



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

LATE ITEMS AGENDA

Date: Thursday, October 19, 2017
Time: 8:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

4. Delegations

***4.1 10:00 AM: Ministry of Forests, Lands and Natural Resource Operations & Rural Development**

1

Mr. Andrew Walker, Wildlife Biologist from the Ministry of Forests, Lands and Natural Resource Operations & Rural Development in attendance to present a proposal to prohibit the use of motor vehicles in the alpine area (Above 1700m) in the Joss-Tsuius Mable-Mountain area.

Maps highlighting proposed area is attached.

***Presentation attached to the Late Agenda.**

5. Correspondence

***5.2 Ministry of Municipal Affairs and Housing (October 17, 2017)**

20

Letter from Marijke Edmonson, Director, Governance and Structure Branch, regarding the 2016 Census impact on the Columbia Shuswap Regional District Board composition and voting strength. Changes effective November 1, 2017.

Motion

THAT: the correspondence contained on the October 19, 2017 regular Board agenda be received for information.

6. Reports

- *6.3 Revelstoke and Area Economic Development Commission Meeting Minutes - September 13, 2017** 23

Motion

THAT: the minutes of the September 13, 2017 Revelstoke and Area Economic Development Commission meeting be received for information.

- *6.6 Fraser Basin Council, Thompson Regional Committee Meeting Minutes - October 10, 2017** 26

For Information.

7. Business General

- *7.3 Business Arising from September 21, 2017 Regular Board Meeting:** 33

Verbal report on Administration meeting with Ministry of Municipal Affairs and Housing staff at the UBCM 2017 Conference regarding Funding Request for Restructure Planning Grant – Community Needs Assessment – Electoral Area F.

- Draft letter of request attached
- Request for resolution of support from Board.

***Resolution added to the Late Agenda.**

Motion

THAT: the Board endorse the letter dated October 20, 2017 to Minister of Municipal Affairs Selena Robinson re: Request for Restructure Planning Grant Funding Electoral Area F, CSRD – Community Issues Assessment;

FURTHER: that the Board support a restructure planning grant application to the Minister of Municipal Affairs and Housing in the amount of up to \$40,000 for a community issues assessment project in Electoral Area F of the CSRD, to be cost-shared by the CSRD with a contribution of up to \$20,000;

AND FURTHER THAT: the Board direct staff to consult with Ministry of Municipal Affairs staff in the development of a Terms of Reference that establishes the scope and objectives for a Community Issues Assessment for Electoral Area F.

- *7.6 Request for Board Resolution in Support for City of Revelstoke - Municipal and Regional Tax (MRDT) - Hotel Room Tax** 35

- Brought forward by Director Parker.

Motion

THAT: As recommended by the City of Revelstoke Director of Economic Development and as recommended by the Revelstoke and Area Economic Development Commission, the CSRD Board provide a letter of support to the City of Revelstoke to endorse the City's application to the Municipal and Regional Tax (MRDT) - "Hotel Room Tax" to renew the MRDT at a rate of 2% for a further five year term.

8. Business By Area

***8.2 Nicholson Fire Suppression Service Area Amendment**

37

Report from Darcy Mooney, Manager, Operations Management, dated October 15, 2017. Nicholson Fire Suppression Service Area Amendment.

Motion

THAT: "Nicholson Fire Suppression Service Area Amendment Bylaw No. 5763", be read a first, second and third time this 19th day of October, 2017.

***8.4 Area B Fire Services Update**

45

Report from Darcy Mooney, Manager, Operations Management, dated October 17, 2017. Update on the negotiations with the City of Revelstoke regarding the Area B Fire Suppression Agreement.

***Replacement Board Report attached to the Late Agenda.**

Motion

THAT: the Board request the City of Revelstoke Council amend its resolution adopted at the December 6, 2016 Regular Council Meeting and extend the termination date for an additional 12 months to December 31, 2018 for the existing Fire Protection Service Agreement between the CSRD and the City of Revelstoke, in order to provide time for the CSRD to consult with Electoral Area B property owners within the Service Area and to review the outcome of the Area B South Revelstoke Diagnostic Inventory on Governance, Land Use and Service Delivery.

***8.5 Area C Parks Maintenance Agreement Extension**

51

Report from Darcy Mooney, October 13, 2017. Area C Parks Maintenance Agreement Extension R.B.W Forestry and Landscaping

Motion

THAT: the Board empower the authorized signatories to extend the existing Electoral Area C Parks Maintenance Agreement with R.B.W Forestry and Landscaping Company for an additional 12 month term from November 1, 2017 expiring on October 31, 2018 for the maintenance of twenty (20) parks within Electoral Area C for the equivalent remuneration rates as the 2016/2017 maintenance season.

9. Administration Bylaws

*9.3 Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758 56

Motion

THAT: the "Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758" be adopted this 19th day of October, 2017.

*9.4 Building Inspection Area F Service Area Establishment Amendment 60

Report from Lynda Shykora, Deputy Manager, Corporate Services, dated October 16, 2017.

Bylaw to amend building inspection service Bylaw No. 570 and its amendments.

Motion

THAT: "Building Inspection Service Area Amendment Bylaw No. 5761" be read a first, second and third time this 19th day of October, 2017.

*9.5 Building Inspection Areas B and E Service Area Establishment 84

Report from Lynda Shykora, Deputy Manager, Corporate Services, dated October 16, 2017.

Bylaw to establish a building inspection service area in Electoral Area B and Electoral Area E.

Motion

THAT: "Sub-Regional Building Inspection Service Area Establishment Bylaw No. 5762" be read a first, second and third time this 19th day of October, 2017.

11. Business General

*11.1 Proposed Building Bylaw No. 660 Timelines 92

Report from Gerald Christie, Manager Development Services, dated October 19, 2017.

Timelines for the establishment of proposed Building Bylaw No. 660 to implement Building Regulation in Electoral Areas B, E and the existing service area of Electoral Area F.

Motion

THAT: the Board receive the report of Gerald Christie, Manager Development Services dated October 19, 2017 re: Proposed Building Bylaw No. 660 Timelines, for information.

14. Business by Area***14.2 Electoral Area C: Form and Character Development Permit DP 725-121
(Shuswap Lake Estates)**

96

Report from Dan Passmore, Senior Planner, dated September 22, 2017.
Golf Course Drive, Blind Bay, BC.

***Late submission letter attached to the Late Agenda.**

Motion

THAT: in accordance with Section 490 of the Local Government Act
Development Permit No. 725-121 for subdivision of Lot A, Section 8,
Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale
District, Plan EPP74639 (PID: 030-217-679), be issued this 19th day of
October, 2017.



COLUMBIA SHUSWAP REGIONAL DISTRICT

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

Appearing Before the Board as a Delegation Instructions and Information

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

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

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

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

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

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS



REQUEST TO APPEAR AS A DELEGATION

Name of Person or Organization:	Andrew Walker- Ministry of FLNRORD
Topic of Discussion:	Joss-Tsuius-Mabel Mountain Access Management Area
Purpose of Presentation:	<input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Requesting Support <input type="checkbox"/> Requesting Funding <input type="checkbox"/> Other (provide details) <u>Note:</u> A letter outlining the Request or the Information must accompany the Delegation Request form.
Contact Information:	Address: 102 Industrial Pl; Penticton BC, V8A 7C8 Phone Number: 250-492-0822 Email Address: Andrew.Walker@gov.bc.ca
Meeting Date Requested:	October 19,2017

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

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

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

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

Please note the following information:

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

Other Suggestions

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

For Office Use Only:

☐ Approved

☐ Declined

☐ Other

Appearance Date: _____

Applicant informed of appearance date on: _____

By: _____

Date: _____

Laura Schumi

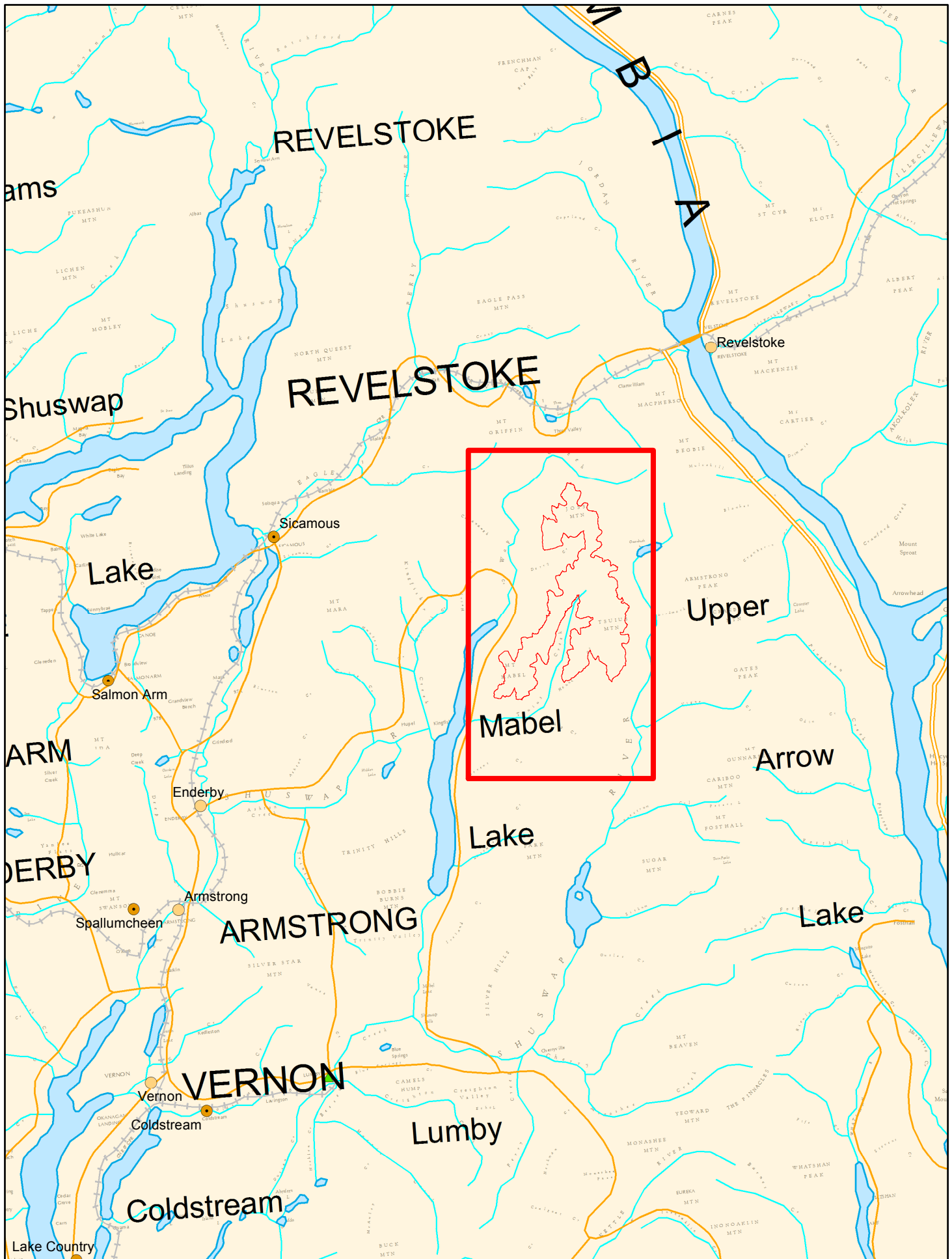
From: Laura Schumi
Sent: Wednesday, October 11, 2017 9:39 AM
To: Laura Schumi
Subject: FW: Delegation Request for October Board meeting, CSRD - Ministry of FLNRO - 2 Maps and Email message

-----Original Message-----

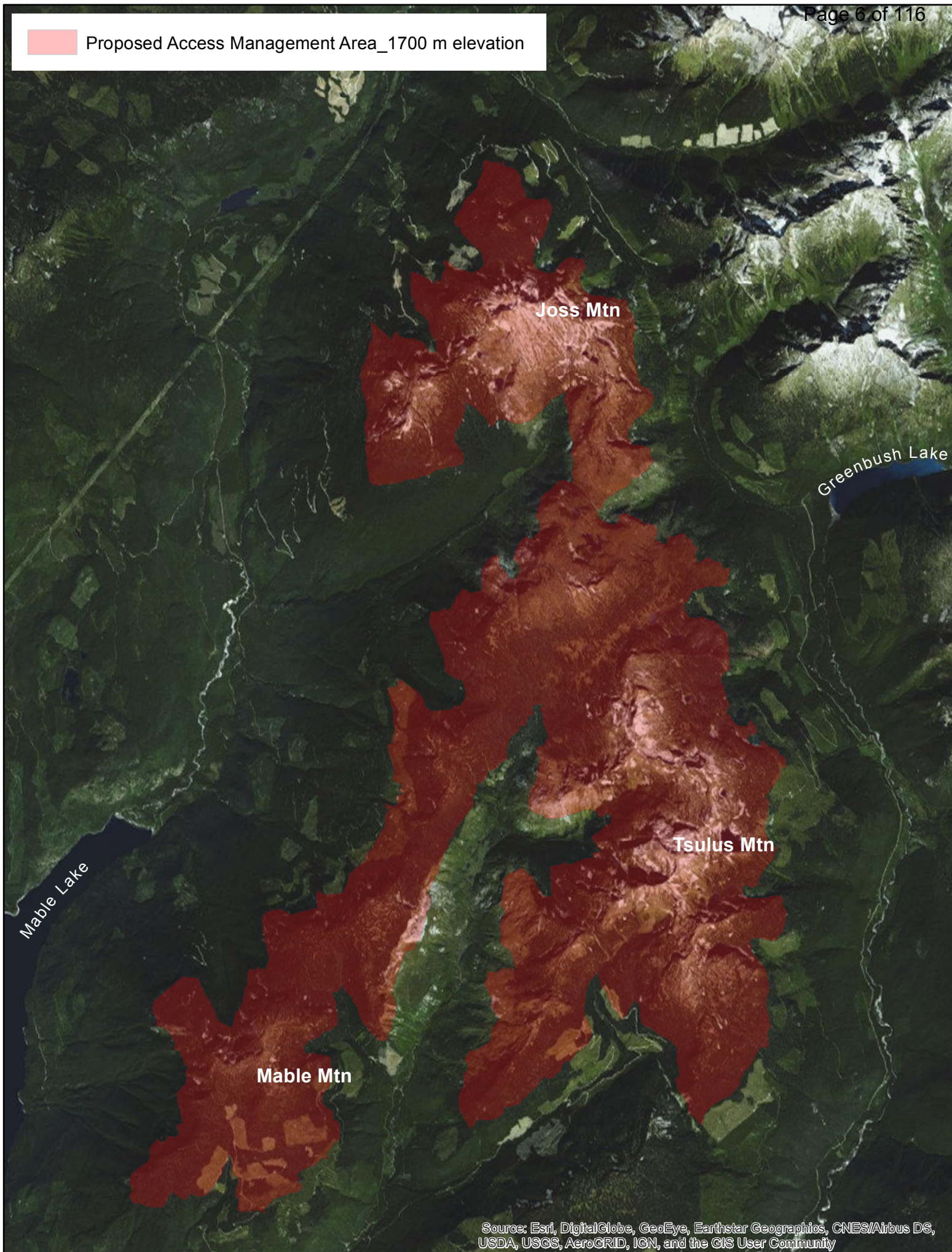
From: Walker, Andrew FLNR:EX [mailto:Andrew.Walker@gov.bc.ca]
Sent: Friday, October 06, 2017 10:16 AM
To: Lynda Shykora <LShykora@csrd.bc.ca>
Cc: Laura Schumi <LSchumi@csrd.bc.ca>; Reid, Aaron FLNR:EX <Aaron.Reid@gov.bc.ca>; McLean, Craig A FLNR:EX <Craig.A.McLean@gov.bc.ca>
Subject: RE: Delegation Request for October Board meeting, CSRD - Tentative

Hi Lynda,
Ministry of Forest Lands and Natural Resource Operation would like to present a proposal to prohibit the use of motor vehicles in the alpine area (above 1700m) in the Joss-Tsuius Mable-Mountain area . The closure would be regulated through the Wildlife Act - Motor Vehicle Prohibition Regulations. I have attached 2 maps highlighting the proposed area. Hopefully this satisfies the delegation request requirements for the CSRD.

Sincerely,
Andrew Walker, Wildlife Biologist
Ministry of Forests, Lands and Natural Resource Operations; 102 Industrial Pl, Penticton BC, V2A 7C8
O: 250-490-8200; Andrew.Walker@gov.bc.ca



Proposed Access Management Area_1700 m elevation



Joss-Tsuius-Mable Mtn Access Management Area

October 2017
Andrew Walker

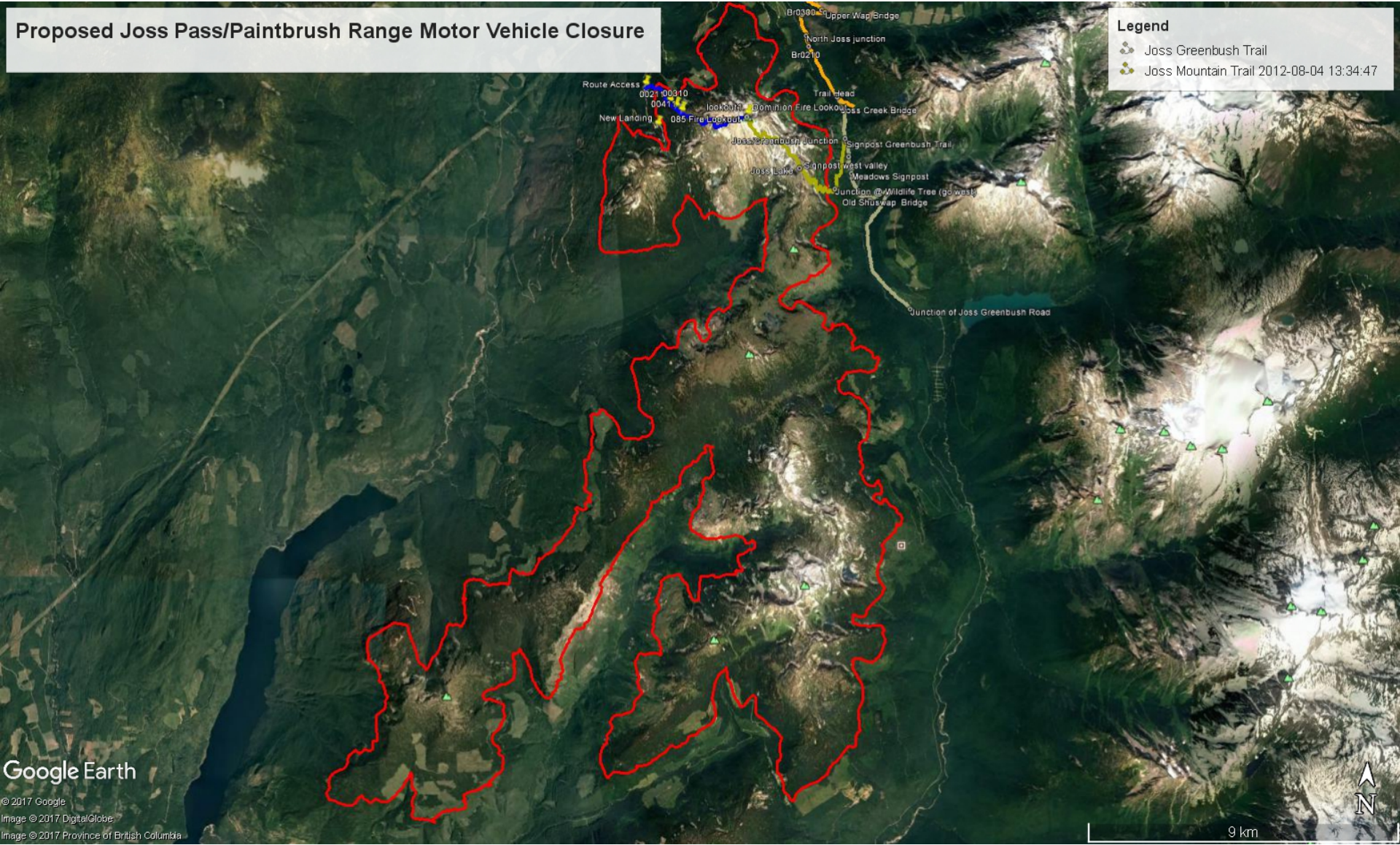
- Objectives
 - Data, Harvest, Inventory
- Existing Regulations
- Timing



Motor Vehicle Access Regulation

Regulation Type	Regulation Suggestion	Rationale
Motor Vehicle Access	No motorized use above 1700m from Joss to Tsuius and Mable Mtn (MU 8-23, 8-24)	To limit disturbance in sensitive alpine habitats utilized by Grizzly Bears, Moose, Elk , Mule Deer and Mountain Goats.

Proposed Joss Pass/Paintbrush Range Motor Vehicle Closure



Joss-Tsuius-Mable Mtn Access Management Area

- Part of the only viable Grizzly Bear Population Unit in the Okanagan
- Contains the only known populations of both Mountain Goat and Mountain Caribou west of the Monashee Mountains
- Important summer range for mule deer, elk and moose
- Largest continuous piece of connected alpine in the Okanagan that lacks specific access restrictions





Grizzly Bears

Map

Grizzly Bear Population Unit Name	Central Monashee
Population Status	Viable
Reason for Status	
Population Estimate	147
Area of Useable Habitat (km ²)	6155
Estimated Population Density (Grizzly bears/1000km ²)	24
Estimation Method	Model; Expert Opinion
Is this population hunted?	Y
Reason for not hunting, if not hunted	
Percent area with > 0.6 km of roads/km ² (2003)	43%
Size of population unit (Ha)	634,892

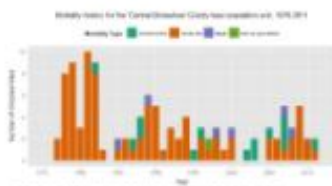


Fig. 1: Mortality History

Population Status

- Extirpated
- Threatened
- Viable

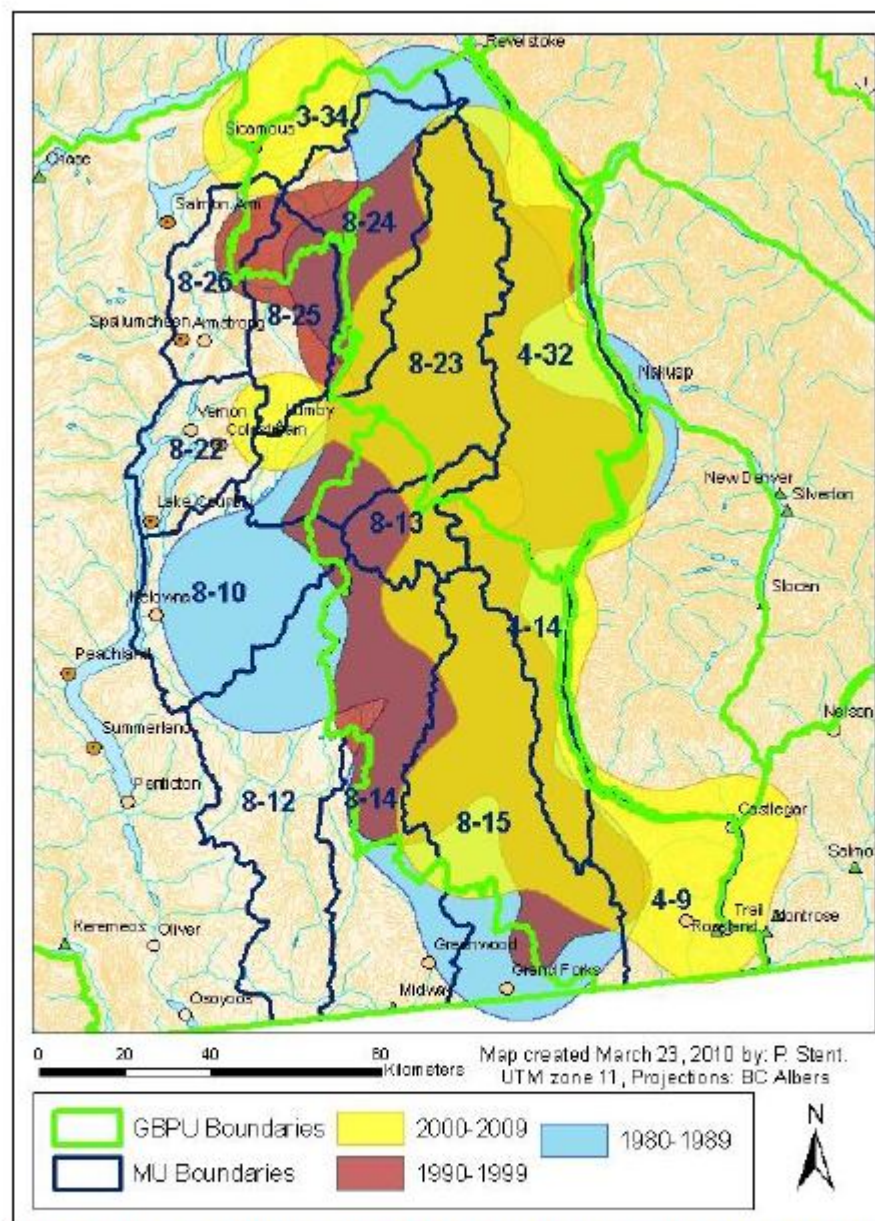
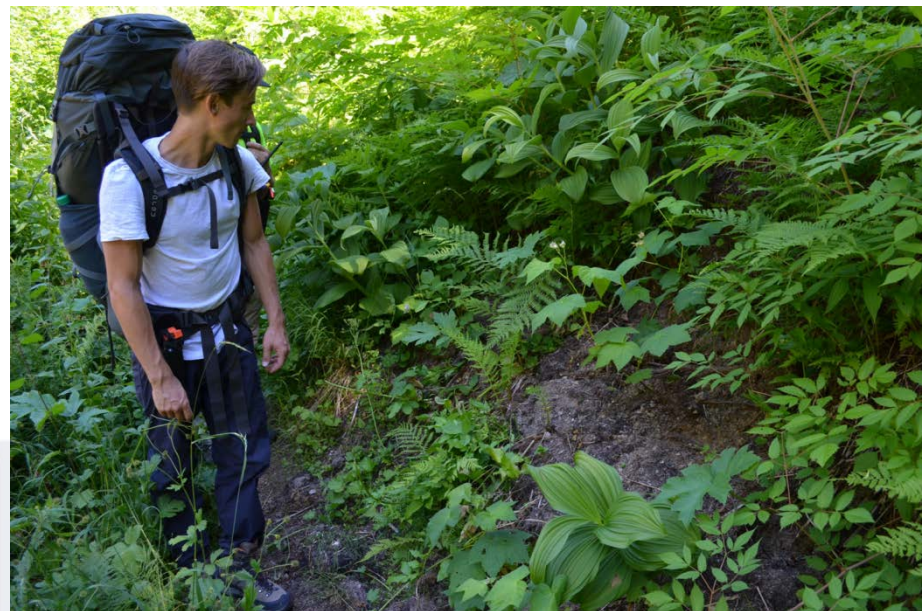


Figure 3: Comparison of 90% isopleths from adaptive kernel polygons fitted to grizzly bear sightings for 10 year time periods. Sighting data originate from guide-outfitter, forester, biologist, hunter, trapper and resident observations as well as conservation officer files. Sighting points exclude grizzly bear kill locations and observations of grizzly tracks and sign. The 2000-2009 dataset include 4 sightings from 2010.



