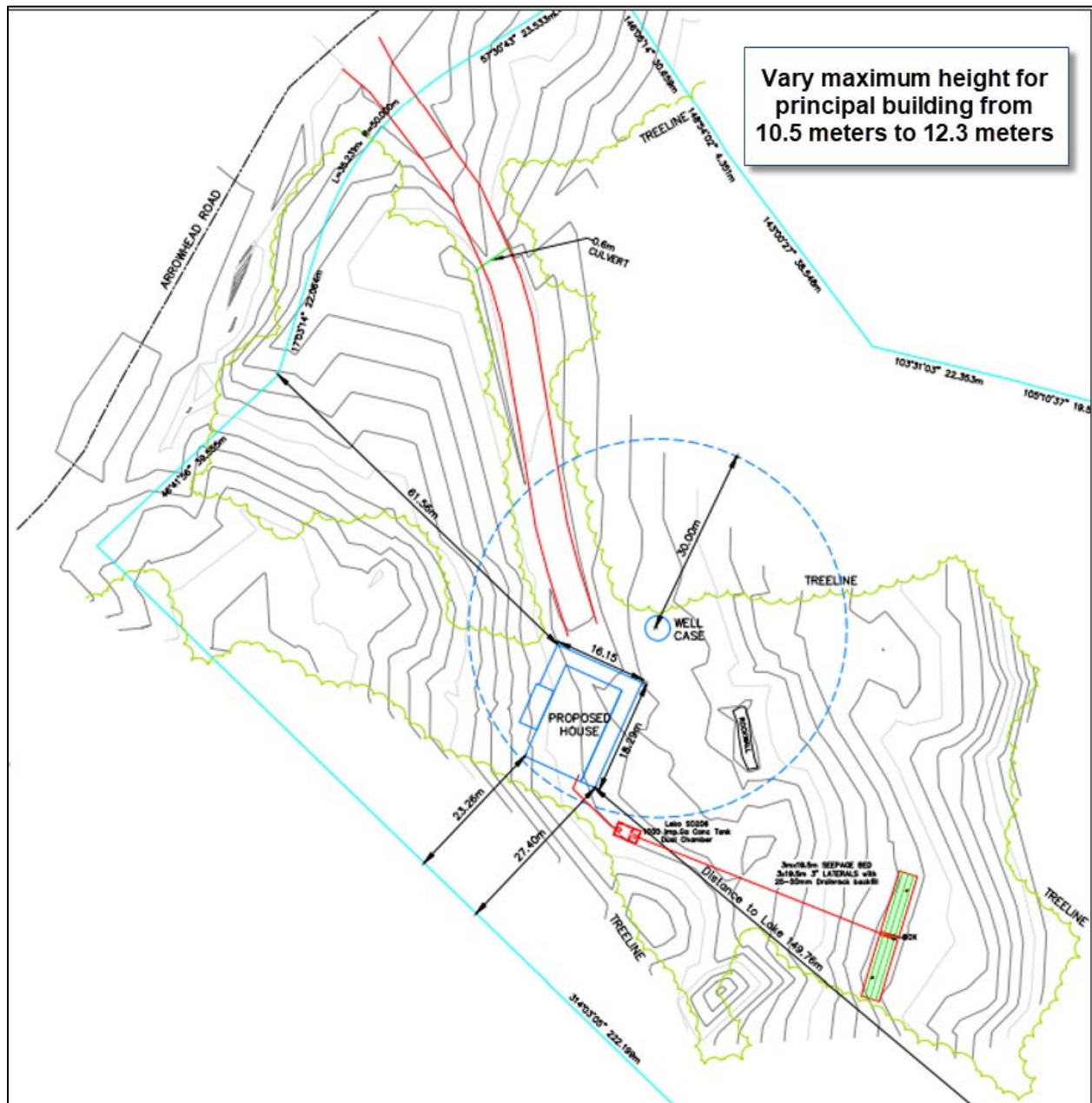
Electoral Area B Zoning Bylaw No. 851

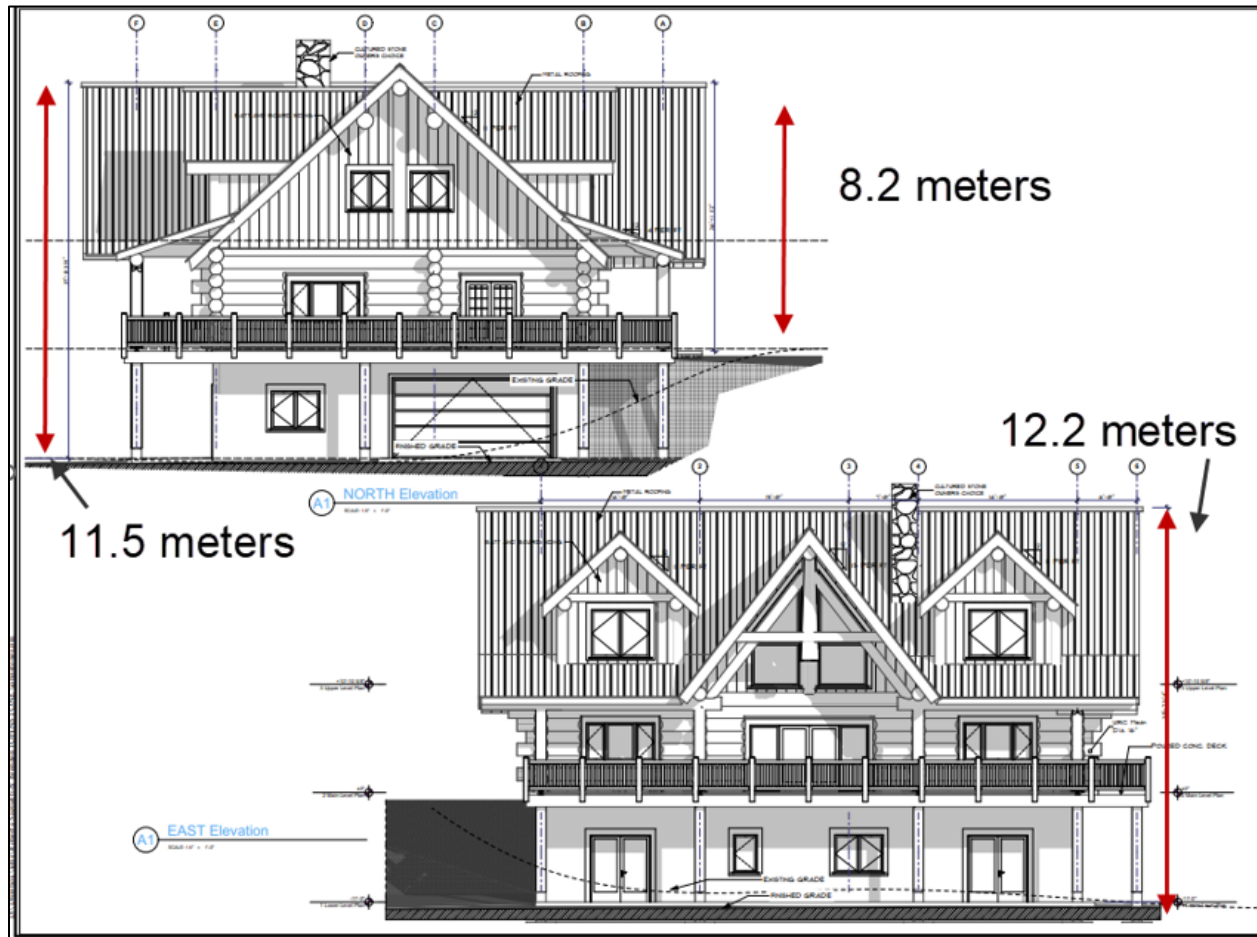


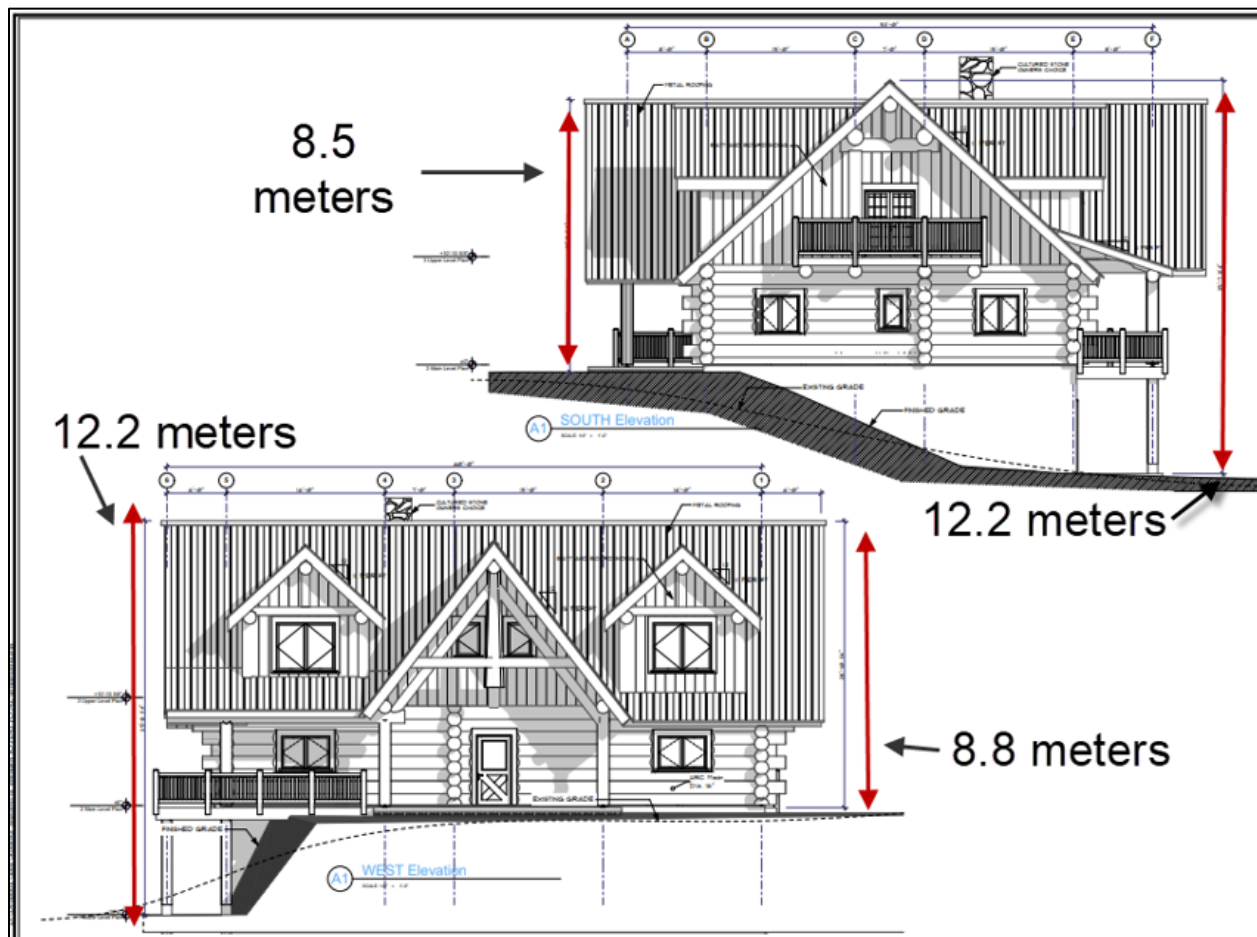
Site Plans



Inset of Site Plan



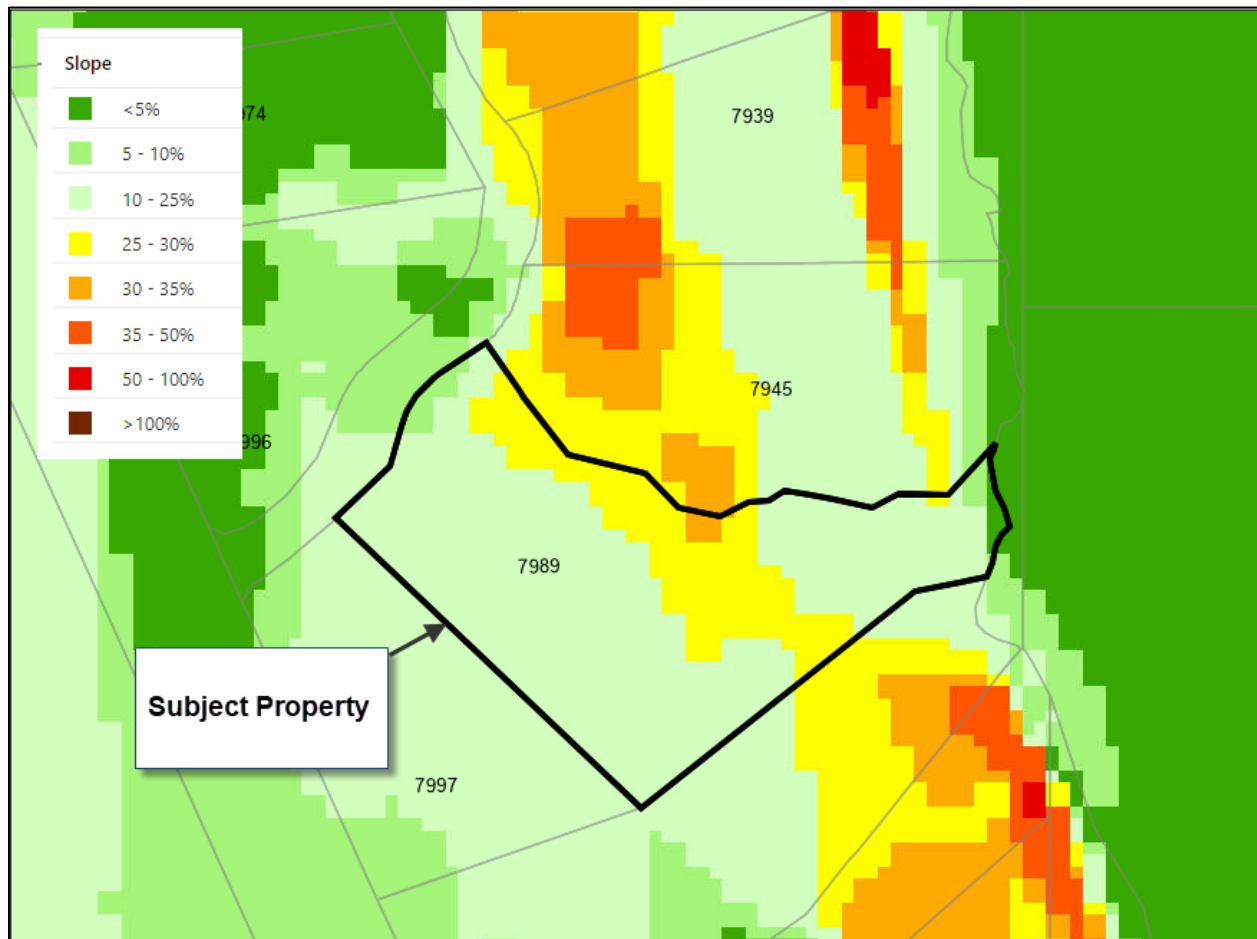




Satellite Imagery



Slopes



Photos



Photo of proposed building location facing southwest

Submitted by Applicant-Dated August 2022



Photo of proposed building location facing northeast

Submitted by Applicant- Dated August 2022



Photo of proposed building location facing southeast

Submitted by Applicant- Dated August 2022



Photo of proposed building location facing northwest

Submitted by Applicant-Dated August 2022



BOARD REPORT

TO:

Chair and Directors

File No:

BL750-04
PL20210254
BL751-03
PL20210255

SUBJECT:

Electoral Area D: Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04 and Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03

DESCRIPTION:

Report from Christine LeFloch, Planner III, dated August 31, 2022.
878 Deep Creek Road, Deep Creek

RECOMMENDATION #1:

THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered "Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04" and "Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03" in conjunction with the Columbia Shuswap Regional District's Financial Plan and Waste Management Plan.
"

RECOMMENDATION #2:

THAT: "Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04" be read a second time, this 22nd day of September, 2022.

RECOMMENDATION #3:

THAT: "Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03" be read a second time, this 22nd day of September, 2022.

RECOMMENDATION #4:

THAT: a public hearing to hear representations regarding "Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04" and "Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-03" be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Rene Talbot, as Director of Electoral Area D being that in which the land concerned is located, or Alternate Director Joy De Vos, if Director Talbot is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

SHORT SUMMARY:

The applicant is proposing to redesignate and rezone the property from RH – Rural Holdings to MH – Medium Holdings to allow for subdivision of the 40+ ha parcel into five 8 ha lots. The Board gave first reading to the amending bylaws at their meeting held November 18, 2021 and directed staff to refer the application to applicable agencies and First Nations. Referral comments have been compiled and

are attached to this report. At first reading the applicant was asked to provide a preliminary hydrogeological assessment prepared by a Qualified Professional reviewing the potential water resources for the proposed lots prior to staff bringing the application back to the Board for second reading. This report has now been submitted by the applicant. It is now appropriate for the Board to consider the amending bylaws a second time and delegate a public hearing.

VOTING:Unweighted
Corporate☐LGA Part 14
(Unweighted)☒Weighted
Corporate☐Stakeholder
(Weighted)☐**BACKGROUND:**

See item 17.1 on [November 18, 2021 Board Agenda](#) for the staff report recommending First Reading.

POLICY:

See attached "BL750-04_BL751-03_BL750_BL751_Excerpts.pdf"

FINANCIAL:

There are no financial implications to the CSRD as a result of this application. Financial Services and Operations Management have reviewed the proposed OCP amendment and found it to be consistent with the CSRD's Financial Plan and Waste Management Plan.

KEY ISSUES/CONCEPTS:Agency Referrals

Referrals were sent by staff to applicable agencies and First Nations. Responses have been compiled. See "BL750-04_BL751-03_Agency_Referral_Responses.pdf". No major concerns were raised by referral agencies.

It was noted by the Ministry of Transportation and Infrastructure (MOTI) that the current road design for the subdivision will require revision as the Ministry will not allow a cul de sac near an intersection as currently designed. MOTI also noted that the watercourses on the property may trigger the need for a flood hazard assessment. Both of these items would be addressed at the subdivision stage.

The Agricultural Land Commission noted that the property abuts the ALR on the east side and across Deep Creek Road. They suggest that there may be urban rural compatibility issues and potential for complaints about farm noise and smells, as well as potential impacts to agriculture, such as trespass, litter, theft etc. from the proposed subdivision, and recommended considering setback and buffer requirements. Staff are of the opinion that the proposed 8 ha (20 acre) parcels are rural in nature and should not pose an issue with regard to the urban rural compatibility. The right of way for Deep Creek Road is 20 m wide and Agriculture is a permitted use in the MH Medium Holdings Zone. Also, the property in the ALR that abuts the east side of the subject property is also owned by the applicant. Increased setbacks are not recommended in this case.

Adams Lake Indian Band noted concerns which include nearby ALIB cultural heritage sites, and that the property is in areas of high and moderate potential for archaeology. They requested that a Preliminary Field Review and a Cultural Heritage Assessment of the site be done. However, comments from the Archaeology Branch indicate that there are no known archaeological sites recorded on the subject property and archaeological potential modelling for the area does not indicate high potential for previously unidentified archaeological sites to be found on the subject property. ALIB also requested that the CSRD create a Chance Find Policy and make all those involved with the project aware of it and the possibility of indigenous cultural heritage values associated with this locale.

The CSRD already has a Chance Find Procedure that is used by Parks Department staff and contractors during park development. As the land associated with this application is private, this procedure does not apply. The applicant was informed early in the review process about property owner responsibilities under the Heritage Conservation Act. Staff has also provided ALIB comments to the applicant for their information. Staff will remind the applicant regarding property owner responsibilities under the Heritage Conservation Act as part of the follow up with them subsequent to bylaw adoption (or denial) to help increase awareness of the recommended provincial protocols during land development activities.

Hydrogeology Assessment

At first reading staff recommended that prior to second reading of the amending bylaws the applicant provide an assessment of hydrogeological conditions and feasibility of provision of an adequate volume of water for each of the proposed new parcels along with the potential impacts on existing neighbouring wells and the source aquifer. The applicant has submitted a report prepared by Matt Pye, P. Eng., Senior Hydrogeologist, and reviewed by Kathy Tixier, P. Eng. Senior Hydrogeologist, of Active Earth Engineering Ltd., dated July 2022. See "BL750-04_BL751-03_Well_Feasibility_Study_Redacted.pdf".

The report notes that the yields of nearby existing wells range between 8–350 US gpm (43,600 to 1,900,000 L/day) and that these flows are well in excess of the minimum requirements to support the proposed subdivision. The writers further note that although there is no mapped aquifer beneath the site there are likely 2 groundwater flow regimes that may supply water to the site and conclude that there is sufficient groundwater underlying the site to support the proposed development at 2275 L/day per lot on a year-round basis. The writers anticipate the groundwater to be of acceptable quality with respect to the Canadian Drinking Water Guidelines with the possible exception of uranium which can be removed using ion exchange and reverse osmosis treatment technologies. The writers also conclude that the wells for the proposed new lots should not have any impact on neighbouring groundwater wells. Information regarding the water supply for the proposed lots is required to be confirmed in accordance with the Subdivision Servicing Bylaw No. 680 as part of a future subdivision application.

Public Input

Staff received public comments regarding this application from some members of the community following installation of the Notice of Development sign. These comments will be added to any comments received at the public hearing and presented to the Board as part of a staff report following the public hearing.

SUMMARY:

Staff are recommending that the Board consider the amending bylaws for second reading and delegate a public hearing to hear representations from the public regarding the proposed bylaw amendments for the following reasons:

- Ranchero/Deep Creek Official Community Plan Bylaw No. 750 policies support the proposal;
- The applicant has submitted a preliminary hydrogeological assessment prepared by a Qualified Professional reviewing the potential water resources for the proposed lots which did not note any concerns regarding water availability for the proposed subdivision;
- There were no concerns raised by agencies through the referral process that need to be addressed at the rezoning stage; and
- Concerns raised by Adams Lake Indian Band in their referral comments have been brought to the attention of the applicant.

IMPLEMENTATION:

If the Board endorses the staff recommendations, staff will arrange for a public hearing to be held and undertake the communications related to advertising a public hearing as outlined below. [Policy P-25 Public Hearings](#) indicates that public hearings will be organized to provide for in person attendance and remote participation by way of electronic attendance via Zoom or telephone. Public hearings are to be held in the Boardroom of the CSRD Office in Salmon Arm unless there are unique circumstances that necessitate holding the public hearing at an alternative location. In this case, staff suggest that the public hearing be held in the Boardroom.

COMMUNICATIONS:

Notice of Development Sign

A Notice of Development sign was placed on the subject property in December 2021 by the applicant and a photo of the sign on the property was provided to staff.

Public Hearing

If the Board gives both Bylaw Nos. 750-04 and 751-03 second reading and delegates a public hearing, staff will make arrangements for the public hearing, including: placing ads in local newspapers, posting the ad on the CSRD website and social media, and sending notices to all property owners of land located within 100 m of the subject property. The public hearing package will be made available on the CSRD website at least 10 days in advance of the public hearing.

Referrals

Bylaw Nos. 750-04 and 751-03 were referred to the following agencies and First Nations. Responses are briefly noted. Full referral comments are attached to the Board agenda as "BL750-04_BL751-03_Agency_Referral_Responses.pdf".

Agency	Response
CSRD Operations Management	No concerns.

CSRD Financial Services	Interests unaffected. The proposed bylaw has been reviewed as per S. 477 of the LGA and is consistent with the CSRD's current Financial Plan.
Adams Lake Indian Band	Expressed concerns including nearby cultural heritage sites, potential for archaeological sites. Requested that a Preliminary Field Review and Cultural Heritage Assessment be done. Also requested a Chance Find Policy be created by CSRD.
Little Shuswap Lake Band	No response.
Neskonlith Indian Band	No response.
Okanagan Indian Band	No response.
Penticton Indian Band	Deferred commenting to Okanagan Indian Band.
Splatsin First Nation	Did not have capacity to respond to referral. Requested notification on any decisions made regarding this file.
Upper Nicola Band	No response.
Interior Health	Recommended that the proposed bylaws be adopted.
Agricultural Land Commission	ALC staff recommended considering additional setbacks for the lands abutting the ALR boundary in accordance with the ALC's Guide to Edge Planning.
Ministry of Transportation and Infrastructure	Noted that the road design/cul de sac location will need to be modified, and that the watercourses on the property may trigger the need for a flood hazard assessment. Both of these items would be dealt with through the subdivision application process.
Ministry of Forests, Lands and Natural Resource - Archaeology Branch	No known archaeological sites on the property and archaeological potential modeling does not indicate high potential for previously unidentified archaeological sites to be found on the property. Further study and/or heritage permits not recommended.
Ministry of Forests, Lands and Natural Resource - Lands Branch	No concerns.

DESIRED OUTCOMES:

That the Board endorse the staff recommendations.

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2022-09-22_Board_DS_BL750-04_BL751-03_Second.docx
Attachments:	<ul style="list-style-type: none">- BL750-04 Second.pdf- BL751-03 Second.pdf- BL750-04 First.pdf- BL751-03 First.pdf- BL750-04_BL751-03_Well_Feasibility_Study_Redacted.pdf- BL750-04_BL751-03_Agency_Referral_Responses.pdf- BL750-04_BL751-03_BL750_BL751_Excerpts.pdf- BL750-04_BL751-03_Maps_Plans_2022-09-22.pdf
Final Approval Date:	Sep 8, 2022

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



Corey Paiement



Gerald Christie



Jennifer Sham

No Signature - Task assigned to Jodi Pierce was completed by assistant Jennifer Sham

Jodi Pierce

COLUMBIA SHUSWAP REGIONAL DISTRICT

RANCHERO/DEEP CREEK OFFICIAL COMMUNITY PLAN AMENDMENT

BYLAW NO. 750-04

A bylaw to amend the "Ranchero/Deep Creek Official Community Plan Bylaw No. 750"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 750;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 750;

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

1. Bylaw No. 750 cited as "Ranchero/Deep Creek Official Community Plan Bylaw No. 750" is hereby amended as follows:

A. MAP AMENDMENT

1. Schedule B, Land Use Designation Maps, which forms part of the Ranchero/Deep Creek Official Community Plan Bylaw No. 750 is hereby amended by:

Redesignating the property legally described as Lot 1 Section 7 Township 19 Range 9 West of the 6th Meridian Kamloops Division Yale District Plan KAP88484, which is more particularly shown outlined in bold on Schedule 1 attached hereto and forming part of this bylaw, from RH – Rural Holdings to MH – Medium Holdings.

BL750-04

PAGE 2

2. This bylaw may be cited as "Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-04".

READ a first time this _____ 18th day of _____ November _____, 2021.

READ a second time this _____ day of _____, 2022.

PUBLIC HEARING held this _____ day of _____, 2022.

READ a third time this _____ day of _____, 2022.

ADOPTED this _____ day of _____, 2022.

CORPORATE OFFICER

CHAIR

CERTIFIED a true copy of Bylaw No. 750-04
as read a third time.

CERTIFIED a true copy of Bylaw No. 750-
04 as adopted.

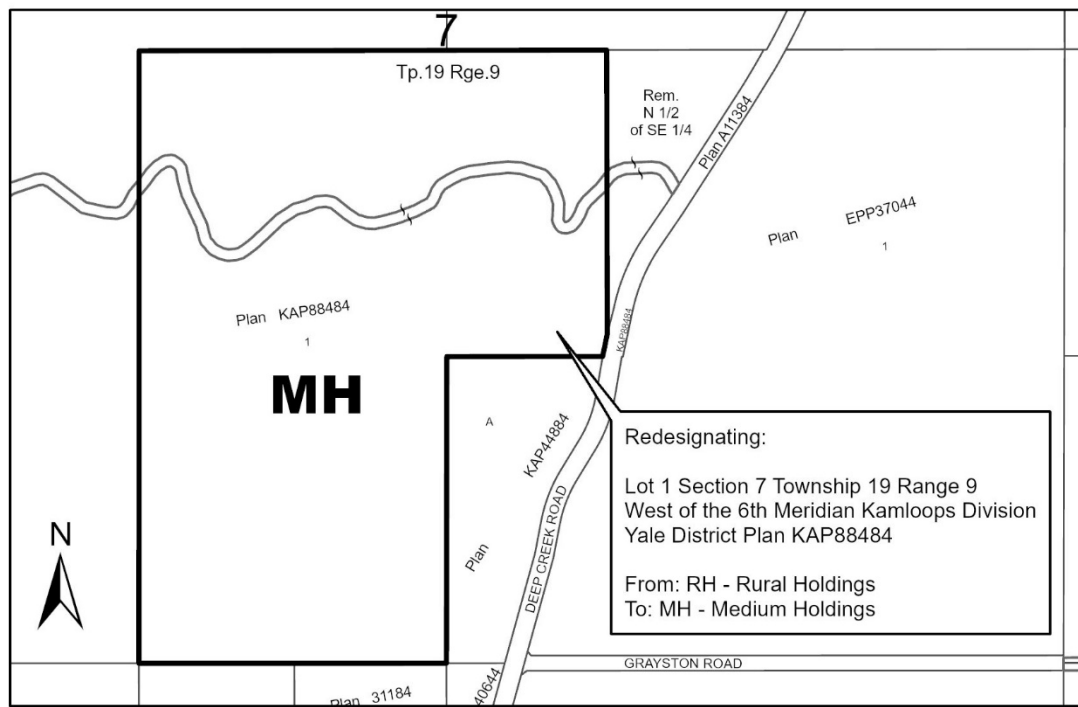
CORPORATE OFFICER

CORPORATE OFFICER

BL750-04

PAGE 3

Schedule 1



COLUMBIA SHUSWAP REGIONAL DISTRICT
RANCHERO/DEEP CREEK ZONING AMENDMENT
BYLAW NO. 751-03

A bylaw to amend the "Ranchero/Deep Creek Zoning Bylaw No. 751"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 751;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 751;

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

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BL751-03

PAGE 2

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READ a second time this _____ day of _____, 2022.

PUBLIC HEARING held this _____ day of _____, 2021.

READ a third time this _____ day of _____, 2022.

ADOPTED this _____ day of _____, 2022.

CORPORATE OFFICER

CHAIR

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as read a third time.

CERTIFIED a true copy of Bylaw No. 751-
03 as adopted.

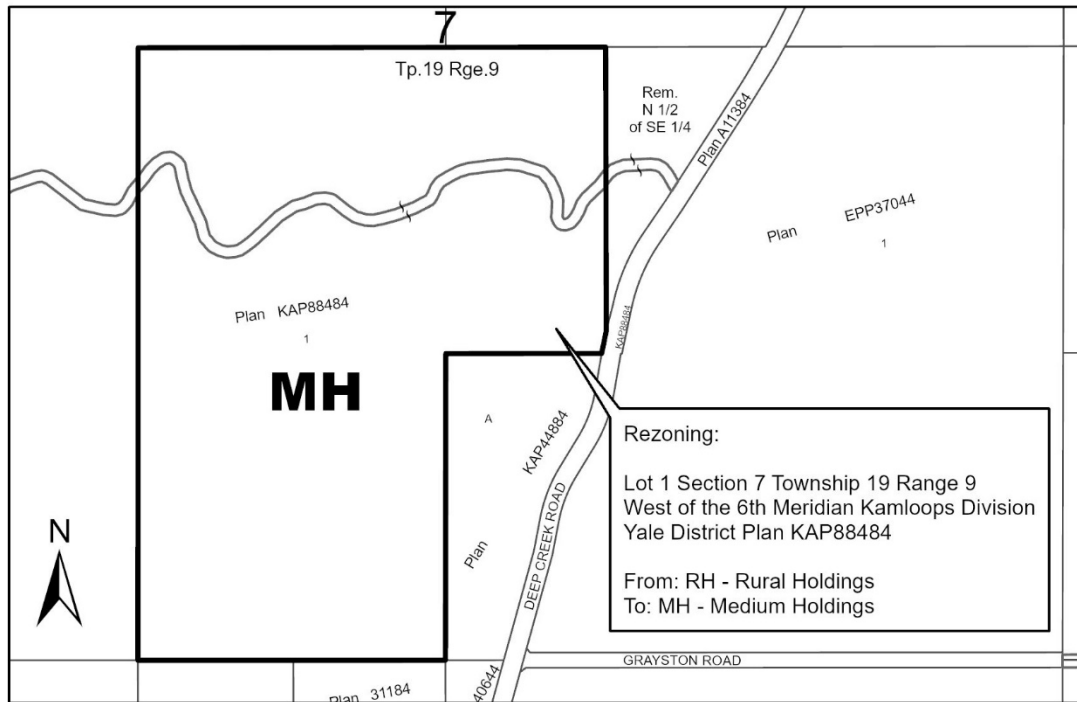
CORPORATE OFFICER

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BL751-03

PAGE 3

Schedule 1



COLUMBIA SHUSWAP REGIONAL DISTRICT

RANCHERO/DEEP CREEK OFFICIAL COMMUNITY PLAN AMENDMENT

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CORPORATE OFFICER

CHAIR

BL750-04

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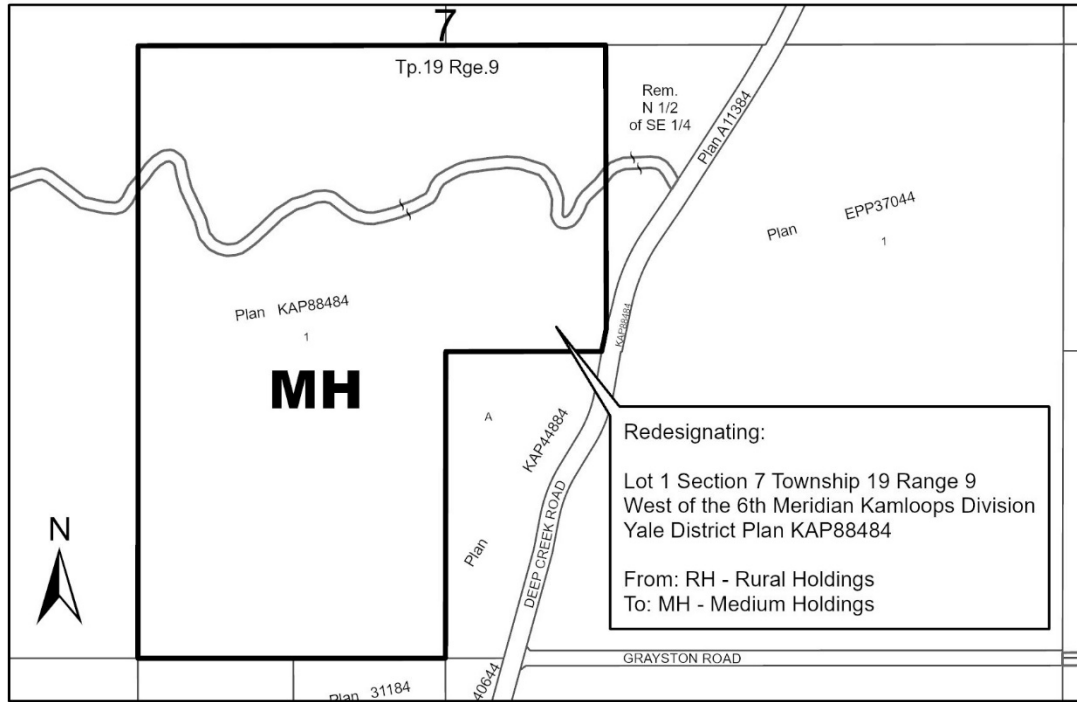
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BL750-04

PAGE 3

Schedule 1



COLUMBIA SHUSWAP REGIONAL DISTRICT
RANCHERO/DEEP CREEK ZONING AMENDMENT
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READ a second time this _____ day of _____, 2021.

PUBLIC HEARING held this _____ day of _____, 2021.

READ a third time this _____ day of _____, 2021.

ADOPTED this _____ day of _____, 2021.

CORPORATE OFFICER

CHAIR

BL751-03

PAGE 2

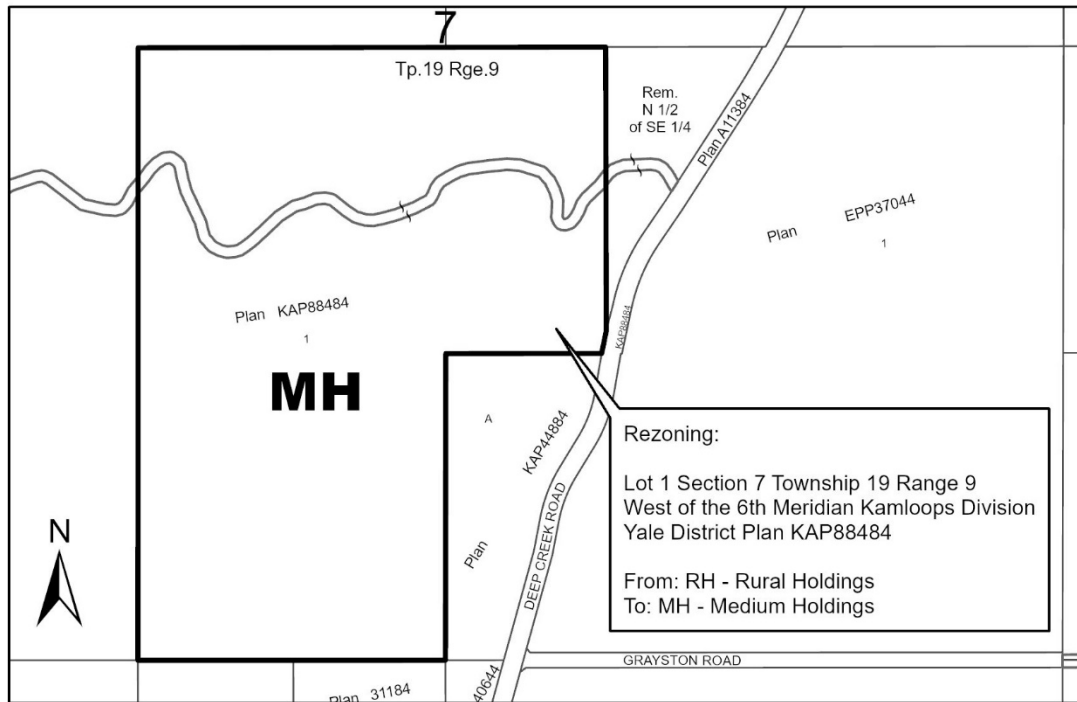
CERTIFIED a true copy of Bylaw No. 751-03
as read a third time.

CERTIFIED a true copy of Bylaw No. 751-
03 as adopted.

CORPORATE OFFICER

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Schedule 1





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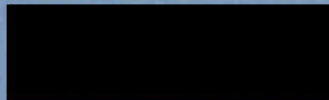
FRASER VALLEY

304 – 2600 Gladys Avenue
Abbotsford, BC V2S 0E9
Tel. 778-752-2222

WELL FEASIBILITY STUDY

**878 Deep Creek Road,
Enderby, BC**

PREPARED FOR



PREPARED BY

Matt Pye, P.Eng.
Senior Hydrogeologist

REVIEWED BY

Kathy Tixier, P.Eng.
Senior Hydrogeologist

AE PROJECT NUMBER: 2935
August 2022
Version 1.0

TABLE OF CONTENTS

1	INTRODUCTION	2
2	SITE DESCRIPTION	2
3	PROPOSED DEVELOPMENT	3
4	SCOPE OF WORK	3
5	GEOLOGY	4
5.1	Surficial Geology	4
5.2	Bedrock Geology	5
6	GROUNDWATER RESOURCES	7
6.1	Existing Water Wells	7
6.2	Aquifer Mapping	8
6.3	Provincial Observation Wells	8
6.4	Groundwater Quality	8
7	CONCEPTUAL MODEL	8
8	WATER SUPPLY ASSESSMENT	10
9	POTENTIAL IMPACTS TO NEARBY EXISTING WELLS	10
10	CONCLUSIONS AND RECOMMENDATIONS	11
11	LIMITATIONS	11

ATTACHMENTS

LIST OF ACRONYMS

FIGURES

Figure 1 Location Plan & Wide Area Site Plan
Drawing No. SD 100 Draft Subdivision Plan

APPENDICES

Appendix A BC Water Resource Atlas Search Results

1 INTRODUCTION

Active Earth Engineering Ltd. was retained by [REDACTED] to carry out a well feasibility study for the property located at 878 Deep Creek Road in the Columbia Shuswap Regional District (CSRD) near Enderby, BC (the Site).

The purpose of this work is to assess the potential for five (5) individual wells to meet the domestic water needs of a proposed subdivision. The potential for their collective groundwater withdrawal to impact existing neighbouring wells and the source aquifer will also be evaluated.

The results of our assessment are presented herein.

2 SITE DESCRIPTION

The Site is located approximately 12 km south of the Salmon Arm town centre and approximately 2.5 km southwest of Gardom Lake, and on the west side of Deep Creek Road near the intersection with Grayston Road (Figure 1).

The following table presents a summary of property descriptions:

LOCATION AND PHYSICAL DESCRIPTION

Address	Current Civic Address(es)	878 Deep Creek Road
	PID	027-805-115
	Plan Description	Lot 1 Section 7 Township 19 Range 9 West of 6 th Meridian Kamloops Division Yale District Plan KAP88484
	Cartographic Coordinates	50°35'41.51" North 119°14'12.39" West
	Area	41.52 Ha (102.6 acre)
	Surface Coverage	Undeveloped/forest

The terrain slopes downward to the east-southeast at a grade of approximately 15-20 percent from an elevation of approximately 660 to 550 metres above sea level (m-asl). The Site is situated on the west wall of the valley formed by Deep Creek, with agricultural land located in the valley bottom to the east of the Site (Figure 1).

Climate data were obtained for the year 2021 at the Salmon Arm climate station, located at an elevation of 350 m approximately 12 km north of the Site. These data indicate that the area received 366 mm of rainfall and 583 cm of snowfall in 2021. Average daily temperatures range from -2.6 °C in January to 20.7 °C in July.

3 PROPOSED DEVELOPMENT

It is proposed to subdivide the Site into five (5) large lots as shown on the attached Figure 2.

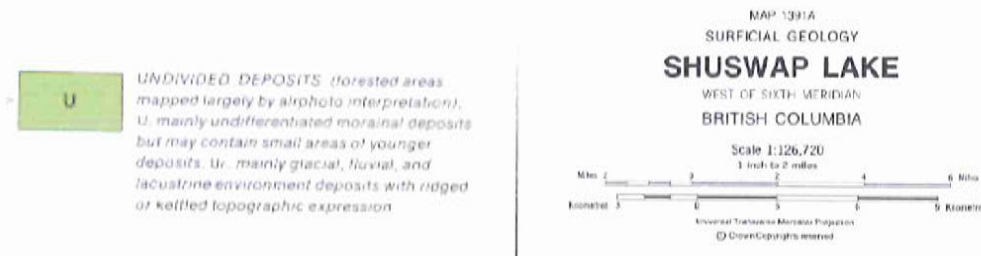
Each lot will require an "Independent On-site Water System" in accordance with the Columbia Shuswap Regional District Subdivision Servicing Bylaw No. 641. This requires each lot to have a private well capable of providing 2,275 litres per day (L/day) on a year-round basis.

Groundwater quality must be suitable for potable use and meet the Guidelines for Canadian Drinking Water Quality (GCDWQ). No water licences are required under the *Water Sustainability Act* as the wells are for domestic and firefighting purposes only.

