



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, November 16, 2023
Time: 8:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

[Zoom Link Registration](#)

Pages

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act
Article 24:

1. Indigenous peoples have the right to their traditional medicines and to maintain their health practices, including the conservation of their vital medicinal plants, animals and minerals. Indigenous individuals also have the right to access, without any discrimination, to all social and health services.

2. Indigenous individuals have an equal right to the enjoyment of the highest attainable standard of physical and mental health. States shall take the necessary steps with a view to achieving progressively the full realization of this right.

2. Call to Order by the Corporate Officer

3. Inaugural Proceedings

3.1 Election of Chair

3.2 Election of Vice Chair

3.3 Chair's Remarks

4. Adoption of Agenda

THAT: the Regular Board meeting agenda be approved.

5. Meeting Minutes

5.1 Adoption of Minutes 1

THAT: the minutes attached to the Regular Board Meeting Agenda be adopted.

5.2 Business Arising from the Minutes

5.2.1 Ministry of Emergency Management and Climate Readiness - Emergency Preparedness

See item 7.2.1

6. Announcements

None.

7. Correspondence

7.1 For Information

THAT: the Board receive the correspondence attached to the Regular Board Meeting Agenda.

7.1.1 Ministry of Agriculture and Food (October 30, 2023) 18

Union of British Columbia Municipalities (UBCM) meeting follow up from the Deputy Minister.

7.1.2 Peace River Regional District (October 24, 2023) 19

Letter to Minister Ma regarding the proposed Emergency and Disaster Management Act.

7.1.3 Shuswap Watershed Council (November 2, 2023) 20

Letter to Ministers outlining the need for more resources to prevent an invasion of Zebra or Quagga mussels in BC.

7.1.4 Shuswap Watershed Council (November 8, 2023) 24

Letter to Interior Health Authority regarding algal blooms.

7.1.5 Ministry of Agriculture and Food (November 9, 2023) 27

UBCM meeting follow up from the Minister.

7.1.6	Letter to Minister of Emergency Management and Climate Readiness (November 9, 2023)	28
	Requesting review of Emergency Support Services Remuneration.	
7.1.7	Letter of Support for Shuswap Lake General Hospital (November 9, 2023)	30
	Letter from the Board Chair to Minister Dix and Chair Cochrane.	
7.1.8	Ministry of Emergency Management and Climate Readiness (November 9, 2023)	33
	Letter from Madeline Maley, Assistant Deputy Minister, Regional Operations in response to Board Chair's letter requesting a third party review of the 2023 wildfire response.	
	Click to view Board Chair's letter dated September 19, 2023 .	

7.2 Action Requested

7.2.1	Ministry of Emergency Management and Climate Readiness - Emergency Preparedness	34
	Draft letter to the Honourable Minister Ma requesting resources and support for heating and cooling centres.	
	THAT: the Board approve the draft letter regarding support and resources for heating and cooling centres during extreme temperature related events.	

8. Committee Reports and Updates

8.1 For Information

THAT: the Board receive the committee minutes attached to the Regular Board Meeting Agenda.

8.1.1	Okanagan Regional Library Board Meeting Minutes (May 17, 2023)	35
8.1.2	Columbia Basin Trust Board Highlights (September 2023)	42
8.1.3	Thompson Regional Hospital District Board Meeting Minutes (September 7, 2023)	43
8.1.4	Thompson Regional Committee Meeting Minutes (September 12, 2023)	47

8.2 Action Requested

8.2.1 Committee of the Whole Meeting Minutes (October 26, 2023)

Committee recommendations:

- 1) THAT: the Board add the Keeping it Rural Conference to the scheduled conferences listed in Remuneration Bylaw No. 5786.
- 2) THAT: the Board write a letter to SILGA and UBCM requesting a remuneration best practice guide for elected official compensation.
- 3) THAT: the Board discuss the Growing Communities Funds allocation at the November Regular Board meeting, and that the final allocation of funds be decided at the December Regular Board meeting.

9. Delegations

9.1 Summary of the 2023 WildSafeBC Program

Olivia Lemke, WildsafeBC Columbia Shuswap Coordinator

9.2 Food Security Strategy and Community Economic Development

Ingrid Bron, Director of Community Economic Development, City of Revelstoke

9.3 South Shuswap Chamber of Commerce Progress Report

Corryn Grayston, President, South Shuswap Chamber of Commerce

10. Business General

10.1 2024 Board and Committee Calendar

51

Report from Jennifer Sham, General Manager, Corporate Services (Corporate Officer), dated November 6, 2023.

THAT: the 2024 Board and Committee Calendar be approved this 16th day of November, 2023.

Corporate Vote Unweighted Majority

10.2 2024 Committee Appointments and Recommendations

55

Okanagan Regional Library Board and Sterile Insect Release Board terms end in 2023. Directors submitted expressions of interest to sit on these Boards and the attached list include the staff recommendations for appointments based on the response. The remaining appointments are unchanged.

THAT: the 2024 Committee Appointments and Recommendations attached to the November 16, 2023 agenda be adopted.

Corporate Vote Unweighted Majority

- 10.3 CrowdRiff Creator - Sole Source Contract Award** 57
- Report from Morgen Matheson, Manager, Tourism and Film, dated November 6, 2023.
Crowdriff Creator contract for short form video reels for content creation.
- THAT: the Board empower the authorized signatories to enter into an agreement with Crowdriff in the amount of \$17,000 plus applicable taxes, this 16th day of November, 2023.
- Corporate Vote Weighted*
- 10.4 Shuswap Trail Alliance – Operational Contribution Agreement** 60
- Report from Kristina Flackman, Community Parks and Recreation Coordinator, dated October 18, 2023.
Renewal of 4 year funding (in part) for the Trail Alliance.
- THAT: the Board empower the authorized signatories to enter into an agreement with the Shuswap Trail Alliance for funding contributions towards the operational costs of the society over a four year term commencing January 1, 2024 up to and including December 31, 2027 for a total cost of \$50,000 annually, plus an annual BC Consumer Price Index. All Items increase to a maximum of five percent annually.
- Corporate Vote Weighted*
- 10.5 Assistant Regional Fire Chief Position Reclassification** 66
- Report from Derek Sutherland, Acting General Manager, Community and Protective Services, dated November 3, 2023.
- THAT: the Board authorize the reclassification of the Assistant Regional Fire Chief Position to Deputy Regional Fire Chief position.
- Corporate Vote Unweighted Majority*
- 10.6 CSRD Recovery Governance Structure** 68
- Report from Derek Sutherland, Acting General Manager, Community and Protective Services dated November 3, 2023.
North Shuswap recovery Project Governance Structure.
- THAT: The Board approve the proposed governance structure presented by Colliers Project Leaders;
- AND THAT: the Board appoint a member of the Shuswap Emergency Program Executive Committee to sit as a liaison on the North Shuswap Recovery Project Steering Committee.
- Corporate Vote Unweighted Majority*

11. Guest Speakers

11.1 Bush Creek East Wildfire Recovery Update

Michael Higgins, Director Climate Readiness and Community Recovery,
Colliers Project Leader

11.2 BGC Bush Creek East Wildfire Geohazard Assessment

Kris Holm, Principal Geoscientist, Community Team Lead

12. Business By Area

12.1 Electoral Area A: Hydrology Study for the Blaeberry/Donald Area

83

Report from Ben Van Nostrand, Acting General Manager, Environmental and Utility Services, dated November 8, 2023. Sole source award to Ecoscape Environmental Consultants Ltd. to conduct a hydrology study for the Blaeberry/Donald area.

THAT: the Board empower the authorized signatories to enter into a sole source agreement with Ecoscape Environmental Consultants Ltd. in the amount of \$40,635 plus applicable taxes this 16th day of November, 2023.

Corporate Vote Weighted

12.2 Electoral Area A: EOF Application – Golden/Area A, Community Economic Development

96

Report from Jodi Pierce, General Manager, Financial Services, dated October 23, 2023. Funding request for Board consideration.

THAT: with the concurrence of the Town of Golden and the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Golden Community Economic Development (CED) Society in the amount of \$180,000 for Community Economic Development Services, this 16th day of November, 2023;

AND THAT: the CSRD will explore strategies with the Town of Golden to meet the CED full budget request of \$244,445.00 for fiscal 2023/2024.

Corporate Vote Unweighted Majority

12.3 Electoral Areas A, D, E: Grant-in-Aid Requests

99

Report from Jodi Pierce, General Manager, Financial Services, dated November 3, 2023. Funding requests for consideration.

THAT: the Board approve the following allocations from the 2023 electoral area Grant-in-Aids:

Area A

\$7,920 Swiss Edelweiss Village Foundation (Statement of Significance)

\$1,495 Local Food Matters Society (Winter Market venue)

\$5,000 Local Food Matters Society (Amalgamation of Markets)

Area D

\$2,000 Falkland Seniors Association Hall #95 (improvements to parking area)

Area E

\$14,000 Eagle Valley Community Support Society (Operational funding)

Stakeholder Vote Weighted

12.4 Electoral Area B: EOF Applications – Revelstoke/Area B

101

Report from Jodi Pierce, General Manager, Financial Services (CFO), dated November 3, 2023. Funding requests for consideration.

THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amounts from the Revelstoke and Area B Economic Opportunity Fund:

- \$200,000 to the Illecillewaet Greenbelt Society for the acquisition of equipment related to grooming recreational trails.

Corporate Vote Unweighted Majority

THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amounts from the Revelstoke and Area B Economic Opportunity Fund:

- \$30,000 to the Revelstoke Nordic Ski Club for the acquisition of a side by side ATV from grooming and summer maintenance of trails.

Corporate Vote Unweighted Majority

THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amounts from the Revelstoke and Area B Economic Opportunity Fund:

- \$100,000 to the Shuttle Service for 2024/2025.

Corporate Vote Unweighted Majority

13. **Administration Bylaws**

None.

14. **Public Question & Answer Period**

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

15. **Development Services Business General**

None.

16. **ALR Applications**

None.

17. **Development Services Business by Area**

None.

18. **Planning Bylaws**

18.1 **Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-23 and South Shuswap Zoning Amendment Bylaw No. 701-105**

108

Report from Ken Gobeil, Senior Planner, dated October 30, 2023.
3560 Eagle Bay Rd, Eagle Bay

THAT: “Electoral Area C Official Community Plan Amendment Bylaw No. 725-23” be read a first time this 16th day of November 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: “South Shuswap Zoning Amendment Bylaw No. 701-105” be read a first time this 16th day of November 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

That: the Board utilize the complex consultation process for Bylaw Nos. 725-23 and 701-105:

AND THAT: the bylaws be referred to the following agencies:

- CSRD Environmental and Utility Services
- CSRD Financial Services
- Interior Health Authority
- Ministry of Transportation and Infrastructure
- Ministry of Forests: Archaeology Branch
- Ministry of Land, Water and Resource Stewardship: Lands Branch
- All applicable First Nations Bands and Councils.

Stakeholder Vote Unweighted (LGA Part 14) Majority

18.2 Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-25 and South Shuswap Zoning Amendment Bylaw No. 701-107

160

Report from Christine LeFloch, Planner III, dated November 3, 2023.
6169 Armstrong Road, Wild Rose Bay

THAT: "Electoral Area C Official Community Plan Amendment Bylaw No. 725-25" be read a first time this 16th day of November, 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: "South Shuswap Zoning Amendment Bylaw No. 701-107" be read a first time this 16th day of November, 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: the Board utilize the complex consultation process for "Electoral Area C Official Community Plan Amendment Bylaw No. 725-25" and "South Shuswap Zoning Amendment Bylaw No. 701-107" and the bylaws be referred to the following agencies and First Nations:

- Ministry of Transportation & Infrastructure;
- Ministry of Forests – Archaeology Branch;
- Interior Health Authority;
- CSRD Financial Services;
- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- All applicable First Nations and Bands.

Stakeholder Vote Unweighted (LGA Part 14) Majority

19. CLOSED (In Camera)

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;
- (g) litigation or potential litigation affecting the municipality;
- (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 to the public and move to into the Closed Session of the meeting.

20. Release of Closed Session Resolutions

Attached to minutes, if any.

21. Next Board Meeting

Friday, December 8, 2023 at 9:30 AM.

CSRD Boardroom, 555 Harbourfront Dr NE, Salmon Arm.

Note: Not the third Thursday of the month

22. Adjournment

THAT: the Regular Board meeting 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: October 19, 2023
 Time: 9:30 AM - 3:30 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart^ D. Brooks-Hill M. Gibbons M. Otting R. Martin (Vice Chair) J. Simpson N. Melnychuk R. Oszust* G. Sulz*^ K. Flynn (Chair) T. Lavery*^ C. Anderson*	Electoral Area A Director Electoral Area B Director Electoral Area C Director Electoral Area D Alternate Director Electoral Area E Director Electoral Area F Director Electoral Area G Director Town of Golden Director City of Revelstoke Director City of Salmon Arm Director City of Salmon Arm Director 2 District of Sicamous Director
Directors Absent	D. Trumbley	Electoral Area D Director
Staff In Attendance	J. MacLean J. Pierce* C. Robichaud D. Sutherland* B. Van Nostrand* M. Hebert* C. Paiement* J. Thingsted* D. Ackerman* B. Payne* J. Freund	Chief Administrative Officer General Manager, Financial Services (Chief Financial Officer) Deputy Corporate Officer Acting General Manager, Community and Protective Services Acting General Manager, Environmental and Utility Services Manager, Building and Bylaw Manager, Planning Planner III Planner II Manager, Information Technology Legislative Clerk/Executive Assistant

*attended portion of the meeting

^electronic participation

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act
Article 21:

1. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including, inter alia, in the areas of education, employment, vocational training and retraining, housing, sanitation, health and social security.

2. States shall take effective measures and, where appropriate, special measures to ensure continuing improvement of their economic and social conditions. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities.

2. Call to Order

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

3. Adoption of Agenda

2023-1001

Moved By Director Melnychuk

Seconded By Director Brooks-Hill

THAT: the Regular Board meeting agenda be approved.

CARRIED

4. Meeting Minutes

4.1 Adoption of Minutes

2023-1002

Moved By Director Anderson

Seconded By Director Sulz

THAT: the minutes attached to the Regular Board Meeting Agenda be adopted.

CARRIED

4.2 Business Arising from the Minutes

None.

5. Announcements

None.

6. Correspondence

6.1 For Information

2023-1003

Moved By Director Lavery

Seconded By Director Cathcart

THAT: the Board receive the correspondence attached to the Regular Board Meeting Agenda.

CARRIED

6.1.1 2023 Wildfire Review - Request for Third Party Review (September 19, 2023)

6.1.2 Pacific Western Transportation - Letter (September 20, 2023)

6.1.3 Notice of Cancellation for a Community Charter Section 57 Notice on Title

In accordance with [Section 58 of the Community Charter](#), the Corporate Officer received a report from a building inspector that the condition that gave rise to the [filing of the notice under section 57](#) has been rectified and a cancellation notice was sent to the registrar of land titles to cancel the note against the property at 673 Swanbeach Road, Swansea Point, BC.

Late Agenda - moved to Correspondence

6.1.4 Ministry of Emergency Management and Climate Readiness (October 16, 2023)

Letter from Madeline Maley, Assistant Deputy Minister in response to Chair Flynn's letter dated May 31, 2023 regarding warming and cooling centres.

Click to view [Chair Flynn's letter dated May 31, 2023](#) in response to [Minister Ma's letter dated April 25, 2023](#).

Discussion:

The Board requested Community and Protective Services staff research statistics on deaths or hospitalizations related to cold and heat in the CSRD region and bring the information to the Board at a future meeting.

2023-1004

Moved By Director Martin

Seconded By Director Cathcart

THAT: the Board refer the correspondence between the CSRD Board and Ministry of Emergency Management and Climate Readiness regarding warming and cooling centres to Kootenay East Regional Hospital District, Thompson Regional Hospital District and North Okanagan Columbia Shuswap Regional Hospital District boards for discussion purposes.

CARRIED

2023-1005

Moved By Director Simpson

Seconded By Director Martin

THAT: the Board direct staff to draft a letter to the Province requesting additional support and adequate resources be provided to the CSRD;

AND THAT: the letter be brought to the November Regular Board meeting for review.

CARRIED

6.2 Action Requested

6.2.1 Email from Dr. McKee re: Shuswap Lake General Hospital

Attached to Late Agenda

2023-1006

Moved By Director Lavery

Seconded By Alternate Director Otting

THAT: the Board write a letter of support for the number one priority identified in Dr. McKee's letter;

AND THAT: the Board advocate strongly for the complete priority list at the North Okanagan Columbia Shuswap Regional Hospital District Board.

Discussion on motion:

Directors requested the support letter be copied to the following: City of Salmon Arm, Minister of Health, Interior Health Board, Interior Health capital budget staff, MLA Kylo, and Chair of North Okanagan Columbia Shuswap Regional Hospital District Board.

CARRIED

7. Committee Reports and Updates

7.1 For Information

2023-1007

Moved By Alternate Director Otting

Seconded By Director Cathcart

THAT: the Board receive the committee minutes attached to the Regular Board Meeting Agenda.

CARRIED

7.1.1 Shuswap Tourism Committee Meeting Minutes (May 11, 2023)

7.1.2 Shuswap Watershed Council Meeting Minutes (September 13, 2023)

7.2 Action Requested

7.2.1 Shuswap Emergency Program Executive Committee Meeting (October 4, 2023)

SEP Committee recommendations:

- 1) THAT: the Board direct staff to create a report on Lower Adams Lake and Bush Creek East Wildfire response and prepare recommendations.
- 2) THAT: the Board authorize a small pre-Christmas honorarium to be paid to thank ESS volunteers.
- 3) THAT: the Board write a letter to the appropriate government ministry recommending a review of ESS remuneration/honorarium.

2023-1008

Moved By Director Gibbons

Seconded By Director Melnychuk

THAT: the Board direct Community and Protective Services staff to create a report on Lower Adams Lake and Bush Creek East Wildfire response and prepare recommendations.

CARRIED

2023-1009

Moved By Director Melnychuk

Seconded By Director Gibbons

THAT: the Board authorize a pre-Christmas honorarium to be paid to thank ESS volunteers.

CARRIED

2023-1010

Moved By Director Martin

Seconded By Director Melnychuk

THAT: the Board write a letter to the appropriate government ministry recommending a review of ESS remuneration/honorarium.

CARRIED

Discussion:

Directors asked if the Evacuation Route planning reports are publicly available. Staff stated that the reports contain private personal information; however, staff asked the consultant to prepare report without personal information that could be shared with the public.

8. Business General

8.1 CSRD Corporate 2030 GHG Reduction Strategy

Report from Ben Van Nostrand, Team Leader – Environmental Health Services, dated September 14, 2023. Summary of the CSRD Corporate 2030 GHG Reduction Strategy, which is an update to the 2010 Corporate Climate Action Plan.

2023-1011

Moved By Director Lavery

Seconded By Director Brooks-Hill

THAT: the Board endorse the Columbia Shuswap Regional District Corporate 2030 GHG Reduction Strategy, this 19th day of October, 2023.

AND THAT: the Board direct staff to begin implementation of the identified pathways through initiatives to be included in the Five Year Financial Plan.

CARRIED

8.2 Environmental Monitoring Contract Extension

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated September 25, 2023. Contract extension for environmental monitoring and reporting to support the CSRD's Operations Management Department.

2023-1012

Moved By Director Simpson

Seconded By Director Melnychuk

THAT: the Board empower the authorized signatories to extend the existing agreement with Ecoscape Environmental Consultants Ltd. effective December 1, 2023 and expiring on November 30, 2025, for a total cost not to exceed \$430,000 plus applicable taxes, over the final two-year term of the existing agreement, for the provision of environmental monitoring and reporting, this 19th day of October, 2023.

CARRIED

11. Delegations

11.1 St. Ives Ratepayers Association

Michael Cachia and Don Shaw to present Floating Community Dock Request.

Late Agenda - Don Shaw added.

2023-1013

Moved By Director Simpson

Seconded By Director Martin

THAT: The Board direct Community and Protective Services staff to review the community dock request at St. Ives and report back to the Board at a future meeting the process involving a dock donated by St. Ives Ratepayers Association and outline any complexities with the process.

CARRIED

The Board recessed at 10:52 AM and returned at 11:02 AM.

11.2 CPKC Rail Update

Mark Piciacchia, Manager, Indigenous Relations & Government Affairs, CPKC (combination of Canadian Pacific and Kansas City Southern railways) to present an update including rail safety, service, and emergency response.

8. Business General

8.3 Salmon Arm Refuse Disposal Site - Commercial Recycling Re-Load Facility Operations Contract Award

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated September 27, 2023. Contract award for the continued operations of the commercial recycling area at the Salmon Arm Landfill.

2023-1014

Moved By Director Simpson

Seconded By Director Melnychuk

THAT: the Board empower the authorized signatories to award a contract to Murray Hillson Logging Ltd., effective November 1, 2023, for a maximum cost of \$100,000 plus applicable taxes, ending September 30, 2024.

CARRIED

8.4 Community Evacuation Route Planning Project Sole Source

Late Agenda - staff report

Report from Cathy Semchuk, Emergency Program Coordinator, dated October 3, 2023. Sole source award to Red Dragon Consulting to develop and create new evacuation plans for ten high risk communities.

2023-1015

Moved By Director Gibbons

Seconded By Director Simpson

THAT: the Board empower the authorize signatories to enter into a sole source agreement with Red Dragon Consulting Ltd. in the amount of \$29,940 plus taxes this 19th day of October, 2023.

CARRIED

8.5 Sicamous Recycling Depot Contract Award

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated September 21, 2023. Contract award for bottle depot operators supporting the Recycle BC program in Sicamous.

2023-1016

Moved By Director Anderson

Seconded By Director Martin

THAT: the Board empower the authorized signatories to enter into an agreement with Sicamous Return-It Depot effective December 1, 2023, for a total cost of \$199,896 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 CSRD's downtown Sicamous recycling depot service, this 19th day of October, 2023.

CARRIED

9. Business By Area

9.1 Grant-in-Aid Requests

Late Agenda - Staff report.

Report from Jodi Pierce, General Manager, Financial Services, dated October 16, 2023. Funding requests for consideration.

2023-1017

Moved By Director Cathcart

Seconded By Alternate Director Otting

THAT: the Board approve the following allocations from the 2023 electoral area Grant-in-Aids:

Area A

\$2,200 Kicking Horse Country Chamber of Commerce (awards sponsorship)

\$1,788 Golden Kicking Horse Alpine Team (athletes with disability program)

Area D

\$5,000 Falkland Fire Fighter Association (Halloween event)

Area E

\$2,000 The Joe Schandelle Firefighters Foundation (Halloween event)

Area G

\$6,000 Carlin Hall Community Association (heat pump)

CARRIED

9.2 Electoral Area F: North Shuswap Parallel Trail Active Transportation Grant Application

Late Agenda - staff report

Report from Jared Taylor, Community Parks and Recreation Coordinator, dated September 29, 2023. Shuswap Parallel Trail BC Active Transportation grant application and Community Works Fund Request.

2023-1018

Moved By Director Simpson

Seconded By Director Anderson

THAT: the Board empower the authorized signatories to submit an application for an amount up to \$500,000 to the BC Active Transportation Grant program for the development and construction of Phase 1 of the North Shuswap Parallel Pathway - Ross Creek Park to Lakeview Park.

CARRIED

2023-1019

Moved By Director Simpson

Seconded By Director Gibbons

THAT: The Board approve up to \$125,000 from the Electoral Area F Community Works Funds to support the CSRD contribution of funds to this project.

CARRIED

9.3 Kicking Horse Mountain Resort Fire Services Establishment Update & Agreements

Report from Derek Sutherland, Acting General Manager, Community and Protective Services, dated October 12, 2023. KHMR Fire Service update on contract negotiations and stakeholder engagement.

2023-1020

Moved By Director Cathcart

Seconded By Director Oszust

THAT: the Board allow the authorized signatories to enter into a Construction Agreement with Resorts of the Canadian Rockies for the construction of a fire hall building at Kicking Horse Mountain Resort.

CARRIED

2023-1021

Moved By Director Cathcart

Seconded By Director Oszust

THAT: the Board allow the authorized signatories to enter into a Lease Agreement with Resorts of the Canadian Rockies for the lease of a fire hall building at Kicking Horse Mountain Resort.

CARRIED

2023-1022

Moved By Director Cathcart

Seconded By Director Oszust

THAT: the Board allow the authorized signatories to enter into a Contribution Agreement with Resorts of the Canadian Rockies for the ongoing funding of a fire service at Kicking Horse Mountain Resort.

CARRIED

2023-1023

Moved By Director Cathcart

Seconded By Director Oszust

THAT: the Board grant a special consideration to Resorts of the Canadian to provide a one time waiver of the Board's position to limit development at Kicking Horse Mountain Resort for the specific purpose of finishing the remaining 10 lot subdivision at Phase Three of the Cedars development.

CARRIED

9.4 Electoral Area A: Proposed Hydrology Study for Blaeberry/Donald

Report from John MacLean, CAO, dated October 17, 2023.

Proposed Hydrology Study for Blaeberry/Donald in Electoral Area A.

2023-1024

Moved By Director Cathcart

Seconded By Director Martin

THAT: The Board authorize up to \$50,000 from the Electoral Area A Community Works Funds for the undertaking of a hydrology study for the Blaeberry/Donald area of Electoral Area A, this 19th day of October, 2023.

CARRIED

2023-1025

Moved By Director Cathcart

Seconded By Director Oszust

THAT: Staff be directed to undertake the development of an appropriate scope of work and procurement process for the undertaking of a hydrology study for the Blaeberry/Donald area of Electoral Area A that is consistent with CSRD procurement policies.

CARRIED

10. Administration Bylaws

10.1 Shuswap North Okanagan Rail Trail Governance Bylaw No. 5865, 2023

Late Agenda - staff report

Report from Darcy Mooney, Manager of Operations Management, dated September 29, 2023.

Final readings and adoption of the Rail Trail Governance Bylaw.

2023-1026

Moved By Director Martin

Seconded By Director Anderson

THAT: Shuswap North Okanagan Rail Trail Governance Bylaw No. 5865, 2023 be given second reading, as amended and third reading this 19th day of October, 2023.

Discussion on the motion:

CAO advised the Board that Regional District North Okanagan Board adopted their bylaw with a minor addition to 5.4 (b) and suggested the Board consider using the same wording to align the bylaws.

CARRIED

Amendment:

2023-1027

Moved By Director Simpson

Seconded By Director Brooks-Hill

THAT: 5.4 (b) be amended to include "unless otherwise authorized by the General Manager and subject to compliance with any terms and conditions imposed by the General Manager".

CARRIED

2023-1028

Moved By Director Martin

Seconded By Director Anderson

THAT: Shuswap North Okanagan Rail Trail Governance Bylaw No. 5865, 2023 be adopted this 19th day of October, 2023.

CARRIED

12. Public Question & Answer Period

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

No questions were asked by members of the public.

13. CLOSED (In Camera)

2023-1029

Moved By Director Cathcart

Seconded By Director Simpson

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 to the public and move to the Closed Session of the meeting.

CARRIED

The Board moved into the Closed portion of the meeting at 12:12 PM.

The Regular meeting session resumed at 1:13 PM.

14. Development Services Business General

14.1 UBCM Disaster Risk Reduction (DRR) Grant Resolution

Report from Gerald Christie, Manager Development Services, dated October 4, 2023.

Board resolution required for an application to the Union of BC Municipalities (UBCM) Disaster Risk Reduction grant program.

2023-1030

Moved By Director Cathcart

Seconded By Director Simpson

THAT: the Board empower the authorized signatories to submit an application to the UBCM Disaster Risk Reduction – Climate Adaptation

grant program in the amount of \$150,000 to update the CSRD Regional Geohazard Risk Prioritization Study (BGC Engineering Ltd. 2020);

AND THAT: the Board provide a resolution of support the application, this 19th day of October, 2023.

CARRIED

Municipal Directors Sulz, Lavery, and Oszust left the meeting at 1:16 PM.

15. ALR Applications

None.

16. Development Services Business by Area

16.1 Electoral Area F: Temporary Use Permit 830-21

Report from Jan Thingsted, Planner III, dated October 3, 2023.
6875 Charleson Road, Magna Bay.

2023-1031

Moved By Director Simpson

Seconded By Director Brooks-Hill

THAT: In accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-1 for Part SW1/4, Section 20, Township 23, Range 9, W6M, KDYD, Except Plan KAP58137 (PID: 008-455-023), for an asphalt concrete batch plant on the subject property from October 19th, 2023 until November 18th, 2023, be issued this 19th day of October, 2023.

CARRIED

17. Planning Bylaws

17.1 Electoral Area B: Electoral Area B Official Community Plan Amendment Bylaw No. 850-20 and Electoral Area B Zoning Amendment Bylaw No. 851-30

Report from Christine LeFloch, Planner III, dated October 5, 2023.
4762 Airport Way, South Revelstoke

Late Agenda - staff presentation

2023-1032

Moved By Director Brooks-Hill

Seconded By Director Simpson

THAT: "Electoral Area B Official Community Plan Amendment Bylaw No. 850-20" be read a first time this 19th day of October, 2023.

Discussion on the motion:

The Board asked the property owner, about the limitations on the property. Kelly Forbes of 4762 Airport Way, Revelstoke, BC, responded that he was satisfied with the number of cabins in his proposal.

CARRIED

2023-1033

Moved By Director Brooks-Hill

Seconded By Director Simpson

THAT: “Electoral Area B Zoning Amendment Bylaw No. 851-30” be read a first time this 19th day of October, 2023.

CARRIED

2023-1034

Moved By Director Brooks-Hill

Seconded By Director Simpson

THAT: the Board utilize the complex consultation process for “Electoral Area B Official Community Plan Amendment Bylaw No. 850-20” and “Electoral Area B Zoning Amendment Bylaw No. 851-30” and the bylaws be referred to the following agencies and First Nations:

- Electoral Area B Advisory Planning Commission;
- Ministry of Transportation & Infrastructure;
- Ministry of Forests – Archaeology Branch;
- Interior Health Authority;
- CSRD Financial Services;
- CSRD Operations Management;
- All applicable First Nations and Bands.

CARRIED

17.2 Electoral Area E: Electoral Area E Official Community Plan Amendment Bylaw No. 840-03 and Electoral Area E Zoning Amendment Bylaw No. 841-07

Report from Jan Thingsted, Planner III, dated October 4, 2023.
3410 Oxbow Frontage Road, Yard Creek

Late Agenda - staff presentation

2023-1035

Moved By Director Brooks-Hill

Seconded By Director Cathcart

THAT: “Electoral Area E Official Community Plan Amendment Bylaw No. 840-03” be denied third reading this 19th day of October, 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

Discussion on the motion:

The Board discussed the ongoing challenges with the lack of affordable housing and the effect on communities in the regional district.

Director Martin understood the position of staff following the rules of bylaws and OCP and commended staff for doing their work. However, after receiving public input, she felt the proposal should go to third reading, and therefore, could not support the recommendation of staff.

DEFEATED (unanimous)

2023-1036

Moved By Director Martin

Seconded By Alternate Director Otting

THAT: "Electoral Area E Official Community Plan Amendment Bylaw No. 840-03" be given third reading this 19th day of October, 2023.

CARRIED

2023-1037

Moved By Director Gibbons

Seconded By Director Brooks-Hill

THAT: "Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-07" be given third reading this 19th day of October, 2023.

CARRIED

Director Anderson left the meeting at 2:17 PM.

17.3 Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-24 and South Shuswap Zoning Amendment Bylaw No. 701-106

Late Agenda - staff report

Report from Denise Ackerman, Planner II, dated October 6, 2023.
4717 & 4719 Eagle Bay Road, Eagle Bay

2023-1038

Moved By Director Gibbons

Seconded By Director Brooks-Hill

THAT: "Electoral Area C Official Community Plan Bylaw No. 725-24" be read a first time this 19th day of October, 2023

CARRIED

2023-1039

Moved By Director Gibbons

Seconded By Director Brooks-Hill

THAT: “South Shuswap Zoning Bylaw No. 701-106” be read a first time this 19th day of October, 2023

CARRIED

2023-1040

Moved By Director Gibbons

Seconded By Director Brooks-Hill

THAT: the Board utilize the simple consultation process for “Electoral Area C Official Community Plan Bylaw No. 725-24” and “South Shuswap Zoning Bylaw No. 725-106” and the bylaws be referred to the following agencies and First Nations:

- Agricultural Land Commission
- Ministry of Agriculture
- Ministry of Transportation & Infrastructure;
- Ministry of Forests – Archaeology Branch;
- Interior Health Authority
- CSRD Financial Services;
- CSRD Operations Management;
- All applicable First Nations and Bands.

CARRIED

18. Release of Closed Session Resolutions

Exempt Staff Compensation Policy A-86

THAT: the Board endorse Policy No. A-86 “Exempt Staff Compensation” and approve its inclusion into the CSRD Policy manual this 19th day of October, 2023.

THAT: the Board approve the effective date of the Policy to be July 1, 2023.

Municipal Insurance Association of BC Associate Member

THAT: the Board authorize the Municipal Insurance Association of BC to add Darcy Mooney as an Associate Member to its policy for liability insurance purposes and empower the authorized signatories to execute the Service Provider Agreement for the purposes of provide transitional support services effective October 10, 2023 and expiring on December 31, 2023;

19. Next Board Meeting

Thursday, November 16, 2023 at 9:30 AM.
CSRD Boardroom, 555 Harbourfront Dr NE, Salmon Arm.

20. Adjournment

2023-1041

Moved By Alternate Director Otting

Seconded By Director Cathcart

THAT: the Regular Board meeting be adjourned.

CARRIED

2:20 PM

CORPORATE OFFICER

CHAIR



October 30, 2023

File: 0280-30

Ref: 201189

Regional District of Columbia Shuswap
555 Harbourfront Drive NE
Salmon Arm, BC V1E 4P1
info@csrd.bc.ca

Dear Regional District of Columbia Shuswap:

I would like to thank you for meeting with me during this year's Union of British Columbia Municipalities (UBCM) Annual Convention. I am pleased that our governments had the chance to connect in person.

During our meeting, we discussed the growing need to address sustainable liquid waste management and housing needs for the rural regional area. You requested that we re-examine and provide an exemption for non-farm use for community sewer.

The Agriculture Land Reserve (ALR) is a provincial land use zone where the priority use is agriculture and non-farm uses are discouraged and carefully managed where allowed. The Agriculture Land Commission (ALC) is an administrative tribunal performing an independent, quasi-judicial role and it would be inappropriate for me to involve myself on matters that may be decided by the ALC. I encourage you to reach out to Kim Grout, Chief Executive Officer by phone at 236-468-3265 or by email at kim.grout@gov.bc.ca.

Thank you again for meeting with me. I look forward to working with you in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read "Peter Pokorny". The signature is fluid and cursive, written over the printed name and title below it.

Peter Pokorny
Deputy Minister

cc: Kim Grout, Chief Executive Officer, Agricultural Land Commission



PEACE RIVER REGIONAL DISTRICT

October 24, 2023

File: 0125.20

Honourable Bowinn Ma
 Minister of Emergency Management and Climate Readiness
 PO Box 9020 Stn Prov Govt
 Victoria, BC V8W 9E2

Via Email: EMCR.Minister@gov.bc.ca

Dear Minister Ma,

Re: Update on the Proposed Emergency and Disaster Management Act

At the October 5, 2023, Peace River Regional District Board Meeting, the Regional Board discussed BC's Modernized Emergency Management Legislation which is anticipated to replace the current *Emergency Program Act* and the request for feedback to the Regulations by December 31, 2023. The Regional Board subsequently passed the following resolution:

MOVED, SECONDED and CARRIED

"That the Regional Board send a letter to the Minister of Emergency Management and Climate Readiness and the Premier of British Columbia, requesting more time to comment on the new Emergency and Disaster Act and request that they supply the funding required for the capacity and resourcing required to complete this work, further that the letter be copied to all 27 Regional Districts and the Northern Rockies Regional Municipality, MLA Dan Davies, MLA Mike Bernier, Blueberry River First Nations, Doig River First Nation, Halfway River First Nation, Kwadacha Nation, Sauteau First Nation, Tsay Keh Dene Band and West Moberly First Nations."

Sincerely,

Leonard Hiebert

Leonard Hiebert
 Chair

c: MLA Peace River South – Mike Bernier
 MLA Peace River North – Dan Davies
 Northern Rockies Regional Municipality
 All Regional Districts in BC
 Blueberry River First Nations
 Doig River First Nation
 Halfway River First Nation
 Kwadacha Nation
 Sauteau First Nation
 Tsay Keh Dene Band
 West Moberly First Nations

REPLY TO: prrd.dc@prrd.bc.ca

diverse. vast. abundant.



c/o Fraser Basin Council
 200A – 1383 McGill Road
 Kamloops, BC V2C 6K7
 250.314.9660
www.shuswapwater.ca



Hon. Nathan Cullen
 BC Minister of Land, Water and Resource Stewardship
LWRS.Minister@gov.bc.ca

Hon. George Heyman
 BC Minister of Environment & Climate Change Strategy
ENV.Minister@gov.bc.ca

MLA Kelly Greene
 Parliamentary Secretary for Fisheries and Aquaculture
Kelly.Greene.MLA@leg.bc.ca

MLA Fin Donnelly
 Parliamentary Secretary for Watershed Restoration
Fin.Donnelly.MLA@leg.bc.ca

2 November 2023

Re: New measures and more resources needed to prevent an invasion of Zebra or Quagga Mussels to British Columbia

Dear Ministers,

I am writing on behalf of the Shuswap Watershed Council to express our extreme concern once again about the threats posed by invasive Zebra and Quagga Mussels (ZQM) to BC waters. Our concern has only heightened in recent months with the release of the economic impact report¹ and with the recent discovery of Quagga Mussels in the Snake River at Twin Falls, Idaho. We are calling upon your Ministries to respond with urgency and with new measures to prevent a potentially catastrophic spread of invasive mussels to the Shuswap and to BC.

The Shuswap truly is a treasure, and so much will be lost if ZQM were to establish here. The cost of dealing with a ZQM infestation is now estimated at \$64 - \$129 million annually in BC. The economic impact report shows that every major population centre and agricultural region in the province is at risk of a moderate-to-high infestation based on water chemistry, and that there will be impacts to hydro-electric facilities, water treatment facilities and water intakes, irrigation infrastructure and food production, and losses to tourism and property values. This would be a huge burden to tax payers and property owners, yet that number doesn't take into account priceless attributes unique to the Shuswap such as the lake ecosystem or enjoyment of the lakes and beaches by residents and visitors.

¹ *Potential Economic Impact of Zebra and Quagga Mussels in BC*. BC Ministry of Water, Land and Resource Stewardship. May 2023.



Fortunately, BC is still invasive mussel-free but with the newest detection in Idaho – with which we share a border and the trans-boundary Columbia River system – many of us are concerned that it's not a matter of *if*, but *when* invasive mussels will spread to BC if new prevention measures aren't put in place.

We are very appreciative of the good work done by Conservation Officers and Provincial staff on watercraft inspection. Additionally, there are several organizations in BC including ourselves working to educate watercraft owners about the importance of 'Clean-Drain-Dry'.

However, we are quite concerned about gaps in the Invasive Mussel Defence Program (IMDP). Additionally, there are other measures that could be enacted by the Province to stop the spread of invasive mussels. I would like to re-iterate our calls-to-action² for your Ministries to better protect the Shuswap – and all of BC – from invasive mussels:

1. It is of utmost importance that the IMDP be expanded such that all routes into BC from Alberta and the USA have a watercraft inspection and decontamination station and that all watercraft coming into BC be inspected. Staffing at the inspection stations should be increased so that the stations can be operational year-round, 24 hours/day. It will take just a single infested watercraft launching into BC waters to start a new population of invasive mussels here. Every year, infested watercraft arrive at our Provincial borders³. The IMDP is the first line of defense to protect BC's waters, but in 2022 and 2023 there were only six permanent stations and two roving stations set up around the Provincial border⁴. This presents a significant gap in the defense, as travellers with watercraft can enter BC via unchecked routes or outside of inspection station operating hours.
2. Introduce 'pull-the-plug' legislation, requiring all watercraft to have their drain plugs removed prior to travelling on BC roads.
3. Review and update the *Provincial ZQM Early Detection and Rapid Response Plan for British Columbia* (published February 2015). As part of this, new methods for eradicating ZQM from waterbodies should be researched and considered for use in BC. Additionally, we believe there would be great value in carrying out a mock response and quarantine exercise on a BC lake.
4. Advocate for new containment measures in Manitoba and Ontario which already have ZQM infestations. The federal Department of Fisheries and Oceans needs to take strong action and fully enact the *Aquatic Invasive Species Regulation*. Our prevention efforts in the west must be met with robust containment measures in eastern and central Canada. Watercraft should not be able to leave watersheds known to have ZQM infestations without being inspected, decontaminated, and issued a quarantine period if necessary.

² These calls-to-action were previously stated in a letter to the Ministry (WLRS) in November 2022.

³ The IMDP Final Report for 2022 reported that 13 watercraft entering BC were confirmed to have adult invasive mussels; the 2023 Summer Status Report reported that 10 watercraft entering BC were confirmed to have adult mussels (this is not a year-end statistic).

⁴ Since 2020, the number of watercraft inspection stations has declined significantly; in 2019 and 2020, the IMDP had a peak level of 12 inspection stations.



We have previously shared our concerns, and these calls-to-action, with the Ministers' offices and with your federal counterparts on several occasions. Unfortunately, we have not been satisfied with the responses we have received from provincial and federal offices to-date. Furthermore, we are not alone in our concerns and requests: in addition to our own calls-to-action, we are in support of recent correspondence and calls-to-action sent to you by our fellow stewards in the Okanagan, the Okanagan Basin Water Board⁵.

The threat of invasive mussels will not go away. Every year, mussels get closer and closer to BC. More action and resources are urgently and immediately needed from the Province – who has the responsibility and mandate for invasive species – to prevent the spread of ZQM into BC. The investment to expand the Provincial IMDP and enact new measures is well worth it to protect our waters and would be a small fraction of the cost of dealing with the impacts of a ZQM invasion.

We would be pleased to meet with you to further discuss these requests and how we can work together to better protect BC's waters from invasive mussels.

Sincerely,

Jay Simpson
 Chair, Shuswap Watershed Council
 Director, Columbia Shuswap Regional District Area 'F' North Shuswap
 250 517-9578 | jsimpson@csrd.bc.ca

CC:

- Shuswap MLA: Greg Kylo
- North Okanagan – Shuswap MP and Associate Shadow Minister for Fisheries, Oceans and the Coast Guard: Mel Arnold
- Shadow Minister for Water, Land and Resource Stewardship: Lorne Doerkson
- Shadow Minister for Environment and Climate Change Strategy: Renee Merrifield
- Columbia Shuswap Regional District Chair: Kevin Flynn
- Thompson-Nicola Regional District Chair: Barbara Roden
- Regional District of North Okanagan Chair: Kevin Acton
- Secwepemc Kukpi7s: Lynn Kenoras-Duck Chief (Adams Lake Indian Band), James Tomma (Skwlax te Secwepemculecw), Irvine Wai (Neskonlith), and Megan Nicholas, Executive Secretary (Splatsin)
- Shuswap Mayors: Alan Harrison (Salmon Arm), Colleen Anderson (Sicamous), David Lepsoe (Chase)
- Okanagan Basin Water Board Chair: Sue McKortoff
- Shuswap Waterfront Owners Association
- Columbia Shuswap Invasive Species Society
- Thompson Okanagan Tourism Association
- Shuswap Chambers of Commerce: Salmon Arm, Sicamous, South Shuswap, North Shuswap

⁵ "Call for immediate action to prevent invasive mussels introduction to BC". Letter sent by Okanagan Basin Water Board to Provincial Ministers (WLRs and ENV), October 18th, 2023.



About the Shuswap Watershed Council

The Shuswap Watershed Council (SWC) was established in 2014 as a watershed-based partnership of several organizations with an interest or responsibility for protecting water quality. There are up to 22 members that represent three regional districts, two municipalities, the Secwepemc Nation, three Provincial government agencies, and Shuswap communities. The SWC is a collaborative, non-regulatory group that focuses on strategic initiatives to protect, maintain, and enhance water quality and promote safe recreation in the Shuswap. The SWC works alongside organizations that have regulatory roles in managing the Shuswap watershed, complementing their work and carefully avoiding duplication.



c/o Fraser Basin Council
200A – 1383 McGill Road
Kamloops, BC V2C 6K7
250.314.9660
www.shuswapwater.ca



Courtney Zimmerman
Corporate Director, Environmental Public Health
Interior Health
Sent by e-mail to courtney.zimmerman@interiorhealth.ca

8 November 2023

Re: Algal bloom recommendations and responsibilities

Dear Ms. Zimmerman,

We are writing to you on behalf of the Shuswap Watershed Council (SWC), the City of Salmon Arm, the Columbia Shuswap Regional District (CSR), the District of Sicamous, and the Village of Chase to thank you for the joint meeting on May 5th to discuss algal bloom response. While we appreciate the time you took to speak with us, we want to let you know that we remain unsatisfied with recent changes to algal bloom recommendations and responsibilities.

Over recent years, responsibilities for monitoring water quality at beaches for the assurance of public health has shifted to local governments. New recommendations, as explained to us in the meeting on May 5th, are now placed upon local government to collect water samples from our respective managed beaches on a weekly basis to be tested for the presence of harmful algae. Furthermore, local governments are now being asked to interpret the results of water tests (with support from IH staff) and potentially decide to post a cautionary advisory at beaches impacted by algae.

We completely agree with the need for regular water quality monitoring at beaches and alerting beach-goers to potential risks associated with harmful algae. However, we disagree with this responsibility being placed on our organizations. Local governments do not have a health mandate, and these recommendations and responsibilities create significant additional expenses and workload on our staff.

In our view, Interior Health is responsible for monitoring and communications where public health is concerned. Our suggestions from our January 2023 letter remain the same:

- IH should be the lead agency for monitoring beach water quality and algal blooms. This includes the collection and analysis of water samples, and posting advisories based on the results of water tests.
- IH should be the lead agency for communicating to the public about algal blooms. There is a great demand for this information, and several platforms should be considered including websites, social media, and news media. Local governments and the Shuswap Watershed



Council can amplify these communiques through their social media platforms to help increase the reach.

- Advisory notices should state the location of the algal bloom as precisely as possible, and be updated regularly to reflect changing conditions.
- IH staff should be available to respond to inquiries about algal bloom advisories. Having a staff person on-call on weekends would be very beneficial for providing clarifying information about advisories.

We thank you for your consideration of these recommendations and for the ongoing cooperation with Interior Health.

Sincerely,

Jay Simpson
Chair, Shuswap Watershed Council
250 517-9578 | jsimpson@csrd.bc.ca

Alan Harrison
Mayor, City of Salmon Arm
250 803-4034 | aharrison@salmonarm.ca

Kevin Flynn
Chair, Columbia Shuswap Regional District
250 804-8342 | boardchair@csrd.bc.ca

Colleen Anderson
Mayor, District of Sicamous
250 517-7820 | canderson@sicamous.ca

David Lepsoe
Mayor, Village of Chase
250 679-3238 | david.lepsoe@chasebc.ca



About the Shuswap Watershed Council

The Shuswap Watershed Council (SWC) was established in 2014 as a watershed-based partnership of several organizations with an interest in or responsibility for protecting water quality. There are up to 22 members that represent three regional districts, two municipalities, the Secwepemc Nation, three Provincial government agencies, and Shuswap communities. The SWC is a collaborative, non-regulatory group that focuses on strategic initiatives to protect, maintain, and enhance water quality and promote safe recreation in the Shuswap. The SWC works alongside organizations that have regulatory roles in managing the Shuswap watershed, complementing their work and carefully avoiding duplication.



November 9, 2023

File: 0280-30
Ref: 201282

Columbia-Shuswap Regional District
555 Harbourfront Drive NE
P.O. Box 978
Salmon Arm, BC V1E 4P1
info@csrd.bc.ca

Dear Board Chair and Directors:

I would like to thank you for the joint meeting with myself and Minister Cullen during this year's Union of British Columbia Municipalities (UBCM) Annual Convention. I am pleased that our governments had the chance to connect in person.

During our meeting we discussed challenges with water quality and algae blooms, as well as your hopes to have someone from the Ministry of Agriculture and Food come to your region and give a workshop on the best management practices for agriculture in riparian areas. I encourage you to connect with Lindsay Benbow, the Regional Agrologist for the North Okanagan for more information on both topics. She can be reached by phone at 778-943-7026 or by email at lindsay.benbow@gov.bc.ca.

You also requested information on how you can work with Farmland Advantage. You can find out more about this program by visiting <https://farmlandadvantage.ca/> where you will also find contact information for the Investment Agriculture Foundation who delivers the program.

Thank you again for meeting with me. I look forward to working with you in the future.

Sincerely,

A handwritten signature in blue ink that reads "Pam Alexis". The signature is written in a cursive, flowing style.

Honourable Pam Alexis
Minister

cc: Lindsay Benbow, Regional Agrologist, Ministry of Agriculture and Food



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

November 9, 2023

Sent by email: EMCR.Minister@gov.bc.ca

Honourable Bowinn Ma
 Minister of Emergency Management and Climate Readiness

Dear Minister:

Re: Review of Emergency Support Services Remuneration/Honorariums

The Columbia Shuswap Regional District (CSRD) Board of Directors recognize Emergency Support Services (ESS) is a public safety lifeline volunteer group that has traditionally not been paid and as such, we are requesting a provincial review of ESS remuneration and honorariums. Paying volunteers when they are activated is appropriate for the demands placed on them and helps the program attract qualified people to fill positions in the reception centres. Our region would not be able to support residents needing emergency support services without volunteers.

ESS is intended as a temporary measure to be used for basic needs of those affected by disaster events. However emergency events, such as unprecedented forest fire seasons, heat domes, and atmospheric river events, continue to increase in severity and complexity. Large scale events have taken the requirement of ESS services from the typical temporary measure to requiring the maximum allowable ESS term of 3 months.

In response to large scale events, the province has developed a modernized system which requires specialized training. This system relies heavily on volunteers to provide basic need support at the most critical time, when the evacuee is most vulnerable to experiencing stress, depression, mental health distress and other health challenges. Since this system was implemented, disasters have become more frequent, intense, and last longer. This puts more pressure on a system that was not designed for the volume of work involved. Furthermore, the demands on our program supporting other jurisdictions with their ESS needs has increased the frequency of our teams being activated. Staff and volunteers are feeling the effects of the higher workloads.

We acknowledge there will be future events that will require volunteer time and expertise to support affected individuals. Given the indispensable work done by volunteers, it is essential to acknowledge and value their contributions. Volunteers that are brought into the Emergency Operations Centre are eligible for payment, but the same volunteer is not eligible in the ESS Reception Centre.

The CSRD Board recommends a cost recovery staffing model with locally trained ESS personnel due to the length of commitment, complexity, and stressful demands of ESS delivery during large scale events. Similar to practices used to increase capacity within the EOC, volunteers would be placed on temporary employment contracts during a large-scale event.

In keeping with the Sendai Framework, which aims to empower local communities, the capacity building recommendation ensures that dedicated and highly trained volunteers are appropriately compensated

ELECTORAL AREAS

A GOLDEN-COLUMBIA
 B REVELSTOKE-COLUMBIA

C EAGLE BAY-WHITE LAKE-TAPPEN
 D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
 F NORTH SHUSWAP-SEYMOUR ARM
 G BLIND BAY-SORRENTO-NOTCH HILL

MUNICIPALITIES

GOLDEN
 REVELSTOKE
 SALMON ARM
 SICAMOUS

for their contributions. The Ombudsperson report, "Fairness in a Changing Climate," outlines the need to develop a better framework that better supports flexibility and resilience in local delivery.

We respectfully implore you to consider the value and impact of the level of responsibility that is placed upon the ESS volunteers when reviewing a Remuneration/Honorarium program.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:



Kevin Flynn
Board Chair



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

November 9, 2023

Sent by email: HLTH.Minister@gov.bc.ca
doug.cochrane@interiorhealth.ca

Dear Minister Dix and Chair Cochrane:

Re: Letter of Support for Shuswap Lake General Hospital

The Columbia Shuswap Regional District (CSRD) Board of Directors believes that having access to local health care is a vital asset to our community and surrounding area. As such, we are asking for your commitment to expedite the completion of the Future Sight Plan (FSP). Upgrading and advancement are required to create a robust and healthy future due to the instability of a functional working unit, which has also impacted staffing recruitment and retention levels.

As identified in Dr. Scott McKee's email communication on September 27, 2023 (see attached), the Board wholeheartedly endorses the FSP recommendations for Shuswap Lake General Hospital (SLGH). The Board would like to strongly emphasize that expanding the Operating Room and modernizing and expanding the High Acuity Unit should be the top priority.

In addition to the above priority, the subsequent recommendations, also listed in the FSP, are critical to a strong health care system:

- Inpatient unit expansion.
- Oncology and ambulatory care expansion.
- Obstetrics expansion and modernization.
- Emergency department expansion.
- Radiology expansion.

The CSRD Board supports SLGH in their work with Interior Health in moving forward with the planning and funding of services. We sincerely hope that this project is realized for the significant and invaluable service to the community.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:

Kevin Flynn
 Board Chair

Enclosure

cc: Interior Health Capital Budget Staff
 MLA Kylo
 Chair of North Okanagan Columbia Shuswap Regional Hospital District Board
 City of Salmon Arm

ELECTORAL AREAS

A GOLDEN-COLUMBIA
 B REVELSTOKE-COLUMBIA

C EAGLE BAY-WHITE LAKE-TAPPEN
 D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
 F NORTH SHUSWAP-SEYMOUR ARM
 G BLIND BAY-SORRENTO-NOTCH HILL

MUNICIPALITIES

GOLDEN
 REVELSTOKE

SALMON ARM
 SICAMOUS

Alan Harrison

From: Scott McKee [REDACTED]
Sent: September 27, 2023 2:26 PM
To: Tim Lavery; Alan Harrison; Kevin Flynn
Cc: Sellars, Dr. Andrew; Widmer, Dr. Nadia
Subject: [External] Shuswap Lake Hospital update

Dear Tim and colleagues,

I wanted to take this opportunity to bring you up to date on the negotiations between the hospital medical staff, local hospital administration, and Interior Health regarding the issues we have faced around the planning and funding of services at Shuswap Hospital. The medical staff greatly appreciates the support that has been expressed by our representatives within the city and regional district levels. We appreciate that preservation of local health care is not just in the interest of doctors and staff, but is a vital asset to our community as a whole.

I attended a meeting at Shuswap Hospital on September 21 to review the final stage of the **Future Site Plan** (FSP) for Shuswap General Hospital. The presentation was made by Stantec Architecture, the firm contracted by IHA for the design options. In attendance were most of the Medical Staff Department heads, as well as 2 representatives from Interior Health responsible for project management and priorities. The environment was collegial and consensus-focused.

Key Points:

1) Interior Health thankfully has responded to our internal communications, as well as civic discourse and media pressure in terms of initiating this FSP process back in July. There has been steady progress.

2) The modernization proposal includes only a series of renovations to the existing hospital, there has been no plan to consider a new build.

3) The FSP is divided into 7 priorities; it is understood these may be subject to change with time and financial limitations.

1. Operating room expansion and HAU expansion/modernization.

2. Inpatient unit expansion that would involve new tower construction connected to the West end of the hospital.

3 & 4. Oncology and Ambulatory Care expansion

5. Obstetrics expansion in modernization

6. Emergency department expansion

7. Radiology expansion.

4) Medical staff members of the Working Group voted to concur with the above priorities. The next stage is the development of a business plan for presentation to the Ministry of Health. That process is expected to take 12-18 months.

5) Even with approvals in a timely fashion, and allowing for the vagaries of project management expenses, the FSP as described could mean 12-20 years of continuous construction at the existing hospital site.

While this FSP is moving forward, the hospital critical care service is essentially stalled by resignations of experienced RNs and overall absence of staffing. The erosion of RN staff and inability to replace or rehire has been the case since around 2021 at the height of the pandemic. There is a strong feeling amongst the RNs that an upgraded HAU/ICU, with 4 beds and 2 staff (currently 3 beds and one nurse) would significantly improve the attractiveness of Salmon Arm as a work environment. This issue (staffing) is obviously separate from the building upgrades, but emphasizes the importance of a modern space to recruit and retain both nurses and physicians. The IHA Critical Care Network, a physician group that provides direction in terms of critical care resources in IHA, has consistently supported the restoration of this service in Salmon Arm, and recognizes the importance of a functional working unit.

Since my last meeting with the CSRD Board I have conferred continuously with many colleagues and the members of the FSP working group. I should emphasize I cannot formally speak for the medical staff as a whole, although I can speak for the HAU/ICU component, which is our Internal medicine group's responsibility. In this context, my suggestions/requests to you all as our civic representatives for the near future:

- Insist on rapid completion of the FSP business plan.
- Once the cost and timelines are known, insist on understanding the wisdom of a 12-20 year series of renovations (and all the attendant uncertainties) vs a shorter (1-2 yr) new build with more fixed costs. This will be an especially important issue as the CSRD debates its ability to provide up to 40% share of the expense(s). Ask about the fiscal and structural lessons learned from the recent upgrades in Williams Lake and Penticton.
- Ask about how the HAU staffing issue is being addressed, both for the HAU and the hospital as a whole. Insist on seeing some evidence of a commitment in this regard.
- Ask about the risk to the IHA if physicians are no longer willing/able to provide advanced cardiac or critical care locally. Does IHA have a plan for how Salmon Arm patients would be transferred and/or repatriated?

Hopefully this is enough for you all to continue the conversation. [REDACTED]

[REDACTED] I will have very limited access to emails and the internet. Once I return, it may be worthwhile to reassess the FSP process, and perhaps review the details of the FSP with the regional hospital district and other interested parties. For further questions Please feel free to reach out to other involved members of the medical staff such as Dr. Andrew Sellars, or Dr. Nadia Widmer, copied on this email.

Best regards,

Scott McKee MD



November 9th, 2023

Reference: 640221

Kevin Flynn
Board Chair
Columbia Shuswap Regional District
Email: JFreund@csrd.bc.ca

Dear Kevin Flynn:

Thank you for your correspondence received on September 19th, 2023, addressed to the Honourable David Eby, Premier, concerning your request for a third party review of the 2023 wildfire response. I am responding on behalf of Premier Eby.

This year British Columbians faced another catastrophic wildfire season that impacted over 2 million hectares of land, resulted in the loss of over 400 structures and the evacuation of the tens of thousands of people from their homes and communities. This unprecedented wildfire season followed the devastating wildfire seasons of 2017, 2018 and 2021 and the Atmospheric River flooding of 2021. Driven by climate change, British Columbians can expect to face these types of emergencies more frequently.

The Premier's Emergency Task Force on Emergencies has been formed to provide advice to government on opportunities to strengthen Preparedness, Mitigation, Response and Recovery in advance of and for implementation in 2024. The Task Force will consist of representatives from the Premier's Office, the Ministry of Forests (BC Wildfire Service), Emergency Management and Climate Readiness, Indigenous and local authority leadership and external experts.

The Task Force will be reaching out directly to communities that were impacted by the 2023 wildfires to understand their experience and collect any input to support improvement with a focus on increasing local volunteer recruitment, further collaboration with communities and First Nations, incorporation of municipal firefighters, technology, and address the need for more accessible support for evacuees.

Your letter has been provided to BC Wildfire Service. Thank you again for taking the time to write.

Thank you again for taking the time to write.

Sincerely,

A handwritten signature in black ink that reads "Madeline Maley". The signature is fluid and cursive.

Madeline L. Maley
Assistant Deputy Minister, Regional Operations
Ministry of Emergency Management
and Climate Readiness

CC: The Honourable David Eby, Premier
The Honourable Bruce Ralston, Minister of Forests
Ian Meier, Assistant Deputy Manager, BC Wildfire Service
Ward Stamer, Mayor, District of Barriere



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.csrld.bc.ca

November 6, 2023

Sent by email: EMCR.Minister@gov.bc.ca

Honourable Bowinn Ma
Minister of Emergency Management and Climate Readiness

Dear Minister Ma:

Re: Response to Emergency Preparedness and Resources Letter

On behalf of the CSRD Board of Directors, we wish to follow-up regarding correspondence from the Province, dated April 25, 2023 (reference 638875) and our response on May 31, 2023. The subsequent response we received from Assistant Deputy Minister Maley on October 16, 2023 (reference 639632) declined to address the CSRD Board's recommendation that the province, notably Interior Health, take the lead in handling heat-related emergencies as these situations are primarily health related crises.