Wildlife Act

MOTOR VEHICLE PROHIBITION REGULATION

[includes amendments up to B.C. Reg. 313/2016, December 16, 2016]

Motor vehicle closed areas

2 A person commits an offence if he or she uses or operates a motor vehicle in an area described in Schedule 1 specified in that schedule for each area.

Motor vehicle hunting closed areas

3 A person commits an offence if he or she uses or operates a motor vehicle for the purpose of hunting in an area described in Schedule 2 during the period specified in that schedule for each area.

Atv and snowmobile closed areas

4 A person commits an offence if he or she uses or operates an atv or snowmobile in an area described in Schedule 3 during the period specified in that schedule for each area.

Atv and snowmobile hunting closed areas

5 A person commits an offence if he or she uses or operates an atv or snowmobile for the purpose of hunting in an area described in Schedule 4 during the period specified in that schedule for each area.

Snowmobile hunting closed areas

6 A person commits an offence if he or she uses or operates a snowmobile for the purpose of hunting in an area described in Schedule 5 during the period specified in that schedule for each area.

Atv hunting closed areas

7 A person commits an offence if he or she uses or operates an atv for the purpose of hunting in an area described in Schedule 6 during the period specified in that schedule for each area.

Snowmobile closed areas

Thompson and Okanagan Alpine

85. Effective year round, in those portions of the Province of British Columbia that are above 1 700 m elevation and within either of the following regions, except on existing roads and trails:
- (a) Region 3, the Thompson Region;
 - (b) Region 8, the Okanagan Region.

[en. B.C. Reg. 72/2014, App. 3.]

Schedule 1 – General Wildlife Measures

Harvesting and silviculture

1. Forest practices will result in at least 10% of each management unit containing forest stands that exhibit a height of at least 19.5 meters, in patches that are at least 5 hectares in size. Management units are defined as the area of each BEC subzone within each landscape unit.
2. Forest harvesting along avalanche tracks, that are at least 40 meters in width, will result in forest stands that are at least 15 meters in height for: 100 meters on one side of the avalanche track, or 50 meters on both sides of the avalanche track.
3. Timber harvest and site preparation practices, in the BEC subzone variants described in Table 1, will not inhibit *Vaccinium* spp. productivity.
4. Planting of tree seedlings in harvested riparian site series will result in stocking densities that are consistent with maintaining plant communities that produce bear forage. Areas that did not have forest cover before timber harvesting was carried out will not be subjected to planting of trees.
5. No cutting of non-merchantable stems within 20 meters of main haul roads.

Table 1: Important Berry Producing Site Series

BEC Subzone Variants	Site Series
ESSFdc1	01, 04
ESSFdc2	01, 04, 05
ESSFwc2	01, 02, 03, 04, 05
ESSFwc4	01, 02, 03, 04
ESSFxc	01
ESSFvc	01, 02, 03
ESSFvv	01, 03
ICHvk1	03
ICHwk1	01, 04

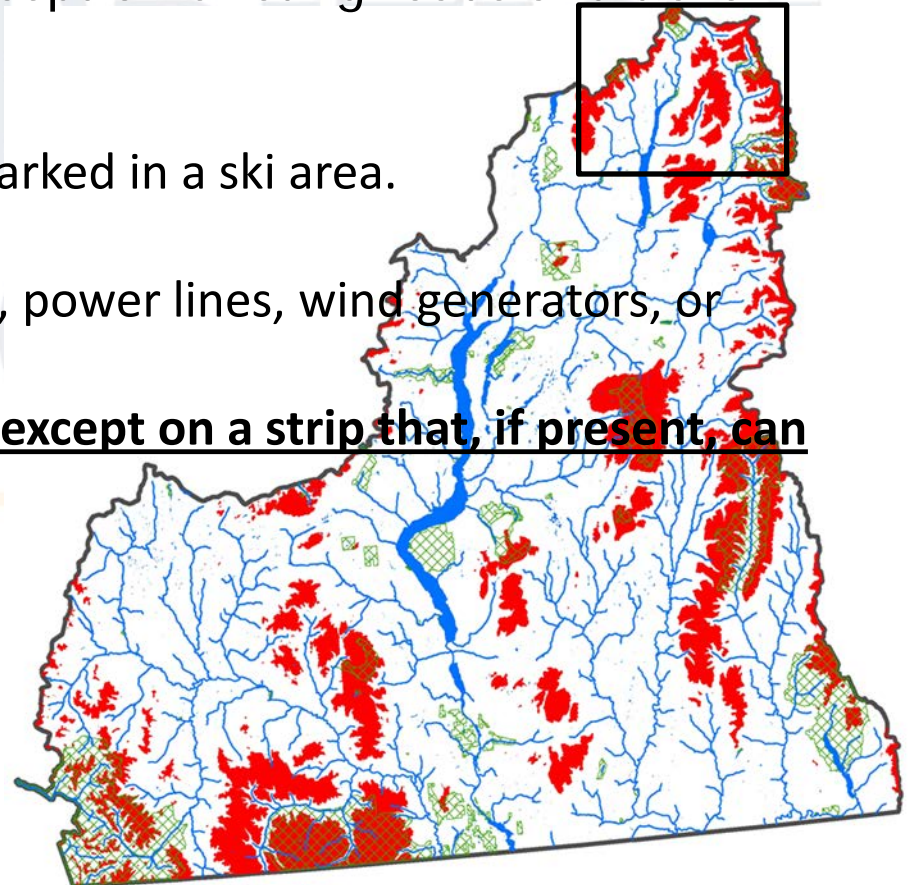
Signed this 24th day of May, 2006
 Chris Trumpy, Deputy Minister
 Ministry of Environment

Existing Regulations

- GAR and Wildlife Habitat Areas – forest harvesting activities
- Wildlife Act Motor Vehicle Prohibition Regulations - Operation of all motor vehicles, excluding snowmobiles is prohibited in the Thompson and Okanagan above 1,700m elevation, except on existing roads and trails.

An existing road or trail is defined as:

- A road or trail with a paved surface.
- A cross-country or downhill ski route marked in a ski area.
- A road used for logging or mining.
- A road or trail used for access to fences, power lines, wind generators, or communication towers.
- **A trail on which there is no vegetation except on a strip that, if present, can be straddled by a 4-wheel vehicle.**







Timing and Process

- Consultation and data collection
Meetings to date:
 1. Okanagan Hunting Advisory Committee (April 22, 2017)
 2. Shuswap Regional Trails Strategy Working Group (June 19, 2017)
 3. Joss-Tsuius-Mabel Mountain Access Management Meeting (August 9, 2017)
- Regional Regulation Proposals submitted to Victoria (deadline October 2017)
- Hunting and Trapping Consultation Website (posted October 2017)
- Minister Sign-off (March 2018)
- Regulation takes effect July 1st 2018

Laura Schumi

From: Lynda Shykora
Sent: Tuesday, October 17, 2017 2:01 PM
To: Laura Schumi
Cc: Jennifer Graham
Subject: FW: 2016 Census impact on Columbia-Shuswap Regional District Board composition and voting strength - Late Board agenda Item - October 2017 meeting
Attachments: Columbia Shuswap RD 2017 Voting Table.pdf

Laura,
 Here is a Correspondence item for the Late Agenda, October meeting.

Please include the email below, and the attached document.

Thank you,
 Lynda Shykora
 CSRD

From: Edmondson, Marijke MAH:EX [mailto:Marijke.Edmondson@gov.bc.ca]
Sent: Monday, October 16, 2017 4:13 PM
To: Director Martin <RMartin@csrd.bc.ca>
Cc: MAH LG Governance MAH:EX <LGgovernance@gov.bc.ca>; Charles Hamilton <chamilton@csrd.bc.ca>; Lynda Shykora <LShykora@csrd.bc.ca>
Subject: 2016 Census impact on Columbia-Shuswap Regional District Board composition and voting strength

Chair Rhona Martin and Board Directors
 Columbia-Shuswap Regional District

Dear Chair Martin,

Attached please find the 2016 Census population figures that serve as the basis for voting strength and number of municipal directors.

These population figures reflect the number of people living within regional district boundaries, which may be different from the federal Census boundaries of the same name. In determining these total population figures, Ministry staff have made adjustments to ensure that Indian Reserve populations are included for the appropriate local government areas and to account for 2016 municipal boundary changes. Population is a defined term in the *Community Charter* and is the basis for voting rights and municipal representation on the Regional District Board and for allocation of certain local government grant amounts.

As a result of the 2016 Census and adjustments the Columbia-Shuswap Regional District Board composition will not change, but the City of Revelstoke receives one (1) additional vote.

Regional Districts are encouraged to inform their member municipalities of any changes as soon as possible. Municipal councils are required to appoint any new directors (who must take their municipal director oath of office) and adjust the number of votes assigned as necessary, before the Board's first meeting held after November 1st.

Should you have any questions regarding the census population certification process, please contact Elizabeth Lane, Program Analyst, Governance and Structure Branch. Elizabeth can be reached by phone at 778-698-3225 or by email at lggovernance@gov.bc.ca.

Sincerely,

Marijke Edmondson | Director, Governance Structures
Governance and Structure Branch | Ministry of Municipal Affairs and Housing
Direct: 778.698.3227 | Mobile: 250.889.8198 | Fax: 250.387.7972 | Email: marijke.edmondson@gov.bc.ca



Columbia Shuswap Regional District

(incorporated November 30, 1965)

Voting Unit: 2,500 population

	2016 Census including subsequent population changes certified by the Minister ¹	Number of Directors (voting strength/5)	Voting Strength (population/ voting unit)
Cities:			
Revelstoke	7,589	1	4
Salmon Arm	17,904	2	8
Districts:			
Sicamous	2,429	1	1
Town:			
Golden	3,708	1	2
Electoral Areas:			
A	3,148	1	2
B	556	1	1
C	7,972	1	4
D	4,158	1	2
E	1,185	1	1
F	2,717	1	2
Totals:	51,366	11	27

Populations certified as necessary by the Minister of Municipal Affairs and Housing under sections 196 and 197 of the *Local Government Act* as per the definition in the Schedule to the Community Charter.

Effective November 1, 2017.

These population figures are to be used only in the determination of voting strength and Director representation.

1. Population includes people residing on Indian Reserves and boundary extensions to December 31, 2016.

**Revelstoke and Area
Minutes of the Economic Development Commission
Wednesday, September 13, 2017 at 4:00 p.m.
in the Revelstoke Business and Visitor Information Centre Boardroom,
301 Victoria Road West**

PRESENT: Members Roberta Bobicki, Tracey Buckley, Nathan Weston, Rob Elliott,
Loni Parker, Mark Baron, Robyn Goldsmith, Lisa Longinotto,
Council Mayor Mark McKee
Staff Nicole Fricot, Director of Community Economic Development
Debra Wozniak, Recording Secretary
ABSENT: Kevin Dorrius, Brett Renaud, Connie Brothers, Kristina Welch

1. CALL TO ORDER

Meeting was called to order by chair, Roberta Bobicki at 4:03 pm.

2. ADOPTION OF AGENDA

Moved by Rob Elliot

Seconded by Robyn Goldsmith

THAT the agenda be adopted.

CARRIED

3. ADOPTION OF THE MINUTES

Moved by Lisa Longinotto

Seconded by Tracey Buckley

THAT the minutes from June 14, 2017 be adopted as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

Page 2, Item 5, Business Arising from the Minutes – It was clarified that yes, the committee wants a presentation on the Resort Municipality Funding program and that a report on the Innovation Centre study will be forthcoming when the results of the study are known as the consultants are still conducting their research and analysis.

Page 2, Item 6, Economic Development Strategy – Nicole noted that there is missing information in the strategy that has now been added.

Page 2, Item 7, Activity Report – Nicole stated that BC Transit consultation will commence next week and continue into November.

Economic Development Commission Minutes, September 13, 2017

5. ECONOMIC DEVELOPMENT STRATEGY

Nicole reviewed the Revelstoke Community Economic Development Plan (2017-2021) with the Commission. Nicole is hoping for more statistics and charts to include in the report as the data becomes available. Changes to be made are as follows:

- Include information on sources of funding to implement the plan
- Page 6, Sectors of Focus: In the forestry description add the other parties involved in this sector, ie Revelstoke Community Forest Corporation, etc.
- Page 9, A Future Focused Community: Hold special meetings to talk about specific challenges/opportunities for the future. Item 2.3 noted that this must be done, discussion followed on how to accelerate this process.

The Committee would like to have Nicole request an update from the City on the status of the OCP and Zoning bylaws review process, as the Commission is having difficulty moving forward strategically without this process completed.

Item 2.4 discussion ensued regarding on waste management and composting.

- Page 10, Transportation: Item 3.3 to take a look at potential alternative options to BC Transit for the long term. Discussion followed on passenger rail service possibilities.
- Page 11, Affordable Living: add workforce housing provision by employers.

Robyn Goldsmith left the meeting at 5:06 pm.

- Page 12, Partnerships: Item 5.2 add SIDIT, KAST and BCIC
- Page 13, Performance Indicators: Add Number of Houses Available to Buy, Increase of Commercial Tax Revenues Generated by Attracting New Businesses, and Assessed value of New Construction, Turn-around Time for Building Permits, Number of Housing Starts.

Nicole will circulate the final document with the changes noted.

Moved by Rob Elliot

Seconded by Mark Baron

THAT the Revelstoke Community Economic Development Plan (2017-2021) be approved with changes as discussed.

CARRIED

Moved by Loni Parker

Seconded by Nathan Weston

THAT the Revelstoke Community Economic Development Annual Workplan (2017-2018) to be amended with applicable changes suggested be approved.

CARRIED

6. NEW BUSINESS**a) Whistler Vacation Rental Bylaw**

Nicole reported that she looked into 9 resort communities for information on how they were dealing with vacation rentals concerns. Revelstoke is currently regulating Vacation Rentals through zoning. Whistler and Victoria have moved to regulating through business licensing and advertising.

Moved by Lisa Longinotto

Seconded by Tracey Buckley

THAT staff consider the Whistler Tourist Accommodation Regulation Bylaw as an option for regulating vacation rentals along with other policies for vacation rental controls.

CARRIED

b) Sani-Dump Report

Moved by Tracey Buckley

Seconded by Lisa Longinotto

THAT the Commission asserts that it is critical to community economic development to have a sani dump located in Revelstoke.

CARRIED

7. ACTIVITY REPORT

The report for July and August 2017 was reviewed and noted that acronyms need to be defined. Tracey Buckley advised that there will be a Telus luncheon for businesses at Okanagan College on September 27. Roberta Bobicki noted that it is her goal to keep meetings to 60-90 minutes. The Commission members agreed to have 9 meetings for the 2018 meeting schedule. Mark McKee reported that the Resort draft updated master plan was submitted to the MFLRN Resort Branch and that the provision is in the plan for employee housing to be developed at 10% of bed units developed after phase 1.

8. ADJOURNMENT

Next meeting is October 4, 2017.

Tracey Buckley moved to adjourn meeting at 5:52 pm.



Roberta Bobicki, Chair



Fraser Basin Council

Thompson Regional Committee Meeting Draft Summary for October 10th 2017

In attendance:

Rene Talbot	Columbia Shuswap Regional District	Director
Steve Rice	Thompson-Nicola Regional District	Director
Lee Hesketh	Civil Society (agriculture)	Director (<i>by phone</i>)
Herman Halvorson	Regional District of North Okanagan	Committee member
Andy Oetter	BC MFLNRORD	Committee member
Dieter Dudy	City of Kamloops	Committee member
Angela Bate	Department of Fisheries and Oceans	Committee member (<i>by phone</i>)
Mickey Macri	Squamish-Lillooet Regional District	Committee member
James Gordon	Thompson Rivers University	Committee member (<i>from 10:25</i>)
Mike Simpson	Fraser Basin Council	Staff
Erin Vieira	Fraser Basin Council	Staff

Meeting commenced at 10:00 AM

1. Welcome and introductions

- Mike and Erin welcomed all present. Secwepemc territory was acknowledged.
- The agenda and summary from the last meeting were accepted.

2. Staff Reports

Shuswap Watershed Council

Background	The FBC is the program manager for the Shuswap Watershed Council, a 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 SWC's annual water quality report for 2016 is complete. It presents the highlights from water quality monitoring on Shuswap, Little Shuswap, Adams, Mara and Mabel Lakes as well as Shuswap and Salmon Rivers. The report can be downloaded from www.shuswapwater.ca ; print copies are also available. The next meeting of the Shuswap Watershed Council is on October 25 th .



Nicola Watershed

Background	<p>The FBC is working on a number of different initiatives in the Nicola watershed, see www.nicolaplan.ca for more information.</p> <p>Development of a Nicola Water Management Tool has been underway since 2014 in various stages as funding permits. See below for updates.</p>
Update	<p>Staff will present to City of Merritt Mayor and Council meeting on October 10th to report back on work completed and request ongoing funding for the Nicola work.</p> <p>Groundwater mapping is underway between Merritt and Spences Bridge. MFLNRO staff and Golder Associates will complete the mapping project in March 2018.</p> <p>The groundwater budget development project will also be underway this fall between Merritt and Spences Bridge.</p> <p>Thompson Rivers University, Simon Fraser University, and the University of Northern British Columbia are all working on research projects in the Nicola as part of the Nicola Basin Collaborative Research Group. Planning is underway for a research forum that will be held in Merritt at the Nicola Valley Institute of Technology in February 2018.</p> <p>The development of the Nicola Water Management Tool is complete and the final phase is underway. A webinar is being delivered by ESSA Technologies on October 12th to the Nicola Basin Collaborative Technical Committee. Matching funds have not been obtained for this project and fund development is ongoing.</p> <p>A meeting will be held in Merritt on October 25th as requested by the City of Merritt to discuss the flooding in 2017 and possible mitigation for 2018.</p>

Thompson Steelhead Working Group

Background	<p>The FBC is facilitating a working group of members from the Department of Fisheries and Oceans Canada, Secwepemc and Nlaka'pamux Nations, and the BC Ministry of Forests, Lands and Natural Resource Operations & Rural Development to better manage steelhead in the Thompson and Nicola River systems.</p>
Update	<p>Staff are applying to Sustainable Forest Initiative to support ongoing work of the Steelhead Working Group. The funds will go toward monitoring habitat (flows and temperatures) with a focus on the Bonaparte watershed.</p> <p>380 fish are anticipated in the watershed this Fall.</p>



Fraser Basin Council

Kamloops Air Quality Roundtable

Background	The FBC is the facilitator for the Kamloops Air Quality Roundtable, which is a science-based inclusive collaborative. The Roundtable has four objectives: (1) to educate and raise awareness of air quality issues, (2) to support implementation of the existing City Airshed Management Plan; (3) to identify and address monitoring and data gaps; and (4) to implement actions to improve air quality. FBC provides support to the Roundtable for its meetings 4x per year.
Update	The Roundtable met on October 5 th and discussed wildfire smoke and air quality. The meeting included presentations from Ralph Adams (Ministry of Environment) and Greg Baytalan (Interior Health Authority), and their agencies' respective roles regarding communications and public health bulletins. The Roundtable will next meet in January.

Thompson-Nicola Invasive Plant Management Committee

Background	TNRD has asked FBC for support developing and supporting a new regional invasive plant program to replace/amalgamate two former invasive plant organizations in the region. The Committee is focused exclusively on terrestrial invasive plants.
Update	The inaugural meeting of the new committee will take place on October 11 th .

NEW PROJECT: Nicola Food Action

Background	There is interest in coordinating a local food group in the Merritt area
Update	A kick-off meeting will take place on October 23 rd in Merritt at Nicola Valley Institute of Technology to bring people together to share food and ideas regarding food action in the area..

NEW PROJECT: Skeetchestn Territorial Patrol

Background	Skeetchestn Indian Band is interested in initiating a Territorial patrol. FBC has been asked to help facilitate background research and develop a framework, and ensure a patrol that can complement provincial government roles and responsibilities and engage with other Secwepemc Reconciliation Framework Agreement communities.
Update	Currently negotiating a contract with Skeetchestn.

Other Regional Projects

Wild Salmon Policy meetings	Staff will help facilitate meetings for the Department of Fisheries and Oceans <i>Wild Salmon Policy</i> meetings October 16-19 in Kamloops and Penticton. The Kamloops public open house is being held on Oct 16 at 6:30pm at the Sandman Signature Hotel on Lorne St. More info here .
Local government – First Nations communications	FBC has been retained by the Columbia Shuswap Regional District and Secwepemc communities to facilitate the creation of a



Fraser Basin Council

	communications protocol. A Community-to-Community Forum will kick-start this initiative on November 23 rd 2017.
Robbins Creek Restoration	Restoration project held up by an appeal of the judicial review, but may proceed this fall.

Cariboo Regional Projects

Community Wildfire Protection Plan - Quesnel	Mike Simpson and Cariboo region staff are renewing the Quesnel Community Wildfire Protection Plan, including looking at fuel treatment opportunities on-the-ground. Funding for this work is from UBCM and the Cariboo-Chilcotin Beetle Action Coalition. Mapping is underway and fieldwork will begin later this month.
Community Wildfire Protection Plan – Williams Lake	Staff have applied to UBCM on behalf of the City of Williams Lake to do a new Community Wildfire Protection Plan for the City. FBC facilitated aspects of the 'old' plan for the City and fuel management in the past, and coordinated efforts by the City, regional district, First Nations, and industry to reduce fuel loads on 300 hectares of high risk lands.
Cariboo-Chilcotin Beetle Action Coalition Land and Resource Symposium	CCBAC wants to convene local, First Nations governments and industry groups to assess the challenges and opportunities of wildfires, Douglas-fir bark beetle and other changes to landscape level plans in a symposium to be held October 30 th – 31 st .

4. Fraser Basin Council Business

Operations Committee Report

No report today.

FBC Board of Directors meeting

The next meeting of the FBC Board of Directors is on October 12th in Vancouver. There will be a roundtable discussion on wildfires, and a presentation on the *Wild Salmon Policy* (Department of Fisheries and Oceans).

5. Committee Members' Reports

John Haugen (*in writing*)

- Chief Janet Webster, Lytton First Nation, has written to the Passenger Transportation Board re: concerns over cutbacks to Greyhound bus service



Angela Bate

- DFO is beginning a series of consultations on the *Wild Salmon Policy* (WSP) next week; public open houses will be held in various locations around BC. The purpose is to discuss the draft implementation plan for the WSP. More information on these, including dates and locations for public house meetings and the draft Plan, is available [here](#).
 - The Kamloops public open house is being held Monday October 16th at the Sandman Signature Hotel, 6:30 – 8:30 pm
- Planning is underway for next year's dominant salmon return
- Bob Harding is retiring from the Department; there will be a retirement lunch for him at the Kamloops DFO office on October 16th; TRC members are welcome to attend.

Lee Hesketh

- Hullcar aquifer is going through ministerial review
- Working with DFO to strengthen partnerships through the department's Public Involvement Program and Salmonid Enhancement Program

Steve Rice

- Flood and fire impacts in the TNRD are extensive; economic impacts are substantial. Overall very impressed with emergency efforts by the regional district and the province, and looking forward to a de-brief to discuss what worked well and what could be improved.
- Concerned over steelhead numbers and habitat conditions, and the collateral damage to Spence's Bridge area. Concern over mortality to steelhead by Chum fishery.

Comment from Angela Bate: Resource biologists are working on a model to better assess impacts to Steelhead in the Chum fishery.

