



# COLUMBIA SHUSWAP REGIONAL DISTRICT

## Regular Board Meeting

### LATE AGENDA

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

Pages

1. Call to Order

Note: Start time is earlier than usual.

**Motion**

THAT: the Board convene as the Committee of the Whole, this 19th day of October, 2017.

2. Committee of the Whole: Policy Session

2.1 Policy Session Update - 2017

1

Report from Charles Hamilton, Chief Administrative Officer, dated October 10, 2017.

**Motion**

THAT: it be recommended to the Board that the Policy Session Update 2017 Report dated October 10, 2017 from the Chief Administrative Officer, be received this 19<sup>th</sup> day of October, 2017.

**Motion**

THAT: it be recommended to the Board that a 2018 Policy Update Session be scheduled on the June, 2018 Regular Board agenda, and that a more comprehensive policy session take place as part of the new CSR D Board orientation in latter 2018/early 2019.

**Motion**

THAT: the Committee of the Whole now Rise and Report.

### 3. **Board Meeting Minutes**

#### 3.1 **Adoption of Minutes**

6

Adoption of September 21, 2017 Board meeting minutes.

**Motion**

THAT: the minutes of the September 21, 2017 regular Board meeting be adopted.

#### 3.2 **Business Arising from the Minutes**

Business Item Arising, See Item 7.3

### 4. **Delegations**

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

27

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.**

### ***ADMINISTRATION***

### 5. **Correspondence**

#### 5.1 **Franklin Engineering (August 1, 2017)**

46

Letter from Mike Casol of Franklin Engineering requesting the \$650 fee for Development Variance Permit for 3700 Sunnybrae-Canoe Point Road be waived.

See Item 14.1

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

47

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

- 6.1 **Shuswap Economic Development Committee Meeting Minutes - September 7, 2017** 50

**Motion**

THAT: the minutes of the September 7, 2017 Shuswap Economic Development Committee meeting be received for information.

- 6.2 **Shuswap Tourism Committee Meeting Minutes - September 7, 2017** 57

**Motion**

THAT: the minutes of the September 7, 2017 Shuswap Tourism Committee meeting be received for information.

- \*6.3 **Revelstoke and Area Economic Development Commission Meeting Minutes - September 13, 2017** 66

**Motion**

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

- 6.4 **Committee of the Whole Recommendations (Item 2.1 Above)**

**Motion**

THAT: the Board endorse the recommendations of the Committee of the Whole regarding the policy session, this 19th day of October, 2017.

## 6.5 UBCM 2017 Conference

### Outcome of CSRD Resolutions submitted to UBCM:

- B31 Forest Stewardship Plans – Request for Improved Consultation - Endorsed
- B68 Dock & Buoy Regulations - Endorsed
- C5 Regulation of Small On-farm Breweries & Meaderies - Not Admitted for Debate

### Verbal Update on Ministerial Meetings at UBCM Conference:

Minister of Municipal Affairs and Housing re: Area C Governance Study Findings and Recommendations: Request funding support to undertake a formal restructure study for Electoral Area C of the CSRD that would examine two options: (1) an incorporation study area, and (2) a determination of the exact boundaries for two electoral areas in Electoral Area C.

Minister of Energy, Mines and Petroleum Resources - Request: Allow Seymour Arm Electrification Project to Proceed.

Minister of Forests, Lands, Natural Resource Operations and Rural Development & Public Safety and Solicitor General – Emergency Planning/Preparedness – (Importance of Dialogue with New Government), Request:

1. Rapattack fire base, Salmon Arm, housing onsite for personnel be maintained for Salmon Arm & region;
2. Advocate for continued support for emergency planning readiness/resources;
3. Advise emergency situations in CSRD/restrict access to back country, etc.

For Information.

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

69

For Information.

## 7. Business General

### 7.1 Fire Services Policy Update

76

Report from Darcy Mooney, Manager, Operations Management, dated October 6, 2017.

Policy update for the Fire Services function.

#### **Motion**

THAT: the Board endorse the amendment to Policy No. W-9 “Appointment of Fire Chiefs” and approve its inclusion into the CSRD Policy Manual.

**7.2 Fire Services Command Vehicle Purchase**

80

Report from Derek Sutherland, Team Leader, Protective Services, dated October 5, 2017.

Fire Services Command Vehicle purchase and internal borrowing approval.

**Motion**

THAT: WHEREAS section 377 (3) of the Local Government Act and section 189 (4.1) and (4.2) of the Community Charter permit a Regional District to lend money from a reserve fund for one service to a reserve fund for a different service;

NOW THEREFORE be it resolved that:

1. As needed during the 2017 financial year, the Board authorize the CSRD to borrow up to \$70,000 from the pooled capital reserve funds of the Fire Department Funds, to complete the purchase of a new Fire Services Command Unit in accordance with the Five Year Financial Plan, with total repayment of interest and principal to the contributing reserve funds within five (5) years; and
2. Principal will be repaid to the respective Reserve Funds annually upon receipt of the annual tax requisition and interest will be paid from Function 046 – Regional Fire Services on a monthly basis.

**Motion**

THAT: the Board empower the authorized signatories to enter into a Purchase Agreement with Salmon Arm GM for the acquisition of a 2017 Chevy Silverado pick-up truck for use as a Fire Services Command Vehicle

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

84

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.

**7.4 Feasibility Study Funding for CP Rail Corridor Project**

86

Report from Jodi Pierce, Manager, Financial Services dated October 10, 2017. Requesting additional feasibility study funds be allocated to complete due diligence for proposed purchase of CP Rail Trail.

**Motion**

THAT: the Board approve an additional \$20,000 from the Regional Feasibility Study Fund to cover due diligence costs related to the potential acquisition of the CP Rail Corridor.

**7.5 Organics Diversion Strategy Implementation Update**

89

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, October 10, 2017. Progress update on the implementation of the Organics Management Strategy and request for waiving of the tipping fee on mixed loads of refuse containing food waste.

**Motion**

THAT: the Board authorize the geographical area where commercially generated food waste is considered a marketable resource to be Salmon Arm, Sicamous, Electoral Area D and Electoral Area C;

AND THAT: the Board reduce the tipping fee on mixed loads of commercially generated refuse containing food waste from \$160 per tonne to the refuse rate of \$80 per tonne until July 2018 in order to conduct comprehensive consultation with all affected commercial business owners;

AND FURTHER THAT: the Board direct staff to provide an update to the Board at the regularly scheduled June 2018 Board meeting on the consultation efforts and the readiness of the commercial sector to divert food waste for composting.

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

99

- 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**

**8.1 Grant-in-Aids**

101

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

***Motion***

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

**Area A**

\$1,500 Golden Agricultural Society (Halloween Hunted Trail)

**Area C**

\$3,000 Sorrento Memorial Hall (Community Get-Together)

**Area D**

\$5,000 Sunday Morners Club of Falkland and District (Hall Renovations)

\$1,700 Salmon Valley Senior's Branch #107 (Water Improvements)

\$3,000 Silver Creek Fire Department Social Club (Halloween Event)

**Area E**

\$1,000 Malakwa Fire Department (Halloween Event)

\$300 Sicamous Seniors Activity Centre ("Chairobics" Equipment)

\$3,500 Cambie Community Hall Association (Insurance and Propane)

**Area F**

\$1,950 Lakeview Community Centre Society (Remembrance Day Event).

**\*8.2 Nicholson Fire Suppression Service Area Amendment** 104

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 19<sup>th</sup> day of October, 2017.

**8.3 Golden/Area A EOF Application – Golden Visitors Centre** 112

Report from Jodi Pierce, Manager, Financial Services, dated October 10, 2017. Requesting \$300,000 from the Golden and Area A Economic Opportunity Fund to help fund improvements to the Golden Visitors Centre.

***Motion***

THAT: with the concurrence of the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Town of Golden in the amount of \$300,000 to help fund improvements to the Golden Visitors Centre, subject to receipt of the 2018 Payment-in-Lieu of Taxes from BC Hydro.

**\*8.4 Area B Fire Services Update** 122

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** 128

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**

**9.1 Fire Services Operational Criteria Bylaw No. 5587 133**

Cross reference Item No. 7.2 - Report from Operations Manager regarding Policy No. W-9, Fire Chief Appointment Process.

***Motion***

THAT: Fire Service Operational Criteria Bylaw No. 5587 and its amendments be repealed, this 19th day of October, 2017.

**9.2 2017 Five Year Financial Plan Amendment Bylaw No. 5760 143**

Report from Jodi Pierce, Manager, Financial Services dated October 9, 2017

***Motion***

THAT: "2017 Five Year Financial Plan Amendment Bylaw No. 5760" be read a first, second and third time this 19<sup>th</sup> day of October, 2017.

***Motion***

THAT: "2017 Five Year Financial Plan Amendment Bylaw No. 5760" be adopted this 19<sup>th</sup> day of October, 2017.

**\*9.3 Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758 562**

***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 566**

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 19<sup>th</sup> day of October, 2017.

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

590

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 19<sup>th</sup> day of October, 2017.

**10. IN CAMERA*****Motion***

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

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

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

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

of the Community Charter, the Board move In Camera.

***DEVELOPMENT SERVICES*****11. Business General****\*11.1 Proposed Building Bylaw No. 660 Timelines**

598

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.

**12. ALR Applications**

-None.



### 13. Directors' Report on Community Events

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

#### ***ELECTORAL AREA DIRECTORS***

### 14. Business by Area

#### 14.1 **Electoral Area C: Development Variance Permit No. 641-30 (Franklin)** 602

Report from Jennifer Sham, Planner, dated September 26, 2017.

3700 & 3710 Sunnybrae-Canoe Point Road, Sunnybrae

##### **Motion**

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-30, for Remainder Lot 1, Section 2 and 11, Township 21, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan KAP82925, varying Schedule "A" – Levels of Service of Subdivision Servicing Bylaw No. 641, as amended, to allow a subdivision which would create a fee simple lot (Remainder Lot 1) with a parcel size of 0.729 serviced by a community water system and an on-site sewerage disposal system, as shown on Schedule B, be approved for issuance this 19<sup>th</sup> day of October, 2017.

#### \*14.2 **Electoral Area C: Form and Character Development Permit DP 725-121 (Shuswap Lake Estates)** 634

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 19<sup>th</sup> day of October, 2017.

#### 14.3 **Electoral Area F: Form and Character DP 830-218 (Leopold Developments Ltd.)** 655

Report from Dan Passmore, Senior Planner, dated September 11, 2017.  
3810 Kenwood Gate, Scotch Creek.

**Motion**

THAT: in accordance with Section 490 of the Local Government Act Development Permit No. 830-218 for proposed construction of a 446 m<sup>2</sup> (4,800 ft<sup>2</sup>) new building on Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP728 (PID: 025-598-422), be issued this 19<sup>th</sup> day of October, 2017.

**14.4 Electoral Area F: Temporary Use Permit No. 830-4**

678

Report from Dan Passmore, Senior Planner, dated September 29, 2017.  
3810 Kenwood Gate, Scotch Creek.

**Motion**

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-4 for the property at 3810 Kenwood Gate to be used for industrial purposes as a manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems on Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP72803 (PID: 025-598-422), be issued this 19<sup>th</sup> day of October, 2017.

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

699

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

**Motion**

THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be read a second time this 21<sup>st</sup> day of September, 2017;)

**Motion**

THAT: a public hearing to hear representations on Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21 be held;

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

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

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

722

Report from Dan Passmore, Senior Planner dated September 29, 2017.  
6929 Squilax-Anglemont Road and 2556 McClaskey Road, Magna Bay.

**Motion**

THAT: "Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18" be read a second time this 21<sup>st</sup> day of September 2017;

**Motion**

THAT: "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30" be read a second time, as amended, this 19<sup>th</sup> day of October, 2017;

**Motion**

THAT: a public hearing to hear representations on Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18 and Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30 be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Larry Morgan, as Director for Electoral Area 'F' being that in which the land concerned is located, or Alternate Director Bob Misseghers, if Director Morgan is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

**16. Release of In Camera Resolutions**

-If Any.

***MEETING CONCLUSION***

**17. Upcoming Meetings/Events**

**17.1 Electoral Area Directors' Committee Meeting**

Thursday, November 2, 2017 at 9:30 AM  
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

**17.2 Area A Local Advisory Committee Meeting**

Tuesday, October 24, 2017 6:00 PM to 8:00 PM  
Golden & District Centennial Arena, 1410 9th Street South, Golden, BC

**17.3 Shuswap Watershed Council Meeting**

Wednesday, October 25, 2017 10:00AM  
Salmon Arm City Hall, 550 2nd Street NE, Salmon Arm, BC

**17.4 North Okanagan/Columbia Shuswap Regional Hospital District Meeting**

Tuesday, October 31, 2017 at 10:00AM

North Okanagan Regional District Office, 9848 Aberdeen Road, Coldstream,  
BC

**17.5 Revelstoke & Area Economic Development Commission Meeting**

Wednesday, November 1, 2017 at 4:00 PM

301 Victoria Road, Revelstoke, BC

**18. Next Board Meeting**

Thursday, November 16, 2017 9:30 AM

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

**19. Adjournment**

**Motion**

THAT: the regular Board meeting of October 19, 2017 be adjourned.



# BOARD REPORT

**TO:** Chair and Directors

**File No:** 0125 00 01

**SUBJECT:** Policy Session Update - 2017

**DESCRIPTION:** Report from Charles Hamilton, Chief Administrative Officer, dated October 10, 2017.

**RECOMMENDATION #1:** THAT: it be recommended to the Board that the Policy Session Update 2017 Report dated October 10, 2017 from the Chief Administrative Officer, be received this 19<sup>th</sup> day of October, 2017.

**RECOMMENDATION #2:** THAT: it be recommended to the Board that a 2018 Policy Update Session be scheduled on the June, 2018 Regular Board agenda, and that a more comprehensive policy session take place as part of the new CSRD Board orientation in latter 2018/early 2019.

## SHORT SUMMARY:

Mandate: The Chief Administrative Officer (CAO) is the Board's chief policy advisor, responsible for providing support to the Board on a range of policy matters.

Corporate Administration Services Goals for 2017: Continue to review and update bylaws, policies and procedures to ensure they are kept current and relevant.

At the June, 2016 Policy Session #3, the Board recognized that Administration would return any other policies, procedures or bylaws governing the organization on a priority basis.

This report is prepared for the Board:

- to inform of the listing of policies, procedures and bylaws, both new and those updated, since the June 2016 policy review session;
- to recommend any new policies for adoption by the Board;
- to update and comment on the directives of the Board at the June 2016 policy review session;
- to update the Board on major policy initiatives that are being worked on and that will be presented at upcoming Board meeting(s) on a priority basis; and,
- to propose a June, 2018 Regular Board meeting for a brief update/status report on policies, procedures, bylaws; and that a comprehensive policy review occur in latter 2018/early 2019 as part of the new CSRD Board's education and orientation process.

## VOTING:

Unweighted  
Corporate



LGA Part 14  
(Unweighted)



Weighted  
Corporate



Stakeholder  
(Weighted)



**PROGRESS REPORT:**Development Services Policies, Procedures and Bylaws:

The major policy initiative for this department during the past year has been completing the Building Regulation Service Bylaw for adoption this fall, 2017. This policy represents a significant organizational change and a significant change to residents and property owners within three of six electoral areas of the CSRD, to implement and to provide an expanded building inspection service.

When the Noise Bylaw is amended and proposed for adoption in November, 2017, staff will be recommending some minor changes to the new Bylaw Enforcement Policy that was adopted by the Board earlier in 2017.

Financial Services Policies, Procedures and Bylaws:

The Financial Services department has updated the following policies/procedures since the last policy session:

- F-18, Non-Managerial Exempt Staff;
- F-19 – Recognition of Managerial Hours Worked.

The Manager, Financial Services anticipates completing updates to the following policies/bylaw(s) by the end of the 2017 year:

- F-26 Vehicle Insurance
- A-24 Disposal of Equipment
- Bylaw No.5298 – Administrative Rates and Charges.

Additionally, a conclusion to the Directors Remuneration Review is needed. It should be noted that the 2017 Federal budget proposes the elimination of the 1/3 tax free reimbursement of annual stipends/meeting fees paid to local government officials, to be eliminated January 1, 2019.

Operations Management Policies, Procedures and Bylaws:

Operations Management has updated several bylaws and policies since the last policy session. Of note were amendments to the Solid Waste Disposal Tipping Fee and Regulation Bylaw and the establishment of the Waterworks Cross Connection Control Bylaw.

Of key importance at this time for Operations is the amendment of Policy No. W-09 Fire Chief Appointment Process, and to bring forward the repeal of Fire Services Operational Criteria BL 5587.

The Policy W-09 Appointment of Fire Chiefs Process, proposed amendment, is recommended for update as an item in the Business General section of the October Board agenda. The repeal of Bylaw No. 5587 is contained in the Administration Bylaws section of the October Board agenda.

Corporate Administration Services Policies, Procedures and Bylaws:

One of the most significant corporate initiatives over the year was the conditional purchase contract with CP Rail, necessitating a major elector assent process and the successful establishment of a Rail Corridor Trail Service.

The Policy No. A-67 Code of Ethics and Policy A-65 Complaint Resolution were brought forward as amendments, as directed by the Board.