We continue to believe that while emergency preparedness is a priority for local governments and communities, it is important to recognize that BC's health regions are best equipped to plan and administer health-related initiatives in response to temperature-related public health events.

We believe the CSRD is best suited as a supporting partner under the direction of provincial leadership as it does in other provincial health emergencies. The CSRD is a cooperative and willing partner as a supplier of cooling centres. Due to the lack of medical expertise within local authorities, the CSRD is not suited to assume a leading role in making appropriate decisions on health-related problems during extreme temperature events. Additionally, heat emergencies are widespread occurrences that call for provincial coordination; they are not localized incidents. We acknowledge that extreme temperature-related events are noticeably more frequent and intense, leading to increased health concerns.

Given the potential impact on human life and well-being and given that heat-related emergencies exceed our capacity to respond, the CSRD wants to ensure an ongoing coordinated response under provincial leadership. We look forward to hearing more about your plans and actions on this matter.

Yours truly,
COLUMBIA SHUSWAP REGIONAL DISTRICT
Per:

(insert name)
Board Chair

cc: North Okanagan Columbia Shuswap Regional Hospital District
Kootenay East Regional Hospital District
Thompson Regional Hospital District

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C EAGLE BAY-WHITE LAKE-TAPPEN
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM
G BLIND BAY-SORRENTO-NOTCH HILL

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS



Minutes of *REGULAR BOARD MEETING*
of the Okanagan Regional Library District

Location: Boardroom, Library Administration Offices, 1430 K.L.O. Road, Kelowna, BC

Date: Tuesday, May 17, 2023

Trustees: Neil Todd, Armstrong
 (In Person) Pat Cochrane, Coldstream
 David Ramey, Enderby
 John Manuel, Golden
 Tracy Henderson, Keremeos
 Lori Mindnich, Lumby
 David Mattes, Oliver
 Terry Condon, Peachland
 George Elliott, Princeton
 Tim Palmer, Revelstoke
 Bob Evans, Sicamous
 Kari Gares, Vernon
 Tasha DaSilva, West Kelowna
 Kevin Kraft, Regional District Central Okanagan
 Adrienne Fedrigo, Regional District Okanagan Similkameen (Alternate)

(Electronic) Cara Reed, Lake Country
 Sylvia Lindgren, Salmon Arm
 Allysa Hopkins, Regional District North Okanagan

Trustees: Loyal Wooldridge, Kelowna
 Absent: Erin Trainer, Summerland
 Sara Tronson, Westbank First Nation
 Dean Trumbley, Regional District Columbia Shuswap
 Todd York, Spallumcheen
 Myers Bennett, Osoyoos

Staff: Danielle Hubbard, Chief Executive Officer
 (In Person) Christine McPhee, Director of Public Services, South
 Mark Reinelt, Director of Public Services, North
 Leslie Brecht, Director of Human Resources
 Jeff Campbell, Chief Technology Officer
 Michal Utko, Director of Marketing and Communications
 Leah Samson, Administrative Services Manager (Recording Secretary)

Guests: Tiana Verigin, Auditor, BDO Canada
 (In Person) Ashley Machum, PEA President, ORL Chapter
 Nicole Cabrejos, CUPE President, ORL Chapter

1. CALL TO ORDER, ESTABLISH QUORUM

Quorum was established with 18 trustees in attendance. Vice-Chair Mattes called the meeting to order at 10:30 am.

2. ADOPTION OF THE AGENDA

All Trustees – Unweighted Vote – Simple Majority

Additions:

- Provincial Enhancement Grant under 'Finance' as Item 6.5A.
- Strategic Planning Consultant under 'Rise and Report', as Item 9.1.

Moved by Terry Condon, Seconded by Tasha Da Silva

THAT the May 17, 2023 Regular Board meeting agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES

All Trustees – Unweighted Vote – Simple Majority

Moved by David Ramey, Seconded by Lori Mindnich

THAT the February 15, 2023 Regular Board Meeting minutes be adopted.

CARRIED

4. CHIEF EXECUTIVE OFFICER REPORT

CEO Danielle Hubbard reported on the highlights of the operational and strategic activities of the ORL.

5. ANNUAL REPORT YEAR 2022

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A / Community Charter s.123)

Moved by Cara Reed, Seconded by Tracy Henderson

THAT the Annual Report Year 2022 be accepted as presented in accordance with the *BC Library Act*.

CARRIED

6. FINANCE

6.1. Audit Year 2022 Report to the Board – Tiana Verigin, Auditor, BDO Canada

All Trustees - Unweighted Vote - Simple Majority

Ms. Verigin presented the results of the audit of the ORL's financial statements for the year ended December 31, 2022.

Moved by Kari Gares, Seconded by Tasha Da Silva

THAT the Audit Year 2022 Report to the Board in the form attached to the Finance Committee Report dated May 17, 2023 be received for information.

CARRIED

6.2. Audited Financial Statements Year 2022

All Trustees - Unweighted Vote - Simple Majority

Ms. Verigin presented the highlights of the audited 2022 financial statements and reported that it was a clean audit.

Moved by Bob Evans, Seconded by John Manual

THAT the Board accept the Audited Financial Statements Year 2022 in the form attached to the Finance Committee Report dated May 17, 2023, and in accordance with Section 26 (2) of the *Library Act*.

CARRIED

6.3. Appoint Auditor for 2023 Audit

All Trustees – Unweighted Vote – Simple Majority

Moved by Lori Mindnich, Seconded by Terry Condon

THAT the Board approve staff to go out to tender for the Year 2023 audit, as set out in the Report from the Finance Committee dated May 17, 2023, and in accordance with Section XI.C. of Library Board Policy.

CARRIED UNANIMOUSLY

6.4. Statement of Financial Information (SOFI) Report Year 2022

All Trustees - Unweighted Vote - Simple Majority

CEO Danielle Hubbard reported on the highlights of the report, noting that there are no areas of concern for the board at this time.

Moved by Lori Mindnich, Seconded by George Elliott

THAT the Statement of Financial Information Report Year 2022, in the form attached to the Finance Committee Report dated May 17, 2023, and in accordance with the *Financial Information Act*, be received for information.

CARRIED

6.5A Provincial Enhancement Grant

CEO Danielle Hubbard reported on the one-time Provincial Enhancement Grant, stating that the ORL has received a portion of the funds with the remaining funds expected to arrive within the next few months. The Finance Committee will bring forward their recommendations for allocation of the grant funding with their draft 2024 budget presentation in September.

6.5B. Budget Year 2024, Timeline

All Trustees - Unweighted Vote - Simple Majority

Finance Chair Kari Gares reported that the June 23, 2023 Finance Committee meeting was moved to June 19, 2023, which will slightly amend the timeline.

Moved by Lori Mindnich, Seconded by Terry Condon

THAT the 2024 budget process as set out in the attached Report from the Finance Committee dated May 17, 2023, and as amended, be received for information.

CARRIED

6.5. Investment Policy

All Trustees - Unweighted Vote - Simple Majority

Moved by Terry Condon, Seconded by David Mattes

THAT the proposed Investment Policy in the form attached to the Report from the Chief Financial Officer dated May 17, 2023 be approved.

CARRIED

6.6. Chief Financial Officer Report

All Trustees - Unweighted Vote - Simple Majority

CEO Danielle Hubbard presented the highlights of the report and noted that there appear to be no areas of concern for the board at this time.

Moved by Bob Evans, Seconded by George Elliott

THAT the Financial Update Report to March 31, 2023, in the form attached to the Report from the Chief Financial Officer dated May 17, 2023, be received for information.

CARRIED

8. POLICY AND PLANNING - Chair Silvia Lindgren

All Trustees - Unweighted Vote - Simple Majority

CEO Danielle Hubbard reported on truth and reconciliation and land acknowledgements for the ORL, and a proposed plan to engage with possible consultants and other library systems to explore potential options as well as researching staff training opportunities. The Policy and Planning Committee will discuss at their next meeting. In the interim, several board members expressed support for acknowledging the land where the ORL headquarters is located, which is where the board meetings are held.

Moved by Terry Condon, Seconded by Kevin Kraft

THAT the Board approve land acknowledgements for meetings held at the ORL Administration Building.

CARRIED

Committee Chair Lindgren and CEO Danielle Hubbard then provided the Board with several policy recommendations in the form attached to the Policy and Planning Committee Report dated May 17, 2023, for the Boards consideration and approval.

8.1. New Delegation Policy-Section II.A: Meetings

All Trustees - Unweighted Vote - Simple Majority

The draft delegation policy was discussed, and a few suggested language revisions were proposed.

Moved by Tim Palmer, Seconded by Tracy Henderson

THAT the draft delegation policy be referred back to the Policy and Planning Committee for further revision.

CARRIED

8.2. Revised Policy-Section II.A: Meetings*All Trustees - Unweighted Vote - Simple Majority*

It was suggested to add the word "closed" under #4 in the proposed policy.

Moved by Kari Gares, Seconded by Tracy Henderson

THAT the proposed revisions to policy Section II.A: Meetings be accepted as presented in Attachment #4.3 of the Policy and Planning Committee Report dated May 17, 2023, and as further revised with the addition of the word "closed" under #4.

CARRIED**8.3. Revised Policy-Section II.C: Conduct of Meetings (Voting)***All Trustees - Unweighted Vote - Simple Majority*

Moved by David Ramey, Seconded by Kevin Kraft

THAT the proposed revisions to policy Section II.C: Conduct of Meetings be accepted as presented in Attachment #4.4 of the Policy and Planning Committee Report dated May 17, 2023.

CARRIED**8.4. New Data Removal Policy-Section X: Personnel***All Trustees - Unweighted Vote - Simple Majority*

Trustee David Mattes suggested a few revisions to the proposed new policy.

Moved by David Ramey, Seconded by John Manual

THAT the proposed new data removal policy be accepted as presented in the Policy and Planning Committee Report dated May 17, 2023, with the additional revisions as recommended by Trustee David Mattes.

CARRIED**8.5. Revised Policy-Section X.L: Electronic Systems, Network, E-mail, and Internet Use***All Trustees - Unweighted Vote - Simple Majority*

Moved by Tim Palmer, Seconded by Lori Mindnich

THAT the proposed revisions to Policy-Section X.L: Electronic Systems, Network, E-mail, and Internet Use be accepted as presented in Attachment #4.5b of the Policy and Planning Committee Report dated May 17, 2023.

CARRIED**8.6. Revised Policy-Section VII.D: Rules of Conduct***All Trustees - Unweighted Vote - Simple Majority*

Discussion was held regarding the recommended changes to the Rules of Conduct policy and several board members proposed further revisions.

Moved by David Mattes, Seconded by George Elliott

THAT Policy Section VI: Services, Subsection D: Rules of Conduct be referred back to the Policy and Planning Committee for further revision.

DEFEATED

Moved by Sylvia Lindgren, Seconded by Lori Mindnich

THAT the proposed revisions to the Rules of Conduct be accepted as presented in the Report from the Policy and Planning Committee dated May 17, 2023.

CARRIED

Moved by Sylvia Lindgren, Seconded by Tim Palmer

THAT the Rules of Conduct be referred back to the Policy and Planning Committee for further consideration based on input from various board members.

CARRIED

9. RISE AND REPORT - IN-CAMERA DECISIONS

All Trustees - Unweighted Vote - Simple Majority

The following topics were discussed in-camera in accordance with Board Policy and the *Community Charter* and were released as they are no longer considered sensitive.

9.1. Strategic Planning Consultant

Moved by Tracy Henderson, Seconded by Lori Mindnich

To rise and report **THAT** the Board approve WCS Engagement + Planning to be contracted for the development of a new strategic plan for the ORL; AND THAT staff be authorized to execute the service agreement.

CARRIED

9.2. Lumby Branch Relocation

Moved by Terry Condon, Seconded by Tracy Henderson

To rise and report **THAT** the Board approve relocation of the Lumby branch.

CARRIED

10. CORRESPONDENCE

All Trustees - Unweighted Vote - Simple Majority

10.1 Letter from M. Martin, Director, Public Libraries Branch re Public Library Grants Award Letter, dated March 31, 2023

Moved by Tracy Henderson, Seconded by Pat Cochrane

THAT the correspondence from the Public Libraries Branch dated March 31, 2023 regarding public library grants award, be received for information.

CARRIED

11. TRUSTEE ITEMS

None.

12. NEW BUSINESS

None.

13. ADJOURNMENT

All Trustees – Unweighted Vote – Simple Majority

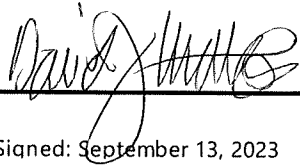
Moved By Terry Condon, Seconded by Tasha Da Silva

THAT the May 17, 2023 Regular Board meeting be adjourned.

CARRIED

Adjourned: 12:32 p.m.

X



Board Chair

Approved & Signed: September 13, 2023

These board highlights provide a general overview of discussion items and major decisions made at the Board of Directors meeting on **September 15/16, 2023**, which was held in Kaslo, BC. It excludes confidential information such as business negotiations, personnel issues and legal matters.

- The Trust held its Annual General Meeting on Thursday, September 14 both online and in person at the Royal Canadian Legion Hall in Kaslo. The Trust shared highlights from our annual report for the fiscal year 2022/23 and examples of Trust initiatives and projects that have impacted our region with approximately 20 in person and over 100 virtual attendees participating on Zoom and Facebook.

Read the Annual Service Plan Report at ourtrust.org/annualreport.

A recording of the AGM can be viewed at ourtrust.org/agm.

- The Board held its biennial review and approval of the Trust's [Statement of Investment Policies and Procedures](#) (SIPP). The SIPP establishes a framework for managing Trust assets to achieve the objectives of the Trust's Investment Program. Revenue earned from Trust investments is spent on delivery of benefits to the Basin.

Learn more about our investments at: ourtrust.org/investments.

- The Board approved the reappointment of Carolyn Amantea to the Social Advisory Committee for a one-year term to expire November 30, 2024. The Trust currently has several committees which provide advice on how the Trust delivers benefits in the region.

Learn more about our advisory committees at ourtrust.org/advisorycommittees.

- The following is the 2023 meeting schedule for the Trust Board of Directors:

- November 24/25 Nelson

- The following is the 2024 meeting schedule for the Trust Board of Directors:

- January 26/27 Fruitvale
- April 5/6 Elkford / Sparwood
- May 24/25 Golden
- July 19/20 New Denver
- September 27/28 ʔaʔam / Cranbrook (AGM)
- November 22/23 Creston

- Board meeting minutes are posted to the Trust website after they have been approved by the Board at the following meeting. View minutes here: ourtrust.org/publications.

THOMPSON REGIONAL HOSPITAL DISTRICT**Regular Meeting Minutes****Thursday, September 7, 2023**

MINUTES of a Meeting of the Board of Directors of the THOMPSON REGIONAL HOSPITAL DISTRICT held in the Board Room on Thursday, September 7, 2023 commencing at 4:00 PM.

PRESENT:	Director M. O'Reilly (Chair)	City of Kamloops
	Director M. Blackwell	District of Clearwater
	Director B. Roden	Village of Ashcroft
	Director R. Smith	District of Logan Lake
	Director J. Ranta	Village of Cache Creek
	Director R. Stanke	Village of Clinton
	Director D. Lepsoe	Village of Chase
	Director R. Hamer-Jackson	City of Kamloops
	Director K. Neustaeter	City of Kamloops
	Director B. Sarai (Attended Virtually)	City of Kamloops
	Director. K. Hall	City of Kamloops
	Director D. Bass	City of Kamloops
	Director M. Middleton	City of Kamloops
	Director D. O'Connor	Village of Lytton
	Director M. Goetz	City of Merritt
	Director A. Raine	Sun Peaks Mountain Resort Municipality
	Director U. Tsao	Electoral Area "A" (Wells Gray Country)
	Director L. Onslow	Electoral Area "B" (Thompson-Headwaters)
	Director J. Smith	Electoral Area "E" (Bonaparte Plateau)
	Director T. Thorpe	Electoral Area "I" (Blue Sky Country)
	Director M. Grenier	Electoral Area "J" (Copper Desert Country)
	Director D. Haughton	Electoral Area "L" (Grasslands)
	Director D. Laird	Electoral Area "M" (Beautiful Nicola Valley - North)
	Director H.S. Graham	Electoral Area "N" (Beautiful Nicola Valley - South)
	Director J. Hayward	Electoral Area "O" (Lower North Thompson)
	Director L. Morris	Electoral Area "P" (Rivers and The Peaks)
	Director S. DeMare (Attended Virtually)	Squamish-Lillooet Regional District
	Director V. Birch Jones (Attended Virtually)	Squamish-Lillooet Regional District
	Director J. Simpson (Attended Virtually)	Columbia Shuswap Regional District
	Alternate Director L. Hopfl (Attended Virtually)	District of Lillooet
ABSENT:	Director R. McNary	District of Lillooet
STAFF:	Mr. S. Hildebrand, Chief Administrative Officer	
	Ms. M. Jeremiah, Deputy Corporate Officer	
	Ms. C. Fox, Chief Financial Officer	

Mr. C. Kelley, External Relations
Mr. C. Davies, Manager of Communications

PRESS: None.
OTHERS: 2 interested persons

1 CALL TO ORDER

The Chair called the meeting to order at 4:18 PM, and respectfully acknowledged the Tk'emlúps te Secwépemc Territory in which the meeting was held.

2 MINUTES

2.1 Thompson Regional Hospital Meeting Minutes June 16, 2023.

**Moved by Director Middleton
Seconded by Director Goetz**

THAT, the minutes of the Thompson Regional Hospital District Board Meeting dated June 16, 2023, be adopted.

CARRIED

3 REPORTS and/or INQUIRIES

3.1 Funding Request for Cancer Care Advocacy Campaign

The Board received a verbal report from External Relations and Advocacy Advisor C. Kelley dated September 7, 2023, to request consideration to approve the amount of up to \$75,000 to be used to outsource a contract for the creation of a regional campaign that will assist in the public advocacy for the Kamloops Cancer Centre.

External Relations and Advocacy Advisor C. Kelley responded to questions from the Board and noted the campaign will most likely run over a two-year period and noted that outsourcing the campaign would allow for an increase in outcomes and provided examples of the scope of work to include but is not limited to all public relations, advising advocacy public strategy, campaign volunteer drive, advertising materials, and website and social media management.

Chair O'Reilly noted that staff will be getting the RFP out as quickly as possible to begin the campaign. He also mentioned that this has been an ongoing topic within the previous hospital boards and that the advocacy will continue past the upcoming election until there is a shovel in the ground.

**Moved by Director Bass
Seconded by Director Middleton**

THAT, the Board allocate funding of up to \$75,000 from the Thompson Regional Hospital District annual operations budget, to outsource for the preparation and delivery of an advocacy campaign for a Kamloops Cancer Centre on behalf of the Thompson Regional Hospital Board.

CARRIED

Director Stamer left the meeting at 4:30 PM

4 NEW BUSINESS

Director Ranta

Discussed the challenges that residents experience having to travel to Kelowna to get an angiogram as this service is not available in Kamloops at Royal Inland Hospital.

Chair O'Reilly noted that to have a Cardiac centre similar to Kelowna, there is a requirement of critical mass which is why it's revolving around Kelowna. He mentioned there is community drive in Kamloops that has raised significant funds to get the same service in Kamloops.

5 CLOSED MEETING

**Moved by Director Goetz
Seconded by Director Blackwell**

THAT, a closed meeting take place following the regular board meeting, in accordance with the Community Charter Section 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government.

CARRIED

6 ADJOURNMENT

The meeting adjourned at 4:35 PM.

Minutes - Thompson Regional Hospital District
Thursday, September 7, 2023

Certified Correct:

Chair

Corporate Officer



**Thompson Regional Committee Meeting (Zoom meeting)
Draft summary for September 12th 2023**

In attendance:

Shayla Lawrence	Okanagan Nation Alliance	Alternate FBC Director
Vivian Birch-Jones	Squamish-Lillooet Regional District	Committee member
Alex de Chantal	Fraser Basin Council	Staff
Erin Vieira	Fraser Basin Council	Staff

Meeting commenced at 10:00 AM

1. Welcome and introductions

Alex welcomed all present and acknowledged Secwepemc territory. A round of introductions took place. Approving the May 9th 2023 draft meeting summary is deferred to the November meeting.

2. Staff reports

Shuswap Watershed Council (SWC)

Background	The FBC is the program manager for the Shuswap Watershed Council, a collaborative partnership of local governments, First Nations, and Provincial agencies to enhance water quality and safe recreation in the Shuswap for the long term. See www.shuswapwater.ca for more information.
Update	The last SWC meeting was held on June 14 th 2023 in Salmon Arm. Staff reported progress on the Zebra & Quagga Mussel Prevention Program, Safe Recreation Program, and the completion and distribution of the Annual Report for 2022-23. Staff also reported that the grant application to Transport Canada for funds to support the Safe Recreation was successful; the SWC is receiving \$24,025. The next Shuswap Watershed Council meeting is on September 13 th ; the meeting is being held exclusively via Zoom (no meeting in-person).

Thompson Shuswap Salmon Collaborative (TSSC)

Background	FBC has been retained to facilitate and provide planning support for a Thompson-Shuswap Salmon Collaborative. It is a government-to-government-to-government initiative involving the Secwepemc Fisheries Commission, the Province of BC, and the Department of Fisheries and Oceans (DFO). See https://www.fraserbasin.bc.ca/tssc.html for more information.
Update	The TSSC is meeting on September 26 th .



Regional Wildlife Advisory Committees (RWAC)

Background	FBC has been retained by the BC Ministry of Land, Water & Resource Stewardship to establish three Regional Wildlife Advisory Committees to support a new Provincial initiative, Together for Wildlife (more information here).
Update	Staff facilitated a two-day workshop in Victoria at the end of June to discuss the next steps for the RWAC initiative. The purpose of the meeting was to bring together branch and regional Together for Wildlife staff and RWAC implementation teams to share learnings, challenges and opportunities and find ways to synergize work. FBC submitted a 'What we Heard' document upon completion of the workshop. There was good attendance with over 30 BC government staff from around the province, the vast majority attended in person with a few attending virtually.

Community Wildfire Roundtables

Background	FBC is working with Mike Simpson to support roundtables regarding wildfire preparedness in the communities of Clearwater, Williams Lake, Clinton, and Lillooet and their surrounding area. See www.wildfireroundtables.ca
Update	In addition to the four communities named above, work is underway to establish four more community wildfire roundtables in BC. This work is in early stages.

Cooperative Community Wildfire Response

Background	FBC staff have been retained to work on a Cooperative Community Wildfire Response project. It's an engagement project to reach out to rural communities outside of fire protection boundaries and identify equipment and training needs for wildfire preparedness and response.
Update	Work on this initiative was paused through the summer months while the emphasis was on wildfire response; staff will resume work this Fall.

Kamloops Air Quality Roundtables

Background	FBC facilitates a technical roundtable including City of Kamloops, BC government, T'kemlups te Secwepemc, health authorities, industry, Thompson Rivers University and community groups. The Roundtable meets to discuss air quality issues and how to work together. See www.kamloopsairquality.ca .
Update	The KAQR will re-convene this Fall. The Roundtable is expanding their scope to include climate action.



3. Committee member reports

Vivian Birch-Jones

- Would be interested in hearing an update from DFO regarding repairs at Big Bar Slide and salmon passage; concerned for salmon this year due to drought and fires
- SLRD has hired an interim Chief Administrative Officer, Nikki Gilmore
- Area B working on a new bylaw and is preparing for a public hearing on November 2nd
- Most evacuation orders and alerts are being lifted within the SLRD
- Bat research going on with support from experts from Australia and other parts of Canada

Shayla Lawrence

- Sept 15th – 17th: Okanagan Nation Alliance (ONA) is having the Annual Salmon Feast at s̓x̓w̓ə̓x̓nitk̓w̓ Okanagan Falls Park. Everyone is welcome. More info here: <https://www.syilx.org/>
- Sept 30th is National Day of Truth and Reconciliation and Orange Shirt Day. More info here: <https://www2.gov.bc.ca/gov/content/governments/indigenous-people/national-day-for-truth-and-reconciliation>
- October 3rd – 5th: There are still a few spots available in the upcoming ONA River Restoration Workshop in Penticton. Registration closes September 15th.
- Thompson Okanagan Tourism Association (TOTA) Indigenous Tourism Program and Resources. More info here: <https://www.totabc.org/land-acknowledgement>
- Shayla participates in the Wilsey Dam Project Review Committee with BC Hydro; meets monthly to advance the technical work required to decommission the dam
- Coho enumerations getting underway in Bessette, Creighton and Duteau Creeks – starting in October to mid-November.

4. Fraser Basin Council Board of Directors business

Alex reported that the FBC Board meeting was held in Kamloops June 7th and 8th. On June 7th the board and staff toured the T'kemlups Residential School. Later that day the board participated in a symposium that featured presentations from FBC staff about projects in the Thompson region. The board meeting was held on June 8th and featured presentations on wildfire and wildfire response.

The next Board meeting is October 11th and 12th in Vancouver.

5. Adjournment

The meeting adjourned at 10:55 AM.

Next Thompson Region Committee (ThRC) meeting:



The next Thompson Region Committee (ThRC) meeting will be:
November 14th 2023, 10:00 AM – 12:00 PM
Hybrid meeting – in-person and Zoom available – your choice how to participate.

DRAFT



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	2024 Board and Committee Calendar
DESCRIPTION:	Report from Jennifer Sham, General Manager, Corporate Services (Corporate Officer), dated November 6, 2023.
RECOMMENDATION:	<p>THAT: the 2024 Board and Committee Calendar be approved this 16th day of November, 2023.</p> <p><i>Corporate Vote Unweighted Majority</i></p>

SUMMARY:

In accordance with the Local Government Act and Procedure Bylaw No. 5820, 2020, as amended (BL5820), the Board must by resolution establish the 2024 Regular Board meetings before December 31, 2023. After the establishment, staff are required to give notice of the meetings in all area newspapers and public posting areas (website and bulletin board) also before December 31, 2023. As requested by the Board and Hospital Board, staff have included additional Committee of the Whole (CoW) and North Okanagan Columbia Shuswap Regional Hospital District (NOCSRHD) meetings on the calendar.

BACKGROUND:

Each year, the Board considers the proposed Board and Committee Calendar for the following year. In accordance with BL5820, regular meetings of the Board take place at the CSR D office on the third Thursday of each month, commencing at 9:30 AM unless otherwise posted.

In drafting the calendar, staff have considered different conferences, conventions, and/or events that elected officials may be attending. Therefore, staff anticipate that some meetings will not take place on the third Thursday of the month, notably September (Union of BC Municipalities convention) and December.

In addition to the CoW meetings in January and February where the Board discusses the upcoming budget, staff are proposing four additional schedule meetings. This was done in response to the Board's response to recent CoW meetings, where there was more time to have discussions because this Committee makes recommendations and not decisions. Further, staff were able to arrange for external agency representatives to give more information on their areas of responsibility without the time constraints of a formal business meeting setting at the Regular Board meeting.

Much like the rationale for increasing CoW meeting frequency, the NOCSRHD Board also recognized that meeting twice a year might be too infrequent given that both meetings were historically held in the first quarter of the new year and are typically budget related. Staff receive other information from Interior Health Authority (IHA) throughout the year and additional meetings would be an appropriate avenue to share said information with IHA representatives in attendance to answer questions.

POLICY:

[Local Government Act s.225](#) – Board must provide for advance public notice respecting the date, time, and place of board and committee meetings.

Notices must be in accordance with [Section 94 of the Community Charter](#).

[Director Remuneration Bylaw No. 5786](#)

FINANCIAL:

Advertising costs are funded in the General Government (010) budget. Director compensation for additional meetings will be included in the 2024-2028 Five Year Financial Plans for both the CSRD and the NOCSRHD.

IMPLEMENTATION:

Corporate Services staff are responsible for meeting administration, communications, and statutory advertising on behalf of the Board. If the Board approves the calendar, Director Remuneration Bylaw No. 5786 (BL5786) will be amended at a future Board meeting to recognize the increased number of meetings; BL5786 currently includes two CoW meetings.

COMMUNICATIONS:

If the Board approves the 2024 Board and Committee Calendar, staff will post the schedule on the public posting places and publish it on the CSRD website and through social media. Directors, Alternate Directors and CSRD staff will be provided with a copy of the meeting schedule for reference. Notice of the 2024 Board and Committee Calendar will be advertised in all CSRD area newspapers (Golden Star, Revelstoke Review, Shuswap Market, Vernon Morning Star) before the end of December.

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:	2023-11-16_Board_CS_2024-Meeting-Schedule.docx
Attachments:	- DRAFT 2024 CSRD Board and Committee Meeting Calendar.pdf
Final Approval Date:	Nov 7, 2023

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



Jodi Pierce



John MacLean

CSRD Board and Committee Calendar

2024

January

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- Board Meeting
- Committee of the Whole
- EAD Committee
- Municipal Directors Committee
- NOCS Regional Hospital District
- Office Closure

May

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- Conference/Conventions
- LGLA/EAD Forum** Jan 30-Feb 2 Richmond, BC
- Reg Dist Chairs & CAO Forum** Mar 25-26 Victoria, BC
- MFA AGM** Mar 27 Victoria, BC
- SILGA** Apr 30-May3 Kamloops, BC
- Keeping It Rural** May 21-23 Kelowna, BC
- FCM** June 6-9 Calgary, AB
- UBCM** Sep 16-20 Vancouver, BC

September

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

*Calendar dates subject to change

*September 12 and December 13 are not the third Thursday of the month



2024 COMMITTEE APPOINTMENTS AND RECOMMENDATIONS

The Columbia Shuswap Regional District is required to make appointments to various Boards, Committees, and Organizations which require representation from the Regional District. The Board is responsible to make recommendations appointing representation to these Committees following receipt and consideration of expressions of interest solicited from the Board of Directors.

Internal Committees	Term Ending	Representation
Committee of the Whole	October 2026	All Directors
Electoral Area Directors' Committee	October 2026	All Electoral Area Directors
Municipal Directors' Committee	October 2026	All Municipal Directors
Parcel Tax Roll Review Panel <i>Any three (3) Electoral Area Directors from Areas B, C, D, E, F, and G</i>	December 31, 2024	D. Trumbley J. Simpson N. Melnychuk
Shuswap Emergency Executive Program <i>Established by Bylaw 5690, Electoral Area Directors from Areas C, D, E, F, and G</i>	October 2026	M. Gibbons D. Trumbley R. Martin J. Simpson N. Melnychuk
Revelstoke and Area Emergency Management Executive Committee <i>Established by Bylaw 5455, Electoral Area B Director</i>	October 2026	D. Brooks-Hill
Golden and Area Emergency Management Executive Committee <i>Established by Bylaw 5434, Electoral Area A Director</i>	October 2026	K. Cathcart
Shuswap North Okanagan Rail Trail Governance Advisory Committee <i>Proposed amendment to the Governance Advisory Committee terms of reference at their next meeting to include Board Chair and Area G Director to the Committee</i>	December 31, 2024	Board Chair M. Gibbons D. Trumbley R. Martin J. Simpson N. Melnychuk
Shuswap Tourism Committee	December 31, 2024	M. Gibbons D. Trumbley R. Martin J. Simpson N. Melnychuk
Shuswap Watershed Council <i>Established by Bylaw 5704, Electoral Area Directors from Areas C, D, E, F, and G <u>appointed by Chair</u></i>	October 2026	M. Gibbons D. Trumbley R. Martin J. Simpson N. Melnychuk
Columbia Basin Trust Board <i>up to four (4) recommendations to Lieutenant Governor (3 year term)</i>	December 31, 2025	R. Oszust

2024 Committee Appointments and Recommendations

Shuswap Regional Airport Commission <i>any four (4) recommendations to City of Salmon Arm from Areas C, D, E, G, and District of Sicamous (2 year term)</i>	December 31, 2024	G. Gibbons D. Trumbley R. Martin N. Melnychuk
Regional Hospital District Boards (Established by Hospital District Act)	Term Ending	Representation
Kootenay East Regional Hospital District	October 2026	K. Cathcart
North Okanagan Columbia Shuswap Regional Hospital District	October 2026	D. Brooks-Hill M. Gibbons D. Trumbley R. Martin N. Melnychuk G. Sulz C. Anderson K. Flynn T. Lavery
Thompson Regional Hospital District	October 2026	J. Simpson
External Committees	Term Ending	Representation
BC Hydro – Kinbasket Debris Committee	October 2026	K. Cathcart
BC Hydro – Arrow Debris Committee	October 2026	D. Brooks-Hill
Columbia River Treaty Local Governments Committee – <i>(4 year term)</i>	October 2026	R. Oszust D. Brooks-Hill
Columbia Basin Regional Advisory Committee – <i>(2 year term)</i>	December 31, 2024	D. Brooks-Hill K. Cathcart
Economic Trust of the Southern Interior (ETSI-BC) – Kootenay-Columbia Regional Advisory Committee – <i>(2 year term)</i>	December 31, 2024	G. Sulz
Economic Trust of the Southern Interior (ETSI-BC) – Thompson-Okanagan Regional Advisory Committee - <i>(2 year term)</i>	December 31, 2024	J. Simpson A. Harrison
Fraser Basin Council – Thompson Regional Committee - <i>(3 year term)</i>	December 31, 2025	R. Martin Alt: D. Trumbley
Ktunaxa-Kinbasket Treaty Advisory Committee	October 2026	D. Brooks-Hill Alt: K. Cathcart
Municipal Finance Authority	December 31, 2024	Chair Alt: Vice Chair
Municipal Insurance Association of British Columbia	December 31, 2024	Chair Alt: Vice Chair
Okanagan Regional Library Board	December 31, 2024	J. Simpson Alt: <i>vacant</i>
Shuswap Regional Airport Operation Committee	December 31, 2024	R. Martin Alt: C. Anderson
Sterile Insect Release Board	December 31, 2024	T. Lavery



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	Sole Source Contract Award – CrowdRiff Creator
DESCRIPTION:	Report from Morgen Matheson, Manager, Tourism and Film, dated November 6, 2023. Crowdriff Creator contract for short form video reels for content creation.
RECOMMENDATION:	THAT: the Board empower the authorized signatories to enter into an agreement with Crowdriff in the amount of \$17,000 plus applicable taxes, this 16 th day of November, 2023. <i>Corporate Vote Weighted</i>

SUMMARY:

Staff is recommending a sole source contract be awarded to the Crowdriff for Crowdriff Creator program. CrowdRiff is the leading visual marketing company for travel and tourism brands. The CrowdRiff Creators solution enables destinations to harness short-form visual storytelling at scale through the end-to-end management of content creators that deliver short-form video content to the destination.

BACKGROUND:

Crowdriff stands as a reliable and established image and video resource for Shuswap Tourism. Over the course of several years, our collaboration with Crowdriff has been exceptionally satisfactory, benefitting from the service and the evolved system they have established. As outlined in the Summary section, this program will aid Shuswap Tourism in generating higher-quality content within the continually evolving realm of social media. Crafting brief videos of this nature requires time, and this partnership enables Shuswap Tourism to consistently produce top-tier output in a cost-effective and efficient manner.

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:

Reallocation of funding for current year projects not completed.

IMPLEMENTATION:

The CSR D staff will collaborate with Crowdriff on an initial call, set to occur within 10 business days following the execution of the agreement. During this kickoff call, CrowdRiff will present Shuswap Tourism with an overview of the project's implementation and seek input regarding the type of content desired. Shuswap Tourism will receive guidance on the process for submitting content briefs, utilizing the provided resource workbook. CrowdRiff will outline their management of tasks related to content

creators. The project timeline will be detailed, including the duration for the first content submission, frequency of subsequent submissions, review periods, and schedules for creator payments. Additionally, CrowdRiff will present Shuswap Tourism with ideal creator personas, explaining the skills and qualities of the employed creators. Shuswap Tourism will also receive an overview of CrowdRiff's content guidelines and moderation process, which can be tailored to accommodate any additional requirements. Work on this campaign will commence immediately upon the signing of the contract.

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:	2023-11-16_Board_ST_Sole_Source_Contract_Award_Crowdriff_Creators.docx
Attachments:	
Final Approval Date:	Nov 7, 2023

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



Jodi Pierce



Jennifer Sham



John MacLean



BOARD REPORT

TO: Chair and Directors

SUBJECT: Shuswap Trail Alliance – Operational Contribution Agreement

DESCRIPTION: Report from Kristina Flackman, Community Parks and Recreation Coordinator, dated October 18, 2023.
Renewal of 4 year funding (in part) for the Trail Alliance.

RECOMMENDATION: THAT: the Board empower the authorized signatories to enter into an agreement with the Shuswap Trail Alliance for funding contributions towards the operational costs of the society over a four year term commencing January 1, 2024 up to and including December 31, 2027 for a total cost of \$50,000 annually, plus an annual BC Consumer Price Index. All Items increase to a maximum of five percent annually.

Corporate Vote Weighted

SUMMARY:

The current operational funding contribution agreement between the CSRD and the Shuswap Trail Alliance (STA) expires on December 31, 2023. The STA has excelled in creating partnerships with volunteer groups and organizations and has collaborated extensively with First Nations, building strong relationships to foster trail development. The STA has also built a strong contingent of volunteers and stewards whose efforts and in-kind contributions towards trail maintenance and development is invaluable. The STA leverages financial contributions and fundraising to further increase the value added to trails projects throughout the Shuswap.

BACKGROUND:

The STA is a non-profit society devoted to building and maintaining active transportation networks in communities throughout the Shuswap. In 2012, the Board endorsed a three year pilot project to provide base funds to ensure greater year-to-year stability for the STA, which proved to be beneficial for everyone involved. Funding the operational agreement has been distributed from within the Parks budgets of Areas C, D, E, F and G, as a percentage of assessment. Other local government funding partners have included: the City of Salmon Arm, the City of Enderby, Electoral Area 'F' of the Regional District of North Okanagan, District of Sicamous and the Village of Chase.

The STA has been instrumental in construction and maintenance of various trails projects over the past four years including: The North Okanagan Rail Trail, Glenemma trail network, Loftus Lake, Reinecker Creek re-route and associated grant application, North Fork Wild, the re-opening of the Mount Baldy and Scotch Creek Hlina trails post-fire, the Sorrento Blind Bay Accessible Trail, and the Sorrento Blind Bay winter maintenance contract.

FINANCIAL:

The Parks budgets for Electoral Areas C, D, E, F and G will contribute the following funds (2024) towards the annual contribution. 2025 – 2027 rates subject to BC CPI increases, to a maximum of 5%:

Area C	\$ 11,100
Area D	\$ 4,900

Area E	\$ 4,900
Area F	\$ 14,100
Area G	\$ 15,000

These funds represent percent total contributions based on assessments within the respective electoral areas and reflect historic contributions.

KEY ISSUES/CONCEPTS:

To provide on-going financial support to the Shuswap Trail Alliance to ensure the society's year-to-year stability as they provide value-added services to the Columbia Shuswap Regional District.

IMPLEMENTATION:

CSRD staff will ensure authorized signatories sign the agreement upon Board approval.

COMMUNICATIONS:

CSRD staff will inform the Shuswap Trail Alliance of the Board's decision.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

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:	2023-11-16_Board_CPS_Shuswap_Trail_Alliance_Operational_Contribution_Agreement.docx
Attachments:	- 2027Dec31 Shuswap Trail Alliance Contribution Agreement.docx
Final Approval Date:	Nov 8, 2023

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



Derek Sutherland



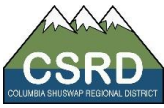
Jodi Pierce



Jennifer Sham



John MacLean



CONTRIBUTION AGREEMENT

THIS AGREEMENT dated for reference this _____ day of _____, 2023.

BETWEEN: COLUMBIA SHUSWAP REGIONAL DISTRICT
Box 978
SALMON ARM BC V1E 4P1
(hereinafter referred to as the "Regional District")

AND: SHUSWAP TRAIL ALLIANCE
Box 1531
SALMON ARM BC V1E 4P6
(hereinafter referred to as the "Recipient")

for the provision of funds to help support the operational capacity of the Shuswap Trail Alliance in order to achieve its mandate.

RECIPIENT'S RESPONSIBILITIES

1. The Recipient will utilize the contributed funds towards its operational capacity in order to help the Recipient coordinate the necessary tasks needed to leverage, approve, fund and implement annual projects.
2. The Recipient will endeavor to support and encourage active, healthy community living with the development of community trails, as specified by the Regional District’s strategic plans.
3. The Recipient will provide specific core functions to promote the strategic plan of the Regional District and other contributing municipalities. The core functions the Recipient will provide to the Regional District are:
 - Advisory on trail development issues as requested
 - Collaborate regionally
 - Environmental screening/adaptive planning
 - Trail stewardship
 - Trail experience development programs
 - Capital projects coordination
 - Technical trail services

REPORTING

4. The Recipient will submit a Budget for the upcoming year (January to December 31) to the Regional District prior to December 31. The Budget will provide information on the planned projects and initiatives for the approaching year.
5. The Recipient will submit a Statement of Revenue and Expenditures of the completed year, to the Regional District on or before May 31 of each year of this Agreement. The statement must be signed by the Recipient’s authorized signing officers. The Regional District reserves the right to audit expenses or receive copies of invoices, where appropriate, including those of any non-arm’s length parties that will incur expenses on behalf of the Recipient.

REPORTING (cont.)

6. By May 31 of each year of this Agreement, the Recipient will submit an annual report to the Regional District outlining the work carried out during the year. The Regional District may, in its sole discretion, require that the Recipient's records be audited.
7. The Recipient will maintain its status as a British Columbia Non-profit Society in good standing pursuant to the requirements of the laws and regulations of the Province of British Columbia and will ensure compliance with all municipal, provincial and federal requirements with respect to the conduct of its business, throughout the Term of this Agreement.

CONTRIBUTION

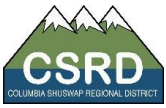
8. The Regional District will provide an annual contribution to the Recipient for the services outlined herein in the amount of Fifty Thousand Dollars (\$50,000) for the Term of this Agreement.
9. The annual contribution will include the annual "BC Consumer Price Index All Items" increase to a maximum of 2% annually in 2025, 2026 and 2027.
10. Payments will be made annually to the Recipient on the following schedule:

August 1, 2024 \$50,000
August 1, 2025 \$50,000 *
August 1, 2026 \$50,000 *
August 1, 2027 \$50,000 *

**subject to BC CPI Index All Items*

GENERAL

11. The Regional District will not be liable for any loss, injury or damage suffered or caused as a result of the work completed under this Agreement. The Recipient will indemnify and save harmless the Regional District from fines, suits, proceedings, claims, demands or actions of any kind or nature or from anyone whatsoever, arising or growing out of or otherwise connected with the performance of its covenants herein contained.
12. The Contractor will, prior to the commencement of operation and thereafter at all times during the Term of this Agreement, at its own expense, keep in force by advance payment of premiums, a general liability insurance policy in an amount not less than **THREE MILLION (\$3,000,000) DOLLARS**.
13. The Regional District will be named as an additional insured on said policy and the said policy will contain a waiver of cross liability clause and will provide that the Regional District will be notified in writing in advance of any cancellation of or material change to said policy. The insurance will be in a form satisfactory to the Regional District and confirmation of insurance coverage will be provided to the Regional District to be retained on file.
14. The insurance policy will contain a clause stating, "this policy will not be cancelled or materially changed without the insurer giving at least fifteen (15) days' notice to the Regional District."
15. The Recipient will be solely responsible for all Employment Insurance, Canada Pension Plan, Income Tax, WorkSafe BC coverage, Health and Welfare Benefits, Overtime, Vacation pay, Licenses, Permits, any other Federal, Provincial or Municipal tariffs or taxes usually payable by an employer to an employee and self-owned motor vehicle insurance premiums.



GENERAL (cont.)

- 16. The Recipient will not assign this Agreement or any part thereof without written authority by the Regional District.
- 17. This Agreement constitutes the entire Agreement between the parties hereto and no representations, warranties, understanding or Agreements, oral or otherwise, exist between the parties hereto except as expressly set out in this Agreement.
- 18. This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia.
- 19. This Agreement shall endure to the benefit of and be binding upon the parties hereto and upon their respective successors, heirs, administrators and assigns.

TERM

- 20. The Term of this Agreement will be from the 1st day of January, 2024 to and including the 31st day of December, 2027.

TERMINATION

- 21. This Agreement may be terminated by either party without cause upon giving to the other party sixty (60) days written notice at any time during the period that this Agreement is in effect to the other party at the address herein contained.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto:

COLUMBIA SHUSWAP REGIONAL DISTRICT

SHUSWAP TRAIL ALLIANCE

CHIEF ADMINISTRATIVE OFFICER
(CAO)

Director Signature

Director Name (please print)

Witness Signature

Witness Name (please print)

Witness Address



BOARD REPORT

TO: Chair and Directors

SUBJECT: Assistant Regional Fire Chief Position Reclassification

DESCRIPTION: Report from Derek Sutherland, Acting General Manager, Community and Protective Services, dated November 3, 2023.

RECOMMENDATION: THAT: the Board authorize the reclassification of the Assistant Regional Fire Chief Position to Deputy Regional Fire Chief position.
Corporate Vote Unweighted Majority

SUMMARY:

Reclassification request of the Assistant Regional Fire Chief (ARFC) to Deputy Regional Fire Chief (DRFC).

BACKGROUND:

During the budget deliberations for the 2023 budget year, the Board approved funding for the position of Assistant Regional Fire Chief. The recruitment process for the position was delayed after budget approval in March, but a competition was initiated in September 2023. During the competition, staff did not receive the number of submissions from qualified applicants that would typically be expected from a competition of this nature. In making inquiries to potential candidates, the compensation was cited as below market for those that would have been interested and qualified for the ARFC position.

Staff have considered the competencies, duties and the level of responsibility associated with the ARFC position along with the needs of the division. It was determined that a higher-level position of Deputy Regional Fire Chief would be more suitable to meet the needs of the division and the needs of the firefighters serving their communities.

The proposed change would still require the incumbent to lead training initiatives, but they would also take on a larger operational leadership role to alleviate the heavy workload of the Deputy Regional Fire Chief (RDC).

The position will be a welcome support to DRFC Coubrough, who has done a wonderful job of providing leadership to our departments in the communities. This would allow the department to limit overtime and provide DRFC Coubrough with better work-life balance.

FINANCIAL:

The position of ARFC was budgeted \$110,000, including benefits. The budgeted cost for the position of DRFC is \$130,000. Reclassifying the ARFC to a DRFC is an increased cost of \$20,000.

KEY ISSUES/CONCEPTS:

Staff are confident that the position reclassification will result in attracting quality candidates with the required qualifications and experience to meet the needs of the Regional District.

IMPLEMENTATION:

Upon approval staff will commence an employment competition to find a candidate that is the right fit for the organization.

COMMUNICATIONS:

Upon approval staff will communicate the changes to the fire departments and will communicate the employment competitions through the usual recruiting channels.

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.*



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	CSR D Recovery Governance Structure
DESCRIPTION:	Report from Derek Sutherland, Acting General Manager, Community and Protective Services dated November 3, 2023. North Shuswap recovery Project Governance Structure.
RECOMMENDATION:	<p>THAT: The Board approve the proposed governance structure presented by Colliers Project Leaders;</p> <p>AND THAT: the Board appoint a member of the Shuswap Emergency Program Executive Committee to sit as a liaison on the North Shuswap Recovery Project Steering Committee.</p> <p><i>Corporate Vote Unweighted Majority</i></p>

SUMMARY:

The CSR D recovery governance framework is established as a partnership between the CSR D's departments and partners and is intended to provide clear direction in planning and implementation of the Community Recovery Management Project (CRMP / the Project).

BACKGROUND:

Colliers Project Leaders is acting as the Community Recovery Manager for the Bush Creek East Wildfire Recovery Efforts and is taking a project management based approach to the recovery process. As a part of the project management process establishing a governance structure is integral.

Project governance is the management framework within which project decisions are made. The role of project governance is to provide a decision-making framework that is logical, robust and repeatable. The Project governance structure allows for a clear chain of command, timely decision making and effective coordination. It is designed to support the Project in achieving its outcomes and to ensure regular reviews of project risks and issues, including changes to scope, schedules, and costs. It is a living document and may be modified throughout recovery as and when approved by the CSR D Board of Directors. A comprehensive document produced by Colliers Project Leaders is attached for information on the proposed structure.

Staff have discussed the need for a political liaison to the steering committee that will be able to provide context to the recovery sub-committee comprised of the SEP policy group. This position is meant to be a connection between the sub-committee and the steering committee rather than a decision-making participant.

FINANCIAL:

Colliers' work on the governance structure and managing the committees and groups is funded through Ministry of Emergency Management and Climate Readiness (EMCR). Regular staff time for committee and working group participation will be supplied by the CSR D.

KEY ISSUES/CONCEPTS:

It is recognized that a good recovery program needs a good governance structure to facilitate decision making and community level involvement in recovery.

IMPLEMENTATION:

Colliers Project Leaders will be responsible for leading, coordinating, and minuting all work of the committees and working groups.

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:	2023_11_16_Board_CPS_North_Shuswap_Recovery_Governance_Structure.docx
Attachments:	- CSRD Project Governance Structure - Oct 26 2023.pdf
Final Approval Date:	Nov 7, 2023

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



Jennifer Sham



John MacLean



Project Governance
 Columbia Shuswap Regional District
 Community Recovery Management Project

P0902-1679916281-3 (3.0)

1.0 PROJECT GOVERNANCE

The Columbia Shuswap Regional District (CSR D) governance framework is established as a partnership between the CSR D's departments and is intended to provide clear direction in planning and implementation of the Community Recovery Management Project (CRMP / the Project).

1.1 PURPOSE

Project governance is the management framework within which project decisions are made. The role of project governance is to provide a decision-making framework that is logical, robust and repeatable. The Project governance structure allows for a clear chain of command, timely decision making and effective coordination. It is designed to support the Project in achieving its outcomes and to ensure regular reviews of project risks and issues, including changes to scope, schedules, and costs. It is a living document and may be modified throughout recovery as and when approved by the CSR D Board of Directors (the CSR D Board)

1.2 AUTHORITY

There are two options for the ongoing consultation with the CSR D Board on this Project, including:

- Upfront approval from the CSR D Board to proceed with procurement within pre-determined scope, timeline, and budget; or
- Staged approvals from the CSR D Board upon the achievement of select milestones during procurement.

Either option may be appropriate for different types of projects. An upfront approval process has been chosen for this Project. Upfront approval from the CSR D Board facilitates a streamlined recovery process, as exclusive authority has been delegated to the Project Team under the supervision of the Steering Committee.

The CSR D Board will be updated on the status of the Project as major project milestones are completed. The Steering Committee will be updated on a bi-weekly basis.



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 Columbia Shuswap Regional District
 Community Recovery Management Project

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1.3 STRUCTURE

A governance structure for a project of this size and scale has multiple levels. The governance structure ensures a clear chain of command, timely decision making and supports effective coordination amongst different internal and external stakeholders.

CSR D Board

The CSR D Board is the overarching governing group that sanctions the project and approves the Project Charter that defines the overall authority for execution of the project. The CSR D Board will be updated on the status of the Project as major project milestones are completed.

Steering Committee

The Steering Committee (SC) provides the authorization for execution of the recovery project and oversees and provides direction regarding all matters associated with the Project. The SC reports information and decision requirements to the CSR D Board for approval, review, or input.

Project Team

The Project Team (PT) provides the day-to-day management and operation of the project. The PT reviews recommendations from the Working Groups and provides recommendations to the SC for key decisions.

Working Groups

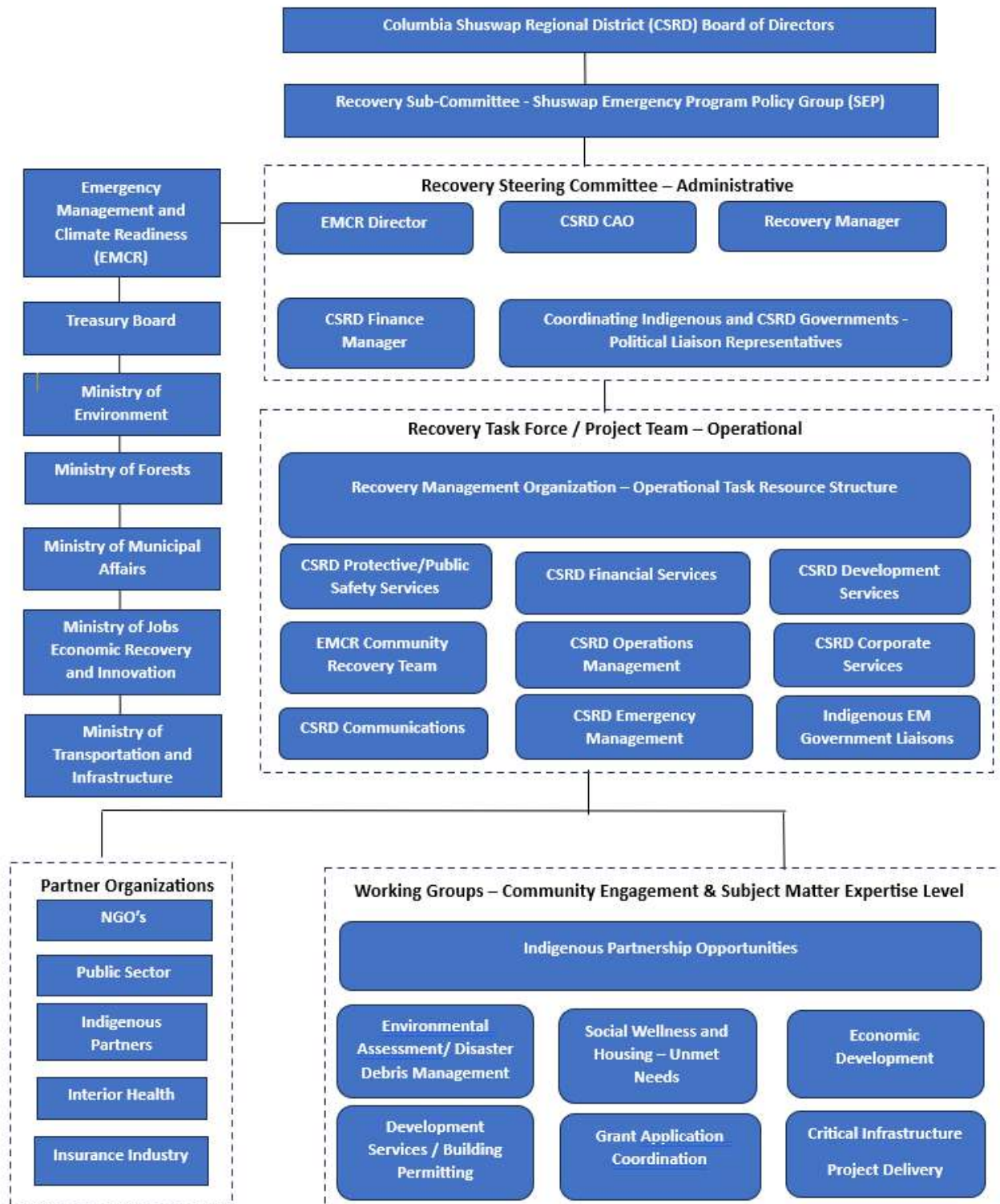
Working Groups (WGs) provide information regarding the requirements of the project. WGs review and respond to all design documentation and reports. WGs may be set for the duration of the project or specific parts of the recovery recommendations, design, construction or operationalizing of the Project.

The CSR D has established a team with the appropriate expertise and resources to successfully deliver the Project. The image below provides an integrated view of the governance that will be put in place for the Project.

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Columbia Shuswap Regional District Recovery Organizational Structure





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1.4 CSR D BOARD

The CSR D Board is responsible for ensuring that the Project's strategic objectives are met, and for all approvals presented to them by the Steering Committee. Board decision making regarding the Project follows standard Board protocol.



Additional responsibilities include the following.

Approval of:

- Capital Campaign - Fundraising & Partnerships
- Change Orders over and above approved budget, scope or timeline
- Policy Direction
- Guiding Principles (Project Charter)
- Indicative Design/Building Location
- Land Aquisitions
- Major Sponsorships
- Operations & Maintenance budget for new facility
- Partnership agreements/MOUs
- Project Budget including Capital Reserves & Debenture
- Schematic Design for Critical Infrastructure rebuild
- Significant grant applications and/or grant programs development

Informed of:

- Advocacy/Communication Plan
- Community Engagement Plan
- Project Schedule
- Capital Campaign progress

Other:

- Participate in media interviews
- Engage with Member Municipalities and Indigenous Governing Bodies
- Advocate for the Project with senior governments



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1.5 STEERING COMMITTEE

The Steering Committee (SC) reports directly to the CSR D Board. The Steering Committee members are those with senior leadership positions empowered with the ability to make key project decisions and provide support to the Project Team.



One (1) liaison from each Indigenous Governing Body (IGB) and one (1) CSR D Board liaison participate in Steering Committee meetings. The liaisons provide updates to their respective governing bodies as appropriate, and assist the SC in achieving advanced awareness and initial guidance relating to decisions or recommendations that are of a coordinated or policy nature. They play an important role, in the provision of community context and continuity for their elected/hereditary bodies.

The IGB liaison is selected and assigned by the Indigenous Governing Bodies (IGB) they represent. The CSR D Political Liaison is selected and assigned by the Board, as per CSR D process.

The SC operates on a consensus basis. Liaisons are not intended to be placed in a decision-making role for their elected bodies.

The SC is responsible for approval, due diligence and oversight, and key decision making. Additional responsibilities of the SC include the following.

The SC will recommend to the CSR D Board the Approval of:

- Capital Campaign - Fundraising & Partnerships
- Policy Direction
- Change Orders over and above the approved budget, scope or timeline
- Land Acquisitions
- New Service Creation
- Partnership agreements with Member Municipalities and Indigenous Governing Bodies
- Reserves & Debenture
- Significant contracts and grant applications

Approval of:

- Project Budget Plan
 - Staff Allocation and Resource Plans for the Recovery Operations Center (ROC)
- Communications Plan
- Community Engagement Plan
- Concept Design
- Design Development submissions
- Detailed Design/space requirements/space allocations



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- Donation Management Plan
- Owner's Representative contract
- Prime Consultant contract
- Procurement Plan & Strategy
- Project Plan
- Project Schedule
- Risk Management Plan
- Tender documents

Other:

- Act as the Project Champion internally and within the community
- Receive bi-weekly Project Status Reports from the Project Team



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1.6 PROJECT TEAM

The Community Recovery Management Project Team (Project Team) reports to the Steering Committee.

Project Team members have the appropriate expertise and resources to provide leadership on technical and functional aspects of the Project, and to oversee the Working Groups and related deliverables.



The Project Team is the main decision authority for the Project and has been delegated upfront approval for decisions and expenditures that are within the approved budget, timeline or scope.

This team will:

- Execute the Project to achieve objectives
- Be the first point of contact for residents, partnerships and inter-governmental communications
- Direct the development of the RFQ and RFP documents, the evaluation criteria, the evaluation process, and any addenda or amendments to any of the foregoing
- Confirm and document the project(s) receives the appropriate approvals from the Steering Committee and CSR D Board
- Develop the required Project Plans, Workplans, Cost Plans and Schedules
- Review and discuss Project objectives and make timely decisions to address any issues
- Provide oversight and direction to the Working Groups
- Review recommendations from the Working Groups
- Communicate pertinent information regarding the Project on a regular and timely basis (at least monthly) to the Steering Committee

The Project Team will recommend to the Steering Committee the Approval of:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Staff Allocation and Resource Plans for the Recovery Operations Center (ROC) • Budget/Cost Plan • Communications Plan • Community Engagement Plan • Concept Design(s) for Critical Infrastructure • Construction contract(s) • Donations Management Plan | <ul style="list-style-type: none"> • Design Development for Critical Infrastructure submissions • Detailed Design/Space requirements/Space allocations • Milestone design decisions • Consultant contract(s) • Procurement Plan & Strategy • Project Plan • Project Schedule • Quality Plan |
|--|---|



Project Governance
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- Risk Management Plan
- Tender documents for Critical Infrastructure construction

1.6.1 Community Recovery Project Manager

The Community Recovery Project Manager is Michael Higgins. The Recovery Manager's role is to oversee the entire process and manage the day-to-day work tasks and teams until project completion. The Recovery Manager will be supported by the Project Team and external consultants and be a resource to the Steering Committee and CSR D Board.