4 SCOPE OF WORK

The scope of work for this project included the following:

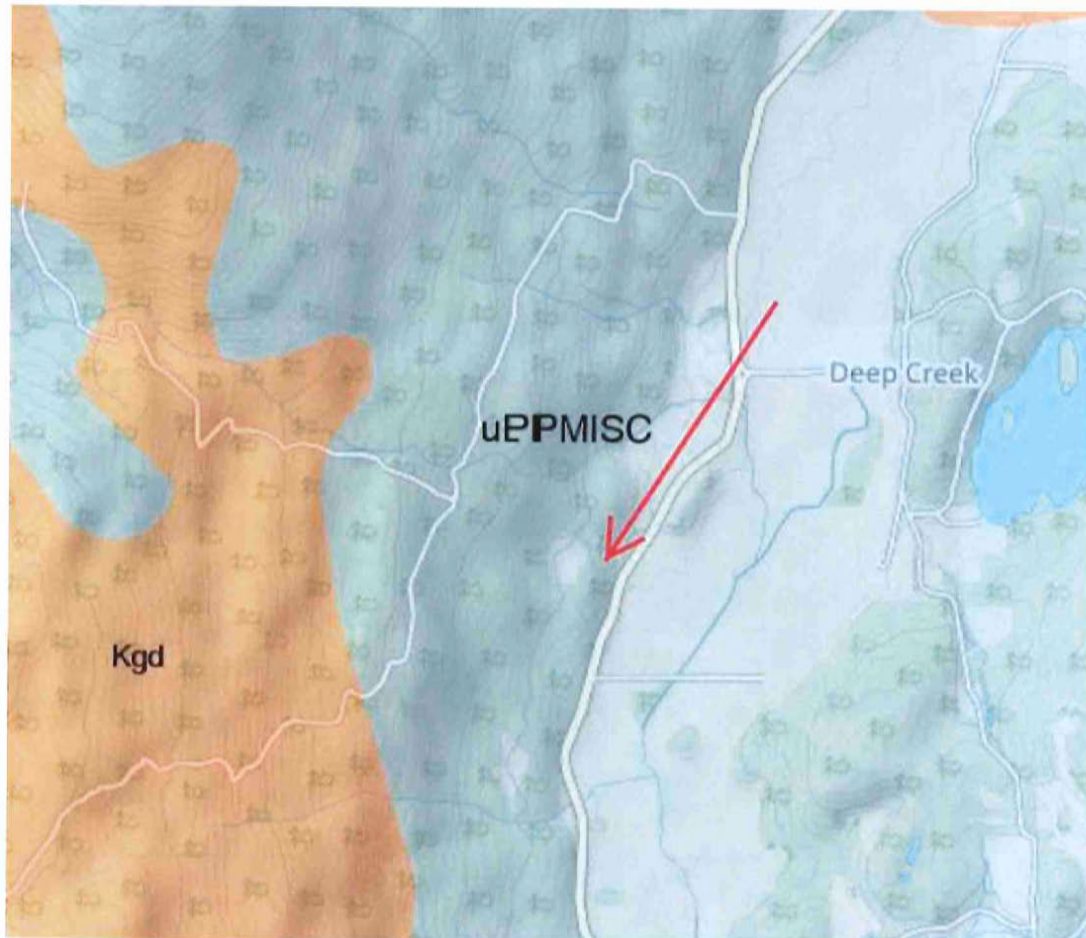
- Conduct a desktop review of:
 - Soils, surficial geology and bedrock geology maps;
 - Aquifer reports and water well construction records available on the Province's Groundwater Wells and Aquifers database;
 - Ground water licences granted or awaiting approval, available on the Water Rights Licences public data layer;
 - Groundwater quality data available on the Province's Environmental Monitoring System; and
 - Hydrogeological consulting reports for neighbouring sites available on the Province's EcoCat Ecological Reports Catalogue.
- Prepare a letter report which includes:
 - A description of aquifer(s) underlying the Site;
 - A summary of wells located within 1 km of the Site
 - A summary of groundwater quality information;
 - A preliminary assessment of the potential impact of groundwater withdrawals by the proposed development on neighbouring wells; and
 - A preliminary assessment of the potential long-term impact of proposed groundwater withdrawals on the source aquifer, with consideration given to aquifer recharge and current groundwater use.



According to BC Surficial Geology Map 1391A, the Site is mapped as U, which refers to Undivided Deposits as described above. The Site is mapped as Tv, which refers to a veneer of glacial sediments.

5.2 Bedrock Geology

The following presents the bedrock geology mapping in the vicinity of the Site.

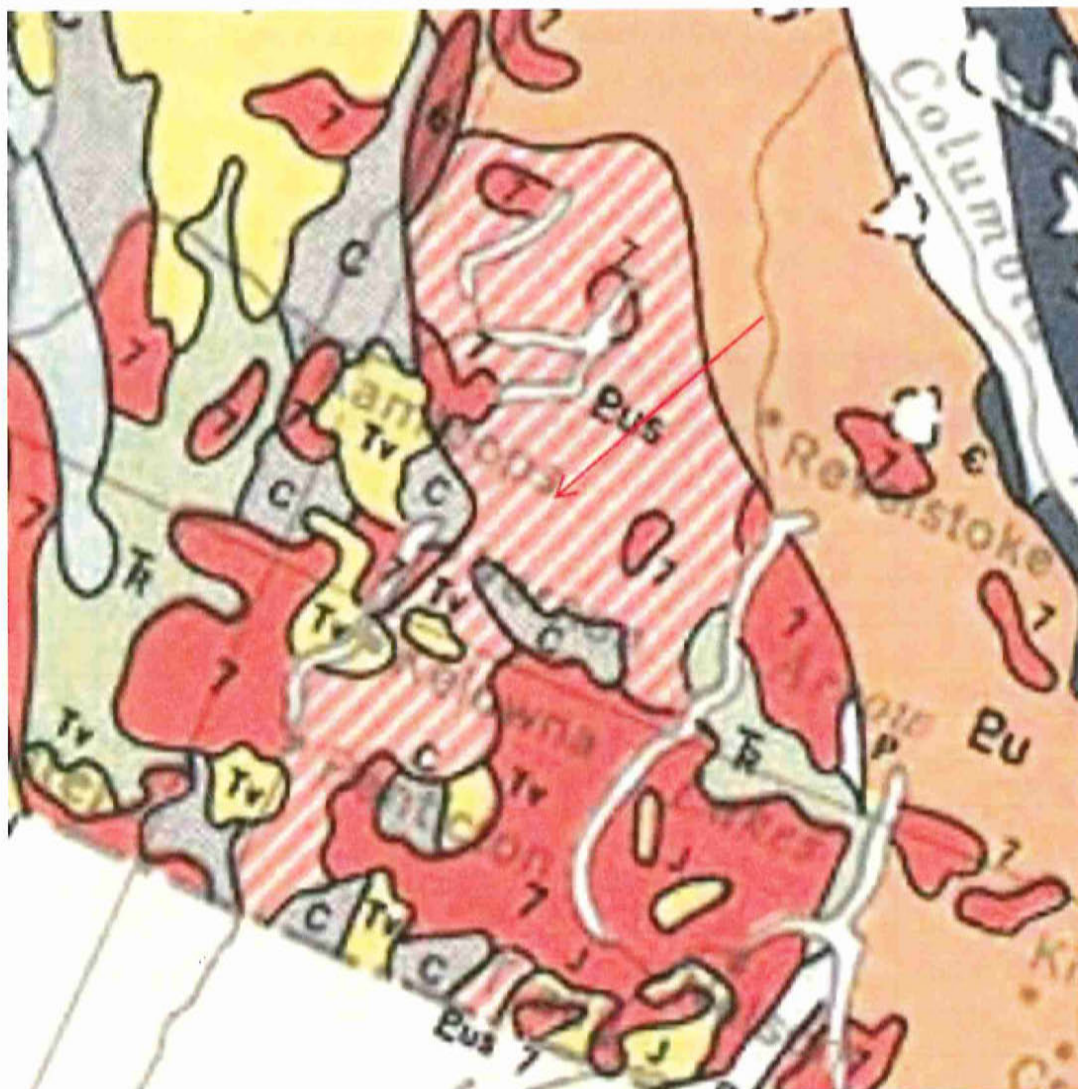


Strat Unit: uPrPzMISC

Strat Name: Mount Ida assemblage - Silver Creek Formation

Strat Age: Neoproterozoic to Paleozoic

Rock Type: mudstone, siltstone, shale fine clastic sedimentary rocks



Eus Sedimentary and volcanic rocks and derived metamorphic rocks: argillite, quartzite, limestone; schist, gneiss, crystalline limestone; andesite, greenstone. May be in part Palaeozoic

According to the bedrock mapping, the Site is underlain primarily by sedimentary rocks with some volcanic and metamorphic rock types.

6 GROUNDWATER RESOURCES

The BC Water Resource Atlas (BCWRA) was reviewed for available aquifer mapping and existing water well information as described in the following.

6.1 Existing Water Wells

A search of the WELLS database indicates there are fourteen (14) existing water wells within approximately 1.2 km of the Site, including the existing well on Site (WTN 1620).

EXISTING NEARBY WELLS

Address	Well Tag Number	Yield* (USgpm)	Well Depth (ft)	Depth to Water (ft)	Aquifer No.	Distance (m)
Unknown	1620	Unknown	22	6	Unknown	SITE
1108 Graystone Rd	2558	Unknown	30	Unknown	Unknown	1073
Graystone Rd	2559	Unknown	18	18	Unknown	1138
Unknown	9243	Unknown	5	2	Unknown	1125
Unknown	9264	Unknown	8	2	Unknown	1038
Graystone Rd	13792	Unknown	9	7	107	1088
Unknown	15551	Unknown	10	4	Unknown	1214
Graystone	44630	8	370	11	107	987
Graystone & Deep Creek Rd	62436	11.7	Unknown	Unknown	Unknown	664
Deep Creek Rd	62437	35	Unknown	Unknown	Unknown	827
719 Deep Creek Rd	87469	80	184	Flowing 3 USgpm	Unknown	1013
Deep Creek Rd	112795	350	84	10	Unknown	1079
1095 Deep Creek Rd	113004	Unknown	283	40	Unknown	1172
Unknown	120053	Unknown	108	Unknown	Unknown	1034

*Driller's Estimate

GREY SHADING – Site Well

As indicated in the table above, the nearby existing wells have reported yields in the range of 8 to 350 USgpm, but the majority of the wells are shallow dug wells with no yield estimates.

The BCWRA search results including the logs for the wells listed above are included in Appendix A, and the locations of the wells are shown on attached Figure 1.

6.2 Aquifer Mapping

A search of the IMapBC interface indicates that site is not situated above any mapped aquifer. It further indicates that the closest mapped aquifer is Aquifer #107 located along the valley bottom to the east of the Site as shown on Figure 1.

Aquifer #107 – Gardom Lake to Enderby – This aquifer is mapped over an area of 21.4 km². The aquifer consists of fractured crystalline rock and is classified as low productivity and moderate vulnerability. There are 103 wells correlated to the aquifer, of which 13 are artesian.

6.3 Provincial Observation Wells

There are two Provincial Observation Wells (OW381 and OW464) located in Aquifers No. 108 and 109, respectively, approximately 7 km north-northeast of the Site in Ranchero. OW381 is screened from 15.5 to 17.4 m and OW464 is screened from 93.0 to 96.0 m depth, both within overburden aquifers. Bedrock was encountered at 98.1 m depth.

There are no Provincial Observation Wells nor EcoCat reports located in close proximity to the Site.

6.4 Groundwater Quality

There is one Environmental Monitoring Station located approximately 3km northeast of the Site. It is a strata well that services a residential development at 779 Gardom Lake Road, on the north shoreline of Gardom Lake. The Well is registered in the Wells Database as WTN 119358 and has an EMS ID E277039. It is a 6-inch diameter, 23 feet deep drilled well completed 3 ft into shallow bedrock overlain with clay (to 6 ft) and sand and gravel (to 20 ft). It is tagged to Aquifer #107 in the database.

Water quality data is available for sampling events in September and October 2009, wherein samples were tested for trace metals and petroleum-sourced compounds (polycyclic aromatic hydrocarbons, benzene/toluene/xylylene, MTBE). All parameters were within the Guidelines for Canadian Drinking Water Quality (GCDWQ), with the exception of uranium, which was at the Maximum Allowable Concentration (MAC) of 0.02 mg/L in both samples (0.0203 and 0.0206 mg/L). The uranium is likely to be naturally occurring, that is, leached from rocks and soils along the groundwater flow path. As it is only marginally above the MAC and can be removed using conventional treatment technologies, the uranium is not expected to present a health concern.

7 CONCEPTUAL MODEL

Based on the gathered information we have developed a conceptual model of groundwater (flow) conditions at the Site.

The local and regional groundwater flow direction is inferred to be easterly towards the Deep Creek valley bottom. The groundwater is supplied predominantly by infiltration of precipitation within the catchment area and on the Site itself; the catchment area extends west of the Site to the peak height of land along the north-south trending ridgeline.

Although there is no mapped aquifer beneath the Site, this does not confirm the absence of an aquifer, rather it is largely a reflection of limited wells in the area to confirm the presence of an aquifer. Conceptually, there are two groundwater flow regimes beneath the Site:

1. Shallow unconfined groundwater flow within the veneer of glacial sediments; and,
2. Deeper groundwater flow within fractured sedimentary bedrock.

Sources of recharge and groundwater flow directions are inferred to be similar for both groundwater flow regimes beneath the Site.

The following is a photo of the existing on Site well (WTN 1620), which encounters the shallow groundwater flow regime within the till soils and within a few feet of ground surface.

PHOTO 1: EXISTING WELL ON-SITE (WTN 1620)



Deeper groundwater flow beneath the Site occurs within interconnected fracture networks present within the bedrock. The presence of significant water bearing fracture zones is inferred to be somewhat sporadic and therefore the required depths for drilling are difficult to predict.

No information was found on hydraulic conductivity estimates for the inferred overburden or bedrock aquifers, however, it is noted that moderate to high well yields are reported for nearby wells.

8 WATER SUPPLY ASSESSMENT

We understand that the proposed development for the Site will include five large lots, where each lot will require an "Independent On-site Water System" capable of providing 2,275 litres per day (L/day) on a year-round basis.

Available sources of information include surficial and bedrock geology mapping, satellite imagery, existing wells at and near the Site and nearby aquifer mapping. Driller-estimated well yields for existing and nearby domestic wells range from 8 to 350 USgpm (43,600 to 1,900,000 L/day). These flows are well in excess of the minimum requirement to support the proposed subdivision.

Although there is no mapped aquifer beneath the Site, there is likely two groundwater flow regimes that may supply water at the Site. The shallow regime is considered to be more susceptible to surface sources of contamination (high vulnerability) and the deeper bedrock flow regime is likely better protected (moderate vulnerability).

Overall, there appears to be sufficient groundwater resource present beneath the Site to supply the proposed development.

9 POTENTIAL IMPACTS TO NEARBY EXISTING WELLS

The BCWRA search results only identified one existing well (WTN 62436) within 500m of the subject Site boundary. This well is indicated to yield approximately 11.7 USgpm, but no other information is available including depth or construction details. This closest nearby well is located south of the Site in a cross-gradient direction to the inferred easterly groundwater flow direction. Given the significant separation distance, cross-gradient orientation and relatively high yield of the nearest existing well, there is no anticipated impact to this well expected to result from the proposed development of the Site and use of groundwater for domestic purposes.

In general, the existing wells in regional vicinity of the Site indicate a reasonably productive bedrock aquifer (for domestic purposes). The proposed development rural residential development will have negligible impact on the aquifer and existing wells.

10 CONCLUSIONS AND RECOMMENDATIONS

Active Earth has undertaken a well feasibility study for the proposed development located at 878 Deep Creek Road near Enderby, BC. The Site is planned to be subdivided into five large lots, each equipped with a groundwater well for water supply purposes.

It is Active Earth's professional opinion that there is sufficient groundwater resource underlying the Site to support the proposed development at the Site defined as 2,275 L/day per lot on a year-round basis.

We anticipate the groundwater to be of acceptable quality with respect to the Guidelines for Canadian Drinking Water Quality, with the possible exception of uranium. We recommend that the existing well (if put to use) and any new wells be tested for uranium. At the residential scale, ion exchange and reverse osmosis are expected to be effective treatment technologies for removal of uranium.

It is recommended that preference be given to constructing water supply wells within the less vulnerable and deeper bedrock aquifer, and that all wells be located in consideration of required setbacks to other wells, property lines, structures, septic disposal systems and other potential sources of contamination.

If the existing shallow well on Site (WTN 1620) is to be utilized for the proposed development, the well should be improved in accordance with BC Groundwater Protection Regulation requirements under the *Water Sustainability Act*.

11 LIMITATIONS

The use of this report by anyone is subject to the following conditions and limitations:

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3. This report is believed to provide a reasonable representation of the general environmental condition at the Site. The conclusions made in this report reflect Active Earth's best judgment in light of the information available at the time of reporting. Should additional information become available or Site conditions change, the conclusions and recommendations of this report may be subject to change.

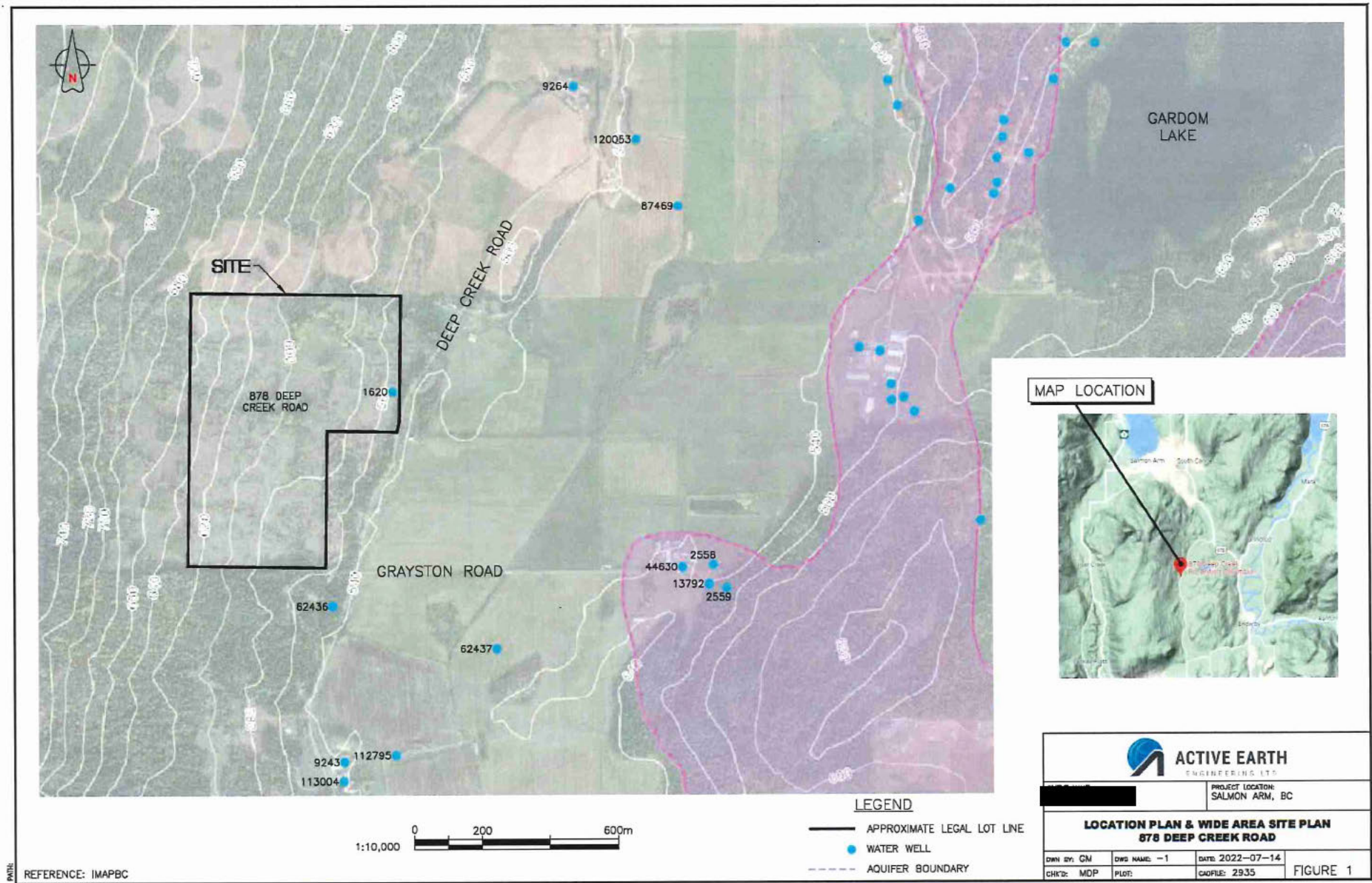
4. Active Earth Engineering Ltd. has agreed to conduct an assessment of groundwater resources to supply a rural residential subdivision and to prepare this report as requested by the client named in the report for the use specified by the client, which is stated in the report. The client has agreed that the performance of this work and the report format are appropriate for the intended use.
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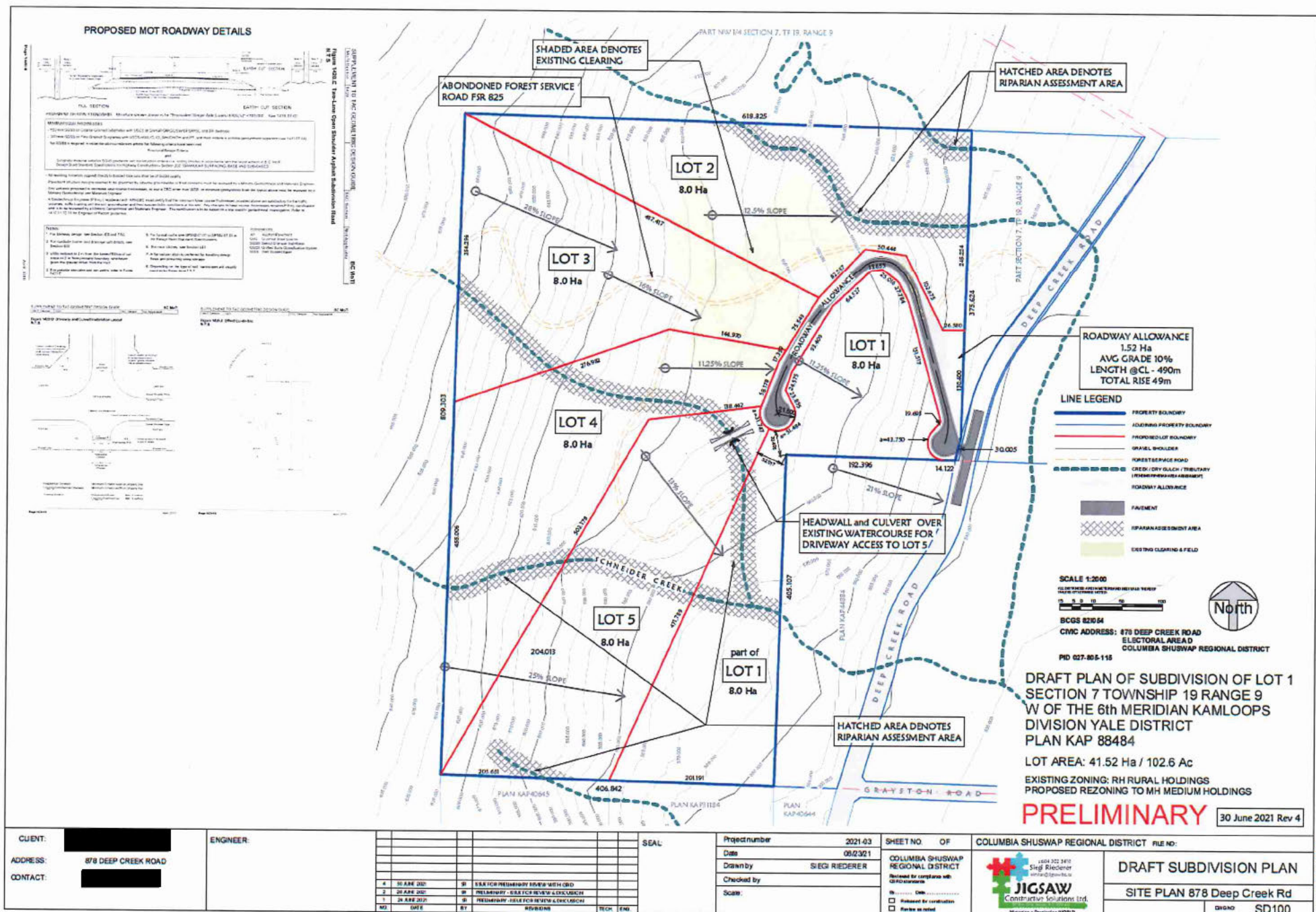


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FIGURES







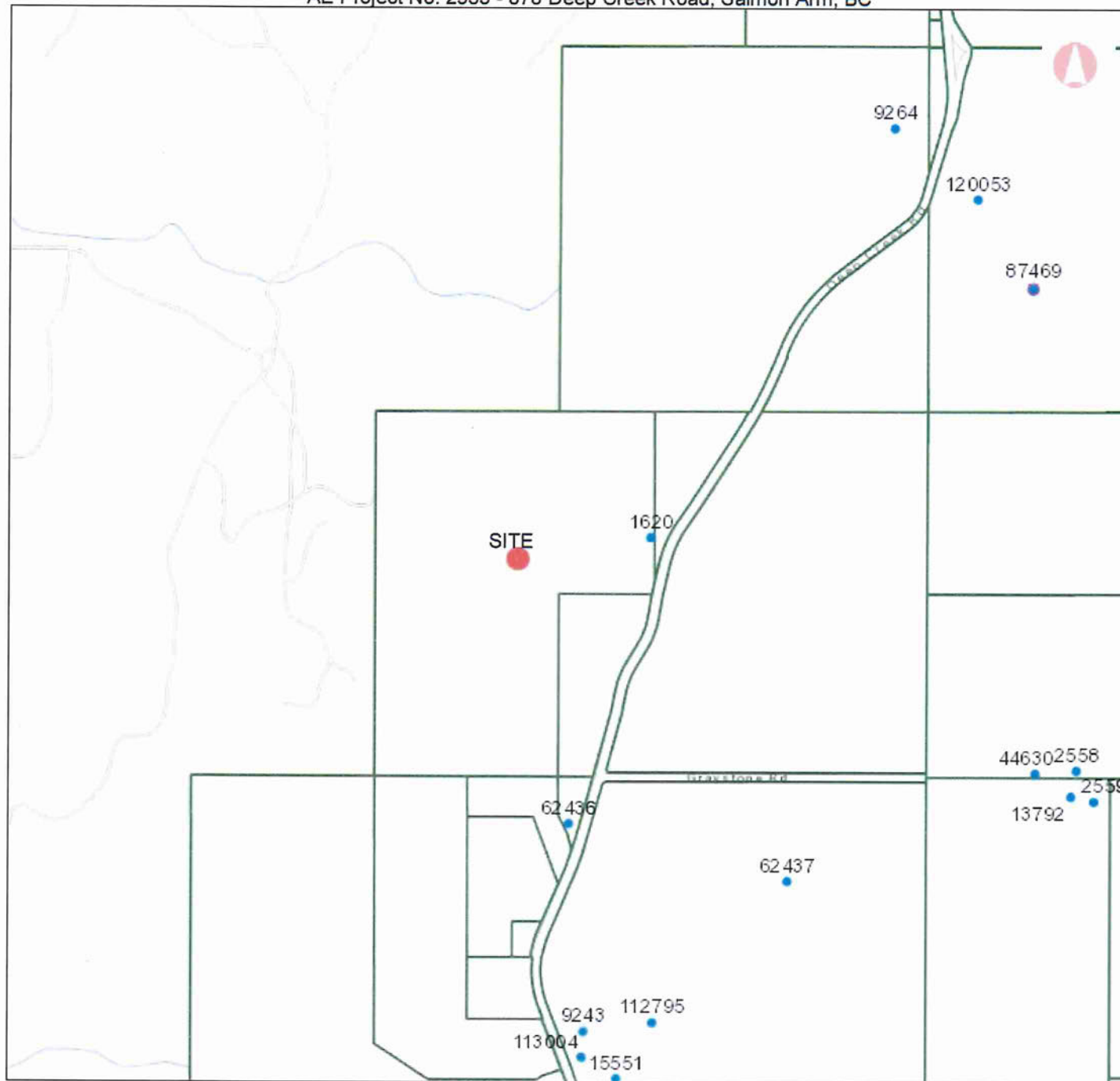
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APPENDIX A

BC Water Resource Atlas Search Results

AE Project No. 2935 - 878 Deep Creek Road, Salmon Arm, BC



iMapBC Mapping

LegendGroundwater Wells - All
ARTESIAN_IND

- Reported Artesian Well
- Well

☐ PMBC Parcel Cadastre - Pri

0 0.41 0.81 km

1: 20,000

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CAUTION: Maps obtained using this site are not designed to assist in navigation. These maps may be generalized and may not reflect current conditions. Uncharted hazards may exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

Datum: NAD83

Projection: WGS_1984_Web_Mercator_Auxiliary
Sphere**Key Map of British Columbia**



Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 1620

Well Identification Plate Number:

Owner Name: [REDACTED]

Intended Water Use: Private Domestic

Artesian Condition: No

Well Status: New

Well Class: Water Supply

Well Subclass:

Aquifer Number:

Observation Well Number:

Observation Well Status:

Environmental Monitoring System (EMS) ID:

Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address:

Town/City: ENDERBY

Legal Description:

Lot

Plan

District Lot

Block

Section 7

Township 19

Range

Land District 25

Property Identification Description (PID)

Description of Well Location:



MapBox | Government of British Columbia, DataBC, GeoBC

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.595483

Longitude: -119.236384

UTM Easting: 341721

UTM Northing: 5607230

Zone: 11

Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1930-01-01	1930-01-01	Unknown	August 13th 2003 at 3:27 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1930-01-01	1930-01-01				

Well Completion Data

Total Depth Drilled:
Finished Well Depth: 22 ft bgl
Final Casing Stick Up:
Depth to Bedrock:
Ground elevation:

Estimated Well Yield: 0 USgpm
Well Cap:
Well Disinfected Status: Not Disinfected
Drilling Method: Excavating
Method of determining elevation: Unknown

Static Water Level (BTOC): 6 feet btoc
Artesian Flow:
Artesian Pressure (head):
Artesian Pressure (PSI):
Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Molsture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	22	CLAY & ROCK						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner perforations	
Liner Diameter:	Liner Thickness:	From (ft bgl)
Liner from:	Liner to:	To (ft bgl)
There are no records to show		

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:	There are no records to show				
Opening:					
Bottom:					

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

No comments submitted

Alternative Specs Submitted: Yes

Documents

- [WTN 1620 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 2558

Well Identification Plate Number:

Owner Name

Intended Water Use: Private Domestic

Artesian Condition: No

Well Status: New

Well Class: Water Supply

Well Subclass:

Aquifer Number:

Observation Well Number:

Observation Well Status:

Environmental Monitoring System (EMS) ID:

Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address: 1108 Graystone Road

Town/City: Deep Creek

Legal Description:

Lot

Plan

District Lot

Block

Section

5

Township

19

Range

Land District

25

Property Identification Description
(PID)

Description of Well Location:



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.59086

Longitude: -119.22303

UTM Easting: 342651

UTM Northing: 5606688

Zone: 11

Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1945-01-01	1945-01-01	Unknown	August 13th 2003 at 3:27 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1945-01-01	1945-01-01				

Well Completion Data

Total Depth Drilled:
Finished Well Depth: 30 ft bgl
Final Casing Stick Up:
Depth to Bedrock:
Ground elevation:

Estimated Well Yield: 0 USgpm
Well Cap:
Well Disinfected Status: Not Disinfected
Drilling Method: Excavating
Method of determining elevation: Unknown

Static Water Level (BTOC):
Artesian Flow:
Artesian Pressure (head):
Artesian Pressure (PSI):
Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	30	CLAY						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:		Liner perforations	
Liner Diameter:	Liner Thickness:	From (ft bgl)	To (ft bgl)
Liner from:	Liner to:		
There are no records to show			

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:	There are no records to show				
Bottom:					

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

No comments submitted

Alternative Specs Submitted: Yes

Documents

- [WTN 2558 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 2559
 Well Identification Plate Number:
 Owner Name: [REDACTED]
 Intended Water Use: Not Applicable
 Artesian Condition: No

Well Status: New
 Well Class: Unknown
 Well Subclass:
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address: Graystone Road
 Town/City: Deep Creek

Legal Description:

Lot
 Plan
 District Lot
 Block
 Section 5
 Township 19
 Range
 Land District 25
 Property Identification Description (PID)

Description of Well Location:



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.59024 Longitude: -119.22248
 UTM Easting: 342688 UTM Northing: 5606617
 Zone: 11 Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1945-01-01	1945-01-01	Unknown	August 13th 2003 at 3:27 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1945-01-01	1945-01-01				

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 18 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield: 0 USgpm
 Well Cap:
 Well Disinfected Status: Not Disinfected
 Drilling Method: Excavating
 Method of determining elevation: Unknown

Static Water Level (BTOC): 18 feet btoc
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	18	CLAY						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Thickness:	Liner perforations	
Liner Diameter:		From (ft bgl)	To (ft bgl)
Liner from:	Liner to:		
There are no records to show			

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:	There are no records to show				
Bottom:					

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

No comments submitted

Alternative Specs Submitted: Yes

Documents

Loading documents...



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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 9243
 Well Identification Plate Number:
 Owner Name: [REDACTED]
 Intended Water Use: Other
 Artesian Condition: No

Well Status: New
 Well Class: Unknown
 Well Subclass:
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address:
 Town/City: ENDERBY

Legal Description:

Lot
 Plan
 District Lot
 Block
 Section 6
 Township 19
 Range
 Land District 25
 Property Identification Description (PID)

Description of Well Location:



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.585621 Longitude: -119.238446
 UTM Easting: 341542 UTM Northing: 5606138
 Zone: 11
 Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1950-01-01	1950-01-01	Unknown	August 13th 2003 at 3:27 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1950-01-01	1950-01-01				

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 5 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield: 0 USgpm
 Well Cap:
 Well Disinfected Status: Not Disinfected
 Drilling Method: Excavating
 Method of determining elevation: Unknown

Static Water Level (BTOC): 2 feet btoc
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	2	ORGANIC MUCK						
2	5	CLAY						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Thickness:	Liner perforations	
Liner Diameter:	Liner to:	From (ft bgl)	To (ft bgl)
Liner from:			
There are no records to show			

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:					
Bottom:					
There are no records to show					

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

No comments submitted

Alternative Specs Submitted: Yes

Documents

- [WTN 9243 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 9264

Well Identification Plate Number:

Owner Name: [REDACTED]

Intended Water Use: Private Domestic

Artesian Condition: No

Well Status: New

Well Class: Water Supply

Well Subclass:

Aquifer Number:

Observation Well Number:

Observation Well Status:

Environmental Monitoring System (EMS) ID:

Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address:

Town/City: ENDERBY

Legal Description:

Lot

Plan

District Lot

Block

Section

7

Township

19

Range

Land District

25

Property Identification Description
(PID)

Description of Well Location:



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.603652

Longitude: -119.228786

UTM Easting: 342286

UTM Northing: 5608122

Zone: 11

Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1950-01-01	1950-01-01	Unknown	August 13th 2003 at 3:29 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1950-01-01	1950-01-01				

Well Completion Data

Total Depth Drilled:
Finished Well Depth: 8 ft bgl
Final Casing Stick Up:
Depth to Bedrock:
Ground elevation:

Estimated Well Yield: 0 USgpm
Well Cap:
Well Disinfected Status: Not Disinfected
Drilling Method: Excavating
Method of determining elevation: Unknown

Static Water Level (BTOC): 2 feet btoc
Artesian Flow:
Artesian Pressure (head):
Artesian Pressure (PSI):
Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	4	CLAY						
4	8	SAND & GRAVEL WATER-BEARING						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:		Liner perforations	
Liner Diameter:	Liner Thickness:	From (ft bgl)	To (ft bgl)
Liner from:	Liner to:		
There are no records to show			

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:					
Bottom:					
There are no records to show					

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

No comments submitted

Alternative Specs Submitted: Yes

Documents

- [WTN 9264 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 13792
 Well Identification Plate Number:
 Owner Name: [REDACTED]
 Intended Water Use: Private Domestic
 Artesian Condition: No

Well Status: New
 Well Class: Water Supply
 Well Subclass:
 Aquifer Number: 10Z

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address: Graystone Road
 Town/City: Deep Creek

Legal Description:

Lot	NW 1/4
Plan	
District Lot	
Block	
Section	5
Township	19
Range	
Land District	25

Property Identification Description (PID)

Description of Well Location:



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.59034	Longitude: -119.2232
UTM Easting: 342637	UTM Northing: 5606630
Zone: 11	Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1952-01-01	1952-01-01	Unknown	August 13th 2003 at 3:27 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1952-01-01	1952-01-01				

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 9 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield: 0 USgpm
 Well Cap:
 Well Disinfected Status: Not Disinfected
 Drilling Method: Excavating
 Method of determining elevation: Unknown

Static Water Level (BTOC): 7 feet btoc
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
---------------	-------------	----------	-------------	----------	--------	----------	--------------	-------------------------------------

There are no records to show

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
---------------	-------------	-------------	-----------------	---------------	---------------------	------------

There are no records to show

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner perforations
Liner Diameter:	Liner Thickness:
Liner from:	Liner to:
	From (ft bgl)
	To (ft bgl)

There are no records to show

Screen Details

Intake Method:	Installed Screens
Type:	From (ft bgl)
Material:	To (ft bgl)
Opening:	Diameter (in)
Bottom:	Assembly Type
	Slot Size

There are no records to show

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

NO DATA. NO LOG. NO LITHOLOGIC INFORMATION AVAILABLE.

Alternative Specs Submitted: Yes

Documents

- [WTN 13792 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 15551
 Well Identification Plate Number:
 Owner Name: [REDACTED]
 Intended Water Use: Other
 Artesian Condition: No

Well Status: New
 Well Class: Unknown
 Well Subclass:
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address:
 Town/City: ENDERBY

Legal Description:

Lot
 Plan
 District Lot
 Block
 Section 6
 Township 19
 Range
 Land District 25
 Property Identification Description (PID)

Description of Well Location:



MapBox | Government of British Columbia, DataBC, GeoBC

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.58467 Longitude: -119.237412
 UTM Easting: 341612 UTM Northing: 5606030
 Zone: 11
 Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1958-01-01	1958-01-01	Unknown	August 13th 2003 at 3:27 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1958-01-01	1958-01-01				

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 10 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield: 0 USgpm
 Well Cap:
 Well Disinfected Status: Not Disinfected
 Drilling Method: Excavating
 Method of determining elevation: Unknown

Static Water Level (BTOC): 4 feet btoc
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	10	ORGANIC MUCK						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Thickness:	Liner perforations	
Liner Diameter:		From (ft bgl)	To (ft bgl)
Liner from:	Liner to:		
There are no records to show			

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:					
Bottom:					
There are no records to show					

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

No comments submitted

Alternative Specs Submitted: Yes

Documents

Loading documents...



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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 44630
 Well Identification Plate Number:
 Owner Name: [REDACTED]
 Intended Water Use: Not Applicable
 Artesian Condition: No

Well Status: New
 Well Class: Unknown
 Well Subclass:
 Aquifer Number: 10Z

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address: GRAYSTONE ROAD
 Town/City: DEEP CREEK

Legal Description:

Lot
 Plan
 District Lot
 Block
 Section 8
 Township 19
 Range 9
 Land District 25
 Property Identification Description (PID) 013503624

Description of Well Location:



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.5908 Longitude: -119.22432
 UTM Easting: 342559 UTM Northing: 5606684
 Zone: 11 Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1980-03-25	1980-03-25	Stewart Drilling	August 13th 2003 at 8:03 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1980-03-25	1980-03-25				

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 370 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield: 8 USgpm
 Well Cap:
 Well Disinfected Status: Not Disinfected
 Drilling Method: Other
 Method of determining elevation: Unknown

Static Water Level (BTOC): 11 feet btoc
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	7	CLAY						
7	31	SOFT ROCK						
31	340	BEDROCK						
340	346	SAND LAYERS						
346	370	BEDROCK,SAND LAYERS						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Thickness:	Liner perforations	
Liner Diameter:		From (ft bgl)	To (ft bgl)
Liner from:	Liner to:		
There are no records to show			

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:	There are no records to show				
Bottom:					

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

METHOD OF DRILLING = DRILLED

Alternative Specs Submitted: Yes

Documents

- [WTN 44630 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 62436
 Well Identification Plate Number:
 Owner Name:
 Intended Water Use: Private Domestic
 Artesian Condition: No

Well Status: New
 Well Class: Water Supply
 Well Subclass:
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address: GRAYSTON ROAD @ DEEP CREEK RD
 Town/City: ENDERBY

Legal Description:

Lot A
 Plan 40644
 District Lot
 Block
 Section 6
 Township 18
 Range
 Land District 25

Property Identification Description
 (PID)

Description of Well Location:



MapBox | Government of British Columbia, DataBC, GeoBC

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.589777 Longitude: -119.238926
 UTM Easting: 341522 UTM Northing: 5606601
 Zone: 11
 Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1987-10-30		Stanley Cross	August 13th 2003 at 8:39 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1987-10-30					

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 0 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield: 11.7 USgpm
 Well Cap:
 Well Disinfected Status: Not Disinfected
 Drilling Method: Excavating
 Method of determining elevation: Unknown

Static Water Level (BTOC):
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
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There are no records to show

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
---------------	-------------	-------------	-----------------	---------------	---------------------	------------

There are no records to show

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Diameter:	Liner Thickness:	Liner perforations	
			From (ft bgl)	To (ft bgl)
Liner from:		Liner to:		

There are no records to show

Screen Details

Intake Method:	Installed Screens				
	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Type:					
Material:					
Opening:					
Bottom:					

There are no records to show

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

No comments submitted

Alternative Specs Submitted: Yes

Documents

- [WTN 62436 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 62437
 Well Identification Plate Number: [REDACTED]
 Owner Name: [REDACTED]
 Intended Water Use: Private Domestic
 Artesian Condition: No

Well Status: New
 Well Class: Water Supply
 Well Subclass:
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Unlicensed

Licence Number:

Location Information

Street Address: IDAVISTA FARMS LTD, DEEP CK RD
 Town/City: ENDERBY

Legal Description:

Lot 1
 Plan 31224
 District Lot
 Block
 Section 6
 Township 18
 Range
 Land District 25

Property Identification Description (PID)

Description of Well Location:



MapBox | Government of British Columbia, DataBC, GeoBC

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.588631 Longitude: -119.232075
 UTM Easting: 342003 UTM Northing: 5606459
 Zone: 11
 Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1987-11-04		Stanley Cross	August 13th 2003 at 8:39 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1987-11-04					

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 0 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield: 35 USgpm
 Well Cap:
 Well Disinfected Status: Not Disinfected
 Drilling Method: Excavating
 Method of determining elevation: Unknown

Static Water Level (BTOC):
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
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There are no records to show

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
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There are no records to show

Surface Seal and Backfill Details

Surface Seal Material: Other

Backfill Material Above Surface Seal:

Surface Seal Installation Method:

Backfill Depth:

Surface Seal Thickness:

Surface Seal Depth:

Liner Details

Liner Material:

Liner perforations

Liner Diameter:

Liner Thickness:

From (ft bgl)

To (ft bgl)

Liner from:

Liner to:

There are no records to show

Screen Details

Intake Method:

Installed Screens

Type:

From (ft bgl)

To (ft bgl)

Diameter (in)

Assembly Type

Slot Size

Material: Other

Opening:

There are no records to show

Bottom:

Well Development

Developed by:

Development Total Duration:

Well Yield

Estimation Method:

Estimation Rate:

Estimation Duration:

Static Water Level Before Test:

Drawdown:

Hydrofracturing Performed: No

Increase in Yield Due to Hydrofracturing:

Well Decommission Information

Reason for Decommission:

Method of Decommission:

Sealant Material:

Backfill Material:

Decommission Details:

Comments

Alternative Specs Submitted: Yes

Documents

- [WTN 62437 Well Record.pdf](#)

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 87469

Well Identification Plate Number: 49230

Owner Name: SWISS FARMS LTD.

Intended Water Use: Irrigation

Artesian Condition: Yes

Well Status: New

Well Class: Water Supply

Well Subclass: Not Applicable

Aquifer Number:

Observation Well Number:

Observation Well Status:

Environmental Monitoring System (EMS) ID:

Alternative specs submitted: No

Licensing Information

Licensed Status: Licensed

Licence Number:

Location Information

Street Address: 719 Deep Creek Road

Town/City: Deep Creek

Legal Description:

Lot

Plan

District Lot

Block

Section

8

Township

19

Range

9

Land District

25

Property Identification Description (PID) 013892240

Description of Well Location: PART NW 1/4, MERIDIAN 6, EXCEPT PLAN A11384, EXC N6.



MapBox | Government of British Columbia, DataBC, GeoBC

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.60047

Longitude: -119.224439

UTM Easting: 342583

UTM Northing: 5607759

Zone: 11

Coordinate Acquisition Code: (10 m accuracy) Handheld GPS with accuracy of +/- 10 metres

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	2005-06-08	2005-06-08	Schibli Drilling	October 31st 2007 at 3:00 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
2005-06-08	2005-06-08				

Well Completion Data

Total Depth Drilled: 184 ft bgl
Finished Well Depth: 184 ft bgl
Final Casing Stick Up: 24 inches
Depth to Bedrock: 184 feet bgl
Ground elevation:

Estimated Well Yield: 80 USgpm
Well Cap: VALVED
Well Disinfected Status: Not Disinfected
Drilling Method: Air Rotary
Method of determining elevation: Unknown

Static Water Level (BTOC): 8 feet btoc
Artesian Flow: 3 USgpm
Artesian Pressure (head):
Artesian Pressure (PSI): 8
Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	24	PEAT SOIL						
24	110				grey		SILTY	
110	148				grey			
148	150	GRANITE BOULDER						
150	151				grey		COARSE	
151	172	CLAY TILL			grey			
178	184	SAND & GRAVEL			grey		FINE TO COARSE	
184								

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
0	60		Steel	8	0.219	Installed
0	171		Steel	6	0.188	Installed

Surface Seal and Backfill Details

Surface Seal Material: Bentonite clay

Backfill Material Above Surface Seal:

Surface Seal Installation Method:

Backfill Depth:

Surface Seal Thickness:

Surface Seal Depth:

Liner Details

Liner Material:

Liner perforations

Liner Diameter:

Liner Thickness:

From (ft bgl)

To (ft bgl)

Liner from:

Liner to:

There are no records to show

Screen Details

Intake Method:

Installed Screens

Type: Telescope

From (ft bgl)

To (ft bgl)

Diameter (in)

Assembly Type

Slot Size

Material: Stainless

169.00

171.00

5.00

K_PACKER

Steel

171.00

175.00

5.00

K_PACKER

15.00

Opening: Continuous

Slot

175.00

179.00

5.00

K_PACKER

10.00

Bottom: Plate

179.00

184.00

5.00

K_PACKER

10.00

Well Development

Developed by: Air lifting

Development Total Duration:

Well Yield

Estimation Method: Air Lifting

Estimation Rate: 80 USgpm

Estimation Duration:

Static Water Level Before Test:

Drawdown:

Hydrofracturing Performed: No

Increase in Yield Due to Hydrofracturing:

Well Decommission Information

Reason for Decommission:

Method of Decommission:

Sealant Material:

Backfill Material:

Decommission Details:

Comments

MEASUREMENTS FROM GROUND LEVEL. NEW PITLESS UNIT=WELDED. BENTONITE GROUT BETWEEN 6" & 8" RING WELDED BETWEEN THE 2. 6" WELL SEAL & VALVE INSTALLED. FLOWING ARTESIAN. WELL RECORD X-REF'D AND ASSOCIATED W/ GW LICENSE APPLICATION.