There are several policies that the Corporate Administration Services department expects to bring forward to the Board in the coming months. For example: by April 1, 2018 a review of the Local Government Elections Bylaw is needed due to changes in the election period to October 2018 and pending changes to election legislation related to maximum campaign contributions; a review of the CSRD Records Retention policy in conjunction with the implementation of an organization-wide electronic records management system and the organization's transition to electronic records. Further research and collaboration/technical staff input is needed in the development of a social media policy before the final policy is presented to the Board for approval.

### **COMMENTARY ON BOARD DIRECTIVES ARISING FROM THE JUNE, 2016 POLICY SESSION:**

The Board asked for two (2) additional policies to be brought forward, those being:

- i) a policy that would guide the Board in the necessary considerations for the acquisition of properties for parkland, (having a clearly defined decision making process when considering a capital expenditure of this nature, thereby ensuring responsible stewardship of public funds); and,
- ii) a policy reflecting a corporate Communications Strategy (how the CSRD can provide communications to the public in a meaningful way).

With respect to a guiding policy on the acquisition of parkland, Operations staff have explored a number of potential draft policies and have also contacted an outside consultant on this matter. Staff will continue researching this item for return of a policy in the future. At the same time, there have been consistent methodologies applied in recent parkland acquisitions that have proved effective.

In terms of a corporate Communications Strategy, staff have researched and considered various reiterations of a draft policy. There is not a one size fits all Communications Strategy policy that is ready for presentation to the Committee today. Senior staff will continue to collaborate on a policy best suited to the varying needs of each department in the CSRD and in conjunction with the CSRD branding guidelines.

A major accomplishment related to the organization's overall communications was the achievement of a CSRD Annual Report in the spring, 2017. As well, the CSRD has undertaken a number of consistent and effective communications and outreach to the residents, for example, consultation on the Area C Parks Plan, Area C governance, Building Inspection Service and the Noise Bylaw consultations.

### **POLICY:**

The Board has not established a policy specific to the frequency of a regular policy review session, other than to indicate policies be reviewed regularly.

### **FINANCIAL:**

There may be financial implications to various functions to which a relevant policy applies.

**KEY ISSUES/CONCEPTS:**

To inform the Board of the organization's progress in moving forward to update overall organizational policies, bylaws and procedures.

**IMPLEMENTATION:**

The policy index and policy manual will be updated as new/revised policies are adopted by the Board. All Departments will be actively involved in the rewriting of policies and new policies/bylaws to bring forward to the Board for consideration on a priority basis.

**COMMUNICATIONS:**

All policies are communicated to Directors, CSRD staff and made available to the public on the CSRD website.

**DESIRED OUTCOMES:**

For the Board to feel assured that CSRD policies, procedures and bylaws and the review of those documents are being regularly and sufficiently carried out on a priority basis, as needed organizationally, and as required when existing policies are impacted by outside influences such as changes in federal or provincial legislation.

**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):**

1. Listing of Policies and major bylaws adopted by the Board from July 2016 – September 2017



BYLAWS BROUGHT FORWARD TO THE CSRD BOARD FROM JULY 2016 TO SEPTEMBER 2017

1. July 2016 ADVISORY PLANNING COMMISSION BYLAW NO. 648-3. **AMENDMENT**
2. September 2016 CSRD WATERWORKS CROSS CONNECTION CONTROL BYLAW. **NEW**
3. September 2016 RURAL SICAMOUS LAND USE AMENDMENT (CSRD) BYLAW NO. 2066 **AMENDMENT**
4. October 2016 'REGIONAL DISTRICT BOARD AND COMMITTEES PROCEDURE BYLAW NO. 5648. **AMENDMENT**
5. May 2017 CSRD Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737. **AMENDMENT**
6. July 2017 Rail Corridor Trail Service Establishment Bylaw No. 5755 and the Rail Corridor Trail Loan Authorization Bylaw No. 5756. **NEW**
7. September 2017 Floodplain Management, Intersection Sightlines, and Panhandle Lots (CSRD Zoning Bylaws). **AMENDMENTS**
8. Several Water Rates and Regulations Bylaw amendments.
9. Fire Service area amendments and one new service establishment.
10. Several Planning bylaws and amendments.

POLICIES AND PROCEDURES BROUGHT FORWARD TO BOARD FROM JULY 2016 TO SEPTEMBER 2017

1. August 2016 POLICY A-67 CODE OF ETHICS POLICY. **AMENDMENT**
2. October 2016 POLICY A-08/A-09 ETHICAL STANDARDS OF CONDUCT FOR ELECTED LOCAL GOVERNMENT OFFICIALS. **RESCIND**
3. October 2016 Policy F-02 "CSRD Administration Overhead Policy". **NEW**
4. October 2016 Policy F-28 "CSRD Administration Charges to Functions". **RESCIND**
5. November 2016 POLICY A-1 "OCCUPATIONAL HEALTH AND SAFETY PROGRAM". **AMENDMENT**
6. December 2016 Policy F-18 "Overtime – Non-Managerial Exempt Staff". **AMENDMENT**
7. December 2016 Policy F-19 "Recognition of Managerial Hours Worked. **AMENDMENT**
8. January 2017 VEHICLE INSURANCE Policy F-26 "Vehicle Insurance". **AMENDMENT**
9. January 2017 Policy No. F-12 "CSRD Firefighter and Officer Remuneration. **AMENDMENT**
10. January 2017 Policy A-65 Complaint Resolution Policy. **AMENDMENTS**
11. February 2017 Policy A-69 "Bylaw Enforcement Policy". **NEW**
12. February 2017 Policy P-16 "Bylaw Enforcement" and Procedure PR-7 "Bylaw Enforcement Procedure". **RESCIND**
13. March 2017 Policy No. A-1 "Occupational Health and Safety Program". **AMENDMENT**
14. July 2016 PR-26 - Procedure for the Selection of Advisory Planning Commission (APC) Members. **AMENDMENT**



## REGULAR BOARD MEETING MINUTES

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

Date: September 21, 2017  
 Time: 9:30 AM  
 Location: CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

### Directors Present

R. Martin (Chair)	Electoral Area E
K. Cathcart	Electoral Area A
L. Parker	Electoral Area B
R. Talbot	Electoral Area D
L. Morgan	Electoral Area F
C. Moss	Town of Golden
T. Rysz	District of Sicamous
C. Eliason	City of Salmon Arm
A. Payment	Electoral Area C Alternate
L. Wallace-Richmond	City of Salmon Arm Alternate

### Directors Absent

M. McKee	City of Revelstoke
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### Staff

C. Hamilton	Chief Administrative Officer
L. Shykora	Deputy Manager, Corporate Administration Services
J. Pierce	Manager, Financial Services
D. Mooney	Manager, Operations Management
B. Van Nostrand	Team Leader, Environmental Health Services
R. Nitchie	Team Leader, Community Services
G. Christie	Manager, Development Services
C. Paiement	Team Leader, Development Services
D. Passmore	Senior Planner
J. Sham	Planner
C. Benner	Development Services Assistant
J. Graham	Executive Assistant/Assistant Deputy Corporate Officer

**1. Call to Order**

The Chair called the meeting to order at 9:40 AM.

**2. Board Meeting Minutes****2.1 Adoption of Minutes**

2017-0901

**Moved By** Director Morgan

**Seconded By** Director Cathcart

THAT: the minutes of the August 17, 2017 regular Board meeting be adopted.

**CARRIED**

**2.2 Business Arising from the Minutes**

None.

**3. Gift Presentation: R. Craig Hillson**

Chair Martin presented R. Craig Hillson with a gift on behalf of the Board in appreciation for over twenty years of service as the Salmon Arm Landfill Compaction and Cover Contractor. Mr. Hillson will be retired as of November 30, 2017.

The Chair acknowledged Mr. Hillson's excellent service and contribution to the Salmon Arm Landfill site.

**ADMINISTRATION****4. Correspondence****4.1 Tolko Industries Ltd.**

Letter from Tom Hoffman, Manager, External and Stakeholder Relations and Michael Bragg, Southern Interior Woodlands Manager requesting an opportunity to speak to the Board.

Related to the 10:00 AM Delegation.

**4.2 Greyhound Transportation Canada ULC (September 13, 2017)**

**Letter from Brad Scott, BC District Manager, Passenger Services, informing regional districts that Greyhound Canada has filed an application with the BC Passenger Transportation Board to eliminate or reduce certain route points.**

The Board recommended that a letter be written to Greyhound Canada outlining their concerns for lack of travel options in rural and remote destinations, particularly for seniors as this is often the only form of transportation available to them.

2017-0902

**Moved By** Director Eliason

**Seconded By** Director Talbot

THAT: the Board write a letter to Greyhound Canada expressing its opposition to the plans of Greyhound Canada to cut services to remote and rural destinations.

**CARRIED**

**4.3 Ministry of Municipal Affairs and Housing (September 14, 2017)**

**Email from Selina Robinson, introducing herself as the new Minister of Municipal Affairs and Housing.**

2017-0903

**Moved By** Director Cathcart

**Seconded By** Director Morgan

THAT: the correspondence contained on the September 21, 2017 regular Board agenda be received for information.

**CARRIED**

**5. Reports**

None.

**6. Business General****6.1 Director Morgan - Verbal - Request for Consideration of Support for Provincial Government Governance Study Funding, Electoral Area F**

Background: Director Morgan has expressed to CSRD Administration, after observing the Electoral Area C Governance Study process, that it would be appropriate to consider the pursuit of Provincial Government funding support for a Governance Study in Electoral Area F.

- It is suggested that CSRD Administration raise and discuss the potential of Governance Study Funding for Electoral Area F with the Ministry of Municipal Affairs and Housing staff at the scheduled meeting during UBCM 2017 Conference.

CSRD Administration will bring outcomes of discussion to next Board meeting.

2017-0904

**Moved By** Director Morgan

**Seconded By** Director Eliason

THAT: the Board express its support in principle for a funding request for a Governance Study in Electoral Area F, and further that CSRD 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.

**CARRIED**

## **6.2 Trail Consulting, Construction and Maintenance Services Agreement**

Report from Ryan Nitchie, Team Leader Community Services, dated September 8, 2017.

Five year trail consulting, construction and maintenance services agreement with the Shuswap Trail Alliance.

2017-0905

**Moved By** Director Morgan

**Seconded By** Director Cathcart

THAT: the Board empower the authorized signatories to enter into an agreement with the Shuswap Trail Alliance for trail consulting maintenance and construction services within Electoral Areas C, D, E and F for a five year term commencing October 1, 2017 and expiring on September 30, 2022, with an option to renew the agreement for an additional five years.

**CARRIED**

## 7. Delegations

### 7.1 10:00 AM: Tolko Industries Ltd.

\*Presentation attached to the Late Agenda.

Tom Hoffman, Manager, External and Stakeholder Relations and Michael Bragg, Southern Interior Woodlands Manager from Tolko Industries Ltd. were in attendance to present to the Board a presentation on Tolko harvesting practices and plans for the Southern Interior particularly those relevant to the catchment area of the CSRD.

Tom Hoffman noted this was a presentation only today, consultation and public meetings will take place in the future.

A PowerPoint presentation outlined:

Basic forest management by Tolko, including the forest planning process and community impacts.

The presentation noted both Swansea Point and Silver Creek and that they are in the planning process for both.

Swansea Point – developing framework for understanding processes and conducting assessments. Scheduled to bring information forward in late 2018.

Silver Creek – the referral is complete, so they are just beginning planning process. Anticipate bring information forward in late fall 2018 or early spring 2019.

Tom Hoffman and Michael Bragg as well as Ray Crampton, Regional Executive Director from the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development (FLNRORD) answered several questions from Board members.

Some questions and comments from Directors were:

- Tolko was encouraged to reach out to community groups to provide information.
- community members do not feel communicated with and that input is limited. How will Tolko ensure communication with the public?

*Tom Bragg replied, that Tolko would like to participate fully and will consult with local residents. They recognize this is a concern to public and will endeavor to communicate.*

- Better maps are required from Tolko for clarity.

*Tolko said they would work on their maps and provide better communication.*

- Are assessments available to public?

*No, however Tolko will discuss the general information with the public.*

- Level of consultation is inadequate and meetings in all communities need to be increased.

*Ray Crampton commented that FLNRORD wants to start conversations and will visit those communities that express interest. Information on their website that outlines their procedures.*

- CSRD staff commented that the correspondence shared with the public did not indicate there would be public consultation.

*Tolko offered to meet with CSRD staff to go over processes and provide input with communications.*

- LRMP's were done a long time ago and logging is getting closer and closer to communities and the communication is not always there. There is a need to update LRMP's.

*Ray Crampton - one way communications do not work and land use planning is being reviewed now. LRMP is still relevant.*

Ray Crampton provided information on a forest stewardship plan that companies need to follow and that FLNRORD scrutinizes.

Tolko appreciated the comments and will proceed with public meetings. Chair Martin accepted offer for Tolko to return to a future Board meeting and to provide communications to the Board.

## **7.2 10:15 AM: South Okanagan-Similkameen Conservation Program**

Bryn White, Program Coordinator of the South Okanagan-Similkameen Conservation Program (SOSCP) was in attendance and gave information to the Board on the society's conservation program.

A PowerPoint presentation depicted:

Local conservation funds information and partnerships in conservation.

Presentation outlined the importance of biodiversity and that it is the foundation of our communities and economies.

The SOSCP works with 50 organizations to achieve shared environmental conservation goals. Senior, local, national and grassroots groups work under the same umbrella.

They promote ecologically sustainable land use and assist with land use planning processes. They have a biologist that works with local governments on land and park plans. Their comprehensive analysis and strategy has been used by local governments.

There was a proposal to establishing a local conservation fund through an AAP process that has now been adopted.

The SOSCP worked on action plans and foreshore inventory mapping with the Shuswap Watershed Council.

## **8. Business by Area**

### **8.1 Grant in Aid Requests**

Report from Jodi Pierce, Manager, Financial Services dated September 11, 2017.

**\*Report revised by adding Grant in Aid requests by Area A and Area F.**

2017-0906

**Moved By** Director Morgan

**Seconded By** Director Cathcart

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

Area A

\$1,100 Kicking Horse Country Chamber of Commerce (event sponsorship)

Area C

\$3,500 White Lake Fire Department (Halloween event)

\$26,460 Sorrento Drop-In Society (parking lot repairs)

\$4,000 Tappen Sunnybrae Fire Department (Halloween event)

\$12,450 South Shuswap Health Services Society (equipment for Wellness Centre)



## Area E

\$3,500 Eagle Valley Rescue Society (crew training and operational funding)  
\$5,500 Malakwa Learning Academy (cooking & nutrition program)  
\$4,000 Malakwa Playschool Society (operational funding)  
\$1,000 Eagle Valley Seniors Meals Society (operational funding).

## Area F

\$2,000 Scotch Creek/Lee Creek Fire Department (Halloween event)  
\$2,000 Scotch Creek/Lee Creek Community Hall (Halloween event).

**CARRIED****8.2 Revelstoke/Area B EOF Application – Farwell Splash Park**

Report from Jodi Pierce, Manager, Financial Services, dated September 12, 2017.

2017-0907

**Moved By** Director Parker

**Seconded By** Director Cathcart

THAT: With the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve funding from the Revelstoke and Area B Economic Opportunity Fund in the amount of \$50,000 to assist with the development of a new splash park in Revelstoke.

**CARRIED****8.3 Area D Community Works Fund – Salmon Valley Senior Citizens Branch 107**

Report from Jodi Pierce, Manager, Financial Services dated September 11, 2017. Access to Community Works Funds.

2017-0908

**Moved By** Director Talbot

**Seconded By** Director Morgan

THAT: in accordance with Policy F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Community Works Fund be approved up to \$26,000 plus applicable taxes from the Area D Community Works Fund for a new water well at the Salmon Valley Senior Citizens Hall.

**CARRIED**

**8.4 Electoral Area E Community Works Fund**

Report from Ryan Nitchie, Community Services Team Leader, September 6, 2017.

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

2017-0909

**Moved By** Director Parker

**Seconded By** Director Morgan

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund - Expenditure of Monies” access to the Electoral Area Community Works Fund be approved for up to \$140,000 plus applicable taxes from the Electoral Area E Community Works Fund allocation for park construction at Malakwa Community Park.

**CARRIED**

**8.5 Crown Land Tenure – Don Fink Community Park – Seymour Arm**

Report from Ryan Nitchie, Community Services Team Leader, dated August 30, 2017.

Crown tenure application .85 hectares of land at Don Fink Community Park in Seymour Arm.

2017-0910

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board empower the authorized signatories to acquire a licence of occupation for a term of ten years from the Province of British Columbia over the land described as, that part of Lot 6 of District Lot 663, Kamloops Division of Yale District, Plan 5824 and containing .85 hectares, more or less, for community park purposes.

**CARRIED**

**8.6 Sunnybrae Waterworks Water Main Upgrade Contract Award**

Report from Terry Langlois, Team Leader Utilities, dated September 19, 2017.

Sunnybrae Waterworks Water Main Upgrade Contract Award

2017-0911

**Moved By** Director Parker**Seconded By** Alternate Director Payment

THAT: the Board empower the authorized signatories to enter into an agreement with LB Chapman Construction Ltd. to construct and commission, as designed, the Sunnybrae Waterworks Water Main Upgrade project for a total cost of \$733,900.00 plus applicable taxes.