The Community Recovery Project Manager's primary responsibilities include:

- Deliver the Project and oversee the entire recovery process.
- Manage and coordinate on a day-to-day basis all activities.
- Measure and verify project scope.
- Monitor compliance with the Project budget.
- Ensure that all Project milestones are met.
- Present key options and recommendations to the Steering Committee.
- Be responsible for day-to-day management (e.g., budget, process, project scope, project schedule, and stakeholder relationship) and coordination of the Project Team, including and most external consultants.
- Provision of case management services
- Resolution of unmet needs files
- Identifying assistance and support for impacted residents and businesses from NGO's and provincial government ministries
- Provision of subject matter expert support and guidance to the CSR D Board, Community Recovery Management Team and Steering Committee, as and when required.

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1.7 WORKING GROUPS



Working Groups (WGs) provide information regarding the requirements of the Project. WGs review and respond to all task assignments from the PT or SC and bring forward WG recommendations to the PT. WGs may be set for the duration of the project or specific parts of the Recovery Project.

1.7.1 Indigenous Partnership Opportunities

The primary responsibilities of the Indigenous Partnership Opportunities Working Group include:

- Work with Project Team to design and monitor recovery requirements.
- Communicate project progress to stakeholders as required.
- Facilitate communication of recovery objectives between CSR D and Indigenous Partners.
- Create the conditions for integrated analysis of issues and opportunities that have the potential to be resolved proactively to meet mutual objectives.
- Provide subject matter expertise to the Project Team and Steering Committee on Heritage and Archeological requirements and considerations.

1.7.2 Environmental Assessment / Disaster Debris Management

The primary responsibilities of the Environmental Assessment/Disaster Debris Management Working Group include:

- Work with Project Team to design and monitor recovery requirements.
- Communicate project progress to stakeholders as required.
- Provide subject matter expertise and solutions development of recommendations to the Project Team and Steering Committee concerning environmental and debris management considerations.
- Create a common operating environment for collaborative and proactive decision making between stakeholders.
- Monitor environmental and debris management activities to assist maintaining regulatory compliance.



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1.7.3 Development Services / Building Permit

The primary responsibilities of the Development Services/Building Permit Working Group include:

- Work with Project Team to design and monitor recovery requirements.
- Communicate project progress to stakeholders as required.
- Provide subject matter expertise and policy decision support to the Project Team and Steering Committee on land use, development, temporary use and building permitting activities.

1.7.4 Social Wellness and Housing – Unmet Needs

The primary responsibilities of the Social Wellness and Housing – Unmet Needs Working Group include:

- Work with Project Team to address resident case management issues and concerns relating to recovery support.
- Communicate project progress to residents and stakeholders as required.
- Provide a forum for the CSR D to support coordination of identified community unmet needs.
- Coordinate and review case management intelligence and provide decision support to Project Team and Steering Committee.

1.7.5 Grant Application Coordination

The primary responsibilities of the Grant Application Coordination Working Group include:

- Work with Project Team to design and monitor recovery grant opportunities.
- Communicate project progress to potential funding sources as required.
- Coordinate with the Steering Committee regarding the development of strategic grants proposed by the Provincial and/or Federal Governments.
- Pursue specific grant initiatives.
- Review and create proposals.
- Provide subject matter expertise to the Project Team and Steering Committee.



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1.7.6 Economic Development

The primary responsibilities of the Economic Development Working Group include:

- Work with Project Team to synchronize local and regional business recovery with CSR D economic and tourism initiatives .
- Support local community projects that support CSR D tourism industry recovery progress as required.
- Coordinate activities that support integrated tourism and economic opportunities with Indigenous Governments and Partners.
- Advocate for business supports for local business affected by the wildfire.

1.7.7 Critical Infrastructure Project Delivery

The primary responsibilities of the Critical Infrastructure Project Delivery Working Group include:

- Work with Project Team and Steering Committee to initiate project planning to advance rebuilding of CSR D critical infrastructure.
- Communicate project engagement plan and monitor progress as required.
- Coordinate with CSR D Finance, Insurers, Disaster Financial Assistance (DFA) and Grant Application WG to plan “Build Back Better” options.
- Deliver critical infrastructure projects.



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1.8 MEETING PLAN

The plan below outlines the meeting schedule for each project group.

Group	Frequency	Dates/Times	Chaired by: Supported by:	Outcomes
Shuswap Emergency Program Policy Group (SEP)	Monthly	TBD	Chaired by: CSR D Manager of Protective Services Supported by: CSR D Corporate Services	Minutes – Direction
Steering Committee	Every 2 weeks	Every other Wednesday starting Nov 1 from 1:15 pm – 3:00 pm	Chaired by: Colliers Senior Project Manager Supported by: Colliers Project Manager	Minutes – Approval
Project Team	Weekly	TBD	Chaired by: Colliers Senior Project Manager Supported by: Colliers Associate PM	Minutes – Action
Working Groups	TBD	TBD	Chaired by: Colliers Project Manager(s) Supported by: Colliers Associate PM	Minutes – Recommendations
Internal Colliers Meeting	Weekly	Monday at 8:00 AM	Chaired by: Colliers Recovery Manager Supported by: Colliers Senior Project Manager	Minutes – Next steps



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area A: Hydrology Study for the Blaeberry/Donald Area
- DESCRIPTION:** Report from Ben Van Nostrand, Acting General Manager, Environmental and Utility Services, dated November 8, 2023. Sole source award to Ecoscape Environmental Consultants Ltd. to conduct a hydrology study for the Blaeberry/Donald area.
- RECOMMENDATION:** THAT: the Board empower the authorized signatories to enter into a sole source agreement with Ecoscape Environmental Consultants Ltd. in the amount of \$40,635 plus applicable taxes this 16th day of November, 2023.
- Corporate Vote Weighted*

SUMMARY:

At the October 19, 2023 Board meeting the Board authorized up to \$50,000 from the Electoral Area A Community Works Fund to undertake a hydrology study for the Blaeberry/Donald area of Electoral Area A and staff were directed to develop an appropriate scope of work and procurement process for the project, consistent with CSRD procurement policies. The purpose of this report is to outline the results of that work and to recommend sole sourcing the project to Ecoscape Environmental Consultants Ltd. (Ecoscape).

BACKGROUND:

The Blaeberry/Donald area of Electoral Area A is experiencing increasing development pressures. The property owners in the area are justifiably concerned about the supply of potable water. A hydrology study in the area will inform decision makers in the CSRD and the Province as they consider further development proposals.

The Electoral Area A Director has been approached by residents and property owners in the Blaeberry/Donald area, presenting their concerns regarding the supply and demand for potable water and the impacts of future development. As a result, the Electoral Area A Director proposed at the October Board meeting to use their Community Works Funds to carry out a study to identify the supply, demand and sensitivity of the local groundwater.

At the same October 19, 2023 Board meeting, the Board authorized staff to extend the existing environmental monitoring agreement with Ecoscape to November 30, 2025. Ecoscape has provided the CSRD with environmental monitoring services at CSRD landfills and Liquid Waste Management Plan groundwater/surface water locations, along with annual reporting for that work. As a result, Environmental and Utility Services staff along with Planning staff engaged Ecoscape to provide a scope of work for a water supply study for the Blaeberry/Donald (see attached) and an associated budget (see attached).

Ecoscape has provided an in-depth proposal and a phased approach to assessing water supply issues for the Blaeberry/Donald. Ecoscape has worked with clients in the area to provide domestic groundwater assessment reports and has close ties with the Living Lakes Canada Upper Columbia Basin Groundwater Monitoring Program. Their expertise and services provided to the CSRD throughout their contract term have been excellent and staff are supportive of a sole source for the Blaeberry/Donald area hydrology study.

POLICY:

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

FINANCIAL:

The Board has authorized up to \$50,000 from the Electoral Area A Community Works Fund for undertaking the study. Ecoscape's proposal to complete the hydrology study for the Blaeberry/Donald area is \$40,635, well within the authorized amount.

KEY ISSUES/CONCEPTS:

Increasing development in the Blaeberry/Donald area has resulted in residents presenting concerns to the Electoral Area Director about the supply and demand for potable water and the impacts of future development. CSRD land use planning (official community plan and zoning bylaw) does not apply to the Blaeberry area, but CSRD Subdivision Servicing Bylaw No. 680 does apply. There are currently eleven active subdivision applications in the study area, proposing eighty-seven total lots.

The results of the study will be shared with the local community, used to inform land use planning decisions and to assess the potential for future subdivision and land development within the Blaeberry study area.

IMPLEMENTATION:

Upon board approval staff will issue a Purchase Order to Ecoscape Environmental Consultants Ltd. to conduct the hydrology study for the Blaeberry/Donald area.

COMMUNICATIONS:

Upon Board approval, staff will work with Ecoscape to complete the work and share results with Electoral Area A Director and the public upon completion of the project.

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.*

**ECOSCAPE ENVIRONMENTAL CONSULTANTS LTD.**

2-2030 Matrix Cres., Kelowna, BC V1V 0G5

Tel: 250. 491.7337 Fax: 250. 491.7772

www.ecoscapeltd.com

PROJECT: Blaeberry Water Supply Assessment Phase
1

CONTACT: Ben Van Nostrand, P.Ag., ASCT.
Team Lead, Environmental Health Services

Columbia Shuswap Regional District

Ph: 250.833.5940
bvannostrand@csrd.bc.ca

ATTENTION TO: Above

ECOSCAPE PROJECT NUMBER: 19-2850.10

Table 1. Task-Fee Schedule for Blaeberry Water Supply Assessment Phase 1					
PROFESSIONAL FEES					
	Senior Hydrogeologist and Reviewer (P.Geo)	Project Hydrogeologist (P.Geo)	GIS/Spatial Analyst	Subtotals	Totals
Hourly Rate	\$ 175	\$ 135	\$ 120		
Task					
Background Review - Compile and Review available geological and hydrogeological data for the Study Area and nearby surrounding area	10.0	20.0		\$ 4,450	
Develop Conceptual Hydrogeological Model - attempt to delineate local aquifers, prepare geological cross-sections, assess groundwater occurrence and flow patterns, map out expected recharge and discharge areas, and provide an estimate of water usage.	8.0	60.0		\$ 9,500	
High Level Preliminary Water Balance - use conceptual hydrogeological model, and available climate and water use data to prepare a water balance for the Study Area	8.0	40.0		\$ 6,800	
Data Analysis and Reporting - including a summary of the above listed work along with figure preparation, and provision of recommendations.	8.0	60.0	20.0	\$ 11,900	
Contingency	8.0	30.0	5.0	\$ 6,050	
				Total Fees	\$ 38,700
Total Hours	42.0	210.0	25.0	277.0	
Total Fees	\$ 7,350	\$ 28,350	\$ 3,000	\$ 38,700	
Percent	19%	73%	8%	100%	
DISBURSEMENTS					
Item	Unit		No. Units	Unit Rate	Totals
Mileage	km		0	0.75	\$ -
Support/Supplies/Communication (5% of Fees)					\$ 1,935
				Total Disbursements	\$ 1,935
Total Cost (GST not included)					\$ 40,635



Naturally, A Higher Standard

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November 8, 2023

File No. 23-4846 | Version 1

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

ATTN: Ben Van Nostrand, Team Leader, Environmental Health Services
Corey Paiement, Team Leader, Planning Services

VIA EMAIL: bvannostrand@csrd.bc.ca
cpaiement@csrd.bc.ca

SUBJECT: BLAEBERRY/DONALD WATER SUPPLY ASSESSMENT – PROPOSED WORK SCOPE

1.0 INTRODUCTION

The Columbia-Shuswap Regional District (CSRD) is experiencing continued demand for further subdivision and land development in the Blaeberry area. Potential cumulative water supply concerns have highlighted the need to better understand current and anticipated groundwater and surface water supply and demand in the area to support decision making around future land development. As such, the CSRD has retained Ecoscape Environmental Consultants Ltd. (Ecoscape) to develop terms of reference for a water supply assessment of the Blaeberry area, which is located in the CSRD Electoral Area A.

CSRD land use planning (official community plan and zoning bylaw) does not apply to the Blaeberry area, but CSRD Subdivision Servicing Bylaw No. 680 applies.

Most Blaeberry residents rely on groundwater supply wells for their domestic water source, while some draw water from the Blaeberry River and its associated tributaries. Continued growth and development, largely through subdivision of large lots into lots as small as 1.0 ha, has resulted in increased demand on local water resources and increased well density in the area. Additionally, there is concern for forestry-related impacts on local hydrology, including increased runoff and therefore reduced recharge to local aquifers. Furthermore, climate change is expected to result in longer, hotter, and drier summers, and wetter winters, which could put additional pressure on groundwater resource sustainability. Finally, apart from knowing that local groundwater users draw water from



both bedrock and unconsolidated material, the areal extent of local aquifers is poorly understood.

Anecdotal reports from Blaeberry residents and local water well drillers indicate that many wells in the area have been underperforming, and in some cases periodically running dry. Residents have also expressed concerns there may not be enough water to sustain additional subdivision and land development.

Combined, these factors emphasize the immediate need for the proposed water supply assessment to share information with the community, inform land use planning decisions and to assess the potential for future subdivision and land development within the Blaeberry study area.

2.0 STUDY AREA AND BACKGROUND

The Blaeberry River is the primary hydrologic feature within the Blaeberry area, having a mainstem length of over 64 km. The river and surrounding area were shaped by extensive glaciation, resulting in deeply incised, U-shaped valleys, with glacially-smoothed valley walls and sharp peaks and ridges.

The Blaeberry River watershed is approximately 740 km² in area (MOF, 2023), originating at the headwaters of the Blaeberry River, below Mount Conway and extending southwest towards the Blaeberry community and the Columbia River. The Blaeberry River watershed (Figure 1; hereby referred to as the Study Area) is an appropriate study area for the proposed groundwater supply assessment as it is a rough approximation of the area expected to provide recharge to water supplies in the Blaeberry community.

Surface elevations in the Study Area range from approximately 3,300 m above sea level (masl) in the upper reaches of the watershed, down to 825 masl at the Columbia River. According to the BC Ministry of Forest's Kootenay Boundary Watershed Tool, and our review of flow data collected at Environment Canada's Blaeberry River hydrometric station¹, stream flows in the Blaeberry River have been largely controlled by spring freshet, with peak flows in July and August. Low-water (i.e., baseflow) conditions are generally observed in the late fall and winter months. Mean annual discharge was estimated at 17.5 m³/s (MOF, 2023).

Landforms in the area are glacial, glaciofluvial, colluvial and fluvial in nature. Morainal deposits, which indicate glacial contact, blanket many of the valley walls, while granular terraces, outwash plains, avalanche cones and colluvial fans and veneers are present throughout the area (R.T Banting Engineering, 1998). Significant glacial activity is still

¹ https://wateroffice.ec.gc.ca/report/real_time_e.html?stn=08NB012

present, as evidenced by Mummery Glacier and other icefields in the area, which have been showing signs of retreat over recent years.

There are no provincially mapped aquifers within the Study Area; however, hydrogeological principles and our experience working in the area indicate that groundwater is stored in talus slopes, moraines, glaciofluvial and fluvial deposits, wetlands, and bedrock aquifers which flank the Blaeberry River and its associated tributaries.

Bedrock aquifers in the area are likely recharged by direct precipitation and infiltration into rock fractures with eventual downslope discharge in valley bottom unconsolidated aquifers. Seepage loss from high elevation waterbodies may also contribute to aquifer recharge. The permeability of the bedrock aquifers is likely low and groundwater flow is largely fracture controlled.

One or more unconsolidated aquifers made up of late- to post-glacial sediments likely occur along the river mainstems and in morainal and terrace deposits along the valley margins. These aquifers are likely hydraulically connected to overlying creeks and rivers and are presumably recharged from a combination of mountain block recharge, mountain front recharge and stream losses. Groundwater flow in unconsolidated aquifers is likely topographically driven, with flows toward the valley bottoms, and then southwest towards the Columbia River.

Based on the CSRD's cadastral database, there are 450 legal parcels within the Study Area, all of which are concentrated within the lower 5% of the watershed. Of the 450 properties, BC Assessment Authority data categorized: 335 as residential (261 developed and 74 vacant), 15 as farm, 5 as light industrial / business-related, and 3 as non-profit/recreational and/or managed forested land. The remainder of the Study area appears to be occupied by undeveloped crown land, some of which has been subject to logging.

There are currently 11 active subdivision applications in the study area proposing 87 total lots.

At the time of writing this document, the BC Water Resource Atlas (WRA) showed that 211 water supply wells were present within the Study Area (ENV, 2023). Of these, 82 were inferred to be completed in overburden and 129 completed in bedrock (Figure 2). Until recently, filing of water well records with the BC ENV was voluntary, so it is possible that undocumented wells are present in the area.

The BC WRA also indicated that 77 surface water points of diversion servicing 58 water licenses occur within the Study Area.

In summary, the Study Area comprises a poorly understood, highly dynamic glaciated watershed which hosts heavily relied upon surface water and groundwater resources. The

demand on these resources is largely unknown and needs to be better understood. Like many mountain environments, the area is becoming increasingly threatened by diminishing water storage in snowpack and glaciers, which coupled with anticipated climate change effects renders the proposed water supply assessment critically important for future land use and water supply planning.

3.0 PROPOSED SCOPE OF WORK

We recommend a phased approach to the proposed water supply assessment. The initial phase will comprise a background study of the Study Area, which will primarily involve compiling available hydrogeological and hydrological data and using this information to prepare a conceptual hydrogeological model of the area.

The background study will set the framework for future monitoring, assessment, collaboration, and planning, with the end goal of developing a comprehensive understanding of current and anticipated water supply and demand in the Blaeberry watershed. This is expected to be an iterative and adaptive process, where ongoing monitoring and hydrogeological characterization will continually refine our understanding of the watershed.

The objectives to the first phase of the groundwater supply assessment should be to:

- Compile and review readily available existing information including, but not limited to geological and topographic mapping, aerial imagery, documented and forecasted climate data, water well logs, hydrometric flow data, local and regional hydrogeological reports and other relevant documents.
- Develop a conceptual hydrogeological model of the Study Area based on available hydrostratigraphic information that includes:
 - Delineation of local aquifers;
 - Geological cross-sections;
 - Inferred groundwater occurrence and movement, including groundwater exchange between aquifers and surface waterbodies;
 - Expected groundwater recharge and discharge areas; and
 - Estimated groundwater use.
- Develop a high-level preliminary water balance for the Study Area with safety factors based on data input uncertainties, if sufficient data is available;
- Identify data gaps, and provide recommendations for future monitoring and data collection, and associated hydrogeological analyses necessary to improve water balance evaluations and generally understanding of how water moves through the Blaeberry watershed; and,
- Prepare a report summarizing the desktop review findings, conceptual hydrogeological model, estimated water balance for the Study Area, conclusions, and recommendations.

It is important to note that the Study Area boundaries may be pared down/refined through this initial phase. For example, it may become apparent that the upper reaches of the Blaeberry River Watershed do not provide meaningful recharge water resources used by the Blaeberry community residents.

Subsequent phases of this project may include drilling, installing, and testing monitoring wells (alternatively, some residents may have unused wells available for this purpose); lobbying the province to expand its Observation Well network into the Blaeberry area; mapping / delineating local aquifers; better understanding recharge and demand; water quality assessments and isotope analyses to better understand water geochemistry and connectivity; assessing the potential for a community water source or sources; geological studies to identify major fracture zones (which may aid in locating potential areas for constructing higher yield wells); developing analytical or numerical models to better understand local water balance; developing public education programs to encourage sustainable groundwater use; and developing community water conservation programs.

The subsequent phases listed above should be guided by, and stem from, the results of first phase of study.

On a related note, we have initiated dialogue with Carol Luttmer, the data and field manager for the Living Lakes Canada Upper Columbia Basin Groundwater Monitoring Program. As part of this program, Carol and her team monitor groundwater across a range of geological, topographical, climatic, hydrological and water use intensity conditions throughout the Upper Columbia Basin. Carol expressed interest in the proposed Blaeberry water supply assessment project, as the Study Area falls within the Upper Columbia Basin. Given this, there may be potential for the CSRD to partner with Living Lakes Canada in future groundwater monitoring and planning.

4.0 CLOSURE

We trust that this document satisfies the present requirements. Should you have any questions or comments, please contact the undersigned at your convenience.

Respectfully Submitted
Ecoscape Environmental Consultants Ltd.,



Mike Schutten, M.A.Sc, P.Geo
Hydrogeologist
Direct Line: (250) 491-7337 ext. 206

EGBC Permit to Practice Number: 1002638



Lee Ringham, M.Sc., P.Geo.
Senior Hydrogeologist
Chinook Arch Geoscience Inc.
Direct Line: (403) 860-2925

Attachments: Figure 1: Proposed Study Area

Figure 2: Blaeberry Community Overview

REFERENCES

- BC Ministry of Environment and Climate Change Strategy. 2023. Water Resources Atlas. http://www.env.gov.bc.ca/wsd/data_searches/wrbc/index.html
- BC Ministry of Forests, Lands, and Natural Resource Operations and Rural Development. 2023. Kootenay Boundary Water Tool. <https://kwt.bcwatertool.ca/watershed>
- R.T. Banting Engineering Ltd. 1998. Reconnaissance Terrain Stability Report TSIL "D" Blaeberry River Watershed WR96DGO-034. Prepared for the BC Ministry of Forests, Golden Forest District.

FIGURES

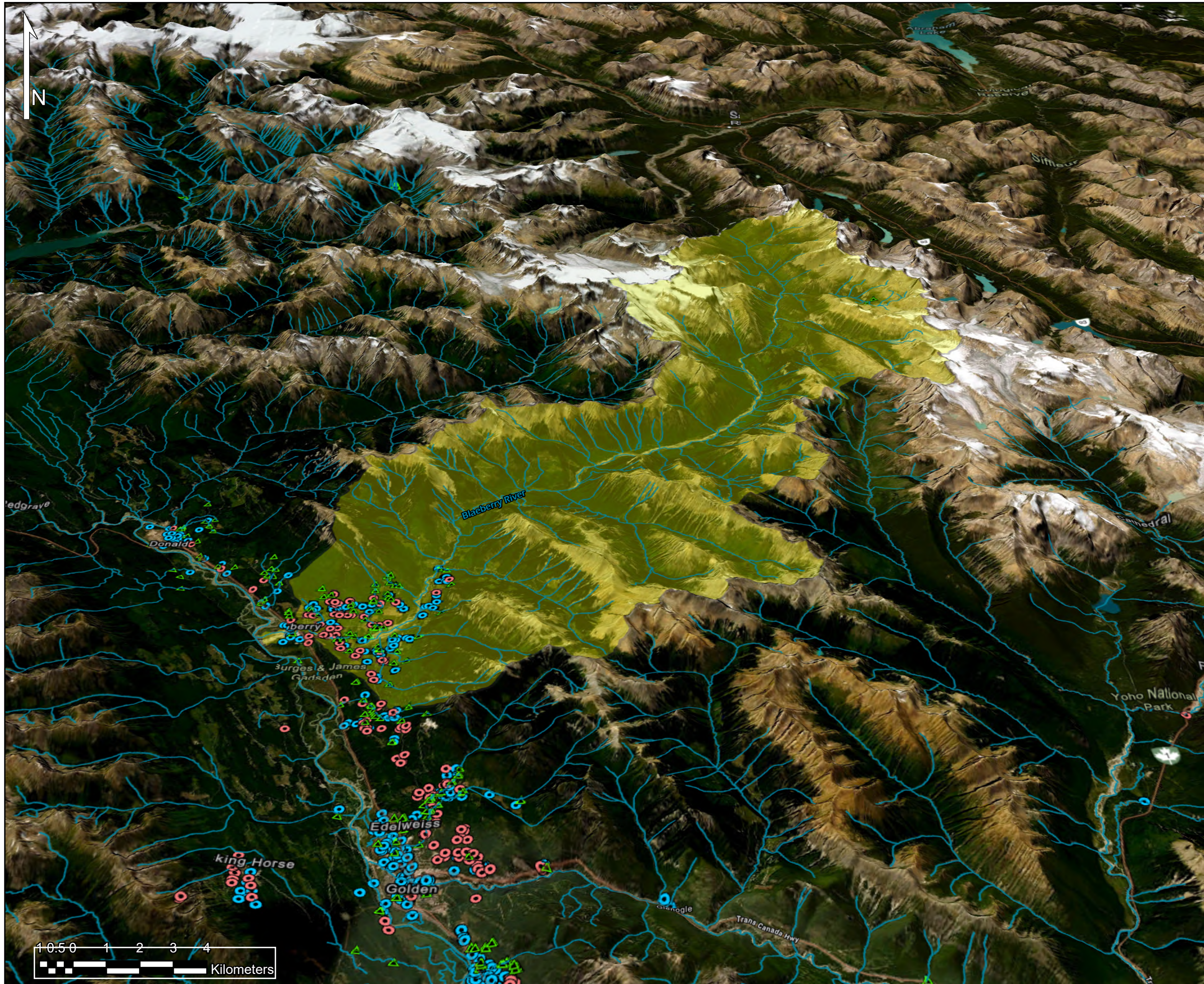


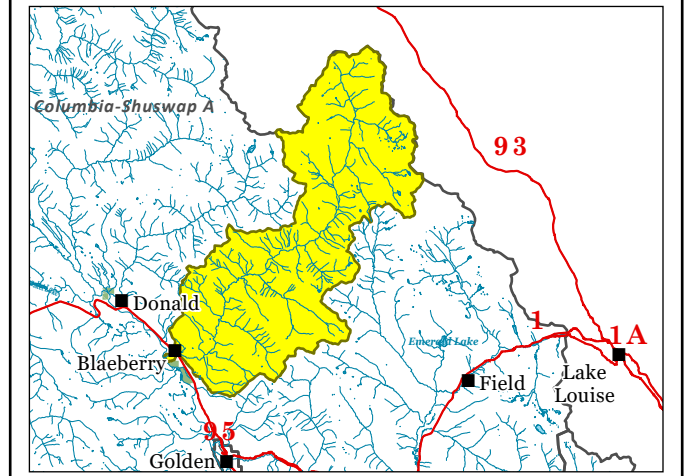
FIGURE 1
Proposed Study Area

Project: Blaeberry Water Supply Assessment
 Location: CSRD
 Project No.: 23-4846
 Prepared for: CSRD
 Prepared by: Ecoscape Environmental Consultants Ltd.
 Mike Schutten, M.A.Sc., P.Geo.
 Coordinate System: NAD83-UTM Zone 11
 Imagery: ESRI World Imagery
 Map Date: October 31, 2023

LEGEND

- Licensed Surface Water Intake
- Stream
- Inferred Bedrock Wells
- Inferred Overburden Wells
- Proposed Study Area (Blaeberry River Watershed)

Regional Location of Study Area










DISCLAIMER
 The data displayed is for conceptual purposes only and should not be interpreted as a legal survey or for legal purposes. If discrepancies are found between the data portrayed in this report and that of a legal survey, the legal survey will supersede any data presented herein.

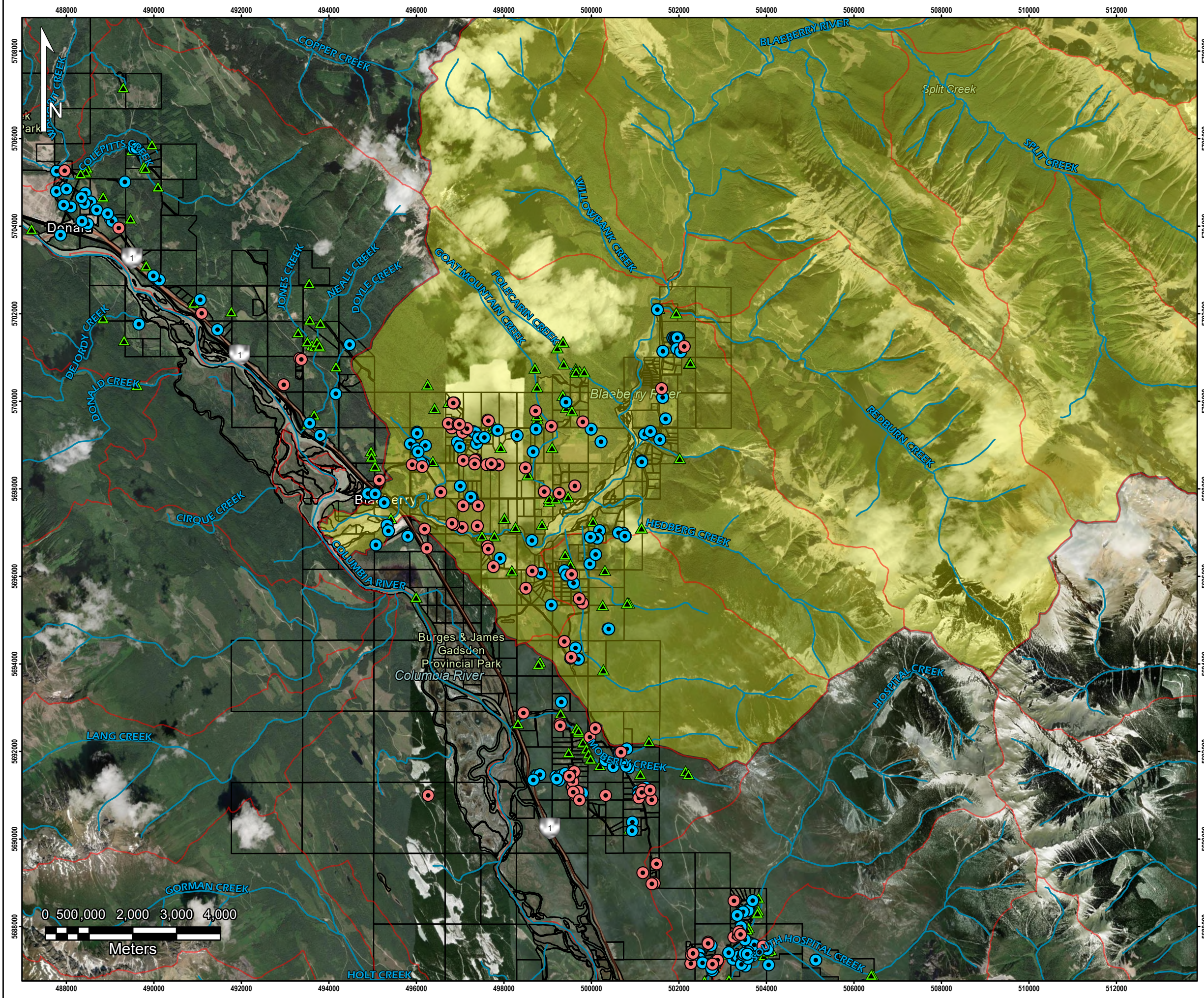


FIGURE 2
Blaeberry Community Overview

Project: Blaeberry Water Supply Study
Location: CSRD
Project No.: 23-4846
Prepared for: CSRD
Prepared by: Ecoscape Environmental Consultants Ltd.
 Mike Schutten, M.A.Sc., P.Geo.
Coordinate System: NAD83-UTM Zone 11
Imagery: ESRI World Imagery
Map Date: November 1, 2023

LEGEND

-  Provincially Mapped Bedrock Wells
-  Provincially Mapped Overburden Wells
-  Licensed Surface Water Intake
-  Stream
-  Blaeberry River Watershed Subcatchments (FWA)
-  Blaeberry River Watershed
-  Cadastre



DISCLAIMER
 The data displayed is for conceptual purposes only and should not be interpreted as a legal survey or for legal purposes. If discrepancies are found between the data portrayed in this report and that of a legal survey, the legal survey will supersede any data presented herein.





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area A: EOF Application – Golden/Area A, Community Economic Development

DESCRIPTION: Report from Jodi Pierce, General Manager, Financial Services, dated October 23, 2023. Funding request for Board consideration.

RECOMMENDATION: THAT: with the concurrence of the Town of Golden and the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Golden Community Economic Development (CED) Society in the amount of \$180,000 for Community Economic Development Services, this 16th day of November, 2023;

AND THAT: the CSR D will explore strategies with the Town of Golden to meet the CED full budget request of \$244,445.00 for fiscal 2023/2024.

Corporate Vote Unweighted Majority

SUMMARY:

The Town of Golden has requested the CSR D enter into a tri-partite contribution agreement with the Town of Golden and the Golden Community Economic Development Society for a one-year period beginning September 1, 2023. The contribution agreement provides for \$175,000 to be paid to the Society on or before December 31, 2023 and a further \$5,000 to be paid to the Society upon receipt of Society Financial Statements and a final report and presentation of accomplishments by July 2024.

BACKGROUND:

On August 15, 2023, the Town of Golden advised that the Town Council passed the following resolution:

"THAT Council SUPPORT the contribution of \$180,000 from the Economic Opportunity Fund (EOF) in 2023 as a grant to the Golden Community Economic Development (CED) Society for social and CED services provided to the Golden area for 2023-24."

Subsequent to that letter, Director Cathcart indicated support for the contribution.

POLICY:

This request meets the criteria for support in relation to CSR D Policy *F-29, BC Hydro Payments -in-Lieu of Taxes* funding assistance to stimulate economic development within the Golden/Area A area.

FINANCIAL:

The approximate balance of the Golden/Area A EOF (less commitments) as of September 30, 2023 is \$202,000. The 2023 distribution of \$539,601 was received in July 2023 and is included in the approximate balance.

IMPLEMENTATION:

Upon Board and Town of Golden approval, EOF funds will be made available to the Golden Community Economic Development Society.

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:	2023-11-16_Board_FIN EOF Golden Area A Community Economic Development 2023.docx
Attachments:	
Final Approval Date:	Nov 8, 2023

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



Jennifer Sham



John MacLean



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Areas A, D, and E: November 2023 Grant in Aids
- DESCRIPTION:** Report from Jodi Pierce, General Manager, Financial Services, dated November 3, 2023. Funding requests for consideration.
- RECOMMENDATION:** THAT: the Board approve the following allocations from the 2023 electoral area Grant-in-Aids:
- Area A
 \$7,920 Swiss Edelweiss Village Foundation (Statement of Significance)
 \$1,495 Local Food Matters Society (Winter Market venue)
 \$5,000 Local Food Matters Society (Amalgamation of Markets)
- Area D
 \$2,000 Falkland Seniors Association Hall #95 (improvements to parking area)
- Area E
 \$14,000 Eagle Valley Community Support Society (Operational funding)
- Stakeholder Vote Weighted*

POLICY:

These requests meet the requirements of Policy F-30 and have been supported by the respective Area Directors. The required source documentation for the applications have been received.

FINANCIAL:

These requests are within the Electoral Area's Grant-in-Aid budgets from the 2023-2027 Five Year Financial Plan.

COMMUNICATIONS:

The respective Electoral Director will advise each organization of the Board's decision. The successful organization will be sent a cheque accompanied by a congratulatory letter.

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:	2023-11-16_Board_FIN Electoral Area Grant in Aids.docx
Attachments:	
Final Approval Date:	Nov 7, 2023

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



Derek Sutherland



Jennifer Sham



John MacLean



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area B: EOF Applications – Revelstoke/Area B
- DESCRIPTION:** Report from Jodi Pierce, General Manager, Financial Services (CFO), dated November 3, 2023. Funding requests for consideration.
- RECOMMENDATION #1:** THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amounts from the Revelstoke and Area B Economic Opportunity Fund:
- \$200,000 to the Illecillewaet Greenbelt Society for the acquisition of equipment related to grooming recreational trails.
- Corporate Vote Unweighted Majority*
- RECOMMENDATION #2:** THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amounts from the Revelstoke and Area B Economic Opportunity Fund:
- \$30,000 to the Revelstoke Nordic Ski Club for the acquisition of a side by side ATV from grooming and summer maintenance of trails.
- Corporate Vote Unweighted Majority*

SUMMARY:

The Illecillewaet Greenbelt Society (IGS) builds and maintains a series of trails around the south-west end of the City of Revelstoke along the banks of the Illecillewaet River and downstream along the Columbia. It has become a hugely popular destination in winter with the efforts of a dedicated grooming crew affiliated with the IGS, and enables nordic skiing, horse back riding, fat biking, snowshoeing, etc. – all non-motorized. The winter trail development incorporates snow removal on a series of loops and trails that extend from the municipal boundary across CSR D and the draw-down zone of BC Hydro for several kilometres, and provides an accessible winter option for many users, with the support of BC Hydro. Acquisition of equipment is required to sustain snow grooming operations for the benefit of the community and visitors. Previously equipment was provided on loan by a passionate community contributor for proof-of-concept trials and community acceptance evaluation. The IGS board is satisfied with the success of the grooming trails and overwhelming community support, and therefore wish to purchase the equipment to continue this trial operation on an ongoing long-term basis. The Nordic Centre supports the endeavour and lends them their trail brushing equipment each fall to prepare the trails.

The Revelstoke Nordic Ski Club (RNSC) will use the EOF funds to purchase a side by side ATV and appropriate attachments such as snow tracks. The ATV is an integral part of the grooming operations and summer maintenance programs. It is used for daytime grooming, as a backup for the big machine if it breaks down, transportation (winter and summer) and emergency transportation of non-ambulatory injured. The RNSC brings people to Revelstoke and to stay longer in the area. Cross Country BC has continued to acknowledge the high quality of the trails through granting RNSC the opportunity to host BC and regional races; these in turn bring racers and families to Revelstoke using accommodations,

restaurants and retail stores. Recreation Sites and Trails BC has renewed the partnership agreement allowing the RNSC to continue its trail use for the next 5 years.

Staff have discussed the development of service agreements with the Director of Community Economic Development (CED) for the City of Revelstoke on behalf of the CSRD and the City of Revelstoke for the use of Economic Opportunity Funds to identify deliverables and follow up reporting. CED is willing to lead this process to allow them the opportunity for future collaboration with recreation groups on a backcountry recreation access planning process (BRAP), with a consistent approach to service agreements, release of funds, and activity/financial reporting.

POLICY:

This request meets the criteria for support in relation to [CSRD Policy F-29, BC Hydro Payments -in-Lieu of Taxes](#) funding assistance to stimulate economic development within the Revelstoke/Area B area.

FINANCIAL:

The approximate balance of the Revelstoke/Area B EOF (less commitments) as of October 31, 2023 was \$478,000. The 2023 distribution of \$539,601 is included in the approximate balance.

IMPLEMENTATION:

Upon Board and City of Revelstoke approval, EOF funds will be made available as required.

COMMUNICATIONS:

The Illecillewaet Greenbelt Society, the Revelstoke Nordic Ski Club and the Director of Community Economic Development for the City of Revelstoke 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.*

Report Approval Details

Document Title:	2023-11-16_Board_FIN EOF Revelstoke Area B Community Economic Development Initiatives.docx
Attachments:	
Final Approval Date:	Nov 7, 2023

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



Jennifer Sham



John MacLean



City of Revelstoke

Council Report

File No.: 4710-01

To: His Worship Gary Sulz and Members of City Council
From: Ingrid Bron, Director of Community Economic Development
Date: November 14, 2023
Subject: Request for Economic Opportunity Funds (EOF) to support project initiatives in the Columbia Shuswap Regional District (CSRD)

RECOMMENDATIONS:

1. **THAT** a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$200,000 to the Illecillewaet Greenbelt Society (IGS) to maintain and expand the winter trail grooming program;
2. **THAT** a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$30,000 to the Revelstoke Nordic Ski Club (RNSC) for the purchase of equipment to support multi-season trail maintenance;
3. **THAT** a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$100,000 to the Shuttle Service for 2024/25.

Background:

The Columbia Shuswap Regional District Policy F-29 ([linked](#)) outlines the apportionment of the BC Hydro Grants in lieu of taxes (PILT).

The on-going transition of Revelstoke to a year-round destination providing high quality recreation and athletic opportunities for residents and visitors, has changed how people access and use recreation amenities, trail networks, and surrounding lands. The economic growth of the recreation and tourism sectors in Revelstoke has been impacted not only by market forces, but by visitors and residents in multiple ways including:

- Demand for high-quality outdoor recreation venues for training and competition
- Need for fully accessible amenities to serve a broader, more diverse community
- Increased access year-round to multi-use trail networks surrounding the City
- Demand for connectivity between peoples' homes, workplaces, and visitor accommodation
- More demand for alternatives to private vehicles
- Higher demand for efficient, accessible public transportation that meets the needs of



City of Revelstoke

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residents, visitors, businesses, and their staff

- Increase in costs for public transportation
- Public interest in mitigating climate impacts by reducing our carbon footprint

The Economic Opportunity Funds “were created specifically as a means of compensating for the loss of economic opportunities on those lands affected by the dams and reservoirs and the resultant economic impacts to the affected communities.” As tourism grows to replace traditional sectors of the economy, we have been able to leverage funds resulting from this growth to offset costs to taxpayers, and are able to strategically direct non-taxpayer funds including EOF to respond to the above needs, support more sustainable growth, and ensure that benefits of project activity are distributed regionally to further the objective of providing economic opportunities as envisioned by the PILT. The funds allocated to activities and projects in Revelstoke and the CSRD Area B over the past seven years are attached (Appendix A).

Discussion:

CED proposes funding allocations from the EOF for the following key areas:

1) Illecillewaet Greenbelt Society (Attached: Appendix B)

The IGS builds and maintains a series of trails to the south of the City along the banks of the Illecillewaet River and downstream along the Columbia. It has become a hugely popular destination in winter with the efforts of a dedicated grooming crew, and enables non-motorized recreation including nordic skiing, horseback riding, fat biking, and snowshoeing. The winter trail development incorporates grooming on a series of loops and trails that extend from the municipal boundary across CSRD and the draw-down zone of BC Hydro for several kilometres, and provides an accessible winter option for many users, with the support of BC Hydro. Additional support for this initiative has been provided by Tourism Revelstoke and the RNSC.

The RNSC has worked collaboratively with the IGS over the years assisting in operations/experience as it relates to grooming and most recently held a joint Membership Drives at the Nordic Centre for winter ski memberships, where many members purchased dual ski passes from each organization. The RNSC continues to support and advocate for Nordic Skiing in the Regional District and will continue to support these efforts. Angus Woodman, RNSC

The trails that the IGS manage and maintain are an important part of our winter destination and offer many visitors an opportunity to experience our stunning mountain scenery while taking a break from resort skiing. This enhanced community and visitor benefit is a tremendous addition to the limited non-ski winter recreation amenities, allowing recreationists such as walkers, fat bikers, snowshoers, and dog walkers to use these groomed trails. Meghan Tabor, Tourism Revelstoke

The EOF application for \$200,000 will contribute to the purchase of a new groomer along with equipment acquired privately over the past few years. After consultation with various



City of Revelstoke

Council Report

stakeholders, and the allocation of RMI funds to increase capacity, we proposed the following steps to enhance the funding application and ensure sustainability going forward:

1. Obtain liability insurance for the IGS
2. Transfer the ownership of grooming equipment to the Society
3. Train more volunteers to operate the groomers
4. Undertake business planning including a membership drive
5. Collaborate with the Nordic Centre on shared activities and user group needs

Committing EOF funding to the IGS is an important step in formalizing recreation use of BC Hydro's draw-down lands, and this collaboration between the CSRD, City of Revelstoke, IGS, Nordic Centre, and various other user groups will support the successful implementation of the Trail Strategy in and around the City in future.

2) Revelstoke Nordic Centre (Attached: Appendix C)

Nordic skiing continues to grow in popularity and the RNSC has applied for and received EOF and RMI funds in recent years in addition to substantial EOF funding in the past to build the clubhouse and related amenities. Their request for RMI funding in 2023 for the proposed use was turned down, however, due to the program criteria that RMI funds be used primarily to develop new services and infrastructure. This allocation of EOF funds to equipment purchases will support expansion of the Nordic trail networks and support year-round use.

3) Allocation of EOF funding to Shuttle Service (Attached: Appendix D)

Amalgamation of the ski shuttle with BC Transit service is underway, including service to the Resort. RMI funds had been allocated to the shuttle previously, but the new RDS 2022-2024 envisioned scaling back that allocation to better leverage RMI funding for City capital projects. The past few years have seen higher operating costs along with increased demand. Given that "transportation" is designated as a key objective of the EOF it is recommended that the City's portion of the shuttle costs, as negotiated in the Service Agreement, be paid from the EOF.

These applications are deemed eligible for EOF funding by CSRD staff and have the approval of the Director for CSRD Area B.

CED has reviewed the applications and considers the activities to be in alignment with the Economic Development Strategy and recommends the applications to Council for their approval.



City of Revelstoke

Council Report

Financial Implications:

The EOF funds are external to the City of Revelstoke taxation budget. Staff are requesting that Council support the request from the EOF for these activities and projects.

The investment of EOF funds will better enable the City and CSRD Area B to leverage existing funds derived from taxation, the Resort Municipality Initiative funding, and the MRDT funds.

Others Consulted:

Director of Columbia Shuswap Regional District Area B, David Brooks-Hill
 City Management Team
 Tourism Revelstoke

Attachments:

Linked Attachment 1 - [Columbia Shuswap Regional District Policy F-29](#)
 Appendix A: EOF Allocations and Proposed Allocations 2017–2023
 Appendix B: Illecillewaet Greenbelt Society Application
 Appendix C: Revelstoke Nordic Centre Application

Respectfully submitted,

Ingrid Bron

Director of Community Economic Development

Evan Parliament

Chief Administrative Officer



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-23 and South Shuswap Zoning Amendment Bylaw No. 701-105
- DESCRIPTION:** Report from Ken Gobeil, Senior Planner, dated October 30, 2023. 3560 Eagle Bay Rd, Eagle Bay
- RECOMMENDATION #1:** THAT: "Electoral Area C Official Community Plan Amendment Bylaw No. 725-23" be read a first time this 16th day of November 2023.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #2:** THAT: "South Shuswap Zoning Amendment Bylaw No. 701-105" be read a first time this 16th day of November 2023.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #3:** That: the Board utilize the complex consultation process for Bylaw Nos. 725-23 and 701-105:
AND THAT: the bylaws be referred to the following agencies:
- CSRD Environmental and Utility Services
 - CSRD Financial Services
 - Interior Health Authority
 - Ministry of Transportation and Infrastructure
 - Ministry of Forests: Archaeology Branch
 - Ministry of Land, Water and Resource Stewardship: Lands Branch
 - All applicable First Nations Bands and Councils.
- Stakeholder Vote Unweighted (LGA Part 14) Majority*

SUMMARY:

The owner of 3560 Eagle Bay Rd is applying to amend the Electoral Area C Official Community Plan Bylaw No. 725 (Bylaw No. 725) and South Shuswap Zoning Bylaw No. 701 (Bylaw No. 701) to operate a seasonal 150-unit campground for temporary use by the travelling public in recreational vehicles (RVs), travel trailers or tents from March 1 to October 31 on the eastern 32 ha portion of the property. Individual campsites will not have water or sewer service connections. However, there will be central facilities available as part of the campground.

On the western 10 ha portion of the property will be the owner's personal residence. The owner indicated that they may decide to subdivide a property for their child in the future. However, that has not been confirmed.

BACKGROUND:

ELECTORAL AREA:

C

LEGAL DESCRIPTION:

Lot 1 Section 2 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan KAP55588 Excluding Plan KAP62357

PID:

023-201-720

CIVIC ADDRESS:

3560 Eagle Bay Ed, Eagle Bay

SURROUNDING LAND USE PATTERN:

North = Crown Land, Shuswap Lake

South = Crown Land

East = Residential

West = Residential

CURRENT USE:

Vacant

PROPOSED USE:

- Development Area 1: Western 10 ha to remain residential (one single family dwelling and one secondary dwelling unit)
- Development Area 2: A seasonal campground of up to 150 campsites for temporary use from March 1 to October 31 on the eastern 32 ha of the property.

PARCEL SIZE:

42.5 ha

PROPOSED PARCEL SIZES:

Development Area 1: Residential Area – 10 ha

Development Area 2: Campground – 32 ha.

DESIGNATION:

Electoral Area C Official Community Plan Bylaw No. 725

LH – Large Holdings

PROPOSED DESIGNATION

RC – Resort Commercial

ZONE:

South Shuswap Zoning Bylaw No. 701

RR1 – Rural Residential (4000m²). Minimum parcel size 1 ha.**PROPOSED ZONE**

CDC8 Comprehensive Development 8 Zone

Development Area 1 (DA1). Minimum parcel size 10 ha

Development Area 2 (DA2). Minimum parcel size 32 ha

Lakes Zoning Bylaw No. 900

FR1 – Foreshore Residential 1

The eastern road frontage of the subject property is semi-waterfront and one private mooring buoy may be permitted if setbacks can be achieved.

AGRICULTURAL LAND RESERVE:

0 %

SITE COMMENTS:

The subject property is located approximately 1.5 kilometers west of Eagle Bay. There are two small portions of the property fronting Eagle Bay Road. The eastern portion of frontage is directly across from Shuswap Lake. The property was previously logged with established internal access roads and three water wells. Most of the property is sloped with small benches throughout the property.

BYLAW ENFORCEMENT:

No

POLICY:

See attached "BL701-05_BL725-23_Excerpts_BL725.pdf" for applicable policies and regulations from the [Electoral Area C Official Community Plan Bylaw No. 725](#) (Bylaw No. 725) related to this application.

See attached "BL701-05_BL725-23_Excerpts_BL701.pdf" for applicable policies and regulations from the [South Shuswap Zoning Bylaw No. 701](#) (Bylaw No. 701) related to this application.

FINANCIAL:

If the amending bylaws are given first reading, the CSRD Financial Services Department will review the amending bylaws in conjunction with the CSRD's Financial Plan and the CSRD Environmental and Utility Services Department will review the amending bylaws in conjunction with the CSRD's Waste Management Plans as per Section 477 of the Local Government Act.

KEY ISSUES/CONCEPTS:

Bylaws:

History

South Shuswap Official Community Plan Bylaw No. 700 (Bylaw No. 700)

The South Shuswap Official Community Plan was adopted in 1995 and was the first official community plan for the subject property, and Electoral Area C. This property was designated as CRD – Comprehensive Residential Development which identified lands for future residential development without community sanitary sewer services. The designation supported one single-family dwelling per parcel and a minimum parcel size of 4,000m².

South Shuswap Zoning Bylaw No. 701 (Bylaw No. 701)

The South Shuswap Zoning Bylaw was adopted in 1997, the zoning corresponded with the land use designations of the 1995 Official Community Plan. The subject property was zoned RR1 Rural Residential (4000m²). The minimum lot size for new lots created by subdivision in this zone was 4,000 m².

Liquid Waste Management Amendments - 2002

The provincial government (Ministry of Community Services) established the minimum lot size for new properties created by subdivision utilizing an on-site septic system and on-site potable water source to be 1 ha. This standard was also recognized in the CSRD Liquid Waste Management Plan.

In 2002, Bylaw No. 700 and Bylaw No. 701 were updated so that no new parcels with an on-site potable water source and on-site septic system could be under 1 ha. South Shuswap Zoning Amendment Bylaw No. 701-26 increased the minimum lot size for new properties created by subdivision to be a minimum 1 ha in the RR1 Zone.

Electoral Area C Official Community Bylaw No. 725

The original Official Community Plan (Bylaw No. 700) was replaced in 2014 by the current Official Community Plan (Electoral Area C Official Community Plan Bylaw No. 725). In Bylaw No. 725 new lots created by subdivision which have on-site water and on-site sewer are to be a minimum of 1 ha.

Policies in Bylaw No. 725 are intended to protect rural character of the area and guides future residential and commercial growth to existing established communities. Sorrento is the urban centre of Electoral Area C (now Electoral Area G). Sorrento was established as the Village Centre as it is the most suitable area for highest residential density and a wide variety of commercial development which have the highest servicing demand than other land uses. The other smaller communities, such as Blind Bay, Eagle Bay, Sunnybrae, and White Lake were designated as Secondary Settlement Areas. These are established communities that are suitable for urban style residential, and limited commercial development to serve their neighbourhood. See "BL701-725_Excerpts_BL725.pdf" for relevant policies on the Official Community Plan.

Outside of the Village Centre or Secondary Settlement Areas, urban residential and commercial development is not supported. The subject property is approximately 1.2 km from the Secondary Settlement Area boundary in Eagle Bay. "BL701-105_BL725-23_Maps_Plans_Photos.pdf" for a map outlining the secondary settlement area.

The property is designated LH – Large Holdings. This designation is for large properties in areas where urban residential or neighbourhood commercial development is not suitable due to its separation from established communities, utilities and other more urban services. The designation recommends minimum lot size for new lots created by subdivision to be 10 ha which would limit subdivision potential to rural large lots.

As the property is not within a secondary settlement area and is designated LH – Large Holdings, an amendment to the Official Community Plan is required in order for the property to be rezoned to operate a seasonal campground for temporary use on the subject property.

Policies in the Official Community Plan do not support properties outside of the village centre or secondary settlement areas being redesignated for urban commercial development.

Specifically, Policy 3.8.2.5 states:

Existing Commercial I, Tourist Commercial (TC) and Resort Commercial (RC) land use designations are recognized on Schedules B and C. New Commercial, Tourist Commercial (TC) and Resort Commercial (RC) may be considered in the

Secondary Settlement Areas through individual redesignation and rezoning applications.

Subdivision

In 2008, a previous property owner applied to subdivide the 42.5 ha property into 35 residential lots. The applicant drilled three wells to test water supply and installed internal access roads. The previous owner did not pursue the subdivision citing a change in the housing market. The proposed 35-lot subdivision complies with the RR1 Zone. Official community plan and zoning bylaw amendments would not be required to complete this subdivision today.

The current owner is aware of the previous owner's subdivision plans. However, they are not interested in developing a residential subdivision and would prefer to build a seasonal campground for temporary use on the eastern 32 ha of the property.

The RR1 zone does not permit a campground. Therefore, a bylaw amendment is required.

Proposed development

The owner is proposing to develop a seasonal campground for temporary use which would operate from March 1 to October 31 each calendar year. The campground would be rural camping very similar to provincial recreation sites and campgrounds located in Provincial Parks where there are no individual water or sewer service connections to each campsite. The proposed campground would have centralized amenities and facilities to serve the campsites. The proposed campground would be serviced like the campground at Herald Provincial Park. There would be a maximum of 150 campsites in the eastern 32 ha of the property.

The western 10 ha would be used for a personal residence of the owner, and potentially lot for the owners' child in the future. However, the future plans have not been confirmed.

Proposed Amending Bylaws

To accommodate the proposed development staff have drafted the following amending bylaws:

Electoral Area C Official Community Plan Amendment Bylaw No. 725-23 (Bylaw No. 725-23)

A rural campground, similar to a provincial park with limited services (i.e. no community water and community sewer system to provide a connection to each campsite, and limited amenities over a large property), is not contemplated in the Official Community Plan. This type of campground does not require urban servicing and is best suited for large properties in rural areas separated from other residential properties. The Official Community Plan does consider and support urban campgrounds with serviced campsites within the Village Centre and Secondary Settlement Areas.

For this application Bylaw No. 725-23 is a proposed site-specific policy to allow for the consideration of redesignating and rezoning the eastern 32 ha portion of the property to be used for a rural campground (see "BL725_First.pdf" attached for a complete copy of the amending bylaw).

The RC – Resort Commercial OCP land use designation is the most appropriate for this proposed campground as it supports temporary camping. Other commercial designations may also support camping; however, they are associated with commercial uses that are not appropriate for the location of the subject.

- C – Commercial is for general commercial activities in the Village Centre designation.
- TC – Tourist Commercial is utilized on properties with specific businesses intended for tourists such as the auto museum in Tappen (4439 Trans-Canada Hwy).

- HC – Highway Commercial is intended for properties adjacent to the Trans-Canada Hwy.
- Waterfront Commercial is intended for waterfront properties. The subject property is not waterfront.

South Shuswap Zoning Amendment Bylaw No. 701-105 (Bylaw No. 701-105)

For this application Bylaw No. 701-105 is proposed to create a new comprehensive development zone (CDC 8) which will split the subject property into two distinct development areas:

Development Area 1 (DA1)

DA 1 will be the western 10 ha of the subject property where the owner proposes to build their dwelling and live full time. DA 1 is a residential development area with similar regulations to the existing RR1 Zone (the current zoning). DA1 will permit one single family dwelling and one secondary dwelling unit.

Differences between the RR1 zone and DA1 are primarily related to consistency with the LH designation and CSRD initiative to create consistency with secondary dwelling units and accessory buildings permitted throughout all electoral area land use bylaws:

- The LH designation recommends a minimum lot size of 10 ha for new lots created by subdivision. The proposed DA1 will have a minimum lot size of 10 ha.
- The RR1 Zone permits a 'cottage' which has a maximum floor area of 50 m². DA1 will permit a secondary dwelling unit.
- Bylaw No. 701-105 does not permit a 'cottage' instead, a 'secondary dwelling unit' is proposed. There are no size regulations proposed for secondary dwelling units in DA1.
 - Staff note that two dwellings on a 10 ha parcel is consistent with, the LH - Large Holdings Zone in Bylaw No. 701 which has a minimum parcel size of 10 ha and permits two single family dwellings of any size, and one cottage.
 - Secondary dwelling unit regulations will be brought forward in a separate bylaw amendment to ensure that secondary dwelling unit regulations are consistent throughout all CSRD zoning bylaws.
- Currently in Bylaw No. 701 all accessory buildings must have a smaller floor area than the principal building on a lot (i.e., the single-family dwelling). The new regulations will prescribe a floor area size of accessory building based on whether there is a secondary dwelling unit in the building, or the lot size. The proposed maximum accessory building size in DA1 is consistent with the current CSRD proposal to increase the maximum floor area for accessory buildings.

The differences between the current zoning, and proposed amendments are outlined in the table below:

Matter Regulated	Currently Permitted in RR1	Proposed in DA1
Permitted Uses	<ul style="list-style-type: none"> • Single family dwelling • cottage • bed and breakfast • home business • accessory use 	<ul style="list-style-type: none"> • single family dwelling • secondary dwelling unit • bed and breakfast. • home business. • accessory use.
Minimum lot size for subdivision	<ul style="list-style-type: none"> • 1 ha 	<ul style="list-style-type: none"> • 10 ha
Density	<ul style="list-style-type: none"> • 1 single family dwelling • 1 cottage 	<ul style="list-style-type: none"> • 1 single family dwelling • 1 secondary dwelling unit
Building Height	<ul style="list-style-type: none"> • Principal building – 10 m • Accessory building – 6 m 	<ul style="list-style-type: none"> • Principal building – 10 m • Accessory building

		<ul style="list-style-type: none"> ○ Containing a secondary dwelling unit – 10 m ○ Not containing a dwelling – 8.5 m
Accessory Building Size	Subordinate (smaller than) the principal building.	<ul style="list-style-type: none"> ● Containing a dwelling unit – 250 m² ● Not containing a dwelling unit – 150 m²
Parcel Coverage	No maximum coverage on lots over 1 ha	35%

See "BL701-15_First.pdf" attached for a complete copy of the amending bylaw.

Development Area 2 (DA2)

Currently, there is no zone in Bylaw No. 701 which only permits a seasonal campground. Campgrounds are currently permitted in tourist commercial zones, or a comprehensive development zone. However, these zones also permit commercial lodging (such as a hotel) and allow campgrounds to operate year-round. Staff have drafted DA 2 to permit a seasonal campground and associated accessory facilities with a potential single-family dwelling for a property manager if it is ever required in the future. The regulations ensure that the property is only used seasonally for temporary use. Details of the proposed permitted uses and regulations of DA2 include:

Matter Regulated	Regulation
.1 Permitted Uses:	<ol style="list-style-type: none"> 1. Campground. 2. outdoor recreation facility (only permitted when accessory to a campground). 3. single family dwelling. 4. accessory use.
.2 Minimum Parcel Size created by Subdivision:	32 ha
.3 Maximum Parcel Coverage	10%
.4 Maximum number of single detached dwellings:	1
.5 Maximum number of campsites	150 spaces for recreational vehicles or travel trailers
.6 Maximum height:	11.5 m
.7 Minimum setback from: <ol style="list-style-type: none"> a) Front parcel line: b) Rear parcel line c) Exterior side parcel line d) Interior side parcel line 	<ol style="list-style-type: none"> 5 m 2.5 m 5 m 2.5 m
.8 Servicing <ol style="list-style-type: none"> a) Individual campsites: 	<ul style="list-style-type: none"> ● Individual campsites must not be connected to a water source, community sewer system,

<p>b) Communal washroom facility</p> <p>c) Sani-dump facility</p> <p>d) Water facility</p>	<p>or individual septic system.</p> <ul style="list-style-type: none"> • Minimum of one washroom facility for every 50 campsites. • Maximum of one sani-dump facility • Maximum of one water source for campground use.
<p>.9 Minimum setback for campsites from a parcel line adjacent to a residential property:</p>	<p>10 m</p>
<p>.10 Maximum duration for accommodation and operation of campground. Notwithstanding the definitions of <i>temporary</i> or <i>seasonal</i>:</p>	<ul style="list-style-type: none"> • Fourteen (14) consecutive days. • Campground is only permitted to operate between March 1 and October 31 of each calendar year.
<p>.11 Minimum Screening and buffering:</p> <ul style="list-style-type: none"> • Campsites • Storage of equipment or garbage 	<ul style="list-style-type: none"> • Maintain a minimum 2 m tall, 3 m wide vegetation buffer along property lines adjacent to a residential property. • Outdoor storage of equipment or garbage must be contained within solid fence or wall a minimum 2 m in height.