Alternative Specs Submitted: Yes

Documents

Loading documents...



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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 112795
 Well Identification Plate Number: 41963
 Owner Name: c/o [REDACTED] Idavista Farms
 Intended Water Use: Irrigation
 Artesian Condition: No

Well Status: New
 Well Class: Water Supply
 Well Subclass: Not Applicable
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Licensed

Licence Number:

Location Information

Street Address: Deep Creek Road
 Town/City: Enderby

Legal Description:

Lot	B
Plan	KAP 40645
District Lot	
Block	
Section	6
Township	19
Range	9
Land District	25
Property Identification Description (PID)	012929298

Description of Well Location: 260m East of Deep Creek Road, 250m West of Deep Creek



MapBox | Government of British Columbia, DataBC, GeoBC

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.5858 Longitude: -119.236294
 UTM Easting: 341695 UTM Northing: 5606153
 Zone: 11 Coordinate Acquisition Code: (10 m accuracy) ICF cadastre and good location sketch

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	2004-03-29	2004-03-30		February 14th 2017 at 1:15 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
2004-03-29	2004-03-30				

Well Completion Data

Total Depth Drilled: 84 ft bgl
 Finished Well Depth: 84 ft bgl
 Final Casing Stick Up: 24 inches
 Depth to Bedrock: 83 feet bgl
 Ground elevation: 1800 feet

Estimated Well Yield: 350 USgpm
 Well Cap: VERMIN PROOF
 Well Disinfected Status: Disinfected
 Drilling Method: Air Rotary
 Method of determining elevation: GPS

Static Water Level (BTOC): 10 feet btoc
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	73	GREY CLAY				Medium		
73	76	GREY CLAY				Medium		
76	81	BROWN GRAVEL & SAND				Medium		300
81	83.3	GREY FRACTURED BEDROCK				Hard		50
83	84	GREY SOLID BEDROCK				Very Hard		

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
0	76		Steel	8.63	0.25	Installed

Surface Seal and Backfill Details

Surface Seal Material: Bentonite clay
Surface Seal Installation Method: Poured
Surface Seal Thickness: 3 inches
Surface Seal Depth: 15 feet

Backfill Material Above Surface Seal:
Backfill Depth:

Liner Details

Liner Material:
Liner Diameter:
Liner from:

Liner Thickness:
Liner to:

Liner perforations
From (ft bgl)
To (ft bgl)

There are no records to show

Screen Details

Intake Method: Screen
Type: Telescope
Material: Stainless Steel
Opening: Continuous Slot
Bottom: Plug

Installed Screens

From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
72.00	74.00	8.00	SCRN_BLANK	0.00
74.00	84.00	8.00	SCREEN	125.00

Well Development

Developed by: Air lifting
Development Total Duration: 4 hours

Well Yield

Estimation Method: Pumping
Static Water Level Before Test: 10 ft (btoc)
Hydrofracturing Performed: No

Estimation Rate: 350 USgpm
Drawdown: 40 ft (btoc)
Increase in Yield Due to Hydrofracturing:

Estimation Duration: 24 hours

Well Decommission Information

Reason for Decommission:
Sealant Material:
Decommission Details:

Method of Decommission:
Backfill Material:

Comments

RECORD X-REFD AND ASSOCIATED W/ GW LICENCE APP

Alternative Specs Submitted: Yes

Documents

No additional documentation available for this well.

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 113004
 Well Identification Plate Number: 41964
 Owner Name: Ida Vista Farms
 Intended Water Use: Unknown Well Use
 Artesian Condition: No

Well Status: New
 Well Class: Water Supply
 Well Subclass:
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Licensed

Licence Number:

Location Information

Street Address: 1095 Deep Creek Road
 Town/City: Enderby

Legal Description:

Lot 3
 Plan KAP40645
 District Lot
 Block
 Section 6
 Township 19
 Range 9
 Land District 25
 Property Identification Description (PID) 012929298

Description of Well Location: 60m East of Deep Creek Road, 150m North of South Property line.



MapBox | Government of British Columbia, DataBC, GeoBC

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.5851 Longitude: -119.2385
 UTM Easting: 341536 UTM Northing: 5606080
 Zone: 11 Coordinate Acquisition Code: (10 m accuracy) Handheld GPS with accuracy of +/- 10 metres

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	2002-09-24	2002-09-27		April 5th 2017 at 7:08 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
2002-09-24	2002-09-27				

Well Completion Data

Total Depth Drilled: 283 ft bgl
 Finished Well Depth: 283 ft bgl
 Final Casing Stick Up: 18 inches
 Depth to Bedrock:
 Ground elevation: 1800 feet

Estimated Well Yield:
 Well Cap: Vermin Proof
 Well Disinfected Status: Disinfected
 Drilling Method: Air Rotary
 Method of determining elevation: GPS

Static Water Level (BTOC): 40 feet btoc
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Molsture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	20	Medium Brown Gravel						0
20	40	Medium Grey Sand & Clay						0
40	40	Hard Gey Bedrock						5
40	80	Hard Grey Bedrock						5
80	100	Hard Grey bedrock						2.5
100	230	Hard grey bedrock						0
230	230	Hard Grey Bedrock						2.5
230	283	Hard Grey Bedrock						0

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
0	40		Steel	6.63	0.188	Installed

Surface Seal and Backfill Details

Surface Seal Material: Bentonite clay
Surface Seal Installation Method: Poured
Surface Seal Thickness: 2 inches
Surface Seal Depth: 15 feet

Backfill Material Above Surface Seal:
Backfill Depth:

Liner Details

Liner Material: PVC			Liner perforations	
Liner Diameter:	Liner Thickness:		From (ft bgl)	To (ft bgl)
Liner from:	Liner to:		50	260

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:					
Bottom:					

There are no records to show

Well Development

Developed by: Air lifting

Development Total Duration: 4 hours

Well Yield

Estimation Method: Air Lifting
Static Water Level Before Test: 40 ft (btoc)
Hydrofracturing Performed: No

Estimation Rate: 15 USgpm
Drawdown: 283 ft (btoc)
Increase in Yield Due to Hydrofracturing:

Estimation Duration: 4 hours

Well Decommission Information

Reason for Decommission:
Sealant Material:
Decommission Details:

Method of Decommission:
Backfill Material:

Comments

Well record x-ref'd and associated w/ GW licence app

Alternative Specs Submitted: Yes

Documents

No additional documentation available for this well.

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 120053
 Well Identification Plate Number: 53276
 Owner Name: Swiss Farms Ltd.
 Intended Water Use: Commercial and Industrial
 Artesian Condition: No

Well Status: New
 Well Class: Water Supply
 Well Subclass: Not Applicable
 Aquifer Number:

Observation Well Number:
 Observation Well Status:
 Environmental Monitoring System (EMS) ID:
 Alternative specs submitted: No

Licensing Information

Licensed Status: Licensed

Licence Number:

Location Information

Street Address:
 Town/City:

Legal Description:

Lot
 Plan
 District Lot
 Block
 Section 8
 Township 19
 Range 9
 Land District 25
 Property Identification Description (PID) 013892240

Description of Well Location:



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 50.60225 Longitude: -119.22618
 UTM Easting: 342466 UTM Northing: 5607961
 Zone: 11
 Coordinate Acquisition Code: (10 m accuracy) Handheld GPS with accuracy of +/- 10 metres

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Construction report	1989-01-01	1989-01-01		March 2nd 2020 at 4:58 PM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1989-01-01	1989-01-01				

Well Completion Data

Total Depth Drilled:
 Finished Well Depth: 108 ft bgl
 Final Casing Stick Up:
 Depth to Bedrock:
 Ground elevation:

Estimated Well Yield:
 Well Cap:
 Well Disinfected Status:
 Drilling Method:
 Method of determining elevation:

Static Water Level (BTOC):
 Artesian Flow:
 Artesian Pressure (head):
 Artesian Pressure (PSI):
 Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
---------------	-------------	----------	-------------	----------	--------	----------	--------------	-------------------------------------

There are no records to show

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
---------------	-------------	-------------	-----------------	---------------	---------------------	------------

There are no records to show

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Thickness:	Liner perforations	
Liner Diameter:		From (ft bgl)	To (ft bgl)
Liner from:	Liner to:		

There are no records to show

Screen Details

Intake Method:	Installed Screens				
Type:	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size
Material:					
Opening:					
Bottom:					

There are no records to show

Well Development

Developed by:	Development Total Duration:
---------------	-----------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

Construction year estimated by Well Owner. Purpose Use = Livestock & Domestic WELL X-REF'D AND ASSOCIATED W/EGW LICENCE APP

Alternative Specs Submitted: Yes

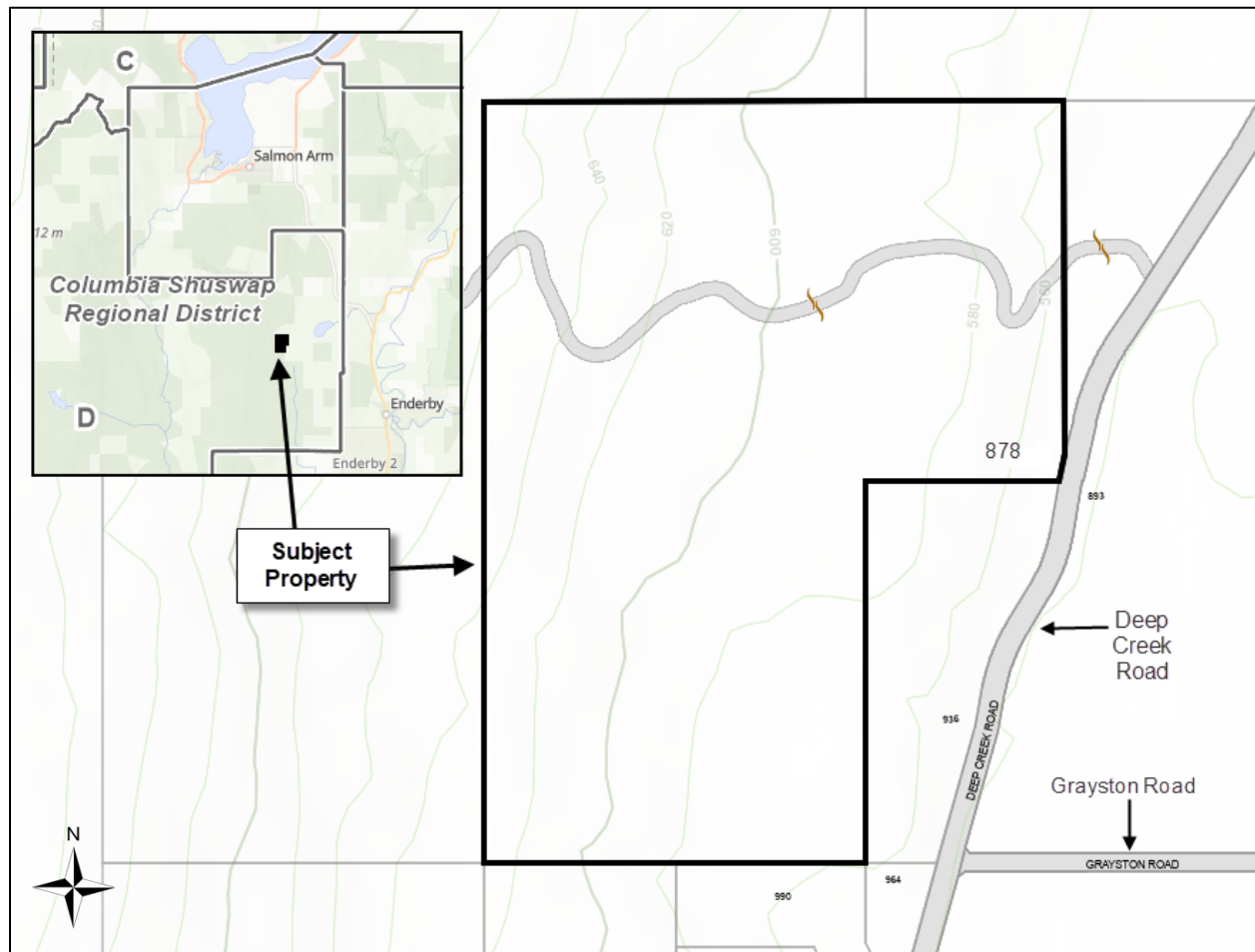
Documents

No additional documentation available for this well.

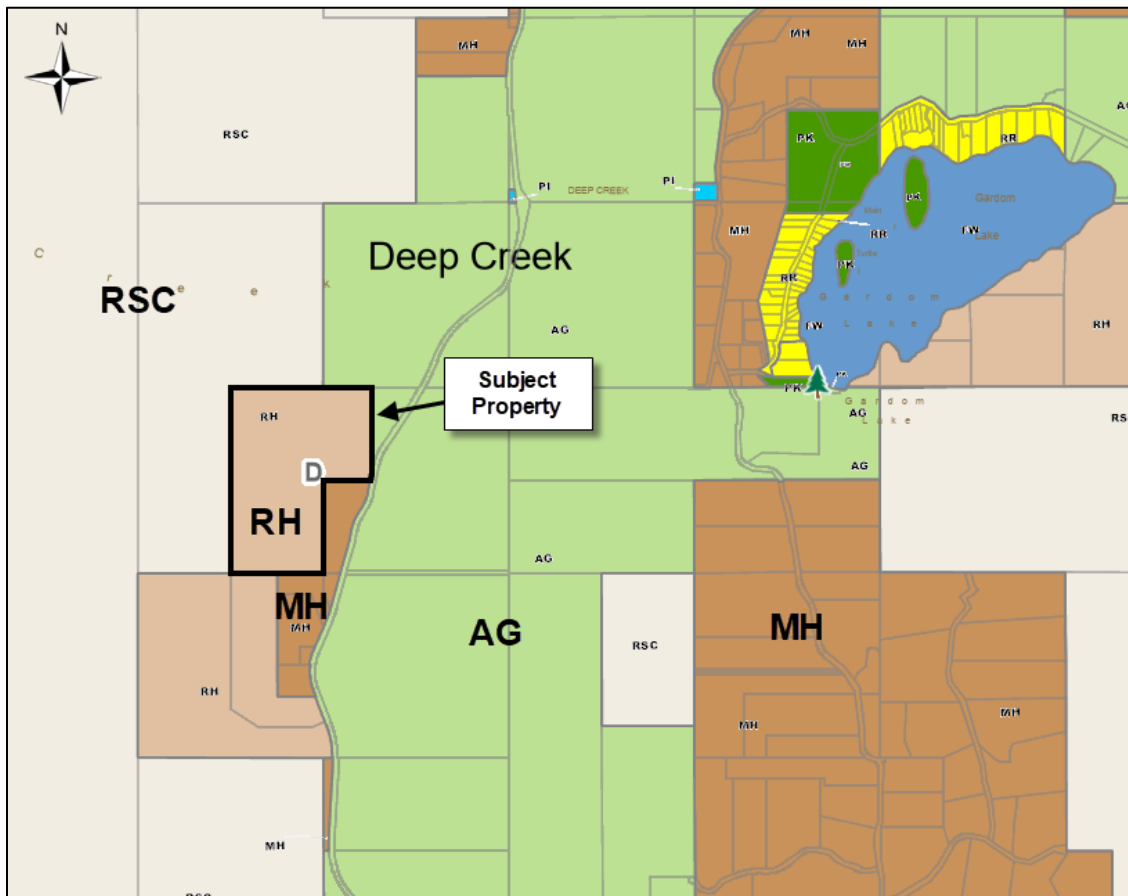
Disclaimer

The information provided should not be used as a basis for making financial or any other commitments. The Government of British Columbia accepts no liability for the accuracy, availability, suitability, reliability, usability, completeness or timeliness of the data or graphical depictions rendered from the data.

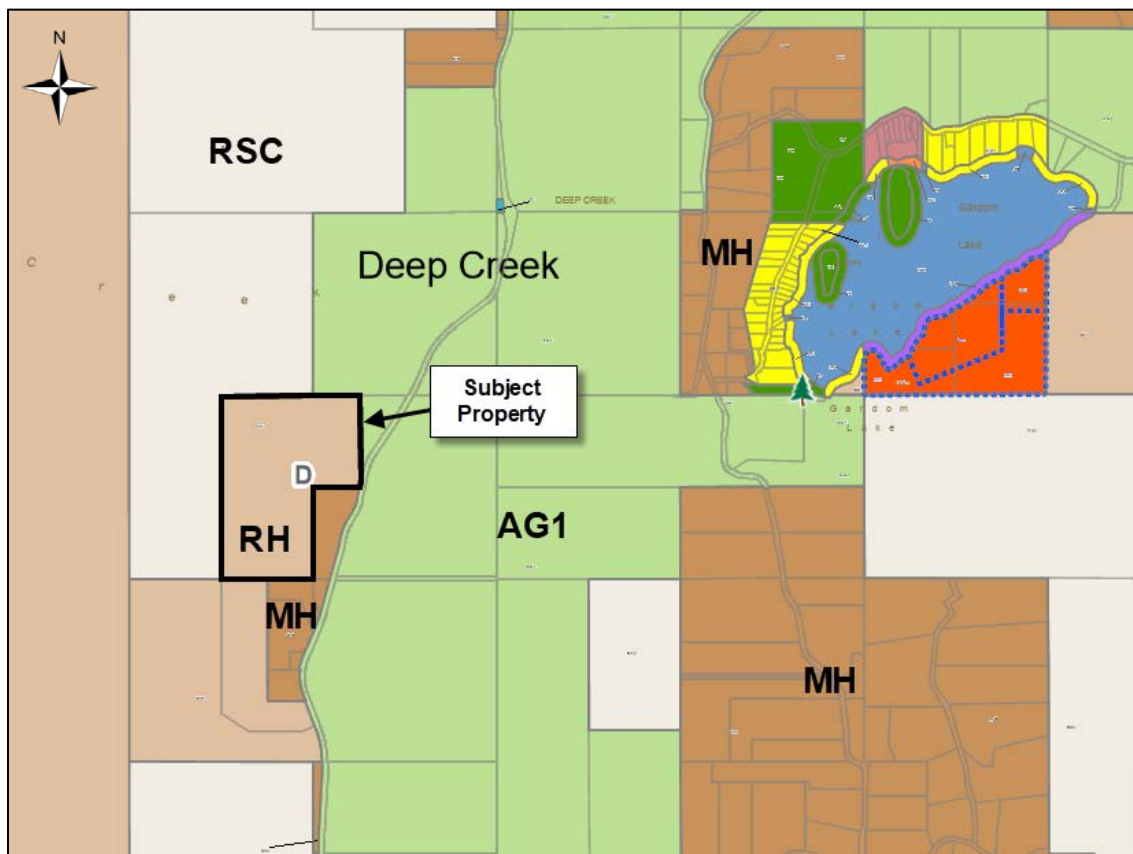
Location

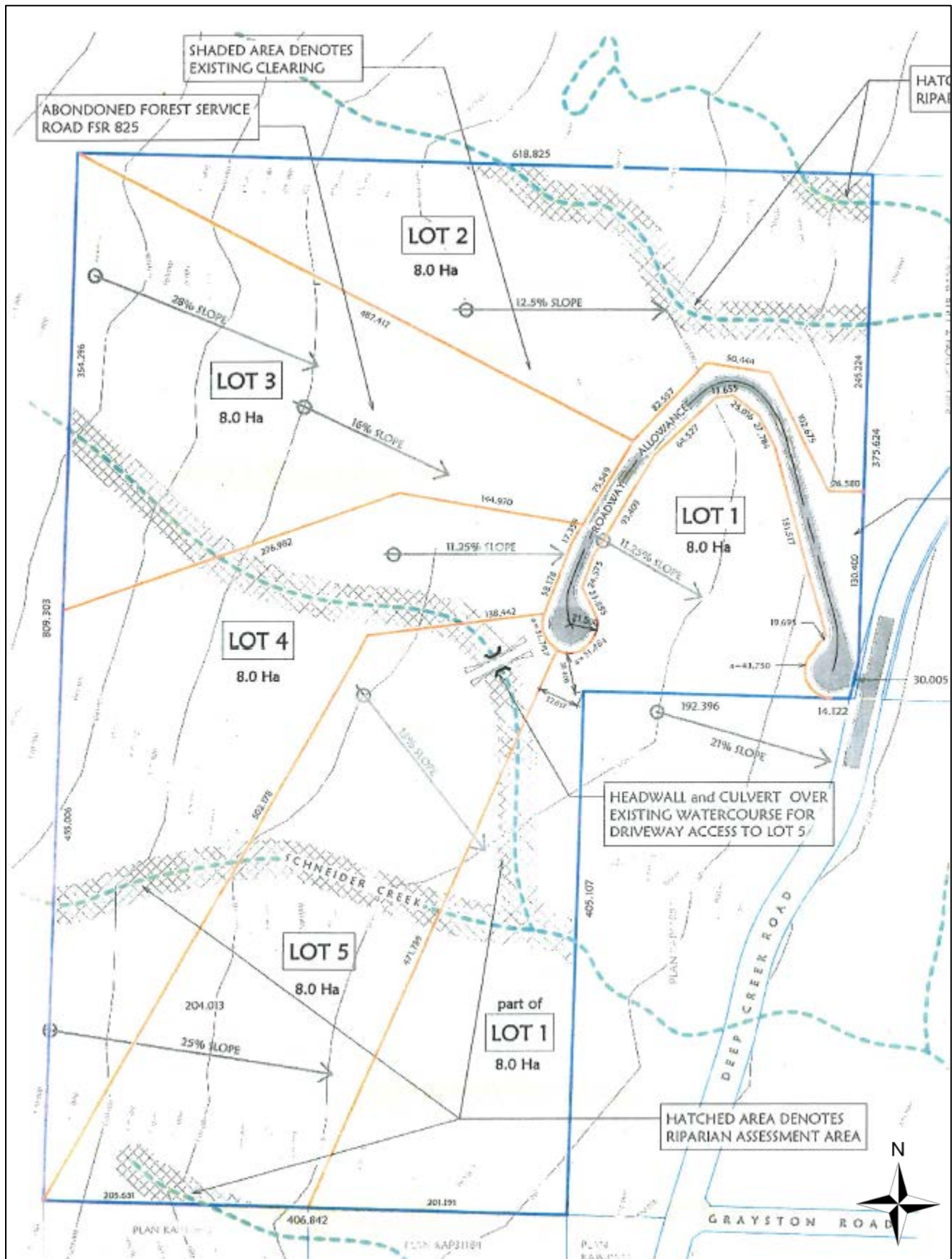


Ranchero/Deep Creek Official Community Plan Bylaw No. 750

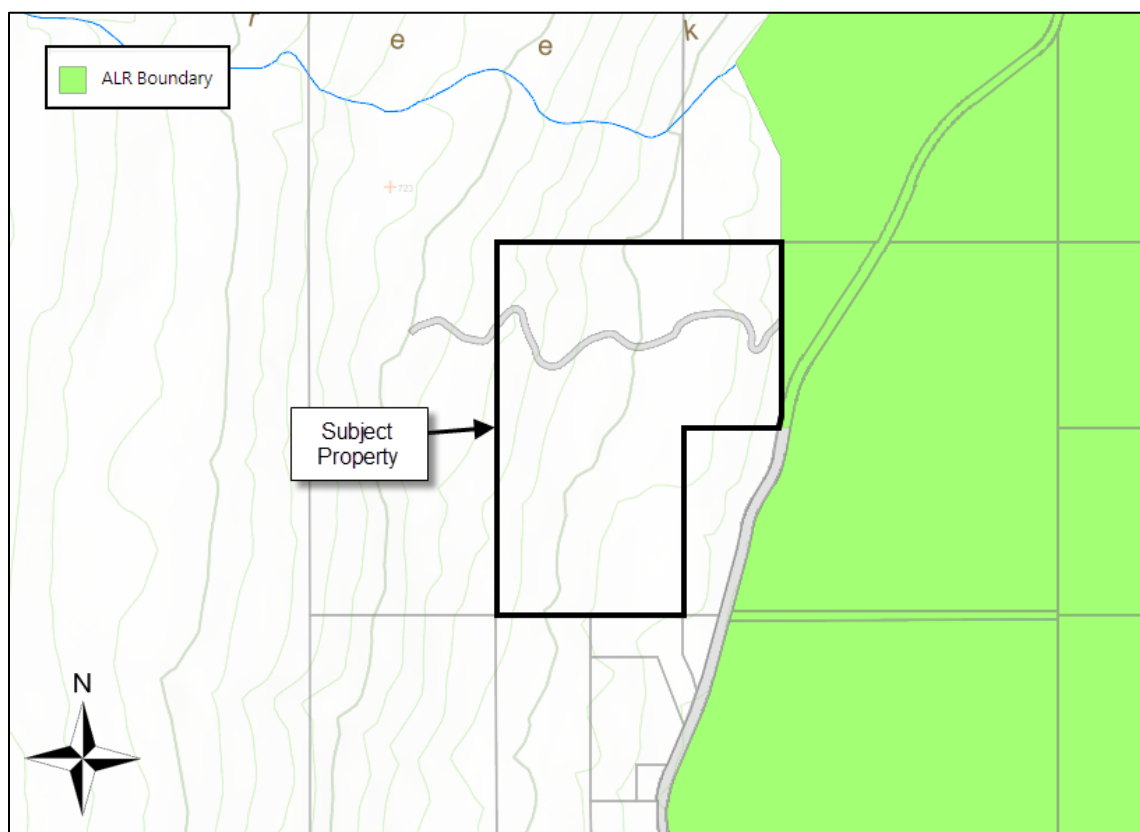


Ranchero/Deep Creek Zoning Bylaw No. 751

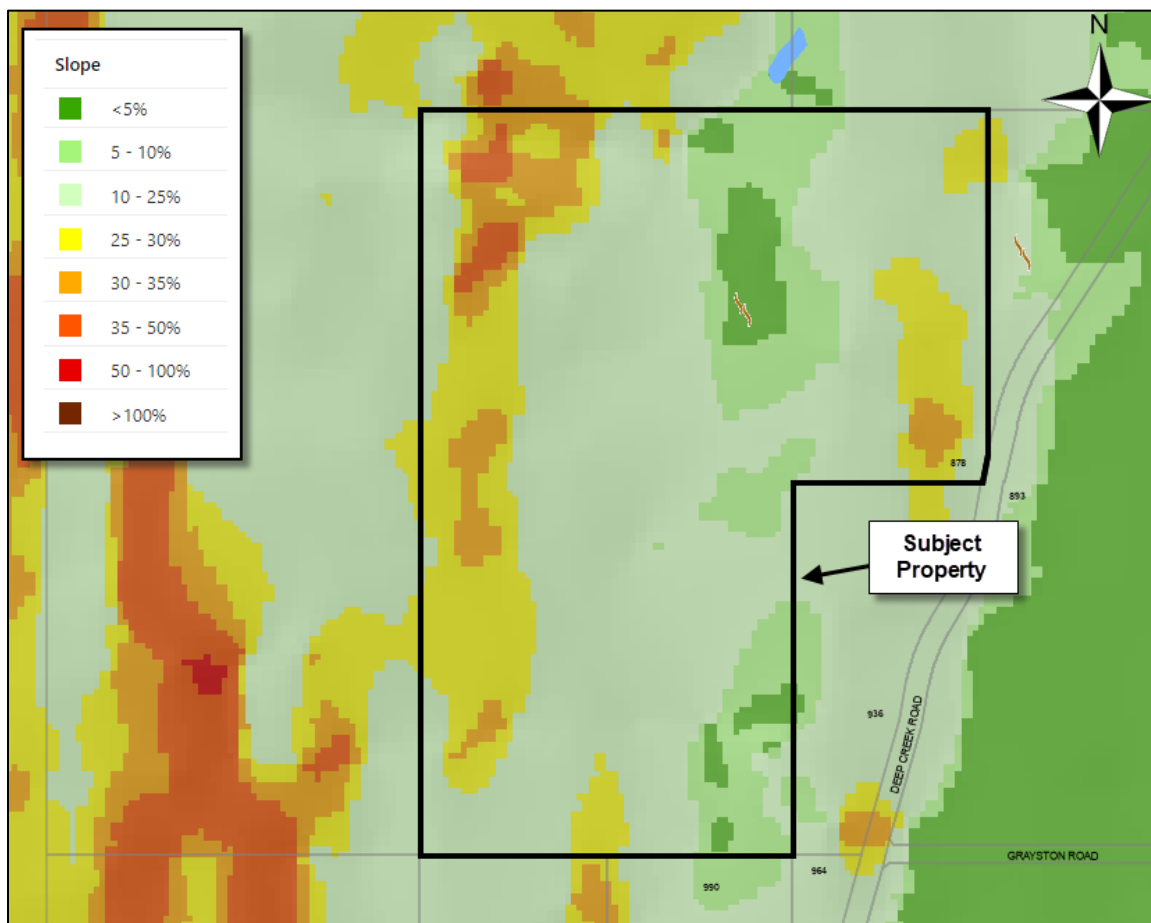




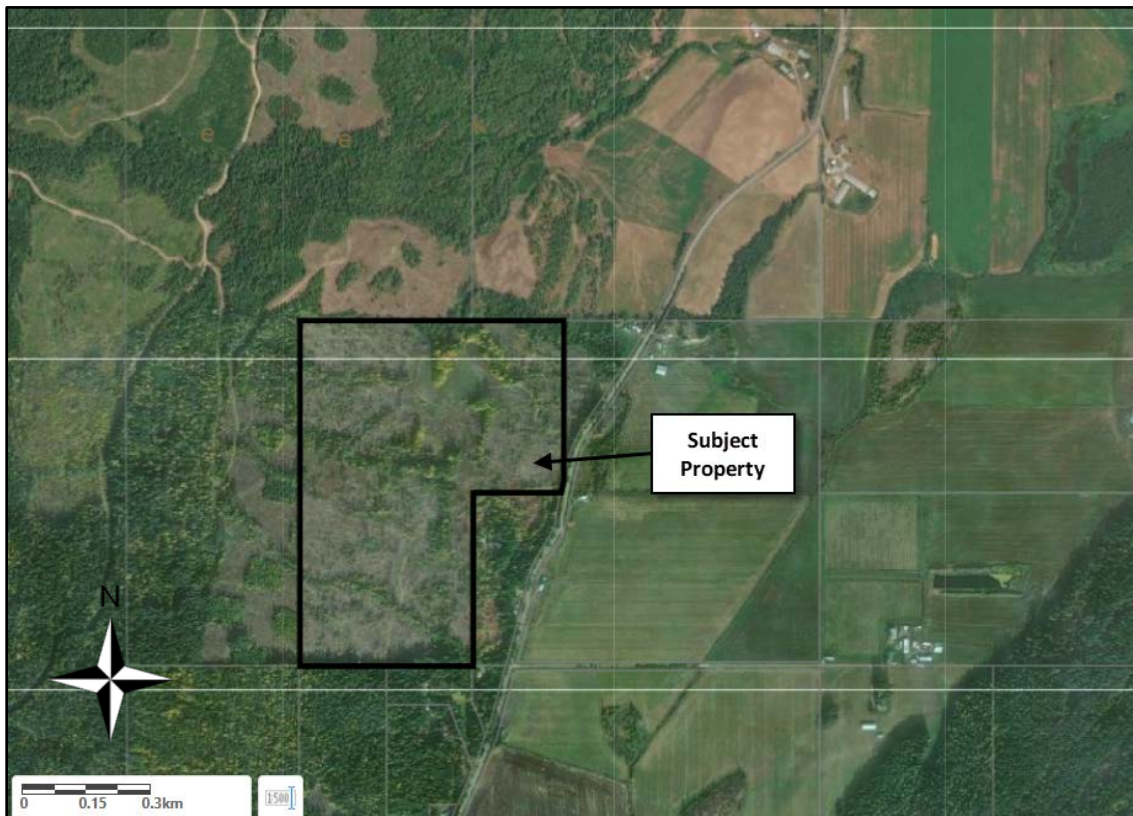
ALR



Slopes



Orthoimage (October 11, 2021)





COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1

Staff Contact: Laura Gibson

plan@csrd.bc.ca | lgibson@csrd.bc.ca

FILE: BL750-04/BL751-03

DATE: Nov. 22, 2021

REFERRAL RESPONSE

RECOMMENDATION:

Please check one. Where indicated or required, please explain your answer below.

☐ Approval recommended for reasons outlined below

☒ Interests unaffected by bylaw

☐ Approval recommended subject to conditions below

☐ Approval not recommended due to reasons outlined below

☐ No objections

RESPONSE TEXT:

The proposed bylaw has been reviewed as per S.477 of the Local Government Act and is consistent with the CSRD's current financial plan

Signed By:

Title Manager, Financial Services

Date: August 18, 2022

Agency CSRD

**COLUMBIA SHUSWAP REGIONAL DISTRICT**

PO Box 978 SALMON ARM BC V1E 4P1
 Telephone: 250.832.8194 Fax: 250.832.1083

FILE NO.
 PL20210000254 & 255
 DATE RECEIVED:
 November 22, 2021

OPERATIONS MANAGEMENT

Function	Comments	Reviewed By
UTILITIES	No concerns.	T Langlois
EMERGENCY MANAGEMENT	No concerns.	D Sutherland
FIRE SERVICES	No concerns.	D Sutherland
SOLID WASTE AND RECYCLING	No concerns, application appears to be consistent with the CSRD's Solid Waste Management Plan as per Section 477 of the Local Government Act."	B Van Nostrand
PARKS AND COMMUNITY SERVICES	No concerns.	R Nitchie
ADMINISTRATION	No concerns.	D Mooney



Agricultural Land Commission
 201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000 | Fax: 604 660-7033

November 25, 2021

Reply to the attention of Michael McBurnie

ALC Issue: 52440

Local Government File: BL750-04/BL751-03 PL20210254/PL20210255

Laura Gibson
 Planner, Columbia Shuswap Regional District
 lgibson@csrd.bc.ca

Re: Rezoning application for PID 027-805-115

Thank you for forwarding a copy of the rezoning application for PID 027-805-115 for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the bylaw amendment is consistent with the purposes of the *ALC Act*, the Agricultural Land Reserve (ALR) General Regulation, the ALR Use Regulation, and any decisions of the ALC.

The bylaw amendment proposes to redesignate and rezone the property from 'RH – Rural Holdings' to 'MH – Medium Holdings' to allow for subdivision of the 40+ ha parcel in to five 8 ha lots on the property identified as PID: 027-805-115 (the "Property").

The ALC recognizes that the Property is not within the ALR; however, the easternmost boundary of the Property is directly adjacent to ALR lands.

Part 3 of the Ministry of Agriculture's [Guide to Edge Planning](#) (2015) describes urban-side edge planning tools to promote urban/rural compatibility. With subdivision adjacent to the ALR, there may be potential for complaints about farm noise and smells, as well as potential impacts to agriculture, such as trespass, litter, theft, etc. For this reason, ALC staff recommend considering the setback and buffer requirements outlined in the [Guide to Edge Planning](#), including up to a 30 m residential building setback from the ALR boundary, and an associated 15 m vegetated buffer to reduce the potential for urban/agricultural conflicts.

The ALC strives to provide a detailed response to all referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any decisions of the Commission.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-3246 or by e-mail (michael.mcburnie@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in black ink, appearing to read 'M McBurnie', written in a cursive style.

Michael McBurnie, Regional Planner

Enclosure: Referral of Rezoning application for PID 027-805-115

CC: Ministry of Agriculture – Attention: Gregory Bartle

52441m1

From: [Lantenhammer, Desiree TRAN:EX](#)
To: [Marianne Mertens](#)
Cc: [Laura Gibson](#)
Subject: RE: Referral Request - BL750-04 and BL751-03
Date: November 22, 2021 1:19:16 PM
Attachments: [image009.png](#)
[image010.png](#)
[image011.jpg](#)
[image004.jpg](#)
[image005.jpg](#)

Hi Marianne and Laura,

Thanks for checking with this one. The rezoning does not require MoTI approval as it is greater than 800m to a Controlled Access Highway.

For the future subdivision, there will definitely be some challenges for the developer. All those watercourses may trigger the need for a flood hazard assessment. And their road design, as shown, would not be approved. We would not allow a cul-de-sac at an intersection. Im struggling to think of a reason why they would propose that. But anyways, I don't see anything showstopping. So we will hash out the details in our future subdivision review.

Have a great day!

Des

Desiree Lantenhammer, BSc

Development Services Officer

Ministry of Transportation and Infrastructure

Phone: 778-943-0151

Cell: 250-503-8963

From: Marianne Mertens <mmertens@csrd.bc.ca>
Sent: November 22, 2021 11:08 AM
To: Lantenhammer, Desiree TRAN:EX <Desiree.Lantenhammer@gov.bc.ca>
Cc: Laura Gibson <LGibson@csrd.bc.ca>
Subject: Referral Request - BL750-04 and BL751-03

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

BL750-04
 PL20210000254
 BL751-03
 PL20210000255

Good morning Desiree:

Thanks for taking my call. Attached are all the documents for the referral and were sent to the Board on November 18, 2021. The referral response date is for December 22, 2021.

Thanks, and have a wonderful day.

Marianne Mertens

Clerical Assistant

Development Services

Columbia Shuswap Regional District

D: 250.833.5924 | **TF:** 1.888.248.2773

E: mmertens@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 the sender immediately and delete this communication, attachment or any copy. Thank you.

From: [Cooper, Diana FLNR:EX](#)
To: [Marianne Mertens](#)
Subject: RE: Referral Request BL750-04 BL751-03
Date: Thursday, December 16, 2021 8:40:02 AM
Attachments: [image008.png](#)
[image009.png](#)
[image006.png](#)

Hello Marianne,

Thank you for your referral regarding the proposed subdivision of the property legally described as LOT 1 SECTION 7 TOWNSHIP 19 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP88484, PID 027805115. Please review the screenshot of the property below (outlined in yellow) and notify me immediately if it does not represent the property listed in your referral.

Results of Provincial Archaeological Inventory Search

According to Provincial records, there are no known archaeological sites recorded on the subject property.

Archaeological potential modelling for the area does not indicate a high potential for previously unidentified archaeological sites to be found on the subject property.

Archaeology Branch Advice

The Archaeology Branch does not identify a need for archaeological study or Provincial heritage permit(s) at the time of this referral response.

Please notify all individuals (e.g., owners, developers, equipment operators) involved in land-altering activities (e.g., home renovations, property redevelopment, landscaping, service installation) that if archaeological material is encountered during development, they **must stop all activities immediately** and contact the Archaeology Branch for direction at 250-953-3334.

Rationale and Supplemental Information

- Archaeological study and Provincial heritage permit(s) are not required in the absence of an archaeological site.
- There is always a possibility for previously unidentified archaeological sites to exist on the property.
- Archaeological sites are protected under the *Heritage Conservation Act* and must not be damaged or altered without a Provincial heritage permit issued by the Archaeology Branch. This protection applies even when archaeological sites are previously unidentified or disturbed.

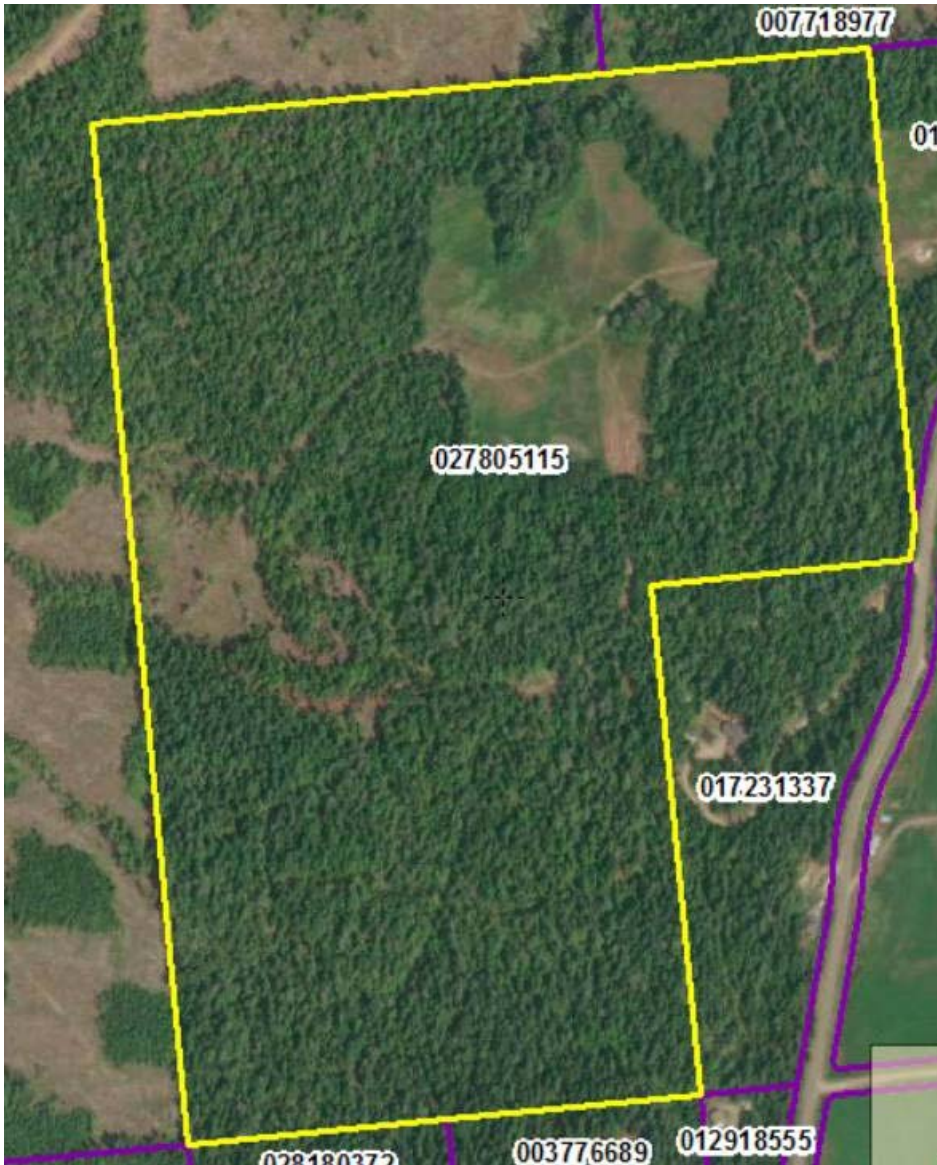
Questions?

For questions about the archaeological permitting and assessment process, please contact the Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.

For more general information, visit the Archaeology Branch website at www.gov.bc.ca/archaeology.

Kind regards,

Diana



Please note that subject lot boundaries (yellow) indicated on the enclosed screenshot are based on information obtained by the Archaeology Branch on the date of this communication and may be subject to error or change.

Diana Cooper
Archaeologist/Archaeological Information Administrator
Archaeology Branch | [Ministry of Forests, Lands, Natural Resource Operations and Rural Development](http://www.gov.bc.ca/ministry-of-forests-lands-natural-resource-operations-and-rural-development)



COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1

Staff Contact: Laura Gibson

plan@csrd.bc.ca | lgibson@csrd.bc.ca

FILE: BL750-04/BL751-03

DATE: Nov. 18, 2021

REFERRAL RESPONSE

RECOMMENDATION:

Please check one. Where indicated or required, please explain your answer below.

☐ Approval recommended for reasons outlined below

☐ Interests unaffected by bylaw

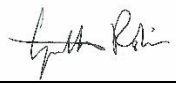
☐ Approval recommended subject to conditions below

☐ Approval not recommended due to reasons outlined below

☒ No objections

RESPONSE TEXT:

Proposed bylaw pertains to private land therefore MFLNRORD Thompson Okanagan Region, Lands Branch has no concerns.

Signed By: 

Title Sr. Authorizations Specialist

Date: November 22, 2021
Resource Operations & Rural Development.

Agency Ministry of Forests, Lands and Natural



Adams Lake Indian Band

Project Name:

PL20210000254 PL20210000255

FN Consultation ID:

87350

Consulting Org Contact:

Marianne Mertens

Consulting Organization:

[Columbia Shuswap Regional District \(CSRD\)](#)

Date Received:

Monday, November 22, 2021

Weytk,

Re: the PL20210000254 PL20210000255 (87350).

Through a preliminary analysis ALIB has identified some concerns which include:

x46 known ALIB cultural heritage sites (these do not include archaeology but are specific to ALIB) found intersecting and to within 5 km, including Non-Human Being stories, sacred locales, food procurement, known locations of pithouses and habitation. It is in areas of high and moderate potential for archaeology (RAAD). It is in an extirpated caribou zone and the Thompson River watershed (salmon habitat).

Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures.

ALIB requires a PFR and CHA be conducted on all Crown Lands, and lands associated with this project. Please contact Jen Pooley (jpooley@alib.ca) to make arrangements for ALIB crew to visit the project area. ALIB also requires that you create a Chance Find Policy and make all those involved in the project be made aware of it and the possibility of Indigenous cultural heritage values associated with this locale.. A template to create the Policy from can be found here:

<https://islandstrust.bc.ca/document/province-of-bc-archaeology-chance-fi...> Note: this guide is from 2014. Some contact information may be out of date.