**CARRIED**

## **9. Administration Bylaws**

### **9.1 Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758**

Report from Darcy Mooney, Manager, Operations Management, dated September 7, 2017.

Bylaw to establish a fire suppression service area for eleven properties in the Annis Bay area of Electoral Area E.

2017-0912

**Moved By** Director Talbot**Seconded By** Director Morgan

THAT: Bylaw No. 5758 cited as “Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758” be read a first, second and third time this 21<sup>st</sup> day of September, 2017.

**CARRIED**

Chair Martin noted her appreciation to the District of Sicamous for agreeing to provide fire services to this area.

## **10. IN CAMERA**

2017-0913

**Moved By** Director Cathcart**Seconded By** Director Morgan

THAT: pursuant to Sections 90(1)(a) and (e) of the Community Charter:

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

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

of the Community Charter, the Board move In Camera.

**CARRIED**

## DEVELOPMENT SERVICES

### **11. Business General**

#### **11.1 All Electoral Areas: Proposed Noise Bylaw No. 5754 Consultation Results**

Report from Gerald Christie, Manager, Development Services, dated September 10, 2017.

Results of the public consultation conducted in regard to proposed Noise Bylaw No. 5754.

2017-0914

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board receive the report of Gerald Christie, Manager, Development Services dated August 24, 2017 re: Proposed Noise Bylaw No. 5754, for information.

**CARRIED**

2017-0915

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board provide direction to staff with regard to bylaw amendments and also confirm the participating Electoral Areas for Bylaw No. 5754.

#### Discussion on the motion:

A number of Directors spoke in favour of proposed Bylaw but felt amendments were necessary. Suggestion that communications needed to be very strong as this Bylaw's main intent will be to provide a municipal ticketing option for the RCMP to deal with noise-related issues.

Area A Director spoke in favour but requested construction and home-based business be exempted, as well as weddings and barking dogs.

Area F Director spoke in favour but suggested that rural farm areas should be excluded and Bylaw should be in effect from 12AM to 7AM on weekends. Community events should be exempted.

Area E Director spoke in favour however, the Bylaw needs to be very clear that dogs are not included in Bylaw. Should be earlier than 7AM.

Staff to bring forward amendments at a future Board meeting.

**CARRIED**

### **11.2 Electoral Areas B, E, and F: Building Regulation Public Engagement Summary**

Report from Gerald Christie, Manager Development Services, dated September 21, 2017.

A summary of the public engagement and open houses held in Electoral Areas B, E and F with regard to the implementation of building regulation in those areas.

2017-0916

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board receive the report ‘Electoral Areas B, E., and F: Building Regulation Public Engagement Summary’ dated September 21, 2017 from the Manager, Development Services, for information.

#### Discussion on the motion:

Area B Director spoke in favour of implementing building regulation in Area B. Commented that service should be region wide, and noted disappointment that Area C will not be participating and encouraged Area D to review decision.

Area F Director supports continuing to provide building regulation in Area F but at a higher service level with Seymour Arm excluded.

Area E Director supports implementing building regulation in Area E. Realizes the need for safety and noted the costs of bylaw enforcement outweigh the costs of building inspection.

**CARRIED**

2017-0917

**Moved By** Director Morgan**Seconded By** Director Talbot

THAT: the Board adopt a resolution to confirm participating Electoral Areas in the proposed Building Regulation service in order that Administration is able to proceed with staff recruitment for the building inspection service implementation.

**Amendment:**

2017-0918

**Moved By** Director Morgan**Seconded By** Director Talbot

THAT: the above resolution be amended to confirm Electoral Areas B, E and F are participating in the proposed Building Regulation service.

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

Director Eliason, Director Rysz, Director Moss left the meeting at this time.

## **12. ALR Applications**

### **12.1 Electoral Area D: Agricultural Land Commission (ALC) Application Section 21(2) - Subdivision and Section 17(3) - Inclusion**

Report from Jennifer Sham, Planner, dated August 28, 2017.  
2972 & 3020 Yankee Flats Road, Yankee Flats

The applicant and agents were in attendance at the meeting.

2017-0919

**Moved By** Director Talbot**Seconded By** Director Morgan

THAT: Application No. LC2538D, Section 21(2) Subdivision for Parcel A (DD V44313) of the Northwest ¼ of Section 6 Township 18 Range 10 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0920

**Moved By** Director Talbot**Seconded By** Director Morgan

THAT: Application No. LC2539D, Section 17(3) Inclusion of a portion of Parcel A (DD V44313) of the Northwest ¼ of Section 6 Township 18 Range 10 West of the 6th Meridian Kamloops Division Yale District, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 21st day of September, 2017.

**CARRIED****13. Directors' Report on Community Events**

There was a brief verbal report from Each Board Director for information.

Alternate Director Wallace-Richmond left the meeting at this time.

**ELECTORAL AREA DIRECTORS****14. Business by Area****14.1 Electoral Area C: Form and Character DP 725-110 (Blind Bay Hideaway Ltd.)**

Report from Dan Passmore, Senior Planner, dated August 10, 2017.  
2094 Eagle Bay Road, Blind Bay.

The applicant was in attendance.

It was noted that no public submissions were received regarding the issuance of the proposed variance.

2017-0921

**Moved By** Alternate Director Payment**Seconded By** Director Parker

THAT: in accordance with Section 490 of the Local Government Act Development Permit No. 725-110 for proposed construction of an additional 4 weekly vacation rental cabins (cabins #6-9) on Lot 11, Section 20, Township 22, Range 10, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan 6612 (PID: 010-078-347), be issued this 21<sup>st</sup> day of September, 2017.

**CARRIED**

**14.2 Electoral Area C: Development Variance Permit No. 900-4 (CSRD)**

Report from Jennifer Sham, Planner, dated August 29, 2017.  
3580 Sunnybrae-Canoe Point Road, Sunnybrae.

The applicant, R. Nitchie on behalf of CSRD was in attendance.

It was noted that no public submissions were received regarding the issuance of the proposed variance.

2017-0922

**Moved By** Alternate Director Payment

**Seconded By** Director Parker

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 900-4 for Block B Section 10 Township 21 Range 10 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District, varying Section 3.4.2(d) of Lakes Zoning Bylaw No. 900, as follows:

1. Maximum surface area of a swim platform from 10 m<sup>2</sup> to 24.3 m<sup>2</sup>,  
be approved for issuance this 21<sup>st</sup> day of September, 2017.

Discussion on the motion:

Area E Director asked if swim area is fully enclosed. Staff responded yes.

Area F Director is not in support as docks are strongly regulated and the variance proposed for the CSRD application is significant in comparison to Zoning Bylaw No. 900 regulations.

Area B Director indicated support as this is a community park for the use and benefit of the public.

**CARRIED**

OPPOSED (1): DIRECTOR MORGAN

**14.3 Electoral Area F: Development Permit No. 830-215 (Rogers –Smith)**

Report from Candice Benner, Development Services Assistant, dated August 24, 2017.

1218 Beatrice Road, Lee Creek

Applicant was not in attendance.



2017-0923

**Moved By** Director Morgan**Seconded By** Director Talbot

THAT: in accordance with Section 490 of the Local Government Act, Development Permit No. 830-215 (Rogers-Smith) for a Foreshore and Water Development Permit for Lot 5, Section 25, Township 22, Range 12, and of Section 30, Township 22, Range 11, W6M, KDYD, Plan 7418, varying 4.4.2(b) of Lakes Zoning Bylaw No. 900, as follows:

1. Maximum total upward facing area for a floating dock from 24m<sup>2</sup> to 27.87 m<sup>2</sup>; and,
2. Maximum width of any portion of a floating dock surface from 3 m to 3.048 m,

be approved for issuance this 21<sup>st</sup> day of September, 2017.

**CARRIED**

#### **14.4 Changes to the Provincial Private Moorage Program**

Update/status report (verbal) from Development Services staff - Changes to the Provincial Private Moorage Program:

Recommendations from the April 4 2017 Electoral Area Directors meeting were endorsed by the Board:

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

STATUS: The letter was sent May 8, 2017. Development Services staff subsequently met with staff from the Ministry of Forests, Lands and Natural Resource Operations in Kamloops in June 2017 to discuss the letter. Staff will provide a verbal summary of this meeting.

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

STATUS: The letter was sent May 10, 2017.

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

STATUS: An ad was published in newspapers covering Electoral Areas C, E and F in June 2017. CSRD social media was also utilized. Letters were sent August 23, 2017 to companies that are known to complete dock, swimming platform, and buoy work in the Columbia and Shuswap areas.

2017-0924

**Moved By** Director Parker

**Seconded By** Director Morgan

THAT: the Board send a letter to Premier John Horgan requesting that Shuswap and Mara lakes be designated as an application-only area for private moorage.

**CARRIED**

## 15. Planning Bylaws

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

Report from Dan Passmore, Senior Planner, dated August 16, 2017.

2017-0925

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Scotch Creek Zoning Amendment (CSRD) Bylaw No. 825-34' be read a third time, as amended, this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0926

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Scotch Creek Zoning Amendment (CSRD) Bylaw No. 825-34' be adopted this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0927

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Magna Bay Zoning Amendment (CSRD) Bylaw No. 800-26" be read a third time, as amended, this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0928

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Magna Bay Zoning Amendment (CSRD) Bylaw No. 800-26" be adopted this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0929

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Anglemont Zoning Amendment (CSRD) Bylaw No. 650-11" be read a third time, as amended, this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0930

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Anglemont Zoning Amendment (CSRD) Bylaw No. 650-11" be adopted this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0931

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Rural Sicamous Land Use Amendment (CSRD) Bylaw No. 2064" be read a third time, as amended, this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0932

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Rural Sicamous Land Use Amendment (CSRD) Bylaw No. 2064" be adopted this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0933

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "South Shuswap Zoning Amendment (CSRD) Bylaw No.701-83" be read a third time, as amended, this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0934

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "South Shuswap Zoning Amendment (CSRD) Bylaw No.701-83" be adopted time this 21<sup>st</sup> day of September, 2017.

**CARRIED**

**15.2 Electoral Area F: Scotch Creek/Lee Creek Zoning Amendment (Ted & Lucille Tash) Bylaw No. 825-37**

Report from Dan Passmore, Senior Planner, dated August 4, 2017.

1 – 1022 Scotch Creek Wharf Road, Scotch Creek.

Applicants were not in attendance.

2017-0935

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: Scotch Creek/Lee Creek Zoning Amendment (Ted & Lucille Tash) Bylaw No. 825-37, be read a second time this 21<sup>st</sup> day of September, 2017.

**CARRIED**

2017-0936

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: a public hearing to hear representations on Scotch Creek/Lee Creek Zoning Amendment (Ted & Lucille Tash) Bylaw No. 825-37 be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Larry Morgan, as Director for Electoral Area 'F' being that in which the land concerned is located, or Alternate Director Bob Misseggers, if Director Morgan is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

**CARRIED**

#### **16. Release of In Camera Resolutions**

The following resolutions were authorized for release from the September 21, 2017 In Camera (closed) meeting of the Board:

Resignation of Electoral Area D and E Advisory Planning Commission member:

THAT: the Board accept the resignation of John Coulson from both the Electoral Area D and E Advisory Planning Commissions;

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

#### AMENDMENT:

THAT: the above motion be amended to accept the resignation of John Coulson from the Electoral Area E Parks Advisory Committee.

**17. Adjournment**

**Moved By** Director Cathcart

**Seconded By** Director Parker

THAT: the regular Board meeting of September 21, 2017 be adjourned.

**CARRIED**

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CHAIR

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CHIEF ADMINISTRATIVE OFFICER



# 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](http://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](http://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](mailto: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.

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**For Office Use Only:**

☐ Approved

☐ Declined

☐ Other

Appearance Date: \_\_\_\_\_

Applicant informed of appearance date on: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Laura Schumi**

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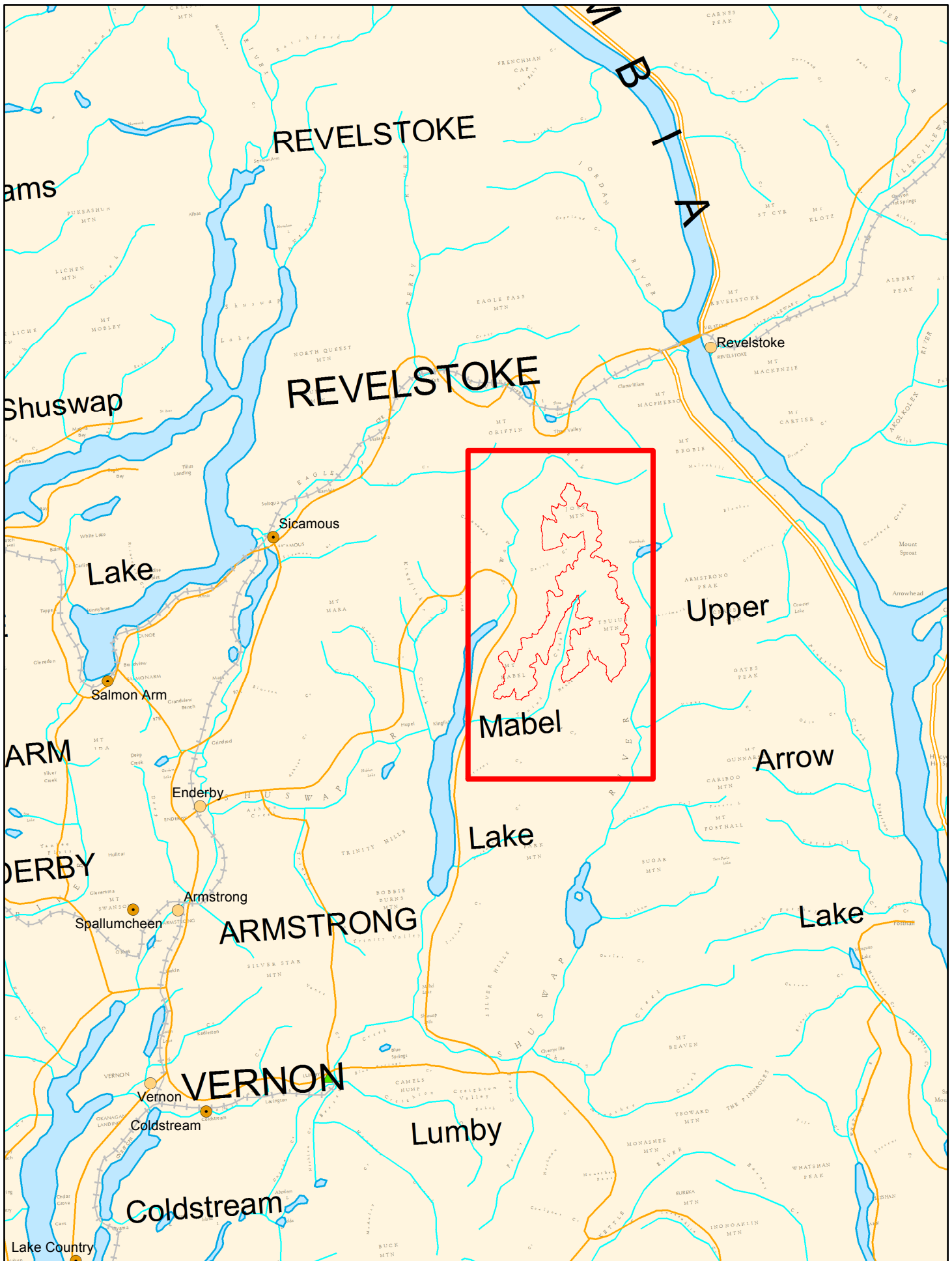
**From:** Laura Schumi  
**Sent:** Wednesday, October 11, 2017 9:39 AM  
**To:** Laura Schumi  
**Subject:** FW: Delegation Request for October Board meeting, CSRD - Ministry of FLNRO - 2 Maps and Email message