Rene Talbot

- CSRD is writing a letter to Greyhound Canada expressing opposition to Greyhound's plans to cut services in rural areas
- Entered into agreement with the Shuswap Trail Alliance for five years for trail maintenance and construction in the region
- Tolko made a presentation to the Board on September 21st
- Met with Minister responsible for Emergency Management at the UBCM convention regarding backcountry safety and closures during wildfire season

Mickey Macri

- Concerns over lack of timely information and maps during wildfire season



- Concern over retaining paramedics in remote communities of SLRD including Seton and Goldbridge
- October 16th – 22nd is waste reduction week
- SLRD will write a letter to the Passenger Transportation Board stating its opposition to cutbacks to Greyhound bus service
- The SLRD is applying for funding to support leadership meetings with the Lillooet Tribal Council and Northern St'at'imc communities
- Bylaws being prepared for marijuana dispensaries

Dieter Dudy

- September 30 byelection results are Ken Christian as mayor, Kathy Sinclair and Ray Dhaliwal as councilors; to be sworn in October 16th
- Went to TransMountain pipeline information session at UBCM last week, with Alberta's Environment Minister and Kinder Morgan president Ian Anderson
- City of Kamloops community benefit agreement with KGHM Ajax is hanging in limbo
- Yates Street emergency water in-take is nearly complete
- Kamloops Daily News site is leveled, and will be a parking lot in the interim
- The public market concept is being re-visited by stakeholders, investors, and others
- Heffley Creek bridge construction contract has been awarded

James Gordon

- A student will show *The Inconvenience Sequel* on October 26th which will feature a live Q&A session with Al Gore; tickets for the event are free but tickets do need to be acquired through EventBrite: inside.tru.ca/2017/10/03/global-q-a-with-al-gore-film/
- Working on sustainability reporting

Herman Halvorson

- Electoral Area directors are looking at conservation program concept for RDNO; will bring it to municipal directors next
- Splat'sin is interested in a guardianship program for Shuswap River; considering how to tie this into potential boating regulations for the river
- Met with Gerry MacDougall at the UBCM convention regarding resources for patrolling the Shuswap River

Andy Oetter

- Updates regarding post-wildfire activities:
 - Thompson Rivers Resource District will be taking over Elephant Hill fire recovery program from the Cariboo District
 - ATV closures in place throughout the Cariboo-Chilcotin region

**Fraser Basin Council**

- Post-fire moose assessments have indicated that none of the collared moose in the region perished in wildfires
- Core business for the Ministry, such as applications, have built up over the summer while staff were seconded to wildfire and emergency operations
- Interest in re-scheduling a clean energy tour to Pennask Wind Farm site next Spring/Summer
- Recent Maclean's magazine has a very interesting [article](#) on invasive species
- Compliance re: post-flood improvements in foreshore in the Okanagan is very good

Next TRC meeting: Tuesday November 14th 2017, 10 AM – 12:00 PM, at the FBC office.



COLUMBIA SHUSWAP REGIONAL DISTRICT

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

October 20, 2017

File No.: Governance, Area F

Sent via email

Minister Selina Robinson
Minister of Municipal Affairs and Housing
Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister Robinson:

**RE: Request for Restructure Planning Grant Funding
Electoral Area F, CSR D – Community Issues Assessment**

Firstly, thank you, Minister Robinson for meeting with our CSR D representatives Chief Administrative Officer, Charles Hamilton, CSR D Administration staff, and myself at the recent UBCM Conference. We appreciated the opportunity to meet you, establish a working relationship with the Minister's office and to present an update about the Electoral Area C Governance Study project in relation to the restructure funding request to your Ministry for the assessment project.

Our delegation also had the opportunity to meet with Ministry of Municipal Affairs and Housing staff on Wednesday, September 27th, 2017 while at the UBCM Conference. This meeting arose as the result of the following resolution that was recently adopted by the CSR D Board:

"THAT: the Board express its support in principle for a funding request for a Governance Study in Electoral Area F, and further that CSR D Administration be directed to meet with Ministry of Municipal Affairs and Housing staff at the 2017 UBCM Conference to broach the topic of potential funding for such a study in Electoral Area F."

In discussing the above resolution topic with Marijke Edmondson, Director, Governance Branch and with Senior Planning Analysts, information was provided to Ministry staff about a recent Governance Review for the Scotch Creek area. The study was undertaken by an independent study group (the North Shuswap Incorporation Feasibility Study Group), in November, 2016. CSR D Director Morgan, Electoral Area F Director, relayed the message to Ministry staff of his interest in pursuing a similar exercise to that of the Area C Governance Study, that would entail the entirety of Electoral Area F. Ministry staff gave a preliminary indication that it would be open to considering a CSR D request for restructure planning grant funding this Provincial fiscal year to undertake a community issues assessment for Area F.

..../2

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE
SALMON ARM
SICAMOUS

October 20, 2017

Request for Restructure Planning Grant Funding
Electoral Area F, CSRD – Community Issues Assessment

Page 2

The purpose of this letter is a formal request to the Minister's office for restructure planning grant funding in the amount of up to \$40,000 for this project in Electoral Area F of the CSRD to be cost-shared by a CSRD contribution of up to \$20,000. We believe that a community initiative assessment would be a helpful process in identifying community needs and issues, and an excellent method of involving a public consultation process to obtain perspectives from the Area F community. This is a project that the CSRD would like to initiate later this 2017 year or in the first quarter of 2018 at the latest.

In pursuing this funding application, CSRD Administration would develop a Terms of Reference for the project, in collaboration with Ministry of Municipal Affairs and Housing staff.

Your favourable consideration of the CSRD's request for restructure funding in support of Electoral Area F would be greatly appreciated.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:

Rhona Martin
CSRD Board Chair

cc: Marijke Edmondson, Director, Governance and Structure Branch, Ministry of Municipal Affairs and Housing
Brad Smith/Arielle Guetta, Senior Planning Analysts, Ministry of Municipal Affairs and Housing
Larry Morgan, Director, Electoral Area F

Laura Schumi

From: Laura Schumi
Sent: Tuesday, October 17, 2017 10:28 AM
To: Laura Schumi
Subject: FW: Request for CSRD Board Resolution for October Late Agenda - Support for City of Revelstoke Request - Municipal and Regional Tax (MRDT) - Hotel Room Tax

Importance: High

From: Director Parker
Sent: Thursday, October 12, 2017 9:35 AM
To: Lynda Shykora <LShykora@csrd.bc.ca>; Charles Hamilton <chamilton@csrd.bc.ca>
Subject: FW: Request for CSRD Board Resolution

I realize I might have confused you with this request. The original request was from Alan Mason [he was on his son's computer I think..] and the reminder was from Nicole Fricot who is the new Director of Economic Development. This slipped off my plate as I was dealing with family issues..

Thanks again!

From: Loni Parker <lparker@csrd.bc.ca>
Date: Thursday, October 12, 2017 at 9:09 AM
To: Lynda Shykora <Lshykora@csrd.bc.ca>, Charles Hamilton <chamilton@csrd.bc.ca>
Subject: FW: Request for CSRD Board Resolution

Hi Lynda,

I was just reminded of this request and hope it is possible to get this on the late agenda for Oct. It is very important to the City. Thanks in advance!

Loni.

From: gavin mason <gavinmason505@gmail.com>
Date: Wednesday, September 20, 2017 at 3:14 PM
To: Loni Parker <lparker@csrd.bc.ca>
Cc: Mark McKee <mmckee@revelstoke.ca>, "nfricot@revelstoke.ca" <nfricot@revelstoke.ca>
Subject: Request for CSRD Board Resolution

Hi Loni! Thanks for the call yesterday, and just following up on a brief conversation we had at the Nels Nelson opening. The Accommodation Association has contracted me to prepare the renewal application for the Municipal and Regional District Tax (MRDT-the 2% hotel tax) which is being submitted by the City of Revelstoke. I have been working with Nicole and Meghan Tabor to get this ready.

One of the requirements for the application is a Resolution from the CSRD Board that they support the application. Even though none of the hotel properties are located outside the city limits, Destination BC still requires a letter of support from the regional district. This is the third application we have made for the MRDT and the CSRD Board provided letters of support for the first two applications.

The wording for the Resolution can be as follows:

That the CSRD Board of Directors supports the application by the City of Revelstoke to renew the Municipal and Regional District Tax at a rate of 2% for a further five year term.

The application is due for submission at the end of October, so if the Board could deal with this at the October Board meeting that would be great.

Thanks.

Sent from Mail for Windows 10



BOARD REPORT

TO: Chair and Directors

File No: 7200 33 01

SUBJECT: Nicholson Fire Suppression Service Area Amendment

DESCRIPTION: Report from Darcy Mooney, Manager, Operations Management, dated October 15, 2017. Nicholson Fire Suppression Service Area Amendment.

RECOMMENDATION #1: THAT: "Nicholson Fire Suppression Service Area Amendment Bylaw No. 5763", be read a first, second and third time this 19th day of October, 2017.

SHORT SUMMARY:

The CSR is in receipt of a petition from owners of property currently lying outside of the boundaries of the existing Nicholson Fire Suppression Service Area requesting they be included in the service area.

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

The Nicholson Fire Suppression Service Area is established by bylaw and occasionally owners of property currently outside the existing service area will petition the CSR for inclusion. An informal petition was received in September 2017 requesting the inclusion of one property lying to the southeast of the existing Nicholson Fire Suppression Service Area on McMurdo Road. The Nicholson Fire Chief has determined the property is within an appropriate distance from the Nicholson Fire Hall and should be considered for inclusion into the service area. The Electoral Area Director also supports the inclusion.

A public assent process (formal petition) was initiated and staff has determined sufficiency and validity of the petition and has drafted an amendment bylaw which will extend the Nicholson Fire Suppression Service Area to include this property.

POLICY:

Nicholson Fire Suppression Service Area Amendment Bylaw No. 5763 will be brought back for consideration of adoption at the November 2017 regular Board meeting.

FINANCIAL:

The property to be included in the Nicholson Fire Suppression Service Area will pay property tax based on assessment consistent with the properties currently within the service area.

KEY ISSUES/CONCEPTS:

The amendment to the service area will extend the boundary to include one property located on McMurdo Road.

IMPLEMENTATION:

The property will be included in the Fire Suppression Service Area effective December 31, 2017.

COMMUNICATIONS:

Upon adoption of the bylaw, correspondence and maps will be sent to the Nicholson Fire Department advising of the service area extension. Property owners will also be advised of the bylaw adoption and the inclusion of their properties into the service area. Both Surrey Fire Dispatch and the 911 dispatch will be advised of the change. In addition, BC Assessment will be advised of the inclusion for the 2018 assessment roll.

DESIRED OUTCOMES:

The Board approve the extension of the Nicholson Fire Suppression Service Area and adopt Bylaw No. 5763.

BOARD'S OPTIONS:

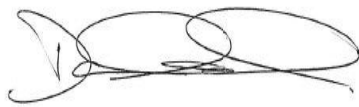
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

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

Report Approval Details

Document Title:	Nicholson Fire Suppression Service Area Amendment 2017.docx
Attachments:	- BL5763 Nicholson Fire Suppression Amendment Bylaw.docx - Certificate of Sufficiency.pdf
Final Approval Date:	Oct 17, 2017

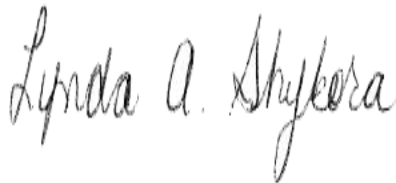
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Oct 17, 2017 - 8:23 AM

No Signature - Task assigned to Jodi Pierce was completed by assistant Chelsea Kraft

Jodi Pierce - Oct 17, 2017 - 11:09 AM



Lynda Shykora - Oct 17, 2017 - 11:35 AM



Charles Hamilton - Oct 17, 2017 - 12:44 PM

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 5763

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

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

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

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

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

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

BOUNDARY

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

EFFECTIVE DATE

3. This Bylaw will come into effect on December 31, 2017.

Bylaw No. 5763

Page 2

CITATION

4. This Bylaw may be cited as the "Nicholson Fire Suppression Service Area Amendment Bylaw No. 5763".

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

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

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

ADOPTED this _____ day of _____, 2017.

CHIEF ADMINISTRATIVE OFFICER

CHAIR

CERTIFIED a true copy of
Bylaw No. 5763 as read a third time.

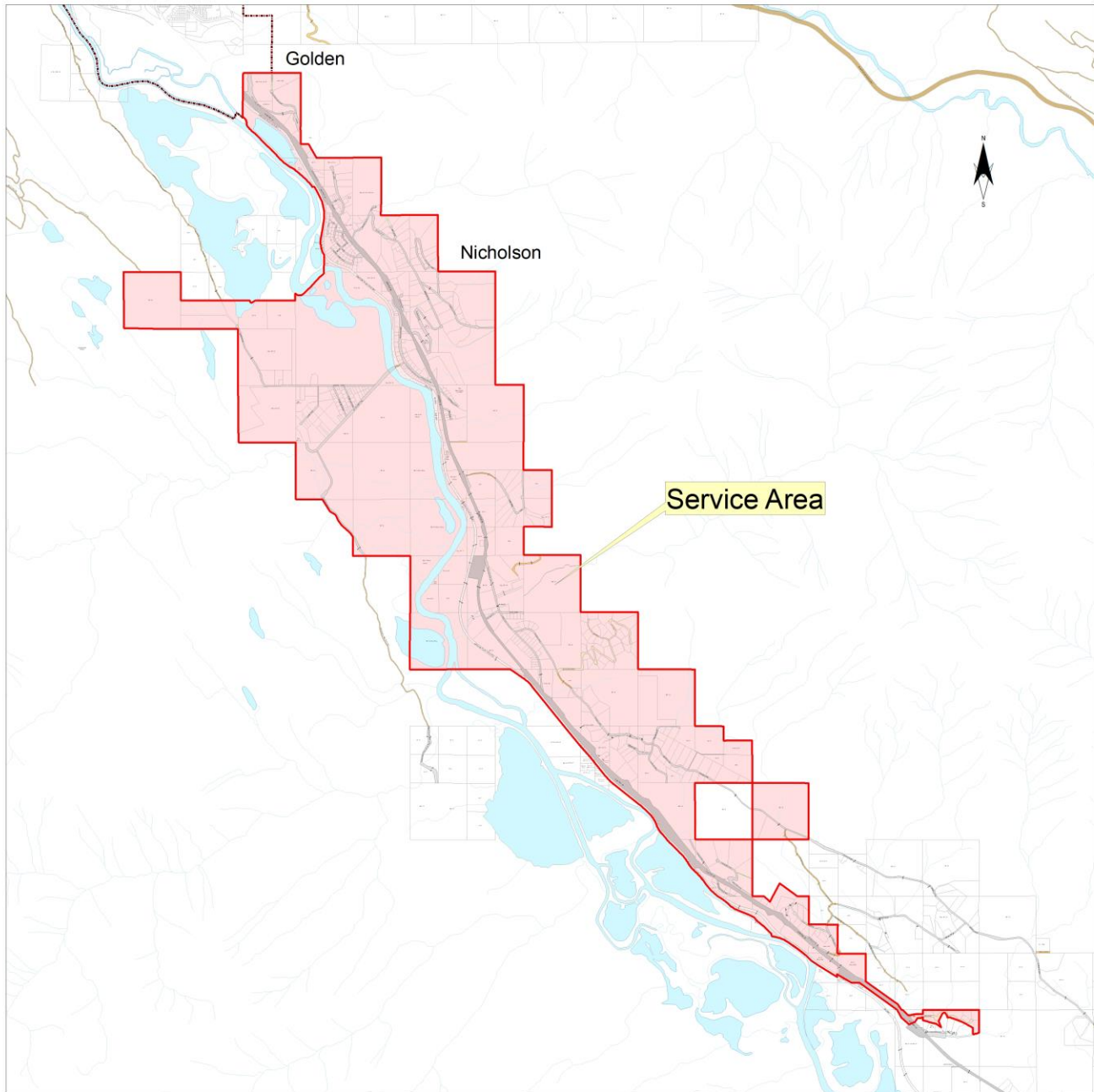
CERTIFIED a true copy of
Bylaw No. 5763 as adopted.

Deputy Manager of Corporate
Administration Services

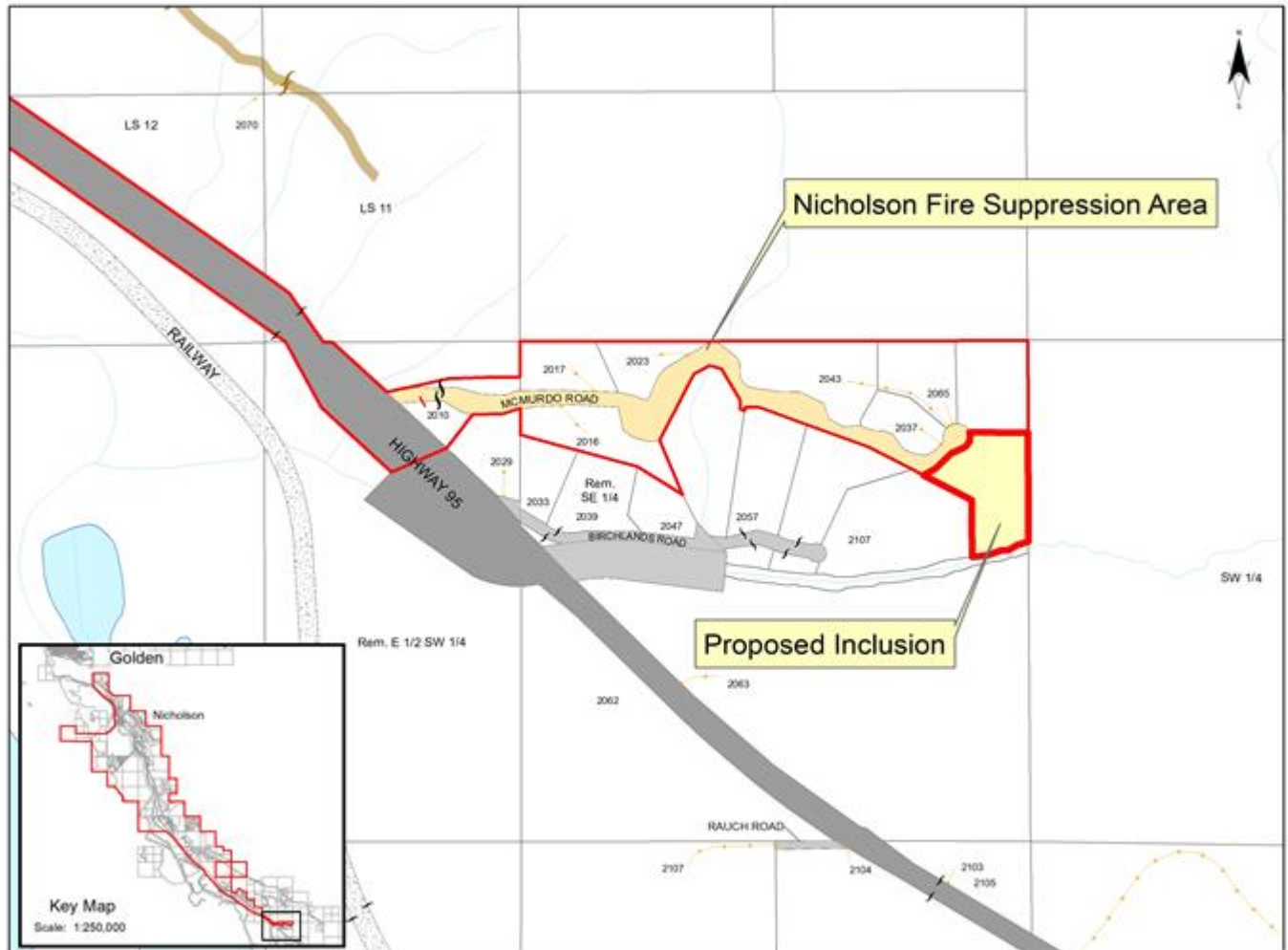
Deputy Manager of Corporate
Administration Services

**NICHOLSON FIRE SUPPRESSION
SERVICE AREA AMENDMENT BYLAW NO. 5763**

SCHEDULE "A"



**NICHOLSON FIRE SUPPRESSION
SERVICE AREA AMENDMENT BYLAW NO. 5763
SCHEDULE "B"**





COLUMBIA SHUSWAP REGIONAL DISTRICT

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File: Bylaw No. 5260

CERTIFICATE OF SUFFICIENCY

NICHOLSON FIRE SUPPRESSION SERVICE AREA EXTENSION

Pursuant to Section 337 of the Local Government Act, and based on the following criteria, I hereby certify the petition received by 4:00 PM (PDT), October 16, 2017 by the Corporate Officer, Columbia Shuswap Regional District (CSRD), requesting the CSRD to extend the boundaries of the Nicholson Fire Suppression Service Area to include the property described on the Data Sheet on the reverse of the petition for McMurdo Road dated October 12, 2017, to be **SUFFICIENT** for the purposes of extending the boundaries of the Nicholson Fire Suppression Service Area:

Total Parcels in Proposed Area	1
Total Petitions Required (50% of the owners of parcels liable to be charged for the service)	1
Total Valid Petitions Received	1 (100%)
Total Assessment of Property to be included	\$147,000
Total Assessment Required (50% of net taxable value of all Land and improvements within the additional Service Area)	\$147,000
Total Assessment of Valid Petitions Received	\$147,000


Lynda Shykora, Deputy Manager
Corporate Administration Services

Dated this 13th day of October, 2017

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS



BOARD REPORT

TO:

Chair and Directors

File No: 7200 35 01

SUBJECT:

Area B Fire Services Update

DESCRIPTION:

Report from Darcy Mooney, Manager, Operations Management, dated October 17, 2017. Update on the negotiations with the City of Revelstoke regarding the Area B Fire Suppression Agreement.

RECOMMENDATION #1:

THAT: the Board request the City of Revelstoke Council amend its resolution adopted at the December 6, 2016 Regular Council Meeting and extend the termination date for an additional 12 months to December 31, 2018 for the existing Fire Protection Service Agreement between the CSR D and the City of Revelstoke, in order to provide time for the CSR D to consult with Electoral Area B property owners within the Service Area and to review the outcome of the Area B South Revelstoke Diagnostic Inventory on Governance, Land Use and Service Delivery.

SHORT SUMMARY:

During the regular Council meeting on December 6, 2016, the City of Revelstoke passed a resolution to give official notice to the CSR D Board of its intent to terminate the Area B Fire Suppression Agreement effective December 31, 2017, in favour of negotiating a new updated agreement. Since this time CSR D staff have attempted to negotiate a new Agreement in good faith. Staff are asking for Board support to request that the City of Revelstoke amend its resolution from a termination date of December 31, 2017 to December 31, 2018. This will give additional time for the CSR D staff to consult with the property owners located in the Electoral Area B Fire Suppression Area, and to review the results of the Area B South Revelstoke Diagnostic Inventory Project, which is an analysis of governance, land use, and service delivery in the South Revelstoke area and outcomes of community consultation on future potential boundary extension. The Diagnostic Inventory Report is expected to be complete this fall, 2017.

VOTING:

Unweighted
Corporate



LGA Part 14
(Unweighted)



Weighted
Corporate



Stakeholder
(Weighted)



BACKGROUND:

The Electoral Area B fire suppression agreement between the CSR D and the City of Revelstoke (CoR) was initiated in 1980 and has remained unchanged since that time. The Area B Fire Suppression Service Area provides contracted fire suppression services from the CoR to approximately 250 properties located in Electoral Area B. On average over the past five years, the CoR responds to an average of less than five fire related calls per year to the service area. In 2015, the CSR D identified to the CoR that this agreement be reviewed and modernized. In the spring of 2016, the CoR provided an initial draft Agreement to the CSR D that focussed on the CoR's desire to provide a full scale hazard level of fire suppression response to Area B including first responder and road rescue services. A host of additional conditions were also outlined in the initial draft, including the implementation of a full scale building inspection service, a new water tender and other specialized equipment be supplied by the CSR D.

At the regular Board meeting held in January 2017, the CSRD Board received notification from the CoR that the provision of fire services to Area B residents would terminate effective December 31, 2017. In the notification letter, the CoR identified the need to renegotiate the agreement with the CSRD in order to ensure that fire protection in Area B is continued. The letter also advised that it had appointed Fire Chief, Rob Girard, as the facilitator of the negotiations on behalf of the CoR.

In March 2017, the CSRD received an updated draft Fire Protection Agreement for Area B from the Fire Chief (drafted by their solicitor) which highlighted a number of areas of concern including:

- the need for a new 3000 gallon water tender and other specialized apparatus for calls related to the BC Hydro draw-down lands; and
- the current annual contract contributions from the service area to the CoR (approximately \$100,000 per year) were insufficient to meet the CoR's liabilities and a 12% premium to the contract rate would need to be levied.

CSRD staff reviewed the draft agreement and calculated that the increased costs based on the service upgrades requested by the CoR would exceed 160% over what property owners paid in previous years.

CSRD staff had productive and fruitful meetings with representatives of BC Hydro who are committed to finding and contributing towards a workable solution to fighting grass fires on the draw-down lands. CSRD staff also advanced alternative options for a new water tender including the utilization of available contract water haulers able to transport over 3000 gallons of water to a fire scene on short notice. These options were all part of a negotiation aimed to address the needs of both the CSRD and the CoR in attempts to avoid extremely high fixed and maintenance costs of expensive apparatus that would infrequently be required.

Since March 2017, CSRD staff has had multiple meetings with CoR staff, BC Hydro staff and the Area B Director with CoR Council, all in an attempt to develop a fair agreement that provides practical, efficient and affordable solutions for both parties.

On September 25, 2017 the CSRD received a letter from the CoR's solicitor rejecting the ideas advanced for discussion regarding alternatives to the purchase of a new water tender. The letter also stipulated that if the CSRD and the CoR do not have an agreement in place, including the supply of a water tender by December 31, 2017, the City will cease to provide fire services to Area B. This letter came as a complete surprise to CSRD staff who were attempting to negotiate in good faith with the CoR staff and had received assurance from the CoR's Committee of the Whole meeting on June 8, 2017 that services would not be arbitrarily withdrawn.