Please share any cultural heritage or environmental reports associated with this project.

Please consider using the Messages function on this referral in NationsConnect to otherwise respond to this letter.

Kukstemc,

Celia Nord, BA

Assistant Title & Rights Coordinator

Adams Lake Indian Band

Chase, BC



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

Project Name:

Bylaw amendment - Ranchero/Deep Creek Official Community Plan Bylaw No. 750 and Ranchero/Deep Creek Zoning Bylaw No. 751, Electoral Area D, Deep Creek

FN Consultation ID:

L-211122-BL750-04-BL751-03

Consulting Org Contact:

Marianne Mertens

Consulting Organization:

[Columbia Shuswap Regional District \(CSRD\)](#)

Date Received:

Monday, November 22, 2021

File number:

BL750-04/BL751-03 PL20210254/PL20210255

WITHOUT PREJUDICE AND NOT TO BE CONSTRUED AS CONSULTATION

November 26, 2021

Attention: Marianne Mertens

We are in receipt of the above referral. The proposed activity is located within Okanagan Nation Territory. All lands and resources within the vicinity of this referral are subject to unextinguished Okanagan Nation Aboriginal Title and Rights.

The Penticton Indian Band has now had the opportunity to review the proposed activity. At this time, the Penticton Indian Band will be deferring further consultation and engagement to the Okanagan Indian Band.

If you require further information or clarification, please do not hesitate to contact me.

limləmt,

Heather McDougall
Referrals Clerk
Natural Resources Department
Penticton Indian Band
P: 250-492-0411
Referrals.clerk@pib.ca



Splatsin

PO Box 460 Enderby BC V0E 1V0

5775 Old Vernon Road

Tel: (250) 838-6496

Fax: (250) 838-2131

www.splatsin.ca

Project Name:

PL20210000076

FN Consultation ID:

BL851-22

Consulting Org Contact:

Marianne Mertens

Consulting Organization:

[Columbia Shuswap Regional District \(CSRD\)](#)

Date Received:

Tuesday, July 20, 2021

Splatsin acknowledges receipt of your letter dated 2021-07-20T14:13:30 providing notice of PL20210000076 (the "Project"). Splatsin has reviewed the information that you have provided, which raised a number of questions and concerns. Splatsin expects to be meaningfully consulted to ensure that adverse impacts are substantially addressed and accommodated prior to any decision regarding the Project.

About Splatsin

Splatsin is the southernmost campfire of the Secwepemc people, and we have occupied the south-central part of British Columbia for at least 10,000 years. Secwepemc territory stretches from the British Columbia-Alberta border near the Yellowhead Pass to the plateau west of the Fraser River, southwest to the Arrow Lakes and the upper reaches of the Columbia River.

Splatsin are the caretakers or *Yucwmenlúcucw* of our area of responsibility of Secwepemculucw. Our stewardship area is generally considered to be the Eagle River Valley. Historical and genealogical records as well as oral history link Splatsin to the Arrow Lakes, to the Sicamous Narrows, to the Columbia River at Revelstoke, north to where the Mica Dam is now located, and everywhere in between. We have cared for the lands and waters in our territory for thousands of years. Our caretaker responsibilities, or *Yucwminmen*, are a deeply imbedded aspect of Secwepemc law and way of life. These responsibilities guide us in our role as stewards of the land. The protection and maintenance of Secwepemculucw means the resources Splatsin people rely on for sustenance and cultural practices will continue to support current and future generations. Our stewardship allows us to continue our way of life, which is constitutionally protected under s. 35(1) of the *Constitution Act, 1982*.

Duty to Consult Where Potential Impacts to Aboriginal Rights and Title

Splatsin asserts Aboriginal rights and title in Secwepemculucw. As the Project falls within this area, any potential impact arising from the Project or cumulative impacts resulting from the Project on Splatsin's Aboriginal rights and title will trigger the duty to consult and accommodate Splatsin.

Given the extent of cumulative impacts in Splatsin's traditional territory, even a small project may have serious consequences for the exercise of our constitutionally-protected rights and title and may therefore require deep consultation and accommodation. Further, Splatsin asserts Aboriginal and other common law rights to the lands and water resources within, under, and adjacent to our reserve lands, and Splatsin has the right to govern those lands and water resources. To the extent the Project potentially impacts Splatsin's reserve land and/or water resources and/or Splatsin's ability and authority to govern our reserve lands and water resources, the duty to consult is engaged at the higher level, including the requirement to obtain Splatsin's consent.

Concerns Regarding the Project

Splatsin did not have the capacity to respond to this referral during the engagement period. Please notify us of any decisions that were made on this file and forward any monitoring reports, if applicable.

If your project was initially submitted through NationsConnect, please use the messages function on NationsConnect to respond to this letter.

Sincerely,

Kayla Gunner, Patricia Muskrat
Splatsin Referrals

Relevant Excerpts from

Ranchero/Deep Creek Official Community Plan Bylaw No. 750

Ranchero/Deep Creek Zoning Bylaw No. 751

(See [Bylaw No. 750](#) and [Bylaw No. 751](#) for all policies and land use regulations)

Bylaw No. 750

3.1 DEVELOPMENT CRITERIA

In the Ranchero/Deep Creek plan area, when considering an application to amend the OCP, rezone or subdivide land to accommodate a development, an applicant must show that the proposal:

2. preserves and protects the rural character of the area and directs higher density development to the Ranchero and Shaw Road areas;
4. protects and promotes natural, environmental, and geographic features;
6. proposes a comprehensive approach to the management and disposal of sewage and septage;
7. proposes a comprehensive approach to drainage including management of storm water, and prevention of slope instability – in accordance with Provincial best management practices;

3.2 GENERAL PLANNING POLICIES

1. 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.

7. One dwelling unit shall be permitted per lot and one secondary dwelling unit may be considered in the Rural Holdings, Agriculture, Medium Holdings, and Rural Residential designations subject to zoning. The size of the parcel and size of the secondary dwelling unit will be subject to zoning restrictions. The secondary dwelling unit will be subject to special provisions, including but not limited to: (a) setbacks from buildings and property lines; (b) the provision of required parking and access; and (c) the provision of adequate servicing that meets Provincial water and sewer regulations.

3.4 RURAL HOLDINGS (RH)

This land use designation applies to private land that may have some use and value for agriculture, forestry, natural resource extraction, or environmental conservation opportunities, as shown on schedule 'B'.

OBJECTIVES

1. Maintain the rural land base and protect it from activities that may diminish rural values and character.
2. Protect the environment and encourage comprehensive management of the rural land base.
3. Encourage and protect farm activities on productive or potential agricultural land including suitable agritourism opportunities and value-added agriculture.
4. Encourage and protect responsible outdoor recreational opportunities in accordance with the Electoral Area 'D' Parks Plan.
5. Direct development to be compatible with the Community Values (Section 1.4) and Development Criteria (Section 3.1).

POLICIES

1. Lands within the Rural Holdings designation are shown on Schedule 'B' as "RH".
2. Lands within the Rural Holdings designation shall be maintained as parcels of at least 60 ha minimum.
3. One secondary dwelling unit may be considered in the Medium Holdings designation, subject to zoning and proof of adequate water and sewer services that meet Provincial regulations.
4. Zoning regulations shall provide for a mix of residential lot sizes based upon the level of servicing available and character of the neighbourhood.
5. Recognize the existing two private camps located on the south side of Gardom Lake in the current zoning bylaw.

3.6 MEDIUM HOLDINGS (MH)

This land use designation applies to large lots, not presently located within the ALR, and generally 8.0 ha or more in size as shown on Schedule 'B'.

These lands are intended to provide for traditional rural pursuits and serve as a buffer between Rural and Resource, Rural Holdings, and Agricultural lands and the more densely developed Rural Residential lands of the Plan Area. In this land use designation, larger residential parcel sizes are the typical form of development and residents in the area promote the retention of large parcel sizes to protect each individual property's privacy and rural quality of life. Medium Holdings lands are characterized by the suitability to accommodate unserviced rural activities. These parcels typically have an adequate water supply and wastewater can be treated and disposed of through on-site ground disposal systems.

OBJECTIVES

1. Preserve the rural character of lands within the Plan Area.
2. Encourage farm activities on productive or potential agricultural lands including suitable agritourism opportunities and value-added agriculture.
3. Contain the extent of growth of urban and suburban lands.
4. Support development that is compatible with the Community Values (Section 1.4) and Development Criteria (Section 3.1).

POLICIES

1. Lands within the Medium Holdings designation are shown on as "MH" on Schedule 'B'.
2. Lands within the Medium Holdings designation shall have a minimum permitted parcel size of at least 8.0 ha.
3. Residential development in the Medium Holdings designation shall be permitted at a maximum density of 1 principal dwelling unit per ha. One secondary dwelling unit may be considered in the Medium Holdings designation, subject to zoning and proof of adequate water and sewer services that meet Provincial regulations.

5.1 Natural Resource Management – Agriculture

GOAL

To protect agricultural land both within and outside the ALR for agricultural based activities.

OBJECTIVES

1. Protect the agricultural land resources of the Plan Area for present and future food production and other agricultural purposes.
2. Recognize and protect the needs and activities of agricultural operations when considering development on adjacent lands.
3. Support farming practices that protect soil and water resources.
4. Encourage protection of the quantity and quality of the water supply, seek to improve water availability for irrigation purposes, and encourage the use of current best practices with respect to irrigation.
5. Encourage non-agricultural development away from agricultural lands.
6. Support development that is compatible with the Community Values (Section 1.4) and Development Guideline Criteria Statements (Section 3.1).
7. Encourage farmers in the Plan Area to follow the measures described in the British Columbia Farm Practices Guidelines as outlined by the Ministry of Agriculture.

POLICIES

1. This Plan supports the Agricultural Land Commission's mandate of preserving and encouraging the development of lands for agricultural purposes.

2. The CSRD encourages the retention of large land holdings within the Plan Area, including the ALR, to maintain future opportunities for farm use.
3. The CSRD discourages encroachment and fragmentation of farmland by non-farm related uses.
4. The location and construction of new roads, trails, utility or communication rights-of-way should be sited to avoid Agricultural lands wherever possible. Where unavoidable, these rights-of-way should be sited in a manner that will cause minimal impact on agricultural operations. Alignments should be established in consultation with affected landowners and the ALC.
5. Encourage adjacent property owners to cooperate in the establishment of fencing or buffers.
6. In the case of new developments adjacent to Agriculture lands, the CSRD strongly encourages the provision of adequate vegetative buffers to protect agricultural values and prevent encroachment.

Bylaw No. 751

4.5 Rural Holdings Zone

.1 Intent

To accommodate a variety of resource, agriculture, and residential related uses on large privately-owned rural parcels.

.2 Principal Uses

The uses stated in this subsection and no others are permitted in the RH zone as principal uses, except as stated in Part 3: General Regulations:

- (a) agriculture
- (b) airfield
- (c) backcountry recreation
- (d) forestry
- (e) resource extraction
- (f) single detached dwelling

.3 Secondary Uses

The uses stated in this subsection and no others are permitted in the RH zone as secondary uses, except as stated in Part 3: General Regulations:

- (a) accessory use
- (b) agri-tourism

- (c) bed and breakfast
- (d) childcare facility, in-home
- (e) guest ranch
- (f) home occupation
- (g) residential campsite
- (h) secondary dwelling unit
- (i) small-scale sawmill

.4 Regulations

On a parcel zoned RH, no land shall be used; no building or structure shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 5: Parking and Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	60 ha
(b) Minimum <i>parcel width</i> created by <i>subdivision</i>	100 m
(c) Maximum <i>parcel coverage</i>	25%
(d) Maximum number of <i>single detached dwellings per parcel</i>	One
(e) Maximum number of <i>secondary dwelling units per parcel</i> (subject to Section 3.16 of this <i>Bylaw</i>)	One
(f) Maximum <i>height</i> for: <ul style="list-style-type: none"> ▪ principal <i>buildings</i> and <i>structures</i> ▪ <i>accessory buildings</i> 	<ul style="list-style-type: none"> ▪ 11.5 m ▪ 10 m
(g) Maximum <i>habitable floor space</i> of <i>secondary dwelling unit</i>	90 m ²
(h) Maximum <i>gross floor area</i> of a <i>home occupation</i>	Shall be in accordance with Section 3.17
(i) Minimum <i>setback</i> from all <i>parcel boundaries</i>	<ul style="list-style-type: none"> ▪ 5 m
(j) <i>Small-Scale Sawmill</i>	Permitted on a <i>parcel</i> 4 ha or larger. <i>Small-Scale Sawmill</i> must be a minimum of 30 m from a <i>parcel boundary</i> .

4.7 Medium Holdings Zone

.1 Intent

To accommodate single detached dwellings and agricultural uses on medium-sized parcels.

.2 Principal Uses

The uses stated in this subsection and no others are permitted in the RH zone as principal uses, except as stated in Part 3: General Regulations:

- (a) agriculture (on parcels 2 ha and greater)
- (b) forestry
- (c) single detached dwelling

.3 Secondary Uses

The uses stated in this subsection and no others are permitted in the RH zone as secondary uses, except as stated in Part 3: General Regulations:

- (a) accessory use
- (b) agriculture, limited (on parcels less than 2 ha)
- (c) agri-tourism (on parcels 2 ha and greater)
- (d) bed and breakfast
- (e) childcare facility, in-home
- (f) home occupation
- (g) residential campsite
- (h) secondary dwelling unit

.4 Regulations

On a parcel zoned MH, no land shall be used; no building or structure shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 5: Parking and Loading Regulations. All agricultural uses must have a setback of at least 5 m from any parcel boundary and be contained by a fence.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	8 ha
(b) Minimum <i>parcel width</i> created by <i>subdivision</i>	30 m
(c) Maximum <i>parcel coverage</i>	25%
(d) Maximum number of <i>single detached dwellings</i> per <i>parcel</i>	One
(e) Maximum number of <i>secondary dwelling</i> units per <i>parcel</i> (subject to Section 3.16 of this <i>Bylaw</i>)	One
(f) Maximum <i>height</i> for: <ul style="list-style-type: none"> ▪ principal <i>buildings</i> and <i>structures</i> ▪ <i>accessory buildings</i> 	<ul style="list-style-type: none"> ▪ 11.5 m ▪ 10 m
(g) Maximum <i>habitable floor space</i> of <i>secondary dwelling unit</i>	90 m ²
(h) Maximum <i>gross floor area</i> of <i>accessory building</i>	200 m ² on <i>parcels</i> less than or equal to 2 ha
(i) Maximum <i>gross floor area</i> of an <i>home occupation</i>	Shall be in accordance with Section 3.17
(j) Minimum <i>setback</i> from: <ul style="list-style-type: none"> ▪ <i>front parcel boundary</i> ▪ <i>rear parcel boundary</i> ▪ <i>rear parcel boundary</i> for an <i>accessory building</i> (excluding, <i>secondary dwelling unit</i> or <i>home occupation</i>) ▪ <i>interior side parcel boundary</i> ▪ <i>exterior side parcel boundary</i> 	<ul style="list-style-type: none"> ▪ 4.5 m ▪ 5 m ▪ 3 m ▪ 2 m ▪ 5 m



BOARD REPORT

TO: Chair and Directors

File No: BL900-36E
PL20210000274

SUBJECT: Electoral Area E: Lakes Zoning Amendment Bylaw No. 900-36E

DESCRIPTION: Report from Christine LeFloch, Planner III, dated August 29, 2022.
9940 Mara West Road, Rural Sicamous.

RECOMMENDATION: THAT: "Lakes Zoning Amendment Bylaw No. 900-36E", be denied first reading this 22nd day of September, 2022.

SHORT SUMMARY:

The applicant would like to rezone a portion of the foreshore of Mara Lake adjacent to lands jointly owned by the CSRD and RDNO, which are in the process of being developed as the Sicamous to Armstrong Rail Trail (Rail Trail), to recognize an existing fixed dock. Lakes Zoning Bylaw No. 900 only permits docks in association with waterfront parcels. The subject property is not a waterfront parcel because it is separated from Mara Lake by the Rail Trail property. The owner has applied to amend the zoning bylaw to change the foreshore zone from FM1 to FG1 and include a special regulation which would specify that the existing dock is a permitted use in association with the semi-waterfront subject property.

VOTING:

Unweighted
Corporate

☐

LGA Part 14
(Unweighted)

☒

Weighted
Corporate

☐

Stakeholder
(Weighted)

☐

BACKGROUND:

ELECTORAL AREA:
E

LEGAL DESCRIPTION:

Lot 11, Section 25, Township 21, Range 8, West of the 6th Meridian, Kamloops Division Yale District, Plan 10892

PID:

009-536-655

CIVIC ADDRESS:

9940 Mara West Road

SURROUNDING LAND USE PATTERN:

North = Residential, Rail Trail, Mara Lake

South = Mara West Road, Residential

East = Rail Trail, Mara Lake

West = Residential

CURRENT USE:

Single family dwelling, fixed dock

PROPOSED USE:

The applicant would like to have an existing fixed dock recognized as a permitted use for this non-waterfront parcel

PARCEL SIZE:

0.89 ha (0.22 ac)

DESIGNATION:

Subject Property:

Electoral Area E Official Community Plan Bylaw No. 840

RR – Rural Residential

ZONE:

Electoral Area E Zoning Bylaw No. 841

RR1 – Rural Residential 1

Mara Lake Foreshore adjacent to Rail Trail:

Lakes Zoning Bylaw No. 900

FM1 – Foreshore Multi-Family 1

PROPOSED ZONE:

Lakes Zoning Bylaw No. 900

FG1 – Foreshore General 1, plus a special regulation to allow a fixed dock to be located adjacent to the Rail Trail property in association with the subject property.

AGRICULTURAL LAND RESERVE:

0%

SITE COMMENTS:

The subject property is located on the west side of Mara Lake about 150 m south of the boundary with the Sicamous Indian Reserve #3. The property is situated between the Rail Trail property and another residential lot. Mara West Road abuts the southeast property boundary. The subject property is in an area of semi-rural properties, many of which abut the west side of the Rail Trail and are not waterfront properties fronting Mara Lake. A number of the owners of properties in this area have installed crossings over the Rail Trail and have installed docks on Mara Lake. This is discussed further in the Key Issues/Concepts section below. The subject property has an existing dock, and there is a crossing installed in order to access the dock. Ortho imagery from 2018 which was taken during high water, shows that lake levels rose such that the lower lying rail trail lands were inundated with floodwater. A walkway is installed on the rail trail lands to allow access over the high water to the trail and dock. Many other properties in the vicinity have similar walkways in place.

The Management Plan for the dock indicates that the platform is 18 m² and the elevated walkway is 1.22 m wide and ~90 m long. (See BL900-36E_Management_Plan_Redacted.pdf.) The applicant has indicated that the entire dock including walkway and platform is 130 m² in area. The plans indicate that the walkway for the dock begins very close to where the CPR tracks were previously located.

BYLAW ENFORCEMENT:

No, but the development subject to this application is not compliant with CSRD Lakes Zoning Bylaw No. 900.

POLICY:

Please see the attached "BL900-36E_Excerpts_BL900_BL840_BL841_P-19.pdf" for relevant excerpts from Lakes Zoning Bylaw No. 900, Electoral Area E Official Community Plan Bylaw No. 840, Electoral Area E Zoning Bylaw No. 841, and Policy P-19 – Consistent Use of Upland/Adjacent Foreshore and Aquatic Crown Land.

FINANCIAL:

The subject dock is considered to be lawfully non-conforming by CSRD Planning staff as discussed further under Key Issues/Concepts. If the foreshore at which the subject dock is located is not rezoned to permit the dock to remain, no further action would be required by staff and there would be no further costs to the CSRD.

KEY ISSUES/CONCEPTS:Background

The applicant has an existing fixed dock located adjacent to the Rail Trail which abuts the applicant's property located at 9940 Mara West Road. CSRD GIS information including ortho imagery show that the pilings supporting the dock have been in place since 2013. A photo taken by CSRD Bylaw Enforcement staff on September 28, 2015 shows the walkway for the dock has been constructed, but the ramp and dock platform are not yet in place. (See BL900-36E_Maps_Plans_Photos.pdf.) Information provided by the applicant indicates that the pilings were installed in July of 2012, prior to adoption of Lakes Zoning Bylaw No. 900. Ortho imagery was not flown in 2012. Ortho imagery also indicates there was a dock in the same location prior to the current dock being constructed.

The applicant has requested rezoning to permit the dock. Staff have determined that rezoning the portion of the foreshore where the dock is located from FM1 - Foreshore Multi-family 1 to FG1 – Foreshore General 1 with a special regulation to the bylaw to allow a dock in association with the semi-waterfront subject property would permit the dock.

The owner asserts that there has been a dock in association with the subject property since 1992. A photo of the original dock has been provided by the applicant and is included in the attached "BL900-36E_Maps_Plans_Photos.pdf". The applicant made application to the Province for a Specific Permission to replace the original dock in 2010. The CSRD responded to a referral from the Province regarding that application indicating that there were no concerns as there were no bylaws covering the foreshore at that time. The file review took some time for the Province to complete, but a License of Occupation was issued on February 15, 2012 with an expiration of 10 years. The License of Occupation (LOO) expired on February 15, 2022. One of the conditions of renewal of the LOO is that the applicant must hold liability insurance for the dock. The applicant has indicated that in order to obtain liability insurance the dock must be in good legal standing. Other conditions for renewal of the LOO include consent of the upland owner and confirmation that the dock is lawful under the current zoning bylaw.

On August 16, 2012, the CSRD Board adopted Lakes Zoning Bylaw No. 900. Upon adoption, placement of new docks on the foreshore adjacent to the Rail Trail property, which at that time was still owned by CP Rail, was no longer permitted because the bylaw only permits placement of docks in association with waterfront properties. The subject property is not waterfront.

Ortho-imagery taken in September of 2013 (see BL900-36E_Maps_Plans_Photos.pdf), shows that pilings were in the water where the applicant's dock would eventually be placed. The ortho imagery also shows a barge working in the area at the same time, however it appears that the barge was working on removing a neighbouring dock as the neighbouring dock does not appear in ortho imagery from later years. The applicant has provided documentation showing that he paid a pile driving company to install the pilings in July of 2012. This may be considered proof that construction of the dock commenced prior to the adoption of Bylaw No. 900. As such, the applicant's dock is considered by Planning staff to be lawfully non-conforming with regard to Bylaw No. 900. A lawfully non-conforming dock may be maintained but cannot be replaced unless the foreshore is rezoned to allow the dock as a legal permitted use. It is unclear whether lawful non-conforming status is considered "good legal standing" by the applicant's insurance company.

The applicant notes that the dock was built to DFO environmental and installation requirements at a high cost. This includes elevating the walkway by using pilings to prevent grounding at low water and using flow-thru decking to allow sunlight to pass through for marine life. He has also indicated that he is willing to work with the Rail Trail owners on any requirements that may be necessary to prevent members of the public from using the dock, such as installing a flip up ramp separating the walkway ramp from the Rail Trail. See BL900-36E_Applicant_Information_Redacted.pdf", attached.

Lakes Zoning Bylaw No. 900

Lakes Zoning Bylaw No. 900 (Bylaw No. 900) was adopted on August 16, 2012 by the CSRD Board of Directors in response to significant public and provincial concerns about the proliferation of docks and buoys (both authorized and unauthorized) on Shuswap and Mara Lakes. The process to create the bylaw included extensive consultation over several years with the public and stakeholders, including close consultation with the Province. Bylaw No. 900 regulates the use, size and siting of docks, buoys and swimming platforms in Electoral Areas C (South Shuswap), E (Rural Sicamous), and F (North Shuswap). See Map 1 in BL900-36E_Maps_Plans_Photos.pdf, attached. The bylaw was intended to be consistent with Provincial dock regulations, which specify that only waterfront properties with riparian rights may have docks. As such, the bylaw only permits docks in association with waterfront parcels. See "BL900-36E_Excerpts_BL900_BL840_P-11.pdf" and "BL900-36E_PPM_Policy.pdf", attached.

The aquatic Crown land adjacent to the Rail Trail where the subject dock is located is zoned FM1 – Foreshore Multi-Family 1. This zone only permits placement of a dock in association with a waterfront unit that is part of a shared interest or strata development. Staff recognize that this zoning is incorrect because there are no developments of this type in the general vicinity. The appropriate zone for this area at the time the bylaw was written would have been FG1 – Foreshore General 1, which is normally applied to areas where fixed docks would be necessary and where walking the foreshore isn't feasible. It is also the zone that has been applied to the aquatic Crown land south of the FM1 area.

The proposed zoning amendment would rezone the specified portion of the foreshore from FM1 to FG1 with a special regulation which would stipulate that a fixed dock is a permitted use in the proposed location in association with the subject property. It should be noted that the existing dock platform meets the maximum size requirements for the FG1 zone of 33.45 m². The walkway width also meets the requirements of the bylaw. The dock is very long, however there is no maximum length for walkways regulated in Bylaw No. 900.

Bylaw No. 900 differentiates between waterfront and semi-waterfront parcels as outlined below:

WATERFRONT PARCEL is a parcel having a boundary, including a point, in common with the natural boundary of a lake.

SEMI-WATERFRONT PARCEL is a parcel that is only separated from the natural boundary of a lake by a highway or a railway line.

HIGHWAY is a street, road, lane, bridge, viaduct and any other way open to public use, other than a private right of way on private property.

The Rail Trail is considered a "highway" pursuant to the above definition, and as such, the subject property is considered to be a "semi-waterfront parcel". Docks are only permitted in association with waterfront parcels. The subject property does not meet the definition of waterfront parcel and is therefore not permitted a dock. Semi-waterfront parcels are not permitted to have docks, but they are permitted one buoy and a swim platform subject to the regulations in Bylaw No. 900. While Bylaw No. 900 allows for a swim platform, the current Provincial regulations do not permit them for non-waterfront properties. Staff are aware that Bylaw No. 900 will need to be updated to correct this discrepancy.

It should be noted that with the advent of the Rail Trail project, the trail corridor is intended to become a regional park and has been designated as Park in the new Electoral Area E Official Community Plan Bylaw No. 840 and zoned as Park in the new Electoral Area E Zoning Bylaw No. 841 as described further below. All foreshore within the Bylaw No. 900 area that are adjacent to parkland or MoTI beach accesses are zoned FP – Foreshore Park. The Foreshore Park Zone only permits docks in association with a Park use and there is currently only one site specific regulation permitting a dock in association with a non-park use. This is a special case for a dock that provides access to a non-waterfront, water access only property via an MoTI right of way where there are no public trails in the immediate vicinity.

At some point in the future, staff will be bringing an amendment to the Board to rezone the foreshore adjacent to the Rail Trail as FP – Foreshore Park. This would likely occur some time in 2023. Zoning the area along the Rail Trail as Foreshore Park would be consistent with the approach taken on the rest of the Shuswap Lake system where Parks are located adjacent to the lake. Consideration should be given to the future use of this area as a linear park including whether private docks are an appropriate use of the aquatic Crown land lying adjacent to public parkland.

Electoral Area E Official Community Plan Bylaw No. 840

The Electoral Area E Official Community Plan Bylaw No. 840 was adopted at the February 17, 2022 Board meeting and came into effect on March 1, 2022. The Rail Trail properties are designated as Park in the new OCP, recognizing their proposed use as a linear trail for recreational use. There are also policies regarding appropriate use of the foreshore including encouraging the Province to refer all applications for foreshore use to the CSRD for comment and continued implementation of Bylaw No. 900. The OCP also includes a Foreshore and Water Development Permit Area which requires that property owners obtain a Development Permit prior to the installation of a dock, buoy, or swim platform.

Electoral Area E Zoning Bylaw No. 841

The Electoral Area E Zoning Bylaw No. 841 was also adopted at the February 17, 2022 Board meeting and came into effect on March 1, 2022. The Rail Trail properties are zoned PK – Parks and Protected Areas Zone. The PK zone permits park and passive recreation.

Policy P-11 – Consistent Use of Upland/Adjacent Foreshore and Aquatic Crown Land

[Policy P-11](#) was originally adopted by the Board in September 1985; an updated version was adopted by the Board in August 2019 due to issues related to development of the Rail Trail. See "BL900-36E_Excerpts_BL900_BL840_BL841_P-11.pdf", attached. This policy provides clarification regarding the use of the foreshore by upland property owners and guides staff in responding to referrals regarding use of the Crown foreshore. It iterates that the use of Foreshore and Aquatic Crown Land has an impact

on the use of the adjacent upland and that as a waterfront and upland owner, the CSRD must provide consent to the Province of BC for any Foreshore or Aquatic Crown Land application prior to the Province granting approvals for these adjacent lands. It further outlines that where land use regulations are in place, the Province of BC be advised of the uses permitted in accordance with the CSRD's bylaws, and that any development of land, including the surface of the water, must be compatible with the uses permitted in such land use bylaws. Further, the policy states that where the proposed use of the foreshore and aquatic Crown land is not consistent with the permitted use as regulated in the CSRD's land use bylaws, the Province be requested to decline to issue the license, lease, general or specific permission; alternatively, a landowner may request the CSRD to amend the land use bylaw(s) to be consistent with the proposed use of the foreshore or aquatic Crown land.

Riparian Rights

Riparian rights is a common law principle which applies to property that shares a legal boundary with a watercourse or waterbody. It is a set of rights which essentially allow the property owner the unimpeded right of access to and from the water onto their waterfront property. By extension it allows for the placement of docks on the aquatic Crown land (foreshore) adjacent to a waterfront property. These rights do not extend to properties located across a public road from a waterbody, or where a property is otherwise separated by a legal boundary for titled or untitled land from a waterbody (ie: road right of way, railway line, Crown Land, private land). These rights may be extended to a third party by way of an upland owner consent agreement.

Provincial Private Moorage Policy

The Provincial Private Moorage Policy (see BL900-36E_PPM_Policy.pdf", attached) is used by the Province when considering applications for private moorage. The policy stipulates that specific permissions are available to waterfront property with riparian rights adjacent to the foreshore. The policy further states that docks that infringe upon the riparian right of access of the adjacent upland property must obtain upland owner consent. As noted, the subject property is not waterfront, and the owner has not obtained upland owner consent. Renewal of the expired License of Occupation requires upland consent of the owners of the Rail Trail.

Rail Trail Governance Advisory Committee

The fourteen member Sicamous-to-Armstrong Rail Trail Governance Advisory Committee (GAC) is made up of elected representatives from Splat'sin of the Secwepemc Nation, the Columbia Shuswap Regional District (CSRD), and the Regional District of North Okanagan (RDNO), and includes the communities of Sicamous, Enderby, Armstrong, Spallumcheen, Salmon Arm, Lumby, and Coldstream. Issues related to development of the Rail Trail including how to manage existing encumbrances including crossings and docks are dealt with by the GAC with technical support from the Rail Trail Technical Operational Committee (TOC) which is made up of staff members from Splat'sin, RDNO and CSRD.

Regarding encumbrances along the Rail Trail, the Board passed a resolution at the October 17, 2019 Board meeting placing a moratorium on any new upland consent pending further review by the TOC, and until such time as a new policy can be presented to the GAC. To date the TOC has not presented a policy to the GAC regarding the granting of License of Upland Consent Agreements for docks, but the TOC has recommended to the GAC that granting of License of Upland Consent Agreements be consistent with the Provincial Private Moorage Policy, which does not permit docks for non-waterfront properties. The TOC also presented a briefing note to the GAC dated September 27, 2021, recommending that swim platforms and associated crossings not be permitted on the foreshore adjacent to the Rail Trail, and this recommendation was passed by the GAC and both Regional District Boards at their October 2021 meetings. See "BL900-36E_Rail_Trail_Info_Redacted.pdf", attached.

Upland Consent

When the rail corridor was sold to the CSRD and RDNO in December 2017 all encumbrances, including those agreements with CP Rail, were assumed by the owners. Specific Permissions for docks issued under the new Provincial Private Moorage Policy do not have a fixed term or require replacement. However, when a Specific Permission granted under the former policy expires the owner must apply for a new Specific Permission. As there is no expiry on the new Permissions, the Province ordinarily requires an upland consent agreement from the new waterfront property owners to ensure that consent is granted for the full term of the permit.

In this case, when the subject dock was originally placed, the upland owner was CP Rail. Upland consent was never formally granted by CP Rail for the subject dock. Despite this, the Province issued tenure in the form of a License of Occupation. The wording of the tenure agreement states that if the upland owner wishes to exert its riparian rights in the future, the tenure can be revoked. Since the tenure was issued, the rail corridor was sold and is now owned by the CSRD and RDNO in this location. Upland consent is now at the discretion of these new owners.

Other Considerations

As noted above, Bylaw No. 900 does not allow placement of docks in association with properties that are not waterfront. This is the second application in the Bylaw No. 900 area the CSRD has received requesting rezoning of the Crown foreshore adjacent to the Rail Trail for placement of a dock that is not associated with a waterfront property. The first application was for a property that did not have an existing dock or a Specific Permission but did have a previous upland consent agreement with CP Rail. Staff recommended that first reading of the bylaw amendment be denied and the Board agreed. The proposed amending bylaw did not receive first reading.

Staff are aware that there are a large number of docks in the Bylaw No. 900 area (Shuswap and Mara Lakes) that are not associated with waterfront properties. Ortho imagery for the subject area indicates that there are several docks along this section of Mara West Road, and the properties they are associated with are not waterfront. Only one of these docks has received all of the required approvals including upland consent and Provincial Specific Permission. It was installed prior to adoption of Bylaw No. 900 so it is considered lawfully non-conforming with respect to CSRD bylaws. Evidence provided by the applicant indicates that the subject dock is also lawfully non-conforming as the pilings for the dock were installed prior to the adoption of Bylaw No. 900. However, the applicant does not have upland consent and the Specific Permission that was granted by the Province in 2012 expired in February 2022. It is noted that lawful non-conforming status only relates to zoning and is not contingent upon approvals from other levels of government. See "BL900-36E_Rail_Trail_Info_Redacted.pdf" for a map showing the status of the docks in this area.

With regard to docks installed in other parts of the Bylaw No. 900 area in association with non-waterfront properties, they are considered to be either lawfully non-conforming with regard to Bylaw No. 900 if installed prior to adoption of the bylaw in 2012; or unlawful, if installed after adoption of the bylaw. Enforcement of unlawful docks to date has been on a complaint basis only. However, as a result of Rail Trail development the unlawful docks in the Mara West Road area may need to be removed. This is something that will have to be considered by the Rail Trail Governance Advisory Committee and the owners of the Rail Trail. As outlined above, there is currently a moratorium in place regarding any new upland consent agreements until such time as a policy is developed and approved by the Rail Trail Governance Advisory Committee and the owners of the Rail Trail.

Provincial staff have indicated that where an applicant for Specific Permission doesn't have both upland consent and zoning compliance, they would consider the application incomplete, and it would not be accepted. As the permission for the subject dock has expired and there is a moratorium in place regarding new license and upland consent agreements the applicant may not be able to obtain the necessary approvals from the upland owners and the Province. If the proposed bylaw amendment receives first reading a referral would be sent to the GAC as part of the referral process.

The following steps would be required to obtain upland consent:

- The TOC would need to bring the matter to the GAC for review;
- The GAC would need to make a recommendation to the Rail Trail owners recommending approval of entering into a License and Upland Consent with the applicant; and
- The recommendation would need to be passed by the CSRD Board, RDNO Board and Splitsin Council.

If first reading is denied, as the dock is recognized as lawfully non-conforming, the same steps noted above would be required in order for the dock owner to obtain upland consent. If first reading is granted, a referral would also be sent to the Province (Ministry of Land, Water and Resource Stewardship – Lands Branch). The response from the Lands Branch should indicate whether or not a new Specific Permission will be granted for the subject dock.

SUMMARY:

The applicant is proposing to rezone the foreshore adjacent to the Rail Trail which is co-owned by the CSRD and RDNO from FM1 to FG1 and add a site specific regulation to the FG1 Zone which would recognize an existing fixed dock which would be for the exclusive use of the subject property, which is not a waterfront parcel and allow it to remain in its current location. Staff recommend that first reading of the proposed amending Bylaw No. 900-36E be denied, for the following reasons:

- The proposal is contrary to the purpose of Lakes Zoning Bylaw No. 900 – docks permitted for waterfront parcels only;
- Reading the amending bylaw a first time may create the public perception that docks are now being considered by the Board for all semi-waterfront parcels in the Bylaw No. 900 area which may not be the message the CSRD wishes to convey as it is contrary to the original intent of Lakes Zoning Bylaw No. 900;
- This recommendation is consistent with the Provincial Private Moorage Policy which does not allow docks for semi-waterfront properties;
- Refusing to amend Bylaw No. 900 to allow the existing dock to remain adjacent to the Rail Trail, which is designated as Park in the Electoral Area E OCP and zoned as Park and Protected Area in the Electoral Area E Zoning Bylaw, would be consistent with the approach taken in not permitting privately owned docks to be located adjacent to upland properties designated and zoned as Park throughout the Bylaw No. 900 area;
- Owners of non-waterfront properties do not have riparian rights under common law, and the Regional District as co-owner of the Rail Trail properties has an interest in protecting its own riparian rights and limiting liability with regard to the use of its property;
- Approval of this application may have negative ramifications for the design, operation, use and enjoyment of the Rail Trail by the owners, the jurisdictions that funded the acquisition of the rail trail lands, and the future users of the trail; and

- Recognizing the existing dock as lawfully non-conforming with regard to Bylaw No. 900 means that the dock could be maintained in its current location, size and dimensions, but could not be 100% replaced in future. As such, the owner would be able to continue to use the dock in the shorter term until it is no longer functional.

IMPLEMENTATION:

Staff are recommending that first reading of Bylaw No. 900-36E be denied. However, should the Board choose to read the proposed bylaw amendment a first time and direct staff to initiate the referral process, it is recommended that pursuant to Policy P-18 regarding Consultation Processes-Bylaws, the simple consultation process initially be used for this application. Neighbouring property owners will first become aware of the application for Zoning Bylaw amendment when a Notice of Application sign is posted on the property.

The following list of referral agencies is recommended:

- CSRD Operations Management;
- Rail Trail Governance Advisory Committee (Committee of Rail Trail Owners);
- Ministry of Land, Water and Resource Stewardship – Lands Branch;
- Adams Lake Indian Band;
- Akisqnuq First Nation;
- Ktunaxa Nation Council;
- Little Shuswap Lake Band;
- Lower Kootenay Band;
- Lower Similkameen Indian Band;
- Neskonlith Indian Band;
- Okanagan Indian Band;
- Okanagan Nation Alliance;
- Penticton Indian Band;
- Shuswap Indian Band;
- Simpcw First Nation;
- Splatshin First Nation;
- St. Mary's Indian Band; and
- Tobacco Plains Indian Band.

Depending on the results of the Simple Consultation process and the referral responses, staff may recommend to the Board that elements of the Complex Consultation Process, such as a community meeting, be held.

COMMUNICATIONS:

If the Board endorses the staff recommendation the owner will be advised of the Board resolution and the file will be closed.

If the bylaw is given first reading it will be forwarded to the applicable agencies and First Nations for review and comment. Agency comments would be provided with a future Board report. The applicant will be required to post a Notice of Application sign on the subject property in accordance with Development Services Procedures Bylaw No. 4001. Photos of the installed sign must be emailed or received in person by the CSRD no more than 30 days following first reading of the bylaw. Staff will not forward the bylaws to the Board for second reading unless the owner has provided the required information regarding posting of the signs as required in Bylaw No. 4001.

Where an application for rezoning is consistent with the Official Community Plan, staff may recommend that the public hearing be waived pursuant to Section 466 of the Local Government Act and Section 8.1.1 of the Development Services Procedures Bylaw No. 4001. In this case staff would recommend that the public hearing be waived as no amendment to the Official Community Plan is required for amendments to Lakes Zoning Bylaw No. 900. This would occur as part of a report to the Board at the time of second reading, if required. In lieu of holding a public hearing, an advertisement would be placed in two editions of a local newspaper advising that the public hearing has been waived and inviting written submissions. The Board may choose not to waive the public hearing at their discretion. If a public hearing is held it may be held both in person and electronically, subject to public health orders at the time. In accordance with Policy P-25 Public Hearings, the default location for public hearings is the CSRD Board Room. In special circumstances, the Board may choose to hold a public hearing at an alternate location that may be more suitable.

DESIRED OUTCOMES:

That the Board endorse the 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:	2022-09-22_Board_DS_BL900-36E_First.docx
Attachments:	<ul style="list-style-type: none"> - BL900-36E_First.pdf - BL900-36E_Rail_Trail_Info_Redacted.pdf - BL900-36E_PPM_Policy.pdf - BL900-36E_345885_Licence_of_Occupation_Redacted.pdf - BL900-36E_Management_Plan_Redacted.pdf - BL900-36E_Applicant_Information_Redacted.pdf - BL900-36E_Excerpts_BL900_BL840_BL841_P-11.pdf - BL900-36E_Maps_Plans_Photos.pdf
Final Approval Date:	Sep 10, 2022

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



Corey Paiement

A handwritten signature in blue ink, appearing to read "Gerald Christie", written over a horizontal blue line.

Gerald Christie

A handwritten signature in black ink, appearing to read "Jennifer Sham", written in a cursive style.

Jennifer Sham

No Signature - Task assigned to Jodi Pierce was completed by assistant Jennifer Sham

Jodi Pierce

COLUMBIA SHUSWAP REGIONAL DISTRICT

LAKES ZONING AMENDMENT BYLAW NO. 900-36E

A bylaw to amend the "Lakes Zoning Bylaw No. 900"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.900;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 900;

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

1. Bylaw No. 900 cited as "Lakes Zoning Bylaw No. 900" is hereby amended as follows:

A. MAP AMENDMENT

1. Schedule B, Zoning Maps, which forms part of the Lakes Zoning Bylaw No. 900 is hereby amended by:

- a) Rezoning a portion of the foreshore lying adjacent to the Sicamous to Armstrong Rail Trail legally identified as, That Part of the Southwest ¼ of Section 25 Shown on Plan R170 Said to Contain 7.4 acres More or Less, Township 21, Range 8, West of the 6th Meridian Kamloops Division Yale District, which is more particularly shown hatched on Schedule 1 attached hereto and forming part of this bylaw, from FM1 – FORESHORE MULTI-FAMILY 1 to FG1 – FORESHORE GENERAL 1.

B. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, Part 4 Zones, Section 4.9, FORESHORE GENERAL 1 ZONE is hereby amended by:

- i) Adding the following after subsection (c) Location and Siting:

"(d) Site Specific Permitted Uses

For the surface of the *lake* adjacent to That Part of the Southwest ¼ of Section 25 Shown on Plan R170 Said to Contain 7.4 acres More or Less, Township 21, Range 8, West of the 6th Meridian Kamloops Division Yale District, a *fixed dock* with a maximum upward facing surface area of 18 m² is a permitted use in association with Lot 11, Section 25, Township 21, Range 8, West of the 6th Meridian, Kamloops Division Yale District, Plan 10892. {9940 Mara West Road}

2. This bylaw may be cited as "Lakes Zoning Amendment Bylaw No. 900-36E."

READ a first time this _____ day of _____, 2022.

READ a second time this _____ day of _____, 2022.

PUBLIC HEARING held this _____ day of _____, 2022.

READ a third time this _____ day of _____, 2022.

ADOPTED this _____ day of _____ 2022.

CORPORATE OFFICER

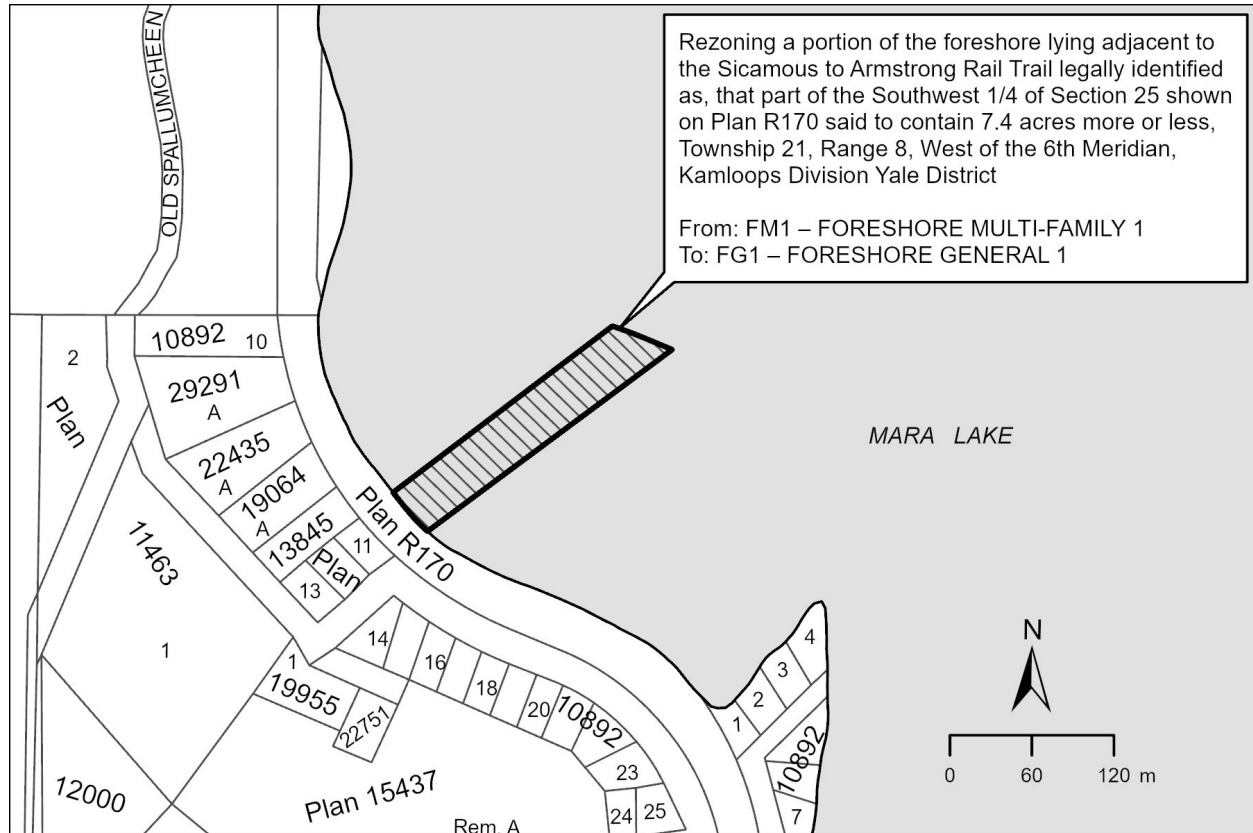
CHAIR

CERTIFIED a true copy of Bylaw No. 900-36E
as read a third time.