-----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

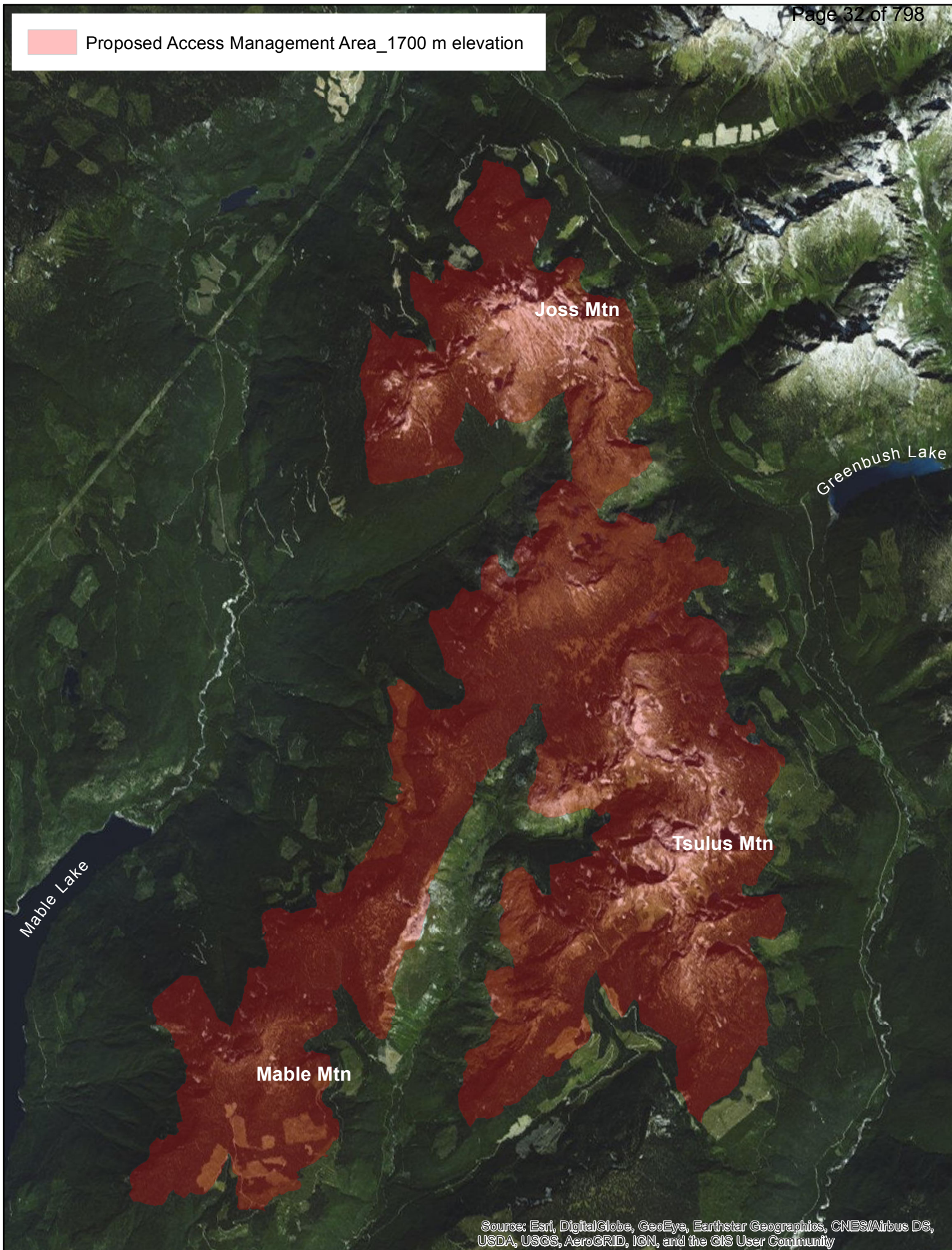
Hi Lynda,  
Ministry of Forest Lands and Natural Resource Operation would like to present a proposal to prohibit the use of motor vehicles in the alpine area (above 1700m) in the Joss-Tsuius Mable-Mountain area . The closure would be regulated through the Wildlife Act - Motor Vehicle Prohibition Regulations. 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

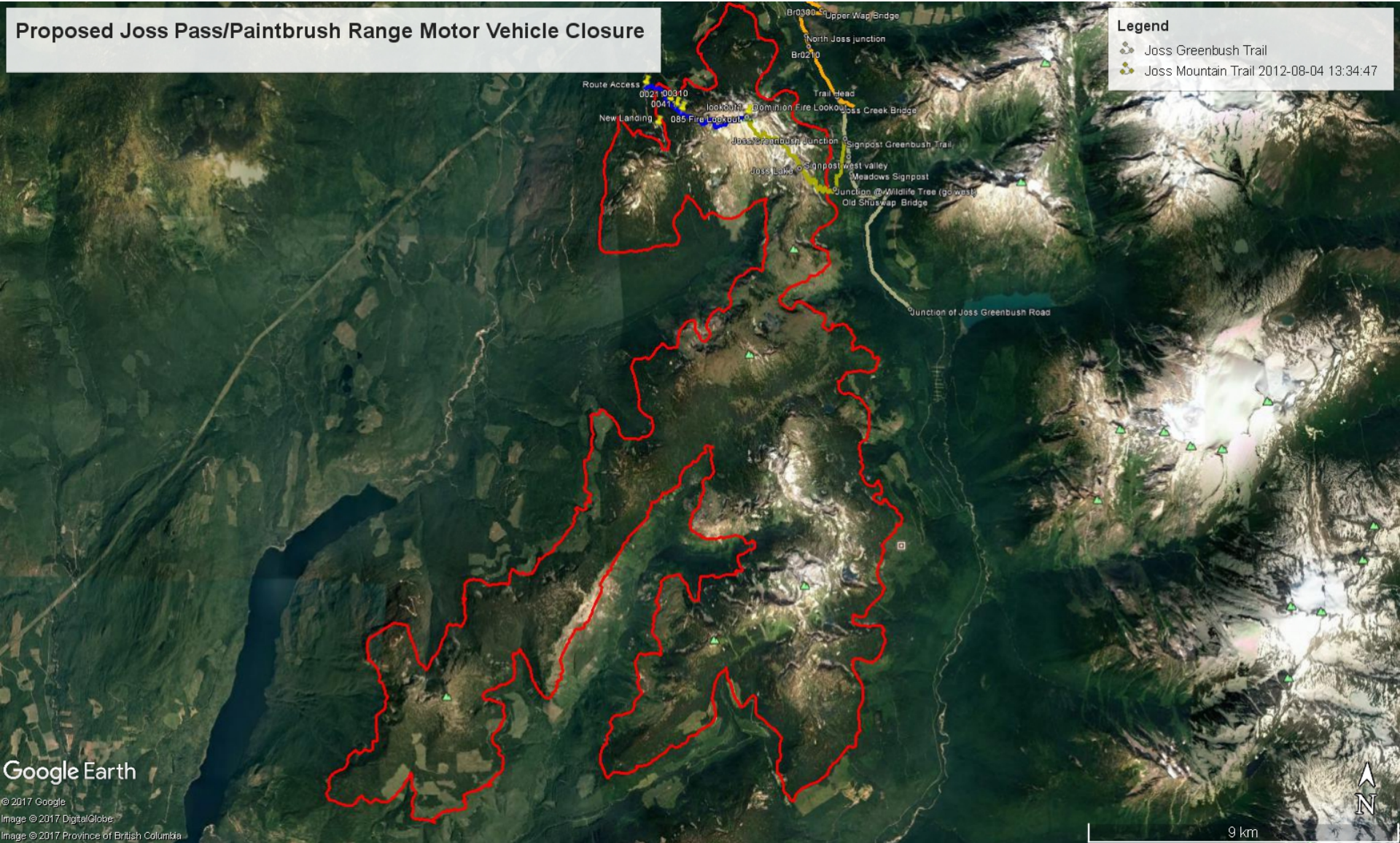


# Motor Vehicle Access Regulation

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



**Legend**

- Joss Greenbush Trail
- Joss Mountain Trail 2012-08-04 13:34:47



# 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 <sup>2</sup> )	6155
Estimated Population Density (Grizzly bears/1000km <sup>2</sup> )	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 <sup>2</sup> (2003)	43%
Size of population unit (Ha)	634,892

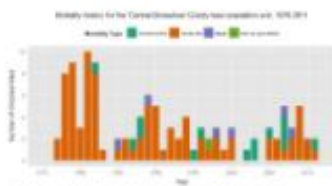


Fig. 1: Mortality History

## Population Status

- Extirpated
- Threatened
- Viable

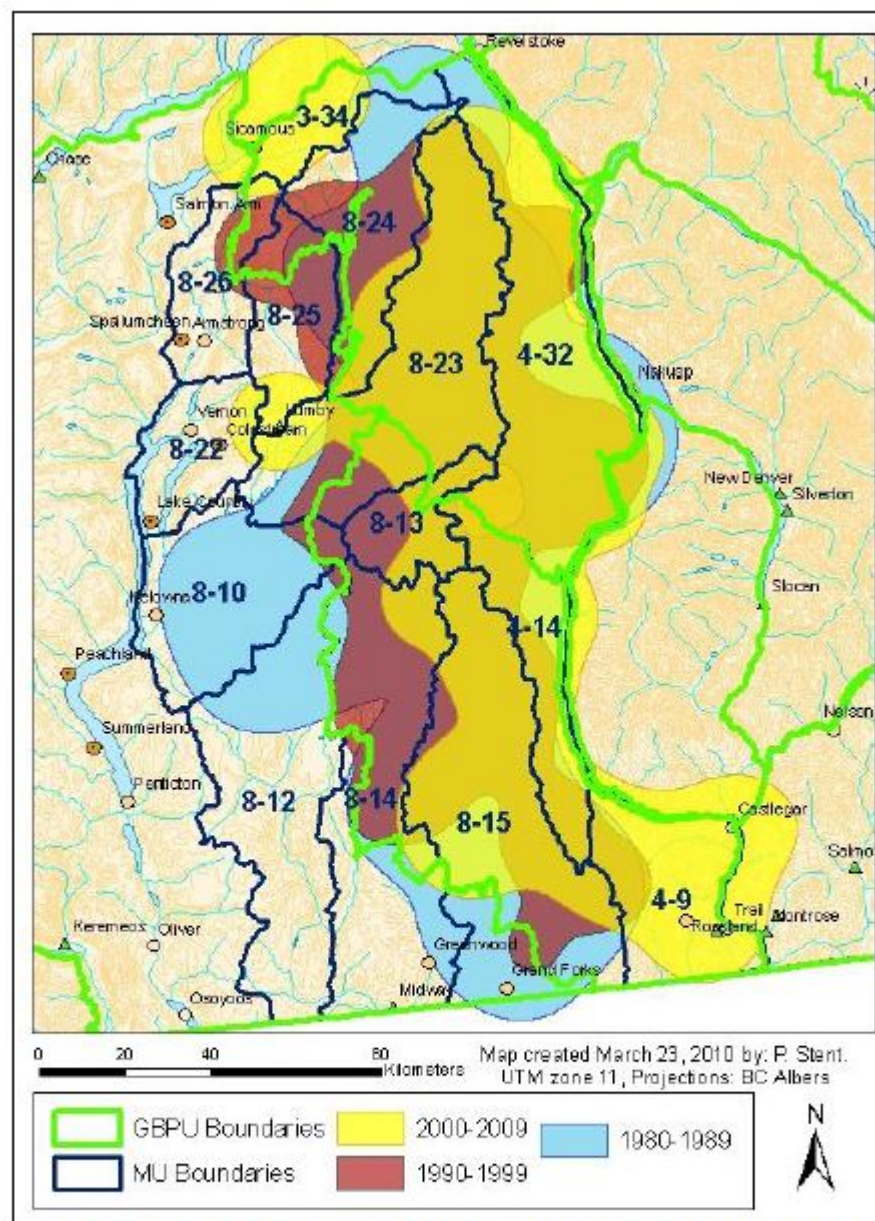
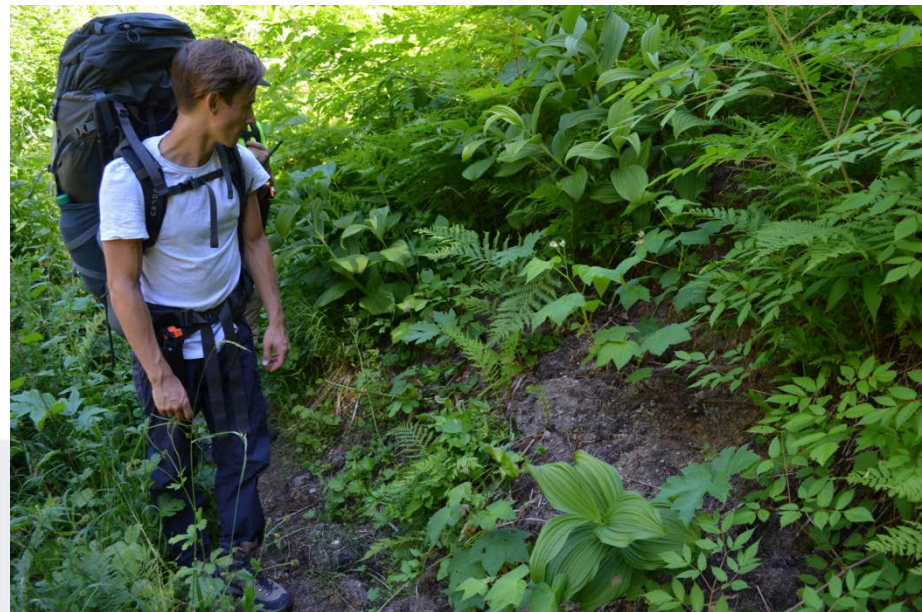


Figure 3: Comparison of 90% isopleths from adaptive kernel polygons fitted to grizzly bear sightings for 10 year time periods. Sighting data originate from guide-outfitter, forester, biologist, hunter, trapper and resident observations as well as conservation officer files. Sighting points exclude grizzly 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 2 during the period 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 3 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 4 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 5 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 6 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 7 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

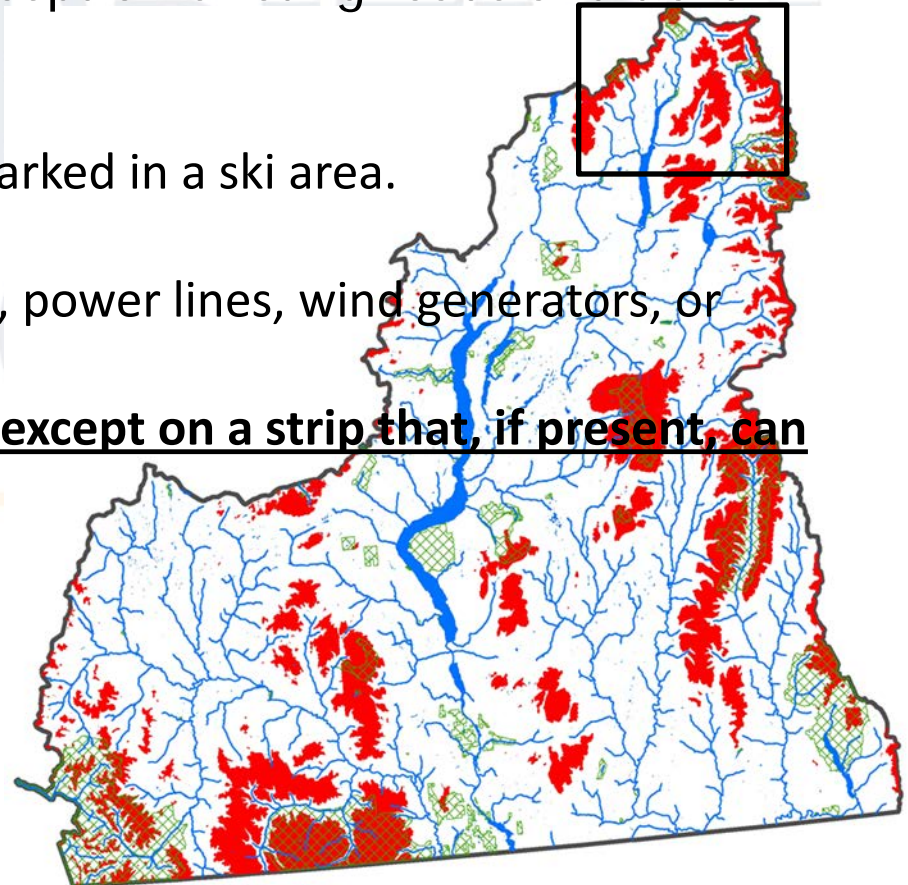
Signed this 24<sup>th</sup> day of May, 2006  
 Chris Trumpy, Deputy Minister  
 Ministry of Environment

# 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 1<sup>st</sup> 2018



PO Box 2590, 420A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

CSRD Board  
555 Harbourfront Drive NE  
PO Box 978, Salmon Arm, BC  
V1E 4P1

Aug 01, 2017

**Re: Request to Waive Fee for Development Permit Variance – 3700 Sunnybrae-Canoe Pt. Rd.**

Dear CSRD Board,

This letter is to request the application fee be waived on the associated application for a Development Variance Permit.

Recently, Franklin Engineering had submitted an application for a Development Variance Permit (DVP) for the property located at 3700 Sunnybrae-Canoe Pt. Rd. We were granted the Development Variance Permit, however, upon registration a discrepancy in the area of Lot 1 came to light. The lot's size originally stated, versus the actual lot size, has a difference of approximately 0.122 hectares. Because of this difference, the DVP application needs be resubmitted as a new application, even though we are just making a lot size correction. This includes another \$650 application fee.

The mistake is on our part and we apologize for any inconvenience this may have caused. We would like to request that the \$650 fee be waived for this application since this is only a minor adjustment to our previous application.

Thank you for your consideration. Please feel free to contact our office if you have any questions of concerns.

Sincerely,

Mike Casol

October 2017.

<input type="checkbox"/> CAO <input type="checkbox"/> Works <input checked="" type="checkbox"/> DS <input type="checkbox"/> Fin/Adm	<input checked="" type="checkbox"/> Agenda <input type="checkbox"/> Reg Board <input type="checkbox"/> In Camera <input type="checkbox"/> Other Mtg	Ownership: File # 0220-01
AUG 01 2017		
<input type="checkbox"/> Eco Dev <input type="checkbox"/> IT <input type="checkbox"/> Parks <input type="checkbox"/> SEP <input type="checkbox"/> HR <input type="checkbox"/> Other	RECEIVED <input type="checkbox"/> Staff to Report <input type="checkbox"/> Staff to Respond <input type="checkbox"/> Staff Info Only <input type="checkbox"/> Dir Mailbox <input type="checkbox"/> Dir Circulate	/-k Sent: <input type="checkbox"/> Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email

GC  
JS  
CP

Agenda  
 Note: Correspondence  
 Item  
 X-reference to DVP Business  
 item / Board Report.  
 File No. 13-044  
 A.S.