On October 13, 2017 a letter was received from the CoR Chief Administrative Officer (CAO), Alan Chabot, directed to the CSRD Board asking for the Board to reject the recommendation contained in this report and to instruct CSRD staff to redouble its efforts to resolve the matter or inform the rural service area residents that as of midnight December 31, 2017 they will no longer have fire suppression service.

The CSRD understands that the supply of an additional water tender to the CoR fleet of fire apparatus would provide the property owners of the service area with the maximum level of response for efficiency and protection. The CSRD also recognizes that water tenders are costly to purchase and maintain, and from 1980 to present, the CoR has not required this additional equipment to provide Area B with protection. The Area B service area taxpayers have not capitalized or planned for this large purchase and, therefore, current capital dollars are not available.

KEY ISSUES/CONCEPTS:

CSRD staff has endeavoured to work collaboratively to provide practical and affordable solutions to help overcome the concerns addressed by the CoR. As a solution that is acceptable to both parties is yet to be determined, CSRD staff will need additional time to consult with the taxpayers within the Area B Fire Suppression Service Area regarding the options identified to date, including the potential substantial increase in taxes for the service. Furthermore, a diagnostic inventory project currently being conducted for South Revelstoke could recommended broad changes to the CoR/Area B boundary which will need consideration. Approximately one half of the Area B Fire Suppression Area is contained in the South Revelstoke Diagnostic project area.

DESIRED OUTCOMES:

The Board request the City of Revelstoke Council extend the existing agreement for an additional year (to December 31, 2018) in order to allow for consultation with the residents of Area B.

Alternate Recommendation 1:

The CSRD Board request that the CoR Council consider a new one or two year interim agreement that would have the CSRD provide for and implement a financial model to purchase a water tender over the longer term, and in the interim subsidize the CoR's water shuttling capability with the supply of contracted water hauling resources, and address apparatus needs in the BC Hydro draw-down lands.

Alternate Recommendation 2:

The CSRD Board direct staff to notify the property owners within the Area B fire suppression service area that the CSRD has received notice from the City of Revelstoke that effective December 31, 2017 fire suppression service will be terminated for the properties contained in the service area.

- Rationale for the Alternate Recommendation 2: Given the recent correspondence received from the CoR CAO on October 13, 2017, it appears that the City is not prepared to provide fire suppression to the Area B service area participants in the absence of an agreement and that the CSRD was unsuccessful in negotiating a fair, reasonable, and equitable service agreement.

BOARD'S OPTIONS:

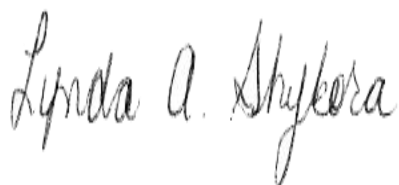
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board, such as Alternate Recommendation 1 or Alternate Recommendation 2, above.*

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

Report Approval Details

Document Title:	Area B Fire Suppression Agreement City of Revelstoke Update.docx
Attachments:	- ltr to csrd re rural fire - oct13-17.pdf
Final Approval Date:	Oct 17, 2017

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



Lynda Shykora - Oct 17, 2017 - 11:22 AM



Charles Hamilton - Oct 17, 2017 - 11:34 AM



City of Revelstoke

P.O. Box 170, Revelstoke, British Columbia V0E 2S0
revelstoke.ca

Board of Directors, Columbia Shuswap Regional District
c/o Charles Hamilton, CAO/CO
555 Harbourfront Drive NE
PO Box 978
Salmon Arm, BC V1E 4P1

VIA E-mail: chamilton@csrd.bc.ca and lshykora@csrd.bc.ca

Dear Chair Martin and Board Directors,

RE: October 10, 2017 Board Report from Darcy Mooney, Operations Management,
regarding Area B Fire Services Update.

I write in regards to efforts to negotiate a new, modern, fire services agreement to provide fire protection in a specified area of Area B and to provide some additional information for the Board's consideration of Mr. Mooney's report.

In his report, Mr. Mooney states that: *In March 2017, the CSRD received a new draft Fire Protection Agreement for Area B from the Fire Chief...*. In fact, the first draft of a new fire protection agreement for the specified area of Area B was provided to CSRD staff in March of 2016. After discussion of that first draft agreement it was amended to reflect our discussions and a further draft was provided to the CSRD by the City's solicitor in April of 2016. Since that time, the City has made sincere attempts to negotiate a replacement agreement for one that is 37 years old that meets the needs of the rural fire protection area, providing adequate response to protect property and persons in the fire service area and our Revelstoke firefighters.

The lack of fire hydrants or static water sources available year-round in the rural fire protection area means that water must be shuttled from hydrants in the City to suppress fires in the rural area. Experience has shown that one shuttle is insufficient to provide this service effectively. Simply put, the provision of an additional water tender for fire protection in the rural area is not an item that is 'nice to have' but one that we deem to be essential. Discussions between the City and CSRD staff about the need for an additional water tender for rural fire protection go back as far as early 2013 before a draft agreement was presented that reflected those discussions in early 2016.

Genuine efforts to reach an agreement on a replacement agreement have been ongoing for a number of years and have continued to this day. The City has looked for innovative

**DEVELOPMENT
SERVICES**

(250) 837-3637
development@revelstoke.ca

PUBLIC WORKS

(250) 837-2001
works@revelstoke.ca

FINANCE

(250) 837-2161
finance@revelstoke.ca

**FIRE RESCUE
SERVICES**

(250) 837-2884
fire@revelstoke.ca

**PARKS, RECREATION
& CULTURE**

(250) 837-9351
prc@revelstoke.ca

**CORPORATE
ADMINISTRATION**

(250) 837-2911
admin@revelstoke.ca

**COMMUNITY
ECONOMIC DEVELOPMENT**

(250) 837-5345
ced@revelstoke.ca

solutions and cost-saving measures for service provision but at the end of the day there are certain basic requirements, such as a water tender, that are non-negotiable in the view of the City. How the CSRD goes about acquiring and funding that requirement is for it to decide and we have offered suggestions in that regard over the applicable timeframe.

In regards to the notice of termination of the existing rural fire service agreement effective at midnight on December 31, 2017, in his report Mr. Mooney states: *This letter (referencing a letter from the City's solicitor sent on September 25, 2017 reminding the CSRD of the imminent expiration of the current agreement amongst other things) came as a complete surprise to CSRD staff who were attempting to negotiate in good faith with the CoR staff.* In fact, CSRD staff were advised in December 2016 that City Council had passed a resolution giving notice of the termination of the existing agreement effective on December 31, 2017. That resolution was received by the Regional District Board at its meeting in January 2017 so it is hard to understand how any of this could come "... as a complete surprise...".

The City gave notice of termination to create an impetus and momentum towards arriving at a replacement agreement as the pace of negotiations and progress made during 2016 and before gave no indication that a replacement agreement was a priority of the CSRD or recognized the very real need to change the approach to fire fighting in the rural area and address the large liability to the City that the existing agreement does not address.

In his report, Mr. Mooney states that under the current proposal rural residents' cost for fire protection service might increase by well over 160%. While we understand that is a large increase and cause for concern it is worth bearing in mind what the rural residents fire insurance premiums might be without fire protection. I would suggest that it is highly likely that those insurance premiums would increase by more than increased cost of the service.

The existing agreement, given its age and means of approval is not capable of being extended for an additional period of time after notice of its termination has been given. I therefore ask that you reject Mr. Mooney's recommendation in his report and instruct your staff to redouble their efforts to resolve the matter or inform the rural service area residents that as of midnight on December 31, 2017 they will no longer have fire protection services and that they should contact their insurers to discuss same.

Yours truly,
City of Revelstoke



Allan Chabot, Chief Administrative Officer



BOARD REPORT

TO: Chair and Directors

File No: 6130 10 04

SUBJECT: Area C Parks Maintenance Agreement Extension

DESCRIPTION: Report from Darcy Mooney, October 13, 2017. Area C Parks Maintenance Agreement Extension R.B.W Forestry and Landscaping

RECOMMENDATION #1: THAT: the Board empower the authorized signatories to extend the existing Electoral Area C Parks Maintenance Agreement with R.B.W Forestry and Landscaping Company for an additional 12 month term from November 1, 2017 expiring on October 31, 2018 for the maintenance of twenty (20) parks within Electoral Area C for the equivalent remuneration rates as the 2016/2017 maintenance season.

SHORT SUMMARY:

The agreement for the maintenance of twenty (20) parks within Area C expires on October 31, 2017. R.B.W Forestry and Landscaping Company (RBW) has been maintaining these parks for the past ten years. CSR D Parks has established a good working relationship with RBW because of the length of service the company has been providing the maintenance services.

VOTING:

Unweighted
Corporate

☐

LGA Part 14
(Unweighted)

☐

Weighted
Corporate

☒

Stakeholder
(Weighted)

☐

BACKGROUND:

R.B.W Forestry and Landscaping Company (RBW) has been providing quality service as the parks maintenance contractor in Electoral Area C for over ten years. The current agreement includes the maintenance of several well-utilized parks in Area C such as Sorrento Blind Bay Park, John Evdokimoff Community Park, White Lake Community Park, Balmoral Trailhead and Cedar Heights Community Park. R.B.W has agreed to provide the maintenance services for an additional twelve month term for the same rates as the 2016/2017 season.

Staff is recommending an extension to the agreement with the existing contractor for the same rates as 2017, in order to provide staff with ample time to re-evaluate, amend and improve the existing scope of works for parks maintenance. The updated Area C Parks Plan recommends several improvements in maintenance standards that will need to be incorporated into new maintenance agreements. The Invitation to Tender for the Area C Parks Maintenance agreement will be released for public tender in the summer of 2018.

POLICY:

In accordance with Policy No. F-32, Procurement of Goods and Services, Board authorization is required for any sole source contract over \$10,000.

FINANCIAL:

RBW's remuneration rates (see attached "Schedule B, Remuneration Schedule") are cost effective with no increase to the rates for the next twelve months.

KEY ISSUES/CONCEPTS:

This extension will allow ample time for staff to re-evaluate, amend and improve the existing scope of works for parks maintenance services within Electoral Area C and release in a public tendering process.

IMPLEMENTATION:

If approved by the Board, the agreement will be executed by the CSRD and R.B.W and will commence on November 1, 2017.

COMMUNICATIONS:

R.B.W will be advised of the Board's decision.

DESIRED OUTCOMES:

The Board approve the recommendation to extend the existing parks maintenance agreement with R.B.W.

BOARD'S OPTIONS:

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

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

Report Approval Details

Document Title:	Area C Parks Maintenance Contract Extension RBW Oct2017.docx
Attachments:	- Parks Maintenance Remuneration Schedule B.pdf
Final Approval Date:	Oct 17, 2017

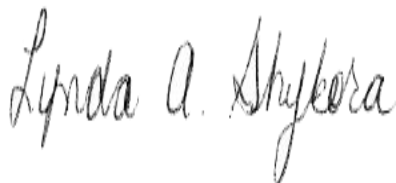
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Oct 17, 2017 - 8:39 AM

No Signature - Task assigned to Jodi Pierce was completed by assistant Chelsea Kraft

Jodi Pierce - Oct 17, 2017 - 11:14 AM



Lynda Shykora - Oct 17, 2017 - 11:28 AM



Charles Hamilton - Oct 17, 2017 - 11:36 AM

**SCHEDULE "B"****REMUNERATION SCHEDULE**

The Contractor agrees the remuneration rates outlined below are inclusive of all duties, personnel, costs, charges etc. (excluding applicable taxes). The Rate per term will be paid by the Regional District in equal monthly instalments upon receipt of the Contractor's invoice.

ANNUAL MAINTENANCE PARKS	October 16, 2015 to October 31, 2016	November 1, 2016 to October 31, 2017	November 1, 2017 to October 31, 2018
Balmoral Trailhead	\$6,375.00	\$6,242.40	\$6,242.40
Caen Road Community Park	\$4,830.20	\$4,720.29	\$4,720.29
Harbour Road Boat Launch	\$3,506.25	\$3,433.32	\$3,433.32
Sorrento/Blind Bay Park	\$26,562.50	\$26,010.00	\$26,010.00
White Lake Community Park	\$8,500.00	\$8,323.20	\$8,323.20

**SCHEDULE "B" (cont.)****REMUNERATION SCHEDULE**

The Contractor agrees the remuneration rates outlined below are inclusive of all duties, personnel, costs, charges etc. (excluding applicable taxes). The Seasonal Rate will be paid by the Regional District in equal monthly installments upon receipt of the Contractor's invoice during the active work season (April 30, May 31, June 30, July 31, August 31, September 30, and October 31).

SEASONAL MAINTENANCE PARKS	April 1, 2016 to October 31, 2016	April 1, 2017 to October 31, 2017	April 1, 2018 to October 31, 2018
Cedar Heights Community Park	\$6,490.90	\$6,620.72	\$6,620.72
Ferro Road Lake Access	\$1,605.85	\$1,637.97	\$1,637.97
Gail Road Community Park	\$3,927.00	\$4,005.54	\$4,005.54
Gillespie Road Community Park	\$3,213.00	\$3,277.26	\$3,277.26
Hugh Road Community Park	\$2,998.80	\$3,058.78	\$3,058.78
John Evdokimoff Community Park	\$3,570.00	\$3,641.40	\$3,641.40
MacArthur Heights Trailhead	\$3,570.00	\$3,641.40	\$3,641.40
Markwart Road Boat Launch	\$3,213.00	\$3,277.26	\$3,277.26
Notch Hill Community Park	\$4,641.00	\$4,733.82	\$4,733.82
Reedman Road Community Park	\$1,999.20	\$2,039.18	\$2,039.18
Robertson Road Lake Access	\$2,142.00	\$2,184.84	\$2,184.84
Rocky Point Road Community Park	\$2,142.00	\$2,184.84	\$2,184.84
Shannon Beach Community Park	\$5,569.20	\$5,680.58	\$5,680.58
Whitehead Road Boat Launch	\$4,284.00	\$4,369.68	\$4,369.68
Wild Rose Bay Community Park	\$3,505.10	\$3,575.20	\$3,575.20

COLUMBIA SHUSWAP REGIONAL DISTRICT**BYLAW NO. 5758**

A bylaw to establish a service area within Electoral Area 'E' of the Columbia Shuswap Regional District for the purpose of providing fire suppression for Annis Bay.

WHEREAS a regional district may, by bylaw, establish and operate a service under the provisions of the Local Government Act;

AND WHEREAS the Board of the Columbia Shuswap Regional District wishes to establish a service within Electoral Area 'E' for the purpose of providing fire suppression to the Annis Bay area within Electoral Area 'E';

AND WHEREAS the Board has submitted the proposal to establish the service to the electors within Electoral Area 'E' and approval of the electors, pursuant to the Local Government Act, has been obtained;

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

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

SERVICE

1. To establish within Electoral Area 'E' a service area to be known as the "Annis Bay Fire Suppression Service Area".

SERVICE AREA

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

PARTICIPATING AREA

3. The participating area in the named service is a portion of Electoral Area 'E'.

REQUISITION

4. The maximum amount of money that may be requisitioned for the service provided under Section 1 of this bylaw will be \$1.00/\$1000 of net taxable value of land and improvements within the service area. .

COST RECOVERY

5. The annual costs shall be recovered by requisition of money to be collected by a property value tax on land and improvements within the service area.
6. The Regional District may enter into contractual arrangements with the District of Sicamous, or others, for the delivery of this service.

FORCE AND EFFECT

7. This bylaw will come into effect on December 31, 2017.

CITATION

8. This bylaw may be cited as "Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758."

READ a first time this 21st day of September, 2017.

READ a second time this 21st day of September, 2017.

READ a third time this 21st day of September, 2017.

APPROVED by the Inspector of Municipalities this ____ day of _____, 2017.

RECEIVED elector approval this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

CHIEF ADMINISTRATIVE OFFICER

CHAIR

CERTIFIED a true copy of
Bylaw No. 5758 as read a third time.

CERTIFIED a true copy of
Bylaw No. 5758 as adopted.

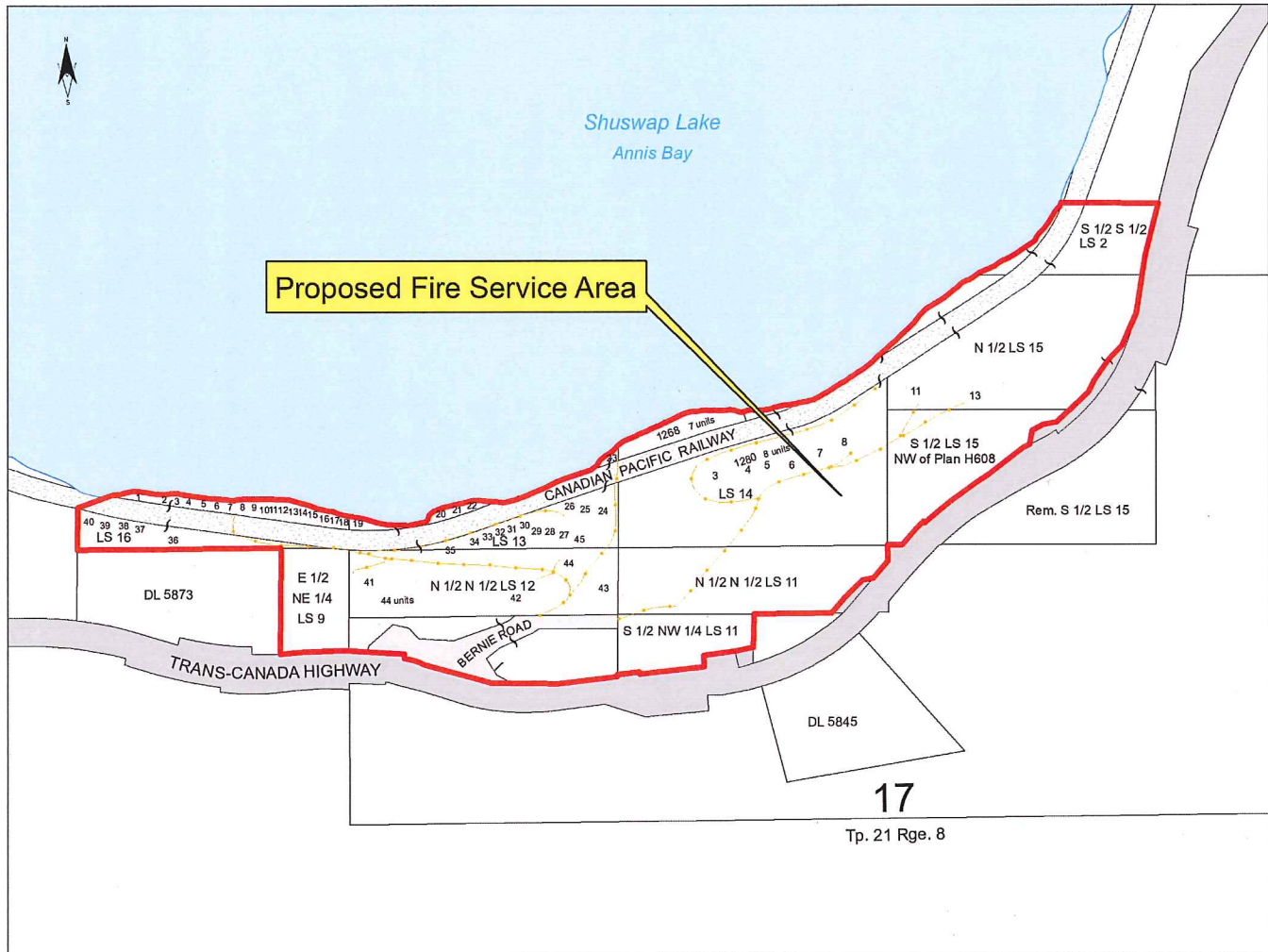


Deputy Manager of Corporate
Administration Services

Deputy Manager of Corporate
Administration Services

SCHEDULE A

ANNIS BAY FIRE SUPPRESSION SERVICE AREA





Statutory Approval

Under the provisions of section _____ 342

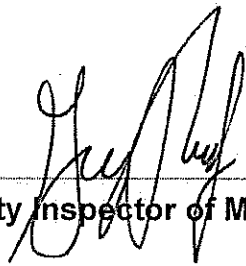
of the _____ Local Government Act

I hereby approve Bylaw No. _____ 5758

of the _____ Columbia Shuswap Regional District,

a copy of which is attached hereto.

Dated this 13 *day*
of October *, 2017*



Deputy Inspector of Municipalities



BOARD REPORT

TO: Chair and Directors

File No: Bylaw 5761

SUBJECT: Building Inspection Area F Service Area Establishment Amendment

DESCRIPTION: Report from Lynda Shykora, Deputy Manager, Corporate Services, dated October 16, 2017. A Bylaw to amend building inspection service Bylaw No. 570 and its amendments.

RECOMMENDATION: THAT: "Building Inspection Service Area Amendment Bylaw No. 5761" be read a first, second and third time this 19th day of October, 2017.

SHORT SUMMARY:

The process to establish building inspection service in all electoral areas of the Columbia Shuswap Regional District was initiated by the CSR (Electoral Area Director consent) and support from the Electoral Area Directors in Electoral Area B, Electoral Area E and Electoral Area F was received at the September 21, 2017 Board meeting. In order to continue the building inspection service in the existing areas of Electoral Area F an amendment is required to Bylaw 570 for housekeeping updates.

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

The public engagement and open houses are now complete with regard to implementation of building regulation in in Electoral Areas B, E and F. The Board approved a motion at the September 21, 2017 meeting confirming the participation of Electoral Areas B, E and the existing service area of Electoral Area F in the new proposed Building Regulation service. In advance of the new building regulation service a service establishment bylaw is necessary for taxation purposes.

POLICY:

"Building Inspection Service Area Amendment Bylaw No 5761" will be brought back to the Board for consideration of adoption after approval has been received from the Inspector of Municipalities.

FINANCIAL:

The properties within Area F for building inspection services will continue to pay a property value tax based on land and improvements within the service area. Further information regarding budget implications will be referred to the budget process.

KEY ISSUES/CONCEPTS:

The bylaw will complete necessary housekeeping updates to remove outdated services and language from Bylaw No. 570 and its amendments.

IMPLEMENTATION:

If approved by the Board, the bylaw will be sent to the Province for approval. Once Provincial approval has been given, the bylaw can be adopted by the Board.

DESIRED OUTCOMES:

The Board will approve the amendment of the Building Inspection Extended Service Area for Electoral Area F and proceed with the first three readings of Bylaw No. 5761.

BOARD'S OPTIONS:

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

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

Bylaw No. 5761 Building Inspection Service Area Amendment

Bylaw 570 and Amendments

Report Approval Details

Document Title:	2017 10 19 Board Building Inspection Area F Bylaw Amendment.docx
Attachments:	<ul style="list-style-type: none"> - BL 5761 Building Inspection Extended Service Area Establishment No. 570 Amendment.pdf - BL570 AMENDED.pdf - BL599.pdf - BL627.pdf - BL629.pdf
Final Approval Date:	Oct 18, 2017

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



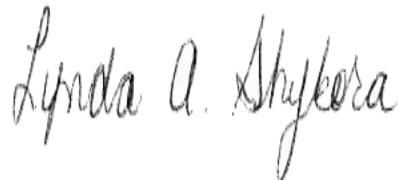
Corey Paiement - Oct 17, 2017 - 4:05 PM



Gerald Christie - Oct 17, 2017 - 4:09 PM

No Signature - Task assigned to Jodi Pierce was completed by assistant Chelsea Kraft

Jodi Pierce - Oct 18, 2017 - 8:30 AM



Lynda Shykora - Oct 18, 2017 - 8:39 AM

No Signature - Task assigned to Charles Hamilton was completed by assistant Lynda Shykora

Charles Hamilton - Oct 18, 2017 - 8:45 AM

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 5761

A bylaw to amend Building Inspection Extended Service Area Establishment Bylaw No. 570.

WHEREAS the Board of the Columbia Shuswap Regional District wishes to amend "Building Inspection Extended Service Area Establishment Bylaw No. 570" to remove the participating service area of Electoral Area B and to remove the participating service area of Electoral Area E in this bylaw;

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

1. Bylaw 570 is amended by deleting Section 2 and replacing with it the following:
 - "2. The participating service area boundaries are contained within Electoral Area F and more particularly as described in "Schedule A Building Inspection Area – Area 'F'"
2. Bylaw 570 is amended by deleting "Schedule A Building Inspection Area – Area 'B'" and by deleting "Schedule B Building Inspection Area – Area 'E'".
3. Bylaw 570 is amended by deleting Schedule C thereto and replacing it with Schedule A Building Inspection Area – Area 'F', which is attached hereto and forms part of this bylaw.
4. Bylaw 570 is amended by deleting Section 3 and replacing it with the following:
 - "3. The participating area in the named service established by this bylaw is a portion of Electoral Area F.
5. Bylaw 570 is amended by deleting Section 4 and replacing it with the following:
 - "4. The annual costs for the extended service shall be recovered by one or more of the following:
 - a) requisition of money to be collected by a property value tax on land and improvements in accordance with the *Local Government Act*;
 - b) the imposition of fees and charges;
 - c) revenues raised by other means authorized under the *Local Government Act* or another Act; and/or
 - d) revenues received by way of agreement, enterprise, gift, grant or otherwise.
6. This bylaw will come into effect upon adoption.