CERTIFIED a true copy of Bylaw No. 900-36E
as adopted.

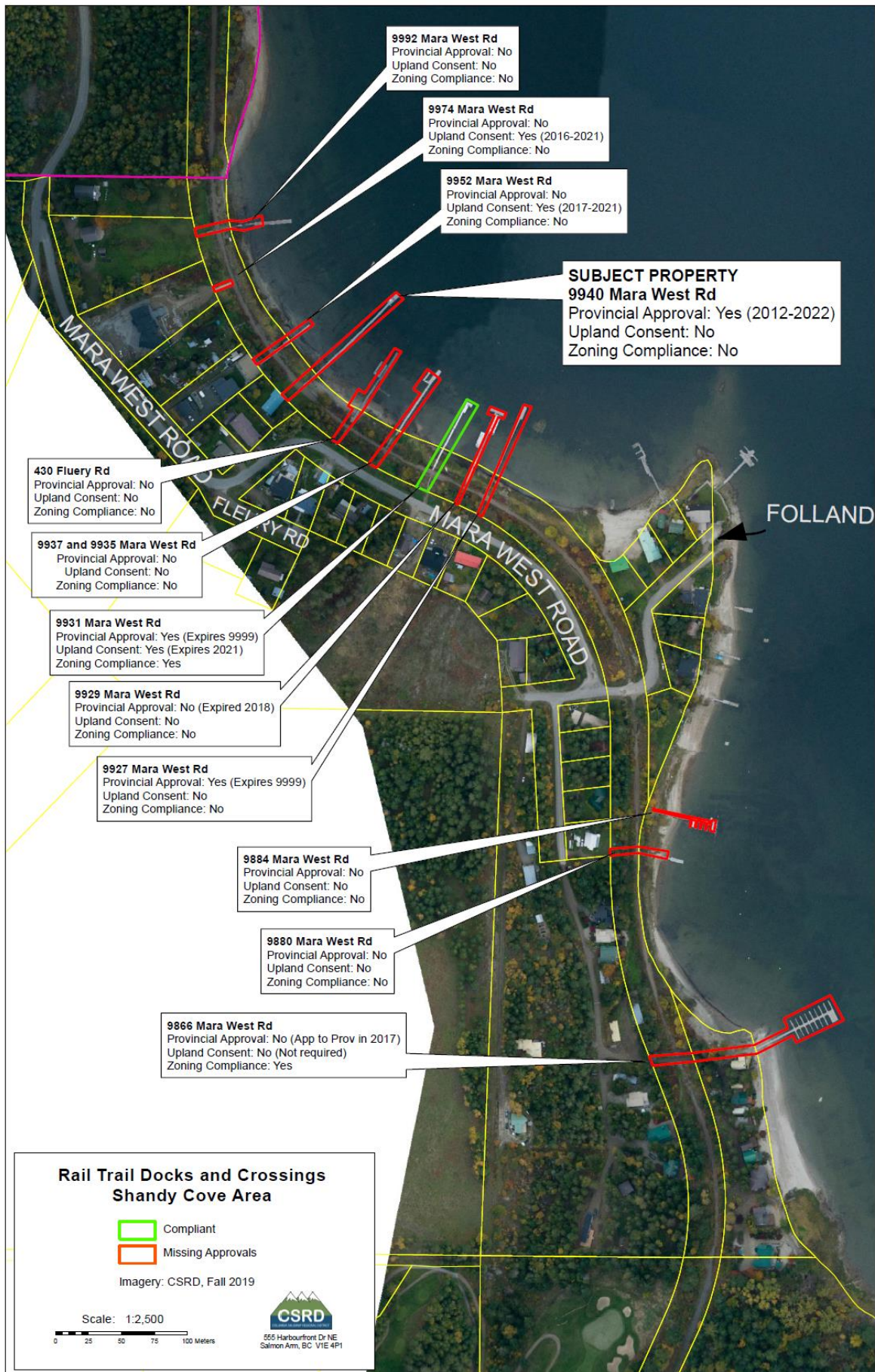
Corporate Officer

Corporate Officer

SCHEDULE 1**LAKES ZONING AMENDMENT
BYLAW NO. 900-36E**

Rail Trail Documents

- Map – Rail Trail Dock Crossings Shandy Cove Area (includes data on applicable permissions and approvals)
- Minutes of CSRD Regular Board Meeting – October 17, 2019 (See Item 6.4 regarding Rail Trail Encumbrance Agreements)
- Briefing Note to Rail Trail Governance Advisory Committee from the Technical Advisory Committee dated September 27, 2021, regarding upland consent for swim platforms
- Minutes of CSRD Regular Board Meeting – October 21, 2021 (See Item 7.2.3 Sicamous to Armstrong Interjurisdictional Governance Committee Recommendation - September 27, 2021)





REGULAR BOARD MEETING MINUTES

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

Date: October 17, 2019

Time: 9:30 AM

Location: CSRD Boardroom
555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart	Electoral Area A
	D. Brooks-Hill	Electoral Area B
	J. Dies	Electoral Area C
		Alternate
	R. Talbot	Electoral Area D
	R. Martin (Chair)	Electoral Area E
	J. Simpson	Electoral Area F
	C. Moss (Vice-Chair)*	Town of Golden
	G. Sulz*	City of Revelstoke
	T. Rysz*	District of Sicamous
	K. Flynn*	City of Salmon Arm
	C. Eliason*	City of Salmon Arm
In Attendance	C. Hamilton	Chief Administrative Officer
	L. Shykora	Deputy Manager, Corporate Administration Services
	J. Sham	Assistant Deputy Corporate Officer
	J. Pierce*	Manager, Financial Services
	D. Mooney*	Manager, Operations Management
	T. Langlois*	Team Leader, Utilities

B. Van Nostrand*	Team Leader, Environmental Health
G. Casselman*	Waste Reduction Facilitator
G. Christie	Manager, Development Services
C. Paiement*	Team Leader, Development Services
M. Herbert*	Team Leader, Building and Bylaw Services
K. Gipps*	Building Official
K. Gobeil*	Senior Planner
C. Benner*	Planner II
E. Hartling*	Planner I
B. Payne*	Manager, Information Systems

*attended a portion of the meeting only.

1. Call to Order

The Chair called the meeting to order at 9:32 AM.

2. Introduction of New Staff

Graham Casselman, Waste Reduction Coordinator, Operations Management

Kenny Gipps, Building Official, Development Services

3. Board Meeting Minutes

3.1 Adoption of Minutes

2019-1001

Moved By Director Talbot

Seconded By Director Cathcart

THAT: the minutes of the September 19, 2019 regular Board meeting be adopted.

CARRIED

3.2 Business Arising from the Minutes

None.

ADMINISTRATION

Agenda Item 15.6 Withdrawn from agenda

5. Correspondence

2019-1002

Moved By Director Talbot

Seconded By Director Cathcart

THAT: the correspondence contained on the October 17, 2019 Regular Board agenda be received.

CARRIED

5.1 Letter from Recycle BC (September 9, 2019)

Letter from Carmen Fennell, Recycle BC Field Services Specialist, regarding the CSRD Sicamous Recycling Depot relocation.

5.2 Letter from RDNO to the Ministry of Agriculture (September 19, 2019)

Letter from Kevin Acton, Chair, RDNO to the Ministry of Agriculture regarding feedback on Class D Licences.

5.3 Letter from MFLNRORD - Response to Chair Martin - Re: Request for Temporary Timber Harvesting Moratorium in the Bastion Creek Area (September 19, 2019)

Chair Martin correspondence to Minister of MFLNRORD dated August 19, 2019, included for reference.

5.4 Letter from Provincial Health Services Authority (PHSA) - Response to Chair Martin - Re: Reductions to Local First Responder Groups Ambulance Service Calls (October 11, 2019)

Chair Martin correspondence to PHSA dated September 13, 2019, included for reference.

6. Reports

2019-1003

Moved By Director Talbot

Seconded By Director Cathcart

THAT: the Reports and Committee Meeting Minutes contained on the October 17, 2019 Regular Board Agenda be received, this 17th day of October, 2019

CARRIED

6.1 Shuswap Watershed Council Meeting Minutes (September 11, 2019)

6.2 Revelstoke and Area Economic Development Commission Meeting Minutes (September 4, 2019)

6.3 Shuswap Economic Development Committee Meeting Minutes (September 18, 2019)

6.4 Sicamous-to-Armstrong Rail Trail Corridor Advisory Committee Meeting (July 19, 2019)

Note to Board: Two action items arising from the July 19 2019 Sicamous to Armstrong Rail Trail Corridor Advisory Committee meeting:

(The July 19 2019 Committee meeting minutes were previously received by the CSRD Board at the August 15, 2019 Regular Board meeting)

6. Encumbrance Agreements – Update and Recommended Revisions

6a. MOTION: THAT: the Committee recommends that the Boards of the Columbia Shuswap Regional District, Regional District of North Okanagan and the Splatshin Band Council approve revision of recommendation #9 of the May 10, 2019 Encumbrance Agreement Recommendations adding a bullet point stating no new upland consent will be granted, consistent with Provincial Policy.

Moved: Councillor Eliason, Seconded: Councillor Baird. Carried: by consensus.

Discussion: Ryan reported on recent TOC meeting with MFLNRO regarding provincial policy with docks. Province has indicated they will no longer grant dock permits to landowners unless they have waterfront property. Intent of this recommendation is to place the responsibility for deciding on dock licenses with the Province, and just have the Rail Trail owners responsibility focus on permitting access onto and across the rail trail corridor. The agreements and accompanying permit fees would be specific to access agreements.

It was noted this will likely be a contentious issue. TOC noted the intent of the recommendation is to remove need for upland consent from the agreements and leave the onus of dock permitting on the province where it belongs. There is no intent to ask people to remove docks at this time. This would be a provincial mandate.

6b. MOTION: THAT: further to policy direction from the Province the Committee recommends that the Boards of the Columbia Shuswap Regional District, Regional District of North Okanagan and the Splatshin Band Council rescind recommendation #10 of the May 10, 2019 Encumbrance Agreement Recommendations pending further review by the Technical Operational Committee, and that a moratorium on any new upland consent be instituted until such time as new policy can be presented to the Governance Committee.

Moved: Councillor Eliason, Seconded: Mayor Acton. Carried: by consensus.

2019-1004

Moved By Director Simpson
Seconded By Director Talbot

THAT: the Board endorse the recommendation of the Sicamous-to-Armstrong Rail Trail Corridor Advisory Committee (July 19, 2019) supporting the revision of Recommendation #9 of the May 10, 2019 Encumbrance Agreement Recommendations adding a bullet point stating no new upland consent will be granted, consistent with Provincial Policy.

CARRIED

2019-1005

Moved By Director Simpson
Seconded By Director Talbot

THAT: the Board endorse the recommendation of the Sicamous-to-Armstrong Rail Trail Corridor Advisory Committee (July 19, 2019) to rescind Recommendation #10 of the May 10, 2019 Encumbrance Agreement Recommendations, pending further review by the

Technical Operational Committee, and that a moratorium on any new upland consent be instituted until such time as new policy can be presented to the Governance Committee.

CARRIED

6.5 Columbia River Treaty Local Governments Committee Meeting Summary (September 17, 2019)

7. Business General

7.1 Recycling Depot Contract Awards

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated October 2, 2019. Contract award for bottle depot operators supporting the Recycle BC program in Salmon Arm, Revelstoke and Golden.

2019-1006

Moved By Director Cathcart
Seconded By Director Moss

THAT: the Board empower the authorized signatories to enter into an agreement with the Golden Bottle Depot effective October 1, 2019, for a total cost of \$147,600 plus applicable taxes over a three year term, with an optional two-year extension for the provision of location and site attendant operations for the downtown Golden recycling depot service.

CARRIED

2019-1007

Moved By Director Brooks-Hill
Seconded By Director Cathcart

THAT: the Board empower the authorized signatories to enter into an agreement with B & D Bottlers Ltd. effective October 1, 2019, for a total cost of \$240,540 plus applicable taxes over a three year term, with an

optional two-year extension for the provision of location and site attendant operations for the downtown Revelstoke recycling depot service.

CARRIED

2019-1008

Moved By Director Flynn

Seconded By Director Cathcart

THAT: the Board empower the authorized signatories to enter into an agreement with Bill's Bottle Depot effective October 1, 2019, for a total cost of \$315,000 plus applicable taxes over a three year term, with an optional two-year extension for the provision of location and site attendant operations for the downtown Salmon Arm recycling depot service.

CARRIED

7.2 Commercial Water Bottling Policy A-75

Brought forward from September 19, 2019 Regular Board Meeting

2019-1009

Moved By Director Cathcart

Seconded By Director Moss

THAT: the Board endorse Policy A-75 "Commercial Water Bottling", as amended, and approve its inclusion into the CSRD Policy manual, this 17th day of October, 2019.

Discussion on the motion:

Moved by Director Cathcart

Seconded by Director Moss

to amend the policy by adding the following introduction:

"Many residents in rural Golden (Electoral Area A) do not have access to adequate and good water quality. Extraction of groundwater for commercial purposes will further deplete water resources. Rural Golden has challenges with managing sources of surface contamination that

threatens the aquifers. With climate change upon us, we are experiencing more drought seasons and seeing less snow pack."

Director Moss suggest the introduction as whereas statements.

AMENDMENT CARRIED

CARRIED

7.3 Scotch Creek/Lee Creek Mosquito Control Program

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated September 2, 2019. Scotch Creek/Lee Creek Mosquito Control program update.

2019-1010

Moved By Director Simpson

Seconded By Director Talbot

THAT: the Board support the suspension of the nuisance mosquito control treatment program for Scotch Creek/Lee Mosquito Control Service Area for the 2020 season;

AND THAT: staff will provide an update to the Board in the fall of 2020 to determine the next steps for the Scotch Creek/Lee Creek Mosquito Control Service for the 2021 season.

CARRIED

7.4 New Location of a Downtown Sicamous Recycling Depot

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated October 10, 2019. Location of the downtown Sicamous Recycling Depot.

2019-1011

Moved By Director Flynn

Seconded By Director Cathcart

THAT: the Board receive the report as an information update to the Downtown Sicamous recycle depot location, this 17th day of October, 2019.

CARRIED**4. Delegations****4.1 10:00 AM City of Revelstoke - EOF Application, Funding Area B Economic Development**

Ingrid Bron, Director of Community Economic Development, in attendance to provide overview of Revelstoke Area B Commission Activities and of Funding requests for 2019-2021 and for the funding of special projects/initiatives - economic development.

The CSRD Financial Services Manager has advised that there is sufficient funding in the Economic Opportunity Fund for the Board to endorse Request 1. Refer to proposed motion.

Note: The CSRD Financial Services Manager has advised that there is insufficient funding in the Economic Opportunity Fund for the Board to endorse Request 2 – funding for special initiatives/projects for 2019/2020. Therefore, the Board is not in a position to endorse the request at this time.

2019-1012**Moved By** Director Brooks-Hill**Seconded By** Director Cathcart

THAT: The Columbia Shuswap Regional District Board allocate \$165,000 per year for a period of three years beginning in 2019 and continuing to 2021 from the Economic Opportunity Fund to the City of Revelstoke Community Economic Development department to support core administration costs, subject to the approval of Area B Director and the City of Revelstoke Council.

CARRIED**4.2 10:30 AM Kicking Horse Canyon Project**

Lindsay Parker representing Kicking Horse Canyon Project - Phase 4 Team, presented an overview of the Kicking Horse Canyon Project, and responded to several questions/comments.

8. Business By Area

8.1 Grant-in-Aid Requests

Report from Jodi Pierce, Manager, Financial Services, dated October 6, 2019.

2019-1013

Moved By Director Talbot

Seconded By Director Cathcart

THAT: the Board approve the following allocations from the 2019 electoral Grant-in-Aids:

Area C

\$1,500 Notch Hill Town Hall Association (Children's Christmas Party and CP Holiday Train event)

\$4,000 White Lake Firefighters Society (Halloween Event)

\$15,616 Cedar Heights Community Association (trenching and installation of electrical services)

Area D

\$2,000 Falkland Fire Fighters Association (Halloween event)

\$3,000 Silver Creek Fire Department Social Club (Halloween event)

Area E

\$2,000 The Joe Schandelle Firefighters Foundation (Halloween event)

Area F

\$1,500 Seymour Arm Snowmobile Club (development and maintenance of trails)

this 17th day of October.

CARRIED

8.2 Saratoga Waterworks Grant Application and Service Area Expansion

Report from Terry Langlois, Team Leader Utilities, dated October 17, 2019. Saratoga Waterworks Grant Application and Service Area Expansion for a community water service for the Scotch Creek.

Note: Updated Board Report attached to Late Agenda.

Discussion on the motion:

Staff stated the previous grant application was not successful, but with elector assent prior to the application, staff believe it would make a stronger application. Board discussed the process.

2019-1014

Moved By Director Simpson

Seconded By Director Talbot

THAT: the Board empower the authorized signatories to submit an application for grant funding through the Investing in Canada Infrastructure Program - Green Infrastructure: Environmental Quality Sub-Stream fund to a maximum amount of \$8,000,000 to fund 73.33% of the eligible costs to upgrade the Saratoga Water System for the Scotch Creek water connection project;

AND THAT: the Board supports the project and is committed to contribute its share of the eligible project costs and all of the ineligible costs for the Scotch Creek water connection project as authorized by "Scotch Creek Water Upgrade Service Area Establishment Bylaw No. 5783" and "Scotch Creek Water Upgrade Loan Authorization Bylaw No. 5784".

CARRIED

2019-1015

Moved By Director Simpson

Seconded By Director Talbot

THAT: access to the Electoral Area Feasibility Fund be approved in the amount of \$100,000 to conduct community engagement and an assent voting process to determine if sufficient community support exists to establish a new service to implement a community water system for Scotch Creek.

CARRIED

2019-1016**Moved By** Director Simpson**Seconded By** Director Talbot

THAT: the Board empower the authorized signatories to enter into an agreement with Urban Systems to complete the Scotch Creek community engagement process in advance of assent voting on the development of a community water system for Scotch Creek for a total cost not to exceed \$75,000 plus applicable taxes.

CARRIED**2019-1017****Moved By** Director Simpson**Seconded By** Director Talbot

THAT: in accordance with Section 344 of the Local Government Act, the Board endorse assent voting (referendum) as the method to obtain the elector's opinion on the establishment of a Scotch Creek Water Upgrade Service as described in Bylaw No. 5783 and Loan Authorization as described in Bylaw No. 5784 for capital financing to construct a water distribution system within the community of Scotch Creek.

CARRIED

8.3 Director Simpson - Request Board Support for Revised Restructure Funding Request - Scotch Creek Governance/Incorporation

Resolution adopted at October 14, 2017 Regular Board Meeting:

THAT: the Board endorse the letter dated October 20, 2017 to Minister of Municipal Affairs Selena Robinson re: Request for Restructure Planning Grant Funding Electoral Area F, CSRD – Community Issues Assessment;

FURTHER: that the Board support a restructure planning grant application to the Minister of Municipal Affairs and Housing in the amount of up to \$40,000 for a community issues assessment project in Electoral Area F of the CSRD, to be cost-shared by the CSRD with a contribution of up to \$20,000;

AND FURTHER THAT: the Board direct staff to consult with Ministry of Municipal Affairs staff in the development of a Terms of Reference that

establishes the scope and objectives for a Community Issues Assessment for Electoral Area F.

Refer to Letter from Minister of Municipal Affairs – February 19, 2018 – Minister indicates prepared to contribute \$20,000 in funding to assess community issues/needs, in the context of the existing regional district framework (full electoral area), as opposed to an incorporation study.

CSRD Corporate Administration has collaborated with the Ministry of Municipal Affairs staff on a Terms of Reference for a Community Issues/Needs Assessment.

However, in light of a recent community meeting in Scotch Creek (September 2019) attended by CSRD Chair, Chief Administrative Officer (CAO) and Director Simpson it is apparent that the sentiments of the Scotch Creek community is a desire to examine the viability of incorporating the area. CAO observation that a community issues/needs assessment (such as that conducted in Area B Rural Revelstoke) is not an approach which will be fruitful.

On September 25, 2019, CSRD staff, Chair Martin and Director Simpson met with Ministry of Municipal Affairs to discuss the topic of a change to the funding parameters. At the meeting, Director Simpson presented the attached Backgrounder document in support of the request for an Incorporation Study for Scotch Creek.

Ministry Staff advise that a change in scope to the funding parameters for Electoral Area F requires a Board resolution / request to the Minister's office.

Note to Board: The 2019 CSRD budget allocates \$20,000 for an Area F Community Issues/Needs Assessment. Should the Minister approve the revised funding request, an additional \$20,000 would need to be added to the 2020 Budget for the CSRD's contribution to a Scotch Creek pre-Incorporation/Governance Study.

2019-1018

Moved By Director Simpson

Seconded By Director Talbot

THAT: the CSRD Board submit a revised letter of request to the Minister of Municipal Affairs and Housing for Restructure Planning Grant Funding, Electoral Area F – for the funding of a pre-Incorporation/Governance Study in the Scotch Creek area, to warrant a more comprehensive order

of magnitude costing to provide services/infrastructure and the associated potential tax implications;

AND FURTHER THAT: the revised Restructure Funding be requested in the amount of \$60,000 to be cost-shared with the CSRD by a CSRD contribution of up to \$40,000 (subject to the approval of \$20,000 in the 2020 CSRD Budget).

CARRIED

9. Administration Bylaws

9.1 Electoral Area C: Centennial Field Park Service Establishment and Loan Authorization Alternative Approval Process Results

Report from Jennifer Sham, Assistant Deputy Corporate Officer, dated October 4, 2019.

2019-1019

Moved By Alternate Director Dies

Seconded By Director Sulz

THAT: the results of the Alternative Approval Process for the Centennial Field Community Park Service Establishment Bylaw No. 5800, 2019 and Centennial Field Community Park Loan Authorization Bylaw No. 5801, 2019 be received this 17th day of October, 2019, noting that elector approval has not been obtained.

Discussion on the motion:

Alt. Director Dies discussed the results with Director Demenok and would like to set the project aside to address the concerns. No action or referendum at this time.

CARRIED

13. Directors' Report on Community Events

Directors gave verbal reports from each Board Director for information.

10. 11:30 AM IN CAMERA

2019-1020

Moved By Director Flynn

Seconded By Alternate Director Dies

THAT: pursuant to Sections 90(1)

(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;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

of the Community Charter, the Board move In Camera.

CARRIED

Meeting reconvened at 1:00 PM

Municipal Directors left the meeting at this time.

DEVELOPMENT SERVICES

11. Business General

ELECTORAL AREA DIRECTORS

14. Business by Area

14.1 Electoral Area F: Development Variance Permit No. 825-30 ([REDACTED])

Report from Erica Hartling, Planner I, dated September 26, 2019.
4186 Ashe Crescent, Scotch Creek

Applicant was not in attendance.

One public submission was received stating concerns.

2019-1021

Moved By Director Simpson

Seconded By Director Talbot

THAT: in accordance with Section 498 of the Local Government Act,
Development Variance Permit No. 825-30 for Lot 30, Section 35,
Township 22, Range 11, West of the 6th Meridian, Kamloops Division Yale

District, Plan 18252, varying Scotch Creek/Lee Creek Zoning Bylaw No. 825 as follows:

Section 5.7.3(f) minimum setback from:

- the west interior side parcel boundary from 2.0 m to 0.9 m for the eaves of the single family dwelling and from 2.0 m to 1.5 m for the outside face of the single family dwelling; and,
- the rear parcel boundary from 4.5 m to 3.95 m for the eaves of the single family dwelling.

be approved this 17th day of October, 2019.

CARRIED

15. Planning Bylaws

15.1 Electoral Area B: Electoral Area B Official Community Plan Amendment (Illecillewaet Development Inc.) Bylaw No. 850-12 and Electoral Area B Zoning Bylaw Amendment (Illecillewaet Development Inc.) 851-15

Report from Ken Gobeil, Senior Planner, dated September 30, 2019.
354 Leoffler Road, Greeley

Applicant was not in attendance.

2019-1022

Moved By Director Brooks-Hill

Seconded By Director Cathcart

THAT: "Electoral Area B Official Community Plan Amendment (Illecillewaet Development Inc.) Bylaw No. 850-12", be adopted this 17th day of October, 2019.

CARRIED

2019-1023

Moved By Director Brooks-Hill

Seconded By Director Cathcart

THAT: "Electoral Area B Zoning Amendment (Illecillewaet Development Inc.) Bylaw No. 851-15" be adopted, this 17th day of October, 2019.

CARRIED

15.2 Electoral Area B: Electoral Area B Zoning Amendment (██████ et al) Bylaw No. 851-16

Report from Erica Hartling, Planner I, dated October 17, 2019.
Strata Plan NES3881, Lots 1 – 7 Mt McPherson Drive

Applicant was in attendance.

2019-1024

Moved By Director Brooks-Hill
Seconded By Director Cathcart

THAT: "Electoral Area B Zoning Amendment (██████ et al) Bylaw No. 851-16" be given second reading this 17th day of October 2019.

CARRIED

2019-1025

Moved By Director Brooks-Hill
Seconded By Director Cathcart

THAT: a public hearing to hear representations on "Electoral Area B Zoning Amendment (██████ et al) Bylaw No. 851-16" be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Brooks-Hill, Electoral Area B, being that in which the land concerned is located, or Alternate Director Parkin if the Director is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

CARRIED

15.3 Electoral Area D: Salmon Valley Land Use Amendment (██████-██████) Bylaw No. 2561

Report from Erica Hartling, Planner I, dated September 26, 2019.
2950 Wetaskiwin Road, Falkland

Applicant was not in attendance.

2019-1026

Moved By Director Talbot

Seconded By Director Cathcart

THAT: "Salmon Valley Land Use Amendment ()
Bylaw No. 2561" be adopted this 17th day of October, 2019.

CARRIED

**15.4 Electoral Area D: Salmon Valley Land Use Amendment ()
Bylaw No. 2563**

Report from Erica Hartling, Planner I, October 1, 2019.
5488 Lynes Road, Falkland

Applicant was not in attendance.

2019-1027

Moved By Director Talbot

Seconded By Director Cathcart

THAT: "Salmon Valley Land Use Amendment () Bylaw No. 2563"
be read a first time this 17th day of October, 2019.

AND THAT: the Board utilize the simple consultation process for Bylaw
No. 2563, and it be referred to the following agencies and First Nations:

- Interior Health;
- FrontCounter BC;
- Archaeology Branch;
- Ministry of Transportation and Infrastructure;
- CSRD Operations Management;
- CSRD Financial Services; and,
- All relevant First Nations Bands and Councils.

CARRIED

**15.5 Electoral Area D: Salmon Valley Land Use Amendment (674816 BC
Ltd.) Bylaw No. 2558**

Report from Candice Benner, Planner II, dated October 2, 2019
Highway 97, Falkland

Applicant was not in attendance.

2019-1028

Moved By Director Talbot

Seconded By Director Cathcart

THAT: "Salmon Valley Land Use Amendment (674816 BC Ltd.) Bylaw No. 2558" be adopted this 17th day of October, 2019.

CARRIED

16. Release of In Camera Resolutions

Appointments to the Advisory Planning Commission F

THAT: the Board appoint the following candidates to Advisory Planning Commission F as voting members, for the term beginning October 17, 2019 and ending May 20, 2023:

Electoral Area F:

Brian Knipstrom

Derek Rawn

Phil Vilbert

Varya Lutjen

AND FURTHER THAT: the resolution be authorized for release from the Closed (In-Camera) portion of the meeting, this 17th day of October, 2019.

Strategic Plan

THAT: the Board endorse the Strategic Plan 2019-2022, dated September, 2019;

AND THAT: the above resolution be authorized for release from the Closed (In Camera) meeting, this 17th day of October, 2019.

Appointments to the Sorrento-Blind Bay Incorporation Advisory Committee

THAT: the following individuals be appointed to serve on the Sorrento-Blind Bay Incorporation Advisory Committee effective this 17th day of October, 2019 and expiring upon completion of the Final Report Incorporation Study, February 28, 2021:

- Brian Butcher (Blind Bay);
- Patrick Earley (Blind Bay);
- Rose Fritz (Blind Bay)
- Sandra Heschuk (Sorrento)
- Lorrie Kelsey (Blind Bay)
- Darlene Lincoln (Blind Bay)
- Tracy Lundberg-Schimpf (Blind Bay)
- Rex Porter (Sorrento)
- Michael Shapcott (Sorrento)
- John Smith (Blind Bay)
- Larry Stephenson (Blind Bay)
- Tim Van Den Heuvel (Blind Bay);

AND FURTHER THAT: the above resolution be authorized for release from the Closed (In Camera) meeting, this 17th day of October, 2019.

Resignation from Advisory Planning Commission C

THAT: the Board accept Brian Morris' resignation from the Advisory Planning Commission C;

AND THAT: the resolution be released from the Closed (In Camera) meeting, this 17th day of October, 2019.

19. Adjournment

2019-1029

Moved By Director Cathcart

Seconded By Director Simpson

THAT: the regular Board meeting of October 17, 2019 be adjourned.

CARRIED

1:40 PM

CHAIR

CHIEF ADMINISTRATIVE OFFICER



REGULAR BOARD MEETING MINUTES

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

Date: October 21, 2021
 Time: 8:30 AM - 3:30 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart^* D. Brooks-Hill^ P. Demenok^ R. Talbot^ R. Martin (Vice Chair) J. Simpson^ C. Moss^* G. Sulz^* T. Rysz^* K. Flynn (Chair)* T. Lavery^*	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E Electoral Area F Town of Golden City of Revelstoke District of Sicamous City of Salmon Arm City of Salmon Arm
Staff In Attendance	C. Hamilton J. Sham C. Robichaud G. Christie J. Pierce^* D. Mooney* B. Payne* T. Hughes^ R. Nitchie* C. Paiement* C. LeFloch* J. Thingsted* L. Gibson* D. Ackerman* M. Herbert*	Chief Administrative Officer (CAO) Deputy Manager, Corporate Administration Legislative Clerk Manager, Development Services Manager, Financial Services Manager, Operations Management Manager, Information Systems Communications Coordinator Team Leader, Community Services Team Leader, Development Services Planner III Planner III Planner II Planner I Team Leader, Building and Bylaw Services

*attended a portion of the meeting only

^electronic participation

1. Call to Order

The Chair called the meeting to order at 8:31 AM. The Board convene to Committee of the Whole policy session.

2. Committee of the Whole - Policy Update

2.1 Meeting Minutes

2.1.1 Adoption of Minutes

CW2021-1001

Moved By Director Martin

Seconded By Director Talbot

THAT: the minutes of the February 24, 2021 Committee of the Whole meeting be adopted.

CARRIED

2.1.2 Business Arising from the Minutes

None.

2.2 Policy Session Update 2021

2.2.1 Policy Session Update 2021

Report from Jennifer Sham, Deputy Manager, Corporate Administration, dated October 12, 2021.

Late Agenda: typographical corrections made.

CW2021-1002

Moved By Director Lavery

Seconded By Director Sulz

THAT: the Committee of the Whole recommends the Board receive the Policy Session Update 2021 for information, this 21st day of October, 2021.

Discussion on the motion:

CAO stated that Senior Managers would provide a high-level overview of the key policies and initiatives itemized in the report.

Director Demenok commented that he did not see a timetable for the development of new policies and asked if setting a timeframe would be appropriate to ensure that the policy work is done in a timely manner.

CAO advised that the Board could prioritize policies and noted that due to staffing resources and workload the policy updates are being conducted off the side of the desk.

Director Demenok asked if there was a policy being developed for operating and capital reserve targets policy.

Manager Financial Services advised that it is under consideration as a part of the long-term capital plan.

Chair asked if savings from travel expenses will be put into reserve.

Manager Financial Services stated that for the most part savings from travel expenses will be converted to the operating reserve.

Director Martin asked if WorkSafe BC provides templates for the required the communicable disease policy.

Manager Financial Services commented that WorkSafe BC has provided templates and examples which are often used as a framework; however, they are often not a one size fits all. Staff also use their network of colleagues at other local governments as a resource of sharing information.

Director Demenok asked for clarification on the revisions for the community parks and parks acquisitions policies.

Manager Operations Management advised revisions for community parks and parks acquisitions are primarily housekeeping with changes to the language to align with the province.

Directors Martin and Cathcart were encouraged to hear the development of a forestry referral policy. Director Martin asked if other regional districts have developed a similar referral process.

Manager Development Services noted that Fraser Valley Regional District has created a policy; however, referral responses from the Ministry had been challenging.

Director Martin inquired about having a session at UBCM to discuss the need of crown land ministries to engage in a more robust consultation with local governments. The current lack of communication and referrals is inadequate.

Director Martin asked what the basis of the affordable housing policy is.

Manager Development Services stated that it would be a high-level policy and unlike a strategy which would get very specific. The housing policy outline avenues the CSRD can utilize to encourage and aid development of affordable housing.

Director Martin feels that affordable housing is a region wide issue and suggests a workshop be arranged to discuss the topic in-depth.

Director Lavery concurs that a workshop on affordable housing would be helpful.

Director Demenok agrees that affordable housing is the most important subject and supports the concept of a workshop.

Director Cathcart recommends staff create the policy and bring to the Board to review and discuss at a workshop.

CAO recognizes affordable housing is important issue and there will be fundamentally different visions from both rural and municipal perspectives. Recognizing the limitations as a local government and staying within the mandate is extremely difficult when faced with important societal issues. Cautioned overstepping boundaries of the mandate.

Chair commented that an affordable housing policy is a complicated issue and suggests the Board hold a separate session to have a thorough discussion.

Cognizant of mandate creep, Director Cathcart suggests the session incorporate a discussion about the role of the regional district.

Director Simpson asked if there was any thought given to broadening zoning bylaws, reducing segmentation, and providing clarity for property owners and staff.

Manager Development Services commented having a Shuswap wide comprehensive bylaw is on forefront and a discussion will likely happen early next year discuss future zoning bylaw considerations.

CARRIED

2.3 Rise and Report

CW2021-1003

Moved By Director Martin

Seconded By Director Talbot

THAT: the Committee of the Whole rise and report.

CARRIED

CSRD Regular Board Meeting commenced at 9:46 AM.

3. **Adoption of Agenda**

Item 16.3 moved to be the first item for Development Serviced by Area, Director Cathcart needs to leave early.

Addition item 6.2.2 Correspondence, Action Requested from MP Mel Arnold's staff regarding the Federal Governments pre-budget discussion meeting.

2021-1001

Moved By Director Simpson

Seconded By Director Cathcart

THAT: the agenda of October 21, 2021 Regular Board meeting be approved as amended.

CARRIED

4. **Announcements**

4.1 **Introduction of New Staff**

Sean Diakiw, Operations Management Technician II, Operations Management

4.2 **Loss of Resident in Electoral Area E**

Request by Director Martin

Director Martin announced the passing of Joyce Balestra, long time resident of Swansea Point and offered condolences to Joyce's family.

5. **Meeting Minutes**

5.1 **Adoption of Minutes**

2021-1002

Moved By Director Martin

Seconded By Director Talbot

THAT: the minutes of the September 23, 2021 Regular Board meeting be adopted.

CARRIED

5.2 **Business Arising from the Minutes**

None.

6. **Correspondence**

6.1 **For Information**

2021-1003

Moved By Director Lavery

Seconded By Director Brooks-Hill

THAT: the Board receive the correspondence attached to the October 21, 2021 Board Agenda.

CARRIED

6.1.1 Letter of Support for Salmon Arm's Municipal and Regional District Tax renewal application

Letter of support from Chair Flynn to Mr. Laird, Chairperson, Salmon Arm Economic Development Society.

6.2 Action Requested

6.2.1 North Shuswap Health Centre - Community Petition

Letter and email from Gal McNeil Oliver, Executive Director North Shuswap Health Centre (NSHC) requesting an annual tax requisition for Electoral Area F to provide tax funded support for the NSHC.

Staff received a Change.org petition with 4,345 signatures as of October 6, 2021.

Staff also received a local petition with 1009 signatures in support of the CSRD developing a contribution agreement to support the North Shuswap Health Centre through an annual contribution tax.

Staff are seeking Board direction.

Discussion:

Director Simpson understands that providing funding through taxation may be perceived by some as mandate creep; however, with the extensive groundwork that was done by the North Shuswap Hospital Centre (NSHC) it appears that the residential community would be supportive of taxation to keep the health care facility in the North Shuswap.

CAO supports the initiative advancing and proposed that a bylaw be developed and brought back to the Board for consideration. Proposed the utilizing the alternative approval process (AAP) for voter assent. Because the deadline for implementing the tax for 2022 has already passed and suggests the taxation request be brought back before the Board as part of the 2022 workplan.

2021-1004

Moved By Director Simpson

Seconded By Director Talbot

THAT: the Board direct staff to include the North Shuswap Health Centre taxation request in the 2022 workplan.

CARRIED

6.2.2 Mel Arnold Letter/Email – Pre-budget Consultation

Letter from MP Mel Arnold staff requesting a pre-budget consultation meeting with the CSRD Board.

Discussion:

Chair requested CSRD staff plan with MP staff to coordinate a meeting. Directors (municipal and rural) would discuss regional issues; municipal directors would leave, and electoral area directors would stay to discuss concerns impacting the rural areas.

7. Committee Reports and Updates

7.1 For Information

2021-1005

Moved By Director Demenok

Seconded By Director Sulz

THAT: the Board receive the committee minutes attached to the October 21, 2021 Board meeting agenda.

CARRIED

7.1.1 Shuswap Emergency Executive Committee Meeting Minutes (January 19, 2021)

7.1.2 Shuswap Emergency Executive Committee Meeting Minutes (April 7, 2021)

7.1.3 Shuswap Emergency Executive Committee Meeting Minutes (June 8, 2021)

7.1.4 Revelstoke and Area Economic Development Commission Minutes (September 8, 2021)

7.1.5 Electoral Area Directors' Committee Meeting Minutes (September 28, 2021)

7.2 Action Requested

7.2.1 Electoral Area Directors' Committee Recommendation (September 28, 2021)

THAT: the Electoral Area Directors recommend the Board develop an ALC Exclusion Policy based on Option 6 as recommended by staff with changes made to the exclusions application considerations section as discussed.

THAT: the Electoral Area Directors recommend the Board direct staff to update the Development Services Fees Bylaw for ALC exclusion applications.

2021-1006

Moved By Director Simpson

Seconded By Director Demenok

THAT: staff be directed to develop an ALC Exclusion Policy based on Option 6 as recommended by staff, with changes made to the exclusions application considerations section as discussed by the Electoral Area Directors' Committee;

AND THAT: staff be directed to update the Development Services Fees Bylaw for ALC exclusion applications.

Discussion on the motion:

Director Martin was dismayed with the changed made to the ALC exclusion application process. Property owners no will no longer have access to an appeal process for decisions made by the ALC.

Chair stated property owners right of ownership are being eroded by not allowing them to apply for the exclusion directly to the ALC.

Directors agreed the downloading of exclusion applications to local governments should be brought forward to Southern Interior Local Government Association (SILGA) and the Association of Kootenay and Boundary Local Governments (AKBLG) for discussion.

CARRIED

2021-1007

Moved By Director Simpson

Seconded By Director Martin

THAT: the ALC exclusion application process be brought forward to SILGA and AKBLG for discussion.

CARRIED

7.2.2 Committee of the Whole Recommendation (October 21, 2021)

2021-1008

Moved By Director Martin

Seconded By Director Talbot

THAT: the Policy Update 2021 be received for information, this 21st day of October, 2021.

CARRIED

7.2.3 Sicamous to Armstrong Interjurisdictional Governance Committee Recommendation (September 27, 2021)

THAT: The Governance Advisory Committee recommend that the Rail Trail Owner not permit the installation of private swim platforms adjacent to the rail corridor lands.

2021-1009

Moved By Director Martin

Seconded By Director Talbot

THAT: the CSRD, as a joint owner of the Shuswap North Okanagan Rail Trail lands, does not support and will not grant upland consent for the installation of private swim platforms adjacent to the rail corridor lands.

Discussion on the motion:

Director Simpson does not support the motion and does not feel that a swim platform is a significant interference to the rail trail for waterfront owners.

Director Rysz does not support the recommendation proposed by the Governance Advisory Committee.

CAO advised it is inconsistent with CSRD and provincial policies to allow for properties without foreshore rights to have swim platforms or docks.

Director Martin noted that these owners are not waterfront owners. The waterfront owners are the Rail Trail partners; therefore, the adjacent landowner's rights are not being taken away as they have no foreshore rights.

Manager Community Services commented swim platforms are considered the same as a dock, which results in a crossing over the Rail Trail and noted the recommendation is constant to policy within the RDNO portion of the Rail Trail.

Director Simpson asked about access to the water for people who want to swim.

Manager Community Services advised there would be pause points along the Rail Trail for water access, however, the concern is the crossing points over the Rail Trail from private properties.

CARRIED with a vote of 6 to 5

In Favour: Directors Martin, Talbot, Demenok, Moss, Lavery, and Flynn

Opposed: Directors Simpson, Rysz, Sulz, Brooks-Hill, and Cathcart

8. Business General

8.1 CSRD COVID-19 Update

Report from Jodi Pierce, Manager, Financial Services/Deputy Manager, Human Resources dated October 7, 2021.

2021-1010

Moved By Director Martin

Seconded By Director Talbot

THAT: the Board continue to defer non-essential meetings until the current COVID-19 pandemic has progressed to Step 4 of the provincial Restart Program.

Discussion on the motion:

Director Talbot supports the staff recommendation and feels we need to do our part to ensure that COVID-19 does not continue to spread.

Director Cathcart understands staff hesitation and although sad that the Area A Local Advisory Committee can not resume as usual, she will continue to have informal individual meetings with committee members for updates.

Director Demenok has mixed feelings with the recommendation as he noted the Area C APC seems to be dismantling. He fears that by the time meetings are again permitted, there will be no one left on the committee.

Manager Financial Services noted that public meetings for local government could lead to the public attending meetings that do not meet the COVID-19 protocols and vaccination status. Local government has no prerequisite for confirming vaccination status.

Deputy Manager Corporate Administration clarified electronic meetings and permissions regarding virtual meetings. Local government meetings must be open to the public; meetings held electronically need to have a meeting space for the public to attend in person to watch and listen to the

electronic meeting. Both a venue and staffing would be necessary to meet legislative requirements.

Director Brooks-Hill would like to see the Area B APC meeting continue, however, does not feel that fully electronic meetings would work in his area as several committee members have poor or no internet connection.

CARRIED

8.2 Community Resiliency Investment Program Grant 2022

Report from Derek Sutherland, Team Leader, Protective Services, dated October 8, 2021.

2021-1011

Moved By Director Talbot

Seconded By Director Martin

THAT: the Board empower the authorized signatories to submit an application to the 2022 Community Resiliency Investment Program for a FireSmart Community Funding and Supports Program grant for the continued development and implementation of localized FireSmart educational activities and tools up to a maximum amount of \$250,000;

AND THAT: the Board support the provision of in-house contributions to support overall grant and project management, this 21st day of October, 2021.

CARRIED

8.3 Corporate Fleet Vehicle Lease Buyouts

Report from Darcy Mooney, Manager, Operations Management dated October 8, 2021. Corporate fleet vehicle lease buyouts, internal borrowing approval and lease agreements.

Late Agenda: corrected a grammatical error in the staff recommendation.

Director Flynn declared a conflict on this item. (Kaizen Holdings Ltd. (Hilltop Toyota) is a client of Chair Flynn.) Chair Flynn left the meeting at this time (11:01AM).

Vice Chair Martin assumed the position of Chair.

2021-1012

Moved By Director Moss

Seconded By Director Simpson

THAT: The Board authorize the CSRD to internally borrow up to \$50,000 from capital reserve funds to complete the lease buyout of two 2018

Toyota Tundra corporate fleet vehicles from Kaizen Holdings Ltd. (Hilltop Toyota) with a total repayment of interest and principal to the contributing reserve funds within three (3) years;

AND THAT: The principal and interest be repaid to the respective capital reserve funds from Function 013 – Vehicle Fleet on a monthly basis;

AND FURTHER THAT: The Board support an amendment to the 2021 Five Year Financial Plan to include the additional expenditure related to the lease buyout of two corporate fleet vehicles.