See "BL701-15_First.pdf" attached for a complete copy of the amending bylaw.

Analysis

Residential Amendments

The proposed residential area (DA1) is very similar to the existing LH land use designation and the existing RR1 zoning. The revisions are intended to be consistent with the official community plan and the CSRD initiatives underway create consistency with among electoral areas regarding secondary dwelling units and accessory buildings.

- See, [CSRD Accessory Building Project](#) for more information on the accessory building amending bylaws.
- See, [CSRD Secondary Dwelling Unit Project](#) for more information on secondary dwelling unit amending bylaws.

Staff note that the timelines for these projects has been delayed due to the CSRD's wildfire response.

The owner has noted that they may want to subdivide a separate lot for their child in the future. Subdivision to provide a residence to a relative is permitted by the province under Section 514 of the Local Government Act. Section 514 of the Local Government Act supersedes local government bylaws. Staff have drafted the minimum lot size for subdivision in Development Area 1 as 10 ha. Therefore,

future subdivision for any purpose other than providing a residence for the owner's child would require a successful bylaw amendment.

Campground Amendments

Over time expectations for camping, and the use of RVs, travel trailers has evolved to different types of camping experiences. These are classified into urban and rural camping based on the amenities offered and services required.

Urban Camping

Urban camping is associated with RV parks and resorts. These include fully serviced sites for RVs or park models which include water, sewer, and electrical connections, there may also be cabin rentals, and built amenities such as swimming pools and indoor recreation facilities.

Because of these comforts there is a high servicing demand (community water systems and community sewer systems are required), which is associated with urban areas. There is also the expectation for longer term accommodation, often visitors would stay for a month or more and possibly the camping season. There is customized landscaping, decks and/or storage sheds for each site. In urban camping it is common to see park models in addition to RVs or travel trailers. There is no expectation for campsites to be emptied when not in use and the RVs, travel trailers or park models would be winterized and stay on site.

Rural Camping

Rural camping is associated with traditional camping sites found in provincial parks and provincial recreation sites. Campsites include a clearing with space to park a RV, travel trailer or a tent. These sites do not include individual water and sewer service connections for each campsite. Common accessory facilities associated with rural campgrounds may include a sani-dump station, a central potable water source, common washroom facilities, a common facility for cooking, garbage collection, and amenities such as gazebos, barbeque pit, lookout points, walking trails, or playground equipment.

Provincial parks operate from spring to early fall (typically April to October) and campers may stay for a maximum of fourteen days, per provincial park per calendar year. This proposed development is a rural campground which would operate seasonally from March 1 to October 31, with a maximum duration of stay of fourteen days to ensure shorter visits like provincial park campgrounds, and not monthly or seasonal duration like RV resorts and urban camping. The proposed development would include central amenities and facilities which include a sani-dump, washrooms, a central water source for visitors. These campsites will not have connection to individual water or sewer services but may have electrical service.

Campground as a Commercial Use

The official community plan does not support commercial development outside of the village centre and secondary settlement areas. The commercial development referenced in the official community plan policies refers to urban development that would have a higher demand on servicing utilities and increasing density. The proposed campground in this application does not require community water or sewer servicing and would remove the possibility of dense development in the future which is not supported in the official community plan. Rural campgrounds are best suited on large properties in rural areas where community water and sewer are not typically available. Rural campgrounds are not suitable in urban areas (such as Village Centre or Secondary Settlement Area designations) compared to urban type development as it would create large separations for utilities and pedestrians.

Property Location and Suitability with adjacent properties

The proposed campground is set on 32 ha of a 42 ha property and is mostly surrounded by crown land to the north and south. The proposed rural campground (Development Area 2) would be adjacent to seven private residential properties. Due to the features of the subject property and the seven adjacent properties (trees, and slopes) a natural buffer exists between proposed campsite locations and adjacent residential properties and existing dwellings.

The overall size of the property and site plan created by the owner's agent demonstrates that the campsites can be adequately separated from dwellings on neighbouring properties. There is approximately 60 m of trees and changing topography to the closest building on an adjacent property to a campsite near the centre of the subject property or western side of Development Area 2. Buildings on properties directly adjacent to the campground on the eastern side of the subject property are approximately 160 m from the nearest campsite (see "BL701-105_BL725-23_Maps_Plans_Photos.pdf"). It has been confirmed that it can be possible to maintain a minimum 10 m separation of a campsite to any property line adjacent an existing residential property and that existing vegetation can be maintained on the subject property to provide a buffer to those adjacent properties (see "BL701-105_BL725-23_Maps_Plans_Photos.pdf" attached). Staff have noted a minimum of 3 m wide and 2 m tall vegetation buffer in the Development Area 2 regulations. However, this is a minimum and the owner can create a larger buffer if they choose to do so.

Development Permits

The subject property is in the following OCP development permit areas, and permits will be triggered for the following activities:

Hazardous Lands Development Permit (Steep Slope)	
Purpose of permit	Activities triggering a development permit
To ensure qualified professionals are utilised prior to development in steep slope areas and confirms the property is safe for the intended use	<ul style="list-style-type: none"> • Construction on a property with a slope greater than 30% (i.e. prior to issuance of a building permit) • Subdivision of a property with a slope greater than 30%
Staff comment: <ul style="list-style-type: none"> • A development permit would not be required for tree clearing or site preparation for the campsites. <ul style="list-style-type: none"> ○ However, the owner has consulted with an engineer regarding best practices for developing the property safely. The engineer's recommendations include locating campsites on naturally benched areas, providing safe setbacks from naturally sloped areas, and ensuring drainage and septic field locations are planned appropriately. ○ This consultation did not take into consideration the layout of the campground or specific details for access roads or drainage. An updated technical memo which considered a potential layout of the campground will be required prior to the bylaws being considered for second reading. • A development permit can be issued to authorize both a subdivision separating the residential portion of the property from the campground and the subsequent buildings associated with a campground. This is determined by the information included in the engineering reports and technical submissions. 	

<ul style="list-style-type: none"> This is a technical development permit and is approved by the Manager of Development Services. 	
Riparian Areas Regulation (RAR) Development Permit	
Purpose of permit	Activities triggering a development permit
To regulate development activities in watercourses and riparian areas and ensure that the provincial Riparian Area Protection Regulations are adhered to.	<ul style="list-style-type: none"> Development within 30 m of a watercourse Subdivision of properties containing a watercourse, or within 30 m of a watercourse
<p>Staff Comment:</p> <ul style="list-style-type: none"> The RAR Development Permit is only required for development within 30 m of a watercourse. There is a creek on the subject property. However, the site plan submitted by the owner notes that development of campsites and septic system will be further than 30 m from the creek. There is a proposed creek crossing in the proposed site plan. If the owner decided to develop a creek crossing as noted in the site plan, provincial approval is required and a RAR development permit may also be required. This is a technical development permit and is approved by the Manager of Development Services. 	

Works in and about a stream are regulated in Section 11 of the Water Sustainability Act. If the amending bylaws are given first reading, the proposed development plans will be submitted to the Ministry of Forests who will also be given the opportunity to comment on any provincial requirements for constructing a creek crossing.

Staff note that the site plan submitted with this application is a concept and final development plans are subject to change. (see "BL701-105_BL725-23_Maps_Plans_Photos.pdf" attached).

Temporary Use:

The owner intends to develop a rural campground where visitors stay for a short period of time like provincial park campgrounds. In Bylaw No. 701 campground is defined as *"a site used for commercial purposes for accommodating recreational travelers in travel trailers, recreational vehicles or tents."*

Campgrounds are intended to provide travelers with a space for their tent trailer, RV, or a tent. Park models are specifically excluded from the definition of a campground and are not permitted. As the site is intended for travelers, the duration of a visitor is expected to be stay is temporary (defined as up to four weeks). However, camping trips are shorter than four weeks.

Staff have drafted a specific regulation stipulating the maximum duration of a campsite to be fourteen consecutive days. The owner supports limiting the duration of camping to fourteen days as they are interested in rural camping and is not interested in longer durations for camping.

People wishing to stay in longer than fourteen days would no longer be considered temporarily camping and those longer durations are associated with urban camping in a fully serviced resort setting. The owner has confirmed that they have no intention on running an urban campground or RV resort.

As campsites are intended to provide temporary place to stay for the travelling public, accessory buildings such as decks and storage sheds are not permitted in campsites.

The site plan also confirms that the proposed development is consistent with the definition and intent of a campground.

Water and Sewer

Because of the temporary nature of rural campgrounds, campsites do not require electricity, water or sewer connections. The applicant is not proposing individual water and sewer servicing connections for each campsite. Instead, campers will be provided with washroom facilities, a central potable water source for campers, and a sani-dump for RVs staying at the campground. Un-serviced campsites help ensure that campsites are used temporarily as intended for the travelling public and not used for an entire summer season.

As part of the bylaw amendment process, a technical memo from a qualified professional outlining the proposed servicing, which can confirm the water and sewer servicing will be adequate and note adversely impact adjacent property owners is required. The technical memo will be required prior to the amending bylaws receiving second reading.

Electricity

Staff note that the proposed zoning amendment would permit campsites to have electricity. This is because campers with RVs or travel trailers commonly supplement the power supply and recharge batteries with a generator. These generators can disrupt the rural setting of other campers, as well as potentially be a nuisance for neighbouring properties. By providing power to campsites, generators are not necessary.

Wildfire

The official community plan recommends that development and subdivision demonstrate FireSmart principles have been considered. Prior to second reading, a memo from a qualified professional will be required outlining applicable FireSmart recommendations for the proposed campground.

Tourism

The official community plan references and supports the 2010 Shuswap Tourism Development Plan. This plan notes that there is a shortage of private tourist accommodations such as campgrounds. Since this report was completed, private tourist accommodation in the form of short-term rentals of dwellings, cabin rentals have flourished, and resorts for the seasonal use RVs and park models have been constructed throughout the Shuswap. However, traditional rural camping is has not increased. Planning staff have spoken to Shuswap Tourism regarding campgrounds, and this proposed development. Shuswap Tourism confirmed there is a shortage of the rural campgrounds like presented in this application.

SUMMARY

Staff support first reading of Bylaw Nos. 701-105 and 725-23 for the following reasons:

- The site-specific policy in the proposed official community plan amendment for a rural campground in this location will not allow urban development outside a secondary settlement area.
- The rural campground proposed in DA2 of the CDC8 zone with a maximum temporary use of fourteen consecutive days operating seasonally from March 1 to October 31 is appropriate in this rural location outside a secondary settlement area.
- The maximum permitted residential density of two dwellings proposed in DA1 of the CDC8 zone is consistent with other properties of a similar size and designation in the official community plan.

- The development of the campground should not negatively impact the adjacent residential properties because of the size of the property and the separation between the proposed campsites and single family dwellings.
- Reading the amending bylaws a first time will provide the opportunity to solicit referral comments from applicable agencies and First Nations to find out if there are any related issues that may need to be considered through the bylaw amendment process
- The recommended complex consultation process requires the applicant to hold public information meeting to receive answer questions and receive community feedback.

Prior to the amending bylaws being considered for second reading, the following information is required to be submitted by the applicant:

- A technical memorandum from a qualified professional confirming the proposed campground can be adequately serviced, and that the proposed water and sewer servicing will not have an adverse impact on adjacent properties' water supply.
- An updated geohazard assessment memo based on a layout concept for the campground.
- A review of the proposed development prepared by a qualified professional using FireSmart guidelines. The review should include recommendations to ensure FireSmart practices are incorporated into the development.

IMPLEMENTATION:

If the proposed bylaw amendments are given first reading staff will meet with the owner and their agent to discuss the next steps in the bylaw amendment process; the additional information required for the bylaws to be considered for second reading and delegation of a public hearing.

Pursuant to CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommends the complex consultation process be used for this application which includes a public information meeting for the public to have an opportunity to learn the details of the application directly with the property owner or their agents.

Neighbouring property owners will first become aware of the application for the bylaw amendments when the notice of development sign is posted after first reading. at the western driveway entrance to the property. One sign is required because the total road frontage of the property is less than 400 m.

COMMUNICATIONS:

Referrals

If the bylaw is given first reading, it will be forwarded to the referral agencies. Agency and First Nations comments will be provided with a future board report when second reading is considered by the Board. The following list of referral agencies is recommended:

- CSRD Environmental and Utility Services
- CSRD Financial Services
- Interior Health Authority
- Ministry of Transportation and Infrastructure
- Ministry of Forests: Archaeology Branch
- Ministry Lands, Water and Natural Resource Stewardship: Lands Branch
- All applicable First Nations Bands and Councils
 - Adams Lake Indian Band.
 - Skw'lax te Secwepemcú'ecw (Little Shuswap Lake Band)

- Neskonlith Indian Band

Complex Consultation

CSRD Policy P-18 – Consultation Processes – Bylaws, suggests that the Complex Consultation process be used in situations where applications require both an Official Community Plan and a zoning change, would result in a large development project, or has significant potential to adversely affect surrounding properties. Staff recommend this process be used for the following reasons:

- An official community plan amendment is required to permit a new rural campground outside of a village centre or secondary settlement area designation.
- A new site-specific zone is proposed to permit the proposed campground.

If approved by the Board, the owner would be required to hold a public information meeting in the community to explain the proposal and answer questions. Coordinating, advertising and hosting this meeting would be the responsibility of the owner. The CSRD is not involved in the public information meeting.

- Staff note that there are no legal minimum requirements for this type of meeting although staff would typically liaise with the owner or their agents as to the appropriate advertising, timing and location of such a meeting.

The owner must provide a summary of the meeting proceedings and comments. All of which will be included with referral responses in a future board report prior to the Board considering second reading of these amending bylaws and delegation of a public hearing.

DESIRED OUTCOMES:

That the Board endorse the staff recommendations.

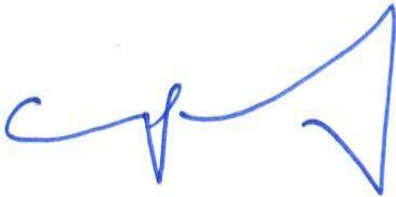
BOARD'S OPTIONS:

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:	2023-11-16_Board_DS_BL725-23_BL701-105_First.docx
Attachments:	<ul style="list-style-type: none"> - BL725-23_First.pdf - BL701-105_First.pdf - BL725-23_BL701-105_Excerpts_BL725.pdf - BL725-23_BL701-105_Excerpts_BL701.pdf - BL725-023_BL701-105_Maps_Plans_Photos.pdf
Final Approval Date:	Nov 7, 2023

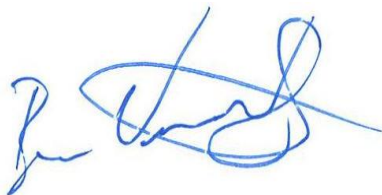
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement

No Signature - Task assigned to Gerald Christie was completed by assistant Jennifer Sham

Gerald Christie



Ben Van Nostrand



Jodi Pierce



Jennifer Sham



John MacLean

COLUMBIA SHUSWAP REGIONAL DISTRICT

SOUTH SHUSWAP ZONING AMENDMENT BYLAW NO. 725-23

A bylaw to amend the "Electoral Area C Official Community Plan No.725-23."

WHEREAS the Board of the Columbia Shuswap Regional District adopted bylaw No. 725,

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 725;

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

1. "Electoral Area C Official Community Plan No.725" is hereby amended as follows:

A. MAP AMENDMENT

1. Schedule B, Land Use Designation Overview, which forms part of the "Electoral Area C Official Community Plan Bylaw No. 725" is hereby amended as follows:
 - i) Redesignating part of Lot 1 Section 2 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan KAP55588 Excluding Plan KAP62357 from LH – Large Holdings to RC – Resort Commercial.
2. Schedule C, Land Use Designations Individual, which forms part of the "Electoral Area C Official Community Plan Bylaw No. 725" is hereby amended as follows:
 - ii) Redesignating part of Lot 1 Section 2 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan KAP55588 Excluding Plan KAP62357 from LH – Large Holdings to RC – Resort Commercial.

Which is more particularly shown outlined in bold and dashed lines on Schedule 1 attached hereto and forming part of this bylaw.

B. TEXT AMENDMENT

- i. Schedule A, Zoning Bylaw Text, is further amended by adding a new section, Section 3.8.2.10 as follows:

"Notwithstanding section 3.8.2.5, Lot 1 Section 2 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan KAP55588 Excluding Plan KAP62357, which is outside of the Village Centre, and Secondary Settlement Areas can be considered for re-designation to RC - Resort Commercial and rezoning to allow a seasonal campground."

This bylaw may be cited as "South Shuswap Zoning Amendment Bylaw No. 725-23"

READ a first time this _____ day of _____, 2023.

READ a second time this _____ day of _____, 2024.

PUBLIC HEARING held this _____ day of _____, 2024.

READ a third time this _____ day of _____, 2024.

ADOPTED this _____ day of _____, 2024.

CORPORATE OFFICER

CHAIR

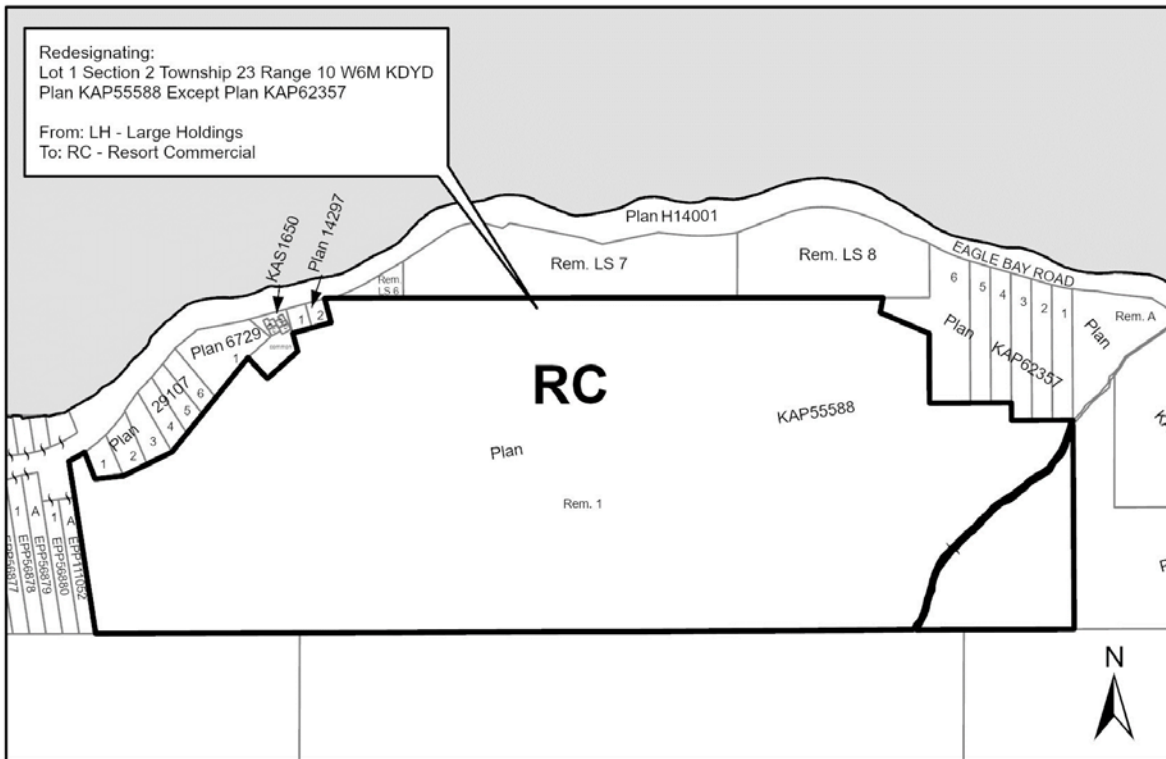
CERTIFIED a true copy of Bylaw No. 725-23
as read a third time.

CERTIFIED a true copy of Bylaw No. 725-23
as adopted.

CORPORATE OFFICER

CORPORATE OFFICER

Schedule 1
Electoral Area C Official Community Plan Amendment Bylaw No. 725-23



COLUMBIA SHUSWAP REGIONAL DISTRICT

SOUTH SHUSWAP ZONING AMENDMENT BYLAW NO. 701- 105

A bylaw to amend the "South Shuswap Zoning Bylaw No.701- 105

WHEREAS the Board of the Columbia Shuswap Regional District adopted bylaw No. 701,

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 701;

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

1. "South Shuswap Zoning Bylaw No.701" is hereby amended as follows:

A. MAP AMENDMENT

1. Schedule C, Zoning Maps, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:
 - i) Rezoning part of Lot 1 Section 2 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan KAP55588 Excluding Plan KAP62357 from RR1 – Rural Residential (4000 m²) to CDC 8 Comprehensive Development 8 Zone Development Area 1.
 - ii) Rezoning part of Lot 1 Section 2 Township 23 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan KAP55588 Excluding Plan KAP62357 from RR1 – Rural Residential (0.4 ah) to CDC 8 Comprehensive Development 8 Zone Development Area 2.

Which is more particularly shown outlined in bold on Schedule 1 attached hereto and forming part of this bylaw.

B. TEXT AMENDMENT

- i. Schedule A, Zoning Bylaw Text, TABLE OF CONTENTS is hereby amended by:
 - a) Adding a new Section "CDC 8 Comprehensive Development 8 Zone"
- ii. Schedule A, Zoning Bylaw Text, is further amended by adding a new section, 'Section 39' as follows:

"CDC 8 Comprehensive Development 8 Zone

Section 39**Purpose**

The purpose of the CDC 8 zone is to provide for a unique zone allowing for a seasonal campground.

Development Area 1

39.1 Permitted Uses

The following uses and no others are permitted in the CDC 8 Development Area 1:

1. bed and breakfast;
2. home business;
3. secondary dwelling unit
4. single family dwelling
5. accessory use.

39.2 Regulations

On an area zoned CDC 8 Development Area 1, there shall be no use and no building or structure constructed, located, or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

COLUMN I MATTER TO BE REGULATED		COLUMN II REGULATIONS
.1	Minimum Parcel Size created by Subdivision:	10 ha
.2	Maximum density per parcel	<ul style="list-style-type: none"> • 1 single family dwelling; and • 1 secondary dwelling unit
.3	Maximum Parcel Coverage	35%
.4	Maximum height for: <ol style="list-style-type: none"> a) Single family dwelling b) Accessory buildings containing a secondary dwelling unit c) Accessory buildings (in all other cases) 	<p>10 m</p> <p>10 m</p> <p>8.5 m</p>
.5	Minimum setback from: <ol style="list-style-type: none"> a) Front parcel line: b) Rear parcel line c) Exterior side parcel line d) Interior side parcel line 	<p>5 m</p> <p>2.5 m</p> <p>5 m</p> <p>2.5 m</p>

.6	Secondary dwelling unit	1 attached or detached Secondary dwelling unit
.7	Accessory Building Size <ul style="list-style-type: none"> • Accessory buildings containing a secondary dwelling unit • All other Accessory buildings and structures 	<ul style="list-style-type: none"> • 250 m² (2690.98 ft²) • 150 m² (1614.59 ft²)

Development Area 2

39.3 Permitted Uses

The following uses and no others are permitted in the CDC 8 Development Area 2:

1. Campground;
2. outdoor recreation facility, permitted only if accessory to a campground;
3. single family dwelling.
4. accessory use.

39.4 Regulations

On an area zoned CDC 8 Development Area 2, there shall be no use and no building or structure constructed, located, or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

COLUMN I MATTER TO BE REGULATED		COLUMN II REGULATIONS
.1	Minimum Parcel Size created by Subdivision:	32 ha
.2	Maximum Parcel Coverage	10%
.3	Maximum number of single detached dwellings:	1
.4	Maximum number of campsites	150 spaces for recreational vehicles or travel trailers
.5	Maximum height:	11.5 m
.6	Minimum setback for buildings and structures from: <ol style="list-style-type: none"> a) Front parcel line: b) Rear parcel line c) Exterior side parcel line d) Interior side parcel line 	<ul style="list-style-type: none"> 5 m 2.5 m 5 m 2.5 m
.7	Minimum setback for campsites from a parcel line adjacent to a residential property:	10 m

<p>.8 Servicing</p> <p>a) Individual campsites:</p> <p>b) Communal washroom facility</p> <p>c) Sani-dump facility</p> <p>d) Water facility</p>	<ul style="list-style-type: none"> • Individual campsites must not be connected to a water source, community sewer system, or individual septic system. • Minimum of one washroom facility for every 50 campsites. • Maximum of one sani-dump facility • Maximum of one water source for campground use.
<p>.9 Maximum duration of campsite use</p> <ul style="list-style-type: none"> • Notwithstanding the definitions of <i>temporary</i> or <i>seasonal</i>: 	<ul style="list-style-type: none"> • Fourteen (14) consecutive days. • A campground is only permitted to operate between March 1 and October 31 of each calendar year.
<p>.10 Minimum Screening and buffering:</p> <ul style="list-style-type: none"> • Campsites • Storage of equipment or garbage, or recycling 	<p>Maintain a minimum 2 m tall, 3 m wide vegetation buffer along property lines adjacent to a residential property.</p> <p>Outdoor storage of equipment or garbage must be contained within solid fence or wall a minimum 2 m in height.</p>

This bylaw may be cited as "South Shuswap Zoning Amendment Bylaw No. 701-105"

READ a first time this _____ day of _____, 2023.

READ a second time this _____ day of _____, 2024.

PUBLIC HEARING held this _____ day of _____, 2024.

READ a third time this _____ day of _____, 2024.

ADOPTED this _____ day of _____, 2024.

CORPORATE OFFICER

CHAIR

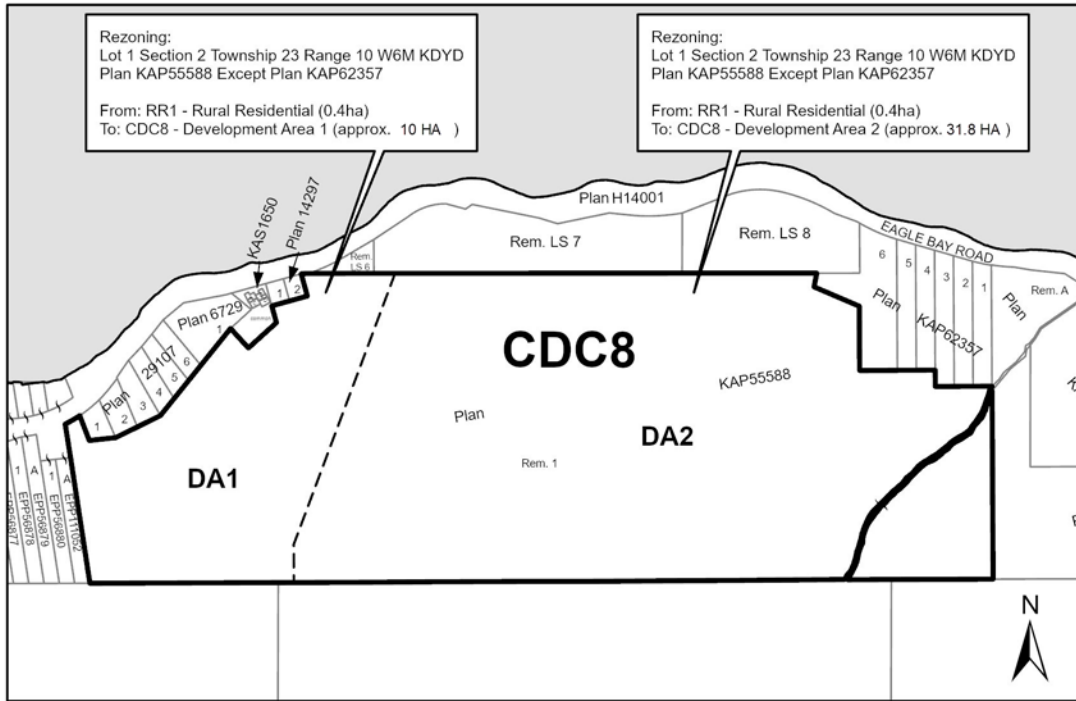
CERTIFIED a true copy of Bylaw No. 701-105 as read a third time.

CERTIFIED a true copy of Bylaw No. 701-105 as adopted.

CORPORATE OFFICER

CORPORATE OFFICER

Schedule 1 South Shuswap Zoning Amendment Bylaw No. 701-105



Relevant Excerpts from Electoral Area C official Community Plan Bylaw No. 725

(See [Bylaw No. 725](#) for all policies and land use designations)

Section 1. Plan Vision and Framework

1.2 Sustainable Planning Principles

Nine principles provide the foundation for the Plan. Together, they point towards a more “sustainable community”, one that is continually adjusting to meet the social and economic needs of its residents within the context of the finite carrying capacity of the natural environment, and climate change, to accommodate these needs.

Principle 2

To maintain large areas of rural landscape throughout the South Shuswap while encouraging gradual, sustainable, moderate and efficient development in the existing settled areas.

Principle 9

Active community involvement within the South Shuswap, including planning decisions related to land use, housing, servicing, parks and transportation is supported.

1.4 Geographic Context & Existing Land Uses

With a land area of 506 km², Area C is the smallest electoral area in the Regional District. It covers just 2.0% of the total land area of the Columbia Shuswap Region, but is home to 15% of its population. The resident population at the 2011 Census of Canada was recorded as 7,662.

The countryside of Area ‘C’ varies from rolling hills at approximately 1500 metres to lush valleys and scenic lakeshores at approximately 350 metres.

- The Shuswap has long been a favourite destination for summer vacationing, and a pattern of small motels, bed and breakfasts, and rental cabins and cottages has emerged. With improvements to the highway system, getting to the Shuswap is now safer and faster. At the time of writing of this plan, there were no major destination resorts in the South or North Shuswap.

Section 3. Growing Gradually and Wisely

Sustainable Principles

Large areas of rural landscape throughout the South Shuswap will be maintained while encouraging gradual, sustainable, moderate and efficient development in the existing settled areas.

A range of housing choices is supported, taking into account affordability for existing residents, particularly for young families and seniors. Only ground-oriented housing is appropriate near the Lakes; more dense forms of housing must be located away from the Lakes.

Agriculture, tourism and forestry are supported as the foundations of the economy, while economic diversification that has low impact on the area's character and natural environment is encouraged. The establishment of a business park that attracts clean industries and complements existing businesses is also encouraged.

3.3 Secondary Settlement Areas

3.3.1 Objective

- .1 To allow for predominantly residential development and some neighbourhood commercial development within Blind Bay, Eagle Bay, Sunnybrae and White Lake.

3.3.2 Policies

1. This designation applies to areas within the Blind Bay, Eagle Bay, Sunnybrae and White Lake Secondary Settlement Area boundaries, as outlined on Schedules B and C.
2. Permitted land uses within the Secondary Settlement Areas include: residential, neighbourhood commercial uses, recreational residential, community and health-related services, institutional uses, recreation, arts and cultural activities.
3. Residential development is subject to the housing forms and maximum densities of each land use designation within the Secondary Settlement Area Boundaries (i.e. Neighbourhood Residential (NR), Country Residential (CR), etc).
5. In the Eagle Bay and White Lake Secondary Settlement Areas, re-designation to Medium Density may be supported through a successful rezoning application and connection to both community water and sewer systems. For the White Lake community, a road capacity assessment should be completed prior to new Medium Density development.
6. All new subdivisions and all new rezoning applications which would increase existing residential densities or require additional sewer or water capacity must be connected to both a community sewer system and a community water system. Where community sewer and water system servicing is not feasible, the maximum allowable density is 1 unit / ha (1 unit / 2.47 ac).
7. Where possible, new development will include dedicated pedestrian and non-motorized linkages to and through the development.

8. New commercial, industrial, multi-family and intensive residential development within the Secondary Settlement Areas is subject to the Form & Character Development Permit Area Guidelines.

3.4 Residential

3.4.1 Policies

- .1 New residential development will be directed to the Village Centre and Secondary Settlement Areas identified on Schedules B and C. Outside these areas, residential development is discouraged unless co-located with an agricultural use.
- .2 Residential development is subject to the following land use designations, housing forms and maximum densities:

Land Use Designation	Housing Form	Maximum Density
Medium Density (MD)	Detached	5 units/ac (1 unit/0.2 ac) 12 units/ha (1 unit/0.08 ha)
	Semi-detached	8 units/ac (1 unit/0.13 ac) 20 units/ha (1 unit/0.05 ha)
	Townhouse	12 units/ac (1 unit/0.13 ac) 30 units/ha (1 unit/0.03 ha)
Neighbourhood Residential (NR)	Detached, Semi-detached	2 units per 1 acre (1 unit/0.2 ha)
Country Residential (CR)	Detached, Semi-detached	1 unit per 1 acre (0.4 ha)
Rural Residential (RR)	Detached, Semi-detached	1 unit per 2.5 acres (1 ha)
Rural Residential 2 (RR2)	Detached, Semi-detached	1 unit per 5 acres (2 ha)
Small Holdings (SH)	Detached, Semi-detached	1 unit per 10 acres (4 ha)
Medium Holdings (MH)	Detached, Semi-detached	1 unit per 20 acres (8 ha)
Large Holdings (LH)	Detached, Semi-detached	1 unit per 25 acres (10 ha)
Rural Holdings (RH)	Detached, Semi-detached	1 unit per 148 acres (60 ha)

3.8 Commercial

3.8.1 Objective

- .1 To recognize existing commercial uses and provide for future commercial opportunities within the Secondary Settlement Areas.

3.8.2 Policies

- .1 Commercial development that is incompatible with the community, or would have unmitigated negative impacts on the environment, is not acceptable anywhere in the South Shuswap.

- .2 Large scale commercial development is not acceptable in the Secondary Settlement Areas or rural areas of the South Shuswap. Such development is directed to the Village Centre.
- .3 The Village Centre (VC) designation encompasses a broad range of commercial uses, including retail, food services, offices, business and personal services, community and health-related services, public and institutional uses, recreation, arts and cultural activities, highway commercial uses, personal, professional and financial services.
- .4 Neighbourhood Commercial (NC) is acceptable in Secondary Settlement Areas, allowing a limited range of retail, and personal, professional and community services that meet the daily needs of local residents. Housing above grade level commercial is also acceptable.
- .5 Existing Commercial (C), Tourist Commercial (TC) and Resort Commercial (RC) land use designations are recognized on Schedules B and C. New Commercial (C), Tourist Commercial (TC) and Resort Commercial (RC) may be considered in the Secondary Settlement Areas through individual redesignation and rezoning applications.
- .6 Existing Waterfront Commercial (WC) developments are recognized on the Schedules B and C. New Waterfront Commercial (WC) developments are not supported.
- .7 Small-scale Highway Commercial (HC) which caters to the travelling public, is acceptable along the Trans-Canada Highway, but not between the Village Centres.
- .8 Multi-unit residential development is encouraged to locate near major commercial developments within the Sorrento Village Centre, in order to help create a more walkable community and to provide a population base to support businesses.
- .9 All new redesignation and rezoning applications for commercial uses which would require additional sewer or water capacity and which are located in proximity to a community sewer system and a community water system must connect to that system.

Section 5. Diversifying the Local Economy

Sustainable Principle

Agriculture, tourism and forestry are supported as the foundations of the economy, while economic diversification that has low impact on the area's character and natural environment is encouraged. The establishment of a business park that attracts clean industries and complements existing businesses is also encouraged.

Historically, the economy of the South Shuswap was based on tourism, primary resource extraction, general commercial services, and trades and construction. In recent years, residential development has become the driving force in the local economy as more empty nesters and retirees choose to locate to the South Shuswap. There is a significant amount of non-employment income that flows through the economy by way of pension plans and other investments.

Throughout the planning process, it was stressed that there should be a more diverse economy, with year-round tourism opportunities and strengthened business services. Greater diversity will provide a wider range of employment opportunities, may increase wages in the area, and would reduce the community's vulnerability to shifts in any sector of the economy.

At present, employment opportunities in the South Shuswap are limited. Many residents of the area drive to Salmon Arm, Kamloops or Chase for employment. With a mid-2006 population of over 7,600 permanent residents, there is a sufficient population base to support more commercial and business operations, providing closer-to-home employment for residents.

Resource industries are a significant employment base in the South Shuswap and there is broad support for the long-term viability of this sector.

5.1 Tourism

Tourism presents significant opportunities for economic growth. People visit the area to enjoy its serenity and wide range of recreational activities. Tourism provides short-term student employment in the summer, entry-level positions for younger employees, as well as long-term managerial and professional employment.

Tourism is most evident during the summer months, as thousands of people visit to camp, swim, water ski, houseboat, fish, golf and hike. The challenge in the South Shuswap is attracting tourists beyond the summer season.

5.1.1 Objectives

- .1 To strengthen the South Shuswap as a year-round tourist destination.
- .2 To encourage tourism activities that have a low impact on the Lakes and other environmentally sensitive areas.

5.1.2 Policies

- .1 The Regional District will support the vision of the Shuswap Tourism Development Plan (March 2010) which includes the following components:

Green and Sustainable

- eco-friendly
- pristine lakes
- controlled backcountry access
- integrated land use

Embracing Culture & Sport

- expanded events
- sport tourism
- family-oriented
- multi-cultural

Four Season Destination

- world-class service
- authentic experiences
- destination recognition
- agri-tourism
- diverse accommodation options

Quality Infrastructure

- gateway visitor centres
- quality highways
- transit options
- scheduled air service
- quality recreation amenities

Regional Cooperation

- collaborating communities
- tourism awareness
- strong sense of community
- Superhost community

5.3 Economic Diversity

5.3.1 Objective

- .1 To encourage economic diversity in the South Shuswap.

5.3.2 Policies

The Regional District will:

- .1 Work with the South Shuswap business community to develop a long-term economic development strategy that focuses solely on the needs of the South Shuswap. Economic diversification should be a major component of any economic development strategy.
- .2 Work with the South Shuswap community to develop a business/industrial park with access to the Trans-Canada Highway.
- .3 Support on-going post-secondary educational opportunities, training and facilities in the South Shuswap.

Section 10. Maintaining a Safe, Healthy Community

Sustainable Principle

Concentration of community facilities in the Sorrento and Balmoral areas, including retail, cultural, health and emergency services is supported.

The health and safety of residents in the South Shuswap is of primary importance. During the planning process, many people spoke of the need for improvements by various service providers, particularly in light of the growth of the community, and its aging demographic profile. The issues that fall under public health and safety include fire suppression, building safety, policing, and health services.

10.1 Fire Suppression

Fire suppression in the South Shuswap is provided by volunteers in the community. There are five fire stations located in the South Shuswap, including the Shuswap Volunteer Fire Department Fire Hall #1 in Sorrento and Fire Hall #2 at Shuswap Lake Estates, the Eagle Bay Fire Hall, the Tappen/Sunnybrae Fire Hall and the White Lake Fire Hall.

There is a high risk of forest fires in the South Shuswap. Forests abut residential areas throughout much of the South Shuswap. Wildfire, often caused by lightning, is a natural process, but the failure to plan adequately for the possibility of wildfire leaves homeowners and businesses vulnerable. As the warming trend associated with climate change accelerates in the Southern Interior, the risk of forest fire becomes greater.

10.1.1 Objectives

- .1 To have adequate levels of fire suppression for the South Shuswap community.
- .2 To improve awareness of the emergency forest fire response program.

10.1.2 Policies

- .1 Proposals for subdivision and development must demonstrate that appropriate “fire proofing” and “fire smart” principles have been taken into account;
- .2 To strongly support the Ministry of Forests, Lands and Natural Resource Operations and the Provincial Approving Officer working co-operatively in evaluating subdivision applications in order to minimize the potential for fire damage on the wildland urban interface;
- .3 Advocate for adequate levels of fire suppression throughout the South Shuswap. As growth occurs, fire suppression services must be expanded to serve the increasing population; and,
- .4 The Regional District will continue to co-ordinate with Provincial ministries regarding its Emergency Management Program in order to improve the awareness of emergency forest fire response programs. Existing developments should be “fire proofed”.

Section 12. Development Permit Areas

The *Local Government Act* provides the Regional District with the authority to establish a development permitting system. It also makes provision for local governments to require applicants for development approvals to undertake impact studies.

Development Permits are one of the most effective legal tools for the protection of environmentally sensitive areas, avoiding development in hazardous conditions, and setting out expectations regarding “form and character” of development. Local governments may designate Development Permit Areas (DPAs) in an OCP. When an area is designated, the local government must describe the special site conditions or objectives that justify the designation, and specify guidelines to achieve those objectives.

Where land is subject to more than one Development Permit Area designation, a single Development Permit is required. The application will be subject to the requirements of all applicable Development Permit Areas, and any Development Permit issued will be in accordance with the guidelines of all such Areas.

Variations, as well as conditions respecting the sequence and timing of construction, may also be considered for inclusion within a Development Permit in accordance with applicable guidelines as per the authority granted under s.920() and s.920(3) of the Local Government Act.

12.1 Hazardous Lands Development Permit Areas (*Steep Slope*)

12.1.1 *Purpose*

The Hazardous Lands Development Permit Area is designated under the Local Government Act for the purpose of protecting development from steep slope hazardous conditions.

12.1.2 *Justification*

Whereas steep slopes pose a potential landslide risk, a Hazardous Lands Development Permit Area is justified so that DP guidelines and recommendations from qualified engineering professionals are utilised prior to development in steep slope areas in order to provide a high level of protection from ground instability and/or slope failure.

12.1.3 *Area*

All properties, any portion of which, contain slopes 30% or greater are designated as Hazardous Lands Development Permit Area (Steep Slope). These are referred to as 'steep slope' areas below. The CSRD requires a slope assessment of slope conditions as a condition of development permit issuance. Provincial 1:20,000 TRIM mapping, using 20m (66ft) contour information, may provide preliminary slope assessment; however, a more detailed site assessment may be required.

12.1.4 *Exemptions*

A Hazardous Lands Development Permit is not required for the following:

- .1 A single storey accessory building with a gross floor area less than 10 m² (107.4 ft²) which are placed on slopes of less than 30%;
- .2 Non-structural **external** repairs or alterations exempted by the BC Building Code; or
- .3 Non-structural **internal** repairs or alterations exempted by the BC Building Code which do not create sleeping accommodations or bedrooms.

12.1.5 *Guidelines*

- .1 Whenever possible placement of buildings and structures should be considered first in non-steeply sloped areas, i.e. less than 30% slope;
- .2 In order to protect against the loss of life and to minimize property damage associated with ground instability and/or slope failure, development in steep slope areas is discouraged;
- .3 Occupant and public safety shall be the prime consideration of the qualified geotechnical professional and the CSRD prior to approval of development in steeply sloped areas; and,
- .4 Geotechnical reports from qualified geotechnical professionals must address best engineering practices in the field of geotechnical engineering and provide detailed recommendations. At the discretion of CSRD staff an independent third party review of the submitted report(s) may be undertaken.

Where steep slope areas are required for development, development permits addressing Steep Slopes shall be in accordance with the following:

For subdivision, either 12.1.5.5 or 12.1.5.6 applies:

- .5 Submission of a geotechnical report by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering.
 - a. The geotechnical report, which the Regional District will use to determine the conditions and requirements of the development permit, must certify that the land may be used safely for the use intended.
 - b. The geotechnical report must explicitly confirm all work was undertaken in accordance with the APEGBC Legislated Landslide Assessment Guidelines.
 - c. The report should include the following types of analysis and information:
 - i. site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features, including watercourses;
 - ii. strength and structure of rock material, bedding sequences, slope gradient, landform shape, soil depth, soil strength and clay mineralogy;
 - iii. surface & subsurface water flows & drainage;

- iv. vegetation: plant rooting, clear-cutting, vegetation conversion, etc.
 - v. recommended setbacks from the toe and top of the slope;
 - vi. recommended mitigation measures; and
 - vii. recommended 'no-build' areas.
- d. Development in steep slopes should avoid:
- i. cutting into a slope without providing adequate mechanical support;
 - ii. adding water to a slope that would cause decreased stability;
 - iii. adding weight to the top of a slope, including fill or waste;
 - iv. removing vegetation from a slope;
 - v. creating steeper slopes; and
 - vi. siting Type 1, 2 and 3 septic systems and fields within steep slopes.
- e. A Covenant may be registered on title identifying the hazard and remedial requirements as specified in the geotechnical or engineering reports for the benefit and safe use of future owners.
- .6 Registration of a Covenant on title identifying hazards and restrictions regarding construction, habitation or other structures or uses on slopes of 30% and greater.

For construction of, addition to or alteration of a building or other structure:

Compliance with and submission of the relevant geotechnical sections of Schedule B-1, B-2 and C-B of the BC Building Code by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering. A Covenant may be registered on title identifying hazards and restrictions regarding construction, habitation or other structures or uses on slopes of 30% or greater.

12.4 Riparian Areas Regulation (RAR) Development Permit Area

.1 Purpose

The Riparian Areas Regulation Development Permit Area (RAR DPA) is designated under the Local Government Act for the protection of the natural environment, its ecosystems and biological diversity.

.2 Justification

The primary objective of the RAR DPA designation is to regulate development activities in watercourses and their riparian areas in order to preserve natural features, functions and conditions that support fish life processes. Development impact on watercourses can be minimized by careful project examination and implementation of appropriate measures to preserve environmentally sensitive riparian areas.

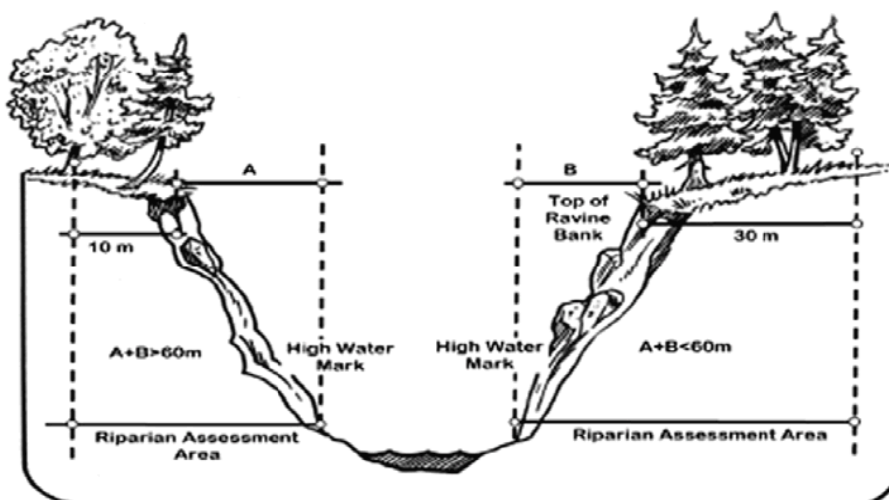
.3 Area

The RAR DPA is comprised of Riparian assessment areas for fish habitat, which include all watercourses and adjacent lands shown on Provincial TRIM map series at 1:20,000, as well as unmapped watercourses.

As illustrated in Figure 12.1, the area comprises:

- Within 30m (98.4 feet) of the high water mark of the watercourse;
- Within 30m (98.4 feet) of the top of the ravine bank in the case of a ravine less than 60m (196.8 feet) wide;
- Within 10m (32.8 feet) of the top of a ravine bank for ravines 60 metres (196.8 feet) or greater in width that link aquatic and terrestrial ecosystems that exert an influence on the watercourse.

Figure 12.1



Unless the proposed development or alteration of land is clearly outside the riparian assessment area the location of the development shall be determined accurately by survey in relation to the RAR DPA to determine whether a development permit application is required.

.4 *Exemptions*

.1 The RAR DPA does not apply to the following:

- a. Construction, alteration, addition, repair, demolition and maintenance of farm buildings;
- b. Clearing of land for agriculture;
- c. Institutional development containing no residential, commercial or industrial aspect;
- d. Reconstruction, alteration, addition or repair of a legal permanent structure if the structure remains on its existing foundation. Only if the existing foundation is moved or extended into a riparian assessment area would a RAR DPA be required;
- e. A QEP can confirm that the conditions of the RAR DPA have already been satisfied;
- f. A Development Permit for the same area has already been issued in the past and a QEP can confirm that the conditions in the Development Permit have all been met, or the conditions addressed in the previous Development Permit will not be affected; and,
- g. A letter is provided by a QEP confirming that there is no visible channel.

.5 *Guidelines*

- .1 Preservation of water courses, waterbodies, and adjacent, natural features, functions and conditions of riparian areas that support fish and animal habitat is the primary objective of the RAR DPA;
- .2 Impacts to watercourses and riparian areas from proposed development is not desirable. Such impacts must be minimized to the greatest extent possible and addressed in a report from a QEP, including mitigative measures;
- .3 Disturbance of soils and removal of vegetation should be minimized in the development process;
- .4 Whenever possible development or land altering activities shall be located outside of the 30m setback to the riparian area unless a QEP permits a reduced setback area;
- .5 Development requiring a Development Permit shall include, but may not be limited to, any of the following activities associated with or resulting from residential, commercial or industrial activities or ancillary activities, subject to local government powers under the Local Government Act:
 - a. Removal, alteration, disruption or destruction of vegetation within 30m (98.4 feet) of a watercourse.

- b. Disturbance of soils, within 30m (98.4 feet) of a watercourse;
 - c. Construction or erection of buildings and structures within 30m (98.4 feet) of a watercourse;
 - d. Creation of non-structural impervious or semi-impervious surfaces within 30m (98.4 feet) of a watercourse;
 - e. Flood protection works within 30m (98.4 feet) of a watercourse;
 - f. Construction of roads, trails, docks, wharves and bridges within 30m (98.4 feet) of a watercourse;
 - g. Provision and maintenance of sewer and water services within 30m (98.4 feet) of a watercourse;
 - h. Development of drainage systems within 30m (98.4 feet) of a watercourse;
 - i. Development of utility corridors within 30m (98.4 feet) of a watercourse; and
 - j. Subdivision as defined in the Land Title Act, and including the division of land into 2 or more parcels within 30m (98.4 feet) of a watercourse.
- .6 A development permit may be issued following the submission of a report from a Qualified Environmental Professional (QEP). This written submission shall be used to determine the conditions of the development permit and shall include:
- a. Site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features;
 - b. Existing vegetation and any proposed vegetation removal;
 - c. Assessment of hydrogeology, including soil types, drainage characteristics, seepage zones, springs and seasonally saturated areas, groundwater depth, flow direction & pathways, and shallow bedrock;
 - d. The suitability for site soils to accept stormwater infiltration and post-development landscape irrigation;
 - e. Potential impacts to other water courses or water bodies, e.g. Shuswap Lake; and,
 - f. Recommendations and mitigative measures.

.6 Role of the QEP and CSRD in the RAR Development Permit Process

The RAR regulations place considerable emphasis on QEPs to research established standards for the protection of riparian areas. It is the QEP's responsibility to consider federal and provincial regulations regarding fish, water and riparian protection and consult with appropriate agencies as necessary. Since the responsibility rests with the QEP for conducting research and providing

technical information and recommendations specific to an application required under this RAR DP section the extent to which the CSRD will be involved in the technical details of the permitting process is reduced. If the RAR DP guidelines are met by the QEP, and the QEP report is submitted to and accepted by the BC Ministry of Environment, the CSRD role becomes more administrative in nature and the DP can be considered for approval.

Relevant Excerpts from South Shuswap Zoning Bylaw No. 701

(See [Bylaw No. 701](#) for all policies and zones)

DEFINITIONS

SECTION 1

ACCESSORY BUILDING means a building or structure that is subordinate and supplementary to the principal building or use permitted on the same parcel such as a garage, carport or storage shed.

ACCESSORY UPPER FLOOR DWELLING UNIT means a dwelling unit that is accessory to the principal, non-residential use of a parcel, is located above the ground floor, and contains a separate entrance.

ACCESSORY USE means a use that is subordinate and supplementary to the principal building or use permitted on the same parcel.

CAMPGROUND means a site used for commercial purposes for accommodating recreational travelers in travel trailers, recreational vehicles or tents.

COMMERCIAL LODGING means a commercial use for the temporary accommodation of the public and includes hotels, motels and other commercial resort operations.

COMMUNITY SEWER SYSTEM means a sewage collection and disposal system which serves five (5) or more parcels and which has been approved by the appropriate jurisdiction(s).

COMMUNITY WATER SYSTEM means a water collection and distribution system which serves five (5) or more parcels and which has been approved by the appropriate jurisdiction(s).

COTTAGE means a building with a floor area not exceeding 50 m² containing living quarters which is incidental to and located on the same parcel as a single family dwelling, is on an approved sanitary sewage disposal system and does not include recreational vehicles or travel trailers and is occupied on a temporary basis.

FLOOR AREA means the total floor area of all floors in a building measured to the extreme outer limits of the building including all areas giving access thereto such as corridors, hallways, landings, foyers, porches or verandas and excluding auxiliary parking, unenclosed swimming pools, balconies or sundecks, elevators or ventilating machinery.

OUTDOOR RECREATION FACILITY means an outdoor facility designed and equipped for the conduct of sports, leisure time activities and other customary and usual recreational activities, but does not include drag strips, race tracks, motocross facilities or shooting ranges.

PARK MODEL is a type of recreational vehicle that conforms with the CSA Z-241 Standard and meets the following criteria;

- i. it is built on a single chassis mounted on wheels;
 - ii. it is designed to facilitate relocation from time to time;
 - iii. it is designed as seasonal or temporary accommodation and may be connected to those utilities necessary for operation of installed fixtures and appliances; and,
 - iv. it has a gross floor area not exceeding 50 m²;
- and which is not installed on a permanent foundation.

RECREATIONAL VEHICLE OR TRAVEL TRAILER means a vehicular portable structure used as a temporary dwelling for travel whether self-propelled or not, but does not include a park model.

RESORT RESIDENTIAL SPACE is the use of land for parking a recreational vehicle or travel trailer or park model for temporary or seasonal accommodation.

SEASONAL is less than one hundred eighty-two (182) days per calendar year.

SINGLE FAMILY DWELLING means any detached building on an approved sewage disposal system consisting of one dwelling unit which is capable of being occupied as the permanent home or residence of one family, but does not include recreational vehicles or travel trailers.

TEMPORARY is less than four (4) consecutive weeks.

ESTABLISHMENT OF ZONES**SECTION 4****Establishment of Zones**

- 4.1 The area within the boundaries of South Shuswap Plan Area, as delineated in Schedule C, shall be divided into zones identified in Column I and described in Column II of Table 1.

TABLE 1
Establishment of Zones

COLUMN I ZONE	COLUMN II TITLE ELABORATION
RR1	Rural Residential (4000 m ²)
C5	Tourist Commercial

Zone Title

- 4.2 The correct name of each zone provided for in this Bylaw is set out in Column I of Table 1 and the Title Elaboration contained in Column II of Table 1 is for information purposes only.

Location of Zones

- 4.3 The location of each zone is established in Schedule C of this Bylaw.

Zone Boundaries

- 4.4 .1 Where a zone boundary is shown in Schedule C as following a highway or rail right-of-way or water course, the centreline of the highway, rail right-of-way or watercourse shall be the zone boundary.
- .2 Where the zone boundary does not follow a legally defined line, and where the distances are not specifically indicated, the location of the zoning boundary shall be determined by scaling from the Zoning Map.

RR1 - RURAL RESIDENTIAL ZONE (4000 m²)**SECTION 7****Purpose**

The purpose of the RR1 zone is to accommodate rural, low density, single family residential uses.

Permitted Uses

7.1 The following uses and no others are permitted in the RR1 zone:

- .1 single family dwelling;
- .2 cottage, permitted only on parcels greater than 4,000 m²;
- .3 bed and breakfast;
- .4 home business;
- .5 accessory use.

Regulations

BL701-26 7.2

On a parcel zoned RR1, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations.

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.1 Minimum Parcel Size for New Subdivisions	1 ha
.2 Maximum Number of Single Family Dwellings Per Parcel	1
.3 Maximum Number of Cottages Per Parcel	1
.4 Maximum height for: <ul style="list-style-type: none"> • Principal buildings and structures • Accessory buildings 	<ul style="list-style-type: none"> • 10 m (32.81 ft.) • 6 m (19.69 ft.)
.5 Minimum Setback from: <ul style="list-style-type: none"> • front parcel line • exterior side parcel line • interior side parcel line • rear parcel line 	<ul style="list-style-type: none"> 5 m 4.5 m 2 m 5 m
.6 Maximum Coverage on Parcels Less than 4000 m ²	40 %

BL701-50

C5 - TOURIST COMMERCIAL ZONE**SECTION 22****Purpose**

The purpose of the C5 zone is to recognize the importance of the tourism economy in providing a range of tourist-oriented uses.

Permitted Uses

22.1 The following uses and no others are permitted in the C5 zone:

1. commercial lodging;
2. restaurant;
3. outdoor recreation facility;
4. indoor recreation facility;
5. campground;
6. convenience store;
7. bakery;
8. post office;
9. gasoline/vehicle fuel sales;
10. craft and gift shop;
11. personal service establishment;
12. neighbourhood pub;
13. gallery or studio (but not including television, music or radio studios);
14. police station;
15. ambulance station;
16. accessory upper floor dwelling units with or without sewer;
17. single family dwelling for caretaker of property;
18. accessory use.

Regulations

BL701-26 22.2 On a parcel zoned C5, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations.

COLUMN I MATTER TO BE REGULATED		COLUMN II REGULATIONS
.1	Minimum Parcel Size for New Subdivisions: <ul style="list-style-type: none"> • where a parcel is served by both a community water system and a community sewer system • in all other cases 	2,000 m ² 1ha
.2	Maximum Number of Single Family Dwellings Per Parcel	1

BL701-50

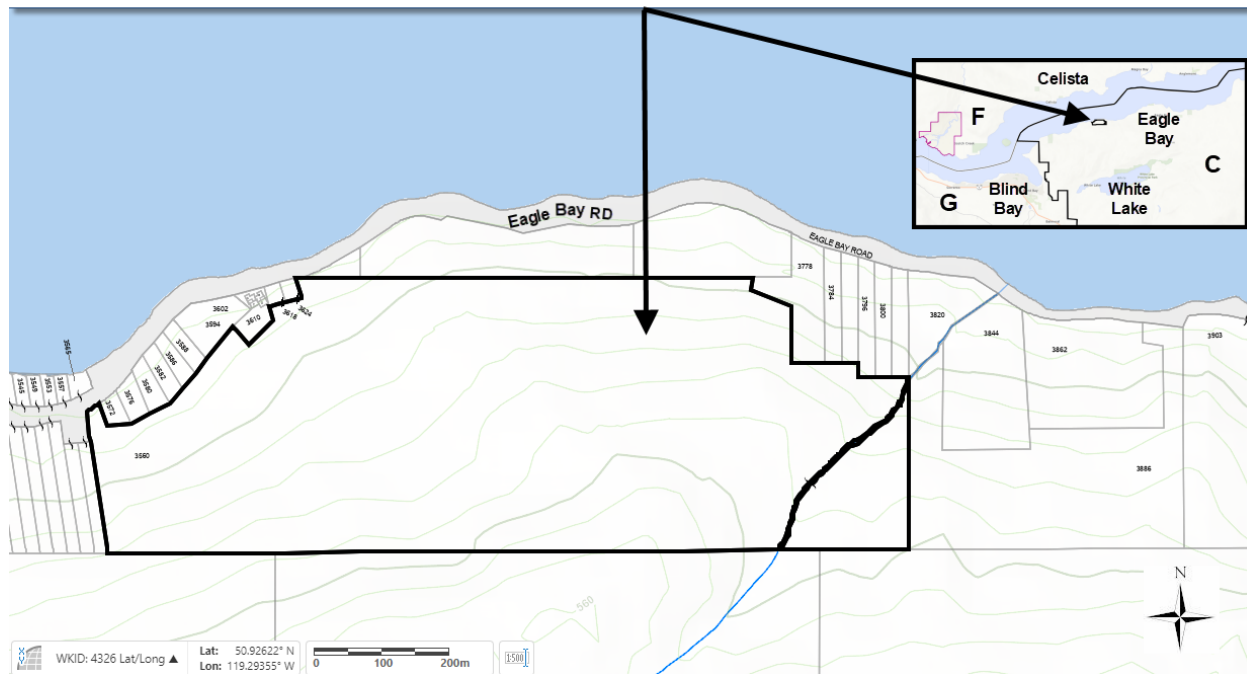
.3	Minimum Parcel Area for Campgrounds	1 ha
COLUMN I MATTER TO BE REGULATED		COLUMN II REGULATIONS
.4	Maximum height for: <ul style="list-style-type: none"> • Principal buildings and structures • Accessory buildings 	<ul style="list-style-type: none"> • 11.5 m (37.73 ft.) • 10 m (32.81 ft.)
.5	Minimum Setback from: <ul style="list-style-type: none"> • front parcel line • side parcel line • rear parcel line 	<p style="text-align: right;">5 m</p> <p style="text-align: right;">5 m</p> <p style="text-align: right;">5 m</p>
.6	Maximum Density of Dwelling Units Where a Parcel is Served: <ul style="list-style-type: none"> • without a community water system • without a community sewer system 	<p style="text-align: right;">2.5 units/ha</p> <p style="text-align: right;">1.0 units/ha</p>
.7	Maximum Coverage <ul style="list-style-type: none"> • where a parcel is served by both a community water system and a community sewer system • in all other cases 	<p style="text-align: right;">60%</p> <p style="text-align: right;">50%</p>

Screening

- 22.3 All outside commercial storage, including the storage of garbage, shall be completely contained within a landscape screen of not less than 2 m in height.