## 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](mailto: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](mailto: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 <sup>1</sup>	Number of Directors (voting strength/5)	Voting Strength (population/ voting unit)
<b>Cities:</b>			
Revelstoke	7,589	1	4
Salmon Arm	17,904	2	8
<b>Districts:</b>			
Sicamous	2,429	1	1
<b>Town:</b>			
Golden	3,708	1	2
<b>Electoral Areas:</b>			
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.



## SHUSWAP ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES

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

Date: September 7, 2017

Time: 10:00 am

Location: CSRD Boardroom  
555 Harbourfront Drive NE, Salmon Arm

Committee Members	J. de Vos (Chair)	Wabybrook Farms
Present	K. Brown	South Shuswap Chamber of Commerce
	T. Rysz	Mayor, District of Sicamous
	L. Morgan	Director Area 'F'
	R. Martin	Director Area 'E'
	R. Marshall	Community Futures Shuswap
Committee Members	P. Demenok	
Absent	R. Talbot	Director Area 'D'
Staff Present	S. Goodey	ECD Clerical Assistant
	R. Cyr	Economic Development Officer

### 1. Call to Order

The Chair called the meeting to order at 10:14 AM.

#### 1.1 Guest in Attendance

Guest in Attendance:

Kyle Dearing - Kyle Dearing Consulting, Shuswap Economic Development Consultant

David Barritt - Film Commissioner, Columbia Shuswap Film Commission

## **1.2 Approval of Agenda**

**Moved By** L. Morgan

**Seconded By** T. Rysz

THAT: the agenda of the September 7, 2017 Shuswap Economic Development Advisory Committee Meeting be approved.

**CARRIED**

## **1.3 Adoption of Minutes**

**Moved By** R. Marshall

**Seconded By** T. Rysz

THAT: the minutes of the May 4, 2017 Shuswap Economic Development Advisory Committee Meeting be adopted as circulated.

**CARRIED**

## **2. Discussion Items**

### **2.1 Update on the Shuswap Economic Development Strategy- Community Consultation Meetings**

R. Cyr gave the Committee an update on the Shuswap Economic Development Strategy and Community Consultation Meetings.

The business and resident surveys that have been conducted over the summer will be closed on September 30. The online survey responses were somewhat challenging to get residents and businesses to complete due to the fact that the surveys were to be completed in July and August. The consultants decided to extend the time for responses until the end of September. This resulted in a larger number of responses to the survey and a better overall response from the communities.

In addition to the surveys there have been a number of one on one business interviews conducted. K. Dearing has been working with ED CD Consulting on these interviews in order to get good understanding and overview of business activity throughout the Shuswap Region.

Director Morgan inquired if there had been consistent themes/issues that have been prevalent in the responses of the survey. K. Dearing responded

that Shuswap Economic Development had not yet seen the official survey and consultation meetings results. R. Cyr stated that Shuswap Economic Development strategy will be completed by the end of September and the results will be included in the strategy.

K. Brown inquired about the results of the community meetings. R. Cyr stated that the community meetings were integral in obtaining significant information about business activity in the Shuswap region.

K. Dearing gave a brief overview of meetings that were conducting throughout the region. The original goal was to do a mixture of one on one meetings and small focus groups to obtain information.

R. Cyr and K. Dearing did not attend all of the meetings as the ECDC Consulting felt that it would give an opportunity for the businesses to be open about the issues and opportunities for them within the Shuswap region. The goals of both the meetings and the focus groups was to provide an open forum.

The ECDC consulting team felt that there were able to get a great amount of information from the meetings and focus groups. They also have a good understanding of the challenges and opportunities for businesses in the Shuswap region. Based on this information they will now be able to provide a strategy with realistic goals.

R. Cyr also mentioned that in addition to the strategy ECDC consulting will be doing a review of the organizational structure of Shuswap Economic Development department. They will take a look at the existing structure and make recommendations based on their findings.

R. Marshall joined the meeting at 10:27 am.

## **2.2 Breakfast on the Farm update – Joy DeVos**

J. de Vos gave the Committee an update on the “Breakfast on the Farm” event that took place June 9th and 10th, 2017 at Sophie’s Farm in Grindrod. Friday’s events were specifically for elementary schools to attend and Saturday’s event was open to the public. During Saturday’s event there were 756 breakfasts served with about 900 people passing through the gates. Overall the event had a great turn out with great media coverage from many local news sources.

Kamloops Okanagan Dairy Association (KODA) would like to do a dairy farm tour for elected officials, workers and anyone who may be interested. The purpose of this tour is to give a better understanding of the supply management system in the dairy industry. A date has not be set but J. de Vos will send R. Cyr the information to share with the committee once details are finalized.



### **2.3 BCEDA Conference – June 11-13, 2017**

R. Cyr and K. Dearing both attended the 2017 BC Economic Summit - Making Waves that took place June 11-13th, 2017 in Victoria, BC.

R. Cyr stated that the conference content was interesting but there was not a lot of new information to bring back to the communities this year. Many of the initiatives highlighted during the conference were initiatives that Shuswap Economic Development has already implemented.

Director Morgan asked if there was any CSRD Directors present at the conference. R. Cyr stated that the only director in attendance was Mayor Rysz from Sicamous. Director Morgan asked if it would be possible to have a CSRD Directors in attendance for next year's summit. R. Cyr stated that she will send the information out to the Committee Members for next years conference when it becomes available.

### **2.4 Update on Business Retention and Expansion (BRE) visits – Kyle Dearing**

K. Dearing, presented to the committee an update on the Business Retention and Expansion (BRE) program and business visits. The BRE is a community-based economic development tool that is used to foster growth and maintain stability of local businesses. The main focus of BRE is to improve the competitiveness and growth and maintain stability of local businesses by assessing and addressing ongoing needs and concerns. Helping businesses stay competitive helps to maintain the viability of communities.

Over the summer months there has been mixed results from business operators due to the early spring flooding and the summer forest fires. Although there were no forest fires in the Shuswap Region the influx of evacuees and high levels of smoke into the area impacted many businesses. Some businesses found an increase in business due to the evacuees that were placed throughout the Shuswap, while others who have businesses that are outdoor activity based suffered due to the many air quality advisories.

Beyond the environmental issues there were many new businesses that opened over the summer months and K. Dearing will be working on connecting with them over the fall.

A full 2017 Annual Report will be made available at the end of the year to summarize all of the BRE findings.

## **2.5 Stats Canada updates**

K. Dearing presented to the Committee the findings from the 2016 Census update. Stats Canada has been released various data reports since the spring and the Shuswap profiles have been updated as the information is released.

K. Dearing briefly went through some of the statistics with the Committee. Compared to the rest of BC the overall age in the Shuswap Region is higher with the exception of Electoral Area 'D'. A general trend for the area is that the population is steadily gaining in the 45-75 age group with a sudden decline at the 75 plus age group and a large decline in the 15-44 age group. Based on this static a discussion was held regarding the lack of facilities to support our aging community. This issues stems from lack of infrastructure and lack of critical mass to allow for the development of the proper infrastructure to support an aging population.

Another statistics that stood out was that the CSRD is more likely to have two people living in homes versus two or more people living in homes than the rest of BC. This information coincides with the gain in the 45-75 age group – retired couples with no children at home.

## **2.6 Shuswap Economic Development brochure**

K. Dearing gave an update on the new Shuswap Economic Development brochure to the Committee. The brochure is currently being printed and should be available for distribution early next week.

Distribution of the brochure will be through individual Visitor Centre's, Chamber of Commerce's, trade shows and business visits.

## **2.7 Okanagan College update - Meeting with Joan Ragsdale and new partnerships**

R. Cyr met with the new Dean at the Okanagan College – Salmon Arm Campus - Joan Ragsdale.

The new Dean is receptive in providing services to rural areas and wants to work with Shuswap Economic Development to look at training programs that may be required for new business opportunities from the SED Strategy. In addition she would also like to work with the Columbia Shuswap Film Commission on providing courses that are relevant to employment in the film industry. R. Cyr will connect with J. Ragsdale to look at potential programming for 2018.

## **2.8 Update – Columbia Shuswap Film Commission – David Barritt**

D. Barritt has been working as the Film Commissioner for the Columbia Shuswap Regional Film Commission over the past five months. A large portion of that time has been spent learning how to work with Reel Scout, the online based film location database. This has required D. Barritt to attend training at the Creative BC Offices in Vancouver.

D. Barritt also attended the Association of Film Commissioners International (AFCI) conference in Los Angeles this past April. It was a great introduction to many of the key film industry partners. D. Barritt was also able to connect with the North Island Film Commissioner regarding the college program for film industry training that will be introduced this year. The program will be focused on providing local residents training in the film industry. This program will most likely be a modular program that also can be delivered in different communities throughout the province. There is currently a lot of opportunity for film opportunities in the regions outside of Vancouver based on the fact that film companies are continually growing and expanding and looking for other locations throughout BC. Kelowna is currently developing a film studio committed to bringing film into the interior region of BC. This studio will create potential for the Columbia Shuswap Region to benefit from film activity as we will have studio space close to be able to deliver film services outside of Vancouver. Over the summer the Columbia Shuswap Region has received multiple film inquiries. A few of note were inquiries from YTV, an American film company and Disney.

D. Barritt and R. Cyr also see an opportunity to merge the film work into Shuswap Tourism with funding that is provided by Destination BC. On September 19, 2017, Sandi Richter Cooper the new BC Film Commissioner and Director of Production Services for Creative BC will be in Salmon Arm to meet with R. Cyr and D. Barritt on the challenges and opportunities for film in the Columbia Shuswap region.

**3. Next Meeting**

December 7th 2017 at 9:00 AM, Columbia Shuswap Regional District Boardroom

**4. Adjournment**

**Moved By** L. Morgan

**Seconded By** K. Brown

THAT: the September 7, 2017 Shuswap Economic Development Advisory Committee Meeting be adjourned.

**CARRIED**

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Chair



## SHUSWAP TOURISM COMMITTEE MEETING MINUTES

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

Date:	September 7, 2017	
Time:	1:00 PM	
Location:	CSRD Boardroom 555 Harbourfront Drive NE, Salmon Arm	
Committee Members Present	D. Lepsoe (Chair)	Councillor, Village of Chase
	R. Martin	Director, Electoral Area 'E'
	T. Rysz	Mayor, District of Sicamous
	K. Flynn	Councillor, City of Salmon Arm
	L. Morgan	Director Area 'F'
	S. Hofstetter	Prestige Hotels
	P. McIntyre-Paul	Shuswap Trail Alliance
	J. Ziercke	Quaaout Lodge Resort & Spa/Talking Rock Golf
	K. Brown	Arts Council for the South Shuswap
	A. Maki	
Committee Members Absent	G. Bushell	The Eagle Valley Snowmobile Club
	P. Demenok	Director Area 'C'
	R. Talbot	Director Area 'D'
	M. Lane	Dreamcycle Motorcycle Museum
Staff Present	S. Goodey	
	R. Cyr	Economic Development Officer
	L. Fitt	Salmon Arm Economic Development Society

### 1. Call to Order

The Chair called the meeting to order at 1:05 PM.

#### 1.1 Guest in Attendance

Tyler Bartley - "Bounce the Shu"

Jennifer Sham - Planner, CSRD

Ryan Nitchie - Team Leader, Community Services CSRD

Carmen Massey - REACH Marketing

## **1.2 Approval of Agenda**

With the removal of:

2.2. Presentation – Ministry of Transportation

2.3. Presentation – David Gonella – Roots and Blues 2017

**Moved By** L. Morgan

**Seconded By** K. Flynn

THAT: the agenda of the September 7, 2017 Shuswap Tourism Advisory Committee Meeting be approved.

**CARRIED**

## **1.3 Adoption of Minutes**

**Moved By** L. Morgan

**Seconded By** R. Martin

THAT: the minutes of the May 4, 2017 Shuswap Tourism Advisory Committee Meeting be adopted as circulated.

**CARRIED**

## **2. Presentations**

### **2.1 Presentation – Tyler Bartley – “Bounce the Shu” – 1:00 PM**

Tyler Bartley presented to the Committee "Bounce the Shu" Inflatable Water Park Attraction.

“Bounce the Shu” is an Inflatable waterpark geared towards visitors aged

five and up. This water park would be the first inflatable waterpark in the Shuswap. They are currently looking at placing waterparks in Sicamous and Sunnybrae.

"Bounce the Shu" is looking for long term lease agreements to use space on the public beaches at both locations for the ticket booth and water park. The inflatable water parks are custom made for each location and are made to fit the natural landscapes where they are placed. The capacity of the proposed parks would be 180 people. The proposed operation times would typically be June to mid-September.

T. Bartley gave an overview of the "Bounce the Shu" business plan, including safety precautions, environmental responsibilities and pricing structures.

The Committee took the opportunity to ask T. Bartley questions regarding the water park and the operations.

Ryan Nitchie, Team Leader, Community Services, CSRD spoke in regards to this proposal. R. Nitchie supports the project based on the fact that it would be a good fit for the Sunnybrae CSRD beach park. However, R. Nitchie stated that there is a challenge with the park as the CSRD does not have a policy regarding commercial activity within CSRD Parks. Concerns also need to be addressed in regards to safety issues for the water park and protecting the Sunnybrae beach swimming areas to ensure that there is still enough room for swimming in the park.

R. Nitchie stated that if this proposal was to go through they would most likely begin with a short term lease and seek a long term lease once there has been an opportunity to see how the business operates and visitation.

L. Fitt joined the meeting at 1:14 pm.

**Moved By** K. Flynn

**Seconded By** L. Morgan

THAT: The Shuswap Tourism Advisory Committee supports the development in principle of the "Bounce the Shu" Inflatable waterpark which will be located in the CSRD Sunnybrae Park

**CARRIED**

### 3. Discussion Items

#### 3.1 Village of Chase Tourism Representative

The Chase Chamber of Commerce has hired a new Manager, Ali Maki, the Village of Chase Council has since passed the following resolution:

**Moved By** R. Martin

**Seconded By** L. Morgan

THAT:

"That Brenda Murray, former manager of the Chase and District Chamber of Commerce be removed at the Village's Tourism Representative to the Shuswap Tourism Committee; and,

That the manager of the Chase and District Chamber of Commerce be appointed as the Village's Tourism Representative for the Shuswap Tourism Committee."

**CARRIED**

#### 3.2 Marketing Update – Carmen Massey

Carmen Massey of REACH Marketing presented the committee with an update of the current Shuswap Tourism Marketing initiatives. Reach Marketing is assisting Shuswap Tourism on a variety of projects including:

- 2018 Vacation Guide preparation
- Partnership with Salmon Arm Silverbacks Hockey Club
- Media: The Hive, Jamie Savage, Roots and Blues
- Shuswap Partnerships - working with various industries partners on working together to promote their industry in the region. Including wineries, golf course and marinas
- Shuswap Tourism is supporting the Snowmobile industry by providing a sponsorship for attendance at the Edmonton, Saskatoon, and Vernon Snowmobile shows.

For the complete list of marketing efforts please see the document attached to these minutes.



### **3.3 Tourism Matters Video – Review**

On June 1st and 2nd, Shuswap Tourism participated in the BC Tourism Matters campaign initiated by TIABC. Shuswap Tourism visited Chase, North Shuswap and Enderby to interview tourism operators. During these interviews local political leadership were connected with local tourism operators. Sydney Barron, Communications Web Assistant at the CSRD recorded interviews with the businesses and put together a short video that was shown at the meeting. The video clips help tell the story about the importance of tourism to our local businesses and communities.

### **3.4 Shuswap Tourism Marketing Strategy**

The Shuswap Tourism Marketing Strategy is now complete. However the implementation strategy is still being worked on and will be completed next week when the consultant from Destination Think meets with R. Cyr. On September 12th, 2017 William Bakker of Destination Think will present to stakeholders, the new marketing strategy at the Prestige Harbourfront Resort.

### **3.5 Spring Networking Event – May 24, 2017**

On May 24, 2017 Shuswap Tourism hosted their annual Spring Networking Event at the Quaaout Lodge Resort. There was a presentation by William Bakker of Destination Think "Taking advantage of modern marketing methods". Overall the event had great attendance from a variety of tourism industry partners.

D. Lepsoe suggested that during these networking events each community be give five minutes to give a brief recap of the events and activities taking place in their region of the Shuswap.

### **3.6 Explore BC Meeting with TOTA and DBC – Richmond**

Shuswap Tourism was invited to attend the Explore BC Meetings with Thompson Okanagan Tourism Association (TOTA) and Destination BC. R. Cyr attend the event that took place on June 15-16th at the River Rock Casino in Richmond.

Selected Destination Marketing Organizations were invited to present their new travel trade experiences to various media sources. The event included meetings with about 100 travel trade media. Shuswap Tourism focused on promoting three experiences in the Shuswap. They were Authentic Cultural Experiences at Quaaout Lodge, Bucktail Adventures Fishing Tours and Noble Adventures. This is a new format of promotion that was well received and will most likely happen again

T. Rysz left the meeting at 2:59 pm.

### **3.7 Destination Development Meeting – DBC**

R. Cyr attended the Destination BC Destination Development workshop in Vernon on May 10th, 2017. Destination British Columbia is working with the province's tourism regions and the Ministry of Jobs, Tourism & Skills Training on a newly created Destination Development program that brings experienced facilitators to work with various stakeholders to develop a long-term strategic direction for destination development for Destination BC. The Shuswap region is part of the sub-region Shuswap/North Okanagan.