Discussion on the motion:

Director Demenok asked if staff have reviewed options for leasing hybrid vehicles.

Manager Operations Management advised that staff have not reviewed a hybrid vehicle option and advised that he would investigate the availability of hybrid vehicles.

Director Demenok asked that a utilization report of the fleet vehicles be brought forward to the Board.

Manager Operations Management commented that the finance department tracks the usage of the fleet vehicles and could provide a report to Directors.

CARRIED

2021-1013

Moved By Director Moss

Seconded By Director Simpson

THAT: the Board empower the authorized signatories to enter into an agreement with Kaizen Holdings Ltd. (Hilltop Toyota) to lease four new 2021 model Toyota Rav4's for the corporate fleet, for total monthly fee of \$457.17 per unit including applicable taxes over a 39-month term, this 21st day of October, 2021.

CARRIED

Chair Flynn returned to the meeting at 11:06 AM and resumed the role of Chair.

9. Business By Area

9.1 Grant-in-Aid Requests

Report from Jodi Pierce, Manager, Financial Services, dated October 8, 2021. Funding requests for consideration.

2021-1014

Moved By Director Talbot

Seconded By Director Martin

THAT: the Board approve the following allocations from the 2021 electoral Grant-in-Aids:

Area C

\$1,000 Sicamous & District Museum (book publication)

Area D

\$1,000 Sicamous & District Museum (book publication)

\$2,000 Deep Creek Farmers Institute (farmer advocacy & community hall expenses)

Area E

\$1,000 Sicamous & District Museum (book publication)

Area F

\$1,000 Sicamous & District Museum (book publication)
this 21st day of October, 2021.

CARRIED

9.2 Electoral Area D: Electoral Area D Community Works Fund – Falkland Waterworks upgrade.

Report from Terry Langlois, Team Leader, Utilities, dated October 5, 2021. Authorization to access the Community Works Fund monies from the Electoral Area D allocation for the Falkland Waterworks upgrades.

2021-1015

Moved By Director Talbot

Seconded By Director Simpson

THAT: in accordance with Policy No. F-3 "Community Works Fund - Expenditure of Monies" access to the Community Works Fund be approved for a maximum amount of \$27,200 plus applicable taxes from the Electoral Area D Community Works Fund allocation for energy efficient upgrades to the Falkland Water System this 21st day of October, 2021.

CARRIED

9.3 Electoral Area F: Seymour Arm Internet Connection

Request from Director Simpson

2021-1016

Moved By Director Simpson

Seconded By Director Rysz

THAT: the Board write a letter to FLNRORD encouraging the Ministry to work with My BC Datacom to support internet connectivity in Seymour Arm.

CARRIED

9.4 School District 83 Long Range Facilities Plan

Request from Director Demenok

2021-1017

Moved By Director Demenok

Seconded By Director Simpson

THAT: the Board send a letter to the Chair and Superintendent/CEO of School District 83 and the Minister of Education expressing concerns presented and ask that the Sorrento High School option be re-visited and given more serious consideration.

Discussion on the motion:

Director Demenok expressed his concerns and feels that proper process with the community consultation was not followed with the addition of the E5 option with no public engagement. He believes the Electoral Areas C and F students were not given fair consideration during process. Director Demenok is concerned that reconfiguring high schools in Salmon Arm will push back the creation of a Sorrento high school by years if not decades.

Director Moss currently will not support the motion as stated as he does not feel it is appropriate for the CSRD to question the actions of another locally elected body. He does not agree with raising concerns that are not within the scope of the CSRD mandate. Director Moss feels the CSRD should not be stepping in and policing the process of other elected bodies and encouraged Directors Demenok and Simpson to write letters voicing their concerns as elected officials.

Chair agrees with Director Moss's comments and is not comfortable with a letter written from the Board.

Director Simpson stated that it is important for rural communities to have a high school facility for students to attend school without long daily bus rides. Many smaller incorporated communities have high schools, yet a larger population rural area goes without.

Director Rysz supports the recommendation and made comment that a high school in Sorrento should move forward if there is sufficient the demographic.

Director Lavery personally supports the motion and feels that local governments have a responsibility to raise concerns.

Director Martin supports the motion, she has been concerned for years with the lengthy bus rides required for students to attend school.

Director Talbot supports the motion due to the growing population of both Electoral Areas and the lengthy bus rides for students from the rural areas.

Chair clarified reverences made to CAO of School District 83 during the discussion were referring to the Superintendent/CEO of the district. Chair feels there is a legitimate public concern with the process and timing of when the E5 option was added, however, like Director Moss does not feel it does not fall within the CSRD mandate. He would be comfortable inviting both the Superintendent and Chairperson to either the November or December CSRD Board meeting.

CARRIED

9.5 Shuswap North Okanagan (Sicamous to Armstrong) Rail Trail Accounting

Request from Director Simpson

Discussion:

Director Simpson asked about staff time used for the Rail Trail project and if the CSRD was compensated accordingly by the other partners as it appears that the CSRD had taken the lead role on this project.

CAO stated the CSRD has been compensated by the other partners and there are various contracts and agreements, but in fairness sometimes things are blurry and there is lack of clarity as much of the work is grant dependent.

The matter will be referred to the budget process where the Operations Department will be instructed to use the special initiative form with respect to the Rail Trail project for the 2022 workplan onwards. The form will document will endeavor to address the specific questions about the rail trail project raised by Director Simpson.

9.6 Electoral Area F: North Shuswap Community Issues Assessment Study

CSRD staff have been corresponding with provincial staff regarding the North Shuswap Community Issues Assessment Study that will examine the community issues in Electoral Area F. Provincial staff have requested confirmation of the timing for this study, based on staff capacity and workplans.

As the Board is responsible for setting priorities, staff is seeking Board direction on the response.

Discussion:

CAO provided a brief history of process to date.

Director Simpson commented that he hoped the assessment study could be started as soon as possible to have the study completed prior to the 2022 general election.

Deputy Manager Corporate Administration gave a brief outline of the current workload and timelines of projects currently underway and proposed the study start in early 2023.

Director Simpson's preference would be for this study to begin sooner than 2023.

CAO thinks the report offered by the province will not satisfy the public as it is a water downed version of what was proposed by the community. Staff will make plans to ensure it is in the budget process for 2023.

Director Simpson agrees with the CAO and appreciates the CAO's effort with attempting to persuade the province to broaden the scope of the study, although the province ultimately decided to proceed with the smaller assessment option for the North Shuswap.

10. Administration Bylaws

10.1 Whitetooth Ski Hill Legacy Fund Administration Amendment Bylaw No. 5841, 2021

Report from Darcy Mooney, Manager, Operations Management dated October 12, 2021. Amendment to the Whitetooth Ski Hill Legacy Fund Administration Bylaw.

2021-1018

Moved By Director Moss

Seconded By Director Cathcart

THAT: the Board rescind all applicable resolutions of the Board associated with amendments to the Whitetooth Ski Hill Legacy Fund Administration Bylaw No. 5478;

AND THAT: "Whitetooth Ski Hill Legacy Fund Administration Amendment Bylaw No. 5841, 2021" be read a first, second and third time this 21st day of October, 2021;

AND FURTHER THAT: the Board support a referral process for Bylaw No. 5841, 2021 and forward it to the Town of Golden Council for comment, prior to the bylaw being considered for adoption at a future date, this 21st day of October, 2021.

CARRIED

10.2 Procedure Amendment Bylaw No. 5840, 2021

Report from Jennifer Sham, Deputy Manager, Corporate Administration dated October 12, 2021. A bylaw amendment to authorize electronic meetings.

2021-1019

Moved By Director Martin

Seconded By Director Talbot

THAT: "Procedure Amendment Bylaw No. 5840, 2021" be given first, second, and third readings, this 21st day of October, 2021.

Discussion on the motion:

Director Simpson asked if the proposed change to the would be a permanent.

Deputy Manager Corporate Administration advised the amendment would be a permanent inclusion to the bylaw, however, would only be used if necessary.

Director Sulz asked if the bylaw would be applicable to both the Board and committees.

Deputy Manager Corporate Administration confirmed the change would encompasses committee meetings, but the electronic meetings component is intended primarily for Board meetings.

CARRIED

2021-1020

Moved By Director Martin

Seconded By Director Talbot

THAT: "Procedure Amendment Bylaw No. 5840, 2021" be adopted, this 21st day of October, 2021.

CARRIED

10.3 CSRD Ticketing Utilization Amendment Bylaw No. 5839, 2021

Board report and bylaw attached to the Late Agenda.

Report from Jennifer Sham, Deputy Manager, Corporate Administration, dated October 14, 2021. Updates to the bylaw to reflect other applicable bylaw changes.

2021-1021

Moved By Director Simpson

Seconded By Director Sulz

THAT: "CSRD Ticket Information Utilization Amendment Bylaw No. 5839, 2021", be given first, second, and third readings, this 21st day of October, 2021.

CARRIED

2021-1022

Moved By Director Simpson

Seconded By Director Sulz

THAT: "CSRD Ticket Information Utilization Amendment Bylaw No. 5839, 2021", be adopted this 21st day of October, 2021;

AND THAT: the Corporate Officer be authorized to consolidate CSRD Ticket Information Utilization Bylaw No. 5776, as amended.

CARRIED

11. Delegations

None.

12. Public Question & Answer Period

No questions were posed by the public at this time.

13. Development Services Business General

None.

14. ALR Applications

14.1 Electoral Area F: Agricultural Land Commission (ALC) Application Section 21(2) – Subdivision LC2587F

Report from Laura Gibson, Planner II, dated October 5, 2021.
6929 Squilax-Anglemont Road, Magna Bay

2021-1023

Moved By Director Simpson

Seconded By Director Talbot

THAT: Application No. LC2587F Section 21(2) – Subdivision, for the West 1/2 of the North West 1/4 Section 17 Township 23 Range 9 West of the 6th Meridian Kamloops Division Yale District Except Part of the Southerly 350 Feet of Legal Subdivision 12 Section 17 as shown on Plan B7633, be forwarded to the Provincial Agricultural Land Commission recommending approval this 21st day of October, 2021.

CARRIED

15. IN CAMERA

2021-1024

Moved By Director Lavery**Seconded By** Director Talbot

THAT: pursuant to Sections 90(1)(c) labour relations or other employee relations of the Community Charter, the Board move In Camera.

CARRIED

The Board convened to the Closed (In Camera) portion of the meeting at 12:28 PM.

The Board reconvened to the Open (Regular) meeting at 1:34 PM.

16. Development Services Business by Area**16.3 Electoral Area A: Development Variance Permit No. 641-48A**

Report from Christine LeFloch, Planner III, dated October 1, 2021.
Golden Donald Upper Road, Blaeberry.

Late Agenda: public submissions added.

2021-1025

Moved By Director Martin**Seconded By** Director Talbot

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-48A for the NE¼ of Section 2, Township 28, Range 22, West of the 5th Meridian, Kootenay District, Except Plans 9497, NEP20534, 15371, NEP67878 and EPP97845, which proposes a variance to Subdivision Servicing Bylaw No. 641 be addressed as follows:

- a. Varying Section 8.3(a) by waiving the requirement that a surface water source proposed for an Independent On-site Water System must be surface water from an intake that has unrecorded water and is on the List of Eligible Sources, shown on Schedule D of Bylaw No. 641, to allow for Moberly Creek to be used as the source of water only for the Proposed Remainder parcel, which is shown on the Preliminary Sketch Plan of Proposed Subdivision by Adam Brash, BCLS, dated September 14, 2021;

be approved for issuance this 21st day of October, 2021, subject to the applicant providing the following items to the CSRD:

- i. report from a Qualified Professional regarding the proposed surface water source as outlined in Table 1 of Bylaw No. 641; and

- ii. An undertaking from the owner's solicitor to register a Section 219 covenant on the title of the proposed Remainder parcel specifying that the property may not be used for residential purposes until the owner has submitted a copy of an issued water licence to the CSRD.

Discussion on the motion:

Director Cathcart does not support the development variance permit. She commented that the area had had previous issues with water quality and quantities. She asked staff if the four public submissions attached to the agenda could be sent to the water allocation branch because she believes the Ministry should be advised of the public's concerns.

Director Demenok questioned the rationale behind the Area Director not supporting the motion as the title covenant would restrict the property from residential use until a water licence is issued.

Director Cathcart voiced concerns conveyed from residents that an additional water licence on Moberly Creek will place an increased strain on steadily declining water levels.

CARRIED

Opposed: Directors Cathcart and Talbot

In Favour: Directors Demenok, Simpson, Brooks-Hill, and Martin

2021-1026

Moved By Director Cathcart

Seconded By Director Martin

THAT: staff be directed to write a letter to the Water Allocation Branch suggesting they engage with current water users when considering the water licence application related to DVP641-48A;

AND THAT: the four public submissions from the public be included with the letter.

CARRIED

16.1 Electoral Area C: Development Variance Permit No. 701-117

Report from Jan Thingsted, Planner III, dated October 6, 2021.
2486 Eagle Bay Road, Reedman Point.

Late Agenda: public submission added.

2021-1027

Moved By Director Demenok

Seconded By Director Talbot

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 701-117 for Lot 4, Section 30, Township 22, Range 10, W6M, Kamloops Division Yale District, Plan KAP46029, varying South Shuswap Zoning Bylaw No. 701 as follows:

1. Section 1 – Definitions (COTTAGE): Vary the maximum floor area of cottage from 50 m² to 83.4 m² for the proposed new larger cottage (50 m² living quarters plus 33.4 m² covered patio); and,
2. Section 8.2.5: Vary the minimum setback from the front parcel line from 5.0 m to 2.0 m for the proposed new larger cottage,

be approved for issuance this 21st day of October, 2021.

CARRIED

16.2 Electoral Area F: Development Variance Permit No. 825-35

Report from Denise Ackerman, Planner I, dated October 5, 2021.
53 – 1131 Pine Grove Road, Scotch Creek.

Late Agenda: public submission added.

2021-1028

Moved By Director Simpson

Seconded By Director Talbot

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 825-35 for Share Area 53 of Lot B Section 27 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District Plan KAP78778 Except Plan KAP82509, varying Scotch Creek/Lee Creek Zoning Bylaw No. 825 as follows:

- a. Part 5.23(3)(h) increase maximum gross floor area for a Recreational Vehicle or Park Model Deck from 30 m² to 48 m².

be denied for issuance this 21st day of October, 2021.

CARRIED

17. Planning Bylaws

17.1 Electoral Area C: Lakes Zoning Amendment (CSRD) Bylaw No. 900-30C

Report from Christine LeFloch, Planner III, dated October 1, 2021.
7000 Block Sunnybrae-Canoe Pt. Road, Bastion Bay.

2021-1029

Moved By Director Demenok

Seconded By Director Simpson

THAT: “Lakes Zoning Amendment (CSRD) Bylaw No. 900-30C” be read a third time this 21st day of October, 2021.

CARRIED

2021-1030

Moved By Director Demenok

Seconded By Director Simpson

THAT: “Lakes Zoning Amendment (CSRD) Bylaw No. 900-30C” be adopted this 21st day of October, 2021.

CARRIED

17.2 Electoral Area F: Lakes Zoning Amendment Bylaw No. 900-29F

Report from Laura Gibson, Planner II, dated October 4, 2021.
Strata Plan EPS611, St. Ives

2021-1031

Moved By Director Simpson

Seconded By Director Brooks-Hill

THAT: “Lakes Zoning Bylaw No. 900-29F” be read a first time this 21st day of October, 2021;

CARRIED

2021-1032

Moved By Director Simpson

Seconded By Director Brooks-Hill

THAT: the Board utilize the simple consultation process for Bylaw No. 900-29F and it be referred to the following agencies, First Nations, and stakeholders:

- Ministry of Forests, Lands and Natural Resource Operations, Lands Branch;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology;
- Transport Canada;
- Ministry of Transportation;
- CSRD Operations Management; and
- All applicable First Nations Bands and Councils.

CARRIED

2021-1033

Moved By Director Simpson

Seconded By Director Brooks-Hill

THAT: in accordance with Section 464(2) of the Local Government Act, the public hearing for “Lakes Zoning Amendment Bylaw No. 900- 29F” be waived.

CARRIED

17.3 Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-34C

Report from Laura Gibson, Planner II, dated October 5, 2021.
4119 Galligan Road, Eagle Bay

2021-1034

Moved By Director Demenok

Seconded By Director Simpson

THAT: “Lakes Zoning Amendment Bylaw No. 900-34C” be read a first time this 21st day of October, 2021;

CARRIED

2021-1035

Moved By Director Demenok

Seconded By Director Simpson

THAT: the Board utilize the simple consultation process for Bylaw No. 900-34C and it be referred to the following agencies, First Nations, and stakeholders:

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

CARRIED

2021-1036

Moved By Director Demenok

Seconded By Director Simpson

THAT: in accordance with Section 464(2) of the Local Government Act, the public hearing for “Lakes Zoning Amendment Bylaw No. 900-34C” be waived.

CARRIED

17.4 Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-32C

Report from Laura Gibson, Planner II, dated October 5, 2021.
6432 Sunnybrae Canoe Point Road, Canoe Point

2021-1037

Moved By Director Demenok

Seconded By Director Talbot

THAT: "Lakes Zoning Bylaw No. 900-32C" be read a third time, as amended, this 21st day of October, 2021.

CARRIED

2021-1038

Moved By Director Demenok

Seconded By Director Talbot

THAT: "Lakes Zoning Bylaw No. 900-32C be adopted this 21st day of October, 2021.

CARRIED

18. Release of In Camera Resolutions

Mandatory COVID-19 Vaccination Requirements

THAT: staff be authorized to release a statement regarding the Board's support of a vaccination mandate.

AND THAT: the resolution be released from the Closed (In Camera) portion of this meeting this 21st day of October, 2021.

19. Next Board Meeting

Thursday, November 18, 2021 at 9:30 AM.

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

20. Adjournment

2021-1039

Moved By Director Talbot

Seconded By Director Martin

THAT: the Regular Board meeting of October 21, 2021 be adjourned.

CARRIED

2:42 PM.

CORPORATE OFFICER

CHAIR



Land Use Operational Policy

Private Moorage

NAME OF POLICY:	Private Moorage
APPLICATION:	Applies to inland and coastal aquatic Crown lands. This policy does not apply to industrial or commercial facilities.
ISSUANCE:	Assistant Deputy Minister, Rural Development, Lands and Innovation
IMPLEMENTATION:	Ministry of Forests, Lands, Natural Resource Operations and Rural Development
REFERENCES:	<i>Land Act</i> (Ch. 245, R.S.B.C., 1996) <i>Ministry of Lands, Parks and Housing Act</i> (Ch. 305, R.S.B.C., 1996)
RELATIONSHIP TO PREVIOUS POLICY:	This policy replaces the previous Private Moorage policy dated June 1, 2011.

Dave Peterson, ADM
Rural Development, Lands and Innovation
Ministry of Forests, Lands, Natural Resource
Operations and Rural Development

January 21, 2019

Date:

APPROVED AMENDMENTS:		
Effective Date	Briefing Note /Approval	Summary of Changes:

Table of Contents

1.	POLICY APPLICATION	1
2.	PRINCIPLES AND GOALS	1
3.	DEFINITIONS AND ABBREVIATIONS	1
4.	APPLICANT ELIGIBILITY	1
5.	FORM OF LAND ALLOCATION.....	1
5.1	Permission	2
5.2	Lease	3
6.	SURVEY.....	3
7.	AUTHORIZATIONS FOR SMALL MULTI-BERTH MOORAGE FACILITIES	4
8.	FORESHORE FILLS, BREAKWATERS AND NON-MOORAGE STRUCTURES	4
9.	PRICING POLICY	4
10.	ALLOCATION PROCESSES	4
10.1	Applications	4
10.1.1	Application Package	5
10.1.2	Application Acceptance.....	5
10.1.3	Advertising/Notification	5
10.2	Designated Application-only Areas.....	5
11.	TENURE ADMINISTRATION	6
11.1	Insurance	6
11.2	Assignment and Sub-Tenuring	6
11.3	Tenure Replacement	6
12.4.1	Transition of Tenure Issued Under Former Policy	6
11.4	Monitoring and Enforcement.....	7
11.4.1	Development Requirements	7
12.	VARIANCE	7
	APPENDIX 1. PRIVATE MOORAGE POLICY SUMMARY	8
	APPENDIX 2. PRIVATE MOORAGE PROGRAM – ALLOCATION OVERVIEW	9
	APPENDIX 3 REQUIREMENTS AND BEST MANAGEMENT PRACTICES.....	10
	APPENDIX 4 APPLICATION REQUIREMENTS - EXAMPLE PLANS	13
	APPENDIX 5 PROCESS AND CRITERIA FOR DESIGNATING APPLICATION-ONLY AREAS	18

1. POLICY APPLICATION

This policy applies to the disposition of aquatic Crown land (inland and coastal) for private moorage facilities that are affixed to and/or occupy aquatic Crown land. A private moorage facility is a dock, a permanent boat way (i.e. boat ramp / rail), or a stand-alone boat lift that is permanently affixed to aquatic Crown land; it is intended for the personal and private residential use by one or a number of individuals or a family unit for boat moorage. The policy does not apply to mooring buoys used for private moorage. These are regulated by Transport Canada under the federal *Navigation Protection Act*.

Moorage facilities for strata title or condominium developments of over three berths are administered under the provisions of the Residential policy where they have no related commercial facilities (e.g. gas bars) and are intended for private use of tenants.

Group moorage facilities of over three berths are administered under the provisions of Residential policy only where they have no related commercial activities. Group moorage with commercial activities are administered under the Commercial Marina policy.

2. PRINCIPLES AND GOALS

For information on Crown land allocation principles see [Crown Land Allocation Principles](#).

The objectives of the policy are to:

- reduce risk of impacts associated with the construction and use of private moorage facilities;
- ensure that policy and procedures complement other provincial and federal agency requirements;
- provide flexibility to allow regional and site specific issues and conditions to be considered and addressed;
- provide dock owners with best management practices and requirements; and,
- provide for different forms of allocation, with a range of rights, interests and obligations to meet a variety of circumstances and proponent needs.

3. DEFINITIONS AND ABBREVIATIONS

For a glossary of definitions and abbreviations see [Glossary and Abbreviations](#).

4. APPLICANT ELIGIBILITY

Applicants must be 19 years of age or older. Applicants are not required to be a Canadian Citizen or permanent resident of Canada.

5. FORM OF LAND ALLOCATION

For standard policy information on forms of allocation see [Form of Crown Land Allocation](#).

Refer to Appendix 1 for a summary of the forms and terms of Crown land allocation available for private moorage. Appendix 2 includes a flow diagram showing how the different allocation types may be triggered.

5.1 Permission

There are two types of Permissions which are the typical forms of authorizations granted for private moorage.

Permissions do not convey rights to the land. A Permission conveys non-exclusive use for the purpose described, it is not a registerable interest that can be mortgaged and does not require a survey.

A Permission does not allow the holder to unduly impede public access along the foreshore within the permission area. However, this requirement does not preclude the permission holder from protecting improvements from damage resulting from causes other than natural wear and age. The permission holder must ensure improvements are constructed or located to allow reasonable public passage around or over the structure (e.g. raised walkways should be low enough to step onto and off, or stairs should be built to accommodate crossing the walkway).

Government may authorize overlapping and layering of tenures on the permission area.

Permissions typically do not have a fixed term or expiry date. They are granted for as long as the dock owner requires or until such time as the Authorizing Agency terminates or withdraws the permission. However, in limited circumstances it may be necessary to put a fixed term in place, e.g. to match the term of tenure remaining for the adjacent non fee-simple upland property or to run with the term of an upland owners consent (as per section 10.1.3).

The Minister (or delegate) can withdraw a Permission at any time without restriction. Notice of a withdrawal of a Permission should be given as long as possible in advance (e.g. 12 months), however, it is recognized that in some circumstances less notice time may be given.

There are two types of Permission available: General Permissions and Specific Permissions.

5.1.1 General Permission

The General Permission is available for ocean, lake and river docks located on Crown land, and is granted without the need for an application. As long as a person constructs and uses their dock in accordance with the terms and conditions contained in the General Permission document they will be deemed authorized. If, however, the proposed dock or an existing dock does not meet the conditions and requirements stated in the General Permission, an application for a Specific Permission will be required.

A General Permission does not apply to docks that are in areas designated as:

- application-only areas (refer to Section 10.2 for more details);
- Land Act section 15 reserves , section 16 withdrawals from disposition or section 17 conditional withdrawals; or
- Protected Areas, such as ecological areas, parks, conservancies or wildlife management areas.

A General Permission is only granted to owners of waterfront property with riparian rights to the adjacent Crown foreshore where the dock is located; and only if no other private moorage facilities are fronting the upland property.

The General Permission document which contains the full set of conditions and requirements is available on the Crown Land Uses webpage at:

<https://www2.gov.bc.ca/gov/content/industry/crown-land-water/crown-land/crown-land-uses/residential-uses/private-moorage>

If it is unclear whether a client's dock qualifies for a General Permission, the client may be asked to provide additional information to help Authorizing Agency staff determine whether a General Permission is valid (e.g. a draft site plan showing design, location or orientation, title for upland property). In addition to meeting the criteria of the General Permission, clients may also be required to satisfy authorization requirements of other agencies and /or under other legislation (e.g. a notification of works in and about a stream in accordance with Section 11, *Water Sustainability Act*).

5.1.2 Specific Permission

The Specific Permission is the normal form of authorization granted upon application approval of a new or existing private moorage facility. Specific Permissions are available for:

- docks that do not meet the criteria of the General Permission;
- private moorage facilities that are within designated application-only areas; or
- permanent boat ways/ boat ramps and stand-alone boat lifts.

Specific Permissions are available to owners or Crown lessees of waterfront property with riparian rights to the adjacent foreshore where a private moorage facility is to be located. Only one private moorage facility is allowed per waterfront property.

Specific Permissions may be granted for strata title moorage or group moorage facilities of three berths or less (refer to section 8 for more details).

5.2 Lease

The maximum term for a lease is 20 years.

A lease for a private moorage facility is not issued for a period greater than the remaining term of the Crown land residential tenure on the adjacent upland property.

The leaseholder will not be able to interfere with public access over the lease area, or interrupt passage by the public over the intertidal area.

Only one private moorage facility is allowed per waterfront property.

6. SURVEY

Requirements for legal survey of the proposed aquatic tenure area will be at the discretion of the Authorizing Agency. Survey is not normally required where natural features define the land, or where the likelihood of boundary conflict is minimal. As the duration/intensity of use and the level of investment increase, so does the advisability of survey.

7. AUTHORIZATIONS FOR SMALL MULTI-BERTH MOORAGE FACILITIES

Group moorage facilities or strata title moorage facilities, with three berths or less may be issued a Specific Permission. For facilities with more than three berths owners must apply under the [Residential Policy](#).

Group moorage will be available to local resident groups/associations or community organizations where:

- the area has boat access only, no public transportation and there is very limited availability of public and commercial moorage; or
- group moorage may reduce cumulative impacts that could result from waterfront property owners developing multiple single docks.

Important considerations when locating a group moorage facility include availability of adjacent parking, as well as impact on neighbouring property owners and public access.

Commercial activity is prohibited at group moorage sites including the renting or selling of berths, but not including any necessary membership fees to cover maintenance and administrative costs.

A riparian agreement is required between the members of any association or group and the owner of an upland property that the group moorage facility is fronting. If the facility is located adjacent to a road allowance consent by the Ministry of Transportation and Infrastructure will be required.

8. FORESHORE FILLS, BREAKWATERS AND NON-MOORAGE STRUCTURES

Proposals are not accepted for new foreshore fills, breakwaters or other non-moorage foreshore improvements (e.g. sun decks, boat houses) that may be included with plans for a private moorage facility. In exceptional circumstances authorization for certain foreshore improvements can be considered as ancillary to residential use and may be authorized in accordance with the Residential Policy.

9. PRICING POLICY

For information on pricing see the [Pricing Policy](#).

For information on application and service fees see the [Crown Land Fees Procedure](#).

10. ALLOCATION PROCESSES

For detailed standard information on allocation processes see [Allocation Procedures - Applications](#).

Additional and special requirements for private moorage allocations are listed below.

10.1 Applications

Specific Permissions and leases are offered in response to an application. General Permissions do not require an application.

10.1.1 Application Package

In general, packages will include:

- appropriate application fees;
- requested mapping and plans (see appendix 4 for sample plans); and,
- required information about the proposed land use.

Refer to section 10.1.2 (below) for information on specific requirements.

Management Plan and Tenure Boundaries

A management plan is required to accompany private moorage applications.

When processing tenures or specific permissions, staff are to ensure that permission or tenure boundaries encompass the minimum area required to authorize the placement of necessary improvements (including boat lifts and anchor lines). The permission or tenure area should not include unoccupied open water or tidal areas between structural improvements.

Refer to Section 11.4.1, Development Requirements, as well as the Private Moorage Requirements and Best Management Practices (Appendix 3) for additional factors that may affect the placement and design of a private moorage facility.

Identification of Users

Where application for a private moorage facility is made by more than one individual, the names of all individuals will be included in the tenure document. The exception will be for moorage facilities under the name of registered community organizations.

If possible group moorage tenures should be in the name of a registered society or association to avoid having to undertake assignments every time a member of the group changes.

10.1.2 Application Acceptance

A complete application package will include the material described in the Application Requirements Checklists for private moorage, available at the following web links:

- [Marine](#)
- [Freshwater](#)

10.1.3 Advertising/Notification

Upland Owner Consent

Individuals wishing to construct a dock that may infringe on the riparian right of access of an adjacent upland property must obtain consent from the upland owner or tenure holder.

10.2 Designated Application-only Areas

In certain designated areas General Permissions will not apply. In these areas, docks will require an application for a Specific Permission. The application process will allow for site specific evaluation and consideration to address local circumstances and conditions before authorization is granted.

Application-only areas will cover areas that will generally have a higher risk of impacts or user conflicts related to the construction and use of any size dock.

Regional operations of the Authorizing Agency may work with provincial and federal resource agencies, First Nations and communities to identify appropriate application-only areas. Once designated, information on these specific areas will be available from the Authorizing Agency.

Refer to Appendix 5 for a detailed description of the process and criteria for designating application-only areas.

11. TENURE ADMINISTRATION

For standard tenure administration information see the [Tenure Administration Procedure](#).

Additional and special requirements for private moorage allocations are:

11.1 Insurance

Authorized users are required to ensure that they keep in force a homeowner's insurance policy or other residential insurance policy, including general liability, in an amount specified in the tenure or permission document.

11.2 Assignment and Sub-Tenuring

Assignment of a Specific Permission will follow the same process as assignment of a private moorage lease.

Assignment of a General Permission is not required. If ownership of the associated upland property changes, the new owner will only need to ensure that the dock satisfies the conditions of the General Permission to be deemed the grantee.

11.3 Tenure Replacement

Permissions do not have a fixed term and will not require replacement. However, significant modification of a private moorage facility (e.g. increasing the size or dimensions, changing the orientation, adding other structures) may require replacing an existing General Permission with a Specific Permission, or replacing an existing Specific Permission with a new Specific Permission. Some modifications may only require consent of the Authorizing Agency without the need for replacement.

12.4.1 Transition of Tenure Issued Under Former Policy

An existing licence of occupation or lease issued under a previous private moorage policy is valid to term expiry. At the time of tenure expiration, if a dock satisfies the conditions of the General Permission, the dock will be deemed to have a General Permission. If the dock does not meet the criteria of a General Permission or is in an application-only area, the dock owner may apply for and replace the licence with a Specific Permission, or in some circumstances, a lease.

The holder of a lease or a licence of occupation may apply to replace their existing tenure with a Specific Permission at any time (i.e. in accordance with the conditions of their tenure and this policy). Refunds will not be provided for any prepaid tenure rental.

11.4 Monitoring and Enforcement

11.4.1 Development Requirements

Lease and Permission documents will contain development requirements and restrictions associated with providing for public access, protecting the environment, avoiding navigation hazards and protecting community values.

The General Permission has an established set of requirements that cannot be varied from, whereas the Specific Permission provides for more flexibility which is facilitated through review and consideration of the application and proposed management plan. Refer to Appendix 3, Private Moorage Requirements and Best Management Practices for further information on development requirements, restrictions and guidelines.

Private moorage facilities must also be developed and used in compliance with federal and provincial legislative requirements.

Private moorage facilities may also have to comply with other agency requirements and permits (e.g. Transport Canada, BC Ministry of Environment, Fisheries and Oceans Canada). These may be identified through the application referral process; however, it is ultimately up to the applicant to ensure that they are in compliance and have the appropriate approvals in place with these other agencies.

12. VARIANCE

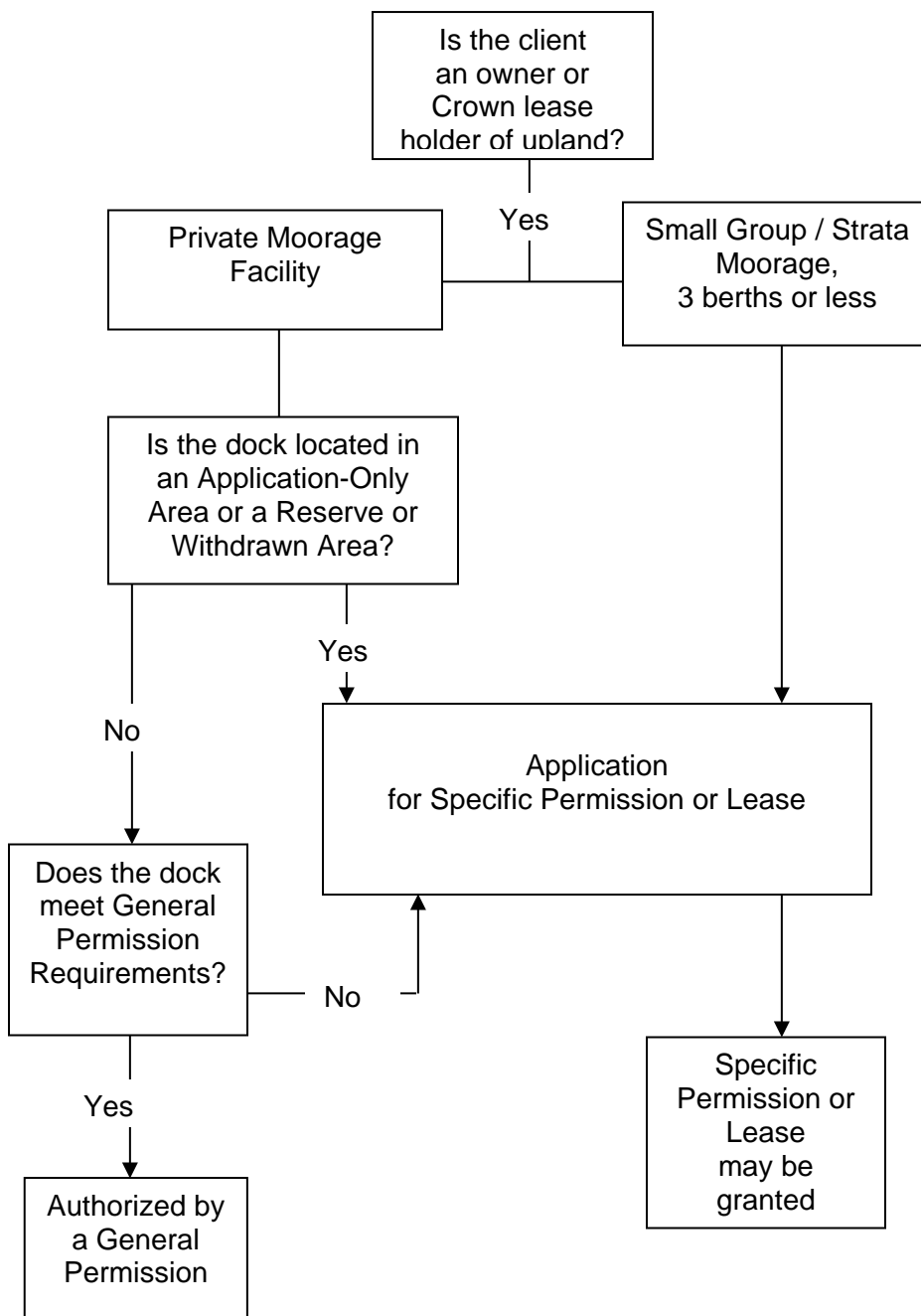
Variances to this policy must be completed in accordance with the [Policy Variance Procedure](#).

APPENDIX 1. PRIVATE MOORAGE POLICY SUMMARY

FORM OF AUTHORIZATION	NORMAL TERM	METHOD OF DISPOSITION
General Permission	No fixed term or expiry date	No application. General Permission criteria / requirements must be satisfied.
Specific Permission	No fixed term or expiry date ¹	Application. required
Lease	20 year term	Application required

¹ Fixed terms may be put in place in limited circumstances, e.g. to match the term of tenure remaining for the adjacent non fee-simple upland property,

APPENDIX 2. PRIVATE MOORAGE PROGRAM – ALLOCATION OVERVIEW



APPENDIX 3 REQUIREMENTS AND BEST MANAGEMENT PRACTICES

Designing Your Private Moorage Facility

Protecting Our Shores and Coastlines

Crown land is a public asset and the Province has a responsibility to ensure it is managed to maximize and sustain the flow of economic, social and environmental benefits to British Columbians, now and in the future. Crown land is available for the use, benefit and enjoyment of all British Columbians.

The Private Moorage policy is intended to provide owners and Crown tenure holders of waterfront property an opportunity to occupy and use the Crown foreshore fronting their property for personal and private use, and guide that use so that it does not impact the environment, navigation, safety, community values, public and First Nation interests and the legal rights of others.

This document is intended to help ensure compliance with the *Land Act* and other agency requirements. In addition, it provides recommended practices that have been demonstrated to be an effective and practical means of preventing or limiting harmful impacts associated with the construction and maintenance of private moorage facilities.

For all shoreline improvement projects, always remember:

Contact Your Local FrontCounter BC Office. FrontCounter BC staff can review your proposal and confirm whether an application is required. FrontCounter BC will also provide information on other authorizations or approvals that may be required. Call FrontCounter BC toll free at 1-877-855-3222 or visit www.frontcounterbc.gov.bc.ca to find your local office.

Your project plan may require approval from more than one provincial or federal agency, such as the Ministry of Environment for works that fall under the *Water Sustainability Act*, Transport Canada that fall under the *Navigable Waters Protection Act*, or the Fisheries and Oceans Canada for works that fall under the federal *Fisheries Act*. For further information, consult the links below.

Your project must adhere to local government requirements. Consult your local bylaws and official community plans to ensure your improvement is in compliance with all applicable laws and zoning.

Requirements for All Private Moorage Facilities

DO:

- **Construct only one private moorage facility per property** (e.g. only one dock or one boat way, not both).
- **If it is located in a marine environment ensure that it is limited to a single dock which consists of an elevated pier leading to a ramp and one moorage float only.**
- **Ensure that all structures (i.e. dock, boat way, boat lifts) are at least 5 metres from the projected side property line (6 metres if adjacent to a**

dedicated public beach access or park), and at least 10 metres from any existing dock or structure. (Note: The “projected side property line” is a perpendicular extension from the general trend of the shoreline, commencing at the intersection of the side property line and the natural boundary.)

- **All docks should be oriented at right angles to the general trend of the shoreline.**
- **Ensure dock structures are not grounded at low water/low tide.** All docks must be on pilings/suspended or floating at all times.
- **Work in the water outside of spawning and nursery periods.** Consult [local work timing windows](#), available through the Ministry of Environment.
- **Work away from the water.** To avoid water contamination in the construction of your dock, conduct as many construction activities as is practicable, well back from the water.
- **Remain sensitive to views, impacts on neighbours, and orientation to neighbouring docks.**
- **Keep the dock and the Crown land beneath the dock in a safe, clean and sanitary condition.**

DO NOT:

- **Interfere with navigation.** This can be a particular issue on rivers, coves and other narrow water bodies. Offshore end of the structure should be at least 30 metres (100 feet) from navigation channels. Ensuring this distance will help avoid contravening the federal *Navigable Waters Protection Act*.
- **Interfere with an upland owner’s common law riparian rights**, including the right of access to deep water.
- **Use fill below the present natural boundary.**
- **Dredge on the foreshore.**
- **Use roofed or covered structures** on or adjacent to the dock unless permitted by local bylaw.
- **Use crib foundations or solid core structures made of cement or steel sheeting.** These types of dock structures block the free flow of water and can cause erosion and impact habitat.
- **Unduly impede public access along the foreshore.** Between high water and low water mark, structures cannot block public access along a beach or foreshore area, unless reasonable alternative means of passage are available to enable going around or across the structure (e.g. stairs over a dock).
- **Use structures for non-moorage purposes.** Non-moorage uses include placement of such things as beach houses, storage sheds, gazebos, raised sun decks, and hot tubs –. In exceptional circumstances some non-moorage uses may be considered for tenure under the Residential policy; these will be considered on a case by case basis only.

General Permission - Requirements

Individuals cannot build on or develop aquatic Crown land, including Crown foreshore, without the province's authorization, even if they own adjacent property or "upland." However, a General Permission is in place for use of aquatic Crown land if the dock structure satisfies the criteria and conditions described in the document:

<https://www2.gov.bc.ca/gov/content/industry/crown-land-water/crown-land/crown-land-uses/residential-uses/private-moorage>

Crown Land Use Operational Policy: Private Moorage

Please note: There is no application required for General Permissions. Varying from any of the listed requirements triggers the need to apply for a Specific Permission. (Leases may also be applied for in limited circumstances; consult the policy for more information on leases.)

Specific Permission - Requirements

A Specific Permission must be applied for, if the dock or private moorage facility:

- does not adhere to any of the requirements of the General Permission;
- is located in an Application-Only Area;
- is for group moorage of three berths or less.

An application is required before a Specific Permission can be granted. Satisfying the requirements for all private moorage facilities will reduce the risk of impacts associated with their construction and use, and will improve the chance of getting agency approval.

For Further Reading:

- The Dock and Shore Primer, Fisheries and Oceans Canada: <http://www.dfo-mpo.gc.ca/Library/337927.pdf>
- Ministry of Environment Best management Practices for Small Boat Moorage: http://www.env.gov.bc.ca/okanagan/documents/BMPSmallBoatMoorage_WorkingDraft.pdf

Provincial and Federal Regulatory Jurisdictions:

- FrontCounter BC: 1-877-3222 (toll-free) or <http://www.frontcounterbc.gov.bc.ca/>
- Private Moorage Policy, Ministry of Forests, Lands and Natural Resource Operations: http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/natural-resource-use/land-water-use/crown-land/private_moorage.pdf
- Fisheries and Oceans Canada, Measures to Avoid Causing Harm to Fish and Fish Habitat: <http://www.dfo-mpo.gc.ca/pnw-ppe/measures-mesures/measures-mesures-eng.html>
- Ministry of Environment – Working Around Water: <http://www2.gov.bc.ca/gov/content/environment/air-land-water/water/water-licensing-rights/working-around-water>
- Transport Canada, Docks and Boathouses and the Navigable Waters Protection Act: <http://www.tc.gc.ca/marinesafety/TP/tp14595/menu.htm>

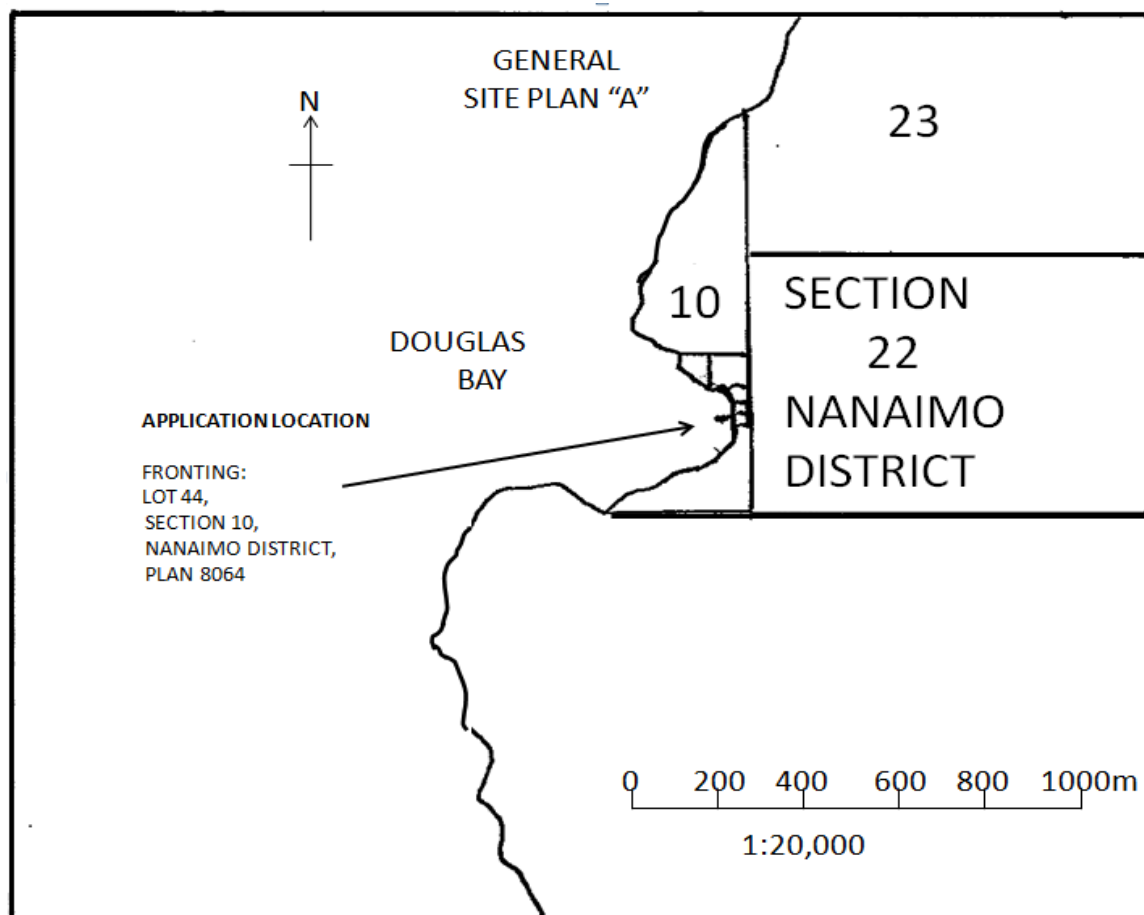
APPENDIX 4 APPLICATION REQUIREMENTS - EXAMPLE PLANS

1) SMALL SCALE GENERAL SITE PLAN 'A':

The purpose of this map is to indicate the location of the application in relation to surveyed parcels and geographic features.