CITATION

7. This bylaw may be cited as the "Building Inspection Service Area Amendment Bylaw No. 5761".

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

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

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

APPROVED by the Inspector of Municipalities this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

CHIEF ADMINISTRATIVE OFFICER

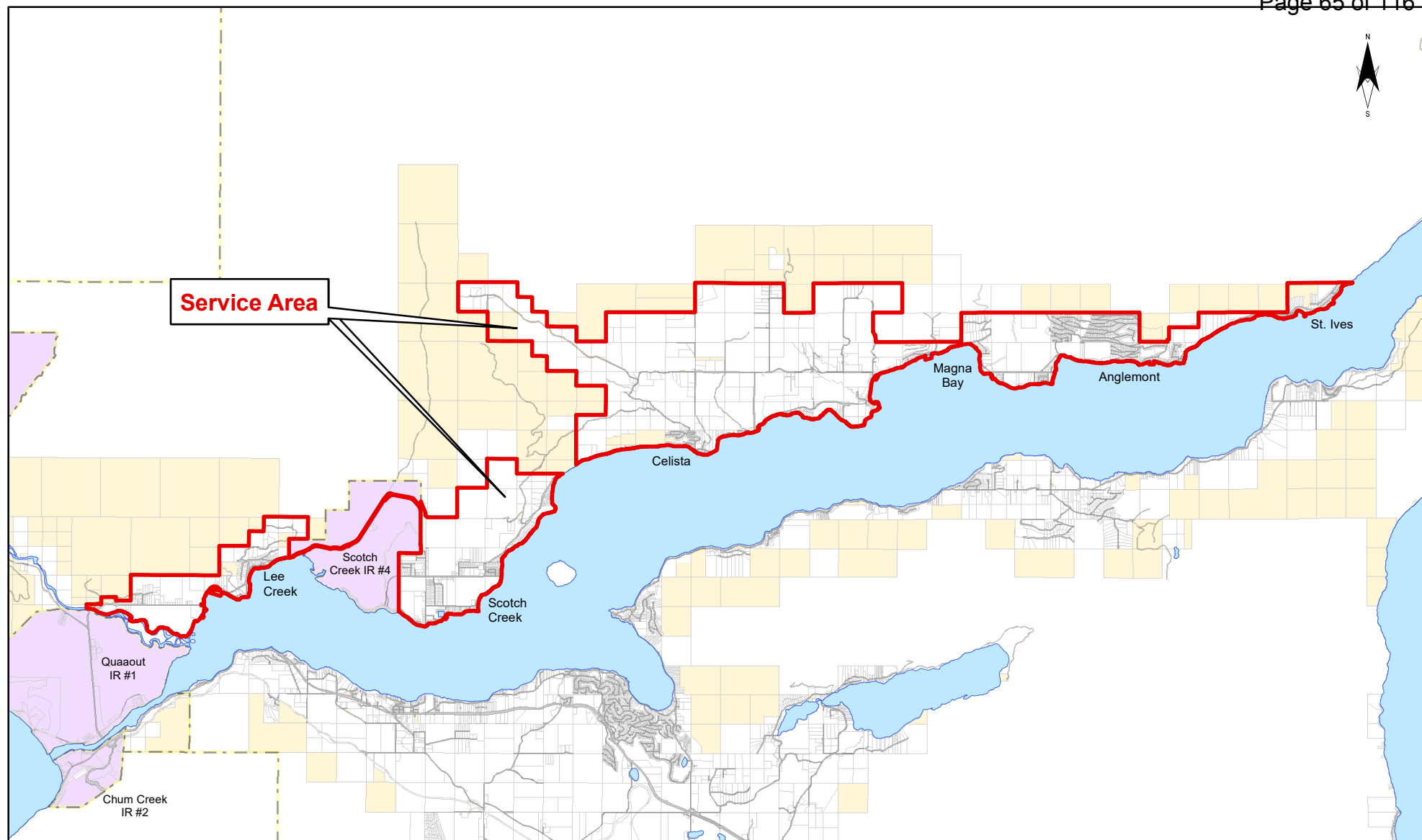
CHAIR

CERTIFIED a true copy of
Bylaw No. 5761 as read a third time.

CERTIFIED a true copy of
Bylaw No. 5761 as adopted.

Deputy Manager of Corporate
Administration Services

Deputy Manager of Corporate
Administration Service



Legend

- Bylaw Boundary
- CSRD Boundary
- Parcel Boundary
- Crown Land
- Native Land
- Road
- Water

Schedule A

Building Inspection Service Area Amendment Bylaw No. 5761

Building Inspection - Area F



Scale: 1:150,000



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

Date: October 13, 2017
Nad 83 CNT Datum
UTM Zone 11

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

COLUMBIA SHUSWAP REGIONAL DISTRICTBYLAW NO. 570

*Amended All
Bylaw No. 599
" 629.*

A bylaw to establish and operate the extended service
of Building Inspection within a service area
of the Regional District not within a municipality.

WHEREAS by Section 818 of the Municipal Act, before its replacement, the Regional District was granted the power for all or part of the Regional District not within a city, district, town or village, to exercise the provisions of Division V of Part 21 of the Municipal Act, being building regulations;

AND WHEREAS the Board is desirous of processing under Section 767 of the Municipal Act, by bylaw under Section 767(4) and 794 of the Municipal Act, to establish the service of building inspection as an extended service;

AND WHEREAS the Board has obtained the consent of at least two-thirds of the participants as required under Section 802(1) (b) of the Municipal Act;

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

1. The extended service being established and to be operated is Building Inspection.
2. The extended service area is contained within participating areas of Electoral Area 'B' and of Electoral Area 'E'; such areas are to be known as the "Building Inspection Area" and are more particularly described in Schedules A and B, attached hereto and forming part of this bylaw.
3. The Electoral Areas 'B' and 'E' include participating areas for this extended service.
4. The annual operating costs for the extended service shall be recovered
 - (a) by the imposition of a fee or other charge; and
 - (b) the balance after deducting the revenue obtained from the fee, or other charge, by the requisition of money under Section 809.1 of the Municipal Act, collected by a property value tax, in the extended service area, and levied and collected under Section 810.1(1).

Bylaw No. 570

Page 2

5. This bylaw may be cited as "Building Inspection Extended Service Area Establishment Bylaw No. 570."

CONSENTED to by at least two thirds of Electoral Area Directors of 'B' and 'E'.

READ a first time this 16th day of November, 1989.

READ a second time this 16th day of November, 1989.

READ a third time this 16th day of November, 1989.

APPROVED by the Inspector of Municipalities this 30th day of November, 1989.

RECONSIDERED AND ADOPTED this 18th day of January, 1990.



SECRETARY



CHAIRMAN

CERTIFIED a true copy of
Bylaw No. 570, as read a third time.

CERTIFIED a true copy of
Bylaw No. 570, as adopted.

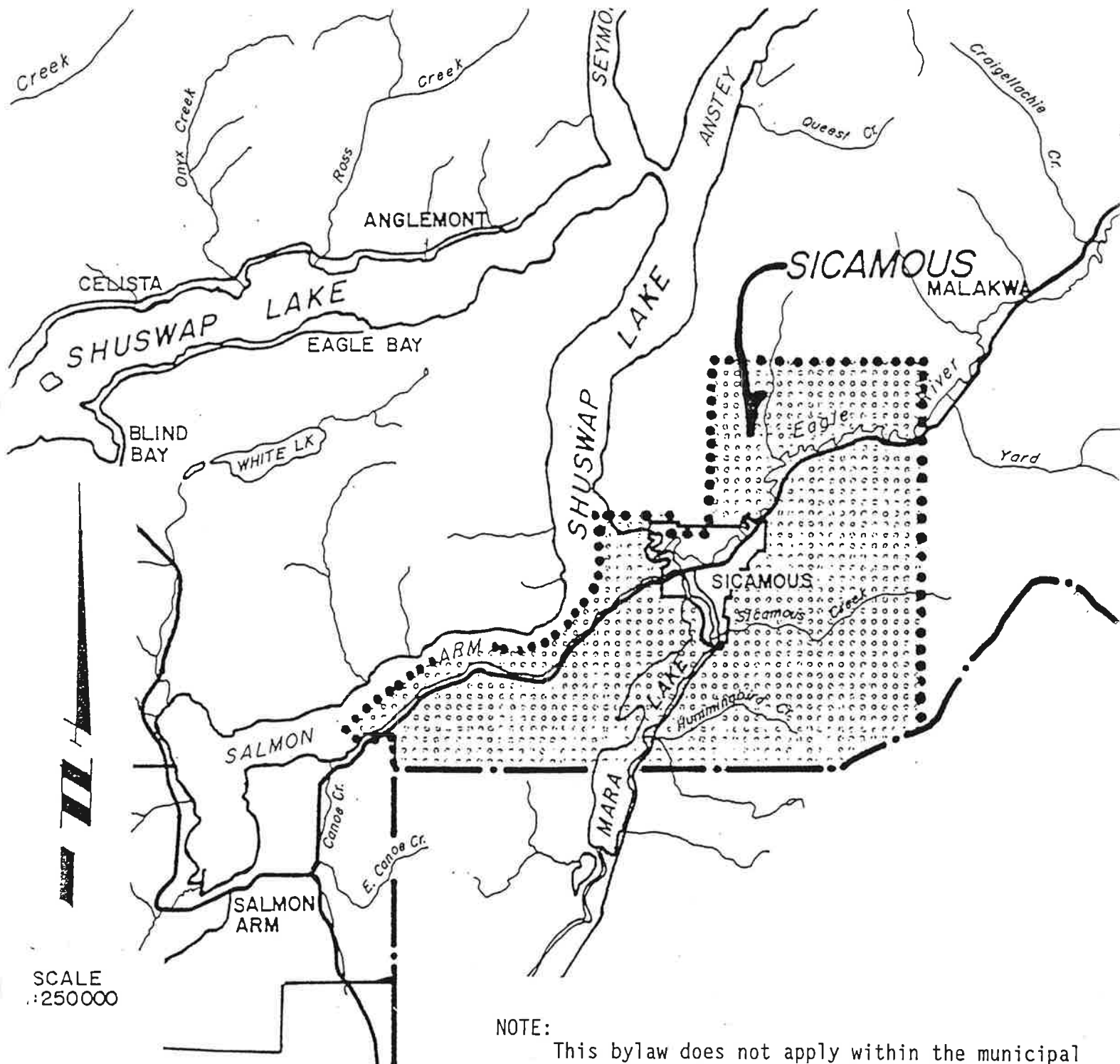
Secretary

Secretary

Schedule A of Bylaw № 570



Schedule B of Bylaw № 570



Province of British Columbia



No. _____

Statutory Approval

Under the provisions of section 802(6)

of the Municipal Act

I hereby approve Bylaw No. 570

of the Columbia-Shuswap Regional District, *a copy*

of which is attached hereto.

Dated this 30th *day*

of November, 1989


Deputy Inspector of Municipalities

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 599

A bylaw to amend "Building Inspection Extended Service Area Establishment Bylaw No. 570."

WHEREAS Bylaw No. 570, cited as "Building Inspection Extended Service Area Establishment Bylaw No. 570", establishes an extended service area for the provision of building inspection;

AND WHEREAS it is deemed desirable to amend Bylaw No. 570 to modify the recovery method for the annual operating costs;

AND WHEREAS it is also deemed desirable to amend Bylaw No. 570 to modify and reduce the service area of a portion of Electoral Area 'E' in this bylaw;

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

1. Schedule A of Bylaw No. 570, cited as "Building Inspection Extended Service Area Establishment Bylaw No. 570", is hereby deleted and replaced by Schedule A, which is attached hereto and forms part of this bylaw.
2. Schedule B of Bylaw No. 570, cited as "Building Inspection Extended Service Area Establishment Bylaw No. 570", is hereby deleted and replaced by Schedule B, which is attached hereto and forms part of this bylaw.
3. Section 2. of Bylaw No. 570 is hereby deleted and replaced therefor:

"2. The extended service area is contained within participating areas of Electoral Areas 'B' and 'E'; such areas are to be known as "Building Inspection Area - Area 'B'" and "Building Inspection Area - Area 'E'" respectively, and more particularly as described in the attached Schedules A and B."
4. Section 4 of Bylaw No. 570 is hereby deleted and replaced therefor:

"4. The annual operating costs for each participating area within the extended service shall be recovered as follows:

BUILDING INSPECTION AREA - AREA 'B' PARTICIPATING AREA

- a) by the imposition of fee or other charge; and
- b) the balance after deducting the revenue obtained from the fee, or other charge, by the requisition of money under Section 809.1 of the Municipal Act, collected by a property value tax and levied and collected under Section 810.1(1).

BUILDING INSPECTION AREA - AREA 'E' PARTICIPATING AREA

- a) by the imposition of fee or other charge; and
- b) the balance after deducting the revenue obtained from the fee, or other charge, by the requisition of money under Section 809.1 of the Municipal Act, collected by a property value tax and levied and collected under Section 810.1(1)."

5. This bylaw becomes effective January 1, 1992.

6. This bylaw may be cited as "Building Inspection Extended Service Area Establishment Amendment Bylaw No. 599."

READ a first time this 21st day of November, 1991.

READ a second time this 21st day of November, 1991.

READ a third time this 21st day of November, 1991.

APPROVED BY the Inspector of Municipalities this 17th day of December, 1991.

RECONSIDERED AND ADOPTED this 20th day of December, 1991.

SECRETARY

CHAIRMAN

CERTIFIED a true copy of
Bylaw No. 599, as read a third time.

CERTIFIED a true copy of
Bylaw No. 599, as adopted.

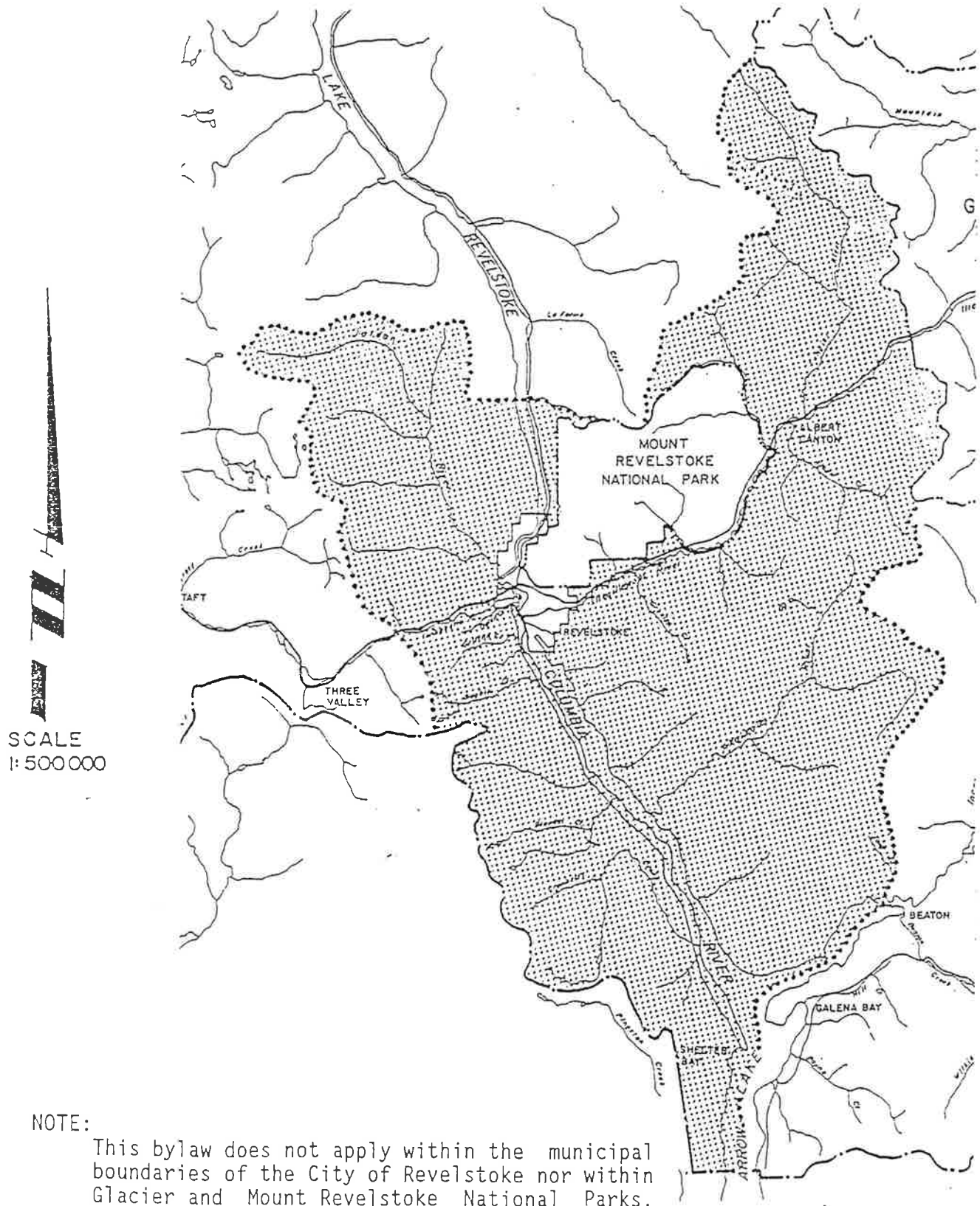
Secretary

Secretary

ESTABLISHMENT AMENDMENT BYLAW NO. 599

SCHEDULE A

BUILDING INSPECTION AREA - AREA 'B'



District of Sicamous

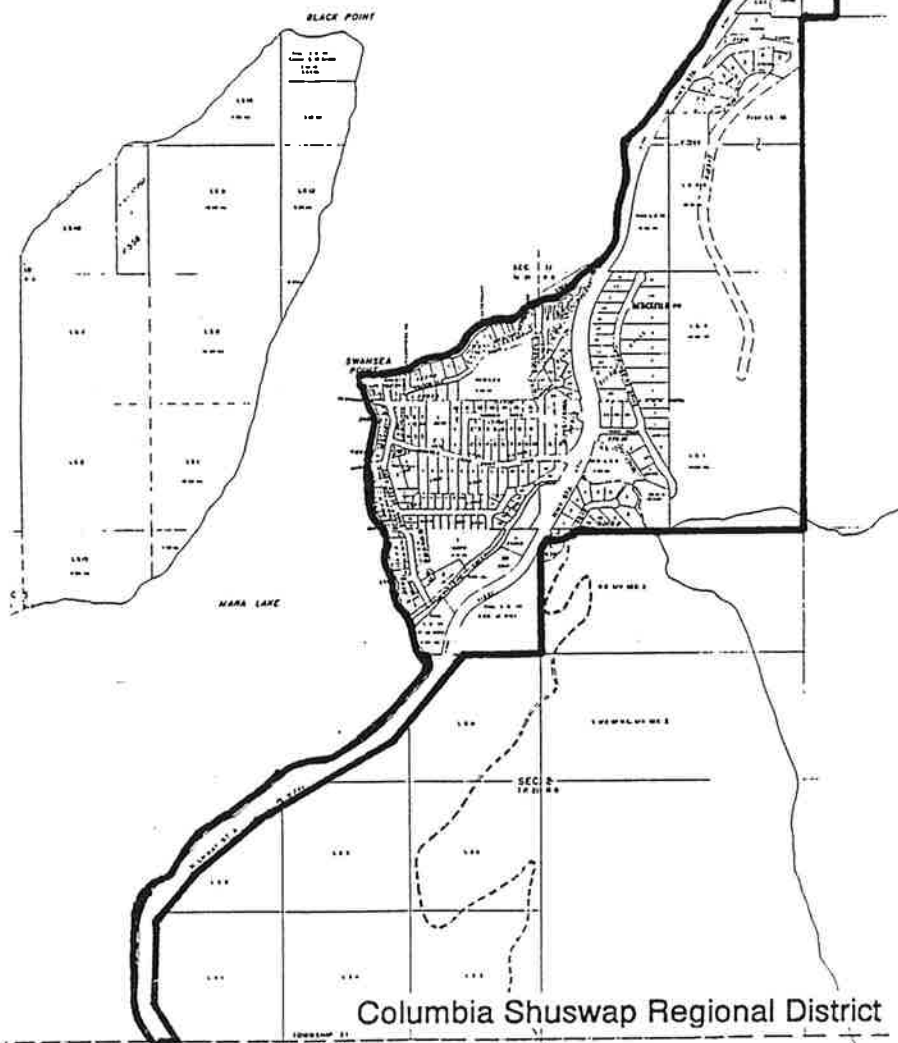
BUILDING INSPECTION EXTENDED SERVICE AREA

ESTABLISHMENT AMENDMENT BYLAW NO. 599

SCHEDULE B

BUILDING INSPECTION AREA - AREA 'E'

MARA LAKE



Columbia Shuswap Regional District
North Okanagan Regional District

Province of British Columbia



No.

Statutory Approval

Under the provisions of section 802(6)


of the Municipal Act

I hereby approve Bylaw No. 599

of the Columbia-Shuswap
Regional District, *a copy*

of which is attached hereto.

Dated this 17th day
of December, 1991


Deputy Inspector of Municipalities

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 627

A bylaw to amend "Building Inspection Extended Service Area Establishment Bylaw No. 570."

WHEREAS Bylaw No. 570, cited as "Building Inspection Extended Service Area Establishment Bylaw No. 570", establishes an extended service area for the provision of building inspection;

AND WHEREAS it is deemed desirable to amend Bylaw No. 570 to allow for the inclusion of a portion of Electoral Area 'F' as a participating area;

AND WHEREAS the participating members in this local service have consented, in writing, to the inclusion of a portion of Electoral Area 'F' as a participating area;

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

1. Section 2 of Bylaw No. 570 is hereby deleted and replaced therefor:
 - "2. The service area is contained within participating areas of Electoral Areas 'B', 'E' and 'F', such areas are to be known as "Building Inspection Area - Area 'B', "Building Inspection Area - Area 'E'", and Building Inspection Area - Area 'F'" respectively, and more particularly as described in the attached Schedules A, B and C."
2. Bylaw No. 570 is amended to include Schedule C, attached hereto, and which forms part of this bylaw.
3. Section 3 of Bylaw No. 570 is hereby deleted and replaced therefor:
 - "3. The participants in the named service are portions of Electoral Areas 'B', 'E' and 'F'."
4. Section 4 of Bylaw No. 570, as amended by Bylaw No. 599, is further amended to add the following:
 - " "BUILDING INSPECTION AREA - AREA 'F' PARTICIPATING AREA
 - a) by the imposition of fee or other charge; and
 - b) the balance after deducting the revenue obtained from the fee, or other charge, by the requisition of money under Section 806 of the Local Government Act, collected by a property value tax and levied and collected under Section 806.1."

5. This bylaw becomes effective February 1, 2001.
6. This bylaw may be cited as "Building Inspection Service Area Amendment Bylaw No. 627."

READ a first time this 15th day of December, 2000.

READ a second time this 15th day of December, 2000.

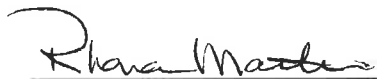
READ a third time this 15th day of December, 2000.

APPROVED by the Inspector of Municipalities this 16th day of January, 2000.

RECONSIDERED AND ADOPTED this 18th day of January, 20001.



MANAGER OF CORPORATE
ADMINISTRATION (SECRETARY)



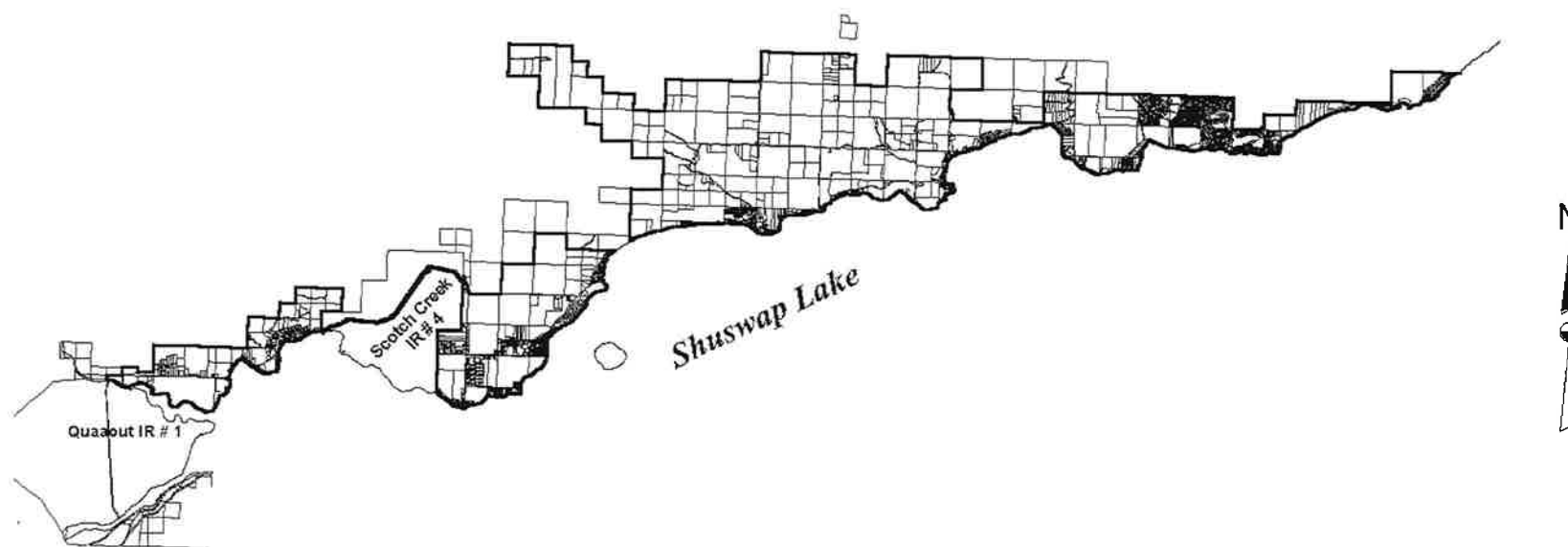
CHAIRMAN

CERTIFIED a true copy of
Bylaw No. 627 as read a third time.