R. Cyr felt the program has potential to be a good opportunity for Shuswap Tourism. However, R. Cyr stated that she was not sure if there has been enough collaboration and partnerships between Shuswap Tourism and the North Okanagan to present a strong example of partnership opportunities for this strategy.

### **3.8 Shuswap Tourism On Site - Summer 2017**

Shuswap Tourism was on site at numerous local events over the summer to help promote tourism throughout the region. Events attended include:

- Local music's nights in each community
- Roots and Blues
- Caravan Farm Theatre
- R.J. Haney Heritage Dinner Theatre
- Salty Dog Weekend of Events
- Enderby Arts Festival
- Evacuee Picnic at Canoe Beach

### **3.9 TIABC Board Update**

R. Cyr gave a brief update on the Tourism Industry Association of British Columbia (TIABC) Board Meetings. TIABC has sent a letter to the new Minister of Tourism, Arts & Culture welcoming her to her new position and giving her an overview of the mandate for TIABC.

### **3.10 Tourism Kamloops Brand Launch – “Boldly Unscripted”**

R. Cyr attended the Tourism Kamloops Brand Launch – “Boldly Unscripted” in May. The brand launch took place at the Tranquille laundry facility in Kamloops and was a fun and unique experience. R. Cyr also shared with the Committee the news marketing materials that go along with the new Kamloops brand.

### **3.11 Aboriginal Day Celebrations – Quaaout Lodge – June 21, 2017**

Shuswap Tourism attended the Aboriginal Day Celebrations at Quaaout Lodge on June 21, 2017. It was a great day with many activities including Drumming, Storytelling, Archery, canoe tours, arts and crafts and a bird of prey exhibit.

Shuswap Tourism was presented with a canoe paddle as a gift for their support with the Cottonwood Canoe Project.

J. Ziercke of the Quaaout Lodge Resort also spoke to this, he stated that it was a proud day for the lodge and that it was a great community experience for all attendees.

### **3.12 Turtle Valley Bison Ranch Fest - June 24, 2017**

On June 24th, 2017 the Turtle Valley Bison Ranch hosted The Turtle Valley Bison Ranch Fest. The all day festival included farm tours, live music, local beer and wine and local chefs cooking with the bison and other local food. The event was a great success and will likely become an annual event. Shuswap Tourism assisted with the promotion of this event. The Turtle Valley Bison Ranch are also doing very well with their bison meat delivery business in Vancouver and throughout the Shuswap. They will also be hosting a media dinner event on September 15th, 2017 that Shuswap Tourism will be attending.

The Turtle Valley Bison Ranch will be developing many new opportunities for visitors to this region to have an “on farm” experience with the bison over the next year.

### **3.13 MRDT Meetings – SAEDS/City of Salmon Arm**

Lana Fitt of Salmon Arm Economic Development Society (SAEDS) gave an update on the Salmon Arm Municipal and Regional District Tax Program (MRDT). As of June 1, 2017 the MRDT is been being collected by accommodation operators in the City of Salmon Arm.

An MRDT Committee has been formed by SAEDS, comprised of stakeholders who will directly oversee the implementation of the MRDT program in Salmon Arm. The committee has been established with 5 voting members and 6 non-voting members.

The next steps are to establish a work plan for 2018, finalize a budget and begin implementation of the work plan.

A portion of the funding will go directly to tourism partners, Shuswap Tourism and Shuswap Trail Alliance to be used directly in their marketing

efforts. A small amount of the funding will go towards event grants. The MRDT Committee has established a policy to approve which events are approved for funding.

The MRDT Committee have established a job description for a Community Event Coordinator. The job is currently posted and the plan is to have the position filled shortly.

K. Flynn left the meeting at 2:57 pm.

L. Fitt left the meeting at 2:58 pm.

### **3.14 Adams River Salmon Society Board Meetings – Salute to the Sockeye**

Preparations are already being made for the 2018 Salute to the Sockeye festival. At this time there are no confirmed details. R. Cyr will share with the Committee the festival information once it becomes official.

R. Martin left the meeting at 3:45 pm.

### **3.15 Seymour Arm Music Festival – Summer 2018**

The Community Association in Seymour Arm would like to resurrect a live music event in their community. This event will be similar to the Routes and Blues in community concerts that took place a few years ago. The goal is to connect with the houseboat companies and the Shuswap Trail Alliance and to build an event around live music, hiking and house boating. The event will most likely be a Music Festival with a series of events to take place over a few weeks. R. Cyr has been working with the Community Association to build the event and will assist them going forward.

### **3.16 Sponsorship request form – Approval from the committee**

Deferred to the next Shuswap Tourism Advisory Committee Meeting.

### **3.17 Community Roundtable**

Joy de Vos – Electoral Area 'D' has seen a lot of road usage for cycling and motor touring over the summer.

Ali Maki – The Chase Cornstock Festival that took place in August was unfortunately not as successful as past years. There may be a potential date change for this event in 2018. The Music on the lake was a huge hit over the summer and will continue in the summer of 2018.

Karen Brown - CSRD gave the South Shuswap Chamber of Commerce funding to build six more Tourism Kiosks. K. Brown has met with Quaaout

Lodge and discussed the possibility of having a kiosk on their grounds. The Balmoral Store has been sold will be updating the area with a new gas station. The Arts Council for the South Shuswap for the South Shuswap will be holding a Dinner Dance Fundraiser Gala at Rustic Wedding, Saturday, September 16, 2017.

Jesse Ziercke - Destination BC has been at the Quaaout Lodge filming with Frank Antoine and the Authentic Cultural Experiences. The lodge has been working with TOTA regarding Indigenous Tourism and will be hosting a BC FAM Tours on October 17, 2017. The tour will include a canoe trip to Roderick Haig Brown Provincial Park during the Sockeye Salmon Run.

Sebastian Hofstetter – The Prestige Resort had a great summer, even with Air Quality Advisories there was no decline in overnight stays.

Phil McIntyre-Paul – The Shuswap Trail Alliance has a long list of ongoing projects in every area. Unfortunately because of the smoke and air quality issues this summer they were only able to complete 60 percent of their project. This fall they will continue work on these trails. The CSRD has approved funding for Shuswap Trail Alliance for the Trails Matters Plan in the South Shuswap.

Robyn Cyr – Richard Toperczer, the Regional Manager Economic Development, South Okanagan & Boundary Region, has had a brief discussion about Indigenous Tourism in the Shuswap region. He has invited Shuswap Tourism to be a part of a round table discussion about Indigenous Tourism in this region

L. Morgan left the meeting at 3:54 pm.

C. Massey left the meeting at 4:12 pm.

#### **4. Next Meeting**

December 7th 2017 at 1:00 PM, Columbia Shuswap Regional District Boardroom

#### **5. Adjournment**

**Moved By** K. Brown

**Seconded By** J. Ziercke

THAT: the September 7, 2017 Shuswap Tourism Advisory Committee Meeting be adjourned.

**CARRIED**

**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 10<sup>th</sup> 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 <a href="http://www.shuswapwater.ca">www.shuswapwater.ca</a> 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 <a href="http://www.shuswapwater.ca">www.shuswapwater.ca</a> ; print copies are also available.  The next meeting of the Shuswap Watershed Council is on October 25 <sup>th</sup> .



## Nicola Watershed

Background	<p>The FBC is working on a number of different initiatives in the Nicola watershed, see <a href="http://www.nicolaplan.ca">www.nicolaplan.ca</a> 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 10<sup>th</sup> 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 12<sup>th</sup> 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 25<sup>th</sup> 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 &amp; 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 <sup>th</sup> 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 <sup>th</sup> .

### 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 <sup>rd</sup> 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 <a href="#">here</a> .
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 <sup>rd</sup> 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 <sup>th</sup> – 31 <sup>st</sup> .

#### 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 12<sup>th</sup> 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 16<sup>th</sup> 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 16<sup>th</sup>; 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 21<sup>st</sup>
- 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



## Fraser Basin Council

- Concern over retaining paramedics in remote communities of SLRD including Seton and Goldbridge
- October 16<sup>th</sup> – 22<sup>nd</sup> 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 16<sup>th</sup>
- 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 26<sup>th</sup> 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/](https://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 14<sup>th</sup> 2017, 10 AM – 12:00 PM, at the FBC office.



# BOARD REPORT

**TO:** Chair and Directors

**File No:** 7200 01

**SUBJECT:** Fire Services Policy Update

**DESCRIPTION:** Report from Darcy Mooney, Manager, Operations Management, dated October 6, 2017. Policy update for the Fire Services function.

**RECOMMENDATION #1:** THAT: the Board endorse the amendment to Policy No. W-9 "Appointment of Fire Chiefs" and approve its inclusion into the CSR D Policy Manual.

## SHORT SUMMARY:

At the July 2017 Board meeting, staff was given direction to amend the Fire Chief Appointment Policy to delegate the responsibility of fire chief appointment and rescinding to the Chief Administrative Officer. The Fire Services Operational Criteria Bylaw No. 5587 outlines operational standards and procedures and is no longer relevant, as the CSR D Standard Operating Guidelines are utilized by the Fire Services function and all fire departments. As a result, Bylaw No. 5587 is included in the October 2017 Board Agenda under the Bylaws section, with a corresponding resolution to repeal it and its amendments.

<b>VOTING:</b>	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 CSR D has developed operating standards for all its fire departments through the CSR D Standard Operating Guidelines, which were approved by the Board in 2014, along with Policy No. W-10 "Fire Services Standard Operating Guidelines". Policy No. W-10 delegates the authority to the CSR D Manager of Operations Management to approve changes to the guidelines as necessary. The Fire Department Operational Criteria Bylaw requires repeal as it is generally procedural in nature and duplicates information either already defined in Provincial legislation or covered by the CSR D Standard Operating Guidelines.

Policy No. W-9 "Appointment of Fire Chiefs" requires an amendment to provide the Chief Administrative Officer with the authority to appoint and remove a fire chief as necessary, rather than the Board.

## POLICY:

Amendments to a CSR D policy requires approval from the Board. The repeal of a bylaw requires a resolution from the Board.

## FINANCIAL:

There is risk associated with the provision of fire services. In order to mitigate risk and potential costly litigation, the Chief Administrative Officer should be responsible for human resources and personnel matters within CSR D fire departments, the same as CSR D staff.

## KEY ISSUES/CONCEPTS:



The proposed policy amendments will allow for a more efficient process in the appointment of, or rescinding the appointment of, fire chiefs.

**IMPLEMENTATION:**

If approved, staff will update the Policy manual and also include the amended Policy No. W-9 on the CSRD website.

**DESIRED OUTCOMES:**

Staff recommendation be supported by the Board.

**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:**

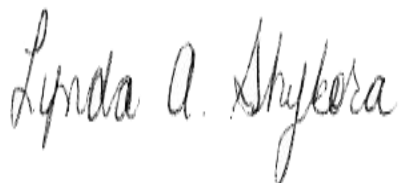
**Report Approval Details**

Document Title:	Fire Chief Appointment Process Board Report.docx
Attachments:	- 19Oct2017 Policy W-9 Appointment of Fire Chiefs Update blackline version.docx
Final Approval Date:	Oct 10, 2017

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

**No Signature - Task assigned to Darcy Mooney was completed by assistant Phaedra Turner**

**Darcy Mooney - Oct 10, 2017 - 10:54 AM**



**Lynda Shykora - Oct 10, 2017 - 11:26 AM**



**Charles Hamilton - Oct 10, 2017 - 2:54 PM**

## POLICY

W-9

**APPOINTMENT OF FIRE CHIEFS****Preamble**

The position of Fire Chief has a significant responsibility for the safe and effective delivery of fire services. Rising standards for equipment, ~~and~~ training, growing risk management concerns, stricter occupational health and safety regulations, and an increased potential for liability are some factors that identify the importance for the CSRD to appoint the most qualified candidate available for the position of Fire Chief in each respective CSRD fire department.

~~Input from fire department officers and members is important in the selection of a Fire Chief, as well as the candidate's level of training, education, experience, leadership and communication skills, availability, and other factors.~~

**Policy**

Fire Chiefs will be appointed for a three year term. The ~~CSRD Fire Services Coordinator~~ will ~~post the~~ **ensure** the Fire Chief position **is posted** at the respective fire hall at least ~~six~~ **three** months prior to expiration of the current term or upon a vacancy in the position. The process for appointing a Fire Chief will be as follows:

- Members ~~s~~ will submit an application to the Regional District for the position of Fire Chief by the deadline date.
- ~~Applications will be considered by the Fire Services Coordinator and his/her manager(s).~~
- A CSRD staff evaluation team will meet **and interview** ~~with~~ each applicant.
- The evaluation team may ~~will~~ survey the officers and selected members of fire department(s) in order to gather more information on the candidate(s).
- The criteria for the selection of members for the position of Fire Chief will be as follows **(not listed in order of importance)**:
  - Accomplished training ~~(Proficiency Criteria and Honorarium Review, Dave Mitchell & Associates Report 2011 will be used as a benchmark);~~
  - Commitment to further training;
  - Experience within the fire department and fire services;
  - Professional experience;
  - Volunteer experience;
  - Education;
  - Leadership skills;
  - Communication skills;
  - Availability; and
  - Compatibility with members.

CSRD staff will recommend the preferred candidate to the ~~CSRD Board~~ **Chief Administrative Officer** for approval and appointment.

**The Chief Administrative Officer has the authority to rescind the appointment of a fire chief at any time.**

AUGUST 2013  
OCTOBER 19, 2017



# BOARD REPORT

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

**SUBJECT:**
**Fire Services Command Vehicle Purchase**
**DESCRIPTION:**

Derek Sutherland, Team Leader, Protective Services, dated October 5, 2017. Fire Services Command Vehicle purchase and internal borrowing approval.

**RECOMMENDATION  
#1:**

THAT: WHEREAS section 377 (3) of the Local Government Act and section 189 (4.1) and (4.2) of the Community Charter permit a Regional District to lend money from a reserve fund for one service to a reserve fund for a different service;

NOW THEREFORE be it resolved that:

1. As needed during the 2017 financial year, the Board authorize the CSRD to borrow up to \$70,000 from the pooled capital reserve funds of the Fire Department Funds, to complete the purchase of a new Fire Services Command Unit in accordance with the Five Year Financial Plan, with total repayment of interest and principal to the contributing reserve funds within five (5) years; and
2. Principal will be repaid to the respective Reserve Funds annually upon receipt of the annual tax requisition and interest will be paid from Function 046 – Regional Fire Services on a monthly basis.

**RECOMMENDATION  
#2:**

THAT: the Board empower the authorized signatories to enter into a Purchase Agreement with Salmon Arm GM for the acquisition of a 2017 Chevy Silverado pick-up truck for use as a Fire Services Command Vehicle

**SHORT SUMMARY:**

Section 377 (3) of the Local Government Act and section 189 (4.1) and (4.2) of the Community Charter permit a Regional District to lend money from a reserve fund for one service to a reserve fund for a different service. In order to do so, a Board resolution is required.

\$56,000 has been allocated within the 2017 Five Year Financial Plan Funds for the purchase of a new Fire Services Command Unit. An Invitation to Quote was issued in August 2017 for vendor submissions. Staff has evaluated the submissions and recommends the purchase of a 2017 Chevrolet Silverado from Salmon Arm GM for a total cost of \$40,498.00 plus applicable taxes. Although this vehicle is not the lowest cost submission, it is available immediately and offers \$5,600 in added features and accessories, some of which were planned to be acquired after purchase of a new vehicle.

**VOTING:**

 Unweighted  
Corporate

☐

 LGA Part 14  
(Unweighted)

☐

 Weighted  
Corporate

☒

 Stakeholder  
(Weighted)

☐

**BACKGROUND:**

The Regional Fire Services budget (046), includes \$56,000 for a new command unit. An additional \$14,000 is also budgeted for necessary additional features such as a light bar, siren, mud flaps, running boards etc. for a total budget of \$70,000. The Regional Fire Services command unit is utilized by the Fire Services Coordinator on a daily basis. The current unit is a 2012 Ford F-150, has high kilometres and is in need of replacement. The current vehicle is planned to be reallocated to another CSRD fire department with a need for a used command/pick-up truck.

Seven submissions were received as a result of the invitation to quote as follows:

<i>Vendor</i>	<i>Year</i>	<i>Make</i>	<i>Model</i>	<i>Price (excluding taxes)</i>	
<i>Zimmer Wheaton</i>	2018	GMC	1500	\$	39,994.00
<i>Dearborn Motors</i>	2018	Ford	F150	\$	35,674.00
<i>Ian Gray SA GM</i>	2017	Chev	1500	\$	40,498.00
<i>Braby Motors</i>	2017	Dodge	1500	\$	35,849.00
<i>Jacobson Ford</i>	2018	Ford	F150	\$	36,482.68
<i>River City Nissan</i>	2017	Nissan	Titan	\$	43,847.38

**POLICY:**

Section 377 (3) of the Local Government Act and section 189 (4.1) and (4.2) of the Community Charter permit a Regional District to lend money from a reserve fund for one service to a reserve fund for a different service.