The following information must be included:

- Scale bar (1:20,000 scale preferred; 1cm = 200 meters)
- Indicated true North
- Geographic references (named water body, river)
- Legal description of upland property
- Major survey lines
- Location of foreshore application.

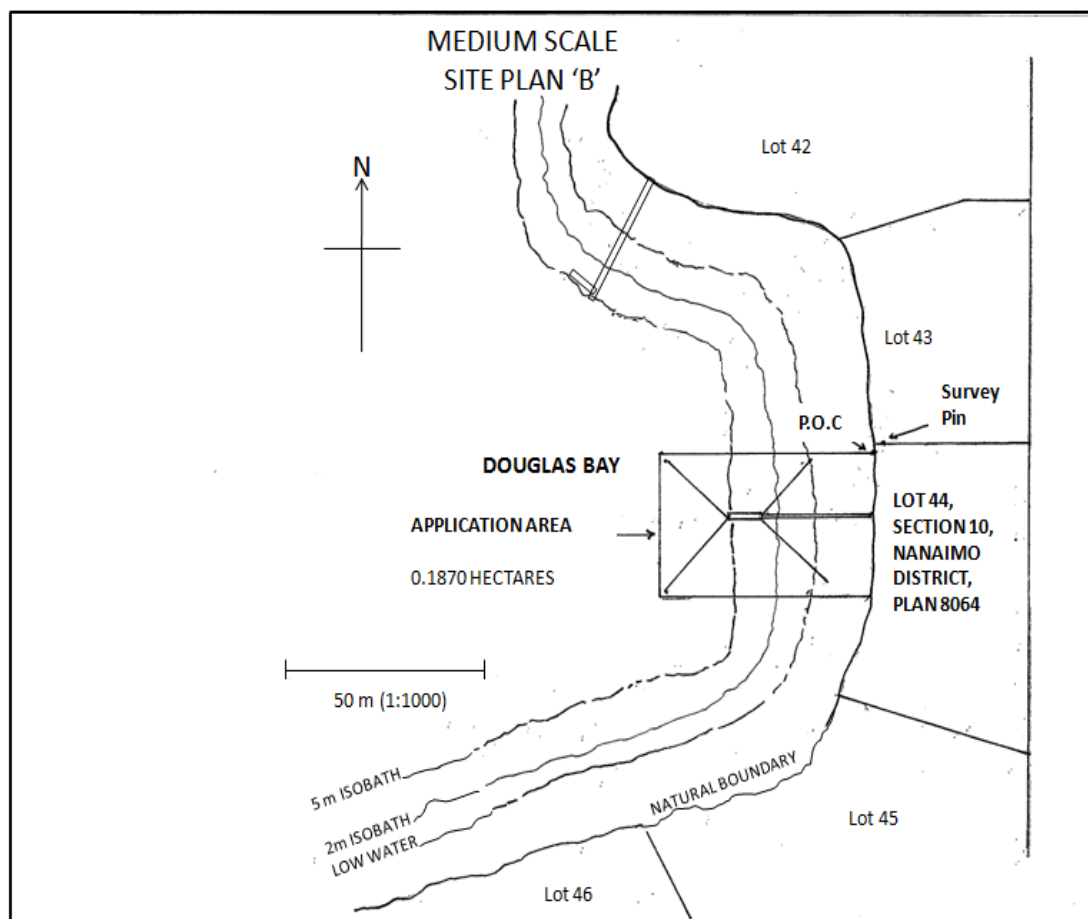


2) MEDIUM SCALE SITE PLAN 'B' USING OFFICIAL SURVEY PLAN OF APPLICANT'S PROPERTY

The purpose of this plan is to show whether or not the proposed private moorage structures would restrict the rights of other shoreland property owners to have deep water marine navigation access to their properties.

The following information must be included:

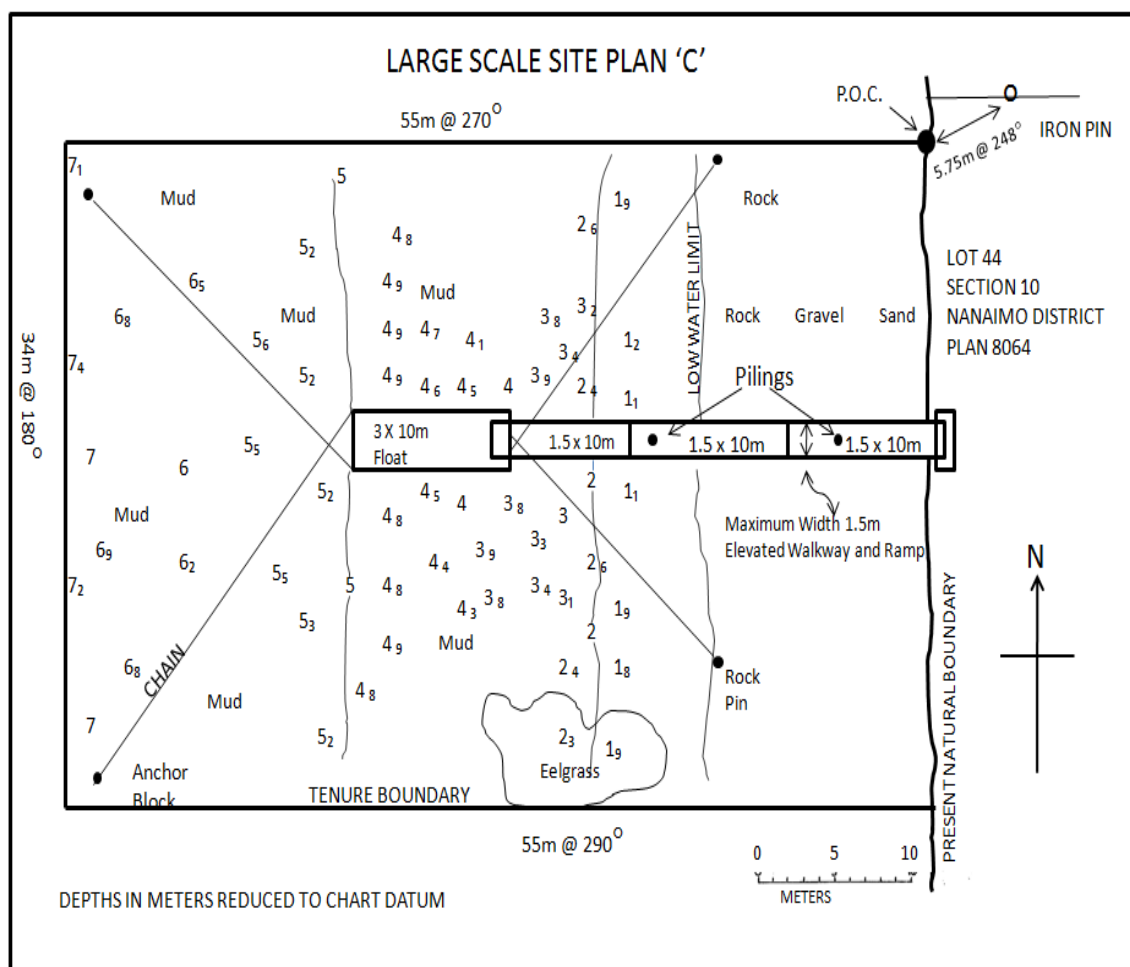
- Scale bar (1: 1000 – 1: 2000 scale preferred; 1cm = 10-20 meters)
- Indicated true North
- Legal description of upland property
- Adjacent property boundaries
- Point of Commencement (P.O.C.) referenced from an indicated survey pin
- Application area boundaries and dock structure/cables etc.
- 2 and 5 meter isobaths
- Low water mark
- Location of nearby existing moorage structures



3) LARGE SCALE SITE PLAN 'C'

The following information must be included:

- Scale bar (1:150-1:200 scale preferred; 1 cm = 1.5 - 2.0 meters)
- Indicated true North
- Legal description of upland property
- Application area boundaries with distances and true bearings
- Natural boundary, low water, 2 meter and 5 meter isobaths
- Depth soundings (meters) reduced to chart datum
- Plan must show all proposed structures including pilings, float, ramp, cables, chains, anchor lines, etc.
- Survey pin and Point of Commencement (P.O.C.)
- Nature of seabed (sand, mud, rock, gravel)
- Observed marine vegetation within application area (kelp, eelgrass)
- Total area of application in hectares.

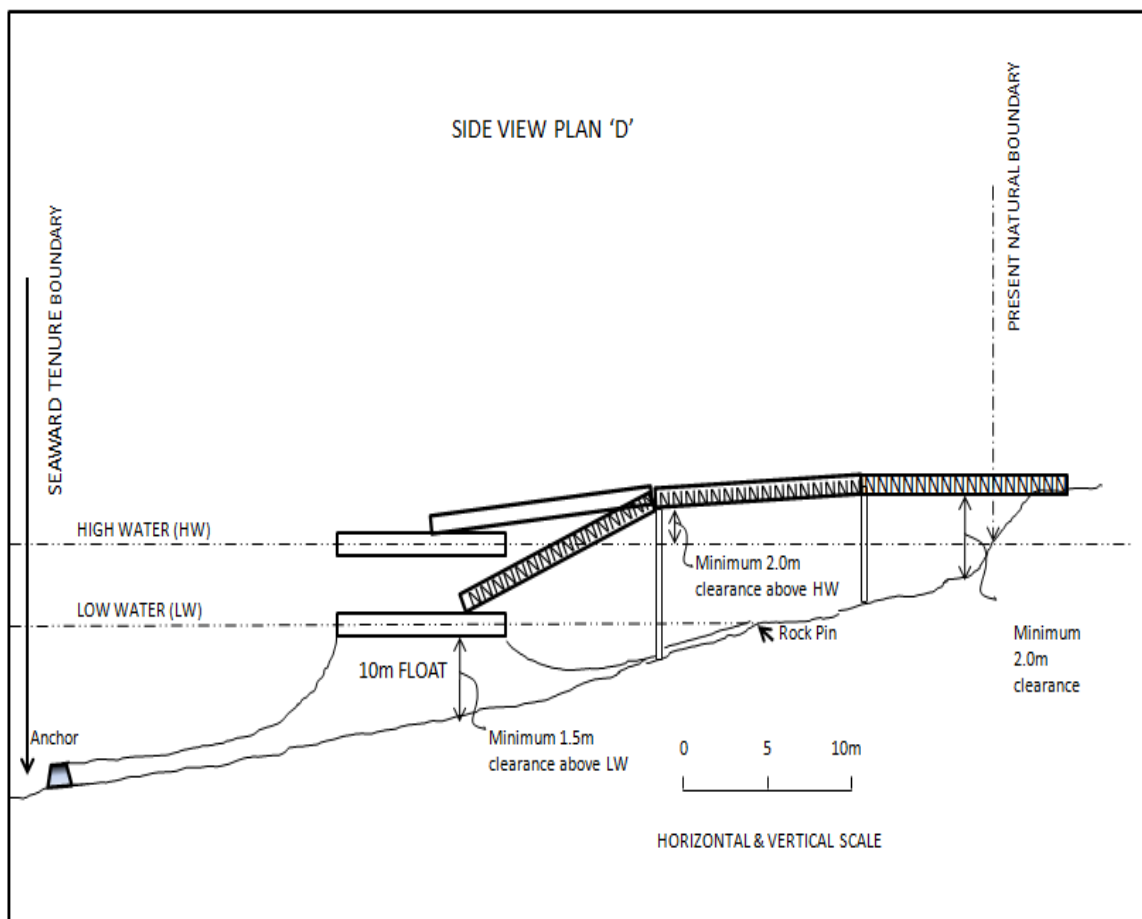


4) SIDE VIEW PLAN 'D'

The HORIZONTAL scale bar must be IDENTICAL to Plan 'C'. A VERTICAL scale bar must be shown if the vertical scale is different from the horizontal scale.

The following information must be included:

- Scale bar (1:150-1:200 scale preferred; 1cm = 1.5-2.0 meters)
- High and low water must be depicted on the plan as shown on example below
- Seaward boundary of the application site
- Profile of the shoreland property bank
- Present natural boundary
- All improvements seen in side view plan D including anchors, cables, float, ramp, walkway, rock pin, pilings, etc.



NOTES:

Walkways and access ramps should be a minimum of 2.0 meters above the highest high water and have a minimum clearance of 2.0 meters above the seabed to allow unimpeded pedestrian passage along the foreshore at low tide.

The bottom of floats should be a minimum of 1.5 meters above the seabed during the lowest tide; this minimum will need to be increased if deep draft vessels are to be moored.

APPENDIX 5 PROCESS AND CRITERIA FOR DESIGNATING APPLICATION-ONLY AREAS

Purpose

As part of the revised Private Moorage program, General Permissions for small docks can be granted without an application. However, regional authorizations have the discretion to designate areas as application-only areas within which General Permissions will not be granted. Due to known concerns or issues within these areas, proposals for small docks will be required to undergo site specific evaluation through the application process. Specific Permissions will be the normal form of authorization granted for docks within application-only areas.

The intent is to provide an added tool for mitigating risks known to be associated with specific locations and areas of interest.

Roles and Responsibilities

Agency staff

- The Regional Executive Director or designate, for the Ministry Responsible for the *Land Act* will be responsible for designating application only areas.
- the Ministry Responsible for the *Land Act* will work with provincial and federal resource agencies and First Nations, as needed, to identify potential application-only areas.
- the Ministry Responsible for the *Land Act* will create these areas as Notations of Interest¹ and provide information to FrontCounter BC (regional operations).
- FrontCounter BC will maintain a list and/or map of these areas (e.g. NOIs are included in the ILRR);
- FrontCounter BC will provide information on the location of NOI areas to clients in response to enquiries
- Land Tenures Branch will monitor for implementation and address any policy issues that may arise.

Clients

Clients are encouraged to contact FrontCounter BC with information on their small dock proposal (location, site plan, design, etc.), so that staff can inform clients whether or not an application is required (i.e. is the proposal in an Application-Only area) and if appropriate, provide them with a web link to the General Permission.

Process

The Ministry responsible for the *Land Act* may designate broad areas as application-only areas. These areas will be identified with input from resource agencies, local government and First Nations.

For instance, if a particular lake is known to have numerous user conflicts, the entire lake area may be designated through the use of a Notation of Interest. Further refinements to the areas, e.g. designating specific coves rather than the entire lake area, will be done as better information becomes available.

¹ These areas may also be identified by additional tools to provide easier map identification by the public

Note that the designations are not done through a legal instrument; they are simply providing a description of the location for administrative purposes.

Criteria

Application-only areas can include, but are not limited to:

- narrow water bodies where riparian rights are at risk of being infringed, or navigation and safety compromised (e.g. small coves, channels and sections of rivers);
- areas important for public access and use (e.g. beaches, areas adjacent to waterfront parks);
- areas subject to local requirements associated with foreshore development
- environmentally sensitive areas (e.g. fish spawning, critical habitat areas mapped by Ministry of Environment);
- areas where First Nations have generally expressed a strong interest, or have specifically requested consultation on all private moorage proposals;
- areas which contain *Land Act* dispositions or other government authorizations that are at risk of being in conflict with dock placement and use; and,
- areas that are experiencing significant growth and concerns associated with waterfront development.



Our File: 3412328

April 20, 2012

Dear [REDACTED]:

Enclosed is an originally executed copy of Licence Number 345885 covering all that unsurveyed Crown foreshore being part of the bed of Mara Lake and fronting on CPR RW Plan A402 fronting Lot 11, Section 25, Township 21, Range 8, West of the 6th Meridian, Kamloops Division Yale District, Plan 10892 containing 0.088 hectares, more or less.

The Licence is issued in your name for a term of 10 years commencing February 15, 2012 for private moorage purposes. Attached is a copy of your Management Plan for your convenience.

Please ensure that this document is kept in a safe location, as it must be presented to this office for assignment, should the interest be transferred or sold.

Should you have any questions regarding this matter, please contact me at the details listed below.

Yours truly,

Brenda Christian
Portfolio Administrator

Attachment

pc: BC Assessment Authority, Kelowna
Columbia-Shuswap Regional District
Forest District, Vernon



LICENCE OF OCCUPATION

Licence No.:

345885

File No.: 3412328

Disposition No.: 888202

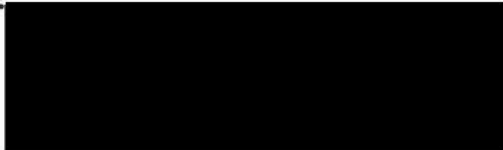
THIS AGREEMENT is dated for reference February 15, 2012 and is made under the *Land Act*.

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the minister responsible for the *Land Act*, Parliament Buildings, Victoria, British Columbia

(the "Province")

AND:



(the "Licensee")

The parties agree as follows:

ARTICLE 1 - INTERPRETATION

1.1 In this Agreement,

"**Agreement**" means this licence of occupation;

"**Commencement Date**" means February 15, 2012;

"**disposition**" has the meaning given to it in the *Land Act* and includes a licence of occupation;

"**Fees**" means the fees set out in Article 3;

"**Improvements**" includes anything made, constructed, erected, built, altered, repaired or added to, in, on or under the Land, and attached to it or intended to become a part of it, and also includes any clearing, excavating, digging, drilling, tunnelling, filling, grading or ditching of, in, on or under the Land;

Licence

File No.: 3412328

Disposition No.: 888202

"Land" means that part or those parts of the following described land shown outlined by bold line on the schedule attached to this Agreement entitled "Legal Description Schedule":

All that unsurveyed Crown foreshore being part of the bed of Mara Lake and fronting on CPR RW Plan A402 fronting Lot 11, Section 25, Township 21, Range 8, West of the 6th Meridian, Kamloops Division Yale District, Plan 10892 containing 0.088 hectares, more or less,

except for those parts of the land that, on the Commencement Date, consist of highways (as defined in the *Transportation Act*);

"Management Plan" means the most recent management plan prepared by you in a form acceptable to us, signed and dated by the parties, and held on file by us;

"Realty Taxes" means all taxes, rates, levies, duties, charges and assessments levied or charged, at any time, by any government authority having jurisdiction which relate to the Land, the Improvements or both of them and which you are liable to pay under applicable laws;

"Security" means the security referred to in section 6.1 or 6.2, as replaced or supplemented in accordance with section 6.5;

"Term" means the period of time set out in section 2.2;

"we", "us" or "our" refers to the Province alone and never refers to the combination of the Province and the Licensee: that combination is referred to as **"the parties"**; and

"you" or "your" refers to the Licensee.

- 1.2 In this Agreement, "person" includes a corporation, firm or association and wherever the singular or masculine form is used in this Agreement it will be construed as the plural or feminine or neuter form, as the case may be, and vice versa where the context or parties require.
- 1.3 The captions and headings contained in this Agreement are for convenience only and do not define or in any way limit the scope or intent of this Agreement.
- 1.4 This Agreement will be interpreted according to the laws of the Province of British Columbia.
- 1.5 Where there is a reference to an enactment of the Province of British Columbia or of Canada in this Agreement, that reference will include a reference to every amendment to it, every regulation made under it and any subsequent enactment of like effect and, unless otherwise indicated, all enactments referred to in this Agreement are enactments of the Province of

British Columbia.

- 1.6 If any section of this Agreement, or any part of a section, is found to be illegal or unenforceable, that section or part of a section, as the case may be, will be considered separate and severable and the remainder of this Agreement will not be affected and this Agreement will be enforceable to the fullest extent permitted by law.
- 1.7 Each schedule to this Agreement is an integral part of this Agreement as if set out at length in the body of this Agreement.
- 1.8 This Agreement constitutes the entire agreement between the parties and no understanding or agreement, oral or otherwise, exists between the parties with respect to the subject matter of this Agreement except as expressly set out in this Agreement and this Agreement may not be modified except by subsequent agreement in writing between the parties.
- 1.9 Each party will, upon the request of the other, do or cause to be done all lawful acts necessary for the performance of the provisions of this Agreement.
- 1.10 All provisions of this Agreement in our favour and all of our rights and remedies, either at law or in equity, will survive the termination of this Agreement.
- 1.11 Time is of the essence of this Agreement.
- 1.12 Wherever this Agreement provides that an action may be taken, a consent or approval must be obtained or a determination must be made, then you or we, as the case may be, will act reasonably in taking such action, deciding whether to provide such consent or approval or making such determination; but where this Agreement states that you or we have sole discretion to take an action, provide a consent or approval or make a determination, there will be no requirement to show reasonableness or to act reasonably in taking that action, providing that consent or approval or making that determination.

ARTICLE 2 - GRANT AND TERM

- 2.1 On the terms and conditions set out in this Agreement, we grant you a licence of occupation of the Land for the purpose of constructing, operating and maintaining private dock, as set out in the Management Plan. You acknowledge this licence of occupation does not grant you exclusive use and occupancy of the Land.
- 2.2 The term of this Agreement commences on the Commencement Date and terminates on the 10th anniversary of that date, or such earlier date provided for in this Agreement.

ARTICLE 3 - FEES

- 3.1 The Fee for the Term is \$1.00, the receipt of which we acknowledge.

ARTICLE 4 - COVENANTS

- 4.1 You must

- (a) pay, when due,
 - (i) the Fees to us at the address set out in Article 10,
 - (ii) the Realty Taxes, and
 - (iii) all charges for electricity, gas, water and other utilities supplied to the Land for use by you or on your behalf or with your permission;
- (b) deliver to us, immediately upon demand, receipts or other evidence of the payment of Realty Taxes and all other money required to be paid by you under this Agreement;
- (c) observe, abide by and comply with
 - (i) all applicable laws, bylaws, orders, directions, ordinances and regulations of any government authority having jurisdiction in any way affecting your use or occupation of the Land or the Improvements, and
 - (ii) the provisions of this Agreement;
- (d) in respect of the use of the Land by you or by anyone you permit to use the Land, keep the Land and the Improvements in a safe, clean and sanitary condition satisfactory to us, and at our written request, rectify any failure to comply with such a covenant by making the Land and the Improvements safe, clean and sanitary;
- (e) not commit any wilful or voluntary waste, spoil or destruction on the Land or do anything on the Land that may be or become a nuisance or annoyance to an owner or occupier of land in the vicinity of the Land;
- (f) use and occupy the Land only in accordance with and for the purposes set out in section 2.1;
- (g) not construct, place, anchor, secure or affix any Improvement in, on, to or into the Land except as necessary for the purposes set out in section 2.1 and, despite those purposes,

- you will not construct, place, anchor, secure or affix anything on or to the Land that may interfere with the riparian right of access of any person over the Land without first obtaining from that person a statutory right of way, in registrable form and in our favour, by which that person allows us to curtail his or her riparian right of access over the Land;
- (h) pay all accounts and expenses as they become due for work performed on or materials supplied to the Land at your request, on your behalf or with your permission, except for money that you are required to hold back under the *Builders Lien Act*;
 - (i) if any claim of lien over the Land is made under the *Builders Lien Act* for work performed on or materials supplied to the Land at your request, on your behalf or with your permission, immediately take all steps necessary to have the lien discharged, unless the claim of lien is being contested in good faith by you and you have taken the steps necessary to ensure that the claim of lien will not subject the Land or any interest of yours under this Agreement to sale or forfeiture;
 - (j) not cut or remove timber on or from the Land without
 - (i) our prior written consent, and
 - (ii) being granted the right under the *Forest Act* to harvest Crown timber on the Land;
 - (k) not interfere with public access over the Land;
 - (l) dispose of raw sewage and refuse only in accordance with the requirements and regulations of appropriate federal and provincial agencies;
 - (m) store bulk hazardous petroleum products and other toxic substances in accordance with the provisions of the *Environmental Management Act*;
 - (n) not use construction materials containing toxic substances;
 - (o) not without prior written consent from us
 - (i) deposit on the Land, or any part of it, any earth, fill or other material for the purpose of filling in or raising the level of the Land;
 - (p) take all reasonable precautions to avoid disturbing or damaging any archaeological material found on or under the Land and, upon discovering any archaeological material on or under the Land, you must immediately notify the ministry responsible for administering the *Heritage Conservation Act*;

- (q) You must remove and appropriately dispose of the existing structure prior to construction of the new dock.
- (r) You must not alter or add to any Improvements without our prior written consent.
- (s) You must comply with the Private Moorage Guidelines that are in effect at the time Improvements are constructed, repaired or replaced.
- (t) You must construct the Improvements as shown in the Management Plan.
- (u) You must not construct any improvements above the Natural Boundary of Mara Lake.
- (v) permit us, or our authorized representatives, to enter on the Land at any time to inspect the Land and the Improvements, provided that in regard to our inspection of the Improvements we take reasonable steps to minimize any disruption of your operations;
- (w) indemnify and save us and our servants, employees and agents harmless against all claims, actions, causes of action, losses, damages, costs and liabilities, including fees of solicitors and other professional advisors, arising out of
 - (i) your breach, violation or nonperformance of a provision of this Agreement, and
 - (ii) any personal injury, bodily injury (including death) or property damage occurring or happening on or off the Land by virtue of your entry upon, use or occupation of the Land,and the amount of all such losses, damages, costs and liabilities will be payable to us immediately upon demand; and
- (x) on the termination of this Agreement,
 - (i) peaceably quit and deliver to us possession of the Land and, subject to paragraphs (ii), (iii) and (iv), the Improvements in a safe, clean and sanitary condition,
 - (ii) within 90 days, remove from the Land any Improvement you want to remove, if the Improvement was placed on or made to the Land by you and you are not in default of this Agreement,
 - (iii) not remove any Improvement from the Land if you are in default of this Agreement, unless we direct or permit you to do so under paragraph (iv),
 - (iv) remove from the Land any Improvement that we, in writing, direct or permit you to remove, other than any Improvement permitted to be placed on or made to the

Land under another disposition, and

- (v) restore the surface of the Land as nearly as may reasonably be possible to the same condition as it was on the Commencement Date, to our satisfaction, but if you are not directed or permitted to remove an Improvement under paragraph (iv), this paragraph will not apply to that part of the surface of the Land on which that Improvement is located,

and all of your right, interest and estate in the Land will be absolutely forfeited to us, and to the extent necessary, this covenant will survive the termination of this Agreement.

- 4.2 You will not permit any person to do anything you are restricted from doing under this Article.

ARTICLE 5 - LIMITATIONS

- 5.1 You agree with us that

- (a) we are under no obligation to provide access or services to the Land or to maintain or improve existing access roads;
- (b) this Agreement is subject to
 - (i) all subsisting dispositions and subsisting grants to or rights of any person made or acquired under the *Coal Act*, *Forest Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Wildlife Act* or *Water Act*, or any extension or renewal of the same, whether or not you have actual notice of them, and
 - (ii) the exceptions and reservations of interests, rights, privileges and titles referred to in section 50 of the *Land Act*;
- (c) without limiting subsection 4.1(w), you must indemnify and save us and our servants, employees and agents harmless from and against all claims, actions, causes of action, losses, damages, costs and liabilities, including fees of solicitors and other professional advisors, arising out of any conflict between your rights under this Agreement and the rights of any person under a disposition or under a subsisting grant to or right of any person made or acquired under the *Coal Act*, *Forest Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Wildlife Act* or *Water Act* (or any prior or subsequent enactment of the Province of British Columbia of like effect), or any extension or renewal of the same, whether or not you have actual notice of them, and the amount of all such losses, damages, costs and liabilities will be payable to us immediately upon demand;

- (o) any interest you may have in the Improvements ceases to exist and becomes our property upon the termination of this Agreement, except where an Improvement may be removed under paragraph 4.1(x)(ii), (iii) or (iv) in which case any interest you may have in that Improvement ceases to exist and becomes our property if the Improvement is not removed from the Land within the time period set out in paragraph 4.1(x)(ii) or the time period provided for in the direction or permission given under paragraph 4.1(x)(iii); and
- (p) if, after the termination of this Agreement, we permit you to remain in possession of the Land and we accept money from you in respect of such possession, a tenancy from year to year will not be created by implication of law and you will be deemed to be a monthly occupier only subject to all of the provisions of this Agreement, except as to duration, in the absence of a written agreement to the contrary.

ARTICLE 6 - SECURITY AND INSURANCE

- 6.1 On the Commencement Date, you will deliver to us security in the amount of \$0.00 which will
- (a) guarantee the performance of your obligations under this Agreement;
 - (b) be in the form required by us; and
 - (c) remain in effect until we certify, in writing, that you have fully performed your obligations under this Agreement.
- 6.2 Despite section 6.1, your obligations under that section are suspended for so long as you maintain in good standing other security acceptable to us to guarantee the performance of your obligations under this Agreement and all other dispositions held by you.
- 6.3 We may use the Security for the payment of any costs and expenses incurred by us to perform any of your obligations under this Agreement that are not performed by you or to pay any overdue Fees and, if such event occurs, you will, within 30 days of that event, deliver further Security to us in an amount equal to the amount drawn down by us.
- 6.4 After we certify, in writing, that you have fully performed your obligations under this Agreement, we will return to you the Security maintained under section 6.1, less all amounts drawn down by us under section 6.3.
- 6.5 You acknowledge that we may, from time to time, notify you to
- (a) change the form or amount of the Security; and
 - (b) provide and maintain another form of Security in replacement of or in addition to the

Security posted by you under this Agreement;

and you will, within 60 days of receiving such notice, deliver to us written confirmation that the change has been made or the replacement or additional form of Security has been provided by you.

6.6 You must

- (a) without limiting your obligations or liabilities under this Agreement, at your expense, effect and keep in force during the Term, a Homeowner's Insurance Policy or other personal lines residential insurance policy, including Comprehensive Personal Liability in an amount of not less than \$2,000,000.00 per occurrence;
- (b) make your insurer aware of this Agreement within 30 days of signing this Agreement.

ARTICLE 7 - ASSIGNMENT

- 7.1 You must not sublicense, assign, mortgage or transfer this Agreement, or permit any person to use or occupy the Land, without our prior written consent, which consent we may withhold.
- 7.2 For the purpose of section 7.1, if you are a corporation, a change in control (as that term is defined in subsection 2(3) of the *Business Corporations Act*) will be deemed to be a transfer of this Agreement.
- 7.3 Section 7.2 does not apply to a corporation if the shares of the corporation which carry votes for the election of the directors of the corporation trade on a stock exchange located in Canada.
- 7.4 Prior to considering a request for our consent under section 7.1, we may require you to meet certain conditions, including without limitation, that you submit to us a "site profile", "preliminary site investigation" or "detailed site investigation" (as those terms are defined in the *Environmental Management Act*) for the Land or other similar type of investigation of the Land.

ARTICLE 8 - TERMINATION

- 8.1 You agree with us that
 - (a) if you
 - (i) default in the payment of any money payable by you under this Agreement, or
 - (ii) fail to observe, abide by and comply with the provisions of this Agreement

(other than the payment of any money payable by you under this Agreement),

and your default or failure continues for 60 days after we give written notice of the default or failure to you,

- (b) if, in our opinion, you fail to make diligent use of the Land for the purposes set out in this Agreement, and your failure continues for 60 days after we give written notice of the failure to you;
- (c) if you transfer or assign your interest in fee simple in all that parcel or tract of land more particularly described as Lot 11, Section 25, Township 21, Range 8, West of the 6th Meridian, Kamloops Division Yale District, Plan 10892; PID: 009-536-655;
- (d) if you
 - (i) become insolvent or make an assignment for the general benefit of your creditors,
 - (ii) commit an act which entitles a person to take action under the *Bankruptcy and Insolvency Act* (Canada) or a bankruptcy petition is filed or presented against you or you consent to the filing of the petition or a decree is entered by a court of competent jurisdiction adjudging you bankrupt under any law relating to bankruptcy or insolvency, or
 - (iii) voluntarily enter into an arrangement with your creditors;
- (e) if you are a corporation,
 - (i) a receiver or receiver-manager is appointed to administer or carry on your business, or
 - (ii) an order is made, a resolution passed or a petition filed for your liquidation or winding up;
- (f) if you are a society, you convert into a company in accordance with the *Society Act* without our prior written consent;
- (g) if this Agreement is taken in execution or attachment by any person; or
- (h) if we require the Land for our own use or, in our opinion, it is in the public interest to cancel this Agreement and we have given you 60 days' written notice of such requirement or opinion;

this Agreement will, at our option and with or without entry, terminate and your right to use

and occupy the Land will cease.

- 8.2 If the condition complained of (other than the payment of any money payable by you under this Agreement) reasonably requires more time to cure than 60 days, you will be deemed to have complied with the remedying of it if you commence remedying or curing the condition within 60 days and diligently complete the same.
- 8.3 You agree with us that
- (a) you will make no claim for compensation, in damages or otherwise, upon the lawful termination of this Agreement under section 8.1; and
 - (b) our remedies under this Article are in addition to those available to us under the *Land Act*.

ARTICLE 9 - DISPUTE RESOLUTION

- 9.1 If any dispute arises under this Agreement, the parties will make all reasonable efforts to resolve the dispute within 60 days of the dispute arising (or within such other time period agreed to by the parties) and, subject to applicable laws, provide candid and timely disclosure to each other of all relevant facts, information and documents to facilitate those efforts.
- 9.2 Subject to section 9.5, if a dispute under this Agreement cannot be resolved under section 9.1, we or you may refer the dispute to arbitration conducted by a sole arbitrator appointed pursuant to the *Commercial Arbitration Act*.
- 9.3 The cost of the arbitration referred to in section 9.2 will be shared equally by the parties and the arbitration will be governed by the laws of the Province of British Columbia.
- 9.4 The arbitration will be conducted at our offices (or the offices of our authorized representative) in Kamloops, British Columbia, and if we or our authorized representative have no office in Kamloops, British Columbia, then our offices (or the offices of our authorized representative) that are closest to Kamloops, British Columbia.
- 9.5 A dispute under this Agreement in respect of a matter within our sole discretion cannot, unless we agree, be referred to arbitration as set out in section 9.2.

ARTICLE 10 - NOTICE

- 10.1 Any notice required to be given by either party to the other will be deemed to be given if mailed by prepaid registered mail in Canada or delivered to the address of the other as follows:
- to us

Licence

File No.: 3412328

Disposition No.: 888202

to the sublicence, assignment or transfer of this Agreement.

- 11.4 This Agreement extends to, is binding upon and enures to the benefit of the parties, their heirs, executors, administrators, successors and permitted assigns.
- 11.5 If, due to a strike, lockout, labour dispute, act of God, inability to obtain labour or materials, law, ordinance, rule, regulation or order of a competent governmental authority, enemy or hostile action, civil commotion, fire or other casualty or any condition or cause beyond your reasonable control, other than normal weather conditions, you are delayed in performing any of your obligations under this Agreement, the time for the performance of that obligation will be extended by a period of time equal to the period of time of the delay so long as
- (a) you give notice to us within 30 days of the commencement of the delay setting forth the nature of the delay and an estimated time frame for the performance of your obligation; and
 - (b) you diligently attempt to remove the delay.
- 11.6 You agree with us that
- (a) we are under no obligation, express or implied, to provide financial assistance or to contribute toward the cost of servicing, creating or developing the Land or the Improvements and you are solely responsible for all costs and expenses associated with your use of the Land and the Improvements for the purposes set out in this Agreement; and
 - (b) nothing in this Agreement constitutes you as our agent, joint venturer or partner or gives you any authority or power to bind us in any way.
- 11.7 This Agreement does not override or affect any powers, privileges or immunities to which you are entitled under any enactment of the Province of British Columbia.

The parties have executed this Agreement as of the date of reference of this Agreement.

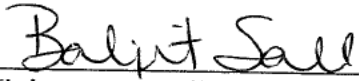
Licence

345885

File No.: 3412328

Disposition No.: 888202

SIGNED on behalf of **HER MAJESTY
THE QUEEN IN RIGHT OF THE
PROVINCE OF BRITISH COLUMBIA**
by the minister responsible for the *Land Act*
or the minister's authorized representative



Minister responsible for the *Land Act*
or the minister's authorized representative

SIGNED BY



345885

Permission

Legal description schedule

File No.:3412328

Disposition No.:888202

All that unsurveyed Crown foreshore being part of the bed of Mara Lake and fronting on CPR RW Plan A402 fronting Lot 11, Section 25, Township 21, Range 8, W6M KDYD, Plan 10892, containing 0.088 hectares, more or

M

IR 3

Mara Lake

L 2, PI 11463

Sec 25, TP 21, Rge 8

PI A402 CPR

Lot 11
Plan 1098

CPR

L 1, PI 11463

L A, PI 12000

Scale: 1:3,305

BCGS Mapsheet(s):82L.086



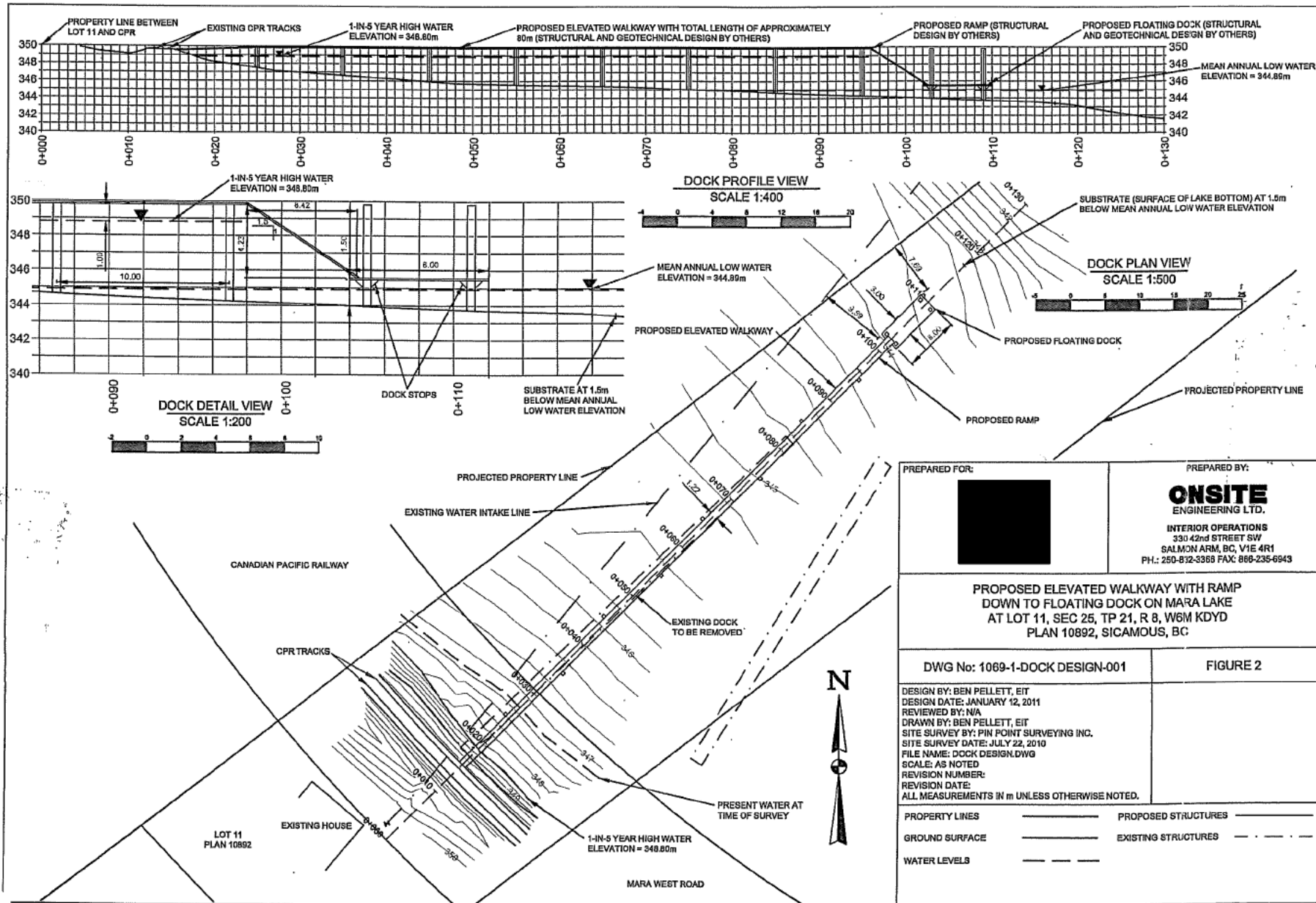
Private moorage

Page 16 of 16

Management Plan

File: 3412328

Date:



Signed by

[Redacted Signature]

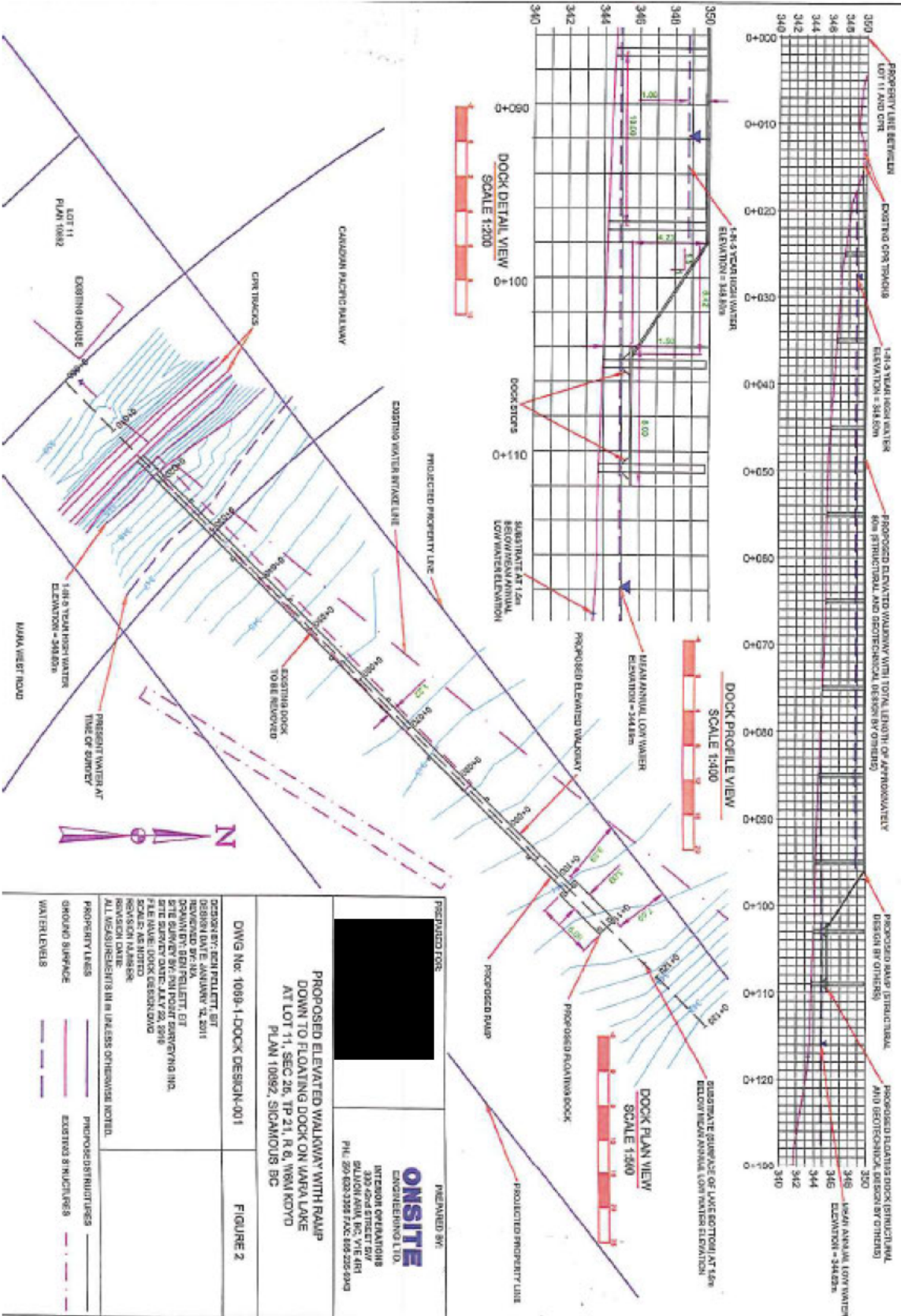
Date

MAR 7 2012

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA,
by its authorized representative

Kirsten Wilson
April 19, 2012

MANAGEMENT PLAN



Signed on behalf of
by a duly authorized signatory

HER MAJESTY THE QUEEN IN RIGHT
OF THE PROVINCE OF BRITISH
COLUMBIA,
by its authorized representative

Date

Date



- Permit went into effect Feb 15/012, 6 months before Aug 16 bylaw 900
- Its our intent to keep the dock in good legal standing in order to keep it insured. Without legal permit, insurance co wont insure.
- To work with CORB on any requirements eg: flip up ramp separating walkway ramp from trail
- Dock was built to DOF enviromental and installation requirements, at a high cost.
 - ① Walkway on pilings to prevent grounding at low water levels
 - ② Flow-thru walkway decking to allow sunlight to be able to pass through for marine life

PERIOD ENDING:
AUGUST 15, 2012

NUMBER OF IMAGES:
11

MEMBER NUMBER:
10515427

R.W. Gallant Equipment Ltd.