CERTIFIED a true copy of
Bylaw No. 627 as adopted.

MANAGER OF CORPORATE
ADMINISTRATION (SECRETARY)

MANAGER OF CORPORATE
ADMINISTRATION (SECRETARY)



**SCHEDULE C
BUILDING INSPECTION SERVICE
AREA AMENDMENT BYLAW NO. 627**

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

2000 12 15

Province of British Columbia



No. _____

Statutory Approval

Under the provisions of section 802(3)
of the Local Government Act
I hereby approve Bylaw No. 627
of the Columbia Shuswap Regional District, a copy
of which is attached hereto.

Dated this 16th day
of January, 2001



Deputy Inspector of Municipalities

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 629

A bylaw to amend "Building Inspection Extended Service Area Establishment Bylaw No. 570"

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

1. Bylaw No. 570 is amended by deleting section 2 and replacing it with the following:
 - "2. The service area is contained within participating areas of Electoral Areas 'B', 'E', and 'F', such areas to be known as "Building Inspection Area – Area 'B'", "Building Inspection Area – Area 'E'", and "Building Inspection Area – Area 'F'" respectively, and more particularly as described in Schedules A and B attached hereto and the map kept in the office of the Manager of Corporate Administration Services (Secretary) titled "Schedule C Building Inspection Area – Area 'F'", which forms part of this bylaw and a reduced copy of which is attached hereto as Schedule C."
2. Bylaw No. 570 is amended by deleting Schedule C thereto and replacing it with Schedule C, which is attached hereto and forms a part of this bylaw.
3. Bylaw No. 570 is amended by deleting section 3 and replacing it with the following:
 - "3. The participants in the named service are portions of Electoral Areas 'B', 'E', and 'F'."
4. Bylaw No. 570 is amended by adding the following to the end of section 4:

"BUILDING INSPECTION AREA – AREA 'F' PARTICIPATING AREA

 - a) by the imposition of fee or other charge; and
 - b) the balance after deducting the revenue obtained from the fee, or other charge, by the requisition of money under Section 806 of the *Local Government Act*, collected by a property value tax levied and collected under Section 806.1."

...../2

Bylaw No. 629

5. This bylaw may be cited as "Building Inspection Service Area Amendment Bylaw No. 629."

READ a first time this 19th day of July, 2001.

READ a second time this 19th day of July, 2001.

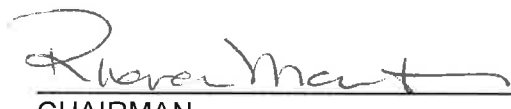
READ a third time this 19th day of July, 2001.

APPROVED by the Inspector of Municipalities this 6th day of September, 2001.

RECONSIDERED AND ADOPTED this 20th day of September, 2001.

Deputy


 MANAGER OF CORPORATE
 ADMINISTRATION SERVICES (SECRETARY)



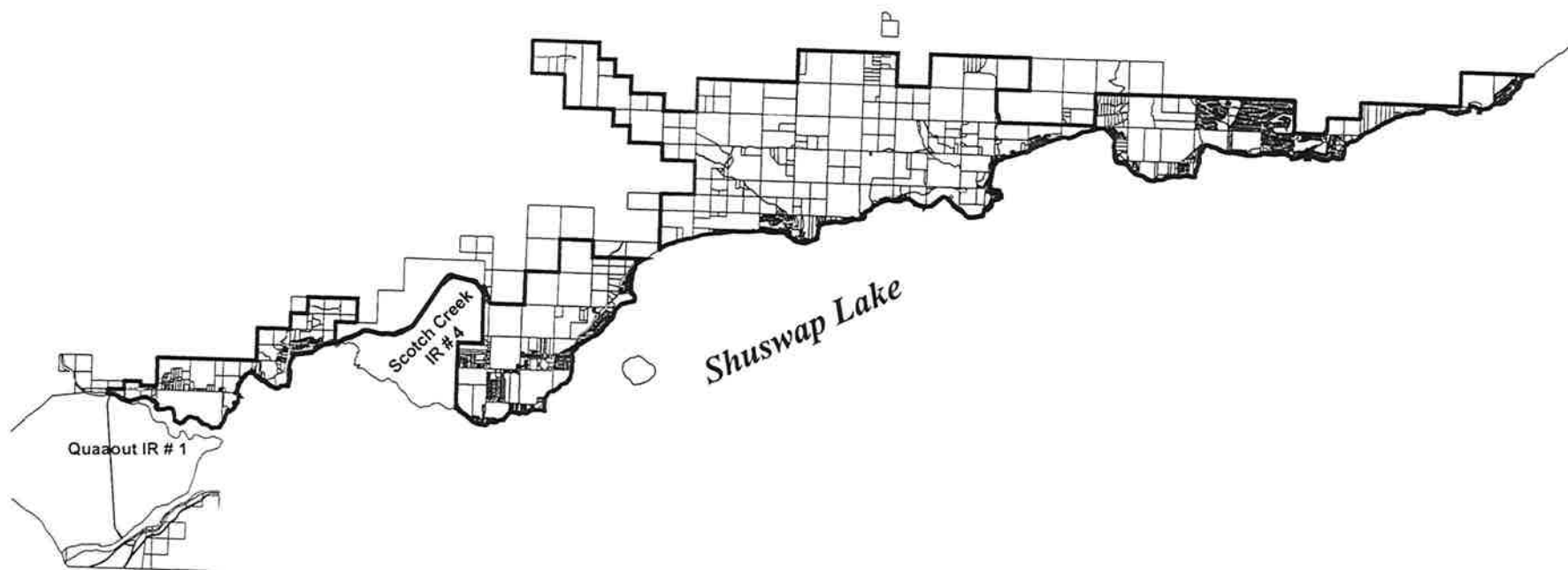
 CHAIRMAN

CERTIFIED a true copy of
 Bylaw No. 629, as read a third time

CERTIFIED a true copy of
 Bylaw No. 629 as adopted.

 Manager of Corporate Administration
 Services (Secretary)

 Manager of Corporate Administration
 Services (Secretary)



**SCHEDULE C
BUILDING INSPECTION SERVICE AREA
AMENDMENT BYLAW No. 629**

**BUILDING INSPECTION AREA -
AREA 'F'**



No. _____

Statutory Approval

Under the provisions of section _____ **802(3)**

of the _____ **Local Government Act**

I hereby approve Bylaw No. _____ **629**

of _____ **the Columbia Shuswap Regional District** ,

a copy of which is attached hereto.

Dated this 6th **day**
of September **, 2001**



Deputy Inspector of Municipalities



BOARD REPORT

TO: Chair and Directors

File No: Bylaw 5762

SUBJECT: Building Inspection Areas B and E Service Area Establishment

DESCRIPTION: Report from Lynda Shykora, Deputy Manager, Corporate Services, dated October 16, 2017. Bylaw to establish a building inspection service area in Electoral Area B and Electoral Area E.

RECOMMENDATION: THAT: Bylaw No. 5762 cited as "Sub-Regional Building Inspection Service Area Establishment Bylaw No. 5762" be read a first, second and third time this 19th day of October, 2017.

SHORT SUMMARY:

The process to establish building inspection service in all electoral areas of the Columbia Shuswap Regional District was initiated by the CSR D (Electoral Area Director consent) and support from the Electoral Area Directors in Electoral Area B, Electoral Area E and Electoral Area F was received at the September 21, 2017 Board meeting. In order to establish building inspection service in Areas B and E a new service area establishing bylaw is required.

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

The public engagement and open houses are now complete with regard to implementation of building regulation in in Electoral Areas B, E and F. The Board approved a motion at the September 21, 2017 meeting confirming the participation of Electoral Areas B, E and the existing service area of Electoral Area F in the new proposed Building Regulation service. In advance of the new building regulation service a service establishment bylaw is necessary for taxation purposes.

POLICY:

"Sub-Regional Building Inspection Service Area Establishment Bylaw No 5762" will be brought back to the Board for consideration of adoption after approval has been received from the Inspector of Municipalities.

FINANCIAL:

The properties within the proposed service areas will pay a property value tax based on land and improvements.

KEY ISSUES/CONCEPTS:

The bylaw will establish the boundaries of the service area to include all of Electoral Area B and all of Electoral Area E.

IMPLEMENTATION:

If approved by the Board, the bylaw will be sent to the Province for approval. Once Provincial approval has been given, the bylaw can be adopted by the Board and the sub-regional building inspection service will commence in early 2018.

COMMUNICATIONS:

Upon adoption of the bylaw, property owners will be advised of the bylaw adoption and the effective service date. In addition, BC Assessment will be advised of the service for the 2018 assessment roll.

DESIRED OUTCOMES:

The Board will approve the establishment of the Sub-Regional Building Inspection Service Area and proceed with the first three readings of Bylaw No. 5762.

BOARD'S OPTIONS:

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

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

Bylaw No. 5762 Sub-Regional Building Inspection Service

Building Inspection Sub-Regional Five Year Financial Plan (Proposed)

Report Approval Details

Document Title:	2017 10 19 Board Building Inspection Area B and E Service.docx
Attachments:	- BL 5762 Areas B and E Building Inspection Service Establishment Bylaw.pdf - Building Inspection - sub-regional 5 Year Financial Plan.pdf
Final Approval Date:	Oct 18, 2017

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



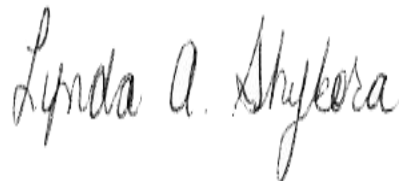
Corey Paiement - Oct 17, 2017 - 4:07 PM



Gerald Christie - Oct 17, 2017 - 4:12 PM

No Signature - Task assigned to Jodi Pierce was completed by assistant Chelsea Kraft

Jodi Pierce - Oct 18, 2017 - 8:38 AM



Lynda Shykora - Oct 18, 2017 - 8:53 AM

No Signature - Task assigned to Charles Hamilton was completed by assistant Lynda Shykora

Charles Hamilton - Oct 18, 2017 - 8:54 AM

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 5762

A bylaw to establish a Building Inspection service within Electoral Area B and Electoral Area E.

WHEREAS a regional district may, by bylaw, establish a service under the provisions of the *Local Government Act*;

AND WHEREAS the Board of the Columbia Shuswap Regional District wishes to establish the service of building inspection in a portion of the regional district that consists of Electoral Area B and Electoral Area E;

AND WHEREAS the Board has obtained approval for the service from the participating Electoral Areas in the form of written consent provided by each of the Electoral Area's Electoral Area Director, pursuant to the *Local Government Act*;

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

SERVICE

1. To establish a service for the purpose of providing and operating building inspection.

PARTICIPATING AREAS

2. The participating areas for Building Inspection established by this bylaw consist of Electoral Area B and Electoral Area E.

SERVICE AREAS

3. The participating service area boundaries established by this bylaw are shown on the Schedules attached hereto and forming part of this bylaw and consist of:
 - Schedule A - All of Electoral Area B;
 - Schedule B - All of Electoral Area E.

COST RECOVERY

4. The annual costs shall be recovered by one or more of the following:
 - a) requisition of money to be collected by a property value tax on land and improvements in accordance with the *Local Government Act*;
 - b) the imposition of fees and charges;
 - c) revenues raised by other means authorized under the *Local Government Act* or another Act; and/or
 - d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

FORCE and EFFECT

5. This bylaw will come into effect upon adoption.

CITATION

6. This bylaw may be cited as the "Sub-Regional Building Inspection Service Bylaw No. 5762".

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

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

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

APPROVED by the Inspector of Municipalities this _____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

CHIEF ADMINISTRATIVE OFFICER

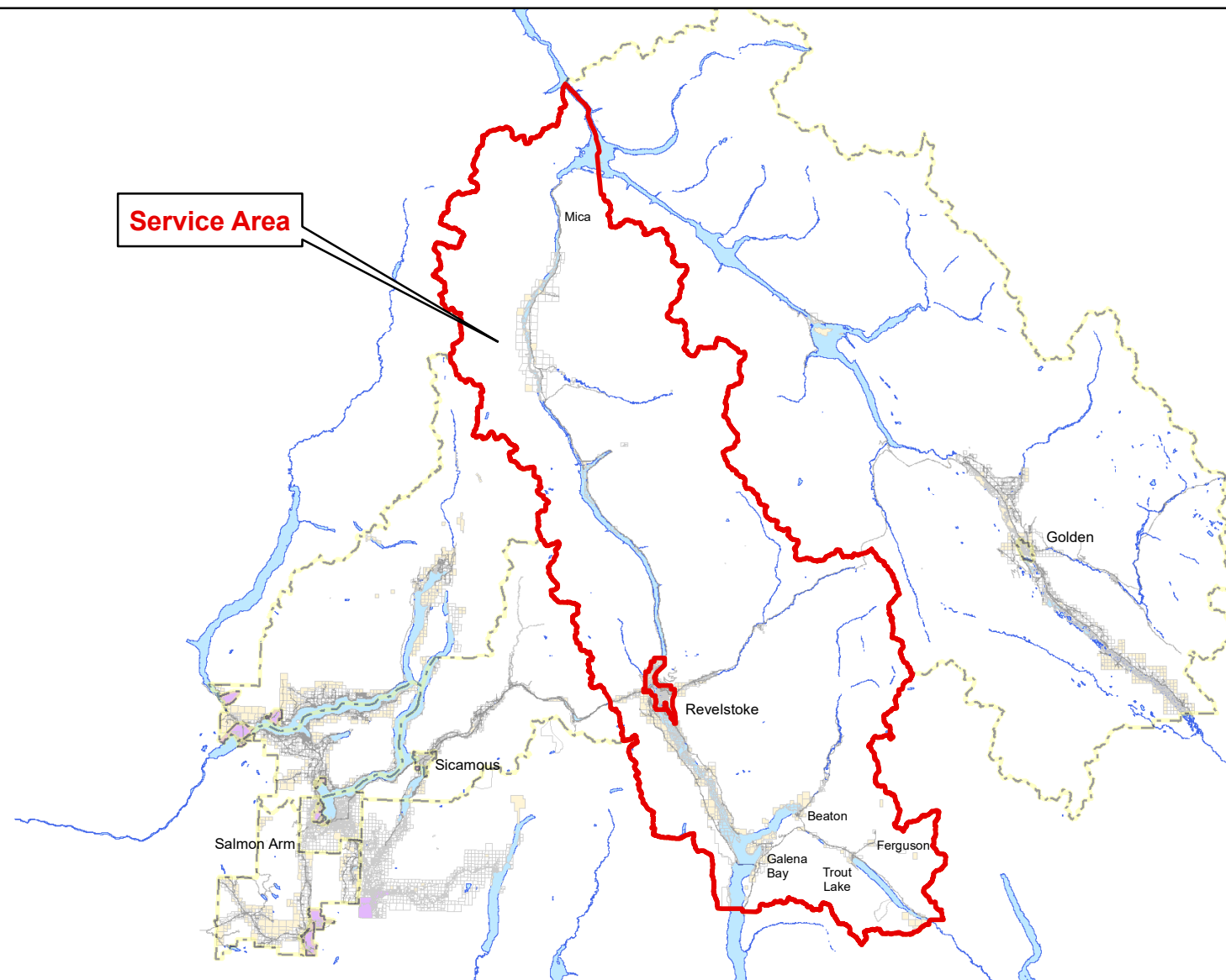
CHAIR

CERTIFIED a true copy of
Bylaw No. 5762 as read a third time.



CERTIFIED a true copy of
Bylaw No. 5762 as adopted.

Deputy Manager of Corporate
Administration Services

Deputy Manager of Corporate
Administration Services



Legend

-  Bylaw Boundary
-  CSRD Boundary
-  Parcel Boundary
-  Crown Land
-  Native Land
-  Road
-  Water

Schedule A

Sub-Regional Building Inspection

Bylaw No. 5762

Building Inspection - Area B



Scale: 1:1,500,000

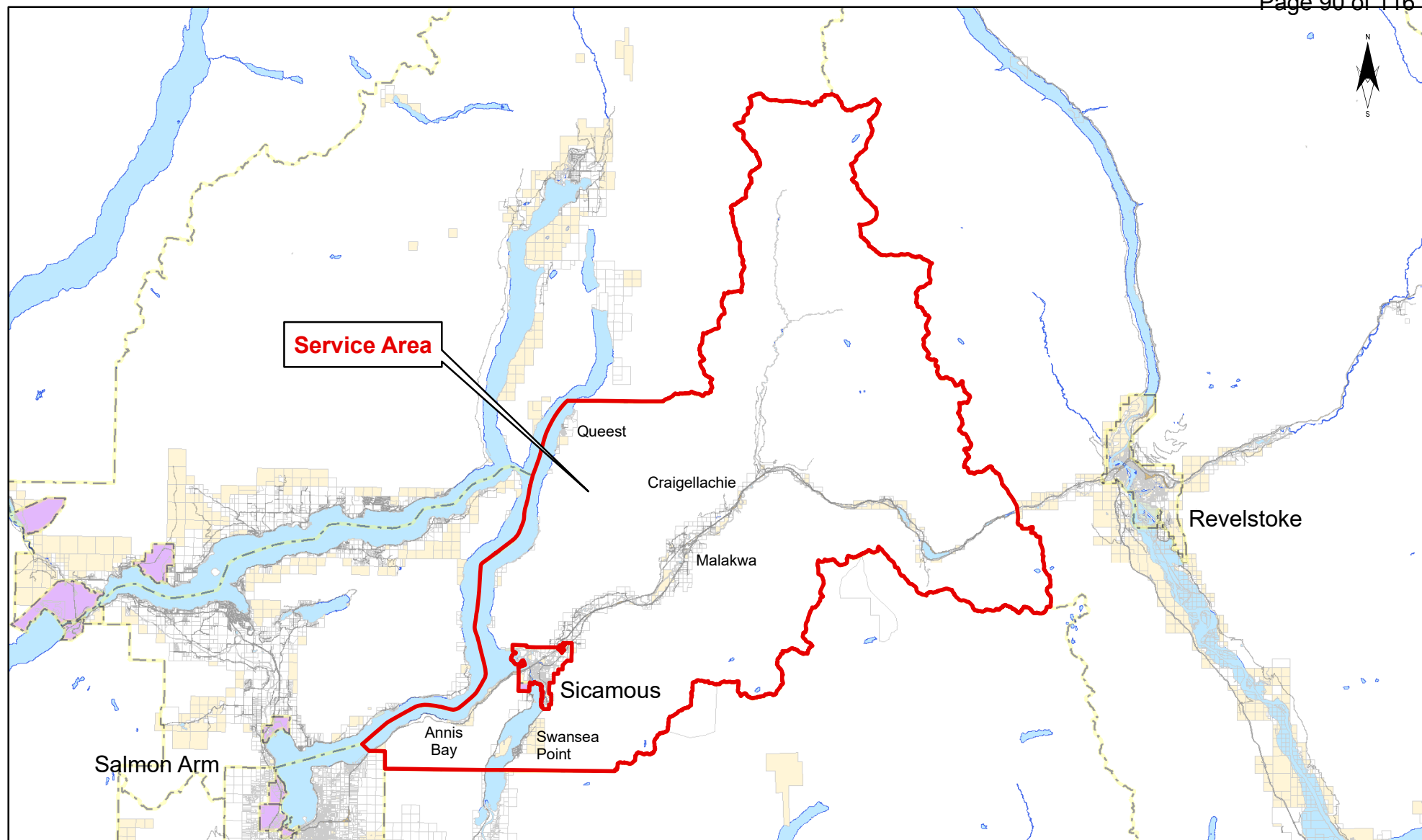


Columbia Shuswap Regional District
555 Harbourfront Drive NE
Salmon Arm, BC V1E 4P1

Date: October 13, 2017

Nad 83 CNT Datum
UTM Zone 11

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



Legend

- Bylaw Boundary
- CSRD Boundary
- Parcel Boundary
- Crown Land
- Native Land
- Road
- Water

Schedule B

Sub-Regional Building Inspection Bylaw No. 5762

Building Inspection - Area E



Scale: 1:500,000



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

Date: October 13, 2017
Nad 83 CNT Datum
UTM Zone 11

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

Worksheet - 5 Year Financial Plan

2018		Building Inspection Function # - 172									
		2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
REVENUES											
1-11-6200	Building Permits	-57,000	-57,000	-57,000	-57,000	-57,000	-57,000	-57,000	-57,000	-57,000	-57,000
1-11-6370	Grants in Lieu										
1-11-6680	Surplus	0	0	0	0	0	0	0	0	0	0
1-11-6768	Transfer from other function (Special Projects)										
1-11-6770	Transfer from Operating Reserve	0	0	0	0	0	0	0	0	0	0
1-11-6810	Tax Requisition	-123,200	-120,600	-124,444	-128,684	-132,924	-137,164	-141,404	-145,644	-149,884	-154,124
Total Revenues		-180,200	-177,600	-181,444	-185,684	-189,924	-194,164	-198,404	-202,644	-206,884	-211,124
EXPENSES											
1-22-8030	Administration	10,200	10,200	10,044	10,284	10,524	10,764	11,004	11,244	11,484	11,724
1-22-8040	Advertising	2,000	800	800	800	800	800	800	800	800	800
1-22-8161	Apparel	500	100	100	100	100	100	100	100	100	100
1-22-8264	Communication Program										
1-22-8301	Credit Card Expense	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
1-22-8400	Deficit	-	-	-	-	-	-	-	-	-	-
1-22-8470	Equipment Rental	-	-	-	-	-	-	-	-	-	-
1-22-8610	ICBC	-	-	-	-	-	-	-	-	-	-
1-22-8670	Legal and Advisory	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
1-22-8740	Memberships	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
1-22-8746	Minor Capital Equipment	5,000	-	-	-	-	-	-	-	-	-
1-22-8750	Miscellaneous	-	-	-	-	-	-	-	-	-	-
1-22-9000	Public Meetings & B/L Advertising										
1-22-9042	Transfer to Operating Reserve										
1-22-9120	Salaries and Fringe Benefits	147,000	151,000	155,000	159,000	163,000	167,000	171,000	175,000	179,000	183,000
1-22-9130	Overtime	500	500	500	500	500	500	500	500	500	500
1-22-9190	Seminars and Conferences	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
1-22-9220	Supplies	500	500	500	500	500	500	500	500	500	500
1-22-9240	Telephone/Fax/Internet	800	800	800	800	800	800	800	800	800	800
1-22-9300	Travel	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
1-22-9310	Vehicle expenses	-	-	-	-	-	-	-	-	-	-
Total Expenses		180,200	177,600	181,444	185,684	189,924	194,164	198,404	202,644	206,884	211,124
Surplus(-) / Deficit(+)		0	0	0	0	0	0	0	0	0	0
\$94,667,622	Converted Assessment (2017 revised)										
	Residential Tax Rate - \$/1,000 **	\$0.137	\$0.134	\$0.138	\$0.143	\$0.148	\$0.152	\$0.157	\$0.162	\$0.167	\$0.171
	% increase =	#DIV/0!	-2.1%	3.2%	3.4%	3.3%	3.2%	3.1%	3.0%	2.9%	2.8%
** (incl. Prov. Levy of 5.25% added to Property taxes)											

Operating (Minor capital equipment, cost greater than \$500 but less than \$10,000):

Cisco phones, tablet		5,000									
		\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Max Tax Rate	Net Taxable Value										
	715,189,806	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Requisition:		\$123,200	\$120,600	\$124,444	\$128,684	\$132,924	\$137,164	\$141,404	\$145,644	\$149,884	\$154,124
Average Residential Property Assessment:		\$232,725	\$232,725	\$232,725	\$232,725	\$232,725	\$232,725	\$232,725	\$232,725	\$232,725	\$232,725
Average Residential Property Tax:		\$31.88	\$31.20	\$32.20	\$33.30	\$34.39	\$35.49	\$36.59	\$37.68	\$38.78	\$39.88



BOARD REPORT

TO:**Chair and Directors****File No:** BL660**SUBJECT:****Proposed Building Bylaw No. 660 Timelines****DESCRIPTION:**

Report from Gerald Christie, Manager Development Services, dated October 19, 2017.

Timelines for the establishment of proposed Building Bylaw No. 660 to implement Building Regulation in Electoral Areas B, E and the existing service area of Electoral Area F.

RECOMMENDATION:

THAT: the Board receive the report of Gerald Christie, Manager Development Services dated October 19, 2017 re: Proposed Building Bylaw No. 660 Timelines, for information.

SHORT SUMMARY:

As presented at the September 21, 2017 Board meeting, public engagement and open houses are now complete with regard to implementation of building regulation in in Electoral Areas B, E and F. At the September, 2017 meeting the Board then approved a motion confirming the participation of Electoral Areas B, E and the existing service area of Electoral Area F in the new proposed Building Regulation service. This report is to provide an update to the Board with regard to the development of a new CSRD Building Bylaw No. 660 and timelines necessary towards the implementation of the bylaw and enactment of building inspection in the participating Electoral Areas.

VOTING:

Unweighted
Corporate



LGA Part 14
(Unweighted)



Weighted
Corporate



Stakeholder
(Weighted)

**BACKGROUND:**

A Building Regulation Bylaw is required to implement any new building inspection system at the local government level. Currently, the existing CSRD Building Regulation Bylaw No. 630 only applies to the settlement areas of the North Shuswap in Electoral Area F. A new bylaw is therefore necessary to implement building regulation in the new Electoral Areas being brought into the service. The new bylaw is also necessary to incorporate the substantive regulatory changes brought about to the construction industry through the new BC *Building Act*. The new *Building Act* deals with consistency and implementation of the BC Building Code, changes to Building Official qualifications and scope of practice, and what construction related issues can be dealt with by local government and which cannot.