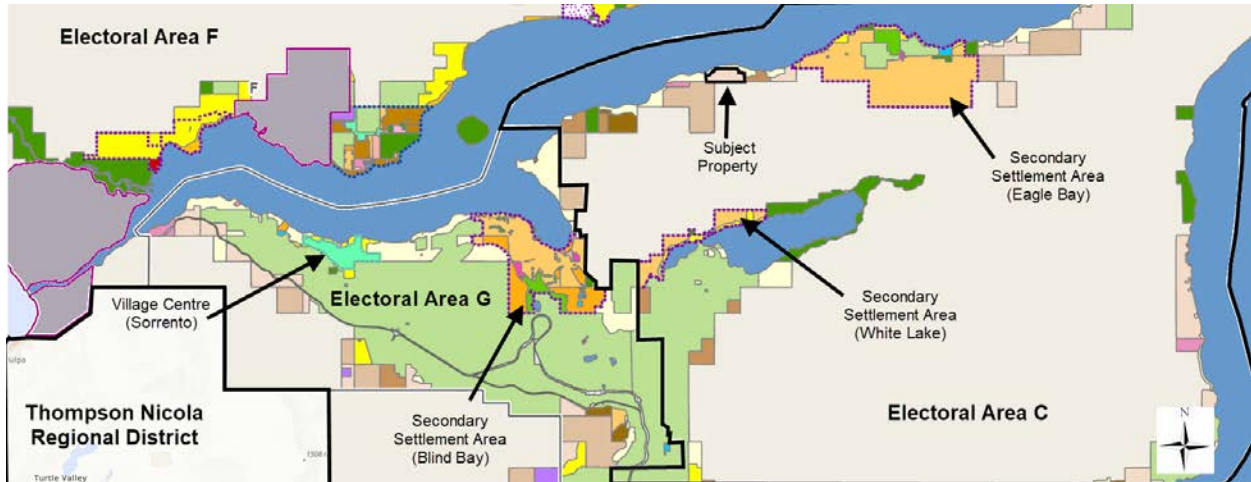
Location Map

Subject Property

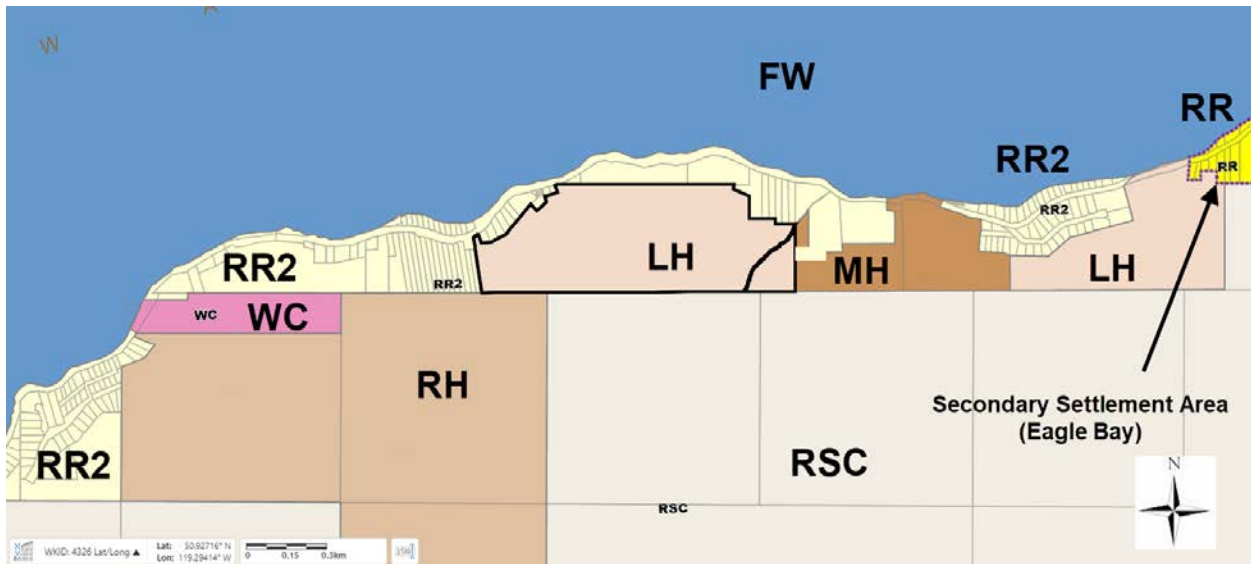


Electoral Area C Official Community Plan Bylaw No. 725

Settlement Areas:

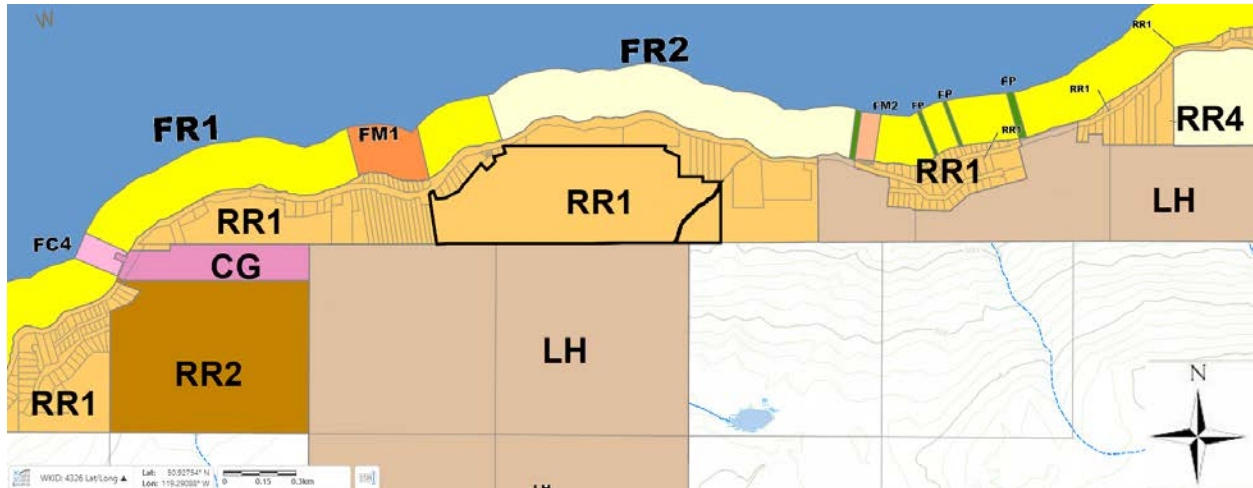


Land Use Designation: LH – Large Holdings



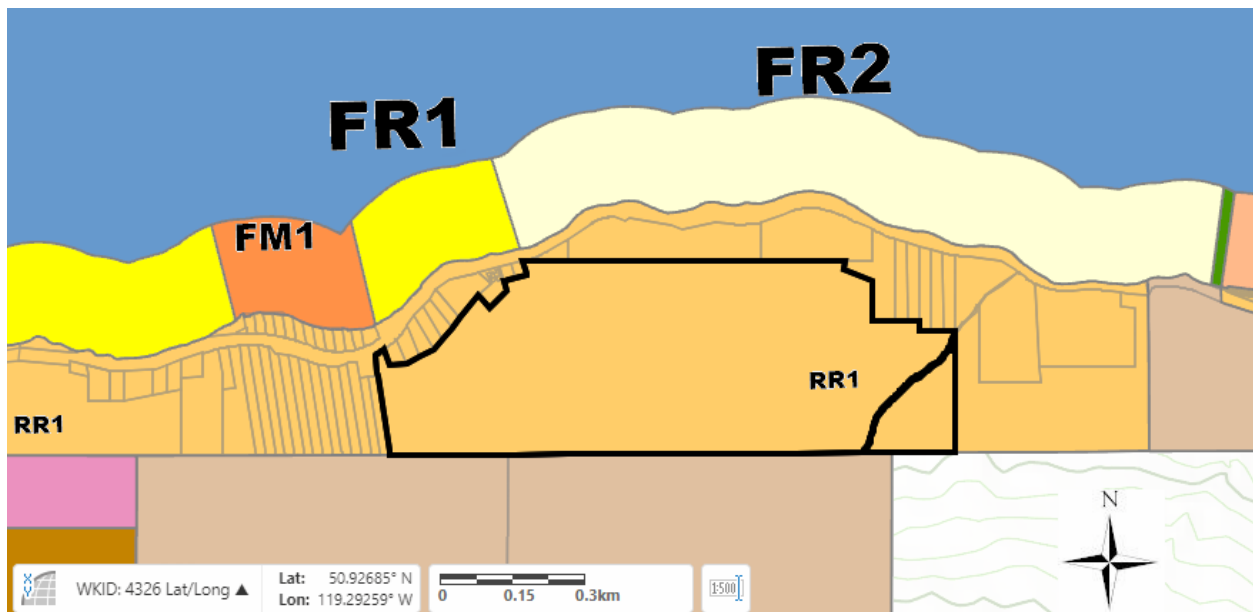
South Shuswap Zoning Bylaw No. 701

RR1 Rural Residential 1 Zone (4000 m²)

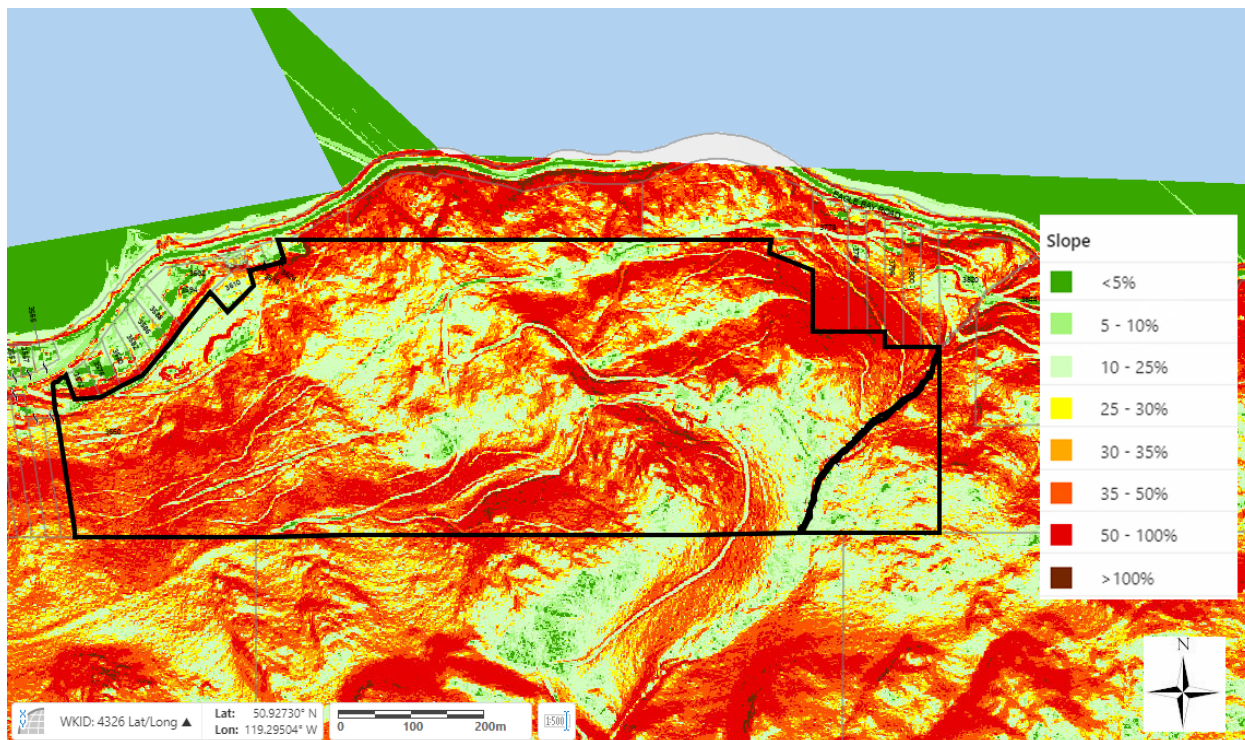


Lakes Zoning Bylaw No. 900

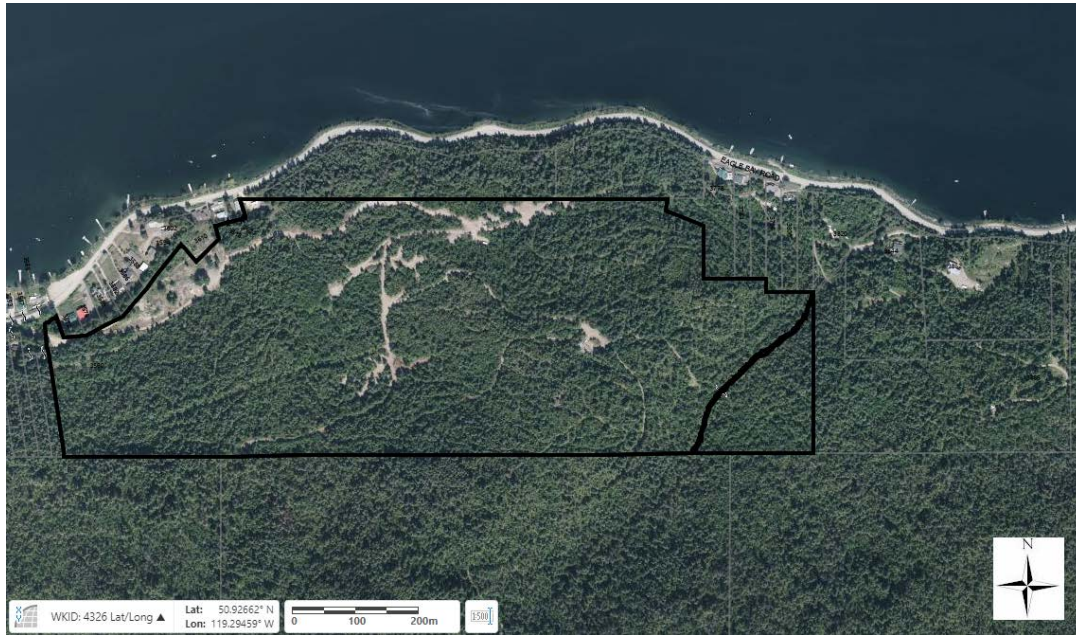
FR1 – Foreshore Residential 1



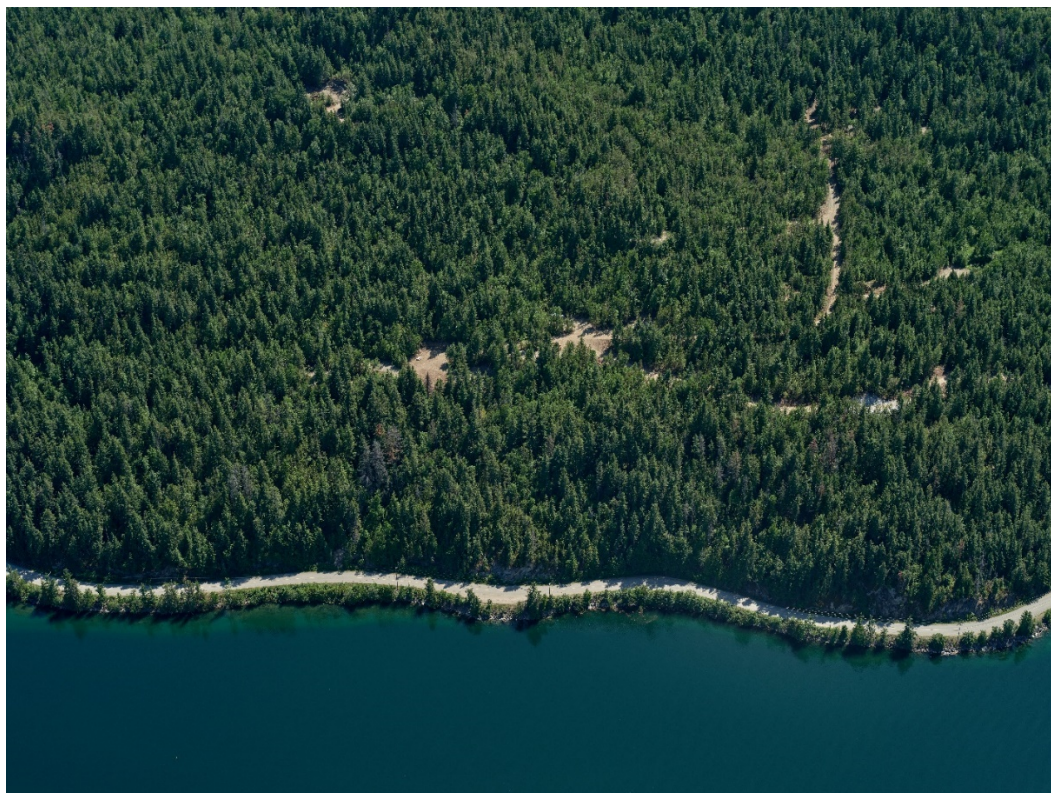
Steep Slopes



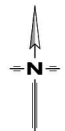
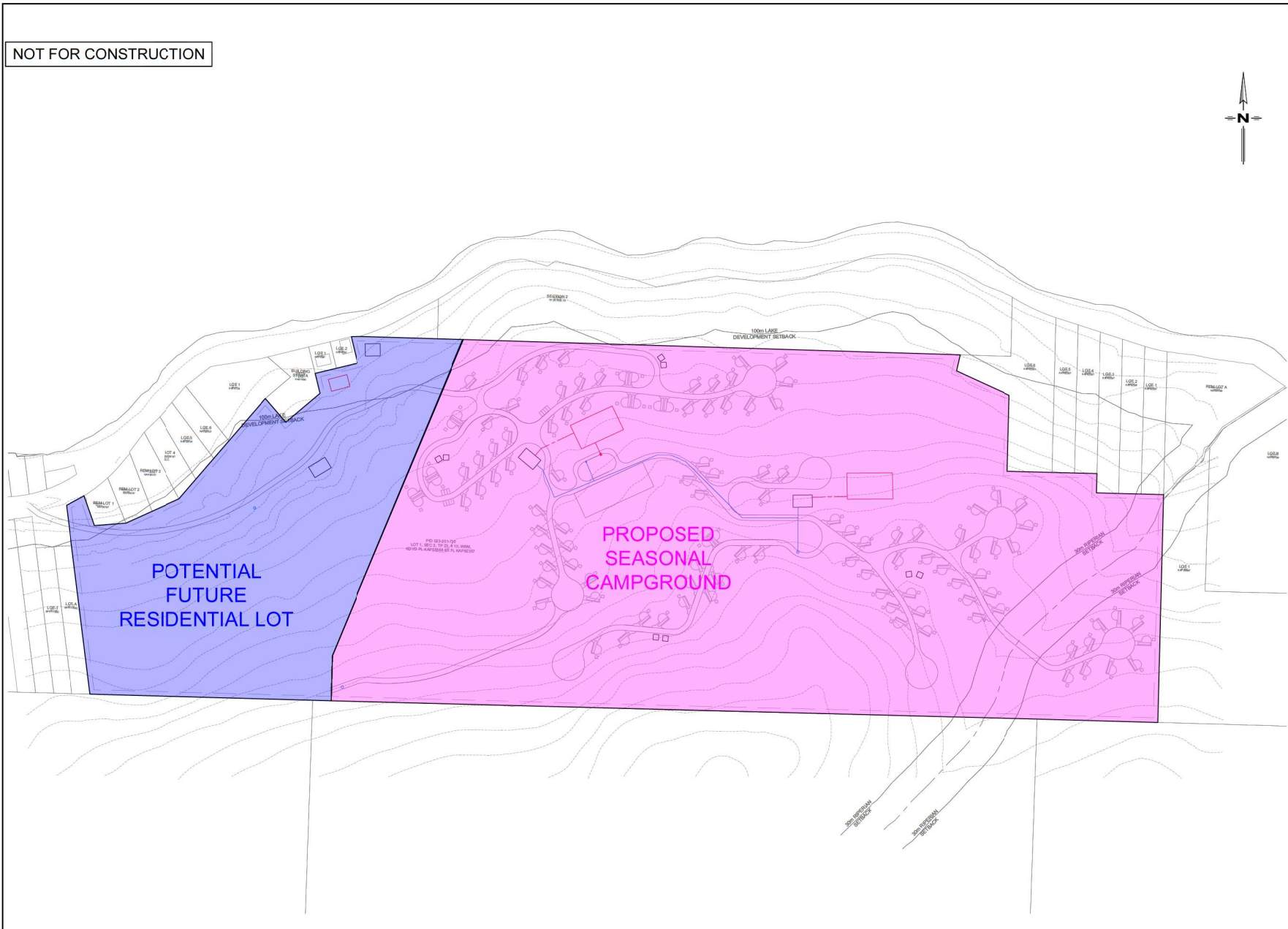
CSRD Ortho Imagery – 2023



CSRD Oblique Imagery – 2023



NOT FOR CONSTRUCTION



LEGEND

- EXISTING:**
- HYDRO TELEPHONE POLE ON DIRT
 - TELEPHONE POLE
 - HYDRO POLE
 - HYDRO POLE OF TRANS
 - POST FOR STREET LIGHT
 - GRV
 - SAWYERY MANHOLE
 - STORM MANHOLE
 - CATCHBASIN
 - FIRE HYDRANT
 - GATE VALVE
 - SAWYERY SEWER
 - STORM MAN
 - WATER MAN
 - STW
 - W
 - G
 - UT
 - UNDERGROUND TELEPHONE
 - FENCE
 - DECK/DOCK/BERGSPRINT
 - HERSE
- PROPOSED:**
- SAWYERY MANHOLE
 - STORM MANHOLE
 - CATCHBASIN
 - GATE VALVE
 - FIRE HYDRANT
 - SAWYERY SEWER
 - STORM SEWER
 - WATER MAN
 - STITCHLINE
 - INLET/OUTLET ROADWALL
 - END CAP
 - WHEEL CHAIR RAMP
 - DRIVEWAY/LEISURE

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NO.	DATE	DESCRIPTION	BY	APPD.
A	2023/05/04	ISSUED FOR DECISION	JKB	FDS

REVISIONS

NO.	DATE	DESCRIPTION	BY	APPD.
1	2023/05/04	DESIGN	JKB	
2	2023/05/04	DRAWN	JKB	
3	2023/05/04	CHECKED	FDS	

PERMIT No:
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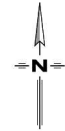
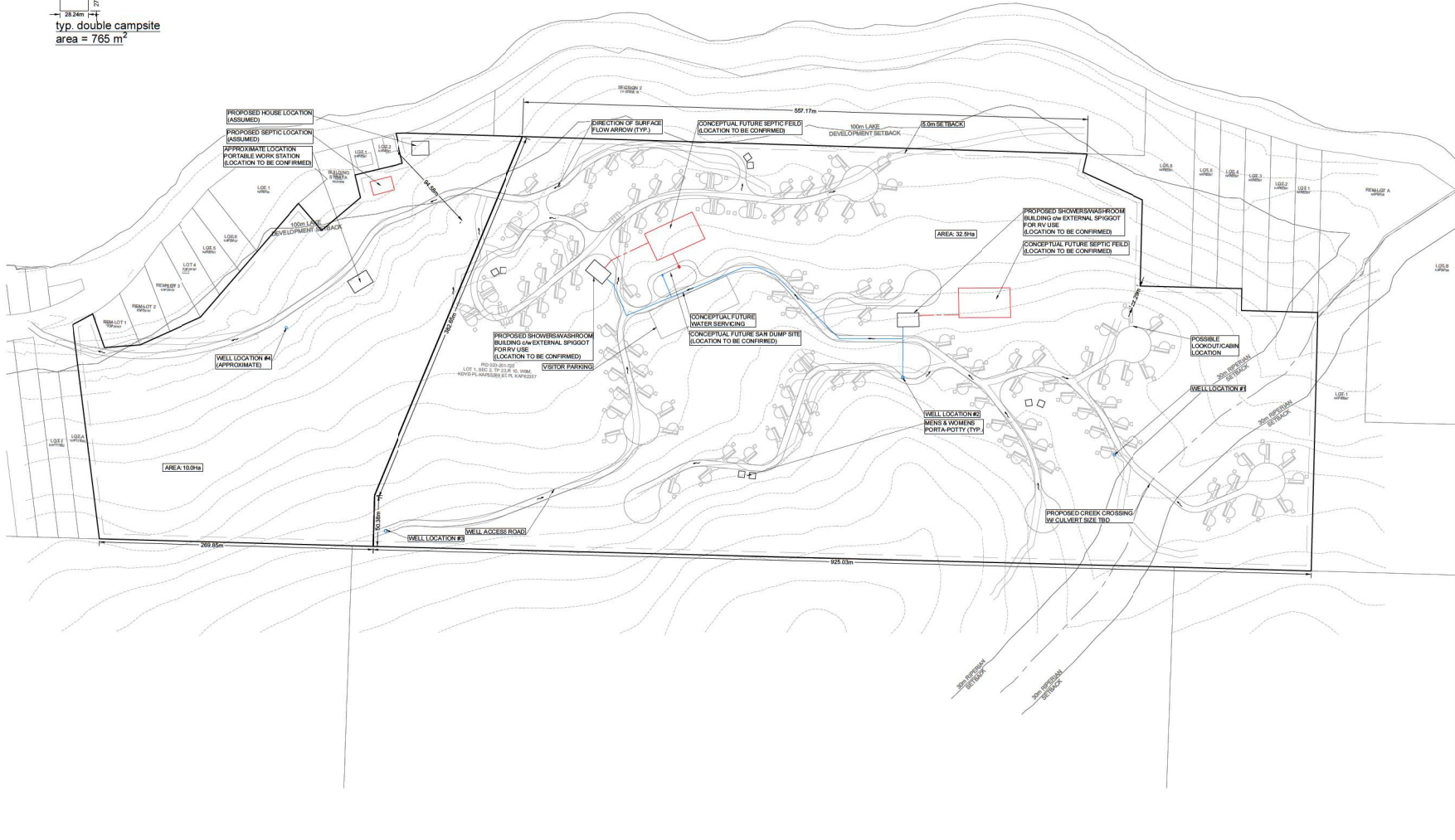
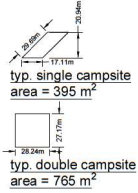
**EAGLEVIEW
CAMPGROUND
EAGLE BAY, BC**

**CONCEPTUAL
PROPOSED LAND
USE PLAN**

PROJECT No:	301-1
SHEET	1 OF 2
DWG. No:	C101
REV. No:	A

PROJECT: 301-1 CONCEPTUAL PROPOSED LAND USE PLAN - EAGLEVIEW CAMPGROUND - EAGLE BAY, BC
 DRAWING: CONCEPTUAL PROPOSED LAND USE PLAN - SHEET 1 OF 2
 DATE: 2023/05/04
 DRAWN BY: JKB
 CHECKED BY: FDS
 PERMITTED BY: FDS
 PROJECT NO: 301-1

NOT FOR CONSTRUCTION



LEGEND

- EXISTING:**
- HYDRO TELEPHONE POLE ON DIRT
 - TELEPHONE POLE
 - HYDRO POLE
 - TYRHO POLE OF TRANS
 - POST FOR STREET LIGHT
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 - SAFETY MANHOLE
 - STORM MANHOLE
 - CATCH BASIN
 - FIRE HYDRANT
 - GATE VALVE
 - SAFETY SEWER
 - STORM MAN
 - WATER MAN
 - GAS
 - UNDERGROUND TELEPHONE
 - FENCE
 - DECK/SHOWER/SEWER
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- PROPOSED:**
- SAFETY MANHOLE
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 - SAFETY SEWER
 - STORM SEWER
 - WATER MAN
 - STITCHLINE
 - INLET/OUTLET HEADWALL
 - ENRICH
 - WHEEL CHAIR RAMP
 - DRIVEWAY LAYOUT

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NO.	DATE	DESCRIPTION	BY	APPD.

REVISIONS				
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DRAWN	JKB			
DATE	2023/05/04			
CHECKED	FDS			

PERMIT No.:
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EAGLEVIEW
CAMPGROUND
EAGLE BAY, BC

CONCEPTUAL
CAMPGROUND
LAYOUT

PROJECT No.	301-1
SHEET	2 OF 2
DWG. No.	C102
REV. No.	A

PLOT COVER: 24, 2023 CONCEPTUAL PROJECT/DESIGN - CIVIL ENGINEERING/DRAWING - DESIGN/ST - 159 EAGLEVIEW CAMPGROUND - DESIGN - 2023 (DRAFT CONTRACT)



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-25 and South Shuswap Zoning Amendment Bylaw No. 701-107
- DESCRIPTION:** Report from Christine LeFloch, Planner III, dated November 3, 2023. 6169 Armstrong Road, Wild Rose Bay
- RECOMMENDATION #1:** THAT: "Electoral Area C Official Community Plan Amendment Bylaw No. 725-25" be read a first time this 16th day of November, 2023.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #2:** THAT: "South Shuswap Zoning Amendment Bylaw No. 701-107" be read a first time this 16th day of November, 2023.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #3:** THAT: the Board utilize the complex consultation process for "Electoral Area C Official Community Plan Amendment Bylaw No. 725-25" and "South Shuswap Zoning Amendment Bylaw No. 701-107" and the bylaws be referred to the following agencies and First Nations:
- Ministry of Transportation & Infrastructure;
 - Ministry of Forests – Archaeology Branch;
 - Interior Health Authority;
 - CSRD Financial Services;
 - CSRD Community and Protective Services;
 - CSRD Environmental and Utility Services;
 - All applicable First Nations and Bands.
- Stakeholder Vote Unweighted (LGA Part 14) Majority*

SUMMARY:

The applicant is proposing to change the Official Community Plan land use designation for a portion of the subject property from LH Large Holdings to RR2 Rural Residential 2 and rezone a portion of the property from LH Large Holdings to RR4 Rural Residential 4 to facilitate subdivision into 3 new lots with a minimum size of 2.1 ha plus a 12.74 ha Remainder. Staff are recommending that the amending bylaws be read a first time and that the complex consultation process be used for this application.

BACKGROUND:

ELECTORAL AREA:

C

LEGAL DESCRIPTION:

Fractional SE ¼ of Section 13, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except 1) Fractional LS 2, 2) Plans 6627, 9273, 10957, 11976, and 14951

PID:

014-008-777

CIVIC ADDRESS:

6169 Armstrong Road, Wild Rose Bay

SURROUNDING LAND USE PATTERN:

North = Shuswap Lake

South = Eagle Bay Road, Rural Residential

East = Rural Residential

West = Rea Road, Rural Residential

CURRENT USE:

2 single family dwellings (one is a modular home), cottage, accessory buildings, apiary

PROPOSED USE:

3 lot plus Remainder rural residential subdivision

PARCEL SIZE:

20.14 ha (49.76 ac)

PROPOSED PARCEL SIZES:

Lot 1 – 2.1 ha

Lot 2 – 2.1 ha

Lot 3 – 3.2 ha

Remainder – 12.74 ha

DESIGNATION:

LH – Large Holdings

PROPOSED DESIGNATION:

RR2 – Rural Residential 2

ZONE:

South Shuswap Zoning Bylaw No. 701

LH – Large Holdings

Special Regulation – permits 2 single family dwellings and 1 cottage

Lakes Zoning Bylaw No. 900

FR1 – Foreshore Residential 1

PROPOSED ZONE:

Proposed Lots 1-3 - RR4 Rural Residential 4

Proposed Remainder – LH Large Holdings

AGRICULTURAL LAND RESERVE:

0%

SITE COMMENTS:

The subject property is located in the Wild Rose Bay area and is known as Armstrong Point. The property is well treed and contains primarily gentle slopes with the exception of a steep bedrock escarpment 10 m in height running through the northerly portion of the property parallel to the lakeshore. Mapping indicates that this escarpment runs south along the waterfront to an unnamed creek roughly 370 m to the south of the subject property. There are currently a number of buildings on the property, including the owner's residence, cottage and associated accessory buildings, an apiary building and a modular home. The property is located inside of the Eagle Bay Fire Suppression Area.

BYLAW ENFORCEMENT:

No

POLICY:

Please see "BL725-25_BL701-107_Excerpts_BL725_BL701.pdf" attached for all applicable policies and regulations.

[Electoral Area C Official Community Plan Bylaw No. 725](#) (Sections 1.2, 3.1, 3.4, 3.6, 12.1, 12.2, 12.3, 12.4)

1.2 Sustainable Planning Principles

3.1 General Land Use Management

3.4 Residential

3.6 Waterfront Development

12.1 Hazardous Lands Development Permit Area (Steep Slope)

12.2 Foreshore and Water Development Permit Area

12.3 Lakes 100 m Development Permit Area

12.4 Riparian Areas Regulation Development Permit Area

[South Shuswap Zoning Bylaw No. 701](#) (Sections 1, 3.16, 3.17, 3.18, 10, 15)

Part 1 Definitions

3.16 Floodplain Designations

3.17 Floodplain Specifications

3.18 Application of Floodplain Specifications

10. RR4 Rural Residential Zone

15. LH Large Holding Zone

[Lakes Zoning Bylaw No. 900](#) (Section 4.4)

4.4 FR1 Foreshore Residential 1

FINANCIAL:

If the amending bylaws are given first reading, the CSRSD Financial Services Department will review the amending bylaws in conjunction with the CSRSD's Financial Plan and the Environmental and Utility Services Department will review the amending bylaws in conjunction with the CSRSD's Waste Management Plans as per Section 477 of the Local Government Act.

KEY ISSUES/CONCEPTS:Proposal

The owners of the subject property would like to subdivide it into three new lots plus a remainder. Two of these new lots would be 2.1 ha each and located on the waterfront. The third new lot would be 3.2 ha, not located on the waterfront and would contain the existing apiary operation. The 12.74 ha remainder parcel also has frontage on Shuswap Lake and contains the existing single-family dwelling, cottage, and accessory buildings.

To facilitate the proposed subdivision amendments to the Official Community Plan (OCP) land use designation and to the zoning designation for the property are required. The OCP designation is proposed to be amended from LH Large Holdings to RR2 Rural Residential 2, and the zoning is proposed to be changed from LH Large Holdings to RR4 Rural Residential 4 for the portions of the property encompassing the proposed new lots. Both the OCP designation and zoning of the remainder parcel would remain LH Large Holdings. See site plans included in the attached "BL725-25_BL701-107_Maps_Plans_Photos.pdf".

Electoral Area C Official Community Plan Bylaw No. 725

See "BL725-25_First", attached.

Land Use Designations

The subject property is currently designated LH Large Holdings in the Electoral Area C Official Community Plan. This is due to the current size of the property at just over 20 ha. Residential policies in the plan indicate that the LH designation supports detached and semi-detached housing forms to a maximum density of 1 unit per 10 ha. Portions of the subject property are proposed to be redesignated to Rural Residential 2. This designation supports detached and semi-detached housing forms to a maximum density of 1 unit per 2 ha. Residential policies indicate that Agricultural uses are appropriate in all designations to an intensity that is compatible with surrounding land uses.

Waterfront Development Policies

The Electoral Area C Official Community Plan policies aim to ensure that the near shore areas of Shuswap Lake remain ecologically intact by focussing development away from the shoreline and minimizing the impacts from moorage facilities. To achieve this objective Section 3.6 Waterfront Development specifies that new waterfront development will only be supported if it is residential in nature, has maximum densities of 1 unit per 2 ha outside of the Sorrento Village Centre and Secondary Settlement Areas and creates lots that each have a minimum of 30 m of water frontage.

It also notes that development should be located a minimum of 50 m away from the natural boundary of Shuswap Lake subject to applicable Development Permit requirements. Further information on Development Permit requirements is provided below.

Development Permit Areas

Due to its waterfront location and steep slopes, development of the subject property will require an application for a Development Permit. Three Development Permit Areas including the Riparian Areas Regulation, Lakes 100 m and Hazardous Lands (Steep Slopes) will be triggered at different stages of development.

The Riparian Areas Regulation Development Permit will be triggered at the time of subdivision and will also need to address any proposed building or land alteration within 30 m of the natural boundary of the lake. The applicant has retained the services of Triton Environmental Consultants to prepare a

Riparian Areas Assessment Report that establishes a Streamside Protection and Enhancement Area (SPEA) for the properties. The report dated January 4, 2023, establishes a 30 m SPEA for this property. The report has been reviewed and approved by the Province. As part of the subdivision process the owners will be required to make application for the requisite development permit.

The Hazardous Lands (Steep Slopes) Development Permit will also be triggered at the time of subdivision and may also address any buildings proposed to be constructed on the property. A report from a geotechnical engineer confirming that the proposed development will be safe for the intended use is required in support of this development permit application. The report may include recommendations for no build areas or other remedial measures as necessary for the proposed development. The applicant has retained Onsite Engineering Ltd. to prepare a geotechnical report addressing steep slopes for the proposed development. The report dated May 23, 2023 indicates that it may be used to address both subdivision and future construction on the proposed lots. The report specifies that mitigation measures including the establishment of setbacks from the toe and crest of the escarpment are recommended to bring the level of safety for Proposed Lots 1 and 2 down to an acceptable level. These setbacks would be implemented via a Section 219 covenant at the time of subdivision.

The Lakes 100 m Development Permit is not triggered at the time of subdivision but will be triggered for installation of septic systems or development of buildings, structures and impervious surfaces exceeding a cumulative total of 450 m² within 100 m of the lake. The purpose of the Lakes 100 m Development Permit is to prevent or mitigate potential negative impacts on the lake environment from larger scale development and Type 1 and 2 sewerage systems. Larger scale development close to the lake has the potential to impact natural drainage patterns, disrupt stormwater infiltration and increase surface runoff into the lake. A report from a Hydrogeologist assessing the soil types, drainage characteristics, groundwater depth, flow direction and pathways, and shallow bedrock as well as the suitability of site soils to accept stormwater infiltration and post development landscape irrigation is required in support of this type of development permit application. The report should include recommendations and mitigative measures.

South Shuswap Zoning Bylaw No. 701

See "BL701-107_First.pdf" attached.

The subject property is currently zoned LH Large Holdings and there is a special regulation for the property that permits 2 single family dwellings and 1 cottage. The property has been developed to the maximum residential use that zoning currently permits.

The portion of the property where Proposed Lots 1-3 are located is proposed to be rezoned to RR4 Rural Residential. This zone permits a range of uses including single family dwelling, hobby farm, bed and breakfast, cottage, home business and accessory use. Home industry is also permitted on parcels greater than 2 ha. Full details including definitions and general regulations applicable to permitted uses can be found in [South Shuswap Zoning Bylaw No. 701](#). Excerpts from Bylaw No. 701 that are relevant to the uses proposed in this application are available in the attached "BL725-25_BL701-1047_Excerpts_BL725_BL701.pdf".

The minimum parcel size for new subdivisions in the RR4 zone is 2 ha, and the maximum number of single-family dwellings per parcel permitted in the RR4 Zone is one. A cottage is also a permitted use in this zone for parcels greater than 4000 m² in area. Cottages are limited to a floor area of 50 m² containing living quarters and may only be occupied on a temporary basis. It is anticipated that "cottage" will be replaced by "secondary dwelling unit" as part of amendments to all of the CSRD zoning bylaws

currently in progress. Secondary dwelling units as proposed at this time would have allowances to be significantly larger than cottages and full-time residential use will be permitted.

The proposed lots would be permitted a single-family dwelling and a cottage (or secondary dwelling unit once the amending bylaws are adopted). Hobby farms are also permitted in the RR4 zone on parcels greater than 2 ha. Hobby farm is defined as an agricultural activity that is not the principal use of the parcel and includes the incidental sale of agricultural products produced from the same parcel and does not include intensive agricultural use. The existing apiary would be considered a hobby farm as there is an existing single-family dwelling on the proposed parcel where the apiary is located. The single-family dwelling is considered the primary use.

Analysis

OCP Land Use Designation

OCP principles, objectives and policies related to growth management indicate that the plan aims to protect the rural nature of the South Shuswap directing growth to the settled areas that area or will eventually be serviced by community water and sewer systems and discouraging development outside of these areas. These settled areas are designated as the Village Centre (Sorrento) and Secondary Settlement Areas (Blind Bay, Eagle Bay, White Lake, Sunnybrae). The OCP also aims to provide a clear separation between rural and non-rural lands to preserve both rural and non-rural lifestyle choices. It appears that the LH land use designation was generally applied to lands that are privately owned, outside the ALR and between 8 and 60 ha. The subject property is designated as LH Large Holdings which is consistent with this pattern as it is privately owned, not in the ALR and just over 20 ha.

As noted above, the LH designation permits a maximum density of 1 unit per 10 ha. The applicant is proposing to redesignate portions of the property to RR2 which will increase the allowable density for those areas to 1 unit per 2 ha. The RR2 designation allows for the maximum density permitted outside of Secondary Settlement Areas, which is 1 unit per 2 ha. The subject property is surrounded by lands that are designated RR2, therefore it may be appropriate to redesignate these lands to be consistent with those around them. It's noted that many of the surrounding lots are smaller than 2 ha, and this reflects the timing of the subdivisions that created them as preceding adoption of the OCP.

Waterfront Development Policies

At the time of development of the Electoral Area C Official Community Plan the community was very interested in protecting the remaining shoreline areas of Shuswap Lake from intensive development. The Waterfront Policies applicable to Section 3.6 were included in an effort to allow for low density development that is sited well back from the lake's natural boundary.

The proposed use of the waterfront parcels is residential, which aligns with the Waterfront Policies. These policies also specify that a maximum density of 1 unit/2 ha is supported on the waterfront and indicate a 50 m setback for all new development from the natural boundary of Shuswap Lake. It is further specified that new lots shall have a minimum frontage on the lake of 30 m. The proposed new waterfront lots will be just over 2 ha each and will have more than 30 m of lake frontage so will meet the density and lake frontage provisions. However, the applicant has requested that consideration be given to allowing some development closer to the lake than 50 m. This is outlined in detail in the site planning analysis below.

The last of the Waterfront Development policies indicates that adequate moorage needs to be provided subject to the moorage policies in Section 3.7. These policies are more applicable to multi-family and commercial developments and are not applicable to the proposed development. The foreshore adjacent to the subject property is zoned FR1 per Lakes Zoning Bylaw No. 900. This zone limits development on

the foreshore to 1 floating dock and 2 private mooring buoys per waterfront lot. The applicant notes that this will be adequate for the proposed development. No changes are proposed to the Lakes Zoning designation. A Foreshore and Water Development Permit is required to be issued prior to installation of foreshore structures such as docks and buoys.

Zoning Analysis

The current LH zone with special regulation for the subject property permits the existing two single family dwellings and cottage that are on the property. However, the proposed subdivision would place one single family dwelling on Proposed Lot 3, leaving one single family dwelling and a cottage on the proposed remainder. The special regulation would no longer be required, as the remainder would then meet the provisions of the LH Zone which allow for one single family dwelling and either a second single family dwelling or a cottage. As such, it is recommended that the special regulation be removed from the bylaw as part of the rezoning process. The amending Bylaw No. 701-107 has been written to address this.

The proposed RR4 zone would permit each new parcel created to have one single family dwelling and one cottage (or secondary dwelling unit depending on timing of construction). Proposed Lots 1 and 2 are vacant and could have 2 new dwellings. Proposed Lot 3 has one existing single-family dwelling and could have one additional dwelling. Once the subdivision is completed it would create the potential for a total of five new dwellings to be constructed over the three new lots. This density is considered compatible with the Area C Official Community Plan.

Site Planning Analysis

There are a few parameters that will affect site planning for the proposed new waterfront lots. These lots both have 46 m of frontage on Shuswap Lake and will require a Development Permit to address Riparian Area Protection Regulation considerations along with the steep slopes present on the proposed lots. The applicant notes that they intend to maintain a 30 m riparian setback for all new buildings. They also note that there is a steep bedrock slope (escarpment) bisecting the two proposed waterfront lots limiting the space available to build a large home below the escarpment. The toe of the escarpment is located roughly 70 m from the natural boundary. The geotechnical report from Onsite Engineering indicates that a 9 m setback from the toe of the escarpment and an additional 9 m setback from the crest of the escarpment should be established by covenant at the time of subdivision. The applicant has provided a site plan showing the building envelopes for both of these lots based on these parameters. See attached "BL725-25_BL701-107_Maps_Plans_Photos.pdf".

The applicant has stated in their proposal that they would respect the 50 m setback for the larger portions of the development but would like the ability to construct accessory buildings which may include accommodation closer to the lake than 50 m. It is noted that access to the area below the escarpment would likely require some alterations to the natural slope. This would need to be addressed as part of a future steep slopes development permit.

As part of a previous bylaw amendment to allow a waterfront subdivision that was considered by the Board in 2020 a Section 219 covenant specifying that all new improvements must be setback 50 m from Shuswap Lake was required. Staff generally support a consistent approach to implementation of OCP policies and recommend that a Section 219 covenant also be used in this case to ensure the setback is respected. Subject to Board approval, the terms of the covenant could specify that the primary residence, including any associated garages be sited at least 50 m from the lake and include provisions for certain accessory buildings to be sited between 50 and 30 m from the lake. The covenant would alert future owners of the required 50 m setback and upon application for a building permit the covenant would also alert the building inspector of the required setback. After first reading and prior to second

reading, staff will have further discussions with the applicant regarding their request for development to be allowed to be located more than 30 m but less than 50 m from the lake and provide analysis and recommendation to the Board in a future staff report.

Sewage Disposal

An assessment of on-site sewage disposal system feasibility dated May 4, 2023 has been completed by Adam Kortko, Env.Tech., of Kala Geosciences Ltd. for Lots 1 and 2 of the proposed subdivision. See attached BL725-25_BL701-107_Septic_Report_2023-04-04_Redacted.pdf". Both lots are proposed to be 2.1 ha and have frontage on Shuswap Lake. The design flow considerations were based on a 5-bedroom residence rather than the usual 4 bedrooms. The site plan included with this assessment indicates that the tests pits completed for these potential systems are located at or beyond 100 m from the natural boundary of Shuswap Lake. The report concludes that onsite sewage servicing is feasible based on the requirements of the BC Sewerage System Regulation and Standard Practice Manual and provides recommendations on the types of systems to be considered for these proposed lots. At the time of building permit application for construction on the proposed lots a copy of a Permit to Construct provided by a Registered On-site Wastewater Practitioner and filed with Interior Health will be required. Depending on the location of the proposed systems and the area of impervious surfacing within 100 m of Shuswap Lake, a Lakes 100 m Development Permit may also be required. This type of report is usually required to be submitted between first and second readings, but as it has been received with the application further information will not be required as part of the bylaw amendment process.

Water Supply

Existing development on the subject property including all three dwellings is serviced by water from an intake in Shuswap Lake under Water License #C037930 which allots 6800 L/day for domestic use. The water supply for the two new proposed waterfront lots (Proposed Lots 1 and 2) would also be with individual, horizontally drilled lake intakes. Shuswap Lake is on the List of Eligible Sources of Subdivision Servicing Bylaw No. 680 which is a list of sources provided by the Water Stewardship Division that have no known supply issues. Water supply for the proposed non-waterfront lot (Proposed Lot 3) would be a new groundwater well to be drilled at the time of subdivision. The property is in an area where there is no mapped aquifer. However, as groundwater is required for only one of the proposed new lots staff are not recommending that a groundwater feasibility study be undertaken as part of the rezoning process. At the time of subdivision, a report from a Qualified Professional would be required for the new well in accordance with the requirements of Subdivision Servicing Bylaw No. 680.

Access

Access to the subject property is currently from Eagle Bay Road. Armstrong Road runs through the subject property but is currently not dedicated. Road dedication would occur through the subsequent subdivision process if the rezoning application is successful. Both Proposed Lots 1 and 2 have panhandles that would provide access from Rea Road. Proposed Lot 3 has frontage on Eagle Bay Road and Armstrong Road. The Proposed Remainder parcel has frontage on Rea Road and Armstrong Road. Access to the existing buildings on the Proposed Remainder is from Armstrong Road.

Archaeology

Mapping indicates that portions of the subject property have high potential for previously unrecorded archaeology sites to exist. Normally, where there is high potential for archaeology sites to exist, staff's role is to connect the applicant with the Provincial Archaeology Branch to help them understand their responsibilities under the Heritage Conservation Act. Staff also connect the applicant with First Nations who have expressed interest in the proposal through the referral process. In this case the applicant has

taken the initiative prior to first reading to connect with local First Nations and engage an archaeological consultant.

The applicant has retained the services of Mike Rousseau, of Antiquus Archaeological Consultants to complete an Archaeological Impact Assessment for the property and apply for any applicable archaeological permits that may be required from the Province and local First Nations/Bands. To this effect, the applicant has provided copies of applications made to the Province, Neskonlith Indian Band and Skw'lax te Secwepemcúłecw for applicable permits.

SUMMARY:

The applicant would like to change the OCP land use designation for a portion of the subject property from LH to RR2 and rezone the same portion of the subject property from LH to RR4 to allow for subdivision of 3 new lots plus a Remainder. Staff are recommending that the proposed amending bylaws be read a first time and that referrals be sent to applicable agencies and First Nations for the following reasons:

- Redesignating portions of the subject property to RR2 and rezoning to RR4 can be considered because the proposed rural uses and densities are consistent with OCP policies regarding Residential use outside secondary settlement areas and the land use is consistent with adjacent and nearby properties.
- The proposal for the subject property meets most of the OCP policies regarding Waterfront Development, including density, lake frontage, and residential use; and
- Reading the amending bylaws a first time will provide the opportunity to solicit referral comments from applicable agencies and First Nations to find out if there are any related issues that may need to be considered through the bylaw amendment process.
- The recommended complex consultation process requires the applicant to hold public information meeting to answer questions and receive community feedback.

The proposed development may not meet the OCP policy requiring a 50 m setback for all new development from the natural boundary of Shuswap Lake. If the Board wishes to ensure that the 50 m setback policy is implemented, staff recommend that a Section 219 covenant specifying that buildings and structures be setback a minimum of 50 m from the natural boundary of Shuswap Lake be required as a condition prior to adoption of the amending bylaws. The proposal and the terms of the covenant would be discussed with the applicant prior to second reading.

Staff are not recommending submission of any further reports from the applicant prior to second reading.

IMPLEMENTATION:

Neighbourhood residents will first become aware of the application when a notice of application sign is posted on the property. The notice of application sign is required to be posted on the subject property, no more than 30 days after the Board has given the amending bylaws first reading, in accordance with Development Services Procedures Bylaw No. 4001, as amended. One sign is required for every 400 m of street frontage. The property has approximately 800 m of street frontage including Rea Road and Eagle Bay Road; 2 signs are required to be placed fronting Eagle Bay Road as it receives the most traffic.

COMMUNICATIONS:

Consultation Process:

In accordance with CSRD Policy P-18 regarding Consultation Processes – Bylaws, the complex consultation process is recommended where an application includes both a zoning bylaw amendment and an OCP amendment. This process includes the requirement for a public information meeting, hosted by the applicant, where the applicant is to present their proposal and listen to feedback from members of the public. This type of meeting is not run by the CSRD or attended by staff. Notes from the public information meeting are required to be provided to the CSRD for the record. The complex consultation process also includes the requirement for a public hearing which is a formal meeting run by the CSRD in accordance with Section 464 of the Local Government Act to solicit public comments regarding the application for consideration of the Board. Details regarding the statutory requirements for a public hearing will be provided if the amending bylaws are advanced to second reading.

Referrals:

If the Board gives Bylaw Nos. 725-25 and 701-107 first reading, the bylaws will be sent out to referral agencies. Referral responses will be provided to the Board with a future Board report, prior to consideration of second reading.

The following list of referral agencies is recommended:

- Ministry of Transportation & Infrastructure;
- Ministry of Forests – Archaeology Branch;
- Interior Health Authority;
- CSRD Financial Services;
- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- Adams Lake Indian Band;
- Skw'lax te Secwepemcú'lecw;
- Neskonlith Indian Band.

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:	2023-11-16_Board_DS_BL725-25_BL701-107_First.docx
Attachments:	<ul style="list-style-type: none"> - BL725-25_First.pdf - BL701-107_First.pdf - BL725-25_BL701-107_Applicant_Proposal_redacted.pdf - BL725-25_BL701-107_Geotech_Report_2023-05-23_Redacted.pdf - BL725-25_BL701-107_Septic_Report_2023-04-04_Redacted.pdf - BL725-25_BL701-107_RAAR_2023-01-04_Redacted.pdf - BL725-25_BL701-107_Excerpts_BL725_BL701.pdf - BL725-25_BL701-107_Maps_Plans_Photos.pdf
Final Approval Date:	Nov 7, 2023

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

Corey Paiement

No Signature - Task assigned to Gerald Christie was completed by assistant Jennifer Sham

Gerald Christie

Ben Van Nostrand

Jodi Pierce

A handwritten signature in cursive script, appearing to read "Jennifer Sham".

Jennifer Sham

A handwritten signature in cursive script, appearing to read "John MacLean".

John MacLean

COLUMBIA SHUSWAP REGIONAL DISTRICT**ELECTORAL AREA C OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 725-25**A bylaw to amend the "Electoral Area C Official Community Plan Bylaw No.725-25

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 725,

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 725;

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

1. "Electoral Area C Official Community Plan Amendment Bylaw No.725" is hereby amended as follows:

A. MAP AMENDMENT

1. Schedule B, Land Use Designations – Overview, which forms part of the "Electoral Area C Official Community Plan Bylaw No. 725" is hereby amended as follows:
 - i) Redesignating part of the Fractional Southeast $\frac{1}{4}$ of Section 13, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except (1) Fractional LS 2, (2) Plans 6627, 9273, 10957, 11976, and 14951, which part is more particularly shown outlined in bold on Schedule 1 attached hereto and forming part of this bylaw, from LH Large Holdings to RR2 Rural Residential 2;
2. Schedule C, Land Use Designations – Mapsheets, which forms part of the "Electoral Area C Official Community Plan Bylaw No. 725" is hereby amended as follows:
 - ii) Redesignating part of the Fractional Southeast $\frac{1}{4}$ of Section 13, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except (1) Fractional LS 2, (2) Plans 6627, 9273, 10957, 11976, and 14951, which part is more particularly shown outlined in bold on Schedule 2 attached hereto and forming part of this bylaw, from LH Large Holdings to RR2 Rural Residential 2.

This bylaw may be cited as "Electoral Area C Official Community Plan Amendment Bylaw No. 725-25"

READ a first time this _____ day of _____, 2023.

READ a second time this _____ day of _____, 2023.

PUBLIC HEARING held this _____ day of _____, 2023.

READ a third time this _____ day of _____, 2023.

ADOPTED this _____ day of _____, 2023.

CORPORATE OFFICER

CHAIR

CERTIFIED a true copy of Bylaw No. 725-25 as read a third time.

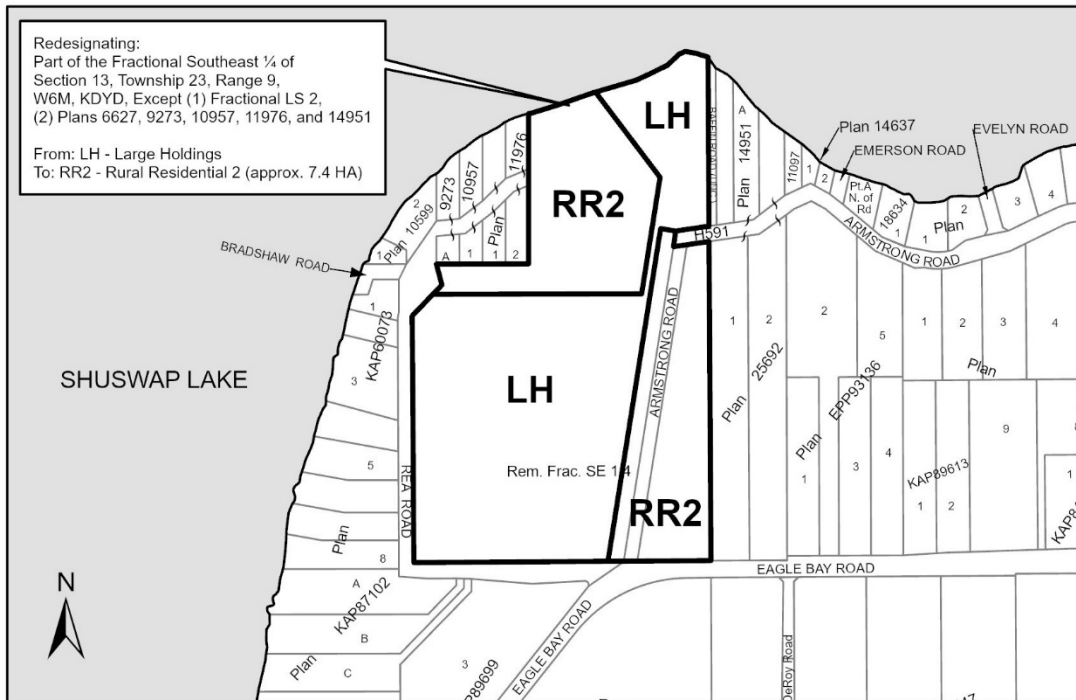
CERTIFIED a true copy of Bylaw No. 725-25 as adopted.

CORPORATE OFFICER

CORPORATE OFFICER

|

Schedule 1 Electoral Area C Official Community Plan Amendment Bylaw No. 725-25



COLUMBIA SHUSWAP REGIONAL DISTRICT

SOUTH SHUSWAP ZONING AMENDMENT BYLAW NO. 701-107

A bylaw to amend the "South Shuswap Zoning Bylaw No.701-107

WHEREAS the Board of the Columbia Shuswap Regional District adopted bylaw No. 701,

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 701;

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

1. "South Shuswap Zoning Bylaw No.701" is hereby amended as follows:

A. MAP AMENDMENT

1. Schedule C, Zoning Maps, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:
 - i) Rezoning part of Fractional Southeast $\frac{1}{4}$ of Section 13, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except (1) Fractional LS 2, (2) Plans 6627, 9273, 10957, 11976, and 14951, which part is more particularly shown outlined in bold on Schedule 1 attached hereto and forming part of this bylaw, from LH Large Holding to RR4 Rural Residential 4.

B. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw text, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:
 - ii) Deleting Section 15.5.1 in its entirety.

This bylaw may be cited as "South Shuswap Zoning Amendment Bylaw No. 701-107 "

READ a first time this _____ day of _____, 2023.

READ a second time this _____ day of _____, 2023.

PUBLIC HEARING held this _____ day of _____, 2023.

READ a third time this _____ day of _____, 2023.

ADOPTED this _____ day of _____, 2023.

CORPORATE OFFICER

CHAIR

CERTIFIED a true copy of Bylaw No. 701-107
as read a third time.