Revolutionizing Pile Driving

- Sonic Vibrating Pile Driver
- Round Pipe, I-Beam, and Sheet Piles
- Log/Brush Grapple
- Digging and Clean-up Buckets
- Build Sea-Walls, Retaining Walls
- Dock Building
- Indoors, Under Bridges
- On Land or Water

Ross Gallant
Phone #: (250) 833-8123
or (250) 833-8661

P.O. Box 370
Sicamous, B.C. V0E 2V0
Email: rgallant@cablelan.net



Chq#:668

\$36,000.00

2012-07-24

Chq#:669

\$33,600.00

1669
DATE 21072012
PAY TO THE ORDER OF R.W. Gallant Equipment Ltd. \$33,600
Thirty three thousand six hundred 00/100 DOLLARS
Chinook Credit Union Ltd.
Drumheller Savings
284 Centre Street - P.O. Box 2048
Drumheller, AB T0U 0T0
MEMO
669 0003360000

Chq#:670

\$22,800.00

0

Proof dock was
started before
bylaw 900 on
Aug 16.

0

Date	Description	Debits/ Interest	Credits/ Principal	Balance
	C44231 791618			
Jul16	Withdrawal	-43,576.07		55,024.47
Jul16	Point Of Sale Withdrawal MINILAKE DISTRIBUTORS DRUMHELLER ABC	-20.00		55,004.47
Jul16	Point Of Sale Withdrawal PIZZA 249 DRUMHELLER ABCD	-24.50		54,979.97
Jul17	Cheque #665	-67.32		54,912.65
Jul18	Cheque #662	-197.40		54,715.25
Jul18	Cheque #666	-300.00		54,415.25
Jul18	Point Of Sale Withdrawal CANADA SAFEWAY	-8.09		54,407.16
Jul18	Point Of Sale Withdrawal ASKEWS FOODS	-152.15		54,255.01
Jul19	Point Of Sale Withdrawal HUSKY SICAMOUS HUSKY	-31.99		54,223.02
Jul20	External Withdrawal Insurance CUMIS Life	-115.58		54,107.44
Jul20	External Withdrawal Miscellaneous Payments AB	-74.00		54,033.44
Jul20	Point Of Sale Withdrawal SICAMOUS GRANDMA &	-12.24		54,021.20
Jul20	Point Of Sale Withdrawal DE MILLES PRODUCE SALMON	-46.40		53,974.80
Jul20	Point Of Sale Withdrawal ASKEWS FOODS SALMON	-61.87		53,912.93
Jul20	Point Of Sale Withdrawal THE SHUSWAP PIE	-37.00		53,875.93
Jul20	Point Of Sale Withdrawal ASKEWS FOODS	-14.60		53,861.33
Jul22	Point Of Sale Withdrawal HUSKY SICAMOUS HUSKY	-16.30		53,845.03
Jul22	Point Of Sale Withdrawal FRUIT WORLD SICAMOUS BCCA	-23.19		53,821.84
Jul23	Point Of Sale Withdrawal ASKEWS FOODS	-33.06		53,788.78
Jul24	Cheque #667	-153.16		53,635.62
Jul24	Descriptive Deposit Phone Transfer from LOC		33,500.00	87,135.62
Jul24	Point Of Sale Withdrawal SICAMOUS GRANDMA &	-20.93		87,114.69
Jul24	Point Of Sale Withdrawal TRUE VALUE	-38.79		87,075.90
Jul24	Point Of Sale Withdrawal ASKEWS FOODS	-90.02		86,985.88
Jul25	Cheque #669	-33,600.00		53,385.88
Jul25	ATM Withdrawal 1340 TRANS CANADA	-201.50		53,184.38

Relevant Excerpts from

Electoral Area E Official Community Plan Bylaw No. 840,

Electoral Area E Zoning Bylaw No. 841,

Lakes Zoning Bylaw No. 900 and Policy P-11

(See [Bylaw No. 840](#), [Bylaw No. 841](#), [Bylaw No. 900](#), and CSRD Policy Manual for all policies and land use regulations)

Electoral Area E Official Community Plan Bylaw No. 840

3.5 Foreshore Environment

Foreshores are among the most sensitive natural environments, as they are where two ecosystems merge — the aquatic ecosystem and the terrestrial ecosystem. Foreshore environments experience a significant amount of pressure from human activity, including the impacts from watercraft use. Private boat docks are common throughout the Shuswap.

The cumulative shoreline of Electoral Area E lakes (Shuswap Lake, Mara Lake, Three Valley Lake, Griffin Lake, Clanwillian Lake and Victor Lake) is extensive. Settlement along these lakeshores is concentrated in the following locations: Annis Bay and Queest Village (Shuswap Lake), Swansea Point and Shandy Cove (Mara Lake), and Three Valley Gap Resort (Three Valley Lake). The CPR railway line is adjacent to the shoreline between Sicamous and Salmon Arm and Splatshin Indian Reserve #3 is located at the northwest portion of Mara Lake. The remaining shoreline is owned by the province. Individuals cannot build on or develop Crown land without provincial authorization.

3.5.1 Objectives

- .1 To maintain the unique physical and biological characteristics of the foreshore environment.
- .2 To maintain shoreline habitats to protect them from undesirable development.
- .3 To manage the foreshore to ensure appropriate use and prevent overdevelopment.

3.5.2 Policies

- .1 Non-moorage uses other than passive recreation are generally not acceptable on the foreshore. These include facilities such as beach houses, storage sheds, patios, sun decks, and hot tubs.
- .2 Prohibit docks and swimming platforms for semi-waterfront parcels and work with the province to help facilitate the removal of unauthorized docks.
- .3 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.
- .4 Encourage the applicable provincial agencies, when carrying out reviews of foreshore tenure applications, to take the objectives and policies of this OCP into consideration, with emphasis on the environmental sensitivity of the foreshore areas.
- .5 Private moorage owners and builders shall comply with the MoE'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. Known private moorage contraventions may be reported to Transport Canada.
- .6 Encourage the federal and provincial government to provide the CSRD the opportunity to comment on land tenure applications.

.7 The CSRD shall:

- a. Implement the Foreshore and Water DPA, Riparian Areas Protection Regulation DPA and Lakes 100 m DPA (refer to sections 6.3 – 6.5);
- b. Continue to implement Lakes Zoning Bylaw No. 900 which sets out regulations pertaining to the placement of docks and private moorage buoys;
- c. Assess and strive to protect sensitive fish habitat when developing and operating CSRD waterfront parks and boat launches;
- d. Encourage waterfront owners to consider shared docks in the interests of having one larger dock that extends into deep water, rather than a number of individual docks that are in relatively shallow water with higher fish habitat values;
- e. Encourage property owners to replace older, on-site sewage systems with newer technology to prevent potential contamination of the shoreline; and,
- f. Advise and expect property owners not to remove vegetation along the foreshore (without the proper approval) that could result in erosion, loss of food and nutrients for fish, and loss of shade for young fish; landowners must refer to the Ministry of Environment's Best Management Practices for Hazard Tree and Non Hazard Tree Limbing, Topping or Removal (as updated from time to time).
- g. Direct commercial foreshore uses to the District of Sicamous.

4.13 Foreshore and Water (FW)

4.13.1 Objective

To acknowledge existing authorized private moorage uses and commercial marinas and provide limited opportunities for future moorage associated with residential development.

4.13.2 Policies

- .1 Lands within the Foreshore and Water designation are shown as "FW" on Schedule B.
- .2 Moorage, including docks and private moorage buoys on Shuswap and Mara Lake, shall be regulated by Lakes Zoning Bylaw No. 900. Moorage on all other applicable watercourses shall be regulated by the Electoral Area E Zoning Bylaw.
- .3 New development proposals in areas designated Foreshore and Water may require a development permit as per the requirements in section 6.3 of this Bylaw.
- .4 Dry land boat storage solutions are strongly preferred over floating or fixed docks for all new resort or multi-family residential developments.
- .3 Moorage proposals will be located away from or redesigned to avoid negative impacts on adjacent structures and uses, including other docks, marinas, beach access points, parks, utilities, water intakes, etc.
- .4 Support for new waterfront proposals should consider the provision of related public amenities such as dedicated moorage spaces and facilities for public use, dedicated public accesses to the foreshore (including boat launches), waterfront park dedication, or similar amenities which enable greater public access and use of the foreshore and water.
- .5 Moorage should be located away from or be designed to have minimal impact on fish and riparian habitat.

5.2 Sicamous-to-Armstrong Rail Trail Corridor

In 2014, Splatstin Band Chief and Council successfully negotiated with CP Rail to purchase 11.7 ha of the discontinued railway corridor between Sicamous and Armstrong. This includes a 1.5 km section south of Sicamous along the shores of Mara Lake, and a 6 km section south of Enderby. In December 2017, the Regional District of North Okanagan (RDNO) and CSRD purchased the remaining sections of the CP Rail corridor, excluding the sections already owned by the Splatstin.

Through a Memorandum-of-Understanding, the three owners (Splatstin, RDNO and CSRD) have developed a joint agreement to develop, operate and maintain the 50 km rail-trail corridor.

This public corridor will be used for non-motorized active transportation and recreational purposes with the intent to connect to the Okanagan Rail Trail and Kettle Valley Trail. The greenway trail corridor travels along the west side of Mara Lake, the Shuswap River, and Fortune Creek passing through forests, lake vistas, farmland, and a series of rural communities. It is home of the Splatstin of the Secwépemc Indigenous Nation who are working with all the communities along the corridor to build relationships and tell the story of its place within Secwépemc First Nation Territory. 9.3 km of this corridor is located within Electoral Area E.

5.2.1 Objectives

1. Protect environmental, agricultural, and Secwépemc cultural values, and create tourism and transportation benefits for the region, through the development of the entire abandoned Sicamous-to-Armstrong rail corridor as a continuous non-motorized greenway for walking & cycling.
2. Advocate linking the Sicamous-to-Armstrong Rail Trail Corridor with the Okanagan Rail Trail.

5.2.3 Policies

- .1 The Sicamous-to-Armstrong Rail Trail Corridor is designated “PK” in Schedule B of this Bylaw. Relevant Parks and Trails policies are contained within Section 4.12.
- .2 Continue to work collaboratively with the project partners to complete the development of the Sicamous-to-Armstrong Rail Trail Corridor.
- .3 Ensure the Sicamous-to-Armstrong Rail Trail Corridor remains continuous, and developed, operated and maintained for its use as a non-motorized continuous recreational trail, particularly for pedestrian and bicycle transportation.
- .4 Recognize future potential use of the Sicamous-to-Armstrong Rail Trail Corridor as a continuous multi-modal regional transportation corridor.

6.3 Foreshore and Water Development Permit Area

6.3.1 Authority

“Foreshore and Water Development Permit Area” (Foreshore and Water DPA) is designated pursuant to section 488(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity;

6.3.2 *Area Designated*

The Foreshore and Water DPA corresponds with lands designated Foreshore and Water (FW) on Schedule B of this OCP and includes Shuswap Lake, Mara Lake, Griffin Lake, Three Valley Lake, Clanwilliam Lake, Victor Lake, and the Eagle River.

The Foreshore and Water DPA extends from the natural boundary of the above listed watercourses across the entire area of each watercourse.

In the case of Shuswap Lake, Mara Lake, and the Eagle River, the Foreshore and Water DPA extends to the Electoral Area E boundary.

6.3.3 *Justification*

The Foreshore and Water DPA arises from the growing impact that docks, swimming platforms, and private mooring buoys are having on foreshore and water areas within the Plan area. These features can be detrimental to foreshore and aquatic environments which support fish habitat.

Lakes Zoning Bylaw No. 900 was implemented to regulate the use, siting, density and of docks, swimming platforms, and private mooring buoys. Establishing a development permitting process and best practices for the placement of these structures will reduce potential negative impacts to foreshore and water areas.

The construction, placement and use of private moorage facilities (docks, boat ways/ramps or boat lifts) on Crown land is also regulated through the provincial *Lands Act* and requires authorization from the Ministry of Forest, Lands and Natural Resource Operations. Private mooring buoys are federally regulated under the *Navigable Water Protection Act* and must be installed in accordance with Transport Canada regulations and specifications.

6.3.4 *Objectives*

The objectives of the Foreshore and Water DPA are to:

- .1 Establish a permitting process for the placement of docks, swimming platforms, and private mooring buoys to ensure proper use, density and siting in accordance with Lakes Zoning Bylaw No. 900.
- .2 Ensure the siting of docks, swimming platforms, and private mooring buoys prevent or minimize negative impacts on foreshore and aquatic environments.
- .3 Complement, Riparian Areas Protection Regulation DPA and Lakes 100 m DPA, recognizing the important and sensitive interrelationship of foreshore and water areas with adjacent upland areas.

6.3.5 *Activities requiring a permit*

A Foreshore and Water DP must be obtained prior to the:

- .1 Installation of new docks, swimming platforms, and private mooring buoys; and,
- .2 Replacement of docks, swimming platforms, and private mooring buoys

within the Foreshore and Water DPA.

Docks, swimming platforms and private mooring buoys include the following components:

Dock	Swimming platform	Private Mooring Buoy
Floating platform	Floating platform	Floating buoy
Chains or cables	Chains or cables	Chains or cables
Anchors for floating dock	Anchors	Anchor
Piling(s) for a fixed dock	Or piling(s) for a fixed swimming platform	

6.3.6 Exemptions

Notwithstanding Section 6.3.5, a Foreshore and Water DP is not required for the following:

- .1 Maintenance and alterations of legal or non-conforming docks, swimming platforms and private mooring buoys, except:
 - a. Alterations which increase the size of docks, swimming platforms and private mooring buoys; and
 - b. Replacement or reconstruction of docks, swimming platforms and private mooring buoys, as defined by the guidelines below.
- .2 Commercial and group moorage facilities, including marinas and strata moorage structures, requiring provincial tenure. (*Rationale: these facilities undergo provincial review and are referred to other government agencies, including Fisheries and Oceans Canada, CSRD, through that process, thus satisfying the intent of this DPA*).
- .3 Works conducted by the CSRD or its agents where appropriate measures have been undertaken to satisfy the applicable DPA guidelines.

6.3.7 Guidelines

These guidelines apply to both new installation and replacement of docks, swimming platforms and private mooring buoys (structures).

1. For existing structures, it needs to be determined if the dock, swimming platform, or private mooring buoy is non-conforming and lawful. To be considered lawfully non-conforming, the property owner will need to provide evidence it was installed prior to the adoption of Lakes Zoning Bylaw No. 900. Examples of evidence may include pictures, orthophotos, installation receipts, affidavits, etc.).
2. Lawfully non-conforming docks, swimming platforms and private mooring buoys may be maintained and certain components may be able to be replaced up to 75% over a 3 year period.

Electoral Area E Zoning Bylaw No. 841

4.8 **RR1** Rural Residential 1 Zone

.1 Purpose

To accommodate single detached dwellings on smaller parcels.

Permitted Principal Uses

single detached dwelling

Permitted Secondary Uses

accessory use

agriculture (on parcels 2 ha or larger)

agriculture, limited (on parcels less than 2 ha)

bed and breakfast

home occupation

secondary dwelling unit

Regulations Table

All agricultural *uses* must have a *setback* of at least 5 m from any *parcel boundary* and be contained by a *fence*.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	1 ha
(b) Minimum <i>parcel width</i> created by <i>subdivision</i>	30 m
(c) Maximum <i>parcel coverage</i>	30%
(d) Maximum number of <i>single detached dwellings</i> per <i>parcel</i>	One
(e) Maximum number of <i>secondary dwelling units</i> per <i>parcel</i>	Must comply with section 3.15 of this <i>Bylaw</i>
(f) Maximum <i>height</i> for <i>principal buildings</i>	11.5 m
(g) Maximum <i>height</i> for <i>accessory buildings and structures</i> :	<ul style="list-style-type: none"> ▪ 6 m on <i>parcels</i> less than or equal to 0.4 ha ▪ 8 m on <i>parcels</i> greater than 0.4 ha

(h) <i>Maximum floor area of a secondary dwelling unit</i>	115 m ²
(i) <i>Maximum floor area of an accessory building</i>	<ul style="list-style-type: none"> ▪ 150 m² on <i>parcels</i> less than or equal to 0.4 ha ▪ 200 m² on <i>parcels</i> greater than 0.4 ha, but less than or equal to 2 ha
(j) <i>Maximum floor area of a home occupation</i>	Shall be in accordance with Section 3.16 of this <i>Bylaw</i> .
(k) Minimum <i>setback</i> from: <i>front parcel boundary</i> <i>rear parcel boundary</i> <i>interior side parcel boundary</i> <i>exterior side parcel boundary</i>	5 m 5 m 2 m 5 m
(l) Servicing standard:	<ul style="list-style-type: none"> ▪ <i>onsite sewerage system</i> ▪ <i>onsite water system</i>

Lakes Zoning Bylaw No. 900

1.1 Definitions

FIXED DOCK is a structure *used* for the purpose of mooring boat(s) which may include multiple *berths* and may have permanent links to the shore and lakebed, such as piles or fixed decks.

FLOATING DOCK is a structure *used* for the purpose of mooring boat(s) which may include multiple *berths* but which does not include permanent physical links to shore or lakebed, except cables.

FORESHORE is the land between the *natural boundary* of a *lake* and the water.

LAKE is Adams Lake, Humamilt Lake, Hunakwa Lake, Little White Lake, Mara Lake, Shuswap Lake or White Lake.

PARCEL is any lot, block or other area in which land is held or into which it is subdivided and includes strata lots, but does not include a *highway*.

PERMANENT WALKWAY is a structure *used* for providing pedestrian access to and from a *fixed* or *floating dock* with permanent physical links to shore, and may include piles, elevated fixed decks and fixed ramps.

PRIVATE MOORING BUOY is a small floating structure *used* for the purpose of boat moorage, typically composed of rigid plastic foam or rigid molded plastic, and specifically manufactured for the intended *use* of boat moorage, but does not include a *fixed* or *floating dock* or *swimming platform*.

REMOVABLE WALKWAY is a structure *used* for providing pedestrian access to and from a *fixed* or *floating dock* with no permanent physical links to shore.

SEMI-WATERFRONT PARCEL is a parcel that is only separated from the natural boundary of a lake by a highway or a railway line.

SHARED WATERFRONT PARCEL includes *waterfront* and *semi-waterfront parcels*, and also includes *parcels* which are separated from the *natural boundary* of a lake only by common property associated with that *parcel*.

SWIMMING PLATFORM is a floating structure *used* for non-motorized recreational activities, such as swimming, diving and sun-bathing, but not boat mooring. {see Section 3.4}

USE is the *use* that land, including the surface of the water, buildings and structures are put to and if not in *use* then the *use* for which they are designed or intended to be put.

WATERFRONT PARCEL is a parcel having a boundary, including a point, in common with the natural boundary of a lake.

WATERFRONT UNIT is a *dwelling unit* on a *shared waterfront parcel* which has no strata lot (other than common property), *dwelling unit* or portion of a *dwelling unit*, or improved *highway* or *park*, directly between it and the *natural boundary* of a lake.

3.1 Uses and Structures Permitted in Each Zone

- .1 The following *uses* and structures are permitted in each zone, unless expressly prohibited in the zone:

- (a) *navigation* and *accessory uses* to *navigation*;
- (b) *passive recreation*;
- (c) *swimming platform*, subject to the limitations set out in section 3.4;
- (d) *public utility*;
- (e) *park* and *accessory uses* to a *park*; and
- (f) *accessory use*.

3.2 Uses and Structures Expressly Prohibited in Each Zone

- .1 For clarity, the following *uses* are expressly prohibited in each zone:

- (a) *residential use*;
- (b) boathouses and other covered structures;
- (c) all other *uses* and structures not expressly permitted in section 3.1 or in each zone.

3.4 Swimming Platforms

- .1 One *swimming platform* is allowed per *waterfront parcel*, *semi-waterfront parcel*, or *waterfront unit* in the FM1 zone, subject to regulations (a) thru (e) in .2 of this section.
- .2 Swimming platforms:
 - (a) must be accessory to a permitted *use* on the adjacent *waterfront parcel*, *semi-waterfront parcel* or *waterfront unit*:

- (b) must only be *used* for *passive recreation*;
- (c) must not be *used* for boat mooring;
- (d) must not be greater than 10 m² (107.64 ft²) in surface area;
- must have minimum setbacks of: 5 m (16.4 ft) from the side *parcel* boundaries of the adjacent *waterfront parcel* or *semi-waterfront parcel*, projected onto the *foreshore* and water;
- 6 m (19.69 ft) from a Foreshore Park (FP) zone or *park* side *parcel* boundaries projected onto the *foreshore* and water.

FM1

4.6 FM1 Foreshore Multi-Family 1

.1 Permitted Uses:

- (a) *Floating dock(s)*, including *removable walkway*, that is accessory to an adjacent *waterfront unit*.
- (b) *Private mooring buoy(s)* that is accessory to an adjacent *waterfront unit*.
- (c) *Boat lift(s)* that is accessory to an adjacent *waterfront unit*.
- (d) *Boat launch*.

.2 Regulations

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) <u>Density</u> maximum number of <i>docks</i> and <i>private mooring buoys</i> :	<ul style="list-style-type: none"> ○ <i>Dock: 1 floating dock per adjacent waterfront unit.</i> ○ <i>Private mooring buoys: 1 per adjacent waterfront unit.</i>
(b) <u>Size</u> of <i>dock</i> and <i>walkway</i> :	<ul style="list-style-type: none"> ○ <i>Floating dock</i> must not exceed 33.45 m² (360 ft²) in total upward facing surface area (not including <i>removable walkway</i>). ○ <i>Floating dock surface</i> must not exceed 3.05 m (10 ft) in width for any portion of the dock. ○ <i>Removable walkway</i> surface must not exceed 1.52 m (5 ft.) in width for any other portion of the walkway.

(c) Location and Siting

of dock, private mooring buoys or boat lifts:

The minimum setback of a *floating dock*, *private mooring buoy* or *boat lift* accessory to an adjacent *waterfront unit* or *waterfront parcel* is as follows:

- 5 m (16.4 ft) from the side *parcel* boundaries of that *waterfront parcel*, projected onto the *foreshore* and water.
- 5 m (16.4) from adjacent *waterfront units*, projected onto the *foreshore* and water.
- 6 m (19.69 ft) from a Foreshore Park (FP) zone or *park side parcel* boundaries projected onto the *foreshore* and water.

Additional setbacks for *private mooring buoys*:

- 20 m (65.62 ft) from any existing structures on the *foreshore* or water.
- 50 m (164.04 ft.) from any *boat launch ramp* or *marina*.

FG1

4.9 FG1 Foreshore General 1

.1 Permitted Uses:

- (a) *Floating or fixed dock*, including *permanent* or *removable walkway* that is accessory to a permitted use on an adjacent *waterfront parcel*.
- (b) *Private mooring buoy(s)* that is accessory to a permitted use on an adjacent *waterfront parcel* or an adjacent *semi-waterfront parcel*.
- (c) *Boat lift(s)* that is accessory to a permitted use on an adjacent *waterfront parcel*.

.2 Regulations

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) <u>Density</u>	<ul style="list-style-type: none"> ○ Dock: 1 <i>floating or fixed dock</i> per adjacent <i>waterfront parcel</i>.

<p>maximum number of <i>berths</i> and <i>private mooring buoys</i>:</p>	<ul style="list-style-type: none"> ○ <i>Private mooring buoys</i>: <ul style="list-style-type: none"> (a) 1 per adjacent <i>semi-waterfront parcel</i>. (b) 1 per adjacent <i>waterfront parcel</i> having a <i>lake</i> boundary length less than 30 m (98.43 ft). (c) 2 per adjacent <i>waterfront parcel</i> having a <i>lake</i> boundary length 30 m (98.43 ft) or more.
<p>(b) <u>Size</u></p> <p>of <i>dock</i> and <i>walkway</i>:</p>	<ul style="list-style-type: none"> ○ <i>Floating or fixed dock</i> must not exceed 33.45 m² (360 ft²) in total upward facing surface area (not including <i>permanent</i> or <i>removable walkway</i>). ○ <i>Floating or fixed dock</i> surface must not exceed 3.05 m (10 ft) in width for any portion of the dock. ○ <i>Permanent</i> or <i>removable walkway</i> surface must not exceed 1.52 m (5 ft.) in width for any other portion of the walkway.
<p>(c) <u>Location and Siting</u></p> <p>of <i>dock</i>, <i>private mooring buoys</i> or <i>boat lifts</i>:</p>	<p>The minimum setback of a <i>floating dock</i>, <i>private mooring buoy</i> or <i>boat lift</i> accessory to an adjacent <i>waterfront parcel</i> (and adjacent <i>semi-waterfront parcel</i> in the case of <i>private mooring buoys</i>) is as follows:</p> <ul style="list-style-type: none"> ○ 5 m (16.4 ft) from the side <i>parcel</i> boundaries of that <i>waterfront parcel</i> (and <i>semi-waterfront parcel</i> in the case of <i>private mooring buoys</i>), projected onto the <i>foreshore</i> and water. ○ 6 m (19.69 ft) from a <i>Foreshore Park (FP) zone</i> or <i>park side parcel</i> boundaries projected onto the <i>foreshore</i> and water. <p>Additional setbacks for <i>private mooring buoys</i>:</p> <ul style="list-style-type: none"> ○ 20 m (65.62 ft) from any existing structures on the <i>foreshore</i> or water. ○ 50 m (164.04 ft.) from any boat launch ramp or marina.

POLICY P-11 - CONSISTENT USE OF UPLAND/ADJACENT FORESHORE AND AQUATIC CROWN LAND

PURPOSE

1. The Province of BC is responsible for the issuance of leases, licences, and general and specific permissions as they pertain to the development of the Foreshore and Aquatic Crown Land.
2. The Columbia Shuswap Regional District (CSRD), where deemed appropriate, has enacted land use bylaws which regulate the Use of land, including the surface of water.
3. The CSRD receives referrals from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, requesting comments on proposed development of the Foreshore and Aquatic Crown Land.
4. In British Columbia, the Province owns nearly all freshwater Foreshore and Aquatic Crown Land. Land adjacent to Foreshore may be privately owned, but in common law the public retains the privilege or "bare licence" to access the Foreshore.
5. The Use of Foreshore and Aquatic Crown Land has an impact on the Use of the adjacent upland.
6. As the CSRD is a waterfront and upland owner, the CSRD must provide consent to the Province of BC for any Foreshore or Aquatic Crown Land application prior to the Province granting approvals for these adjacent lands.

DEFINITIONS

Aquatic Crown land is all the land, including the foreshore, from the natural boundary of streams, rivers, and lakes, out to the limits of provincial jurisdiction.

Foreshore is the land between the natural boundary of a stream, river, or lake, and the water.

Natural Boundary is the visible high water mark of any lake, river, stream or other body of water where the presence and action of the water is so common and usual and so long continued in all ordinary years, as to mark on the soil of the bed of the body of water a character distinct from that of its banks, in vegetation, as well as in the nature of the soil itself.

Use is the use that land, including the surface of the water, buildings and structures are put to and if not in use then the use for which they are designed or intended to be put.

POLICY

It is the policy of the CSRD that, where land use regulations are in place, the Province of BC be advised of the uses permitted in accordance with the CSRD's bylaws, and that any development of land, including the surface of the water, must be compatible with the uses permitted in such land use bylaws.

Upland/Foreshore Policy P-11

Where the proposed use of the foreshore and aquatic crown land is not consistent with the permitted use as regulated in the CSRD's land use bylaws, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development be requested to decline to issue the licence, lease, general or specific permission;. Alternatively, a landowner may request the CSRD to amend the land use bylaw(s) to be consistent with the proposed use of the foreshore or aquatic crown land, provided that any amendment is within the Board's legislative discretion and nothing in this policy shall limit or fetter such discretion. If CSRD

regulations allow for the proposed use of the lands, and any CSRD required permits have been granted, the Province of BC may issue the license, lease, general or specific permission.

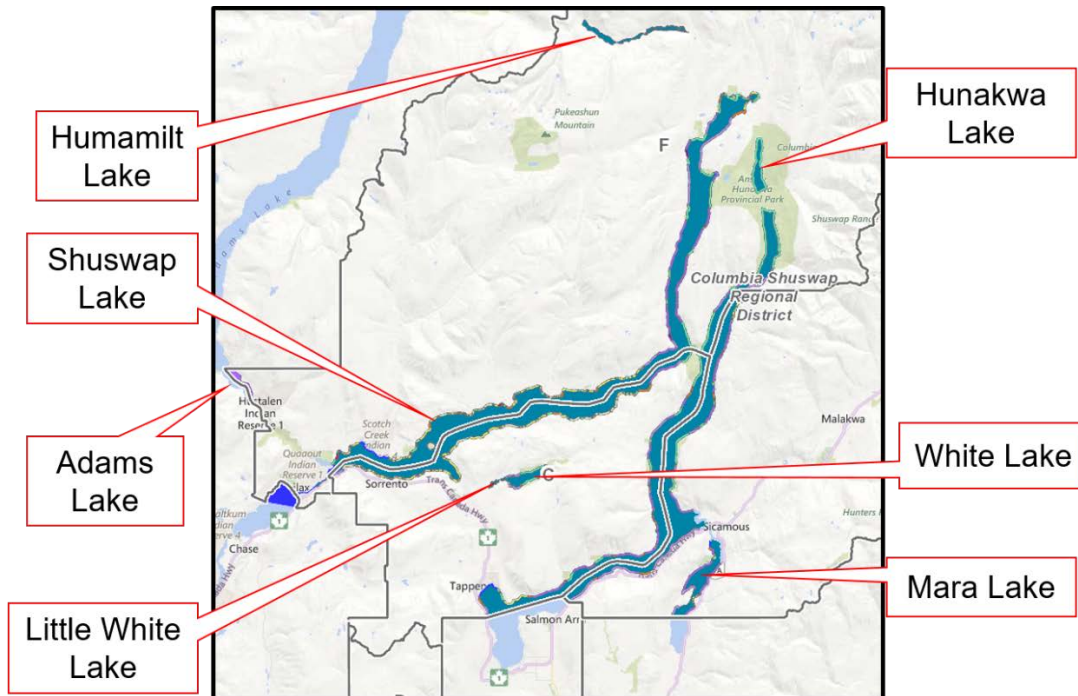
September 1985

Amended August 15, 2019

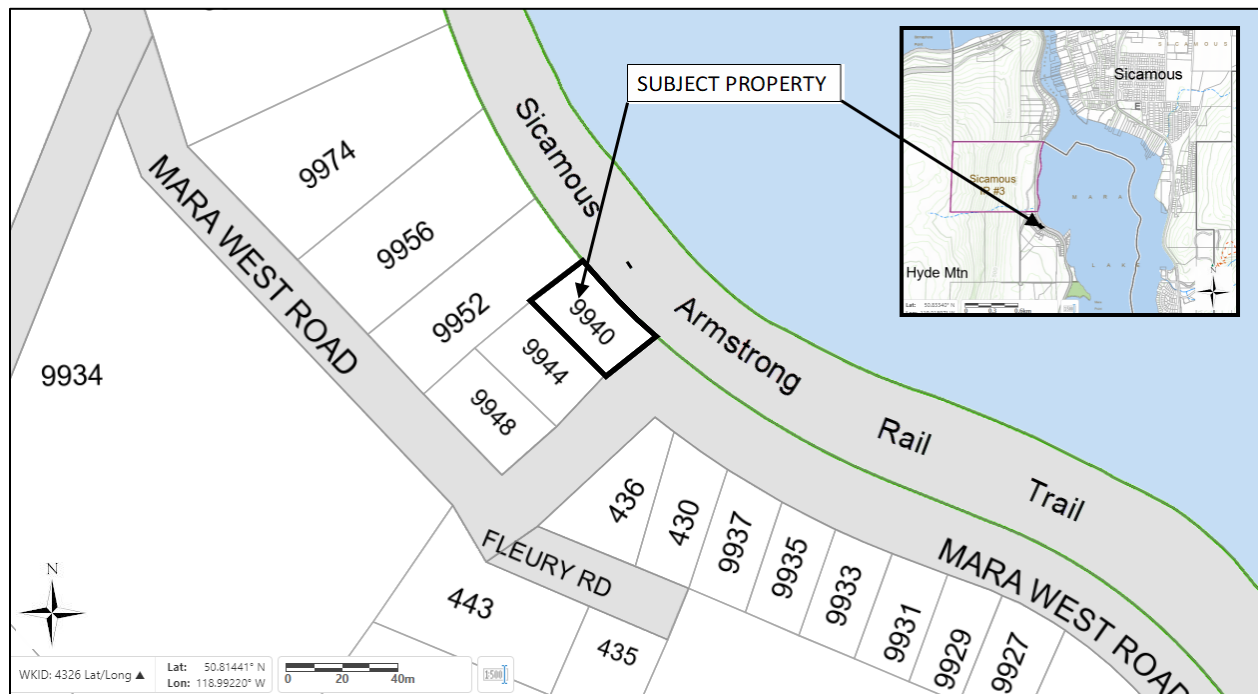
Lakes Zoning Amendment Bylaw No. 900-36E

Maps_Plans_Photos

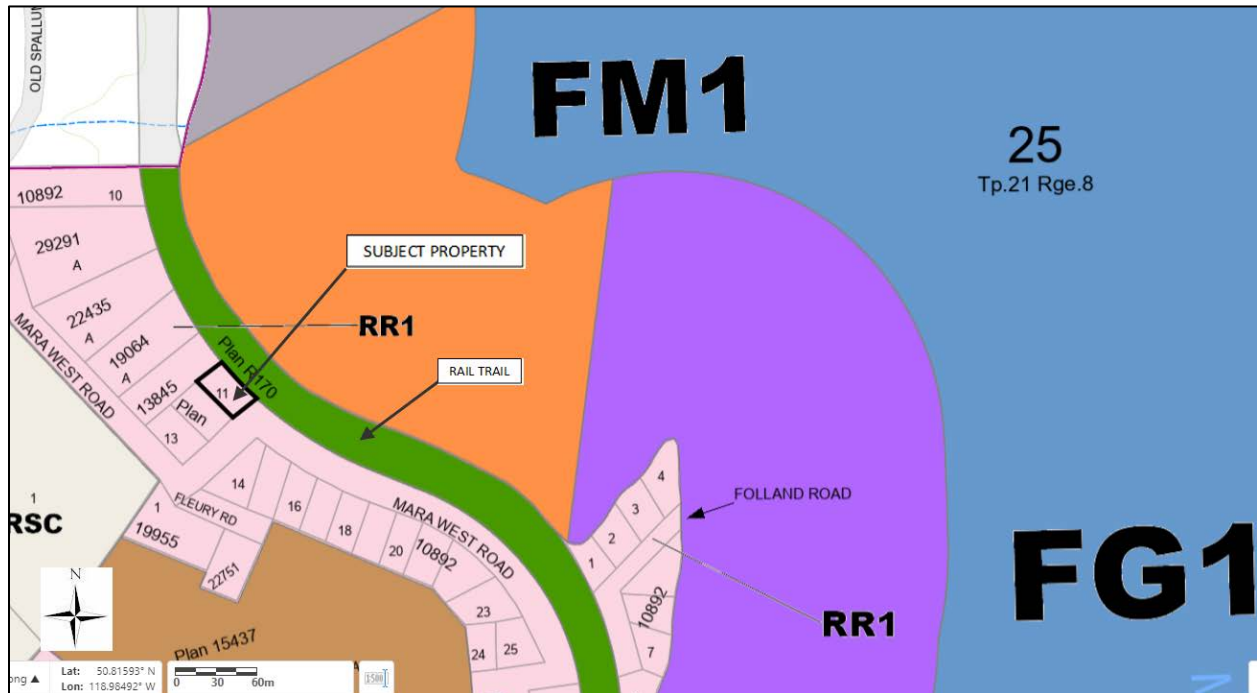
1. Area covered by Lakes Zoning Bylaw No. 900



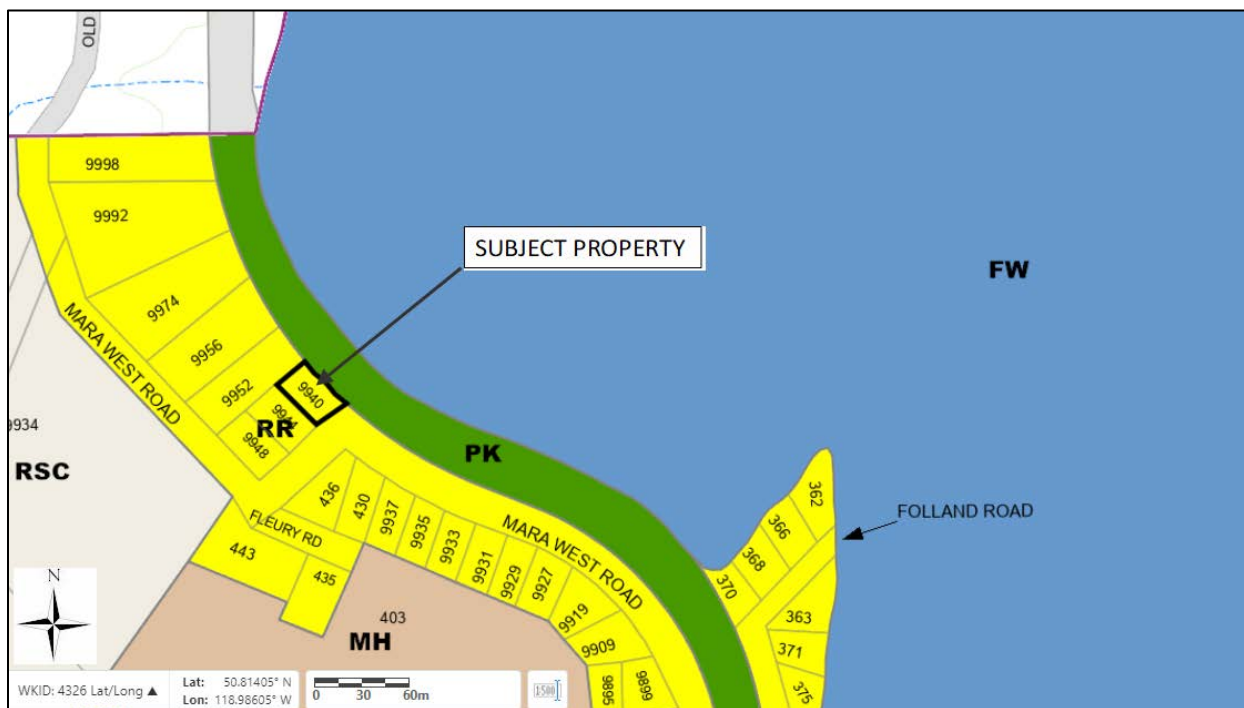
2. Location – 9940 Mara West Road



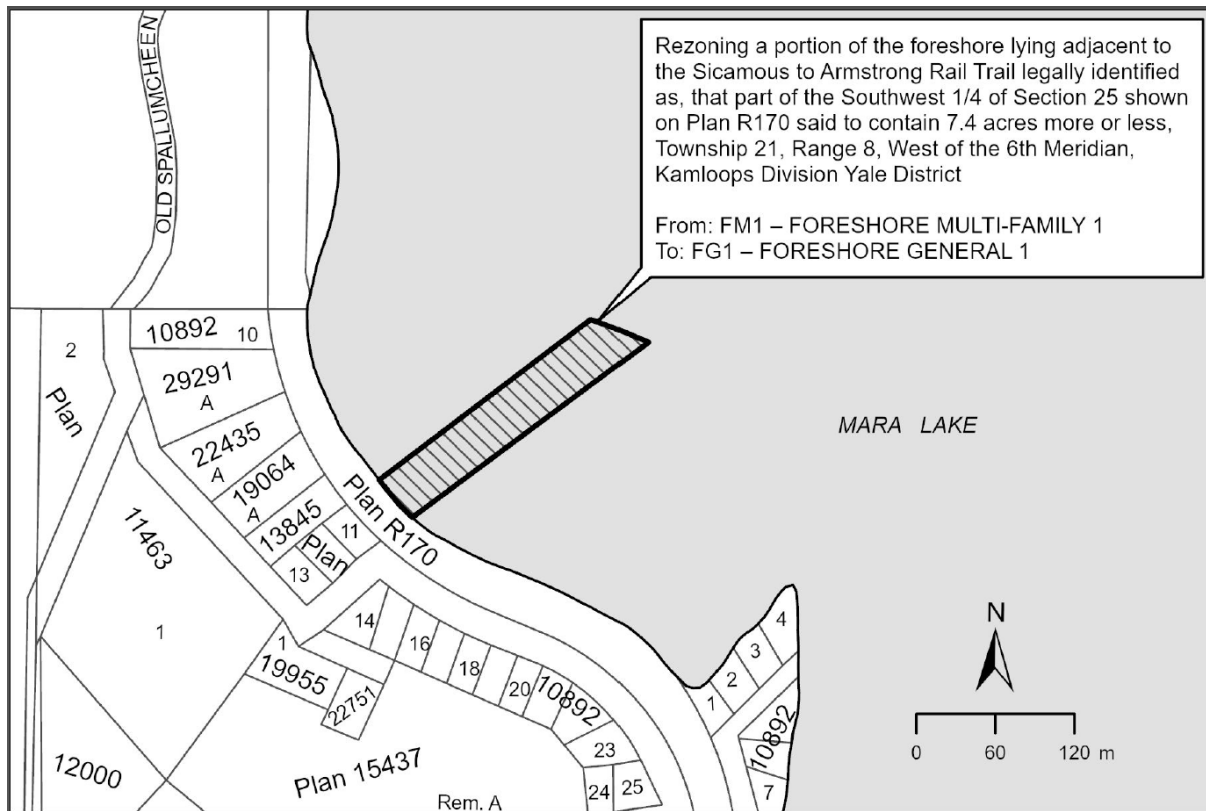
3. Electoral Area E Zoning Bylaw No. 841 & Lakes Zoning Bylaw No. 900



4. Electoral Area E Official Community Plan Bylaw No. 840



5. Proposed Rezoning



6. Orthophotos



Only pilings in place in 2013

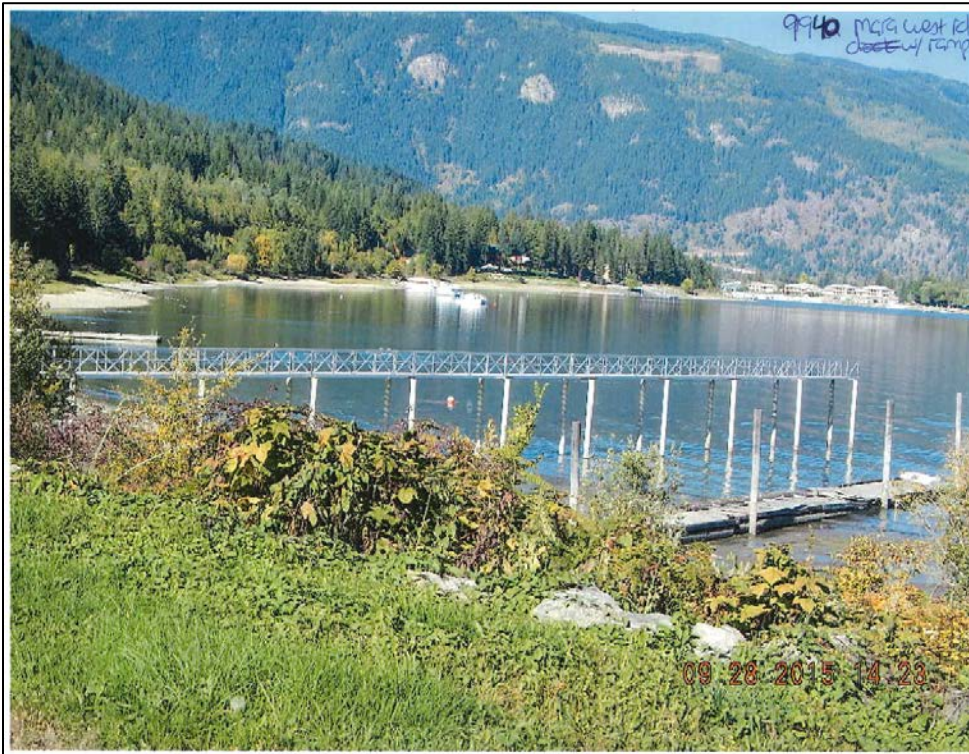




7. 2013 Oblique Photo



8. 2015 Photo taken by CSRD Bylaw Enforcement showing partially constructed dock



9. Photo of dock provided by applicant