Prior to adoption of the *Building Act* the province consulted with the Union of BC Municipalities (UBCM) and Municipal Insurance Association of BC (MIABC). UBCM and MIABC then sought assistance from a local government law firm in developing a draft template upon which local governments could base new building regulation bylaws in light of the *Building Act* changes. The proposed CSRD Building Bylaw No. 660 is based on this new template but at a much smaller scale and more appropriate to the CSRD.

Due to the clear regulatory requirements now detailed in the Building Act the provincial concurrent authority for the approval of Building Bylaws is removed as of December 15, 2017. Therefore, new Building Bylaws no longer require the approval of the province prior to their adoption by the regional district. For this reason the CSRD has received advice that it would be best to wait until after December

15, 2017 to adopt our new Building Bylaw. Due to the scheduling of Board meetings the earliest that Building Bylaw No. 660 could be adopted would be in latter January, 2018. As it will also be necessary to advertise the adoption of the new bylaw and the pending implementation of the new building inspection service, most notably in the new participating Electoral Areas of B and E, staff recommends that the enactment date for the new bylaw be Monday March 5, 2018.

POLICY:

No new associated policy changes are proposed at this time that would be necessary for the implementation of Building Bylaw No. 660.

FINANCIAL:

In addition to the existing Building Inspector currently working in Electoral Area F, the 2017 CSRD budget allocated funding to hire two additional full time staff in the last quarter of 2017 for the implementation of building inspection in the additional Electoral Area service areas of B and E. With the Board's recent confirmation to move forward with building regulation in these Electoral Areas staff began conducting interviews for a Building Assistant and Building Inspector. Staff anticipate that these positions will be filled shortly and that the new staff will start in their roles in late November/early December to begin their training.

KEY ISSUES/CONCEPTS:

The timeline for the anticipated approval of Building Bylaw No. 660 and implementation of building inspection in Electoral Areas B and E, in addition to the existing service of Electoral Area F, is noted below:

October Board Meeting

- Building Bylaw No. 660 update informational report;
- Sub-Regional Building Inspection Service Establishment Bylaw(s) First/Second/Third Readings;
 - send to Province for Inspector of Municipalities approval.

November Board Meeting

- Service Establishment Bylaw(s) for Adoption (provided bylaw(s) approved by Province);
- Building Bylaw No. 660, First/Second/Third reading;
- Referral of Bylaw;
- Communicate with newspaper advertising and social media that the New Building Service in EA B & E will start on March 5th, 2018 instead of January 1st, 2018 (as previously stated).

January, 2018 Board Meeting

- Building Bylaw No. 660 for Adoption.

February, 2018

- Newspaper advertising commences
- Social media communications
- Signage.

March 5, 2018

- Building Bylaw No. 660 effective date.

SUMMARY:

After receiving confirmation by the Board at the September 21, 2017 meeting staff began drafting a new Building Bylaw No. 660 which would apply to Electoral Areas B, E, and the existing service area of Electoral Area F. Staff also began conducting interviews for the two new positions necessary for the implementation of building inspection in these areas. As the province will no longer be required to approve new local government building bylaws after December 15, 2017, Bylaw No. 660 will be brought forward for consideration for three readings in November but not considered for adoption until the New Year. Given the need to also advertise the implementation of the new service, it is recommended that the enactment date of Building Bylaw No. 660 occur on March 5, 2018. Additional details about the proposed Building Bylaw No. 660 will be provided in a November Board report. At the October 2017 Board meeting Administration is also bringing forward Service Establishment bylaw(s) for Building Inspection. These service establishment bylaws need to be adopted by the Board by December 1st, 2017.

IMPLEMENTATION:

Report is for information only.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2017_09_21_Board_DS_BL660_BuildingRegTimelines.docx
Attachments:	
Final Approval Date:	Oct 17, 2017

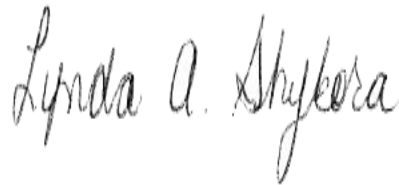
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - Oct 13, 2017 - 2:46 PM



Gerald Christie - Oct 13, 2017 - 2:48 PM



Lynda Shykora - Oct 17, 2017 - 10:32 AM



Charles Hamilton - Oct 17, 2017 - 11:03 AM



BOARD REPORT

TO:
Chair and Directors
File No:

 DP 725-121
 PL20170187

SUBJECT:

 Electoral Area C: Form and Character Development Permit DP 725-121
 (Shuswap Lake Estates)

DESCRIPTION:

 Report from Dan Passmore, Senior Planner, dated September 22,
 2017.
 Golf Course Drive, Blind Bay, BC.

**RECOMMENDATION
#1:**

 THAT: in accordance with Section 490 of the Local Government Act
 Development Permit No. 725-121 for subdivision of Lot A, Section 8,
 Township 22, Range 10, West of the 6th Meridian, Kamloops Division
 Yale District, Plan EPP74639 (PID: 030-217-679), be issued this 19th day
 of October, 2017.

SHORT SUMMARY:

The applicant is proposing to subdivide the subject property located in Blind Bay. The subdivision consists of 36 bare land strata lots. Since the property is within a Secondary Settlement Area there is a requirement for a Secondary Settlement Area Form and Character Development Permit, where subdivision creates 5 or more single family residential lots. The Development Permit area contains guidelines for form and character.

VOTING:

 Unweighted
 Corporate

☐

 LGA Part 14
 (Unweighted)

☒

 Weighted
 Corporate

☐

 Stakeholder
 (Weighted)

☐
BACKGROUND:
APPLICANT:

Terry Barker

PROPERTY OWNER:

Shuswap Lake Estates Ltd.

ELECTORAL AREA:

'C' (Blind Bay)

CIVIC ADDRESS:

No Address Assigned/Vacant Land

LEGAL DESCRIPTION:

 Lot A, Section 8, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District,
 Plan EPP74639 (PID: 030-217-679)

SIZE OF PROPERTY:

2.61 ha (6.45 ac)

SURROUNDING LAND USE PATTERN:

North: Residential, Treed

South: Residential/Golf Course

West: Residential

East: Residential

CURRENT USE:

Vacant

PROPOSED USE:

36 lot bare land strata subdivision

OCP DESIGNATION:

MD – Medium Density Residential Secondary Settlement Area

ZONING:

CDC3 Comprehensive Development 3

POLICY:

The area of the subject property proposed to be subdivided is designated Medium Density Residential (MD within a Secondary Settlement Area (Blind Bay)). The proposed subdivision complies with MD policies.

Section 12.5 of the Electoral Area 'C' OCP designates all proposed commercial, industrial and multi-family development and intensive residential (defined as a 5 or more single family residential subdivision) in the Secondary Settlement Areas of the plan as a form and character Development Permit Area. The Village Centre and Secondary Settlement Area (VCSSA) will experience the most increased density and commercial development over time. Therefore the primary objective of the VCSSA DPA is to promote a high level of building and site design in the most densely populated areas of Electoral Area 'C', which take into consideration pedestrian movement, public space, mixed use, and designing in harmony with site conditions, neighbourhood character and the existing built environment.

A Development Permit may be issued when the following guidelines have been met:

1. New development in the form of pedestrian-oriented mainstreet building types or infill that creates enclosed nodes/courtyards is strongly encouraged;
2. New development that relies on multiple, short automobile trips to access different retail spaces on the same site (i.e. re-parking the car) are strongly discouraged;
3. New development should be of a form and character that relate to local climate and topography, and that take into consideration the form and character of surrounding buildings. When building on peaks or slopes, natural silhouettes should be maintained;
4. The primary pedestrian entrance to all units and all buildings should be from the street; if from the parking area, a pedestrian sidewalk should be provided. Entries should be visible and prominent;
5. Buildings on corners should have entries, windows and an active street presence on the two public facades to avoid the creation of blank walls in prominent locations. public facades to avoid the creation of blank walls in prominent locations;

6. Natural exterior building and landscaping materials, such as wood, rock or stone, or those that appear natural, are encouraged. Metal roofs are acceptable;
7. Weather protection in the form of awnings or canopies should be provided overall grade level entries to residential and retail units;
8. Design of signage and lighting should be integrated with the building facade and with any canopies or awnings;
9. Non retail commercial and industrial facilities including outside storage, garbage and recycling areas should be screened with fencing or landscaping or both;
10. Visible long blank walls should be avoided;
11. Driveways that intrude into the pedestrian realm are discouraged. Shared parking and access are encouraged;
12. Front parking is only supported in cases where landscaping provides a buffer between the parking and the street. All parking should be screened;
13. Dedicated pedestrian linkages (i.e. sidewalks and marked crosswalks across road) should be provided throughout parking lot(s) to access vehicles without the need to walk on the road, provided throughout parking lot(s) to access vehicles without the need to walk on the road, except marked crosswalks;
14. Provision for services and deliveries should be at the rear yards with appropriate screening to adjacent properties and public space. Where service entries are required at the fronts of buildings, care should be taken not to compromise the pedestrian environment;
15. Residential dwelling units in mixed use buildings may be located either above or behind a commercial unit, and may be accessed from the front, rear or side(s) of the building. This form of residential development is intended to contribute to variety in housing size and affordability; and,
16. Development of civic public spaces with gathering spots, benches, lighting, ornaments (sculptures, fountains, etc.) and landscaping are encouraged where none exist within a short walking distance.

None of these guidelines specifically apply to subdivision.

South Shuswap Zoning Bylaw No. 701

The portion of the subject property impacted by the development proposal is zoned CDC3 – Comprehensive Development 3 pursuant to South Shuswap Zoning Bylaw No. 701. The subdivision proposal complies with all applicable regulations of the CDC3 zone.

FINANCIAL:

There are no financial implications to the CSRD with regard to this application.

KEY ISSUES/CONCEPTS:**Sewage Disposal**

The proposed subdivision will be serviced by the Shuswap Lake Estates community sewage treatment system.

Water Supply

The proposed subdivision will be serviced by the Shuswap Lake Estates community water system supplied by surface water drawn from Shuswap Lake. The owner is in the process of amending the current Certificate of Public Convenience and Necessity (CPCN) for the overall Shuswap Lake Estates development to accommodate this new development area.

Access

Access to the subdivision will be from Golf Course Drive.

Form and Character Guidelines

The guidelines specifically address new building projects but do not provide guidance regarding intensive residential development in the form of subdivision. Staff has advised the Board previously that staff will be bringing forward an amendment to the OCP in the near future to address the lack of guidelines for the subdivision process; until then a VCSSA DP will continue to be required prior to subdivision for some proposed land uses. Alternatively, in the future the requirement for building permits in Electoral Area C would require a form and character Development Permit for this type of residential development to be issued by the Board before a building permit could be issued. The form and character Development Permit application would include building elevations and site plans to be submitted by the applicant.

SUMMARY:

This application is for a Development Permit for a subdivision proposal that meets the guidelines for form and character as required in Electoral Area 'C' Official Community Plan No. 725. The proposed lot layout, streetscape, open space, landscaping and common parking areas are appropriate for this type of intensive residential development. Staff are therefore recommending that the Board can consider issuing this Development Permit.

IMPLEMENTATION:

If the Board issues DP 725-121, the applicant will be notified of the decision in writing, and documentation will be forwarded to the Land Titles Office for registration against the title of the property. The Development Permit for form and character must be issued before the applicant can obtain approval to complete the subdivision.

COMMUNICATIONS:

Property owners and tenants in occupation within 100 m of the subject property were given notification a minimum of 10 days prior to the October 19, 2017, CSRD Board Meeting. All interested parties have had the opportunity to provide comments regarding this application prior to the Board Meeting.

DESIRED OUTCOMES:

That the Board endorse staff recommendation.

BOARD'S OPTIONS:

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

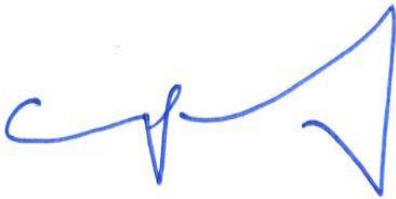
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Electoral Area C Official Community Plan Bylaw No. 725
2. South Shuswap Zoning Bylaw No. 701
3. South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87
4. Application

Report Approval Details

Document Title:	2017-10-19_Board_DS_DP725-121_ShuswapLakeEstates.docx
Attachments:	- DP 725-121 Permit and Schedules.pdf - Maps_Plans_DP725-121.pdf
Final Approval Date:	Oct 6, 2017

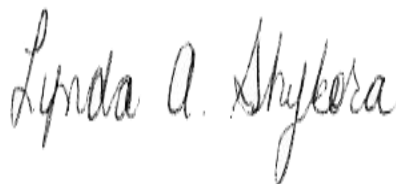
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - Oct 3, 2017 - 3:40 PM



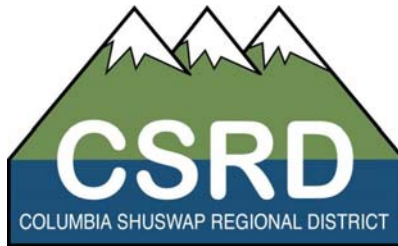
Gerald Christie - Oct 5, 2017 - 7:58 AM



Lynda Shykora - Oct 6, 2017 - 12:25 PM



Charles Hamilton - Oct 6, 2017 - 3:18 PM



DEVELOPMENT PERMIT NO. 725-121

OWNERS: Shuswap Lake Estates Ltd., c/o Terry Barker
Box 150 2405 Centennial Drive
BLIND BAY, BC V0E 1H0

1. This Village Centre and Secondary Settlement Area Form and Character Development Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described below:

Lot A, Section 8, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP74639,

PID: 030-217-679

which property is more particularly shown outlined in bold and hatched on the Location Map attached hereto as Schedule A.

3. This Permit is issued pursuant to Section 12.5 of the "Electoral Area 'C' Official Community Plan Bylaw No. 725, as amended" for a proposed subdivision as more particularly shown on the Subdivision Plan attached hereto as Schedule B (Proposed Subdivision Plan).
4. An amendment to the Permit will be required if development is not in substantial compliance with this Permit.
5. This Permit is issued based on the plans attached hereto as Schedule B (Proposed Subdivision Plan), and Schedule C (Proposed Subdivision Concept Plan) which satisfies the requirements of the Village Centre and Secondary Settlement Area Form and Character Development Permit as set out in Electoral Area 'C' Official Community Plan Bylaw No. 725, as amended.
6. It is understood and agreed that the Regional District has made no representation, covenants, warranties, guarantees, promises or agreement (verbal or otherwise) with the developers other than those in the permit.
7. This Permit shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

8. This Permit is NOT a building permit.

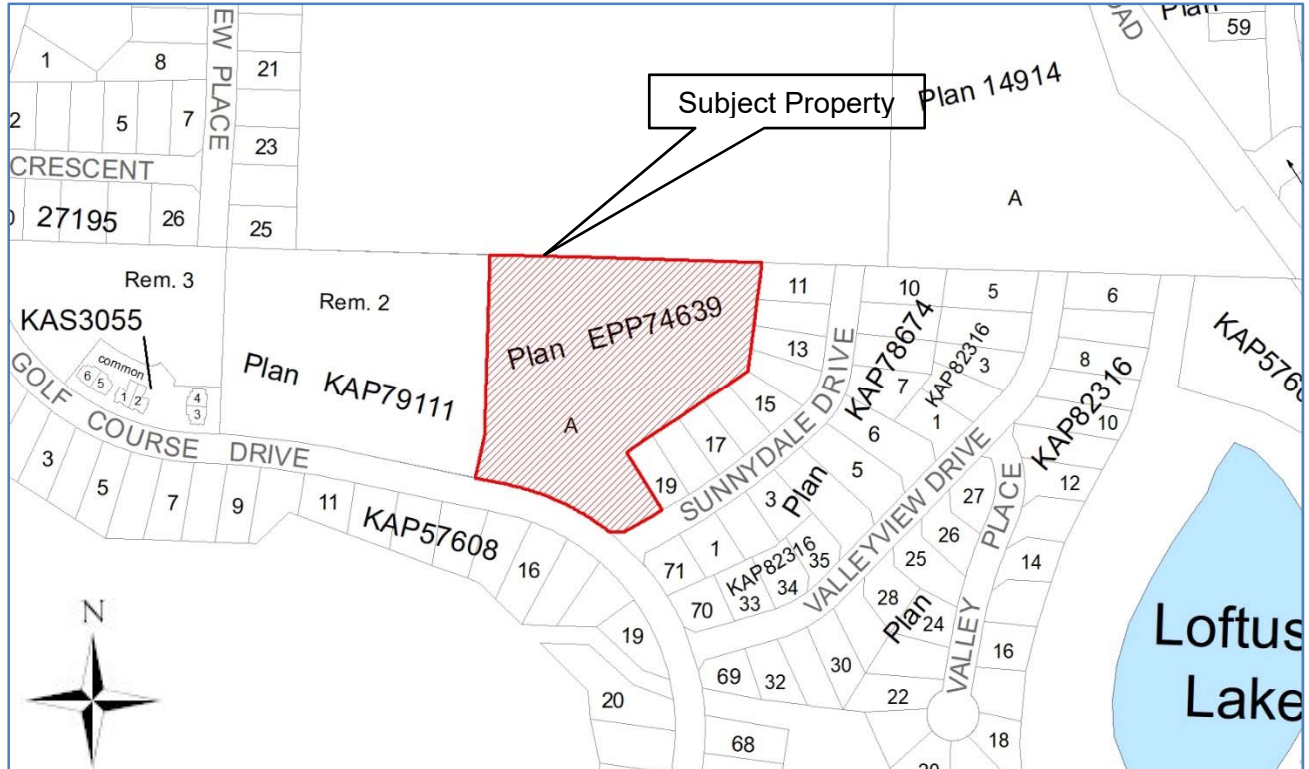
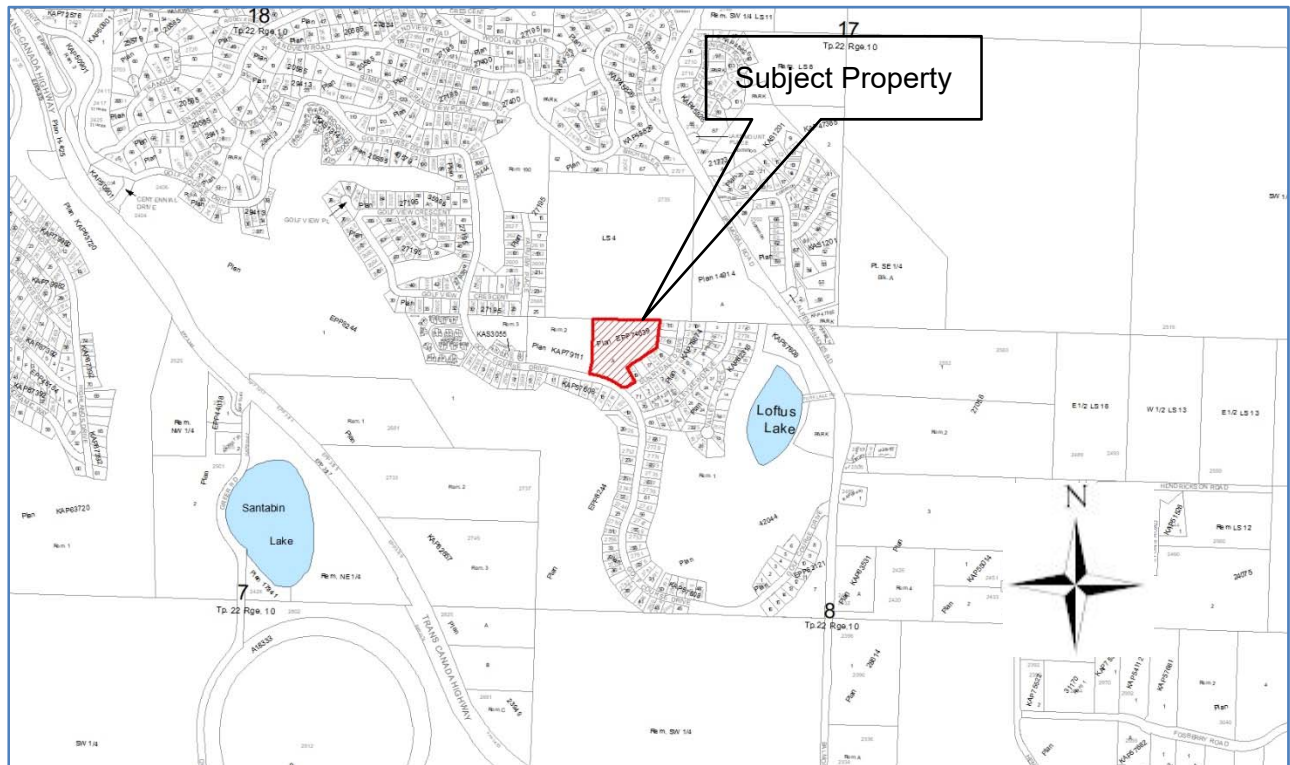
AUTHORIZED AND ISSUED BY the Columbia Shuswap Regional District Board on the 19th day of October, 2017.

Corporate Officer

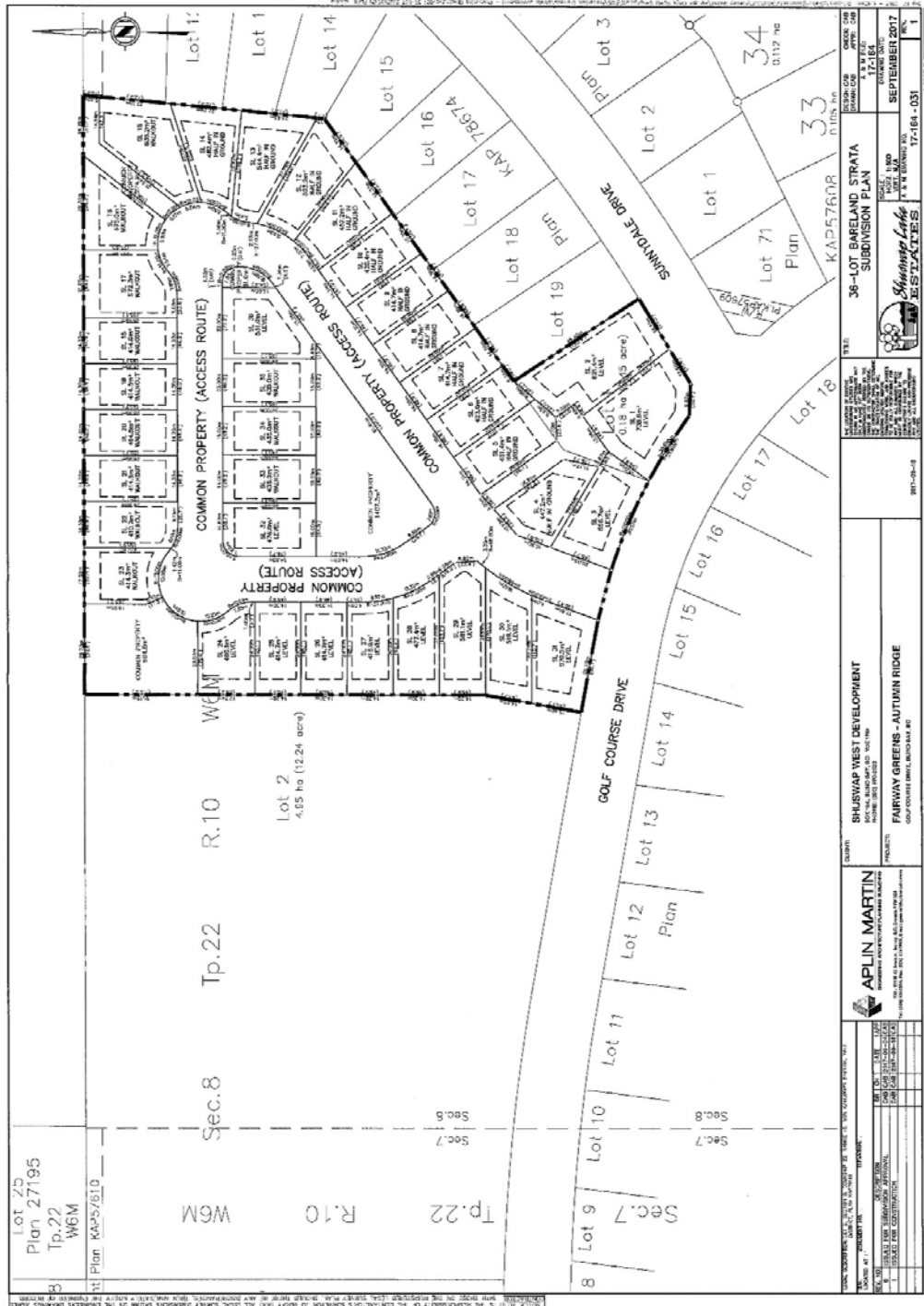
PLEASE NOTE:

- 1) Pursuant to Section 504(1) of the *Local Government Act*, if the development of the subject property authorized by this permit is not substantially commenced within two years after the issuance of this permit, the permit automatically lapses.