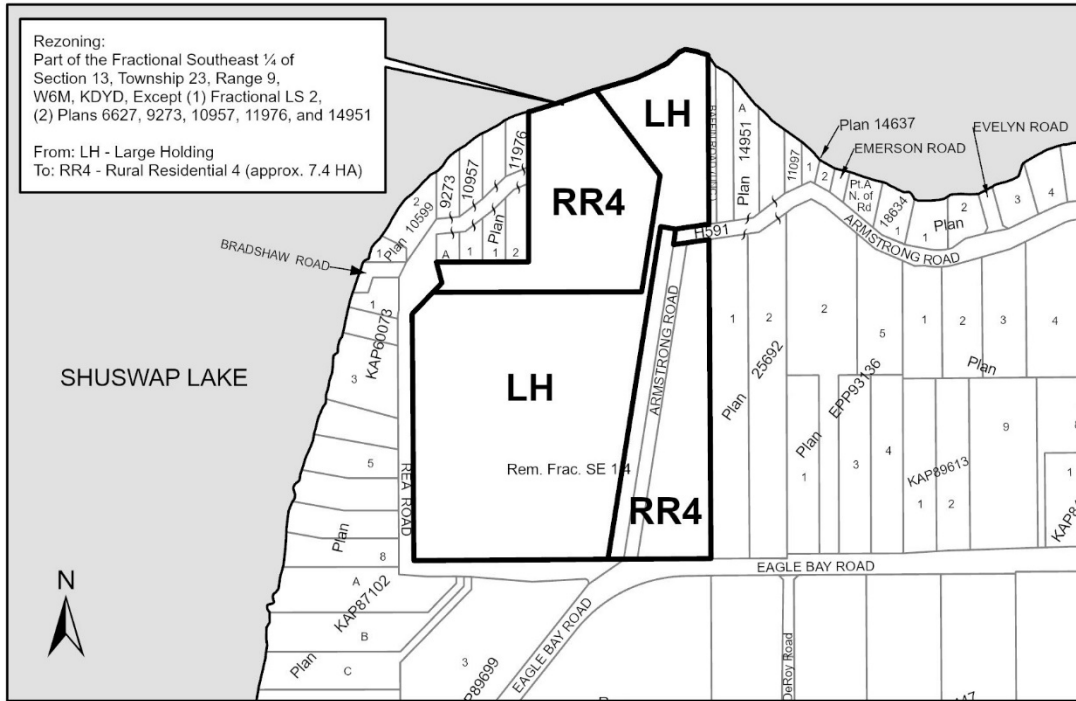
CERTIFIED a true copy of Bylaw No. 701-107
as adopted.

CORPORATE OFFICER

CORPORATE OFFICER

|

Schedule 1 South Shuswap Zoning Amendment Bylaw No. 701-107



D.S.Cunliffe, P.Eng.
Consulting Services

Consulting Engineering

CELL [REDACTED] FAX [REDACTED]
 EMAIL: [REDACTED]

May 30, 2023

Ken Gobeil
 555 Harbourfront Drive NE
 PO Box 978
 Salmon Arm, BC V1E 4P1

Dear Sir:

Subject: Proposed Rezoning – Armstrong Point Resort Ltd. – BC1059504
 Part of Frac SE ¼, Sec 13 TP 23 Rg 9 W6M KDYD – CA4931524

I am writing to outline a proposal for development of the above noted title. Since we met in 2019 the owners have significantly changed their objectives in developing this property.

I have enclosed a drawing showing the proposed layout. The owners of the property wish to create 3 fee simple lots that conform to South Shuswap OCP Bylaw 725 but will require a minor amendment. Proposed lots 1 and 2 would be 2.1 ha residential waterfront lots and lot 3 would be a 3.2 ha non waterfront lot containing the existing apiary operation. The subdivision would also see Armstrong Road dedicated as a public road and leave a 14.42 remainder which would contain the Hacquard family compound and the majority of the forested lands to the south.

South Shuswap Zoning Bylaw No. 701

The intent of the proposed rezoning application is to create the opportunity for 2 more family compounds similar in nature to the existing development on proposed Lot 1 as well as separating the apiary operations from residential uses.

The intent is to rezone the new lots to RR4 – Rural Residential Zone (2 ha) and leave the remainder as LH – Large Holdings.

Water supply for the 2 waterfront lots will be with individual, horizontally drilled lake intakes. Water supply for proposed lot 3 will be well based. On-site septic disposal for sewage is planned for all three proposed new lots.

South Shuswap OCP Bylaw 725 - Section 3.6 – Waterfront Development

1. 3.6.1 Objective

- a. To maintain the near shore areas of Shuswap Lake, White Lake and Little White Lake ecologically intact by focusing development away from the shoreline and by minimizing impacts from moorage facilities

Exceptional care is being proposed for this development. Sewage disposal will be by individual on site systems located a minimum of 50 metres from the lake. Individual water intakes will be horizontally drilled so that the intake line is a minimum of 6.0 metres below water level (the limit of solar penetration) to avoid disturbing benthic production and any char spawning habitat. Both an intact 30-metre riparian zone is planned along with maximizing tree retention throughout the development to benefit terrestrial birds and mammals.

2. New waterfront development will only be supported if it:

- a. Is residential in nature

The planned waterfront development is for residential development only. Proposed Lot 3 is not waterfront and will contain the apiary and a single-family home.

- b. Has maximum densities of:

- i. 1 unit/1 ha (1 unit/2.47 ac) on the waterfront in Secondary Settlement Areas and the Sorrento Village Centre; or
- ii. 1 unit/2 ha (1 unit/4.94 ac) in all other areas

The proposal conforms to 2 (b) as all proposed lots will be greater than 2.0 ha.

- c. Creates lots each with a minimum of 30 m of water frontage

The planned frontages are Lot 1 – 46.81 metres, Lot 2 – 46.23 metres, Lot 3 is not waterfront, and the remainder – 145.90 m.

- d. Is located a minimum of 50 metres away from the natural boundary of Shuswap Lake, White Lake, and Little White Lake: Development Permit Areas may apply, see Section 12 of this plan; and –

The only requirement of the OCP that requires a variance is locating development 50 metres away from the natural boundary.

The plan is to maintain a 30-metre riparian setback from all new building and with the proposed lots bisected by a steep bedrock slope up to 10 metres high, there is limited room to build a large home below the bedrock slope. We do however want to have the ability to build accessory buildings with or without accommodation closer to the lake than 50 m. This will provide a significantly greater setback than existing development on both sides of the property. It would also respect the intent of this section of the OCP by locating the smaller accessory buildings within 50 m of the lake and larger development beyond that setback.

A Riparian, 100 metre Lake, and Steep Slopes Development Permit is an anticipated requirement for this proposal at the subdivision stage. The existing development of proposed Lot 1 was carried out with the 3 aforementioned Development Permits which will be updated as part of this proposed rezoning.

- e. Provides adequate moorage subject to the moorage policies in Section 3.7

Many of these policies are aimed at multi-family or commercial moorage. This proposal is for single family lot development and it is anticipated that the allowances in Bylaw 900 will be sufficient for this development.

3. Development of waterfront parcels should be clustered

I believe the intent of this section is for larger multi-family developments. Clustering is not possible in this proposal. In addition, maintaining a 30-metre setback and preserving the whole riparian assessment zone from development provides further buffering of the lake.

A Section 219 covenant is proposed to limit further subdivision, restrict development to defined building sites, and identify areas to be retained in their natural state.

Contemplated Reports and Studies to Support OCP Amendment and Rezoning

The following reports are suggested to support this application:

1. An application for an Archaeological Impact Assessment (AIA) and 1st Nations permits from the LSLB, ALIB, and Neskonlith Bands has been made. This will allow early engagement with 1st Nations. There is a high probability that archaeological materials will be encountered during the AIA.
2. Geotechnical report update – in progress with On-Site Engineering
3. Preliminary sewage disposal assessment – completed by Kala Geosciences
4. RAPR assessment – completed by Triton Environmental
5. Preliminary Project Impact Assessment.

Please contact me if you have any questions on this proposal.

Yours truly,



D.S.Cunliffe, P.Eng.

ONSITE

Engineering Ltd.

Natural Hazard Assessment for the Proposed Subdivision of 6167 Armstrong Road, Eagle Bay, BC

**Legal Address: FR SE ¼ OF SEC 13 TP 23
R 9 W6M KDYD EXC (1) FR LS 2 (2) PLS
6627 9273 10976 11976 & 14951**

Prepared for:

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

Salmon Arm Office

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May 23, 2023
File: 1497-3

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1.0 Introduction

As requested by [REDACTED], the property owners, Onsite Engineering Ltd. (OEL) was retained to carry out a Natural Hazard Assessment for the proposed subdivision of 6167 Armstrong Road, Eagle Bay, BC. The property is located approximately 30km northeast of Salmon Arm, BC (see Figure 1).

The subject property is 22.82h in size and is planned to be subdivided into three (3) lots plus a remainder lot. Proposed Lots 1 and 2 will be 2.1 ha in size, Lot 3 will be 3.2 ha, and the Remainder Lot will be 15.42 ha. Proposed Lots 1 and 2 do not contain any existing structures. Proposed Lot 3 contains an existing residential structure and a barn. The remainder lot currently contains an existing residential structure, detached garage, cottage, covered patio, sport court, and two outbuildings all located in the northern portion of the lot. The Remainder Lot also features two detached shop buildings in the southern portion of the lot on the west side of Armstrong Road.

This assessment is intended to provide assurance to the Ministry of Transportation and Infrastructure (MoTI) approving officer that natural hazards which may be present at the site are quantified and mitigated as needed when the subdivision is submitted for approval. This report will identify the nature, extent, and probable frequency of the hazard or hazards and if required to recommend permanent protective works or appropriate building setbacks.

Columbia Shuswap Regional District (CSRD) Electoral Area 'C' Official Community Plan Bylaw No. 725 (Bylaw No. 725) applies to this site. The bylaw indicates that the property is located in a Hazardous Lands Development Permit Area for steep (>30%) slopes and as a result, a report prepared by a QP must certify that the land may be used safely for the use intended. This assessment may also be relied on by the CSRD when the property owners apply for the development permit. As required by the Local Government Act (Sections 919.1 and 920), this report is meant to assist the local government in determining what conditions or requirements under [Section 920] subsection (7.1) it will impose in the permit.

1.1 Scope of Assessment

To our knowledge, a Preliminary Layout Review (PLR) letter has not been prepared by the MoTI for the proposed subdivision. It is assumed that the MoTI will make a request for a natural hazard assessment completed by a Qualified Professional (QP) registered with Engineers and Geoscientists of British Columbia (EGBC) previously the Association of Professional Engineers and Geoscientists of BC (APEGBC). The MoTI typically states the following guidelines for rural subdivisions:

“For assessing landslide hazards the professional shall follow the most recent version of the APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC and include the Appendix D: Landslide Assessment Assurance Statement, duly executed, with any report. Please note that for the purposes of that Appendix D statement, the province of British Columbia does not have an adopted level of landslide safety. Also, the report must be provided for the approving officer to refer to and retain in the record of the approval decision.

For assessing flood hazards the professional shall follow the most recent version of the APEGBC Guidelines for Legislated Flood Assessments in a Changing Climate in BC and include the Appendix J: Flood Hazard and Risk Assurance Statement, duly executed, with any report. Please note that for the purposes of that Appendix J statement, the province of British Columbia does not have an adopted level of flood hazard or flood risk tolerance. Also, the report must be provided for the approving officer to refer to and retain in the record of the approval decision.

The Approving Officer could consider a subdivision plan at risk from an event, based upon a specific probability of occurrence of that event. When quantifying the frequency of occurrence of natural hazards, the Qualified Professional must distinguish between two different types of events: damaging events and life-threatening events.

When considering damaging events only, unless otherwise specified, a probability of occurrence of 1 in 475 years (10% probability in 50 years) for individual landslide hazards should be used as a minimum standard. This value is the probability of the damaging event occurring. The qualified professional is to identify the run-out extent, or area of influence, of the event.

Where the damaging event is a flooding hazard, a probability of occurrence of 1 in 200 years should be used as a minimum standard.

Where the damaging event is a snow avalanche hazard, a probability of occurrence of 1 in 300 years should be used as a minimum standard.

Where life-threatening catastrophic events are known as a potential natural hazard to a building lot the Qualified Professional is to consider events having a probability of occurrence of 1 in 10,000 years and is to identify areas beyond the influence of these extreme events. Large scale development must consider the same 1:10,000-year events and must also consider the total risk to the new development. When the total risk approach is used, international standards must be identified. The consultant should clearly identify the calculation procedures used.”

This assessment addresses potential landslide and flooding hazards on slopes within and adjacent to the property where they may impact the subdivision. The objective of this assessment is to:

1. Recognize and characterize landslides¹ (active, inactive, dormant, and potential) and flooding events within, and where required, beyond the residential development;
2. Estimate associated landslide hazards and compare estimated hazards with a level of landslide safety² suggested by the approving jurisdiction; and
3. If required, recommend permanent protective works or appropriate building setbacks.

EGBC 2023³ Appendix C indicates: “as used in these guidelines, the term level of landslide safety includes levels of acceptable landslide hazard and landslide risk. Levels of landslide safety are determined by society, not individuals. Therefore, for residential development, the levels must be established and adopted by the local government or the provincial government after consideration of a range of societal values.” To our knowledge, neither the MoTI nor the CSRD have adopted a level of landslide safety; however, the MoTI typically suggests an acceptable hazard level to be used in a landslide hazard assessments of rural subdivisions. The MoTI has suggested the use of 1/475 for damaging landslides and 1/10,000 for life-threatening catastrophic events. The MoTI does not provide a definition of damaging landslides or life-threatening catastrophic events leaving that to the assessor. For the purpose of this assessment, the term level of landslide safety refers to acceptable landslide hazard as per the MoTI and not landslide risk.

1.2 Limitations

This assessment has been prepared in accordance with generally accepted geotechnical practises in British Columbia and in general conformance with the “Professional Practice Guidelines – Landslide Assessments in British Columbia.” No other warranty expressed or implied is made.

General observations are made on the existing slope gradients, shape, morphology and the general stability. Information on the subsurface soil, groundwater and bedrock conditions is gathered from hand-dug test holes, bedrock outcrops, cutslopes on the existing roads in the surrounding area. Sub-surface conditions other than those identified may exist, requiring a review of the recommendations contained in this report, with amendments

¹ For the purpose of this study a landslide includes: rock falls, rock slumps, rock slides, rock avalanches, rock creep, debris falls, debris slides, debris flows, debris floods, earth falls, earth slumps, earth slides, earth flows, flow slides and earth creep.

² Level of safety from the effects of landslides includes levels of acceptable landslide hazard and landslide risk suggested by the local or provincial government. The MoTI has suggested these levels at 1/475 for damaging landslides and 1:10 000 for life-threatening or catastrophic events.

³ Engineers and Geoscientists of BC (2023). Professional Practice Guidelines for Landslide Assessments in British Columbia.

made as needed. Variations (even over short distances) are inherent and are a function of natural processes. The classification and identification of the type and condition of the geological units present are based on observations, experience in similar geologic conditions, and knowledge of published research on geologic conditions and processes in areas with similar geological environments. OEL does not represent or warrant that the conditions listed in the report are exact and the user should recognise that variations may exist. Where recommendations are given to reduce the likelihood of landslide occurrence and/or mitigate the risk, the residual rating (where given) applies only if the recommendations in this report are followed.

It is the responsibility of the approving authorities and other stakeholders to decide if the hazard or risk levels determined in the analysis are acceptable. Where recommendations are given to reduce the likelihood of landslide/flooding occurrence and/or mitigate the risk, the residual rating (where given) applies only if the recommendations in this report are followed.

1.3 Identified Natural Hazards

The subject property features predominantly flat to gentle gradient terrain crossed by a moderately steep to steep gradient escarpment. Terrain extending upslope of the property continues at a gentle gradient for >1.5km. As a result of these factors, upslope hazards are not expected to impact the subject property and are not discussed further in this assessment. A potential hazard to the proposed subdivision is slope instability related to the moderately steep to steep gradient escarpment and is discussed below.

The lower boundary of the subject property is located adjacent to Shuswap Lake. It is our understanding that development along the lake will be restricted by CSRD South Shuswap Zoning Bylaw No. 701 (Bylaw No. 701), which requires a floodplain setback of 15m horizontal from the 348.3m contour and a flood construction level of 351.0m asl. Any variation to these guidelines will require a flood hazard assessment completed by a QP to obtain a CSRD exemption. It is our understanding that the existing development on the property is in agreement with the guidelines in Bylaw No. 701. As a result, flooding hazards presented by Shuswap Lake are not discussed further in this assessment.

Terrain upslope of the subject property is not steep enough for the initiation of destructive snow avalanche events. For this reason, snow avalanche hazards are not expected to impact the subject property and are not discussed further in this assessment.

2.0 Office and Field Review

The following information was reviewed as part of this assessment:

- Report titled: “Re: Steep Slope Assessment for 6167 & 6169 Armstrong Road, Eagle Bay, BC; Legal Address: Fraction of the SE ¼ of Section 13, Township 23, Range 9, W6M, KDYD, Except Fraction of LS2, Plans 6627, 9273, 10957, 11976 & 14951,” prepared by OEL, dated October 4, 2016.
- Proposed Subdivision plan prepared by TRUE Land Surveying at a scale of 1:2,000.
- Property information obtained from the CSRD mapping portal.
- Map 1244A Surficial Geology Shuswap Lake RJ Fulton 1965.
- Images and digital terrain model obtained from Google Earth, copyright Province of BC. 2023. The date of this imagery is listed as 06/01/2021.
- Canadian Climate Normals available at http://www.climate.weatheroffice.ec.gc.ca/climate_normals.
- BC Digital Geology mapping retrieved from <http://maps.gov.bc.ca/ess/sv/imapbc/>.

Fieldwork was completed by Rod Williams, P.Geo., and Larissa Christensen, P.Geo, both of OEL on April 13, 2023. Fieldwork included a foot traverse of the site and adjacent areas while recording observations of surface topography and exposed soils in road cuts and shallow (<1m) hand dug test pits. Representative site photos are included at the end of this report.

3.0 Site Overview

The subject property is situated on the south side of the main arm of Shuswap Lake in an area locally known as Armstrong Point. Terrain on the point is characterized by predominantly flat to gentle terrain intersected by a moderately steep to steep gradient bedrock-controlled escarpment that wraps around the point. The escarpment is interpreted to be a remnant of historical Shuswap Lake levels.

Bedrock in the area is mapped as Upper Proterozoic to Paleozoic greenstone, greenschist metamorphic rocks of the Eagle Bay Assemblage. Bedrock was observed on the escarpment slope on the property and consisted of fractured shale that is weak at the surface with bedding dipping near horizontal to slightly into the slope. It appears that the upper weathered horizons of this rock material weather into small platy clasts. No evidence of large scale (i.e., $>1.0\text{m}^3$) detachments was observed. OEL has been involved in several other residential construction projects close to this site on Rea Road. Excavations into rock at those locations encountered very strong rock at depth below the weathered horizons and required a rock hammer for excavation.

The surficial geology of the subject property is mapped as modern alluvium along the shoreline composed of sand, gravel, silt, and minor muck and peat at or near present base-level transitioning to bedrock and undivided deposits composed of morainal deposits or small areas of younger deposits moving upslope into the property (Fulton, 1965). Surficial materials observed on the property appear to be primarily composed of dense, well drained, silty sand with some gravel with bedrock exposed on the escarpment slope. Minor layers of fine sand and silt were noted to be interbedded with the coarser sand materials in exposures within the Remainder Lot. The observed soils are in general agreement with the mapped lithologies. No significant surface or shallow subsurface flows were observed on the property during the site review and in general the soils appear to be well drained.

The subject property is located in the Interior Cedar-Hemlock (ICH) Shuswap Dry Warm (dw4) biogeoclimatic ecosystem classification (BEC) zone. Climate in this zone typically consists of cool winters and warm and dry summers with a 3-5 month growing season. The closest climate station to the study area with sufficient data to determine long-term climatic averages is located in Celista, BC, approximately 16km northwest of the study site. Records at this station indicate that rainfall levels are highest from April to November with snow cover from November to March. The average annual precipitation in the region is 739.1mm with 515.3mm occurring as rainfall. The station is located at an elevation of 515.0m asl. There is roughly a 160m elevation difference between the subject property and the climate station and as a result, the climate station is likely an over-representation of the climate at the site.

The escarpment slope that crosses through proposed Lots 1 and 2 of the subdivision generally consists of a 90% gradient for 15m but becomes smaller and less steep, approximately 10-12m tall sloping at 65-70%, moving towards the Remainder Lot. A small gully crosses over the escarpment in the western portion of Lot 1 (see Figure 3). No surface flows were observed within the gully; however, the vegetation within the gully and at the toe is thicker and greener than the surrounding vegetation indicating that the feature likely carries sub-surface flows.

A small surficial slide was observed on the escarpment within Lot 1 of the proposed subdivision (see Figure 3). The slide path is roughly 3m wide by 14m long by $<0.5\text{m}$ deep and deposited immediately at the toe. The deposited material is very rocky. The slide path and deposit are heavily overgrown with moss and shrubs suggesting it is relatively old. The cause of the slide is unclear and could be the result of trail construction or logging on the slopes above. Due to the presence of the slide, a recommendation is included below to address landslide concerns initiating on the escarpment that could affect development at the toe.

The slope mapping indicates that an area of moderate to moderately steep gradient slopes is located surrounding the two detached shop structures in the southern portion of the Remainder Lot (see Figure 3). The natural terrain in this area consists of flat gradient slopes; however, the structures have been constructed on an area built up with fill. It appears that this is to limit access to the structures to the single entry point. Although OEL was not involved in the placement of the fill and any aspect of the fill and the structures are not included as part of this assessment, no indicators of significant slope stability concerns with the fill were noted during our site assessment.

The Remainder Lot has been heavily developed and contains a significant number of landscaping walls. Although all the walls on the property were constructed without OEL's engagement and any aspects of the walls are not

included as part of this assessment, no indicators of significant slope stability concerns with the walls were noted during our site assessment.

4.0 Landslide Hazard Assessment

The MoTI suggests “where life-threatening catastrophic events are identified as a potential natural hazard to a building lot the Qualified Professional is to consider events having a probability of occurrence of 1 in 10,000 years and is to identify areas beyond the influence of these extreme events.” For the purpose of this assessment and within this region, a life-threatening catastrophic event is defined as a landslide that would runout to a building site or surrounding area on one of the proposed lots of the subdivision to cause significant damage to a house and potentially result in death or deaths of individual(s) in a structure. A review of the property and surrounding area concludes that there does not appear to be any slopes steep enough or any other existing conditions (alluvial fans or active gullies) within or upslope of the property to warrant a concern for a life-threatening catastrophic landslide hazard. **Therefore, the results of our assessment conclude that a life-threatening catastrophic natural hazard warranting an assessment of the 1:10,000-year event is not foreseeable with the present lot layout and building site plans for this property.** This assessment considers smaller scale damaging landslides originating on the escarpment and the potential hazard presented to building sites in close proximity.

4.1 Proposed Lots 1 & 2

4.1.1 Results

Risk of a Damaging Event on the Property

The MoTI suggests that “when considering damaging events only, unless otherwise specified, a probability of occurrence of 1 in 475 years (10% probability in 50 years) for individual landslide hazards should be used as a minimum standard.” In this case, a damaging event is defined as a naturally occurring landslide that would runout to or impact any of the identified building sites on the proposed lots of the subdivision to cause significant damage to a structure.”

It is our assessment that the likelihood of a landslide event occurring within proposed Lots 1 or 2 of the subdivision that could impact a proposed residential structure is estimated as **moderate**. This is equivalent to an annual probability of a specific hazardous landslide of **1/100 to 1/500**. This rating is based on:

1. The steep gradient escarpment slope within the proposed lots, and
2. The small surficial slide observed on the escarpment slope.

As a result, the hazard of a damaging landslide event is greater than the 1/475 level of landslide safety suggested by the MoTI and the proposed lots cannot be considered safe without implementation of mitigation measures to reduce the hazard.

4.1.2 Recommendations

The following recommendations are made in order to reduce the likelihood of a landslide that could affect future development within Lots 1 and 2 of the proposed subdivision:

1. **A horizontal setback should be established from the slope crest of the escarpment by projecting a 2H:1V line from the toe of the escarpment slope as indicated in Figure 4. This corresponds to a horizontal setback of 9m from the slope crest. Construction within the setback may only occur following a development specific geotechnical assessment completed by a qualified geotechnical professional (QGP)⁴.**

⁴ **Qualified Geotechnical Professional** means a qualified professional engineer or professional geoscientist licensed in British Columbia with experience or training in geotechnical study and geohazard assessments.

2. A horizontal setback should be established from the toe of the escarpment by projecting a 2H:1V line from the top of the slope crest as indicated in Figure 4. This corresponds to a horizontal setback of 9m from the toe of the slope. Construction within the setback may only occur following a development specific geotechnical assessment completed by a QGP.

The setbacks described in #1 and 2 above are depicted in plan-view on Figure 5. The setback lines may be simplified for surveying and covenant purposes given that the setback lines are in agreement or exceed the setbacks detailed within Recommendations #1 and 2 above.

Through the successful implementation of the above recommendations, it is our assessment that the likelihood of a damaging landslide event will be reduced to **low**. This is equivalent to an annual probability of a specific hazardous landslide of 1/500 to 1/2500. With reference to the assessed low landslide hazard and agreement with the level of landslide safety suggested by the MoTI for damaging landslides, it is our determination that Lots 1 and 2 of the proposed subdivision can be considered safe for their intended use.

4.2 Proposed Lot 3

4.2.1 Results

Risk of a Damaging Event on the Property

The MoTI suggests that “when considering damaging events only, unless otherwise specified, a probability of occurrence of 1 in 475 years (10% probability in 50 years) for individual landslide hazards should be used as a minimum standard.” In this case, a damaging event is defined as a landslide event that would runout to or impact the existing residential structure or a future building site on proposed Lot 3 of the subdivision to cause significant damage to a house.

It is our assessment that the likelihood of a landslide event occurring within Lot 3 of the proposed subdivision that could impact the existing residential structure, or a proposed residential structure is estimated as **very low**. This is equivalent to an annual probability of a specific hazardous landslide of **<1/2500**. This rating is based on:

1. The flat to gentle gradient terrain within the proposed lot,
2. The lack of surface flows within the proposed lot, and
3. The lack of indicators of slope instability observed within the proposed lot.

As a result, the hazard of a damaging landslide event is less than the 1/475 level of landslide safety suggested by the MoTI.

4.2.2 Recommendations

No recommendations concerning landslide hazard mitigation are suggested for Lot 3 of the proposed subdivision as the likelihood of a landslide event with the potential to impact the existing residential structure or a future building site is well below the level of landslide safety suggested by the MoTI and Lot 3 of the proposed subdivision can be considered safe for its intended use.

4.3 The Remainder Lot

4.3.1 Results

Risk of a Damaging Event on the Property

The MoTI suggests that “when considering damaging events only, unless otherwise specified, a probability of occurrence of 1 in 475 years (10% probability in 50 years) for individual landslide hazards should be used as a minimum standard.” In this case, a damaging event is defined as a landslide event that would runout to or impact

the existing residential structure or cottage on the Remainder Lot of the subdivision to cause significant damage to the structures.

It is our assessment that the likelihood of a landslide event occurring within the Remainder Lot of the proposed subdivision that could impact the existing residential structure or cottage is estimated as **low**. This is equivalent to an annual probability of a specific hazardous landslide of **1/500 to 1/2500**. This rating is based on:

1. The flat to gentle gradient terrain within the footprint of the existing structures,
2. The lack of surface flows within the proposed lot, and
3. The lack of indicators of slope instability observed within the proposed lot.

As a result, the hazard of a damaging landslide event is less than the 1/475 level of landslide safety suggested by the MoTI.

4.2.3 Recommendations

Although there is no development currently proposed for the Remainder Lot, the following recommendation is made with the potential for future development in mind:

1. **Future development proposed on slopes with gradients in excess of 30% requires a development specific geotechnical assessment completed by a QGP.**

Through the successful implementation of the above recommendation, it is our assessment that the likelihood of a damaging landslide event that could impact a future residential structure on the Remainder Lot will remain **low**. This is equivalent to an annual probability of a specific hazardous landslide of **1/500 to 1/2500**. **With reference to the assessed low landslide hazard and agreement with the level of landslide safety suggested by the MoTI for damaging landslides, it is our determination the Remainder Lot of the proposed subdivision can be considered safe for its intended use.**

5.0 Closure

This assessment has been carried out in accordance with generally accepted geotechnical practices. Conclusions and recommendations presented herein are based on visual site inspections. Assessments of soils and slope stability are based on interpretation of surface features and limited sub-surface investigation; actual ground conditions may vary from those inferred.

Factual data and interpretation contained within this report were prepared specifically for Mike and Marianne Hacquard with whom Onsite Engineering Ltd. has entered a contract. Future property owners, as well as the local government, provincial government or other approving agency may rely on the findings of this report; no other party may rely upon this report without the express written permission of OEL.


We trust that this report satisfies your present requirements. Should you have any questions or comments, please contact our office at your convenience.

Sincerely,

Onsite Engineering Ltd.
EGBC Permit to Practice – No. 1002678

Prepared by:


May 23, 2023



Larissa Christensen, P. Geo.
Project Geoscientist

Reviewed by:



Rod Williams, P. Geo.
Senior Geoscientist

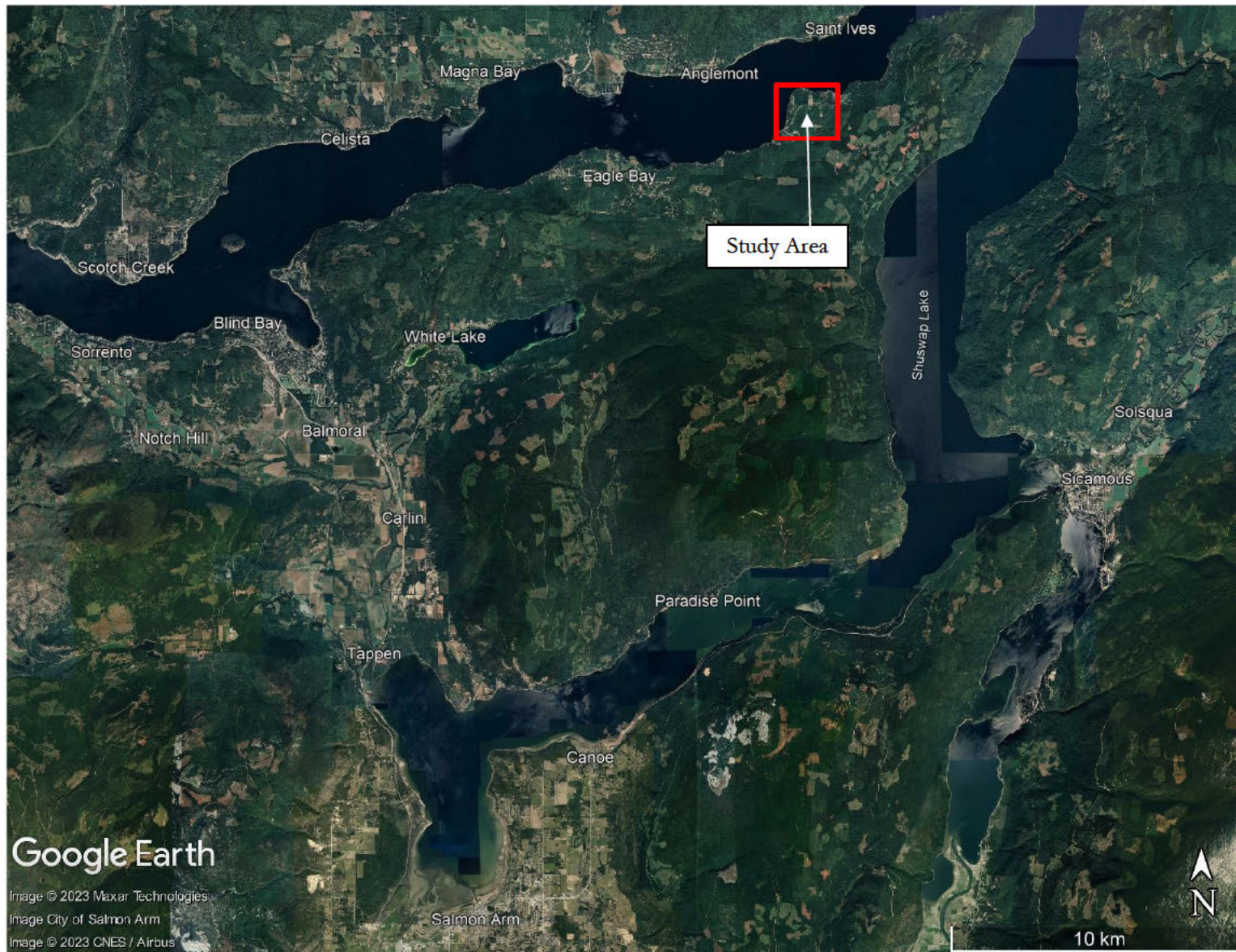


Figure 1 Location Overview Map

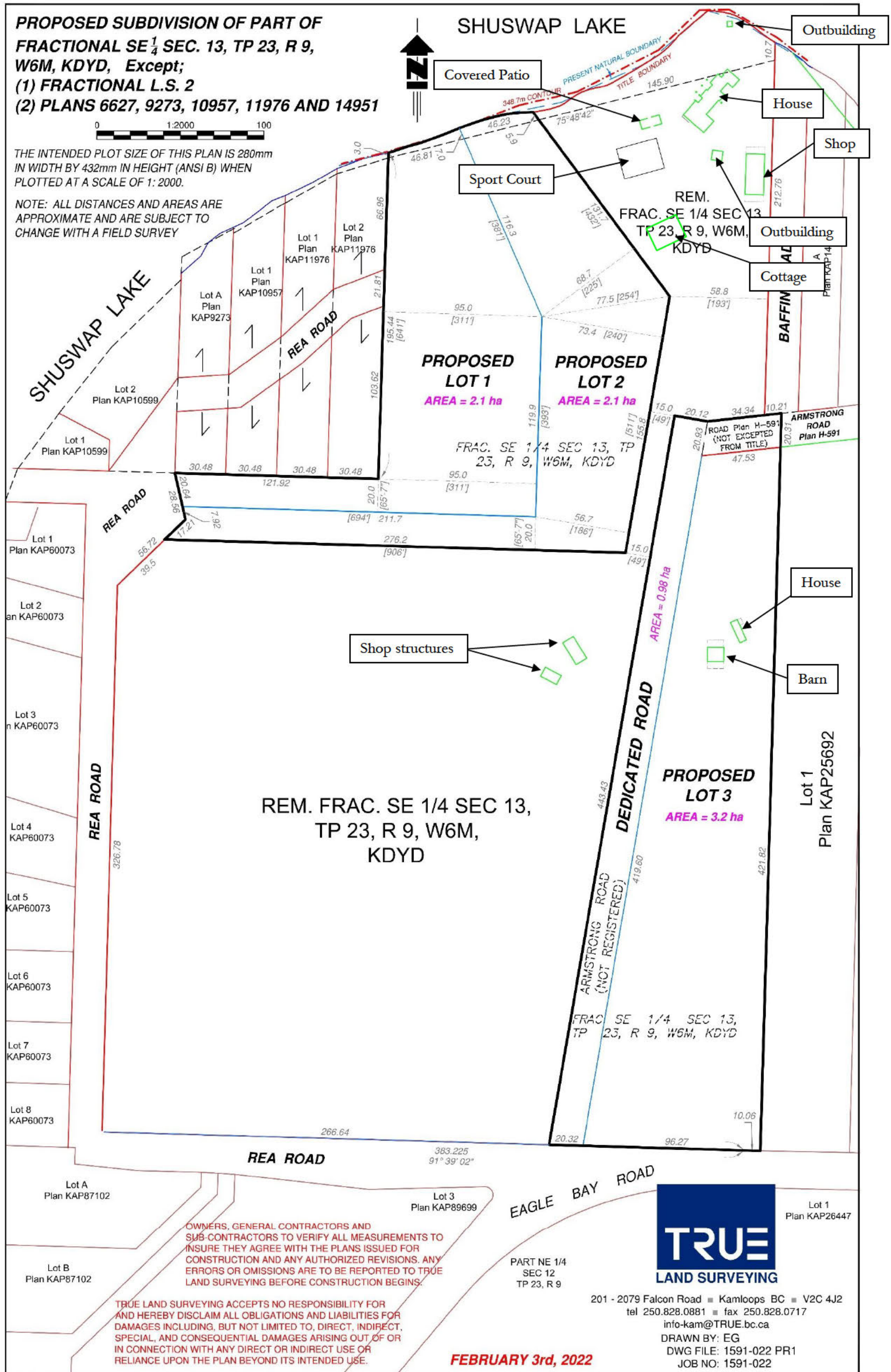


Figure 2 Proposed Subdivision Layout prepared by True Land Surveying and annotated by OEL.

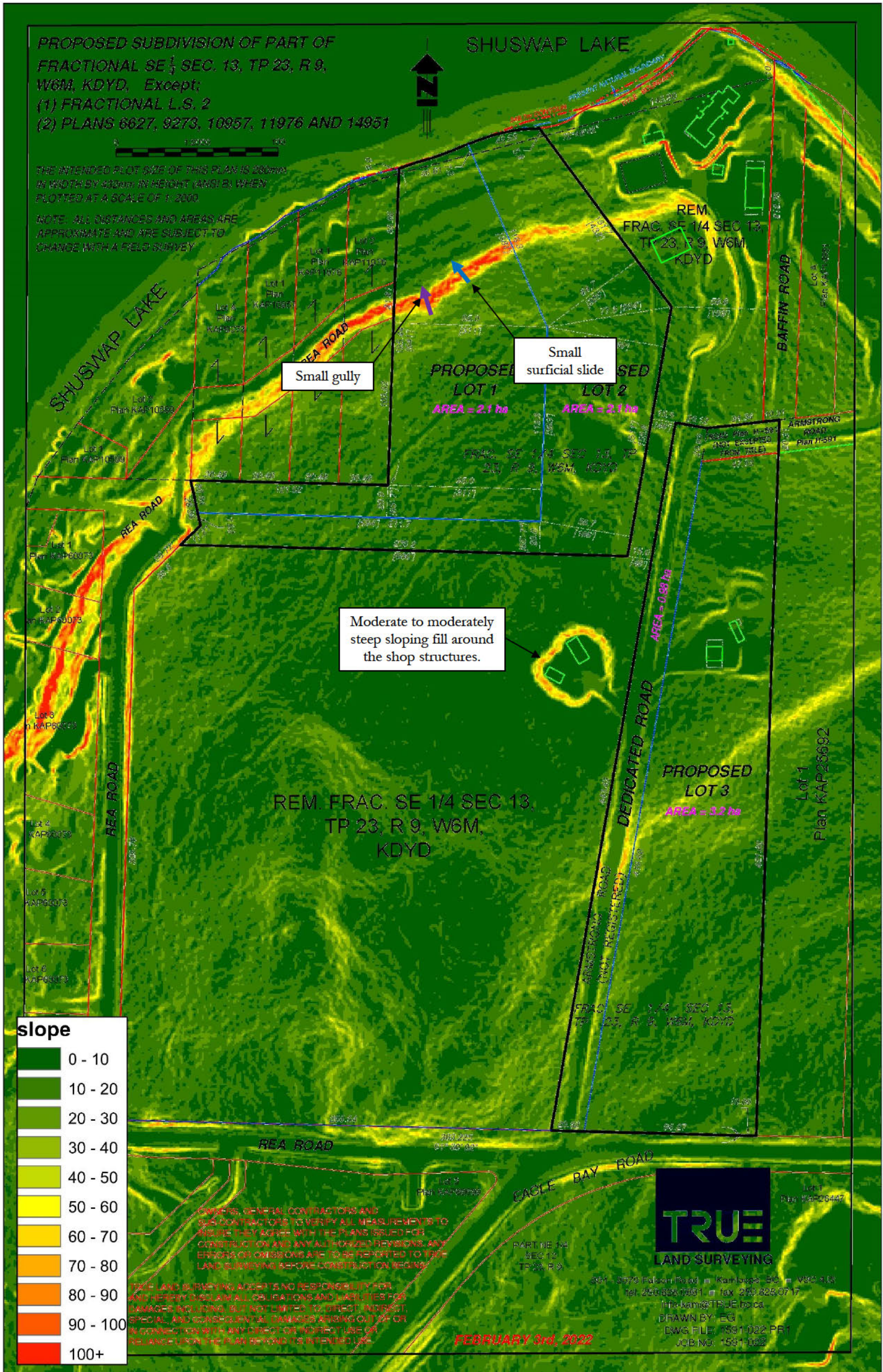
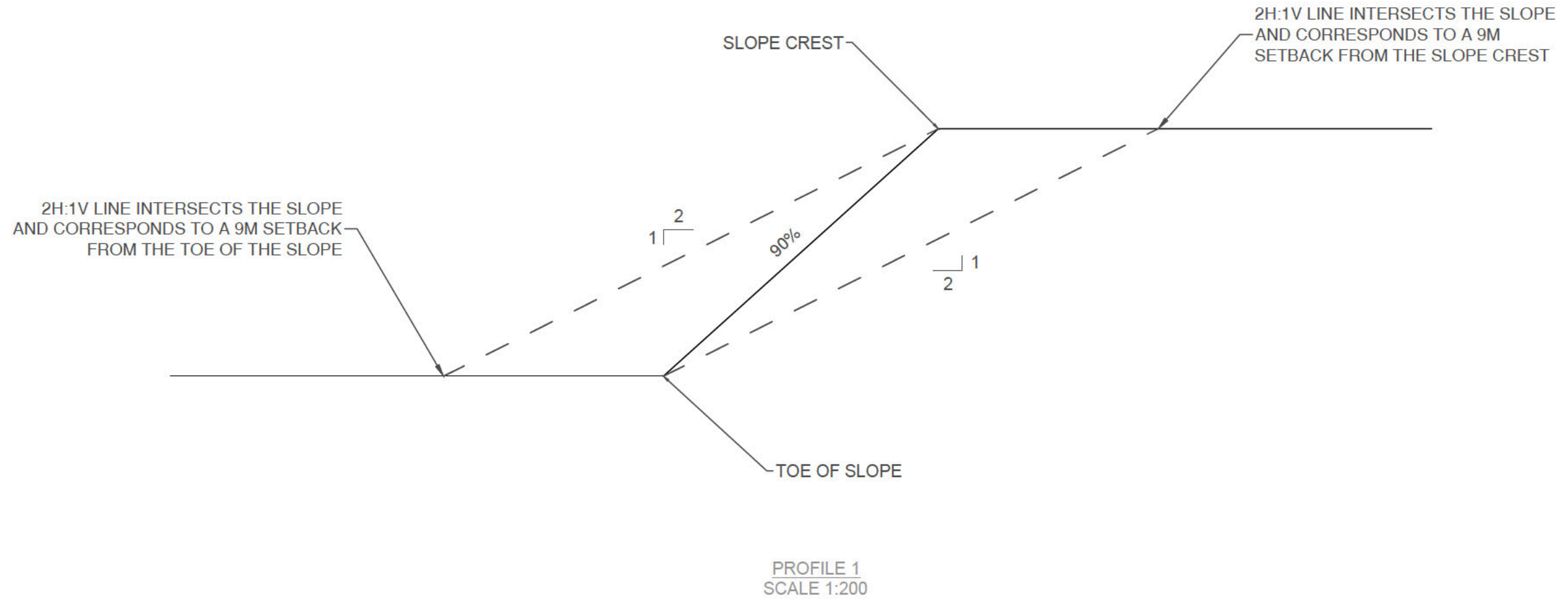


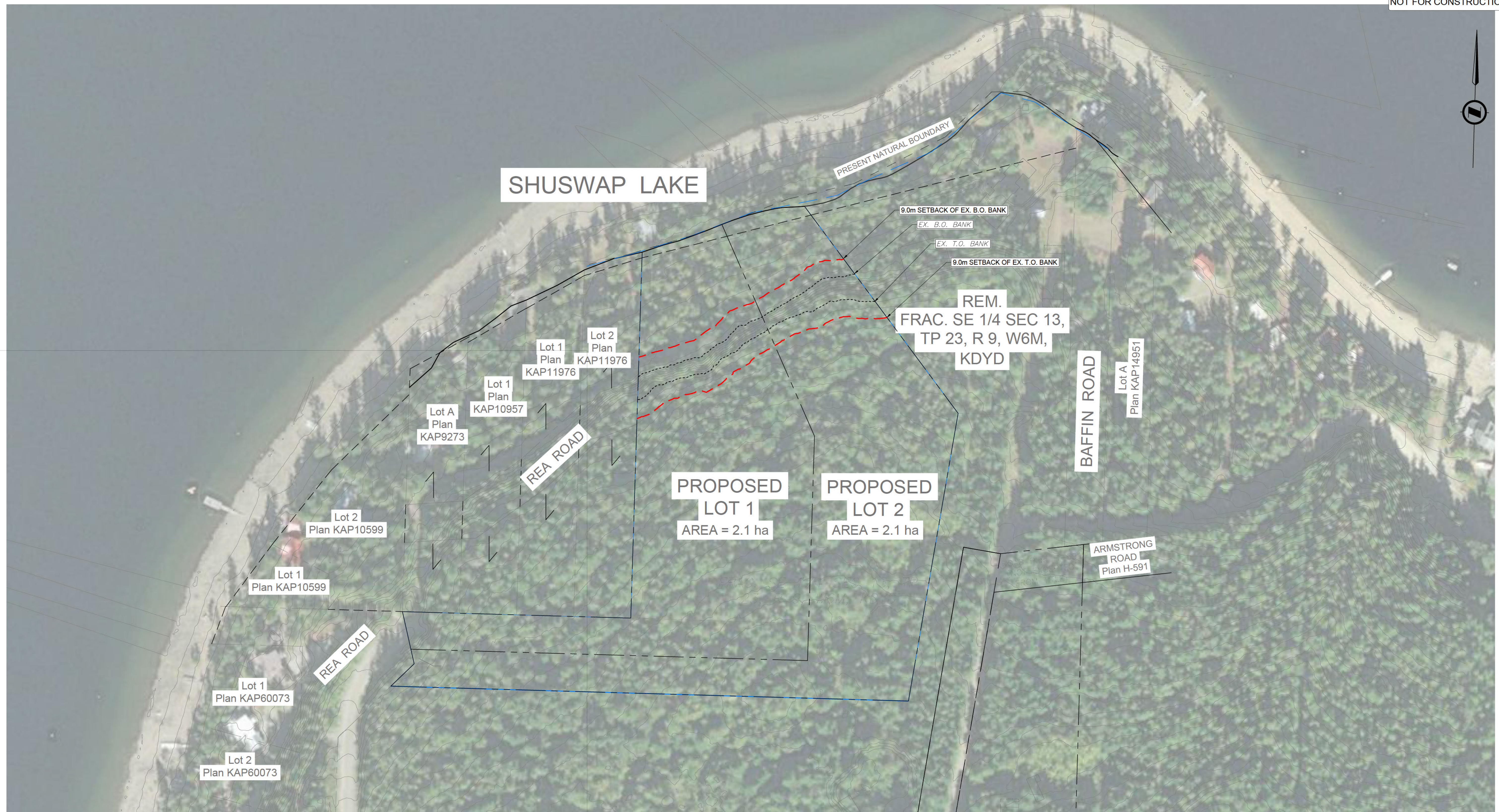
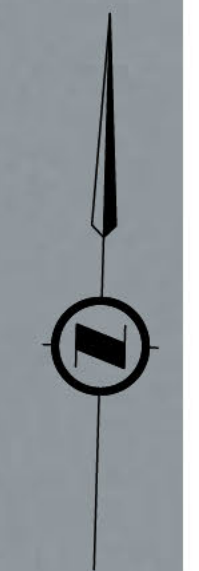
Figure 3 Slope Map generated using LiDAR survey data obtained from the CSRD and overlain with the TRUE site plan.



LEGEND	
	EXISTING GROUND
	2H:1V PROJECTION

<p>ONSITE ENGINEERING LTD.</p>	<p>INTERIOR OPERATIONS #201-231 TRANS CANADA HWY SALMON ARM, BC, V1E 4R1 PH.: 250-833-5643 FAX: 866-235-6943</p>	<p>1:200 </p>	
		<p>DATE: APRIL 26, 2023</p>	<p>Project No. 1497-3</p>
<p>SETBACK DETAIL FOR LOTS 1 AND 2</p>		<p>SCALE: 1:200</p>	<p>Drawing No. FIGURE 4</p>
<p>6167 ARMSTRONG ROAD EAGLE BAY, BC</p>		<p>DRAWN BY: LC</p>	
		<p>CHECKED: RW</p>	

NOT FOR CONSTRUCTION

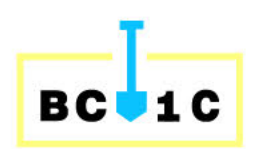


REM.
FRAC. SE 1/4 SEC 13,
TP 23, R 9, W6M,
KDYD

PROPOSED
LOT 1
AREA = 2.1 ha

PROPOSED
LOT 2
AREA = 2.1 ha

SITE PLAN
SCALE 1:1000



TICKET No. _____

CLIENT PROJECT NO. _____

OEL PROJECT NO. 1497-3

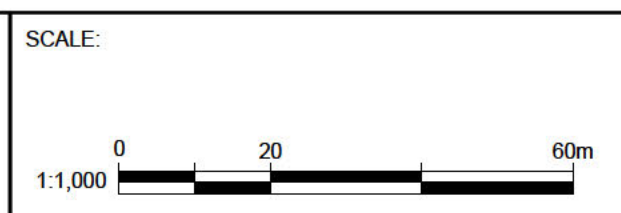
DRAWING NO. B-101

SHEET: 1 of 1 REV A

6167 ARMSTRONG ROAD
EAGLE BAY, BC
FIGURE 5

ONSITE
Engineering Ltd.
COURTENAY OFFICE
#201- 780 GRANT AVENUE
COURTENAY, BC V9N 2T3
PH: 778-647-5643
FAX: 855-235-6943
EGBC PERMIT TO PRACTICE No.: 1002678

DESIGNED: LC
DRAWN: SN
CHECKED: RW
SURVEYED: -
DATE: May 2023



REV NO	REVISIONS	DATE	DRAWN	APPRD
A	ISSUED FOR REVIEW	MAY 23, 2023	SN	LC

U:\Projects\1497\1497\Maps & Dwg\1497-3 Eagle Bay Setbacks.dwg
DATE: 23/05/2023 9:48 AM BY: Stefanie Noack



Photo 1 Aerial drone photo of the cleared area below the escarpment slope within proposed Lots 1 and 2, looking southwest.



Photo 2 Aerial drone photo of the escarpment slope becoming less steep within the Remainder lot, looking southwest.



Photo 3 The escarpment slope within proposed Lots 1 and 2, looking southeast.



Photo 4 90% slope gradient along on the escarpment within proposed Lots 1 and 2, looking north down the escarpment.



Photo 5 Small surficial slide on the escarpment within proposed lot 1, looking south.



Photo 6 Small gully within proposed Lot 1 crossing the escarpment slope and thicker vegetation indicating sub-surface flows, looking west.



Photo 7 The existing residential structure and barn located on gentle gradient terrain within proposed Lot 3, looking east.



Photo 8 Existing residential structure on the Remainder Lot, looking south.



Photo 9 Existing detached shop on the Remainder Lot, looking northeast.



Photo 10 The moderate to moderately steep slopes of the fill surrounding the shop structures in the southern portion of the Remainder Lot, looking southwest.

LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Notes: This statement is to be read and completed in conjunction with the Engineers and Geoscientists BC *Professional Practice Guidelines – Landslide Assessments in British Columbia* ("the guidelines") and the current *BC Building Code (BCBC)*, and is to be provided for Landslide Assessments (not floods or flood controls), particularly those produced for the purposes of the *Land Title Act*, *Community Charter*, or *Local Government Act*. Some jurisdictions (e.g., the Fraser Valley Regional District or the Cowichan Valley Regional District) have developed more comprehensive assurance statements in collaboration with Engineers and Geoscientists BC. Where those exist, the Qualified Professional is to fill out the local version only. Defined terms are capitalized; see the Defined Terms section of the guidelines for definitions.

To: The Approving Authority (or Client)

Date: May 23, 2023

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

MoTI Salmon Arm Area Office - Bag 100, 850C 16 St NE, Salmon Arm, BC, V1E 4S4

Jurisdiction/name and address

With reference to (CHECK ONE):

- A. *Land Title Act* (Section 86) – Subdivision Approval
- B. *Local Government Act* (Sections 919.1 and 920) – Development Permit
- C. *Community Charter* (Section 56) – Building Permit
- D. Non-legislated assessment

For the following property (the "Property"):

6167 Armstrong Road, Eagle Bay, BC; Legal Address: FR SE ¼ OF SEC 13 TP 23 R 9 W6M KDYD EXC (1) FR LS 2 (2) PLS 6627 9273 10976 11976 & 14951

Civic address of the Property

The undersigned hereby gives assurance that they are a Qualified Professional and a professional engineer or professional geoscientist who fulfils the education, training, and experience requirements as outlined in the guidelines.

I have signed, authenticated, and dated, and thereby certified, the attached Landslide Assessment Report on the Property in accordance with the guidelines. That report must be read in conjunction this statement.

In preparing that report I have:

[CHECK TO THE LEFT OF APPLICABLE ITEMS]

- 1. Collected and reviewed appropriate background information
- 2. Reviewed the proposed Residential Development or other development on the Property
- 3. Conducted field work on and, if required, beyond the Property
- 4. Reported on the results of the field work on and, if required, beyond the Property
- 5. Considered any changed conditions on and, if required, beyond the Property
- 6. For a Landslide Hazard analysis or Landslide Risk analysis, I have:
 - 6.1 reviewed and characterized, if appropriate, any Landslide that may affect the Property
 - 6.2 estimated the Landslide Hazard
 - 6.3 identified existing and anticipated future Elements at Risk on and, if required, beyond the Property
 - 6.4 estimated the potential Consequences to those Elements at Risk
- 7. Where the Approving Authority has adopted a Level of Landslide Safety, I have:
 - 7.1 compared the Level of Landslide Safety adopted by the Approving Authority with the findings of my investigation
 - 7.2 made a finding on the Level of Landslide Safety on the Property based on the comparison
 - 7.3 made recommendations to reduce Landslide Hazards and/or Landslide Risks

LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

8. Where the Approving Authority has **not** adopted a Level of Landslide Safety, or where the Landslide Assessment is not produced in response to a legislated requirement, I have:
- 8.1 described the method of Landslide Hazard analysis or Landslide Risk analysis used
 - 8.2 referred to an appropriate and identified provincial, national, or international guideline for Level of Landslide Safety
 - 8.3 compared those guidelines (per item 8.2) with the findings of my investigation
 - 8.4 made a finding on the Level of Landslide Safety on the Property based on the comparison
 - 8.5 made recommendations to reduce Landslide Hazards and/or Landslide Risks
9. Reported on the requirements for future inspections of the Property and recommended who should conduct those inspections

Based on my comparison between:

[CHECK ONE]

- the findings from the investigation and the adopted Level of Landslide Safety (item 7.2 above)
- the appropriate and identified provincial, national, or international guideline for Level of Landslide Safety (item 8.4 above)

Where the Landslide Assessment is not produced in response to a legislated requirement, I hereby give my assurance that, based on the conditions¹ contained in the attached Landslide Assessment Report:

A. SUBDIVISION APPROVAL

- For subdivision approval, as required by the *Land Title Act* (Section 86), "the land may be used safely for the use intended"

[CHECK ONE]

- with one or more recommended additional registered Covenants
- without an additional registered Covenant(s)

B. DEVELOPMENT PERMIT

- For a development permit, as required by the *Local Government Act* (Sections 488 and 491), my report will "assist the local government in determining what conditions or requirements it will impose under subsection (2) of [Section 491]"

[CHECK ONE]

- with one or more recommended additional registered Covenants
- without an additional registered Covenant(s)

C. BUILDING PERMIT

- For a building permit, as required by the *Community Charter* (Section 56), "the land may be used safely for the use intended"

[CHECK ONE]

- with one or more recommended additional registered Covenants
- without any additional registered Covenant(s)

¹ When seismic slope stability assessments are involved, Level of Landslide Safety is considered to be a "life safety" criteria, as described in Commentary JJJ of the *National Building Code of Canada (NBC) 2015, Structural Commentaries (User's Guide – NBC 2015: part 4 of division B)*. This states:

"The primary objective of seismic design is to provide an acceptable level of safety for building occupants and the general public as the building responds to strong ground motion; in other words, to minimize loss of life. This implies that, although there will likely be extensive structural and non-structural damage, during the DGM (design ground motion), there is a reasonable degree of confidence that the building will not collapse, nor will its attachments break off and fall on people near the building. This performance level is termed 'extensive damage' because, although the structure may be heavily damaged and may have lost a substantial amount of its initial strength and stiffness, it retains some margin of resistance against collapse."

LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Larissa Christensen, P.Geo.

May 23, 2023

Name (print)

Date

201-231 Trans-Canada Hwy

Address

Po Box 2012, Salmon Arm, BC V1E 4R1

250-833-5643

Telephone

lchristensen@onsite-eng.ca

Email



(Affix PROFESSIONAL SEAL and signature here)

The Qualified Professional, as a registrant on the roster of a registrant firm, must complete the following:

I am a member of the firm Onsite Engineering Ltd.

(Print name of firm)

with Permit to Practice Number 1002678

(Print permit to practice number)

and I sign this letter on behalf of the firm.



KALA GEOSCIENCES LTD.

Groundwater • Wastewater • Environmental

Association of Professional Engineers and Geoscientists of British Columbia Permit No. 1000916

Date: May 4, 2023
Our Ref: 23005

D.S. Cunliffe Consulting Service
[REDACTED]

Via Email: Dave Cunliffe ([REDACTED])

Attn: Dave Cunliffe, P.Eng.
Project Manager

Re: **ONSITE WASTEWATER DISPOSAL SYSTEM CONSIDERATIONS
ARMSTRONG POINT, EAGLE BAY, BC
FRAC SE ¼, SEC 13, TWP 23, RGE 9, W6M, KDYD
PLANS 6627, 9273, 10957, 11976 AND 14951
FEASIBILITY REPORT**

1.0 INTRODUCTION

As requested, Kala Geosciences Ltd. (Kala) has completed an onsite sewerage feasibility study for D.S. Cunliffe Consulting Services (the “Client”) at a property with a civic address of 6167 Armstrong Road, Eagle Bay, BC, legally described as Fraction of south east ¼ (Frac SE ¼), Section (Sec) 13, Township (Twp) 23, Range (Rge) 9, West of the 6^h Meridian (W6M), Kamloops Division of Yale District (KDYD), Plan (PI) 6627, 9273, 10957, 11976, 14951, Parcel Identifier PID: 014-008-777 (the “Subject Property”).

2.0 DESCRIPTION

The Subject Property Owner proposes to subdivide two (2) smaller lots out of the parcel, each containing 2.1 ha slightly off shape to connect Shuswap Lake to the north with an access driveway from Rea Rd (west). The property is bordered by urban properties to the west, Rea Rd continues south then east along the boundary connecting with Armstrong Rd.

The land gently slopes from Rea Rd down to the north (0-5%), the lots slope further north (8-15%) before the 100m lake setback. The property is undeveloped with heavy amount of vegetation growth, walking trails and old skid trails can be found.

The area has no services. Water wells can be found along Rea Rd and Eagle Bay Rd greater than 100m from the proposed lots.

3.0 SITE ASSESSMENT

The site assessment work consisted of test pits and percolation/ permeameter testing. Four (4) test pits were advanced across the site, two (2) along the mid-section of the lot and two (2) near the 100m setback before the steep slope. The test pits were advanced to evaluate the soil and groundwater conditions. The locations of the test pits are shown on Figure 1. A summary of the test pit results is presented below:

Lot 1

TP23-02

- 0 – 0.2m - Sand, some silt, trace gravel, trace clay, dark brown, massive
- 0.2 – 1.0m - Sand, little silt, trace gravel, trace clay, brown, single grain, roots to 0.5m
- 1.0 – 2.2m - Silt, sandy, little gravel, little clay, tan, massive

TP23-03

- 0 – 1.0m - Sand, some silt, trace gravel, trace clay, brown, massive
- 1.0 – 1.6m - Sand, silt, trace gravel, trace clay, light brown, single grain,
- 1.6 – 2.4m - Silt, sandy, little gravel, little clay, tan, massive

Lot 2

TP23-01

- 0 – 0.2m - Sand, some silt, trace gravel, trace clay, dark brown, massive
- 0.2 – 1.4m - Sand, some silt, little gravel, trace clay, brown, single grain, Ash deposit at 0.5 roots to 0.45m
- 1.4 – 2.2m - Silt, sandy, little gravel, little clay, tan, massive

TP23-04

- 0 – 1.1m - Sand, some silt, little gravel, trace clay, brown, massive, roots to 0.7m
- 1.1 – 2.4m - Silt, sand, little gravel, little clay, tan, massive,

Groundwater was not encountered in any of the test pits to a maximum investigated depth of 2.4m. Fine sand lensing and isolated angular large boulders. Ash deposit found around TP 23-01 to a depth of 0.5mbgs “restricting layer”.