Policy F-32 requires Board approval for any purchase over \$25,000 where the recommended supplier is not the lowest price submission.

**FINANCIAL:**

Although internal borrowing is required for this purchase, the request is within the funds budgeted in the 2017 Five Year Financial Plan.

**KEY ISSUES/CONCEPTS:**

Board approval is required to borrow funds internally from one service reserve fund to a different service.

Board approval is required in order to purchase the vehicle from the recommended vendor when it is not the lowest price submission.

**COMMUNICATIONS:**

If approved by the Board, the purchase of the vehicle from the recommended vendor will move forward.

**DESIRED OUTCOMES:**

The Board endorse the recommendations.

**BOARD'S OPTIONS:**

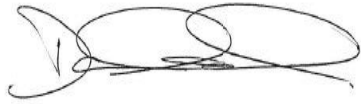
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

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

**Report Approval Details**

Document Title:	Fire_Services_Command_Truck_Purchase_2017.docx
Attachments:	
Final Approval Date:	Oct 10, 2017

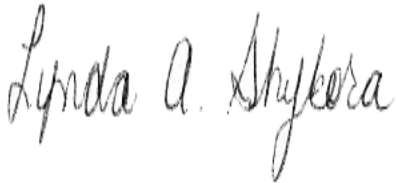
This report and all of its attachments were approved and signed as outlined below:



**Darcy Mooney - Oct 6, 2017 - 1:55 PM**



**Jodi Pierce - Oct 6, 2017 - 3:51 PM**



**Lynda Shykora - Oct 10, 2017 - 8:46 AM**



**Charles Hamilton - Oct 10, 2017 - 9:06 AM**



# 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 27<sup>th</sup>, 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



# BOARD REPORT

**TO:** Chair and Directors

**File No:** 1840 02

**SUBJECT:** Feasibility Study Funding for CP Rail Corridor Project

**DESCRIPTION:** Report from Jodi Pierce, Manager, Financial Services dated October 10, 2017. Requesting additional feasibility study funds be allocated to complete due diligence for proposed purchase of CP Rail Trail.

**RECOMMENDATION #1:** THAT: the Board approve an additional \$20,000 from the Regional Feasibility Study Fund to cover due diligence costs related to the potential acquisition of the CP Rail Corridor.

## SHORT SUMMARY:

In July, 2017, the Columbia Shuswap Regional District (CSR) and the Regional District of North Okanagan (RDNO) both successfully concluded an Alternative Approval Process (AAP) providing them with the necessary public assent to borrow for the purchase of sections of the CP Rail Corridor property. Over the past few months, both Regional Districts have started working through the due diligence process. In order to complete this process, additional feasibility study funds totalling \$20,000 are required.

## VOTING:

Unweighted  
Corporate

☐

LGA Part 14  
(Unweighted)

☐

Weighted  
Corporate

☒

Stakeholder  
(Weighted)

☐

## BACKGROUND:

In August 2016, the Board approved access to Regional Feasibility Study Funds in the amount of \$25,000 to cover costs related to the potential acquisition of the CP Rail Corridor and to cover all other costs related to the feasibility of establishing a sub-regional service for the purchase of the CP Rail Trail. As part of this process, an AAP was conducted and elector assent was obtained in July 2017. Subsequent to that, due diligence procedures have commenced to identify potential risks and other issues that may impact the decision to purchase the CP Rail Trail. An additional \$20,000 is required to complete this process by the December 15, 2017 closing date for the purchase.

## FINANCIAL:

Legal, consultant and other costs projected at \$20,000 must be incurred in order to complete due diligence for the purchase of the Rail Trail. If, as a result of the due diligence process, a Service Area is established to purchase the Rail Trail, these costs (as well as the initial \$25,000 Feasibility Study Funding approved in August 2016) will be recovered through the service area in its first year of operation. If the purchase does not go through, the entire \$45,000 will be expensed to the Regional Feasibility Study Fund. The current balance of the Regional Feasibility Study Fund is \$125,000.

## IMPLEMENTATION:

Immediate, as the due diligence procedures are ongoing and the purchase needs to be finalized by December 15, 2017.

**DESIRED OUTCOMES:**

To provide the required funding to complete the due diligence procedures and ultimately purchase the CP Rail Trail should the outcome of this process prove satisfactory.

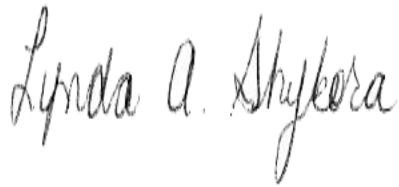
**BOARD'S OPTIONS:**

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_10_19_Board_FIN_Rail Trail Feasibility Funds.docx
Attachments:	
Final Approval Date:	Oct 10, 2017

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



**Lynda Shykora - Oct 10, 2017 - 11:13 AM**



**Charles Hamilton - Oct 10, 2017 - 2:58 PM**



# BOARD REPORT

**TO:**
**Chair and Directors**
**File No:** 5360 08

**SUBJECT:**
**Organics Diversion Strategy Implementation Update**
**DESCRIPTION:**

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, October 10, 2017. Progress update on the implementation of the Organics Management Strategy and request for waiving of the tipping fee on mixed loads of refuse containing food waste.

**RECOMMENDATION  
#1:**

THAT: the Board authorize the geographical area where commercially generated food waste is considered a marketable resource to be Salmon Arm, Sicamous, Electoral Area D and Electoral Area C;

AND THAT: the Board reduce the tipping fee on mixed loads of commercially generated refuse containing food waste from \$160 per tonne to the refuse rate of \$80 per tonne until July 2018 in order to conduct comprehensive consultation with all affected commercial business owners;

AND FURTHER THAT: the Board direct staff to provide an update to the Board at the regularly scheduled June 2018 Board meeting on the consultation efforts and the readiness of the commercial sector to divert food waste for composting.

**SHORT SUMMARY:**

On November 19, 2015 the Board endorsed the Organics Diversion Strategy. This strategy included a timeline for implementation of food waste composting initiatives and the development of disincentive mixed load rates on the disposal of commercial food waste at the Salmon Arm Landfill. Currently, commercially generated food waste is considered marketable in areas of the Shuswap where it is feasible for businesses to utilize the services of a private food waste composting facility in Silver Creek. Although much work has occurred in working with hauling companies and affected businesses, staff feel it is necessary for the Board to identify the affected areas where commercially generated food waste is deemed marketable and to relax the tipping fee on food waste until such time as there is comfort that all affected businesses have been consulted effectively.

**VOTING:**

 Unweighted  
Corporate

☐

 LGA Part 14  
(Unweighted)

☐

 Weighted  
Corporate

☒

 Stakeholder  
(Weighted)

☐
**BACKGROUND:**

The CSR D's Organics Diversion Strategy (Strategy) is a multi-faceted document which outlines several options and timelines for reducing the amount of organic waste entering CSR D landfills. One of the elements in the Strategy is the implementation of a ban on commercial food waste. In order to achieve this, the Board amended its tipping fee bylaw to ban commercially generated food waste and levy a mixed load rate of \$160 per tonne on all loads containing food waste where food waste is deemed marketable. CSR D staff is targeting businesses that produce food waste in the immediate vicinity of an

existing private food waste composting facility in Silver Creek which includes Salmon Arm, Sicamous, and Electoral Areas D and C.

During the summer of 2016, CSRD staff consulted with many commercial businesses within the aforementioned areas to provide information and options for the removal of food waste from garbage and looked to understand the barriers for compliance with a commercial food waste ban. In 2017, the Board approved the new Solid Waste Disposal Tipping Fee and Regulation Bylaw No. 5737 (Bylaw), which came into effect on July 1, 2017. The Bylaw states if an option for recycling exists, through either a Provincial Stewardship program, a CSRD program or a commercial market, a waste stream would be deemed marketable. The act of mixing marketable waste with non-marketable waste would be deemed a Mixed Load, resulting in a doubling of tipping fees. In light of there being a commercial market in the Salmon Arm area, via the Spa Hills Composting facility, food waste mixed with refuse in the Salmon Arm Wasteshed is now deemed to be a Mixed Load, which should result in the doubling of tipping fees.

In order to advance the commercial food waste ban, CSRD staff has consulted with all of the local waste collectors/haulers in the area to collaborate on a plan to implement a successful program. The first step in the plan was to have waste haulers distribute a letter from the CSRD to all of their commercial account holders outlining the changes to the Bylaw and the CSRD's plan to work with commercial food waste producers to implement a collection program. To date, staff has visited several local businesses, mainly restaurants and larger producers of food, to provide education and relay information to the waste haulers on the barriers to implementing food waste diversion. Staff has been pleasantly surprised by the enthusiasm for participating in the program to date.

In order to make this program a success, implementation of the Mixed Load rate (double tipping fees) needs to be phased in once business owners have been fully consulted and have explored all options to address their food waste disposal needs. In CSRD staff's discussions with businesses and the waste haulers, it has been made clear that all parties will need to work together to understand the barriers limiting success and to work with businesses to overcome these barriers. Furthermore, businesses who are making changes to adapt to removing food waste from the waste stream are going to be doing so at a cost, therefore tipping fee increases should only be utilized in the later stages of program development to encourage retention of the program. CSRD staff and waste haulers will also be working together to share information regarding businesses that are unwilling to participate and a targeted assessment of the Mixed Load rate may be needed at some point in the future. Staff intend to report back to the Board in June 2018 to determine the readiness for implementation of the Mixed Load rate for food waste.

The CSRD is currently working to create the infrastructure needed to handle food waste at the Revelstoke Landfill with plans to introduce a similar education and outreach program in Revelstoke in 2018. Golden and Electoral Area A will be the focus in 2019.

**POLICY:**

This report and its recommendations is consistent with the Regional Solid Waste Management Plan and the Organics Diversion Strategy.

**FINANCIAL:**

The delay in implementing the Mixed Load rate will not significantly impact the 219 Solid Waste budget.

**KEY ISSUES/CONCEPTS:**

Relaxing the implementation of the Mixed Load Tipping Fee will help to ensure a successful implementation of the Organics Diversion Strategy for the CSRD.

**IMPLEMENTATION:**

Staff will prepare all contract and insurance documents to facilitate the transition.

**COMMUNICATIONS:**

Ongoing communications and consultations with waste haulers and affected businesses will continue upon advancement of the Board resolution.

**DESIRED OUTCOMES:**

The Board approve the recommendation.

**BOARD'S OPTIONS:**

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

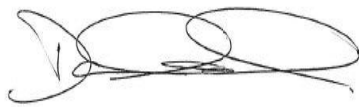
**LIST NAME OF REPORT(S) / DOCUMENT(S):**

1. CSRD Organics Diversion Strategy, November 2015.

**Report Approval Details**

Document Title:	Commercial Food Waste Tipping Fee Update.docx
Attachments:	
Final Approval Date:	Oct 12, 2017

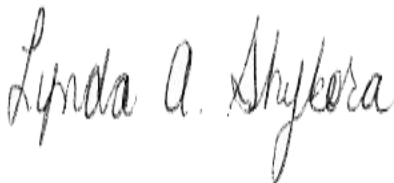
This report and all of its attachments were approved and signed as outlined below:



**Darcy Mooney - Oct 11, 2017 - 4:28 PM**



**Jodi Pierce - Oct 11, 2017 - 4:41 PM**



**Lynda Shykora - Oct 12, 2017 - 8:31 AM**



**Charles Hamilton - Oct 12, 2017 - 9:47 AM**





**TO:** Ben Van Nostrand, P.Ag.,AScT., Team Leader  
Environmental Health Services, Operations Management  
Columbia Shuswap Regional District

**DATE:** September 30,2015

**PROJECT:** CSRD ODS

**FROM:** Carey McIver  
Maura Walker

**SUBJECT:** Draft Organics Diversion Strategy for the CSRD

## 1. Introduction

The Columbia Shuswap Regional District (CSRD) has engaged Maura Walker & Associates (MWA) to assist with the development of an organics diversion strategy for the region. Based on the success of similar strategies implemented in other regional districts, notably the Regional District of Nanaimo, MWA has developed a draft strategy in collaboration with key stakeholders in the CSRD, including municipalities, waste haulers, major organic waste generators and existing processors.

To facilitate effective collaboration, the CSRD hosted a stakeholder workshop in Salmon Arm on September 10, 2015. At this workshop MWA presented participants with the components of a draft strategy including discussion of options related to organics processing, collection, regulation and enforcement, as well as communications and education. The input and feedback received at this workshop has been incorporated into the following draft organics diversion strategy.

## 2. Why divert organics?

Diverting organic wastes (food waste, yard waste, clean wood waste and compostable paper) from landfill and producing compost contributes to sustainability in many communities in BC and North America due the potential environmental, economic and social benefits outlined in Table 1.

**Table 1: Benefits of Organic Diversion**

Environmental Benefits	Social Benefits	Economic Benefits
<ul style="list-style-type: none"> <li>Reduces GHG emissions</li> </ul>	<ul style="list-style-type: none"> <li>Protects human health</li> </ul>	<ul style="list-style-type: none"> <li>Extends landfill life</li> </ul>
<ul style="list-style-type: none"> <li>Preserves landfill capacity</li> </ul>	<ul style="list-style-type: none"> <li>Reduces landfill safety risks</li> </ul>	<ul style="list-style-type: none"> <li>Produces a marketable product</li> </ul>
<ul style="list-style-type: none"> <li>Reduces landfill leachate</li> </ul>	<ul style="list-style-type: none"> <li>Contributes to land preservation</li> </ul>	<ul style="list-style-type: none"> <li>Provides employment</li> </ul>
<ul style="list-style-type: none"> <li>Improves soil</li> </ul>	<ul style="list-style-type: none"> <li>Contributes to healthy local soils and agriculture</li> </ul>	<ul style="list-style-type: none"> <li>Reduces costs to manage leachate and landfill gas</li> </ul>

Due to these benefits, particularly with respect to reducing greenhouse gas emissions, four regional districts in BC (Regional District of Nanaimo, Cowichan Valley Regional District, Capital Regional District, and Metro Vancouver) have already implemented bans on landfill disposal of organic waste. As a result, roughly 66% of the population of BC lives in regional districts with organic waste disposal bans in 2015.



### *Why divert organics? It's in the Solid Waste Management Plan*

Organics diversion was a focus of CSRD 2009 Solid Waste Management Plan (SWMP). Organic diversion initiatives in the 2009 plan included:

- Natural Landscaping Program
- Master Composter Program
- Backyard Composting Incentive Program
- Regional Yard Waste Drop-off Depots
- Curbside Christmas Tree Collection
- No-charge Drop-off Periods
- Periodic Curbside Yard Waste Collection
- Composting infrastructure in Golden, Revelstoke, and Salmon Arm
- Regional Wood Waste Diversion/Reuse Program

Since 2009, the CSRD has also been working with the communities of Golden, Revelstoke and Salmon Arm to investigate the potential of developing a source separated (SSO) organic waste collection and processing program to complement existing yard and wood waste diversion programs. In 2013, the CSRD retained CH2M Hill to evaluate residential SSO organic collection programs and regional organic waste management systems for these waste sheds.

In 2013, the CSRD retained TRI Environmental Consulting Inc. to undertake solid waste characterization studies for the Salmon Arm, Sicamous, Revelstoke and Golden waste sheds. The results of these studies confirmed that, at 30%, compostable organics represent the largest component of the waste landfilled in the CSRD

The results of these evaluations and waste characterization studies were incorporated into the 2014 SWMP Review which recommended the design and delivery of pilot programs leading to the full introduction of curbside collection of household organics (kitchen, leaf and yard waste) during the 2015-2019 Plan implementation period. These recommendations received strong public and Board support.

### *Why divert organics? It's happening in the Salmon Arm waste shed already*

Independent of the SWMP, a private composting facility was constructed at Spa Hills Farm outside of Salmon Arm. Spa Hills Compost (Spa Hills) collects food waste and other organic material to make a chemical free soil amendment for their 300 acre farm. Spa Hills has been offering commercial organic waste collection services to local businesses and institutions in the Shuswap and North Okanagan, including many companies in Salmon Arm, for a collection and processing fee of \$110 per tonne.

This local facility has an annual capacity of 4,000 tonnes of organics based on a six week processing cycle. According to representatives from Spa Hills, the facility is currently running at 20% of capacity. This is likely due to the cost differential between the current CSRD landfill tipping fee of \$70 per tonne and the Spa Hills processing fee of \$110 per tonne.

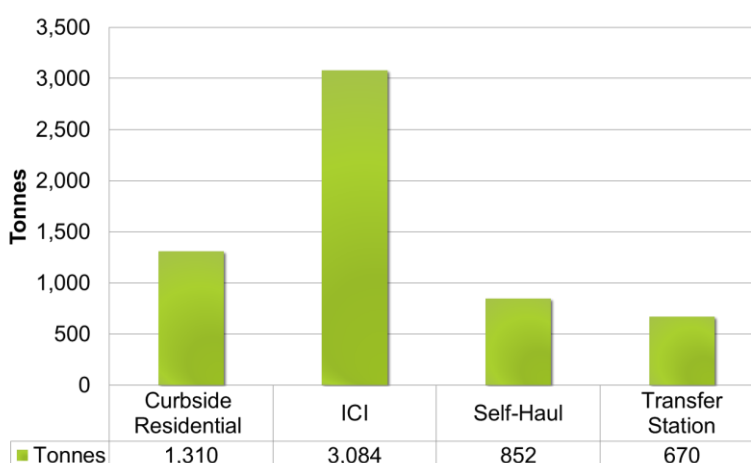
### **3. Who would divert organics?**

Although the CSRD SWMP has focused on diverting organic wastes from the curbside residential programs in the CSRD, there is significant potential for diversion of food waste from the industrial, commercial, residential (ICI) sector as evidenced by the results of the 2013 waste composition study.