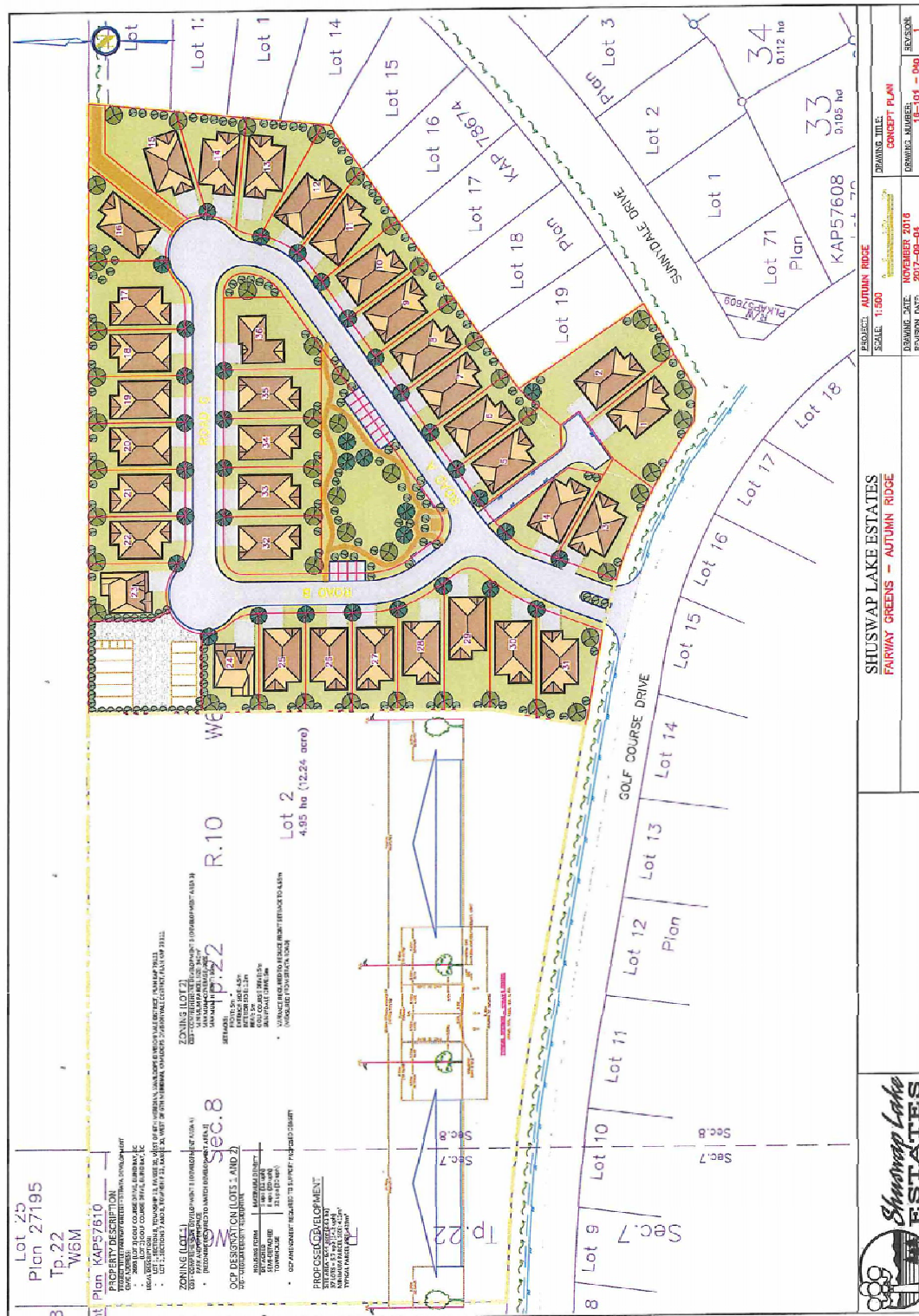
DP 725-121
Schedule A

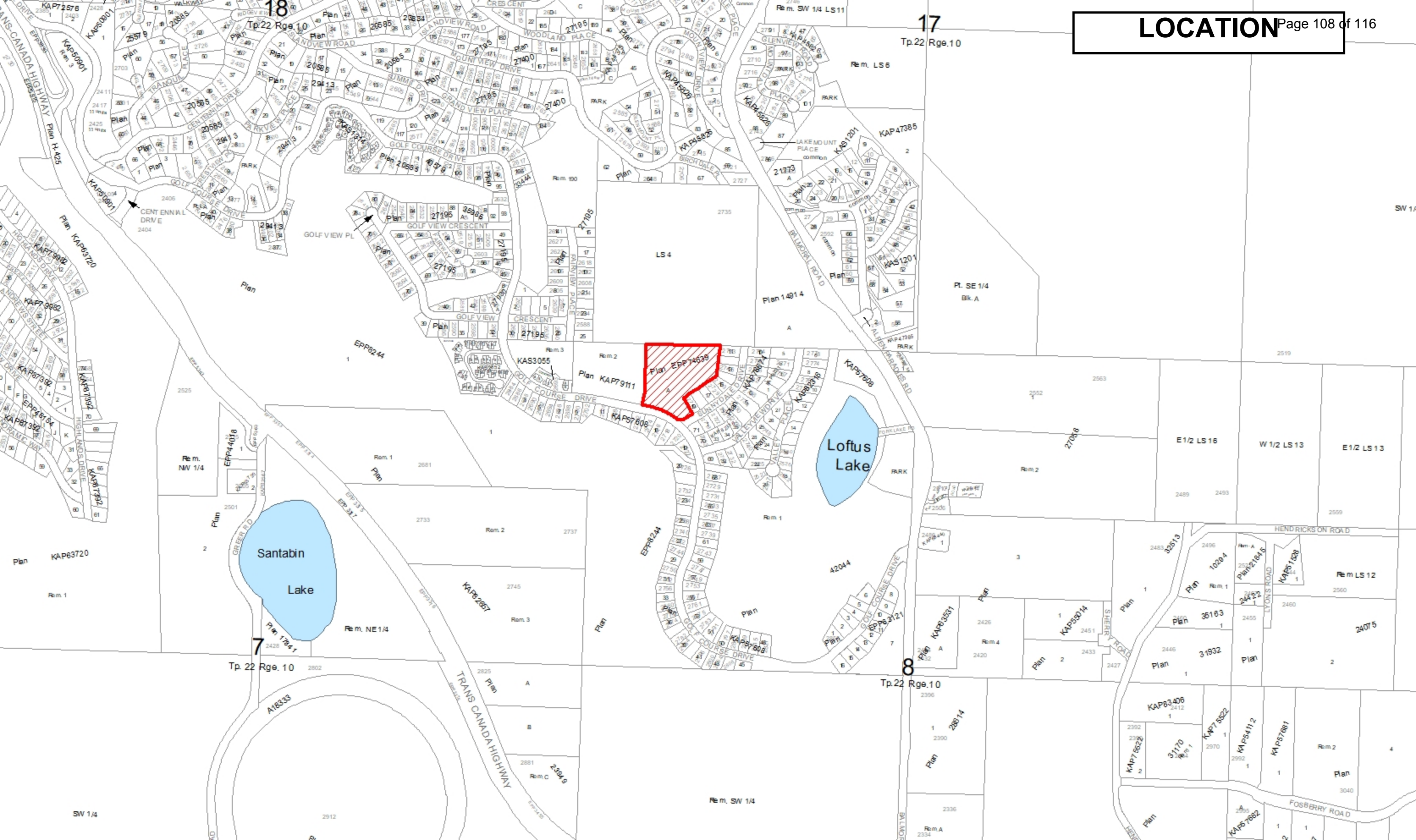


DP 725-121
Schedule B (Proposed Subdivision Plan)

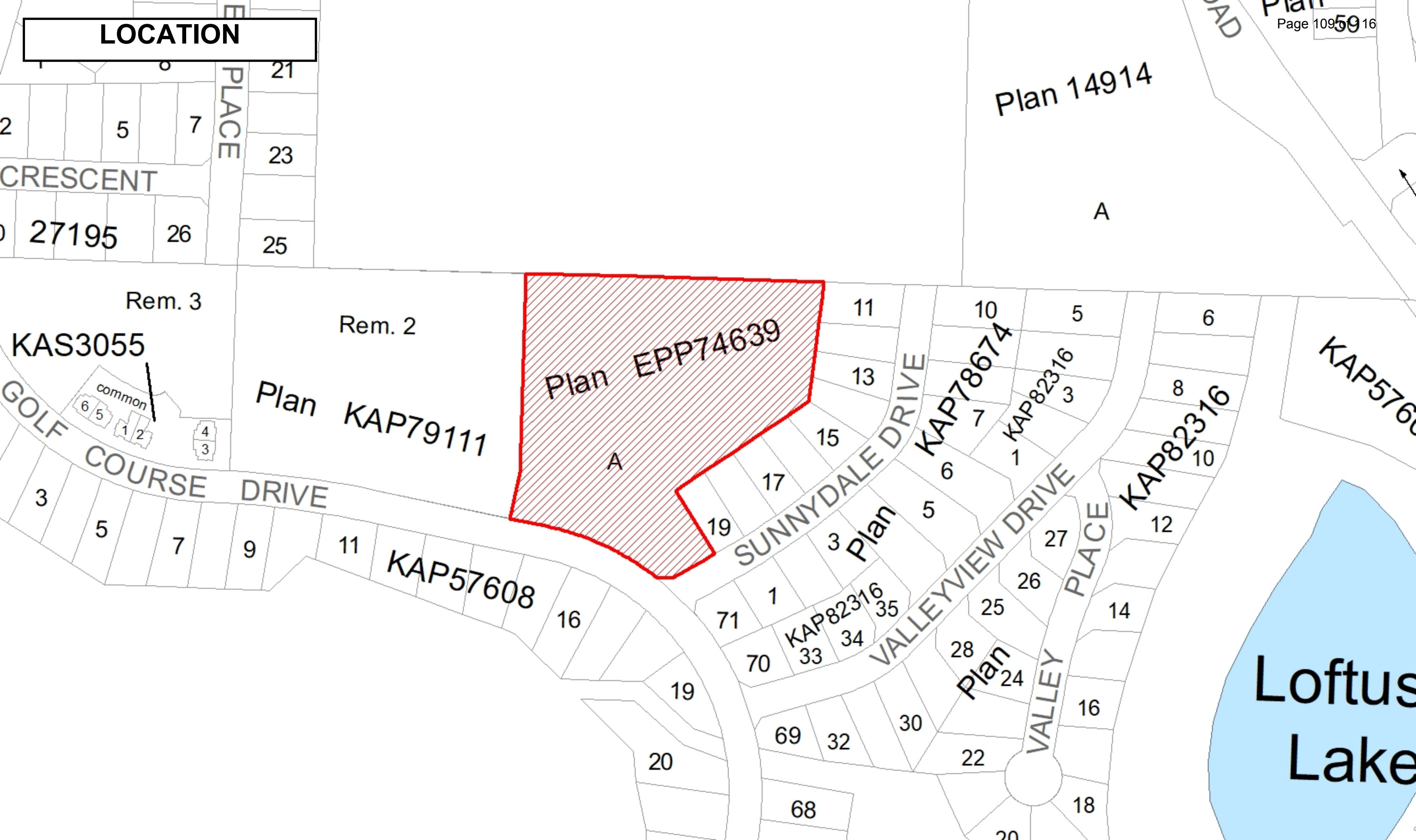


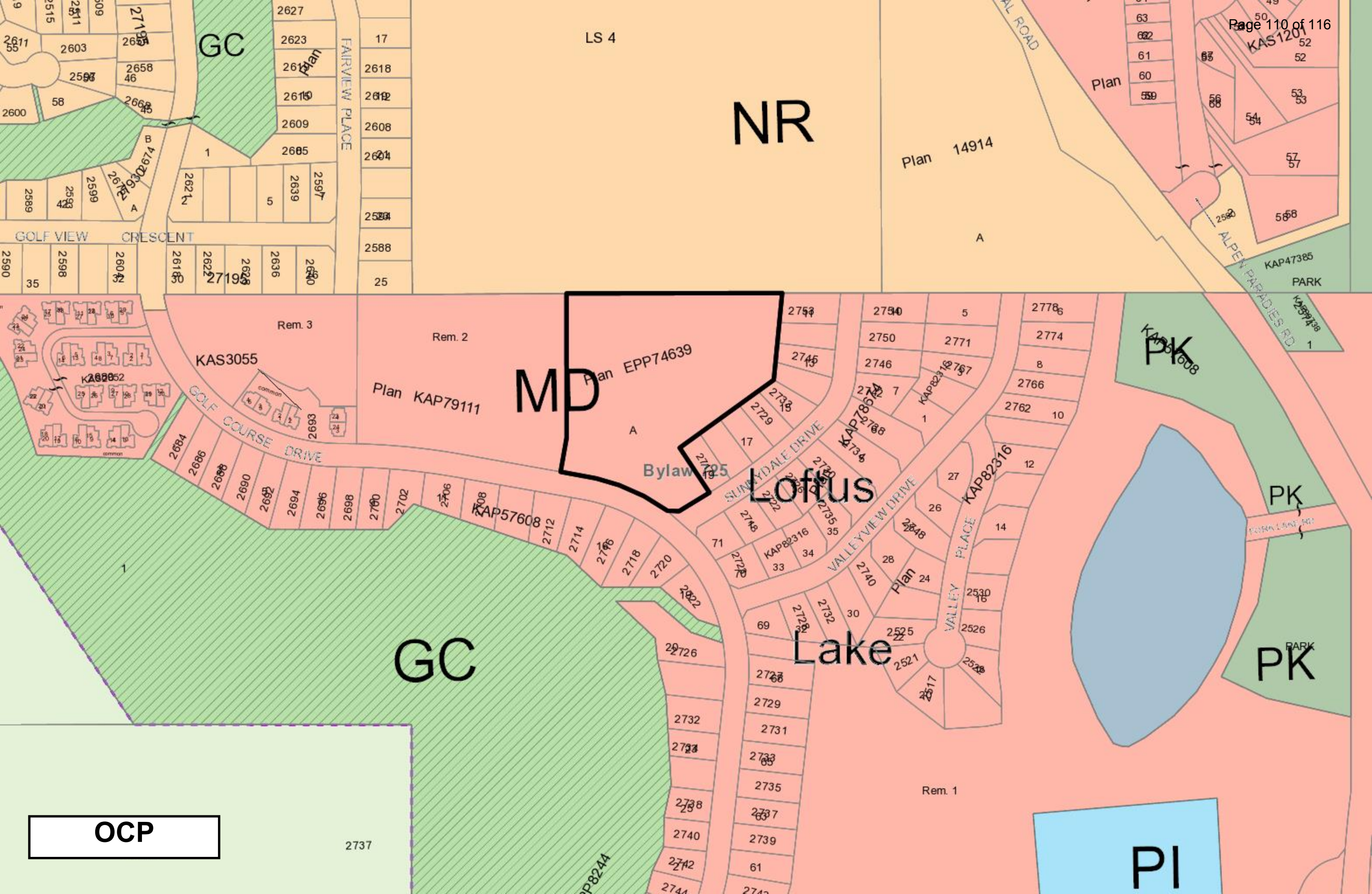
DP 725-121
Schedule C (Proposed Subdivision Concept Plan)



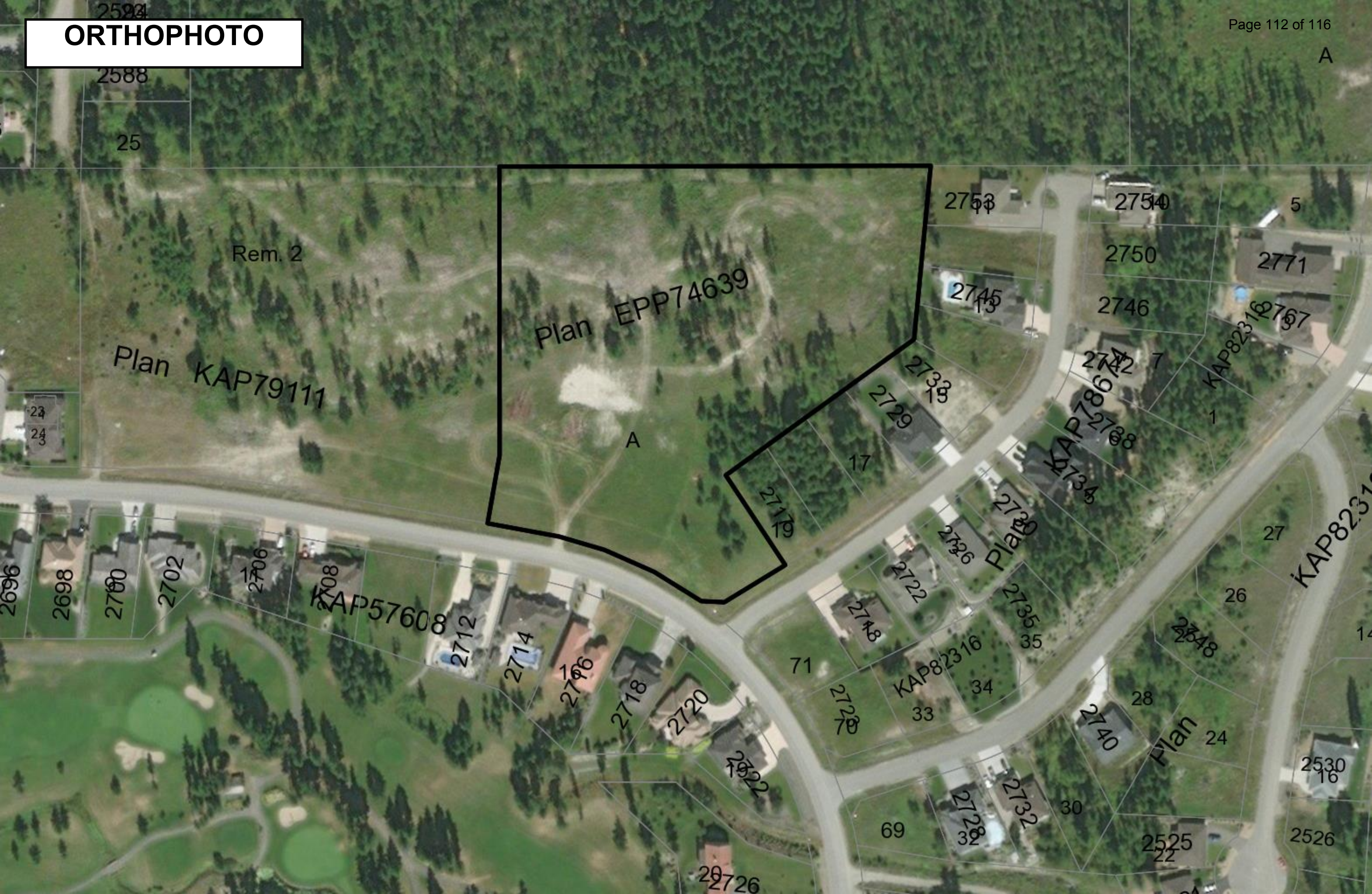


LOCATION



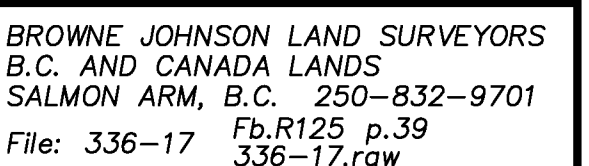


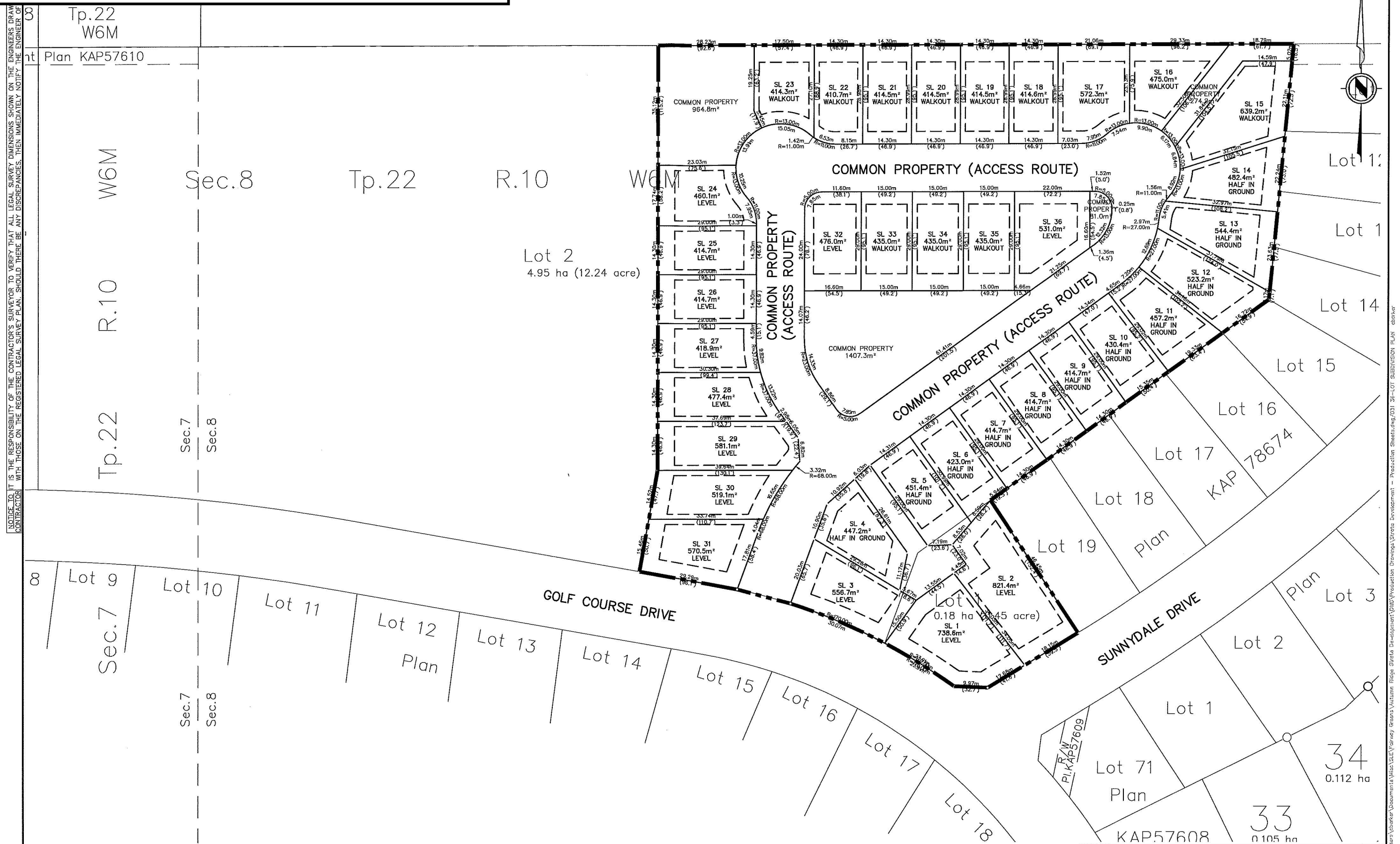
ORTHOPHOTO



Subdivision Plan of
Lot 1, Sec 8 and Part of
Lot 2, Sec 7 and 8,
Tp 22, R 10, W6M, KDYD,
Plan KAP79111

The intended plot size of this plan is 864mm in width by 560mm in height (D size) when plotted at a scale of 1:750



[illegible]

201 - 12448 82 Avenue, Surrey, B.C. Canada V3W 3E9
Tel: (604) 597-9056, Fax: (604) 597-9061, Email: general@aplincmartin.com

CLIENT:	SHUSWAP WEST DEVELOPMENT BOX 160, BLIND BAY, BC V0E 1H0 PHONE: (250) 676-2523
PROJECT:	FAIRWAY GREENS - AUTUMN RIDGE GOLF COURSE DRIVE, BLIND BAY, BC

THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY & HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MAY BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

TITLE: 36-LOT BARELAND STRATA
SUBDIVISION PLAN



DESIGN: CAB	CHECK: CAB
DRAWN: CAB	APPR: CAB
A & M FILE: 17-164	
DRAWING DATE: SEPTEMBER 2017	
- 031	REV. 1

SUBDIVISION CONCEPT PLAN



SHUSWAP LAKE ESTATES
FAIRWAY GREENS - AUTUMN RIDGE

PROJECT: **AUTUMN RIDGE**
SCALE: **1:500**

DRAWING TITLE:
CONCEPT PLAN

DRAWING DATE: **NOVEMBER 2018**
REVISION DATE: **2017-09-04**

DRAWING NUMBER:
16-101 - 040 REVISION:
1

Dan Passmore

From: Jane Stephenson <jsteph4@hotmail.com>
Sent: Friday, October 13, 2017 10:17 AM
To: Dan Passmore
Cc: Director Demenok
Subject: Notice of Intent to Issue Development Permit No. 725-121

DEVELOPMENT PERMIT SUBMISSION

ATTN: Dan Passmore

Since receiving a mailout notification of the aforementioned 'intent to issue' development permit 725-121, I ponder daily the sequencing of events.

Meetings have been held to promote the development, discuss its pros/cons, and allow people the opportunity to express any concerns. I have attended these meetings, listened to both sides of said development, and voiced my concerns. I should be on record stating that I am not against development; otherwise, I would not be living where I live. However, I am for safety in the neighbourhood in which I reside. I have spoken to the issues of traffic flow, increased amounts of traffic, and the speed in which people travel along Golf Course Drive. My concerns, along with those of others in attendance, fell on deaf ears, and the project is moving forward without any regard to the safety of the area's residents.

This brings me to the point in hand. The notice of intent to issue a permit communicates a message to me that the project will soon be receiving an actual permit. I've watched the project daily for the past month as it has unfolded in front of me. Surveying, clearing of trees, heavy equipment arrivals, digging in of sewer lines, etc, all say to me that the permit should have been issued. Does this mean that the project has commenced without the necessary permits? Does the CSRD condone this type of activity? If proceeding without a permit, would it be correct to assume that no inspection of the work being done has taken place?

I sincerely hope you can help me understand the process by which things appear to be operating; especially with another plan to remove a portion of land from Agricultural Zoning (near Golf Course Drive and Balmoral Road).

Thank you.

Sincerely,

Jane Stephenson