A total of five (5) percolation tests were completed across the property. Approximate locations of the tests are shown on the attached Figures.

The results of the percolation testing are present in Table 1 below. The average value for each test is presented:

Table 1 – Percolation Test Result			
Perc Ref	USDA	Depth (m)	Percolation Rate (min/25mm)
P23-01	Loam, Ash	0.9	120
P23-02	Sandy loam	0.8	25:05
P23-03	Silt loam	1.0	28:17
P23-04	Sandy loam	0.85	24:41
P23-05	Loamy Sand	0.75	1:31

4.0 PROPOSED SEPTIC CONSIDERATION

Columbia Shuswap Regional District (CSRSD), subdivision servicing, bylaw no. 680 requires schedule A permits to meet Regulatory and Standard Practice requirements. As defined in the Sewerage System Regulation pursuant to the Public Health Act confirming that each proposed lot is capable of supporting a Type 1 trench disposal system.

A conceptual sewerage system has been located on each of the site plans to illustrate development feasibility as it relates to onsite sewerage. The following provides the basis for the conceptual on-site sewerage system recommendations.

4.1 Design Daily Flow

The design daily flows for the feasibility study were based on flows from the Ministry of Health's Sewerage System Regulation (SSR) companion document BC Standard Practice Manual, Version 3, September 2014 (SPM)

The design flow for conceptual sewerage systems for the purposes of the feasibility study is based on the on five (5) bedroom residence (<420m²), an increase of one (1) from the CSRSD Bylaw No 680 requirement. The design flow for a five (5) bedroom residence using the current version of the SPM is 1,900 L/d.

4.2 Disposal Field Sizing

The disposal field sizing is based on the requirements of the Table II-22 through II-25 of the Standard Practice Manual, Version 3 (SPM). Hydraulic loading rates are selected based on soil type, structure and field saturated hydraulic conductivity (Kfs) or percolation rates.

The loading rates and resulting minimum required infiltrative area is summarized in the following table. The loading rate was based on Type 1 treatment for Sandy Loam and percolation rates of 15-30 min/25mm. This was selected to meet the minimum requirements of CSRD Bylaw No.680 given the lot size can accommodate.

Minimum Hydraulic Loading Rate (L/m²/d)	Minimum Required Infiltrative Area (m²)	Conceptual Disposal Field Area
23	82.6	(6 laterals) – 0.9m x 15m

The conceptual reserve disposal field area was sized based on Type 1 Trench with a width of 0.9m and a length of 15m.

It should be noted that this disposal field sizing is for conceptual purposes to illustrate the feasibility of locating an onsite sewerage system on the lots. A site-specific design would be required along with a Record of Sewerage System filing with the Interior Health when and if the actual systems are required.

5.0 CONCLUSIONS AND RECOMMENDATIONS

Based on the above information, it is Kala's opinion that onsite sewerage servicing of Lot 1 and 2 of the Subject Property is feasible in regards to onsite sewage disposal based on the requirements of the BC Sewerage System Regulation (SSR) and companion SPM.

Given the findings from the field assessment and soil analysis, Kala recommends the following:

- To only use a Type 1 hydraulic loading rate (HLR) of 23 L/m²/d be used for four (4) bedrooms or less.
- Consider a Type 2 design, combined treatment, and disposal system (CTDS);
- For a discharge of greater than 1,900 L/day Kala recommends a low-pressure distribution dispersion field be used; and
- Any building or development within 100 m of Shuswap Lake will require a Lakes 100 m Development Permit Assessment (DPA) as per CSRD Bylaw No. 725.

This report has been prepared by Kala Geosciences Ltd. exclusively for Dave Cunliffe and the property owner at 6167 Armstrong Rd Eagle Bay, BC. The above-described feasibility report has been completed by Kala based on the reported subdivision plans and observed site conditions.

Any damage suffered by third parties as a result of the use of this report would be the responsibility of the said parties. The soil and groundwater information were obtained from discrete testing locations at various locations across the site. Soil, groundwater, and percolation rates may vary across the site.

If you have any questions or require further information, please do not hesitate to contact the undersigned at 250-372-9194

Sincerely;
Kala Geosciences Ltd.



Per:
Adam Kortko, Env.Tech.
Environmental Technician

Distribution: 1 Digital Copy – D.S. Cunliffe Consulting Services, Attn: Dave Cunliffe, P.Eng.
1 Digital Copy – Kala Geosciences Ltd.

P:\2023\23005 - D.S. Cunliffe Consulting Services - Hacquard - Armstrong Point - Dave Cunliffe - OWDS Considerations\7. Reporting\Tech and Interim Memos\DFR23005 041123 AJN.DOC

Standard of Care

This study and report has been prepared in accordance with generally accepted hydrogeological and environmental practices. Where possible and applicable Kala has referenced and undertaken authorized commissions in accordance with governing regulatory guidelines. No other warranty, expressed or implied, is provided.

Reporting

This report has been prepared for the specific site, design objective, development and purpose that was described to Kala by the Client and summarized in the report of findings. The applicability and reliability of any of the findings, recommendations, suggestions, or opinions expressed in the report are only valid to the extent that there has been no material alteration to or variation from any of the said descriptions provided to Kala, unless Kala was specifically requested by the Client to review and revise the report in light of such alteration or variation. Recommendations from Kala to the Client pertinent to additional and follow up site inspections are mandatory.

Preliminary Site Investigations & Environmental Site Assessments

This section pertains to the completion of Kala reports pertinent to Preliminary Site Investigations (PSIs), Detailed Site Investigations (DSIs), and Environmental Site Assessments (ESAs) as defined by the BC Ministry of Environmental Contaminated Sites Regulation, and Environmental Site Assessments (ESA) as defined by CSA Standard Z768-01 (R2016) - Phase I Environmental Site Assessment

This report authorizes the use of this Kala report by the Client as named herein, its solicitors, lenders, engineers and consultants to the same extent as the Client, and confirms that the Client can rely on this report for financial purposes. This report may be relied upon by the supporting financial institutions and related solicitors, lenders, engineers and consultants to the same extent as the original Client. Reporting is confidential and intended to provide the Client with a baseline assessment of environmental conditions within and adjacent to the subject property as previously defined. Reporting is based on data, information and materials collected during the performance of a (PSI)/(ESA). A PSI or ESA is based solely on site conditions of the subject property during the time of the site visits as described in this report. In evaluating a site, Kala relies in good faith on historical information provided by individuals and agencies noted within the report. Kala does not warranty any property, explicitly or implicitly. Although every effort is made to verify the authenticity of pertinent information, Kala assumes no responsibility for any deficiency, misstatement or inaccuracy contained within a report as a result of omissions, misrepresentation or fraudulent acts of the individuals or parties interviewed. Kala generally deems a Stage 1 or 2 PSI, or a Phase 1 or 2 ESA to be valid for a particular site for no more than 5 years from the published date of issue. Unless specifically stated otherwise, the applicability and reliability of the findings, recommendations, suggestions or opinions expressed in the report are only valid to the extent that there has been no material alteration to or variation from any of the information provided to Kala. If new information about the environmental conditions at the site is found, the information should be provided to Kala so that it can be reviewed and revisions to the conclusions and/or recommendations can be made, if warranted.

The conclusions presented in this report were based, in part, on visual observations of the site and structures. Our conclusions cannot be and are not extended to include those portions of the site or structures which were not reasonably available, in Kala's opinion, for direct observation. The environmental conditions at the site were assessed within the limitations set forth here within. A review of compliance by past owners or occupants of the site with any applicable local, provincial or federal by-laws, orders-in-council, legislative enactments and regulations was not performed. Where testing was performed, it was carried out in accordance with the terms of our contract providing for testing. Other substances or different quantities of substances tested for, may be present on site and may be revealed to be different if other testing not provided for in our contract is completed. Because of the limitations referred to above, different environmental conditions from those stated in Kala's report may exist. Should such different conditions be encountered, Kala must be notified in order that it may determine if modifications to the conclusions in the report are necessary. Provided that the report is still reliable, and less than 12 months old, Kala will issue a third-party reliance letter to such parties the Client identifies in writing, upon payment of the current fee for such letters. All third parties relying on Kala's report by such reliance agree to be bound by our proposal and Kala's standard reliance letter. Kala's standard reliance letter indicates that in no event shall Kala be liable for any damages, howsoever arising, relating to third-party use of Kala's report.

Groundwater Potential Evaluations and Proof of Sufficient Water Investigations

Groundwater potential evaluations are based on a review of maps, databases and published documents available at the time of the assessment, and a site reconnaissance. The conclusions provided by Kala do not preclude the existence of other aquifers from those identified. A groundwater supply investigation involving test wells and evaluation techniques is required to verify the presence or absence of suspected aquifers. If additional information or assessment findings arise which may alter the conclusions and/or recommendations of this report Kala would be pleased to review and append our report where required.

Proof of water assessments are based on pumping test information provided by others and interpreted by Kala unless otherwise noted. Groundwater sourced from fractured bedrock aquifers is dependent on the density and aperture of randomly and structurally oriented fractures and joints. Kala cannot warranty the long term viability of domestic water wells completed within fractured bedrock. Water well maintenance is required on a regular basis to sustain long term yields.

Kala proof of water evaluations are valid for the time of year and site conditions noted. The impacts of neighboring water wells on the pumping well or the later alteration of site conditions to include additional water wells has not been determined. While every effort is made to establish a recommended pumping rate for a subject water well based on the data provided, the Client or well owner is responsible for monitoring long term well water to verify an aquifers response to pumping and maintain the well such that well bore deterioration does not impact well performance.

Kala recommends the construction, development and use of drilled wells over and above excavated wells where ever possible. Dug wells generally comprise shallow culvert style excavations which are directly under the influence of surface water owing to depth and proximity to surface water recharge. Dug wells, unlike deeper drilled wells, are more sensitive to fluctuations in total available drawdown which impacts the quantity of water available. Seasonal fluctuations in water level especially during drought periods can have pronounced impact on dug wells. Dug wells are not developed to a silt and sand free condition as deeper drilled wells completed in unconsolidated formations are; rather, dug wells rely on the filtering capacity of the surrounding envelope of drain rock to improve water quality. Both the quality and quantity of water sourced from dug wells is more sensitive to surface and local watershed changes.

Report Use

The information and opinions expressed in the report, or any document forming part of the report, are for the sole benefit of the Client. The Client and approved users or agents may not give, lend, sell or otherwise make available the report or any portion thereof, or any copy of the report or portion thereof, to any other party without the permission of Kala. No other party may use or rely upon the report in whole or in part without the written consent of Kala. Any use of the report, or any portion of the report, by a third party are the sole responsibility of such third party. Kala is not responsible for damages suffered by any third party resulting from unauthorized use of the report.

Third Party Report Use

The information provided within this report is for the exclusive use of the Client/owner and their authorized users and agents. Third party use of this report or any reliance or decisions made on the subject information herein, is at the sole risk of the third party. Kala has no obligation, contractual or otherwise to any third persons or parties, using or relying on this information for any reason and therefore accepts no responsibility for damages incurred by a third party as a result of actions taken or decisions made on the basis of the subject information.

Complete Report

The report is not intended to stand alone without reference to the instructions given to Kala by the Client, communications between Kala and the Client, and to any other reports prepared by Kala for the Client relative to the specific site described in the report. In order to properly understand the suggestions, recommendations and opinions expressed in the report, reference must be made to the whole of the report. Kala cannot be responsible for use by any party of portions of the report without reference to the whole report.

Interpretation of the Report

(a) *Nature and Exactness of Soil Description:* Classification and identification of soils, rocks and geologic units have been based upon commonly accepted methods employed in professional geotechnical practice. This report contains descriptions of the systems and methods used. Where deviations from these systems have been used, they are specifically mentioned. Classification and identification of the type and condition of soils, rocks and geologic units are judgmental in nature. Accordingly, Kala cannot warrant or guarantee the exactness of the description of insitu ground conditions set forth in the report.

(b) *Logs of Test Holes, Pits, Trenches etc.:* The test hole logs are a record of information obtained from field observations and laboratory testing of selected samples as well as an interpretation of the likely subsurface stratigraphy at the test hole sites. In some instances normal sampling procedures do not recover a complete sample. Soil, rock or geologic zones have been interpreted from the available data. The change from one zone to another, indicated on the logs as a distinct line, may be transitional. The same limitations apply to test pit and other logs.

(c) *Stratigraphic and Geologic Sections:* The stratigraphic and geologic sections indicated on drawings contained in this report are interpreted from logs of test holes, test pits or other available information. Stratigraphy is inferred only at the locations of the test holes or pits to the extent indicated by items (a) and (b) above. The actual geology and stratigraphy, particularly between these locations, may vary considerably from that shown on the drawings. Since natural variations in geologic conditions are inherent and a function of the historic site environment, Kala does not represent or warrant that the conditions illustrated are exact and the user of the report should recognize that variations may exist.

(d) *Groundwater Conditions:* Groundwater conditions shown on logs of test holes and test pits, and/or given within the text of this report, record the observed conditions at the time of their measurement. Groundwater conditions may vary between test hole and test pit locations and can be affected by annual, seasonal and special meteorological conditions, or by tidal conditions for sites near the seas. Groundwater conditions can also be altered by construction activities. These types of variations need to be considered in design and construction.

Samples

Kala normally disposes of all unused soil, rock, and sediment or water samples after 90 days of completing the testing program for which the samples were obtained. Further storage or transfer of samples can be made at the owner's expense upon written request.

Alternate Report Format

When Kala submits both electronic file and hard copies of reports, drawings and other documents and deliverables, the Client agrees that only the signed and sealed hard copy versions shall be considered final and legally binding. The hard copy versions submitted by Kala shall be the original documents for record and working purposes, and, in the event of a dispute or discrepancy, the hard copy versions shall govern over the electronic versions. Furthermore, the Client agrees and waives all future right of dispute that the original hard copy signed version archived by Kala shall be deemed to be the overall original for the project.

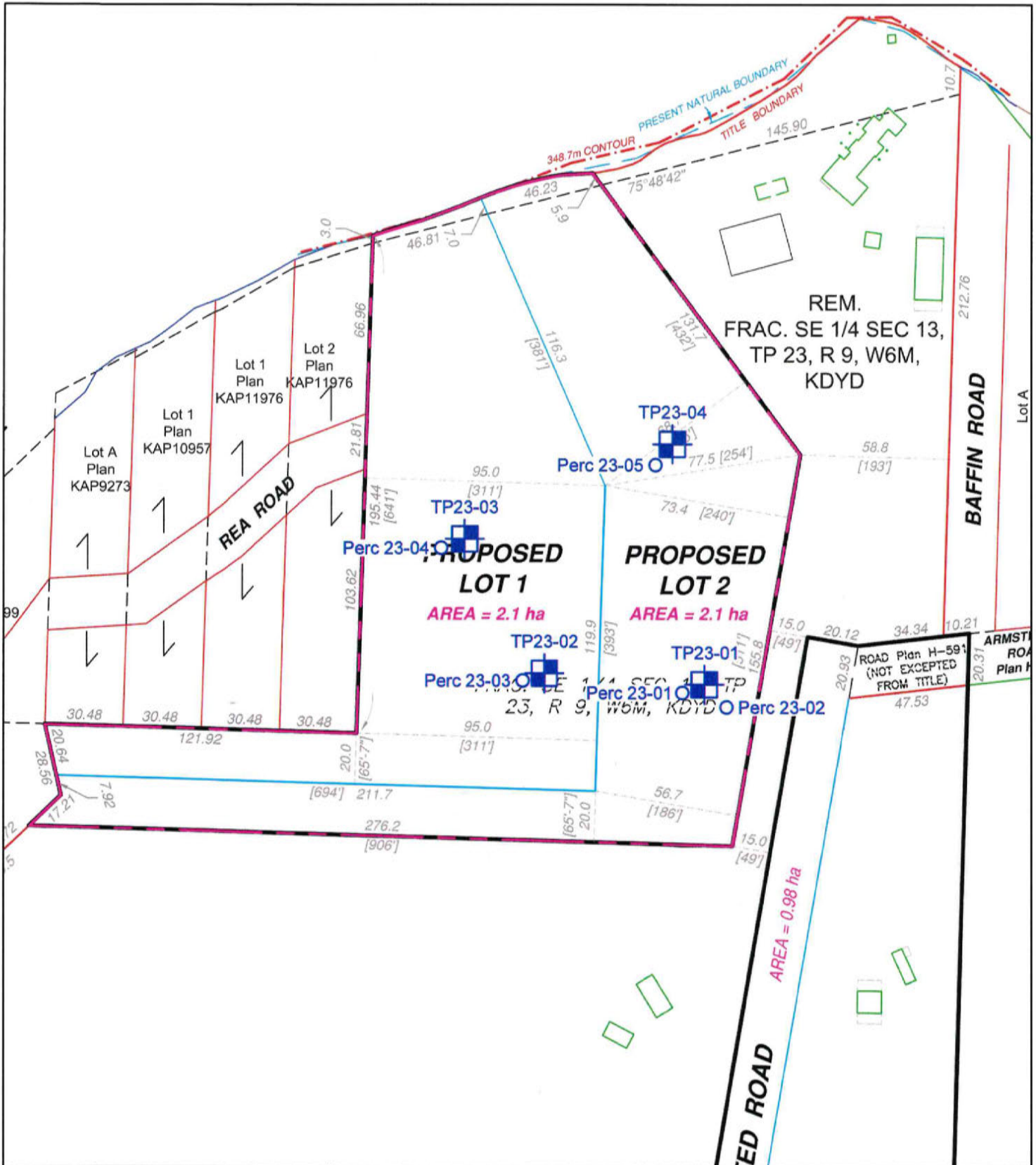
The Client agrees that both electronic file and hard copy versions shall not, under any circumstances, no matter who owns or uses them, be altered by any party except Kala. The Client warrants that Kala's report will be used only and exactly as submitted by Kala.

The Client recognizes and agrees that electronic files submitted by Kala have been prepared and submitted using specific software and hardware systems. Kala makes no representation about the compatibility of these files with the Client's current or future software and hardware systems.

FIGURES

Test Pit & Percolation test Locations

Conceptual Field size and Location



KALA GEOSCIENCES LTD.
Groundwater • Wastewater • Environmental
1391 WOOD ROAD, KAMLOUS, BC • PHONE: 253.372.5156

Legend:

--- Subject Property Line



Test Pits



Percolation Tests

Drawing References:

TRUE Land Surveying

Scale:



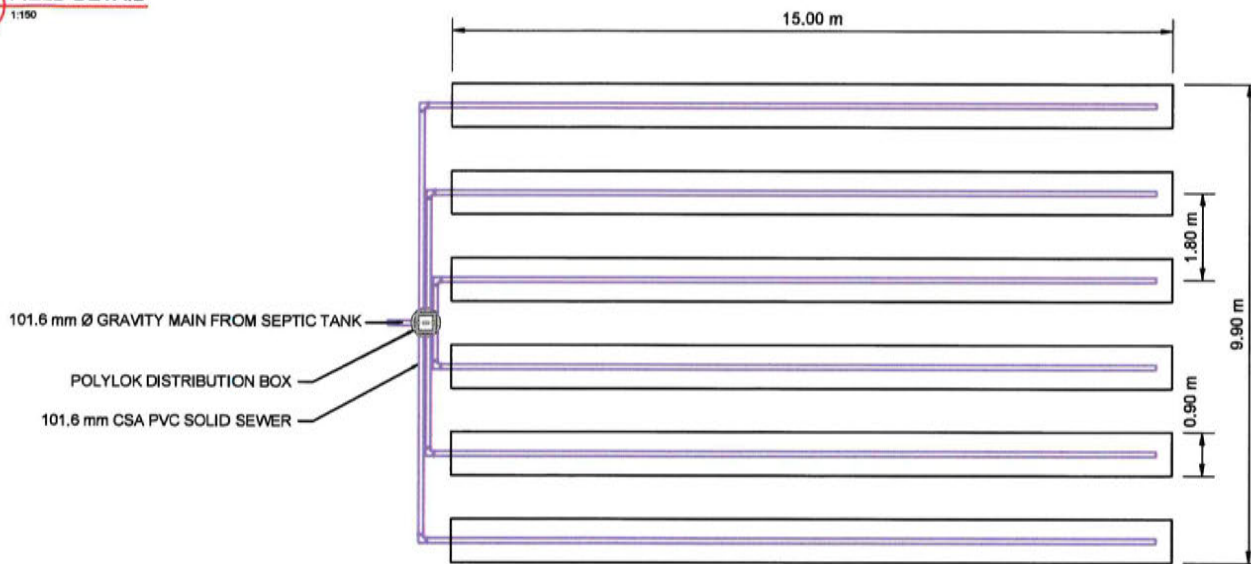
PREPARED SOLELY FOR THE USE OF OUR CLIENT AND NO REPRESENTATION OF ANY KIND IS MADE TO OTHER PARTIES WITH WHICH KALA GEOSCIENCES LTD. HAS NOT ENTERED INTO A CONTRACT. © KALA GEOSCIENCES LTD.

Project #: 23005
Figure #: 1
Drawing #: 23005.1
Design By: AK
Drawing By: JB
Rev'd By: *AK*
Date: Apr 2023

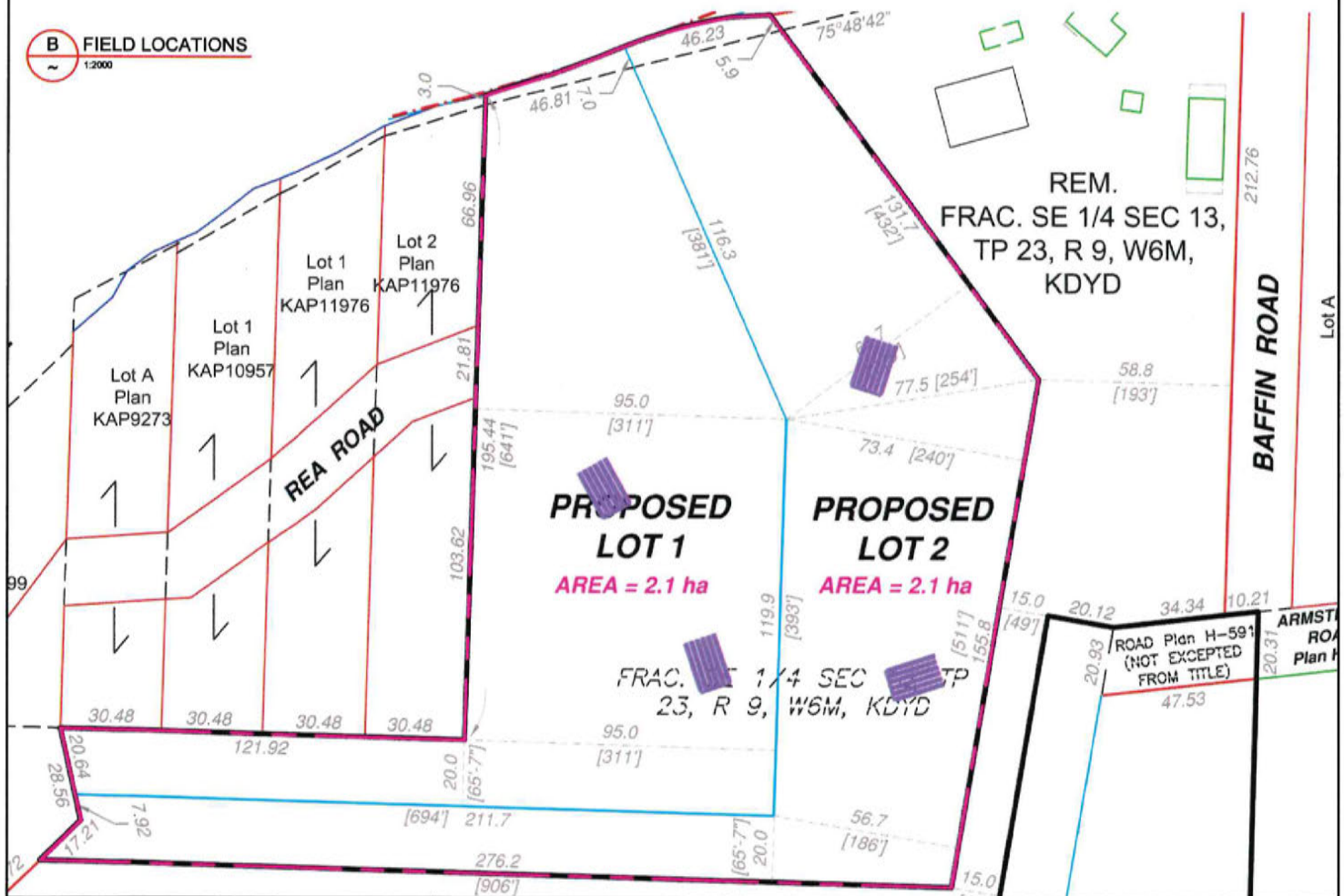
Client: D.S. Cunliffe Consulting Services
Project: Onsite Wastewater Disposal System (OWDS) Considerations
Armstrong Point, Eagle Bay, BC

Title: Test Pit & Percolation Test Locations

A FIELD DETAIL
1:150



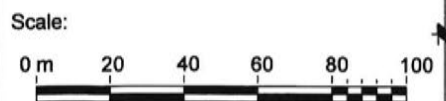
B FIELD LOCATIONS
1:2000



Legend:

- Subject Property Line
- Potential Field Locations

Drawing References:
TRUE Land Surveying



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Project #: 23005
Figure #: 2
Drawing #: 23005.2
Design By: AK
Drawing By: JB
Rev'd By: *[Signature]*
Date: Apr 2023

Client: D.S. Cunliffe Consulting Services
Project: Onsite Wastewater Disposal System (OWDS) Considerations
Armstrong Point, Eagle Bay, BC

Title: Conceptual Field Size and Location

FORM 1

Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Riparian Areas Protection Regulation: Assessment Report

Please refer to submission instructions and assessment report guidelines when completing this report.

Date **I. Primary QEP Information**

First Name	Bill	Middle Name	
Last Name	Rublee		
Designation	Biologist	Company	Triton Environmental Consultants
Registration #	573	Email	brublee@triton-env.com
Address	1326 McGill Road		
City	Kamloops	Postal/Zip	V2C 6N6
Prov/state	BC	Phone #	250-851-0023
		Country	Canada

II. Secondary QEP Information (use Form 2 for other QEPs)

First Name		Middle Name	
Last Name			
Designation		Company	
Registration #		Email	
Address			
City		Postal/Zip	
Prov/state		Phone #	
		Country	

III. Developer Information

First Name		Middle Name	
Last Name			
Address	6167 Armstrong Road		
Phone #		Email	
City	Eagle Bay	Postal/Zip	V0E 1T0
Prov/state	BC	Country	Canada

IV. Development Information

Development Type	Subdivision	
Area of Development (ha)	20.14	Riparian Length (m) 240
Lot Area (ha)	20.14	Nature of Development Re-development
Proposed Start Date	March 1, 2023	Proposed End Date March 1, 2028

V. Location of Proposed Development

Street Address (or nearest town)	6167 Armstrong Road					
Local Government	CSRD	City	Eagle Bay			
Stream Name	Shuswap Lake					
Legal Description (PID)	014-008-777			Region	Central Interior	
Stream/River Type	Lake			DFO Area	BC Interior	
Watershed Code	128-					
Latitude	50	57	35	Longitude	119	07 26

FORM 1

Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Table of Contents for Assessment Report

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Section 2. Results of Detailed Riparian Assessment	6
Section 3. Project location and site plan	8
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FORM 1

Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Section 1. Description of Fisheries Resources Values and a Description of the Development proposal**Fisheries Resource Values**

Shuswap Lake (WSC: 128) and its tributaries, part of the Thompson River Watershed, is an important fish-bearing waterbody which supports many species of fish, including anadromous Salmon.

Shuswap Lake contains the following fish species. (Province of BC, 2023):

Common Name	Scientific Name	Common Name	Scientific Name
Rainbow Trout	<i>Oncorhynchus mykiss</i>	Carp	<i>Cyprinus carpio</i>
Burbot	<i>Lota lota</i>	Dace	<i>Rhinichthys spp.</i>
Kokanee	<i>Oncorhynchus nerka</i>	Lake Chub	<i>Couesius plumbeus</i>
Sockeye Salmon	<i>Oncorhynchus nerka</i>	Lake Trout	<i>Salvelinus namaycush</i>
Chinook Salmon	<i>Oncorhynchus tshawytscha</i>	Lake Whitefish	
Pink Salmon	<i>Oncorhynchus gorbuscha</i>	Northern Pikeminnow	<i>Ptychocheilus oregonensis</i>
Sculpin	<i>Cottus</i>	Lagescale Sucker	<i>Catostomus macrocheilus</i>
Coho	<i>Oncorhynchus kisutch</i>	Leopard Dace	<i>Rhinichthys falcatus</i>

Shuswap is a large lake (approximately 31,000 ha) with a maximum depth of 162 m. The area has a high annual runoff, and the theoretical flushing rate of the basin is 2.2 years. The average conductivity ranges from 55-114 umho/cm² and the morphoedaphic index (conductivity divided by depth in meters) is 1.4 (Williams 1989). The measurements of conductivity and morphoedaphic index indicate that Shuswap Lake is classified as an oligotrophic lake, one with generally low nutrient values. The dominant nutrient pathways in large lakes are tied into the inputs from tributary streams and other surface runoff, the airshed and sunlight. Nutrients enter the lake from these pathways and are taken by living organisms at the bottom of the food chain (plants, algae and phytoplankton) The nutrient inputs eventually make their way up the food chain as zooplankton and invertebrates consume the plant/algae/phytoplankton organisms and eventually become available as food sources for fish. Tributary streams can also be a direct source of zooplankton and insects that contribute to the food chain in the lake.

The littoral or shoreline zone of the lake is important for rearing of many fish species and is of importance to juvenile salmon. Salmon spawn in tributaries that enter the lake in the fall (trout spawn in the spring) and eggs incubate throughout the winter. In the spring, fry descend the rivers and take up position along the shoreline and start feeding. As the fry grow, they migrate along the shore to distribute throughout the basin. As they become larger and better swimmers, they can forage in greater water depths.

FORM 1

Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Sockeye fry migrate offshore after several weeks to begin rearing in the deeper waters out in the lake. As temperatures increase in the summer, chinook fry move further offshore into deeper, cooler water but maintain their affiliation with the lake margins (Russell et. al, 1981). Fish will sometimes move into shallower water at night and return to cooler deeper water during daylight hours. Lake Trout spawn in the fall in shoal areas associated with lakeshores. Some Lake Trout spawning occurs along the north shore of the main arm of Shuswap Lake. Lake Trout spawning occurs in coarse cobble and boulder substrate. Use by salmonids would be dependent on water temperatures inside the basin. It is possible that young of the year salmon could rear in the area in May and early June but would likely move out into the lake when temperatures rise. Generally, temperatures more than 16°C will cause rearing juvenile chinook to move offshore in Shuswap Lake to deeper water habitats (Russell et. al, 1981).

References:

Province of BC, 2020. Habitat Wizard. Accessed January 2023

Russell, L.R., Graham, C.C., Sewid, A.G., and Archibald, D.M. 1981. Distribution of juvenile Chinook, Coho, and Sockeye salmon in Shuswap Lake – 1978 – 1979—biophysical Inventory of Littoral Areas of Shuswap Lake 1978. Fisheries and Oceans Canada, Fish. Mar. Serv. Man. Rept. No. **1479**.

Williams, I.V., 1989. Studies of the lacustrine biology of the sockeye salmon (*O. nerka*) in the Shuswap System. Int. Pac. Salmon Fish. Comm. Bull. No. **XXIV**.

Current Riparian Vegetation Condition

The current riparian area consists of ~7m of undisturbed foreshore riparian vegetation followed by ~3-15m of existing grassy areas, then undisturbed forest upland. The riparian vegetation consists of mature and immature western red cedar, water birch and Douglas fir trees. Understory has common snowberry, rosa sp., red osier dogwood and Oregon grape shrubs. There are high amounts of downed woody debris. The flat, grass area is approximately 15m within the eastern areas of the property and becomes much narrower as the property moves west. The western area has existing underground piping installed.

An existing cleared area is found at ~30m from the present natural boundary, along the western property line. It is obvious by the vegetation on this cleared area that the tree removal was completed many years prior.

There is an old, historic shed within the riparian zone between the home and the lake. This shed is existing and will not be changed.

Development Proposal

It is proposed to subdivide the large property into four lots (Proposed Lot #1 = 2.1ha, Proposed Lot #2 = 2.1ha, Proposed Lot #3 = 3.2ha and Remainder Lot = 12.74ha. Lots #1 and #2, as well as the Remainder Lot will have lake frontage. Lot #3 will not.

Lots #1 and 2 and do not have any existing structures. The Rem Lot has an existing home, garage, tennis court, and gazebo all outside of the 30m SPEA. The historic shed is within Rem Lot's riparian area. Proposed Lot #3 has existing structures, all outside of the SPEA.

FORM 1

Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

<i>Nature of Development, including timelines and specific activities proposed:</i>	
<i>Timeline</i>	<i>Specific activity proposed</i>
<i>March 2023</i>	<i>Subdivision start</i>
<i>March 2028</i>	<i>Subdivision end</i>

FORM 1

Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Section 2. Results of Detailed Riparian Assessment

Refer to Section 3 of Technical Manual

Date:

Description of Water bodies involved (number, type)

Stream	<input type="text"/>
Wetland	<input type="text"/>
Lake	<input type="text" value="1"/>
Ditch	<input type="text"/>
Number of reaches	<input type="text" value="N/A"/>
Reach #	<input type="text" value="N/A"/>

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

	Channel Width(m)	Gradient (%)
starting point upstream	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
downstream	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Total: minus high /low mean	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Channel Type	<input type="text" value="R/P"/>	<input type="text" value="C/P"/>

I, Bill Rublee, hereby certify that:

a) I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*;

b) I am qualified to carry out this part of the assessment of the development proposal made by the developer ;

c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

d) In carrying out my assessment of the development proposal, I have followed the technical manual to the Riparian Areas Protection Regulation.

Site Potential Vegetation Type (SPVT)

	Yes	No	
SPVT Polygons	<input type="text"/>	<input checked="" type="text" value="X"/>	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes
	<div style="border: 1px solid black; padding: 5px;"> <p>I, <u>Bill Rublee</u>, hereby certify that:</p> <p>a) I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i>;</p> <p>b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <input type="text"/>;</p> <p>c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and</p> <p>d) In carrying out my assessment of the development proposal, I have followed the technical manual to the Riparian Areas Protection Regulation.</p> </div>		
Polygon No:	<input type="text"/>		Method employed if other than TR
SPVT Type	<input type="text" value="LC"/>	<input type="text" value="SH"/>	<input type="text" value="TR"/>
Polygon No:	<input type="text"/>		Method employed if other than TR
SPVT Type	<input type="text" value="LC"/>	<input type="text" value="SH"/>	<input type="text" value="TR"/>

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Polygon No: <input style="width: 50px;" type="text"/>	Method employed if other than TR
SPVT Type: <input style="width: 50px;" type="text"/> <input style="width: 50px;" type="text"/> <input style="width: 50px;" type="text"/>	

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)	15					
Litter fall and insect drop ZOS (m)	15					
Shade ZOS (m) max	30	South bank	Yes	x	No	
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)					
Ditch Fish Bearing	Yes		No		If non-fish bearing insert no fish bearing status report	
SPEA maximum	30m	(For ditch use table3-7)				

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)						
Litter fall and insect drop ZOS (m)						
Shade ZOS (m) max		South bank	Yes		No	
SPEA maximum		(For ditch use table3-7)				

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)						
Litter fall and insect drop ZOS (m)						
Shade ZOS (m) max		South bank	Yes		No	
SPEA maximum		(For ditch use table3-7)				

I, Bill Rublee, hereby certify that:

a) I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*;

b) I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED]

c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

d) In carrying out my assessment of the development proposal, I have followed the technical manual to the Riparian Areas Protection Regulation.

Comments

The SPEA for this property is 30m. RAPR is for subdivision only. The maximum SPEA of 30m was placed on the entire property. All existing buildings (other than the historic shed) are outside of the 30m SPEA.

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Section 3. Project location and site plan



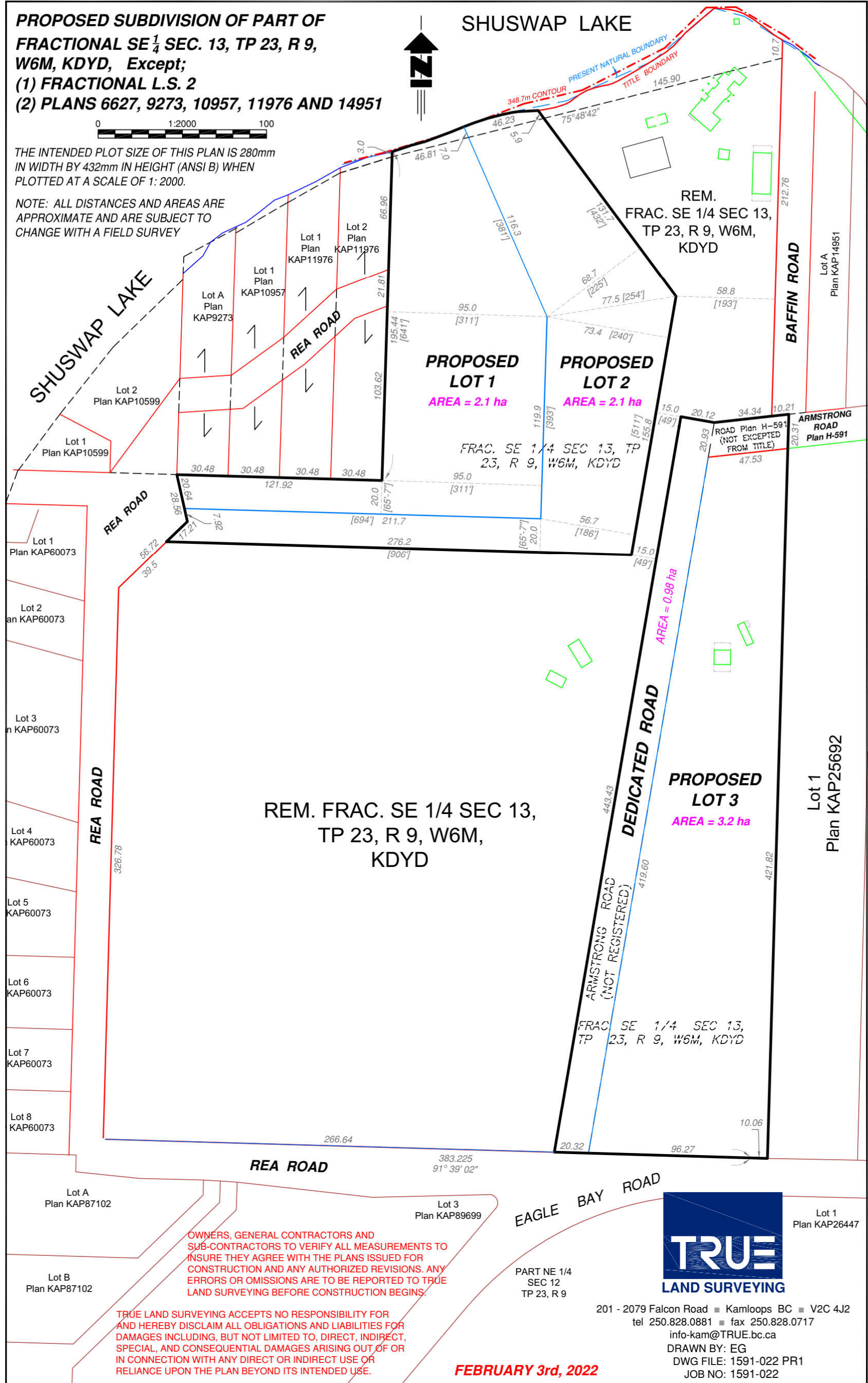
Figure 1: Property location

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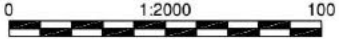


Figure 2: Subject property



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**PROPOSED SUBDIVISION OF PART OF
FRACTIONAL SE 1/4 SEC. 13, TP 23, R 9,
W6M, KDYD, Except;
(1) FRACTIONAL L.S. 2
(2) PLANS 6627, 9273, 10957, 11976 AND 14951**



THE INTENDED PLOT SIZE OF THIS PLAN IS 280mm
IN WIDTH BY 432mm IN HEIGHT (ANSI B) WHEN
PLOTTED AT A SCALE OF 1: 2000.

NOTE: ALL DISTANCES AND AREAS ARE
APPROXIMATE AND ARE SUBJECT TO

CHA Litter fall and insect drop ZOS - 15m
LWD, bank and channel stability ZOS - 15m

SHUSWAP LAKE

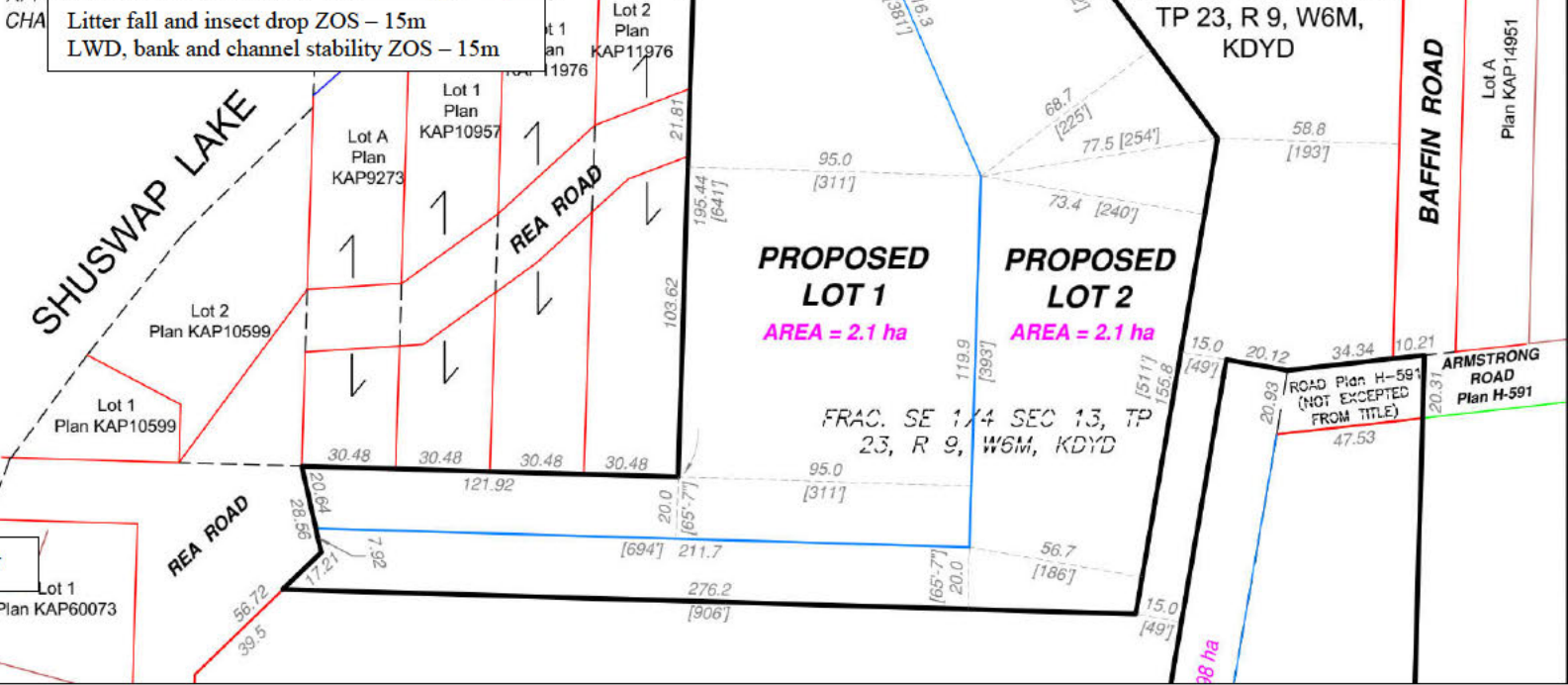


Stream Boundary = PNB

Shade ZOS - 30m
SPEA - 30m
Riparian Assessment Area - 30m

REM.
FRAC. SE 1/4 SEC 13,
TP 23, R 9, W6M,
KDYD

SHUSWAP LAKE



**PROPOSED
LOT 1
AREA = 2.1 ha**

**PROPOSED
LOT 2
AREA = 2.1 ha**

FRAC. SE 1/4 SEC 13, TP
23, R 9, W6M, KDYD

Stream boundary

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Section 4. Measures to Protect and Maintain the SPEA

1. Danger Trees	No danger trees were noted. No measures required for danger trees.
I, <u>Bill Rublee</u> , hereby certify that: e) I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i> ; f) I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED]; g) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.	
2. Windthrow	No windthrow was noted. No measures are required for windthrow.
I, <u>Bill Rublee</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED]; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.	
3. Slope Stability	No field indicators for slope stability issues were noted. RAPR for subdivision only.
I, <u>Bill Rublee</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED]; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.	
4. Protection of Trees	No disturbance of trees required. RAPR for subdivision only.
I, <u>Bill Rublee</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED]; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.	
5. Encroachment	No encroachment needed. RAPR for subdivision only.
I, <u>Bill Rublee</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED]; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.	
6. Sediment and Erosion Control	No sediment or erosion control required. RAPR for subdivision only.
I, <u>Bill Rublee</u> , hereby certify that:	

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<p>a. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED];</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.</p>	
7. Stormwater Management	No stormwater measures required. RAPR for subdivision only.
<p>I, <u>Bill Rublee</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED];</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.</p>	
8. Floodplain Concerns (highly mobile channel)	No floodplain concerns. RAPR for subdivision only.
<p>I, <u>Bill Rublee</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the <i>Riparian Areas Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED];</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.</p>	

Section 5. Environmental Monitoring

No Environmental monitoring required. RAPR for subdivision only.
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Section 6. Photos

Label Photo 1: South view of property from Shuswap Lake (December 2020).



Label Photo 2: West view of riparian area from lake (December 2020).



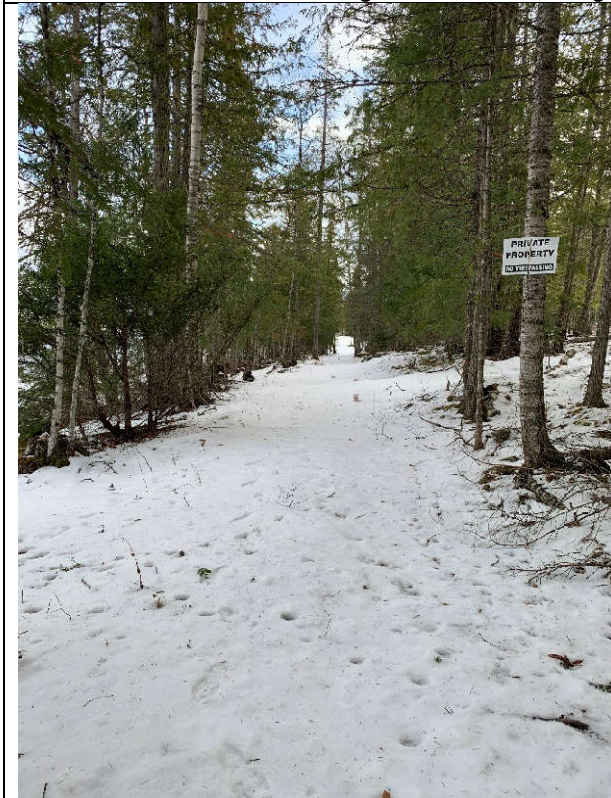
FORM 1

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Label Photo 3: East view of existing cleared area with geo-thermal piping (December 2020).



Label Photo 4: West view of existing cleared area with geo-thermal piping (January 2023).



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Label Photo 5: East view of grassy riparian area closer to existing home (December 2020).



Label Photo 6: North-east view of existing historic shed (January 2023).



FORM 1

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Photo 5: East view of foreshore and riparian area (January 2023).



Photo 6: North view of riparian area (January 2023).



FORM 1

Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Section 7. Professional Opinion**Qualified Environmental Professional opinion on the development proposal's riparian assessment.**Date 1. I Bill Rublee

hereby certify that:

- a) I am/We are qualified environmental professional(s), as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*;
- b) I am/We are qualified to carry out the assessment of the proposal made by the developer: [REDACTED], which proposal is described in section 3 of this Assessment Report (the "development proposal");
- c) I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
- d) In carrying out my/our assessment of the development proposal, I have/We have followed the specifications of the Riparian Areas Protection Regulation and assessment methodology set out in the minister's manual; AND

2. As qualified environmental professional(s), I/we hereby provide my/our professional opinion that:

- a) the site of the proposed development is subject to undue hardship, (if **applicable, indicate N/A otherwise**) and
- b) the proposed development will meet the **riparian protection standard** if the development proceeds as proposed in the report and complies with the measures, if any, recommended in the report.

Relevant Excerpts from
Electoral Area C Official Community Plan Bylaw No. 725
South Shuswap Zoning Bylaw No. 701 and
Lakes Zoning Bylaw No. 900

(See [Bylaw No. 725](#), [Bylaw No. 701](#) and [Bylaw No. 900](#) for all policies and land use regulations)

Bylaw No. 725

1.2 Sustainable Planning Principles

Principle 1

All measures to protect and restore the natural environment will be used, and emphasis placed on Shuswap Lake, White Lake and their interlinked watersheds and foreshores. The CSRD will collaborate with all other jurisdictions that have impact on these Lakes.

Principle 2

To maintain large areas of rural landscape throughout the South Shuswap while encouraging gradual, sustainable, moderate and efficient development in the existing settled areas.

Principle 3

A range of housing choices is supported, taking into account affordability for existing residents, particularly for young families and seniors. Only ground oriented housing is appropriate near the Lakes; more dense forms of housing must be located away from the Lakes.

3.1 General Land Use Management

3.1.1 Objectives

- .1 To be thoughtful and careful stewards of the lands and waters of the South Shuswap to allow future generations an opportunity to appreciate and benefit from wise choices made by today's elected decision makers.
- .2 To manage growth by directing development and redevelopment in existing settled areas and to discourage development outside these areas.
- .3 To provide a clear separation between rural and non-rural lands to preserve both rural and non-rural lifestyle choices.

- .4 To prevent inappropriate uses of shorelines, especially in areas with high fish habitat values.

3.1.2 *Policies*

- .1 Land uses and activities that adversely affect safety, health, or liveability within Area C are not supported. Temporary use permits are not supported.

3.4 Residential

3.4.1 *Policies*

- .1 New residential development will be directed to the Village Centre and Secondary Settlement Areas identified on Schedules B and C. Outside these areas, residential development is discouraged unless co-located with an agricultural use.
- .2 Residential development is subject to the following land use designations, housing forms and maximum densities:
 - Rural Residential 2 (RR2); Housing Form – Detached, Semi-detached; 1 unit per 2 ha
 - Large Holdings (LH); Housing Form – Detached, Semi-detached; 1 unit per 10 ha
- .6 Agricultural uses are appropriate in all designations. Outside ALR lands, agricultural uses are supported to an intensity compatible with surrounding uses. On ALR lands, agricultural uses are subject to the Agricultural Land Commission Act and Regulations.

3.6 Waterfront Development

3.6.1 *Objective*

- .1 To maintain the near shore areas of Shuswap Lake, White Lake and Little White Lake ecologically intact by focusing development away from the shoreline and by minimizing impacts from moorage facilities.

3.6.2 *Policies*

- .1 New waterfront development will only be supported if it:
 - a) Is residential in nature;
 - b) Has maximum densities of:
 - i. 1 unit/1 ha on the waterfront in Secondary Settlement Areas and the Sorento Village Centre; or
 - ii. 1 unit/2 ha in all other areas;
 - c) Creates lots each with a minimum of 30 m of water frontage;

- d) Is located a minimum of 50 m away from the natural boundary of Shuswap Lake, White Lake and Little White Lake: Development Permit Areas may apply. See Section 12 of this plan; and
 - e) Provides adequate moorage subject to the moorage policies in Section 3.7.
- .2 Development on waterfront parcels should be clustered to minimize impact on the landscape and preserve natural open space. Applications that do not include Section 219 covenants to prohibit additional subdivision, protect natural areas from further development and address other site specific considerations will not be supported.

12.1 Hazardous Lands Development Permit Areas (*Steep Slope*)

12.1.1 *Purpose*

The Hazardous Lands Development Permit Area is designated under the Local Government Act for the purpose of protecting development from steep slope hazardous conditions.

12.1.2 *Justification*

Whereas steep slopes pose a potential landslide risk, a Hazardous Lands Development Permit Area is justified so that DP guidelines and recommendations from qualified engineering professionals are utilised prior to development in steep slope areas in order to provide a high level of protection from ground instability and/or slope failure.

12.1.3 *Area*

All properties, any portion of which, contain slopes 30% or greater are designated as Hazardous Lands Development Permit Area (Steep Slope). These are referred to as 'steep slope' areas below. The CSRD requires a slope assessment of slope conditions as a condition of development permit issuance. Provincial 1:20,000 TRIM mapping, using 20m (66ft) contour information, may provide preliminary slope assessment; however, a more detailed site assessment may be required.

12.1.4 *Exemptions*

A Hazardous Lands Development Permit is not required for the following:

- .1 A single storey accessory building with a gross floor area less than 10 m² (107.4 ft²) which are placed on slopes of less than 30%;
- .2 Non-structural **external** repairs or alterations exempted by the BC Building Code; or

- .3 Non-structural **internal** repairs or alterations exempted by the BC Building Code which do not create sleeping accommodations or bedrooms.

12.1.5 *Guidelines*

- .1 Whenever possible placement of buildings and structures should be considered first in non-steeply sloped areas, i.e. less than 30% slope;
- .2 In order to protect against the loss of life and to minimize property damage associated with ground instability and/or slope failure, development in steep slope areas is discouraged;
- .3 Occupant and public safety shall be the prime consideration of the qualified geotechnical professional and the CSRD prior to approval of development in steeply sloped areas; and,
- .4 Geotechnical reports from qualified geotechnical professionals must address best engineering practices in the field of geotechnical engineering and provide detailed recommendations. At the discretion of CSRD staff an independent third party review of the submitted report(s) may be undertaken.

Where steep slope areas are required for development, development permits addressing Steep Slopes shall be in accordance with the following:

For subdivision, either 12.1.5.5 or 12.1.5.6 applies:

- .5 Submission of a geotechnical report by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering.
 - a. The geotechnical report, which the Regional District will use to determine the conditions and requirements of the development permit, must certify that the land may be used safely for the use intended.
 - b. The geotechnical report must explicitly confirm all work was undertaken in accordance with the APEGBC Legislated Landslide Assessment Guidelines.
 - c. The report should include the following types of analysis and information:
 - i. site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features, including watercourses;

- ii. strength and structure of rock material, bedding sequences, slope gradient, landform shape, soil depth, soil strength and clay mineralogy;
 - iii. surface & subsurface water flows & drainage;
 - iv. vegetation: plant rooting, clear-cutting, vegetation conversion, etc.
 - v. recommended setbacks from the toe and top of the slope;
 - vi. recommended mitigation measures; and
 - vii. recommended 'no-build' areas.
- d. Development in steep slopes should avoid:
- i. cutting into a slope without providing adequate mechanical support;
 - ii. adding water to a slope that would cause decreased stability;
 - iii. adding weight to the top of a slope, including fill or waste;
 - iv. removing vegetation from a slope;
 - v. creating steeper slopes; and
 - vi. siting Type 1, 2 and 3 septic systems and fields within steep slopes.
- e. A Covenant may be registered on title identifying the hazard and remedial requirements as specified in the geotechnical or engineering reports for the benefit and safe use of future owners.
- .6 Registration of a Covenant on title identifying hazards and restrictions regarding construction, habitation or other structures or uses on slopes of 30% and greater.

For construction of, addition to or alteration of a building or other structure:

Compliance with and submission of the relevant geotechnical sections of Schedule B-1, B-2 and C-B of the BC Building Code by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering. A Covenant may be registered on title identifying hazards and restrictions regarding construction, habitation or other structures or uses on slopes of 30% or greater.

12.2 Foreshore and Water Development Permit Area

.1 Purpose

The Foreshore and Water Development Permit Area is designated under the Local Government Act for the protection of the natural environment, its ecosystems and biological diversity.

.2 Justification

The Foreshore and Water Development Permit Area arises from the growing impact that structures, including (but not limited to) docks, swimming platforms, and private mooring buoys, are having on the lakes in the Electoral Area. Evidence of these impacts is documented in the Shuswap Watershed Mapping Project, which was completed in conjunction with Fisheries & Oceans Canada, the BC Ministry of Environment and environmental consultants.

The intent of the Foreshore and Water Development Permit Area is to:

- .1 Allow for proper siting of structures on the foreshore and swimming platforms in the water to prevent or minimize negative impacts on lake ecology, including fish habitat; and
- .2 Complement the Riparian Areas Regulation (RAR) and Shuswap Lake 100 m Development Permit Areas, recognizing the important and sensitive interrelationship of these shoreline areas.

.3 Area

The Foreshore and Water Development Permit Area extends from the lake's natural boundary across the entire area of Shuswap Lake, White Lake and Little White Lake. In the case of Shuswap Lake, the DPA extends to the Electoral Area 'C' boundary.

.4 Exemptions

A Foreshore and Water DPA is not required for the following:

- .1 Structures and works associated with a public park use;
- .2 Installation and maintenance of utilities and utility corridors;
- .3 Subdivision;
- .4 Commercial and multi-family moorage facilities, including marinas and strata moorage structures, requiring Provincial tenure. (Rational: these facilities undergo Provincial review and are referred to other government agencies, including Fisheries and Oceans Canada, through that process, thus satisfying the intent of this Development Permit Area);
- .5 Maintenance and alterations of existing structures, except:
 - a. alterations which increase the size of existing structures;
 - b. removal and reconstruction of existing structures;

- c. replacement docks and swimming platforms, as defined by the guidelines below; or
- .6 Land alterations that will demonstrably increase environmental values (e.g. creation of additional fish habitat).

.5 *Guidelines*

For all relevant guidelines, the Shuswap Watershed Atlas, based on the Shuswap Watershed Mapping Project, will be referenced to determine an area's Aquatic Habitat Index Rating, known fish rearing and spawning areas, natural features such as stream deltas and vegetation etc.

.1 For new and replacement docks and for new and replacement swimming platforms

These guidelines apply to the first-time placement of a dock or to the replacement of an existing dock or swimming platform. Docks will be considered 'replacement docks' and 'replacement swimming platforms' if more than 75% of the materials will be replaced within a 3 year period.

Docks and swimming platforms shall:

- a. Minimize impact on the natural state of the foreshore and water whenever possible;
- b. Not use concrete, pressure treated wood (i.e. creosote), paint or other chemical treatments that are toxic to many aquatic organisms, including fish, and severely impact aquatic environments.
- c. Use untreated materials (e.g. cedar, tamarack, hemlock, rocks, plastic, etc.) as supports for structure that will be submerged in water. Treated lumber may contain compounds that can be released into the water and become toxic to the aquatic environment.
- d. Use only treated lumber that is environmentally friendly for structures that are above water;
- e. Be made by cutting, sealing and staining all lumber away from the water using only environmentally friendly stains. All sealed and stained lumber should be completely dry before being used near water;
- f. Have plastic barrel floats that are free of chemicals inside and outside of the barrel before they are placed in water;
- g. Avoid the use of rubber tires as they are known to release compounds that are toxic to fish;
- h. Be sited in a manner which minimizes potential impacts on fish spawning and rearing habitat areas;
- i. Be sited in a manner which minimizes potential impacts on water intakes and other utilities; and

- j. Avoid aquatic vegetation and minimize disturbance to the lakebed and surrounding aquatic vegetation by positioning the dock or swimming platform in water deep enough to avoid grounding and to prevent impacts by prop wash in the case of docks. A minimum 1.5 m (4.92 ft) water depth at the lake-end of the dock is recommended at all times.
- .2 For other land alterations

Proposed land alterations not listed in the exemptions section and not including new and replacement docks and new private mooring buoys shall be accompanied by a written submission from a qualified environmental professional outlining the proposed alteration, expected impacts on the foreshore or water environment and any mitigation efforts which should accompany the proposed alterations.

12.3 Lakes 100m Development Permit Area

.1 Purpose

The Shuswap Lake Development Permit Area (DPA) is designated under the Local Government Act for the protection of the natural environment, its ecosystems and biological diversity.

.2 Justification

The intent of the Shuswap Lake DPA is to prevent or mitigate potential negative impacts on the lake environment from larger-scale development (generally defined as development beyond a single-family residence and specifically defined in the Area section below) and Type 1 and 2 sewerage systems. Larger-scale development close to the lake has the potential to impact natural drainage patterns, disrupt stormwater infiltration and increase surface runoff into the lake. Involving a qualified professional who understands soil, drainage and hydrogeology before installing Type 1 and 2 sewerage systems close to the lake will reduce potential negative impacts improper effluent drainage may have on lake water quality.

.3 Area

The Lakes DPA applies to areas within 100 metres (328.1 feet) of Shuswap Lake, White Lake and Little White Lake. For the purposes of calculating distance from Shuswap Lake, White Lake or Little White Lake, the 1:5 year High Water Mark shall be used.

.4 Exemptions

A Lakes DPA is not required for the following:

- .1 Removal, alteration, disruption, or destruction of vegetation involving less than 1000 m² (10,763.9 ft²) of vegetation coverage area;

- .2 Construction or erection of buildings and structures with a sum total footprint less than 200 m² (2,152.8 ft²); or
- .3 Creation of non-structural impervious or semi-impervious surfaces less than 100 m² (1,076.4 ft²).

.5 Guidelines

- .1 Preservation of natural features, functions and conditions that support fish and animal habitat is the primary objective of the Lakes DPA;
- .2 Impacts to watercourses from proposed development is not desirable. Such impacts must be minimized to the greatest extent possible and addressed in a report from a QEP, including mitigative measures;
- .3 Construction or erection of buildings and structures with a sum total footprint less than 200 m² (2,152.8 feet²); or
- .4 Disturbance of soils and removal of vegetation should be minimized in the development process;
- .5 Use of non-impervious and natural landscaping, including for driving surfaces, is desired;
- .6 Compact and cluster development is desired in order to leave natural areas untouched to the greatest extent possible;
- .7 Use of natural landscaping materials is desired as material treated with creosote, paint or other chemicals can be toxic to fish and other organisms;
- .8 A development permit may be issued based upon the above guidelines and following the submission of a report from a Qualified Environmental Professional (QEP). This written submission shall be used to determine the conditions of the development permit and shall include:
 - a. Site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features;
 - b. Existing vegetation and any proposed vegetation removal;
 - c. Assessment of hydrogeology, including soil types, drainage characteristics, seepage zones, springs and seasonally saturated areas, groundwater depth, flow direction & pathways, and shallow bedrock;
 - d. The suitability for site soils to accept stormwater infiltration and post-development landscape irrigation;
 - e. Potential impacts to other watercourses or water bodies, e.g. Shuswap Lake; and
 - f. Recommendations and mitigative measures.

12.4 Riparian Areas Regulation (RAR) Development Permit Area

.1 Purpose

The Riparian Areas Regulation Development Permit Area (RAR DPA) is designated under the Local Government Act for the protection of the natural environment, its ecosystems and biological diversity.

.2 Justification

The primary objective of the RAR DPA designation is to regulate development activities in watercourses and their riparian areas in order to preserve natural features, functions and conditions that support fish life processes. Development impact on watercourses can be minimized by careful project examination and implementation of appropriate measures to preserve environmentally sensitive riparian areas.

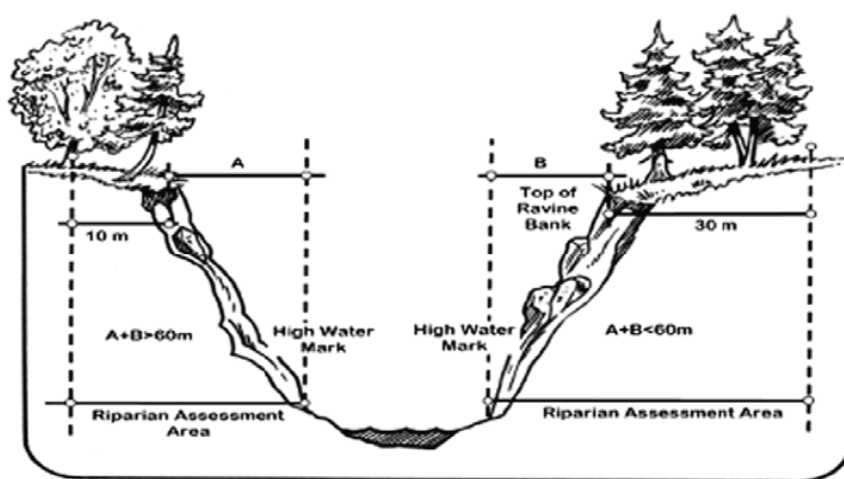
.3 Area

The RAR DPA is comprised of Riparian assessment areas for fish habitat, which include all watercourses and adjacent lands shown on Provincial TRIM map series at 1:20,000, as well as unmapped watercourses.

As illustrated in Figure 12.1, the area comprises:

- Within 30m (98.4 feet) of the high water mark of the watercourse;
- Within 30m (98.4 feet) of the top of the ravine bank in the case of a ravine less than 60m (196.8 feet) wide;
- Within 10m (32.8 feet) of the top of a ravine bank for ravines 60 metres (196.8 feet) or greater in width that link aquatic and terrestrial ecosystems that exert an influence on the watercourse.

Figure 12.1



Unless the proposed development or alteration of land is clearly outside the riparian assessment area the location of the development shall be determined accurately by survey in relation to the RAR DPA to determine whether a development permit application is required.

.4 *Exemptions*

.1 The RAR DPA does not apply to the following:

- a. Construction, alteration, addition, repair, demolition and maintenance of farm buildings;
- b. Clearing of land for agriculture;
- c. Institutional development containing no residential, commercial or industrial aspect;
- d. Reconstruction, alteration, addition or repair of a legal permanent structure if the structure remains on its existing foundation. Only if the existing foundation is moved or extended into a riparian assessment area would a RAR DPA be required;
- e. A QEP can confirm that the conditions of the RAR DPA have already been satisfied;
- f. A Development Permit for the same area has already been issued in the past and a QEP can confirm that the conditions in the Development Permit have all been met, or the conditions addressed in the previous Development Permit will not be affected; and,
- g. A letter is provided by a QEP confirming that there is no visible channel.

.5 *Guidelines*

- .1 Preservation of water courses, waterbodies, and adjacent, natural features, functions and conditions of riparian areas that support fish and animal habitat is the primary objective of the RAR DPA;
- .2 Impacts to watercourses and riparian areas from proposed development is not desirable. Such impacts must be minimized to the greatest extent possible and addressed in a report from a QEP, including mitigative measures;
- .3 Disturbance of soils and removal of vegetation should be minimized in the development process;
- .4 Whenever possible development or land altering activities shall be located outside of the 30m setback to the riparian area unless a QEP permits a reduced setback area;
- .5 Development requiring a Development Permit shall include, but may not be limited to, any of the following activities associated with or resulting from residential,

commercial or industrial activities or ancillary activities, subject to local government powers under the Local Government Act:

- a. Removal, alteration, disruption or destruction of vegetation within 30m (98.4 feet) of a watercourse.
 - b. Disturbance of soils, within 30m (98.4 feet) of a watercourse;
 - c. Construction or erection of buildings and structures within 30m (98.4 feet) of a watercourse;
 - d. Creation of non-structural impervious or semi-impervious surfaces within 30m (98.4 feet) of a watercourse;
 - e. Flood protection works within 30m (98.4 feet) of a watercourse;
 - f. Construction of roads, trails, docks, wharves and bridges within 30m (98.4 feet) of a watercourse;
 - g. Provision and maintenance of sewer and water services within 30m (98.4 feet) of a watercourse;
 - h. Development of drainage systems within 30m (98.4 feet) of a watercourse;
 - i. Development of utility corridors within 30m (98.4 feet) of a watercourse; and
 - j. Subdivision as defined in the Land Title Act and including the division of land into 2 or more parcels within 30m (98.4 feet) of a watercourse.
- .6 A development permit may be issued following the submission of a report from a Qualified Environmental Professional (QEP). This written submission shall be used to determine the conditions of the development permit and shall include:
- a. Site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features;
 - b. Existing vegetation and any proposed vegetation removal;
 - c. Assessment of hydrogeology, including soil types, drainage characteristics, seepage zones, springs and seasonally saturated areas, groundwater depth, flow direction & pathways, and shallow bedrock;
 - d. The suitability for site soils to accept stormwater infiltration and post-development landscape irrigation;
 - e. Potential impacts to other water courses or water bodies, e.g. Shuswap Lake; and,
 - f. Recommendations and mitigative measures.

.6 Role of the QEP and CSRD in the RAR Development Permit Process

The RAR regulations place considerable emphasis on QEPs to research established standards for the protection of riparian areas. It is the QEP's responsibility to consider federal and provincial regulations regarding fish, water and riparian protection and consult with appropriate agencies as necessary. Since the responsibility rests with the QEP for conducting research and providing technical information and recommendations specific to an application required under this RAR DP section the extent to which the CSRD will be involved in the technical details of the permitting process is reduced. If the RAR DP guidelines are met by the QEP, and the QEP report is submitted to and accepted by the BC Ministry of Environment, the CSRD role becomes more administrative in nature and the DP can be considered for approval.

South Shuswap Zoning Bylaw No. 701

PART 1: DEFINITIONS

ACCESSORY USE means a use that is subordinate and supplementary to the principal building or use permitted on the same parcel.

AGRICULTURE means the use of land for the growing, rearing, producing, and harvesting of agricultural products, including the storing of agricultural products, the sale of agricultural products produced from the same parcel or same farm, the repair of farm machinery and related equipment used on the same farm and includes farming, ratite production, forestry, greenhouses, kennels and nursery uses and does not include intensive agricultural use or commercial garden centres.

BUILDING means any structure used or intended for supporting or sheltering any use or occupancy.

COTTAGE means a building with a floor area not exceeding 50 m² containing living quarters which is incidental to and located on the same parcel as a single family dwelling, is on an approved sanitary sewage disposal system and does not include recreational vehicles or travel trailers and is occupied on a temporary basis.

COVERAGE means the percentage of the parcel area covered by the area of all buildings, including accessory buildings.

DENSITY means the number of dwelling units per total parcel area.

DWELLING OR DWELLING UNIT means a self-contained set of habitable rooms containing not more than one kitchen facility.

HABITATION in respect of development proposed on properties subject to floodplain specifications, means the support of life processes within a *building*, including, but not limited to, sleeping, eating, food preparation, waste elimination, personal cleaning, and rest and relaxation areas.

HIGHWAY includes a street, road, lane, bridge, viaduct and any other way open to public use, but does not include a private right-of-way on private property.

MEAN ANNUAL HIGH WATER MARK means an elevation of 348.3 metres Geodetic Survey of Canada Datum.

PARCEL is any lot, block or other area in which land is held or into which it is subdivided but does not include a highway.

PARCEL LINE means any boundary of a parcel.

PARCEL LINE, EXTERIOR SIDE means a parcel line, other than a front parcel line, common to the parcel and a highway other than a lane.

PARCEL LINE, FRONT means the parcel line that is the shortest parcel boundary common to the lot and an abutting *highway* or access route in a bare land strata plan, and where and in the case of a *panhandle lot* means the line separating the *panhandle driveway* from the main part of the lot.

PARCEL LINE, INTERIOR SIDE means a parcel line other than a front parcel line or a rear parcel line which is not common to a highway other than a lane.

PARCEL LINE, REAR means the boundary of a parcel which lies the most opposite to and is not connected to the front parcel line, or, where the rear portion of the parcel is bounded by intersecting side parcel lines, it shall be the point of such intersection.

PARCEL LINE, SIDE means a parcel line other than a front parcel line or a rear parcel line.

PRINCIPAL BUILDING means the building which contains the principal use of the parcel and shall include attached garages and carports, but does not include an accessory building.

PRINCIPAL USE means the main purpose for which land, buildings or structures are ordinarily used.

SETBACK means the required minimum distance between a structure, building or use and each of the respective property lines.

SINGLE FAMILY DWELLING means any detached building on an approved sewage disposal system consisting of one dwelling unit which is capable of being occupied as the

permanent home or residence of one family but does not include recreational vehicles or travel trailers.

STRUCTURE means any construction fixed to, supported by or sunk into land or water but not concrete or asphalt paving or similar surfacing.

SURVEYOR CERTIFICATE means a sketch plan provided by either a BC Land Surveyor or a Survey Technician which locates all *buildings structures* and improvements on a parcel.

USE means the purpose or function to which land, buildings, or structures are designed, intended to be put, or put.

ZONE means a zone established under this Bylaw.

Floodplain Designations

3.16 The following land is designation as Floodplain:

- (a) Land lower than the Flood Construction Level;
- (b) Land within the Floodplain Setback.

Floodplain Specifications

3.17 .1 Flood Construction Levels:

The following elevations are specified as Flood Construction Levels, except that where more than one Flood Construction Level is applicable, the higher elevation shall be the Flood Construction Level:

- .1 351.0 metres Geodetic Survey of Canada Datum for land adjacent to Shuswap Lake;
- .2 1.5 metres above the Natural Boundary of any other watercourse;

3.17 .2 Floodplain Setbacks:

The following distances are specified as Floodplain Setbacks, except that where more than one Floodplain Setback is applicable, the greater distance shall be the Floodplain Setback:

- .1 15.0 metres from the mean annual high water mark of Shuswap Lake, defined as 348.3 metres Geodetic Survey of Canada Datum;

- .2 30.0 metres from the mean annual high water mark of Shuswap Lake, defined as 348.3 metres Geodetic Survey of Canada Datum, for an alluvial fan defined by that portion bounded by Coates Road on the West and Gillespie Road on the East in the Sorrento area;
- .3 15.0 metres from the Natural Boundary of any other watercourse;
- .4 7.5 metres from the Natural Boundary of a lake, marsh or pond.

Application of Floodplain Specifications

- 3.18 .1 A *building*, including a manufactured home or structure must not be constructed, reconstructed, moved or extended within a floodplain setback.
- .2 The underside of any floor system or top of concrete slab supporting any space or room that is used for *habitation*, business, or the storage of goods that are susceptible to damage by floodwater, must be above the flood construction level.
- .3 Where landfill or structural support or both are used to comply with subsection (2), they must be protected against scour and erosion from flood flows, wave action, ice and other debris and shall not extend within the flood plain setback.
- .4 Furnaces and other fixed equipment susceptible to damage by floodwater must be above the flood construction level.
- .5 The Manager of Development Services or their delegate requires that a *Surveyor Certificate* be submitted to them by the land and property owners to verify compliance with the flood construction level and flood plain setback specified in subsections 3.18.1, .2, .3, and .4.
- .6 The following are exempted from the regulations of subsection .2 as they apply to the flood construction level:
- .1 a renovation of an existing *building*, including manufactured home or *structure* that does not involve an addition to the exterior of the *building*, manufactured home or *structure*;
 - .2 an addition to a *building*, manufactured home or *structure* of less than 25 percent of the *floor area* existing the date of adoption of this bylaw, provided that the degree of non-conformity is not increased;
 - .3 carport or domestic garage;

- .4 a *building* used for *agriculture* excluding a closed-sided livestock housing and a *dwelling unit*; and
- .5 a farm *dwelling unit* that is located both on a *parcel* 8.1 ha (20.01 ac.) or larger and within the Agricultural Land Reserve and provided:
 - (i) the underside of a wooden floor system;
 - (ii) the top of a concrete slab;
 - (iii) in the case of a manufactured home, the top of the pad; or
 - (iv) the ground surface under an area used for *habitation*, is no lower than 1 m (3.28 ft.) above the natural ground elevation measured from the highest point on the perimeter of the farm *dwelling unit* or no lower than the flood construction level, whichever is the lesser.
- .7 The following are exempted from the requirements of sub-sections (1) and (2) as they apply to the flood construction level and floodplain setback:
 - (a) a floating *building* or *structure*;
 - (b) a dock or wharf;
 - (c) a boat fueling use;
 - (d) a fence constructed of wood or wire through which water can flow freely;
 - (e) *flood proofing protection* works constructed to stabilize the shoreline of a *water body* or the banks of a *watercourse*;
 - (f) a roof overhang or cantilevered deck with no footings within the setback area;
 - (g) on-loading and off-loading facilities associated with water-oriented industry and portable sawmills;
 - (h) ground level patios;
 - (i) detached *accessory building* that do not include *habitation*;
 - (j) exterior stairway not forming part of a building or attached in any way to another structure, provided it does not extend below the parcel boundary, or the natural boundary;
 - (j) electrical or mechanical equipment not susceptible to damage by floodwater; and
 - (k) storage of goods not damageable by flood waters.

3.19 In all zones which include special regulations applying to specific lands in the zone, such lands are described by legal description and by map and in the event of any discrepancy between the legal description of the lands and the map, the map governs.

RR4 - RURAL RESIDENTIAL ZONE (2 ha)**SECTION 10****Purpose**

The purpose of the RR4 zone is to accommodate larger acreage subdivisions and hobby farms as part of a transition area between agricultural and non-agricultural uses. In general, the RR4 zone corresponds to the CR2 designation in the South Shuswap Official Community Plan.

Permitted Uses

10.1 The following uses and no others are permitted in the RR4 zone:

- .1 single family dwelling;
- .2 hobby farm, permitted only on parcels greater than 2 ha or on parcels within the Agricultural Land Reserve;
- .3 bed and breakfast;
- .4 cottage, permitted only on parcels greater than 4,000 m²;
- .5 home business;
- .6 home industry, permitted only on parcels greater than 2 ha;
- .7 accessory use.

Regulations

10.2 On a parcel zoned RR4, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations.

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.1 Minimum Parcel Size for New Subdivisions	2 ha
.2 Maximum Number of Single Family Dwellings Per Parcel	1
.3 Maximum Number of Cottages Per Parcel	1
.4 Maximum height for: <ul style="list-style-type: none"> • Principal buildings and structures • Accessory buildings 	<ul style="list-style-type: none"> • 11.5 m (37.73 ft.) • 10 m (32.81 ft.)
.5 Minimum Setback from: <ul style="list-style-type: none"> • front parcel line • exterior side parcel line • interior side parcel line • rear parcel line 	<ul style="list-style-type: none"> 5 m 4.5 m 2 m 5 m
.6 Minimum Setback of Home Industry from All Parcel Lines	5 m
.7 Maximum Coverage on Parcels Less than 4000 m ²	40%

LH - LARGE HOLDING ZONE**SECTION 15****Purpose**

The purpose of the LH zone is either: (1) to ensure appropriate use of lands not suitable for intensive development due to steep slopes and hazardous conditions or, (2) to serve as a holding designation for development which may be suitable in the future.

Permitted Uses

15.1 The following uses and no others are permitted in LH zone:

- .1 single family dwelling;
- .2 agriculture;
- .3 bed and breakfast;
- .4 cottage, permitted only if there is less than two (2) single family dwellings on the property;
- .5 home business;
- .6 home industry, permitted only on parcels greater than 2 ha;
- .7 portable sawmill, permitted only on parcels greater than 10 ha and subject to the provisions of Section 3.14;
- .8 public utility;
- .9 building set apart for public worship;
- .10 public recreation facility;
- .11 public camping;
- .12 storage;
- .13 accessory use.

Regulation

15.2 On a parcel zoned LH, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations.

COLUMN I MATTER TO BE REGULATED		COLUMN II REGULATIONS
.1	Maximum Number of Single Family Dwellings	2
.2	Maximum Number of Cottages	1
.3	Maximum height for: <ul style="list-style-type: none"> • Principal buildings and structures • Accessory buildings 	<ul style="list-style-type: none"> • 11.5 m (37.73 ft.) • 10 m (32.81 ft.)
.4	Minimum Parcel Size for New Subdivisions	8 ha

BL701-50

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.5 Minimum Setback from: <ul style="list-style-type: none"> • front parcel line • exterior side parcel line • interior side parcel line • rear parcel line 	5 m 4.5 m 2 m 5 m
.6 Minimum Setback of Home Industry from All Parcel Lines	5 m
.7 Minimum Setback of Portable Sawmill from All Parcel Lines	75 m
.8 Maximum Site Area of Portable Sawmill	1 ha

Screening

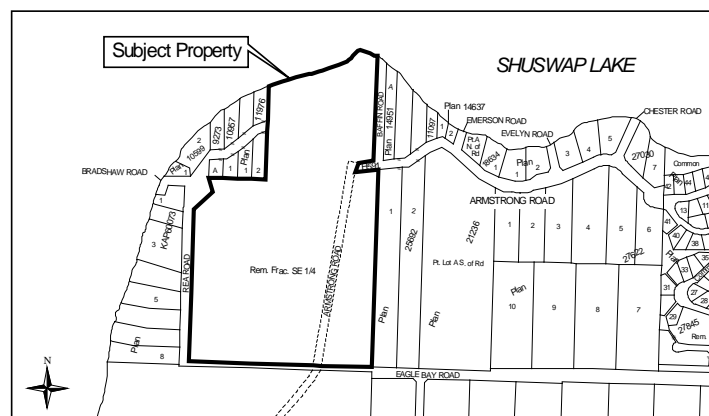
- 15.3 All storage used for commercial purposes must be contained within a landscape screen of not less than 2 m in height so as to fully enclose the storage use from adjacent properties.

The contents of this box are not a part of the bylaw.

On the parcel outlined below and as of 1995 03 16, there were 2 single family dwellings, 1 cottage and the parcel area was 22.8202 ha.

- 15.5.1 This special regulation applies to part of south east 1/4 Section 13, Township 23, Range 9, W6M, KDYD except Plans 6627, 9273, 10957, 11976, 14951 and FRAC. LS2 as shown on the map below.

- .1 Notwithstanding Section 15.1, a cottage is an additional permitted use.
- .2 Notwithstanding Section 15.2 the maximum density of cottages is 0.05/ha.
- .3 The maximum density stated in .2 may be exceeded provided the maximum number of cottages per parcel stated in Section 15.2 is not exceeded.



Lakes Zoning Bylaw No. 900**FR1****4.4 FR1 Foreshore Residential 1****.1 Permitted Uses:**

- (a) *Floating dock*, including *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> maximum number of <i>docks</i> and <i>private mooring buoys</i> :	<ul style="list-style-type: none"> ○ <i>Dock</i>: 1 <i>floating dock</i> per adjacent <i>waterfront parcel</i>. ○ <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.
(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</i> surface 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.

BL900-25

<p>(c) <u>Location and Siting</u> of dock, private mooring buoys or boat lifts:</p>	<p>The minimum setback of a <i>floating dock, 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 Foreshore Park (FP) zone 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 <i>boat launch ramp</i> or <i>marina</i>.
<p>(d) <u>Site Specific Permitted Uses</u></p>	<p>For the surface of the <i>lake</i> adjacent to Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 20924, a <i>fixed dock</i> with a maximum upward facing surface area of 37 m², a maximum walkway width of 1.55 m and a setback of 5.34 m from the east property boundary is a permitted use. {Swanson Road}</p>
<p>(e) <u>Site Specific Permitted Uses</u></p>	<p>For the surface of the <i>lake</i> adjacent to Lot 4, Section 11, Township 21, Range 8, W6M, KDYD, Plan 9181, a <i>fixed dock</i> with a maximum size of 24 m, maximum walkway width of 1.52 m and a setback of 1.8 m from the west property boundary is a permitted use. {Swanbeach Road}</p> <p>For the surface of the <i>lake</i> adjacent to Lot 1, Section 11, Township 21, Range 8, W6M, KDYD, Plan 11368, a <i>fixed dock</i> with a maximum upward facing surface area of 89.77 m² (22.62 m² for the platform and 67.16 m² for the walkway at a maximum width of 1.83 m) and a 4.61 m setback from the west property boundary are permitted uses {Swanbeach Road}</p>
<p>(f) <u>Site Specific Permitted Uses</u></p>	<p>For the surface of the <i>lake</i> adjacent to Lot 2, Section 11, Township 21, Range 8, W6M, KDYD, Plan 26543, a <i>fixed dock</i> with a maximum upward facing surface area of 26 m² is a permitted use. {Swanbeach Road}</p>

BL900-19

BL900-16

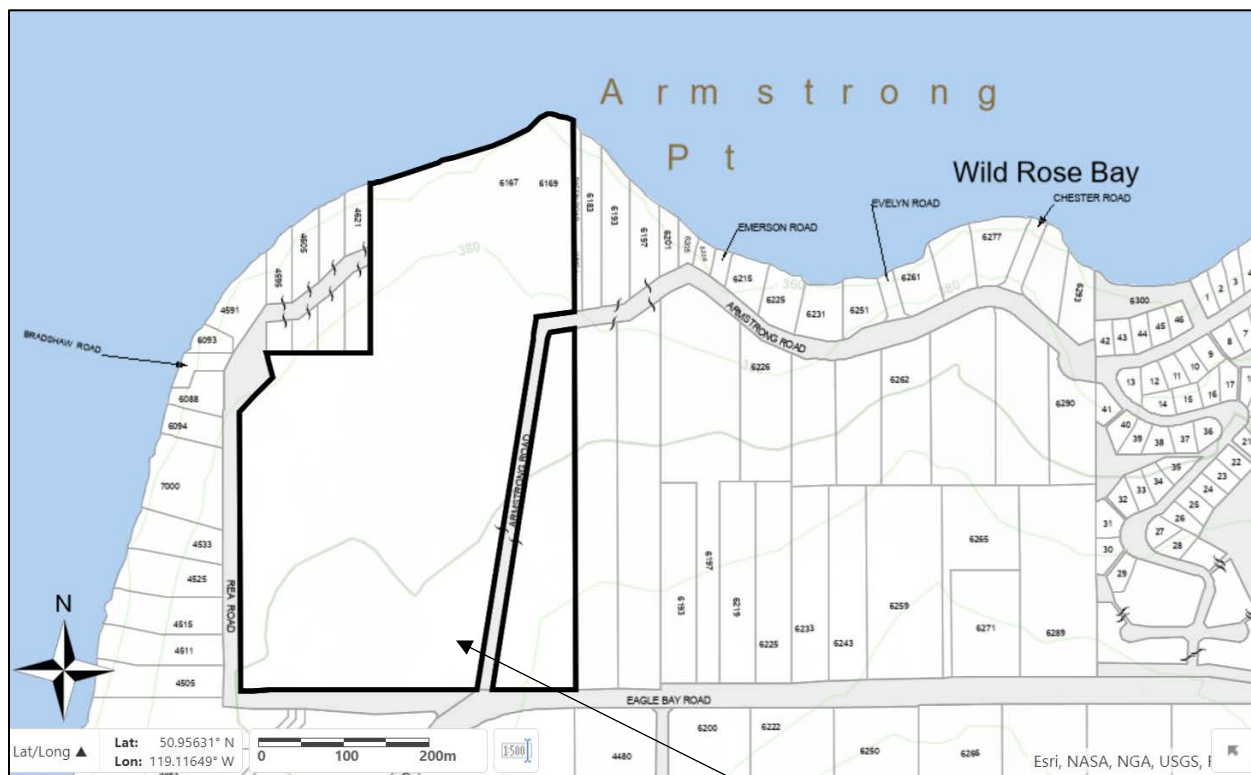
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BL900-23

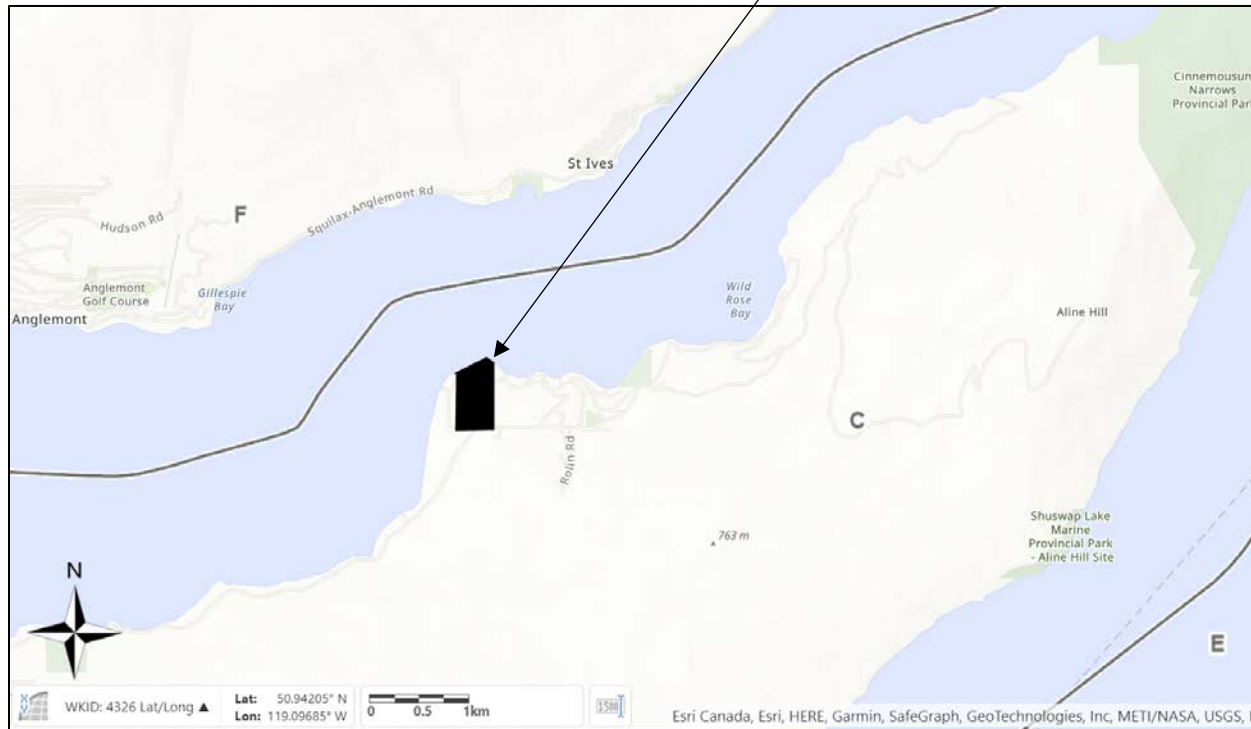
BL900-30C

<p>(g) Site Specific <u>Permitted Uses</u></p>	<p>For the surface of the lake adjacent to the land identified as Public Reserve on the Plan of Bastion Bay Summer Resort, Plan No. 2143, one floating dock with a maximum upward facing surface area of 33.45 m² per lot and one private mooring buoy per lot are permitted uses in association with Lots 1-31, 33 and 35-39, Section 5, Township 22, Range 8, West of the 6th Meridian Kamloops Division Yale District, Plan 2143; Lot 1, Section 5, Township 22, Range 8, West of the 6th Meridian Kamloops Division Yale District Plan KAP68606, and Lot 1, Section 5, Township 22, Range 8, West of the 6th Meridian Kamloops Division Yale District Plan KAP71011. {Bastion Bay}</p>
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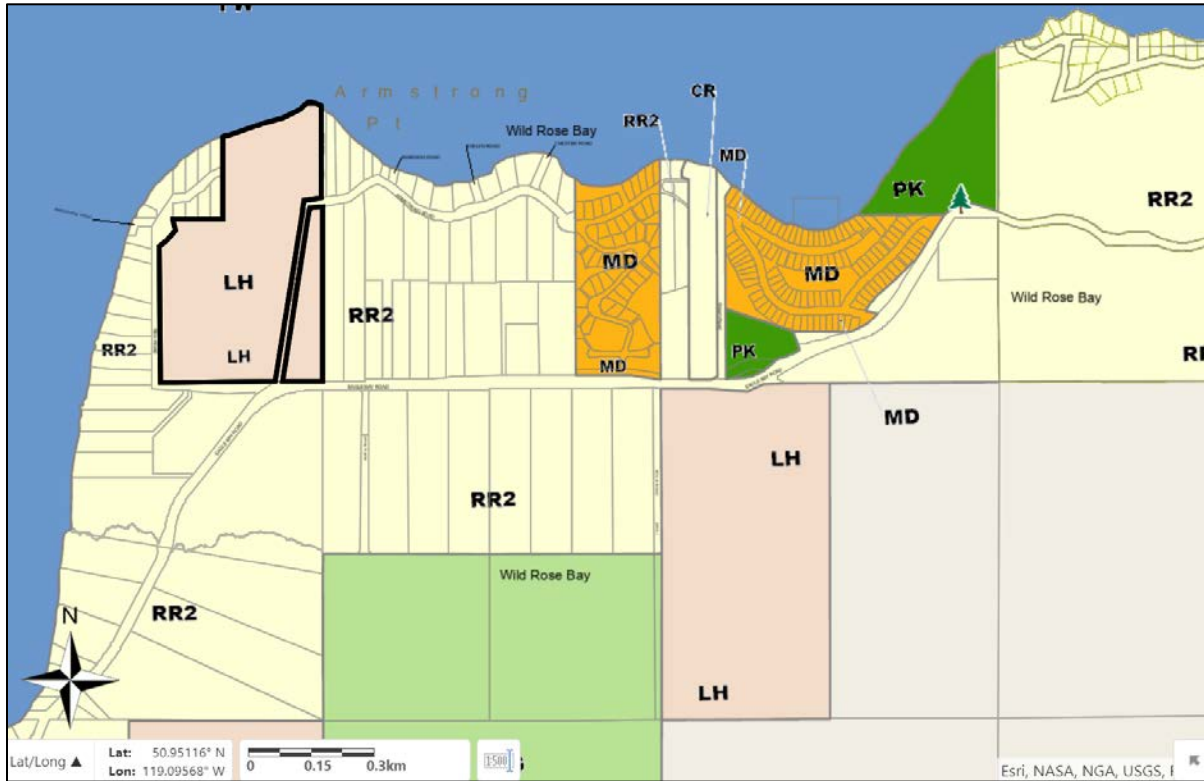
Location



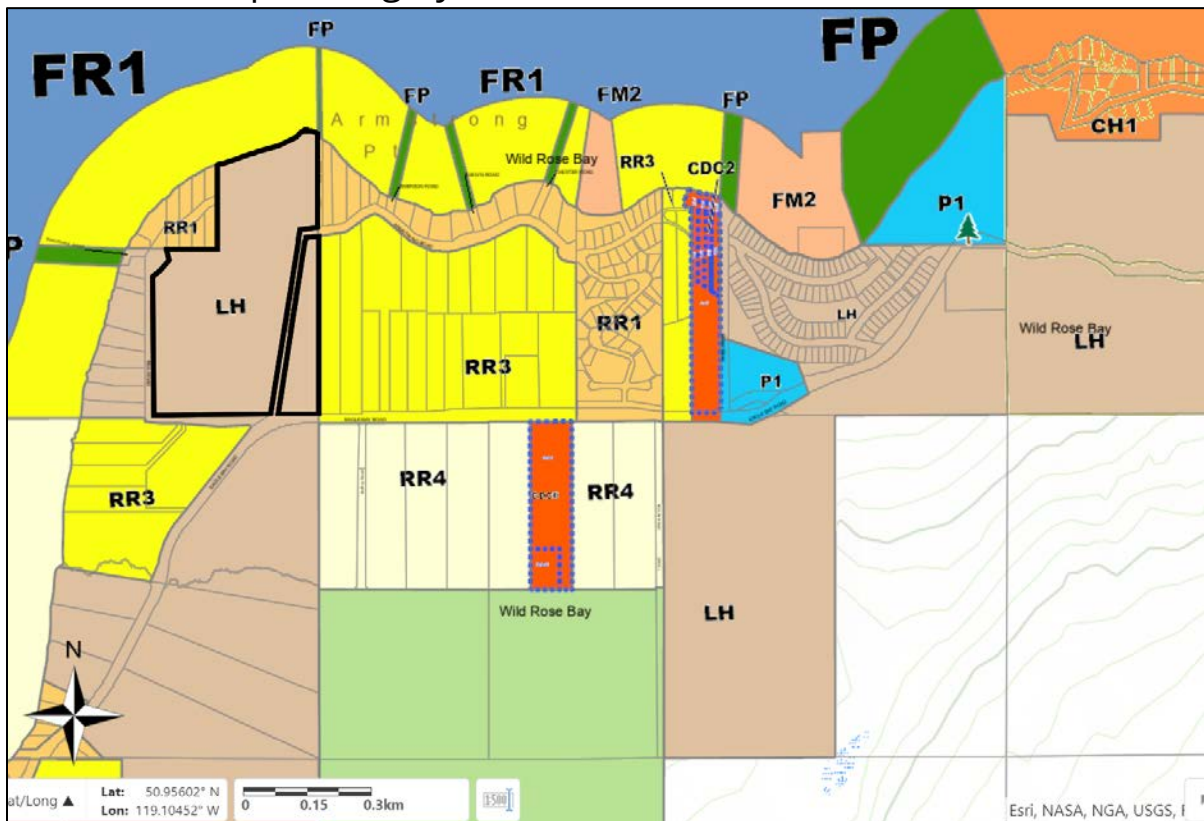
SUBJECT PROPERTY



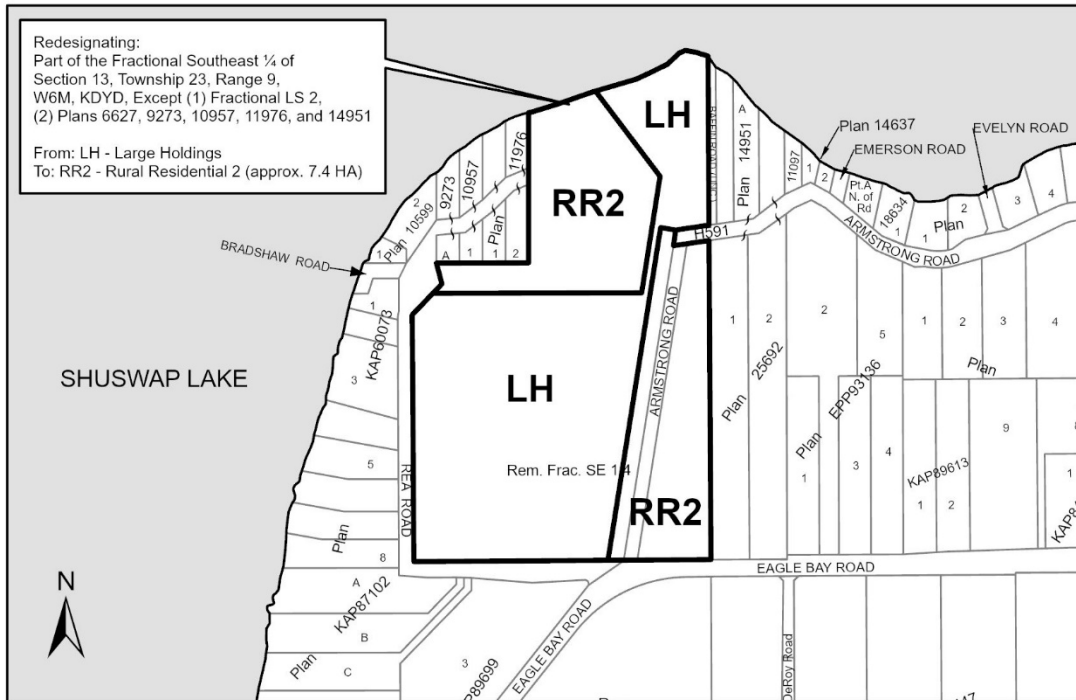
Electoral Area C Official Community Plan Bylaw No. 725



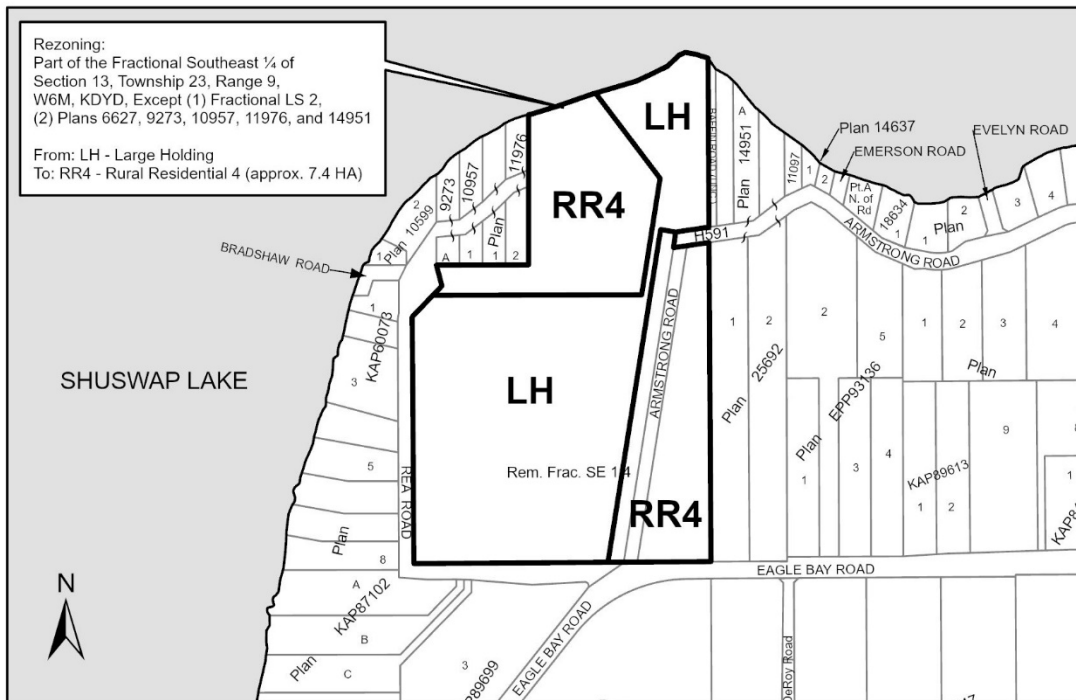
South Shuswap Zoning Bylaw No. 701



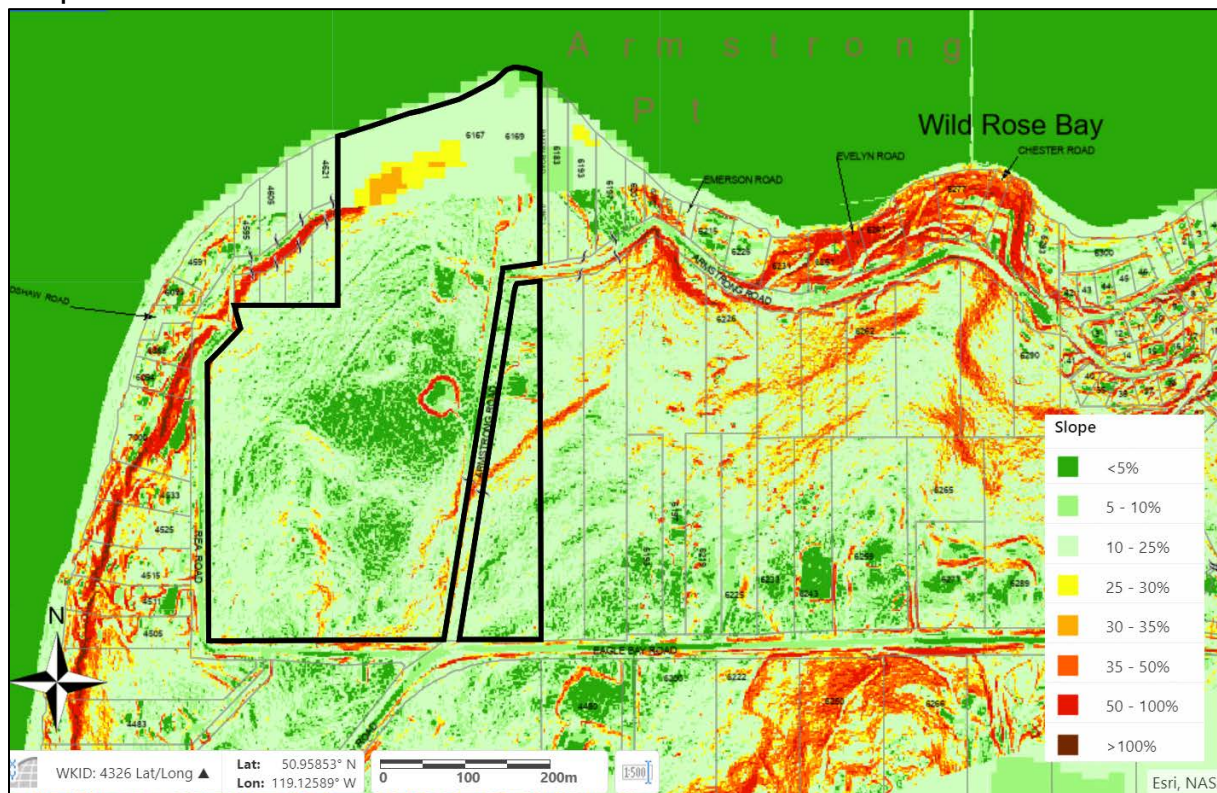
Electoral Area C Official Community Plan Amendment Bylaw No. 725-25 Schedule 1



South Shuswap Zoning Amendment Bylaw No. 701-107 Schedule 1



Slopes



2023 Orthoimagery

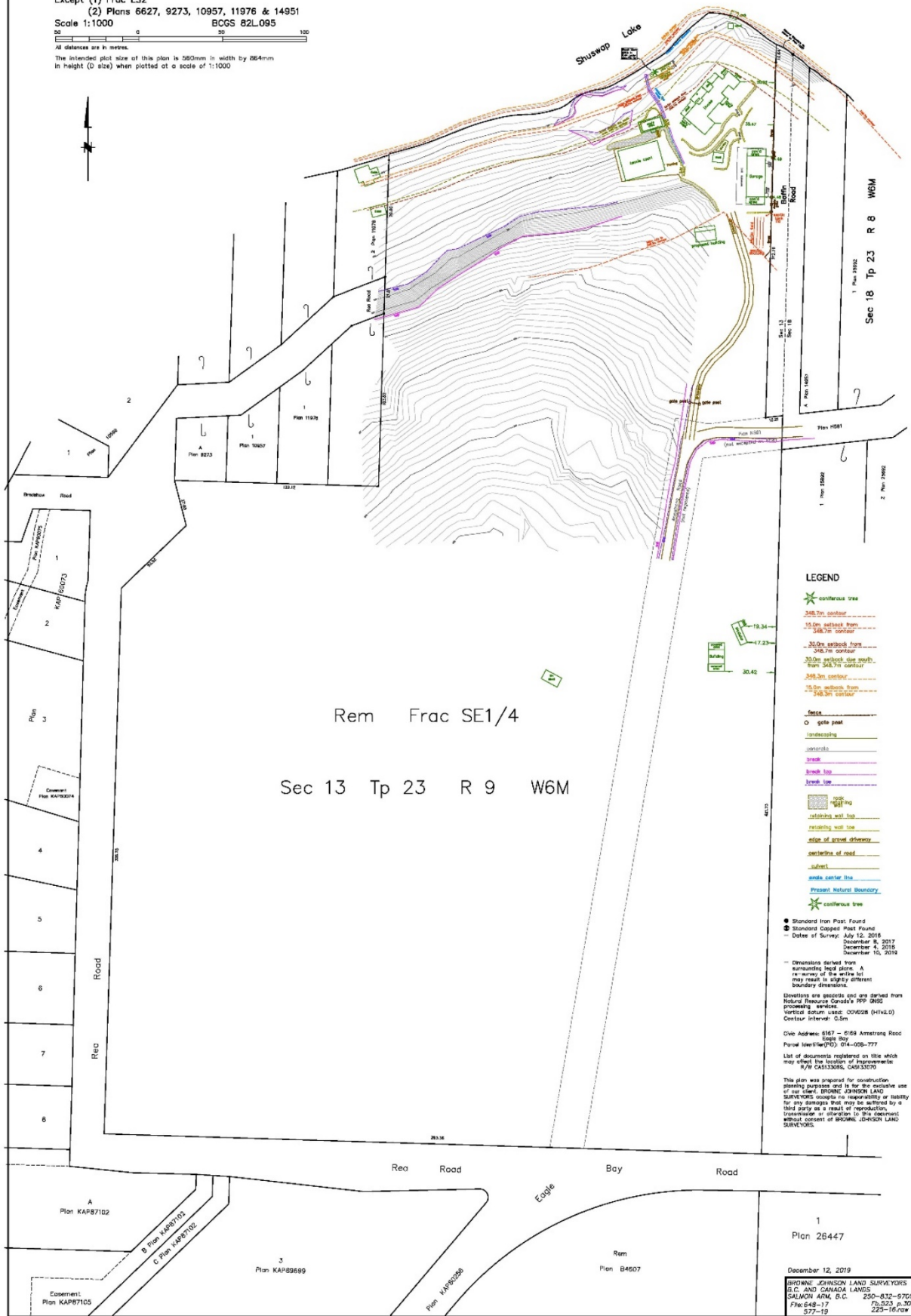


Site Plan of Part of
the Frac SE1/4 of Sec 13,
Tp 23, R 9, W6M, KDYD

Except (1) Frac LS2
(2) Plans 6627, 9273, 10957, 11976 & 14951

Scale 1:1000 BCGS 82L.095
All distances are in metres.

The intended plot size of this plan is 590mm in width by 864mm in height (D size) when plotted at a scale of 1:1000



LEGEND

- coniferous tree
- 345.7m contour
- 15.0m setback from 345.7m contour
- 31.0m setback from 348.7m contour
- 30.0m setback from 348.7m contour
- 345.7m contour
- 15.0m setback from 348.7m contour
- fence
- gate post
- landscaping
- concrete
- break
- break top
- break low
- utility
- existing well line
- existing well line
- edge of gravel driveway
- centreline of road
- submit
- road center line
- Present Natural Boundary
- coniferous tree

● Standard Iron Post Found
 ● Standard Copied Post Found
 - Date of Survey: July 12, 2018
 December 8, 2017
 December 4, 2016
 December 10, 2015

- Dimensions derived from surrounding legal plans. A re-survey of the entire lot may result in slightly different boundary dimensions.
 Elevations are accurate and are derived from Natural Resources Canada's PFP (NS) processing service.
 Vertical datum used: CGVD25 (HVEL0)
 Contour Interval: 0.5m

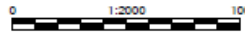
Civic Address: 6567 - 6569 Armstrong Road
 Eagle Bay
 Parcel Identification: 04-026-777
 List of documents registered on the site which may affect the location of improvements:
 N/FM CAD3366, CAD3370

This plan was prepared for construction planning purposes and is for the exclusive use of our client, BROWNE JOHNSON LAND SURVEYORS. We accept no responsibility or liability for any omissions that may be noticed by a third party as a result of reproduction. Consent is allocated to the document without consent of BROWNE JOHNSON LAND SURVEYORS.

December 12, 2019

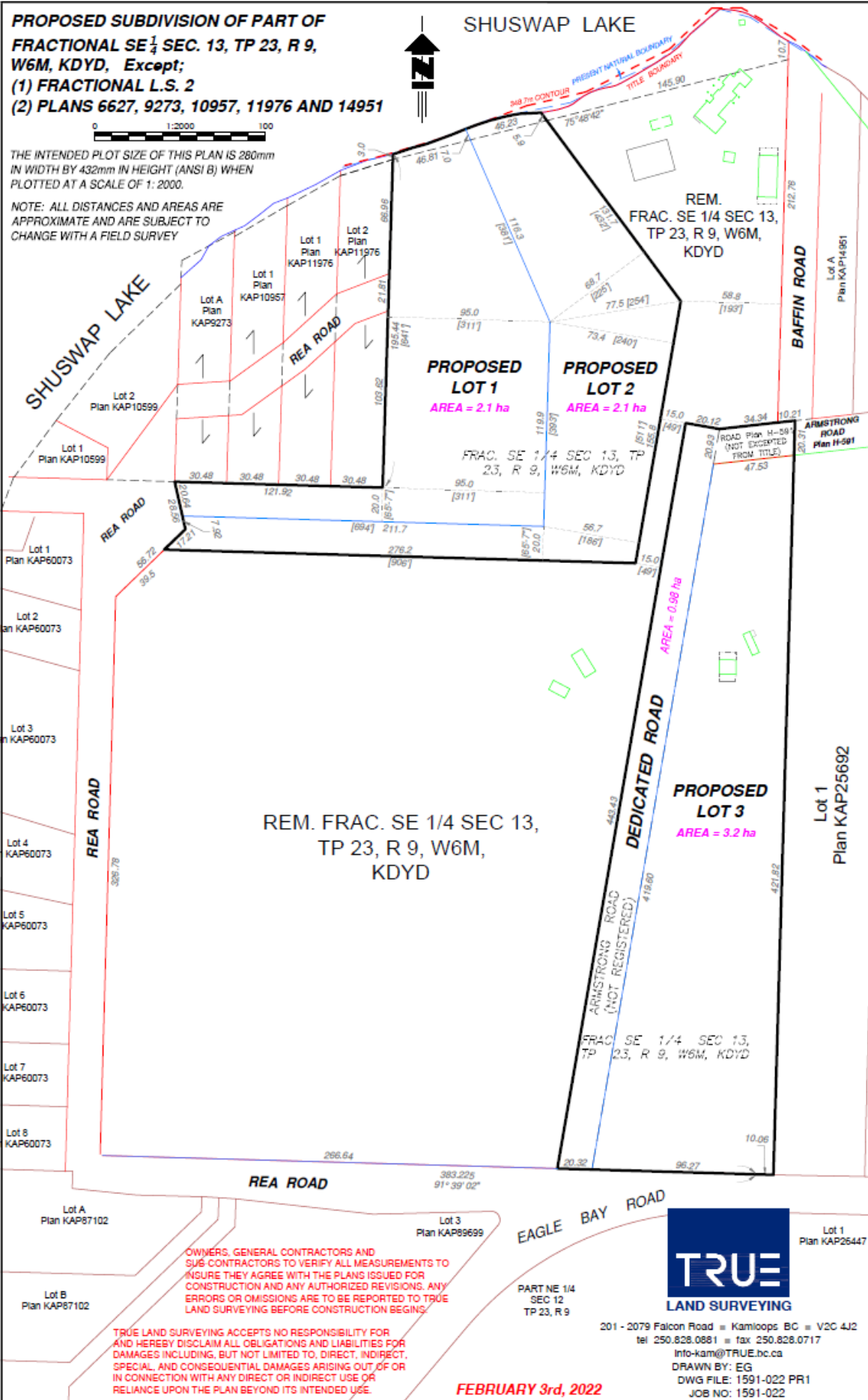
BROWNE JOHNSON LAND SURVEYORS
 B.C. AND CANADA LANDS
 SULLIVAN AER, B.C. 250-812-6701
 Fax: 648-1776 75-523 p.30
 577-19 229-1610

**PROPOSED SUBDIVISION OF PART OF
FRACTIONAL SE 1/4 SEC. 13, TP 23, R 9,
W6M, KDYD, Except;
(1) FRACTIONAL L.S. 2
(2) PLANS 6627, 9273, 10957, 11976 AND 14951**



THE INTENDED PLOT SIZE OF THIS PLAN IS 280mm
IN WIDTH BY 432mm IN HEIGHT (ANSI B) WHEN
PLOTTED AT A SCALE OF 1: 2000.

NOTE: ALL DISTANCES AND AREAS ARE
APPROXIMATE AND ARE SUBJECT TO
CHANGE WITH A FIELD SURVEY



OWNERS, GENERAL CONTRACTORS AND
SUB CONTRACTORS TO VERIFY ALL MEASUREMENTS TO
INSURE THEY AGREE WITH THE PLANS ISSUED FOR
CONSTRUCTION AND ANY AUTHORIZED REVISIONS. ANY
ERRORS OR OMISSIONS ARE TO BE REPORTED TO TRUE
LAND SURVEYING BEFORE CONSTRUCTION BEGINS.

TRUE LAND SURVEYING ACCEPTS NO RESPONSIBILITY FOR
AND HEREBY DISCLAIM ALL OBLIGATIONS AND LIABILITIES FOR
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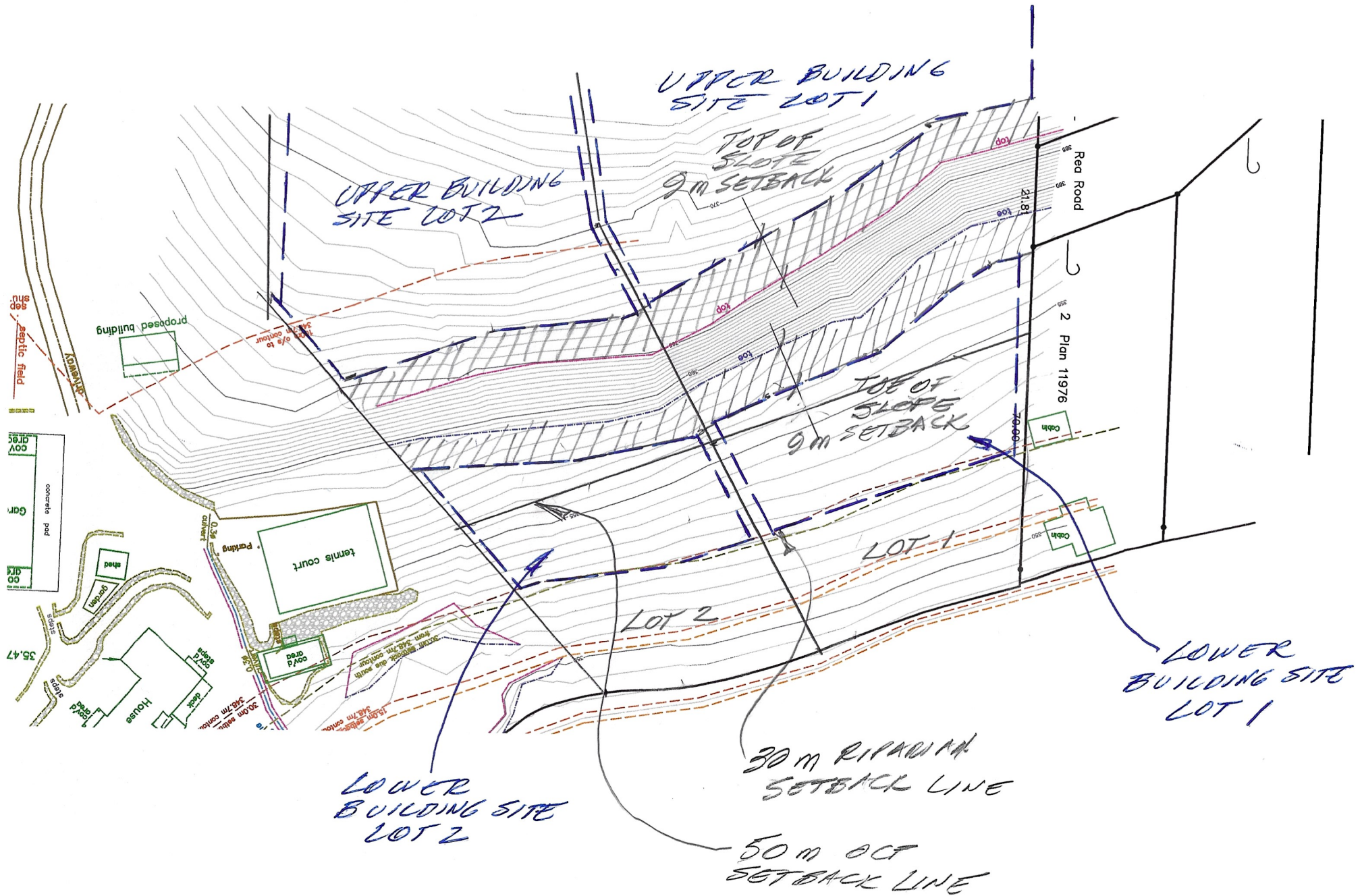
FEBRUARY 3rd, 2022



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tel 250.828.0881 = fax 250.828.0717
info-kam@TRUE.bc.ca
DRAWN BY: EG
DWG FILE: 1591-022 PR1
JOB NO: 1591-022

PART NE 1/4
SEC 12
TP 23, R 9

HALQUARD 23/11/02 BUILDING SETBACKS



2023 Oblique Photos

Residences and accessory buildings on Proposed Remainder