Extrapolating from the results of the waste characterization studies discussed above, MWA estimates that the ICI sector is responsible for roughly 50% of the food waste generated in the CSRD. This is illustrated in Figure 1 which identifies food waste generation by sector: curbside residential, representing food waste collected by municipalities; ICI, representing food waste collected by private haulers; self-haul, representing food waste delivered by residential and ICI generators directly to landfills; and transfer stations, representing food waste delivered by residents and businesses directly to rural transfer stations.

**Figure 1: Food Waste Generation by Sector**



Given the magnitude of food waste generation in the ICI sector plus the presence of a commercial composting operation in the area, in 2005 the Regional District of Nanaimo and the Cowichan Valley Regional District banned commercial food waste from landfill disposal well in advance of providing residential curbside collection programs for organic waste. The disposal bans enacted by the Capital Regional District and Metro Vancouver in January 2015 apply to all sectors as this provides the maximum diversion of organics from landfill and hence the maximum reduction in greenhouse gas emissions.

Consequently, to maximize environmental, social and economic benefits the CSRD organics diversion strategy should apply to all generators in the Salmon Arm, Sicamous, Revelstoke, Golden and surrounding areas waste sheds as indicated in Table 2.

**Table 2: Who would divert food waste?**

Residential	Industrial/Commercial/Institutional
• Curbside	• Restaurants
• Self-Haul	• Retail Food Stores
• Multi-Family	• Wholesale Fresh Food Suppliers
	• Hotels
	• Schools
	• Health Care Facilities



#### 4. How will we divert organics?

The mechanics of a successful organics diversion strategy involves supporting regulations and cost-effective systems for processing and collection in the residential and ICI sectors.

##### *Supporting Regulations*

As discussed above, the implementation of landfill disposal bans by regional districts can provide a powerful incentive for organic waste diversion. An example of a ban implementation schedule is provided as Table 3. This schedule can be designed to provide sufficient time for municipalities and businesses to plan and develop collection systems and processing facilities. Enforcement can also be phased in to ensure a successful transition to new collection systems.

**Table 3: Example Ban Implementation Schedule**

	JUNE – DEC 2016	JAN – JUNE 2017	JULY – DEC 2017	2018
THRESHOLD	Education Period	25%	10%	5%
SURCHARGE	Education Period	50%	100%	

In most cases, disposal bans on organic waste have been implemented in regional districts where landfill tipping fees are higher than organic waste processing fees. This is currently not the case in the CSRD and consequently, prior to adopting an organics disposal ban, the CSRD should complete an in-depth review of its solid waste management financial model to determine whether tipping fees will need to be increased in the future to comply with regulatory requirements.

##### *Processing Capacity*

Based on feedback from key stakeholders, this strategy recommends a decentralized regional processing system given geography and regional transportation issues. The strategy envisions developing local composting capacity in each of the the Salmon Arm, Revelstoke and Golden waste sheds. At present, there may be sufficient processing capacity in the Salmon Arm waste shed for food waste (Spa Hills) and yard waste (Salmon Arm Landfill). However, in the Revelstoke waste shed, processing capacity is limited to yard waste only (Revelstoke Landfill) while the Golden waste shed currently lacks capacity for both yard and food waste composting. Consequently the development of processing capacity in the Revelstoke and Golden waste sheds will be an important component of the organics diversion strategy.

##### *Residential Food and Yard waste Collection*

Much work has already been completed under the SWMP to evaluate residential curbside collection systems for organic wastes. Although many communities in BC collect food waste commingled with yard waste at the curb, given that yard waste is not currently collected at the curb in any of the CSRD waste sheds, and based on municipal feedback, this strategy recommends that the current system whereby residents self-haul their yard waste to existing CSRD facilities be maintained. A possible



exception is Golden which currently provides automated cart-based garbage and recycling collection. Cart-based collection programs typically collect commingled food and yard waste, as long as there is food waste composting capacity available.

With respect to food waste, this strategy envisions that each municipality will implement curbside food waste collection programs once their current collection contracts expire, assuming that local composting capacity is available. It is also anticipated that municipalities may want to consider small pilot projects to confirm how food waste collection will perform in their community. Piloting food waste collection would also allow CSRD to pilot the processing of food waste at the Revelstoke and Golden landfills.

### *ICI Food Waste Collection*

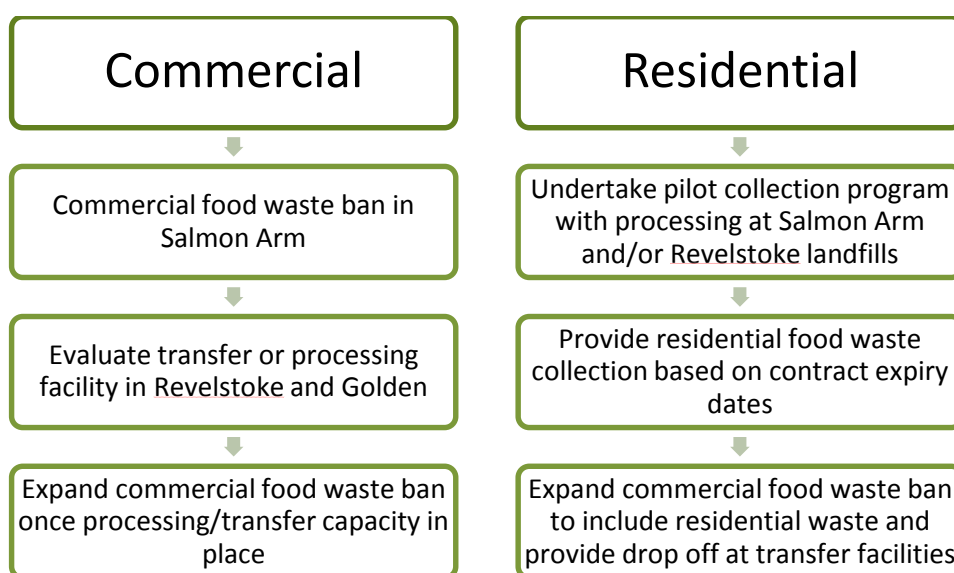
In the ICI sector privately contracted collection is the most common model for organic waste collection. Private haulers can tailor food waste collection systems to the specific customer needs. Competition for business between private haulers also contributes to the development of cost effective collection systems.

## **5. What is the priority?**

Given the location of the Spa Hills Compost in the Salmon Arm waste shed, the organics diversion strategy recommends that priority be given to implementing a ban on commercial food waste disposal in the Salmon Arm waste shed. Given current municipal contract expiry dates, expansion of the ban to the residential sector will be the second priority. To minimize contamination levels, food waste drop-off facilities for self-haul customers at the Salmon Arm Landfill and rural transfer stations will follow the implementation of education and promotion programs for single-family residential sector.

The proposed strategy for both the commercial and residential sector is illustrated in Figure 2.

**Figure 2: Proposed Organics Diversion Strategy**





## 6. What is the work plan and timeline?

The implementation of the organics diversion strategy will begin in 2016 with all elements of the strategy in place by 2020. A work plan and schedule for the next five years is provided in Table 4.

**Table 4: Proposed Organics Diversion Strategy Work Plan and Schedule**

Year	Task
<b>2016</b>	<ul style="list-style-type: none"> <li>➤ Complete financial evaluation of solid waste system costs to determine whether tipping fees need to be increased</li> <li>➤ Ban the disposal of commercial food waste at the Salmon Arm Landfill</li> <li>➤ Trial Spa Hills as processing facility with respect to: <ul style="list-style-type: none"> <li>○ Capacity</li> <li>○ Direct haul</li> <li>○ Transfer from landfill</li> </ul> </li> </ul>
<b>2017</b>	<ul style="list-style-type: none"> <li>➤ Trial residential food waste composting at the Salmon Arm and Revelstoke landfill</li> <li>➤ Undertake a pilot curbside collection program in Salmon Arm and Revelstoke</li> <li>➤ Evaluate Spa Hills as a processing facility</li> </ul>
<b>2018</b>	<ul style="list-style-type: none"> <li>➤ Implement residential curbside collection in Salmon Arm based on performance of Spa Hills and/or the existing Salmon Arm Landfill composting facility</li> <li>➤ Expand the commercial food waste ban to include organic wastes from the residential sector in the Salmon Arm waste shed</li> <li>➤ Provide drop-off facilities at the Salmon Arm Landfill and rural transfer stations in the Salmon Arm waste shed for self-haul residential and ICI customers</li> <li>➤ Implement residential curbside collection in Revelstoke based on performance of combined residential food and yard waste composting at Revelstoke landfill</li> <li>➤ Establish residential food and yard waste composting facility at Golden Landfill</li> <li>➤ Evaluate options for commercial food waste processing in the Revelstoke waste shed</li> </ul>
<b>2019</b>	<ul style="list-style-type: none"> <li>➤ Implement residential curbside collection in Golden</li> <li>➤ Implement a disposal ban on commercial and residential organic waste at the Revelstoke Landfill</li> <li>➤ Provide drop-off facilities at the Revelstoke Landfill for self-haul residential and ICI customers</li> <li>➤ Evaluate options for commercial food waste processing in the Golden waste shed</li> </ul>
<b>2020</b>	<ul style="list-style-type: none"> <li>➤ Implement a disposal ban on commercial and residential organic wastes at the Golden Landfill</li> <li>➤ Provide drop-off facilities at the Golden Landfill for self-haul residential and ICI customers</li> </ul>



**Laura Schumi**

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**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](mailto:LShykora@csrd.bc.ca)>; Charles Hamilton <[chamilton@csrd.bc.ca](mailto: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!

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**From:** Loni Parker <[lparker@csrd.bc.ca](mailto:lparker@csrd.bc.ca)>  
**Date:** Thursday, October 12, 2017 at 9:09 AM  
**To:** Lynda Shykora <[Lshykora@csrd.bc.ca](mailto:Lshykora@csrd.bc.ca)>, Charles Hamilton <[chamilton@csrd.bc.ca](mailto: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.

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**From:** gavin mason <[gavinmason505@gmail.com](mailto:gavinmason505@gmail.com)>  
**Date:** Wednesday, September 20, 2017 at 3:14 PM  
**To:** Loni Parker <[lparker@csrd.bc.ca](mailto:lparker@csrd.bc.ca)>  
**Cc:** Mark McKee <[mmckee@revelstoke.ca](mailto:mmckee@revelstoke.ca)>, "[nfricot@revelstoke.ca](mailto:nfricot@revelstoke.ca)" <[nfricot@revelstoke.ca](mailto: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:** 1850 20 17

**SUBJECT:**
**Grant-in-Aids**
**DESCRIPTION:**

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

**RECOMMENDATION  
#1:**

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

Area A

\$1,500 Golden Agricultural Society (Halloween Hunted Trail)

Area C

\$3,000 Sorrento Memorial Hall (Community Get-Together)

Area D

\$5,000 Sunday Morners Club of Falkland and District (Hall Renovations)

\$1,700 Salmon Valley Senior's Branch #107 (Water Improvements)

\$3,000 Silver Creek Fire Department Social Club (Halloween Event)

Area E

\$1,000 Malakwa Fire Department (Halloween Event)

\$300 Sicamous Seniors Activity Centre ("Chairobics" Equipment)

\$3,500 Cambie Community Hall Association (Insurance and Propane)

Area F

\$1,950 Lakeview Community Centre Society (Remembrance Day Event).

**VOTING:**

 Unweighted  
Corporate

☐

 LGA Part 14  
(Unweighted)

☐

 Weighted  
Corporate

☒

 Stakeholder  
(Weighted)

☐
**POLICY:**

These requests meet the requirements of Policy F-30, are approved by the respective Area Director and required source documentation has been received. These requests are within the Electoral Area's grant-in-aid budget.

**COMMUNICATIONS:**

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

**DESIRED OUTCOMES:**

That the Board endorse the recommendation.

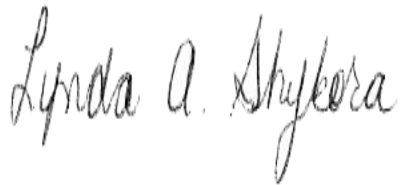
**BOARD'S OPTIONS:**

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

**Report Approval Details**

Document Title:	2017_10_19_Board_FIN_Grant in Aids.docx
Attachments:	
Final Approval Date:	Oct 10, 2017

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



**Lynda Shykora - Oct 10, 2017 - 10:16 AM**



**Charles Hamilton - Oct 10, 2017 - 10:32 AM**



# 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 19<sup>th</sup> 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.

<b>VOTING:</b>	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:**

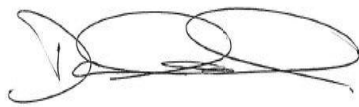
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**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

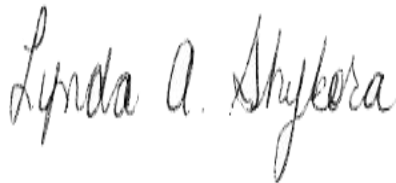
This report and all of its attachments were approved and signed as outlined below:



**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

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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.

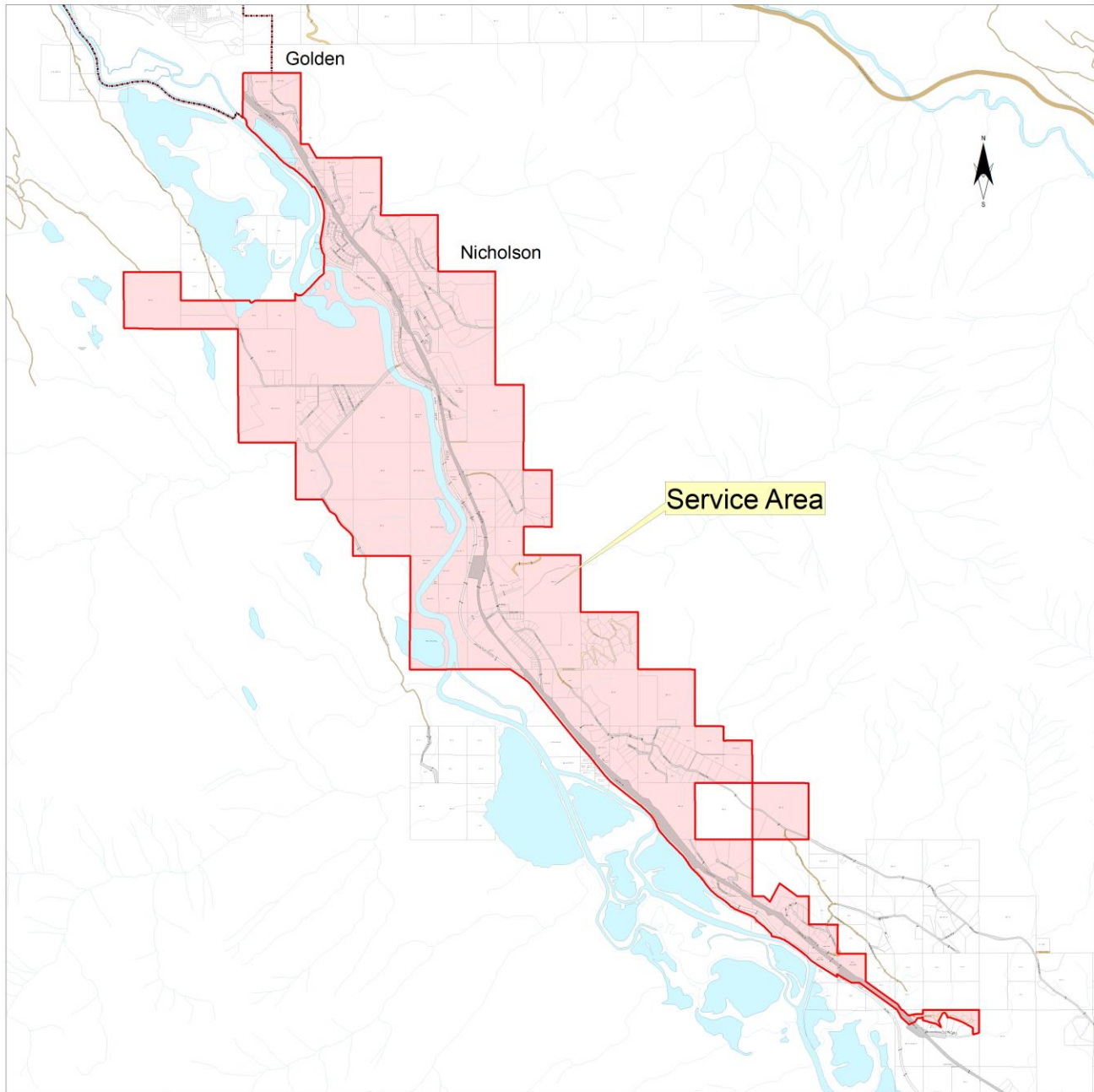
CERTIFIED a true copy of  
Bylaw No. 5763 as adopted.

\_\_\_\_\_  
Deputy Manager of Corporate  
Administration Services

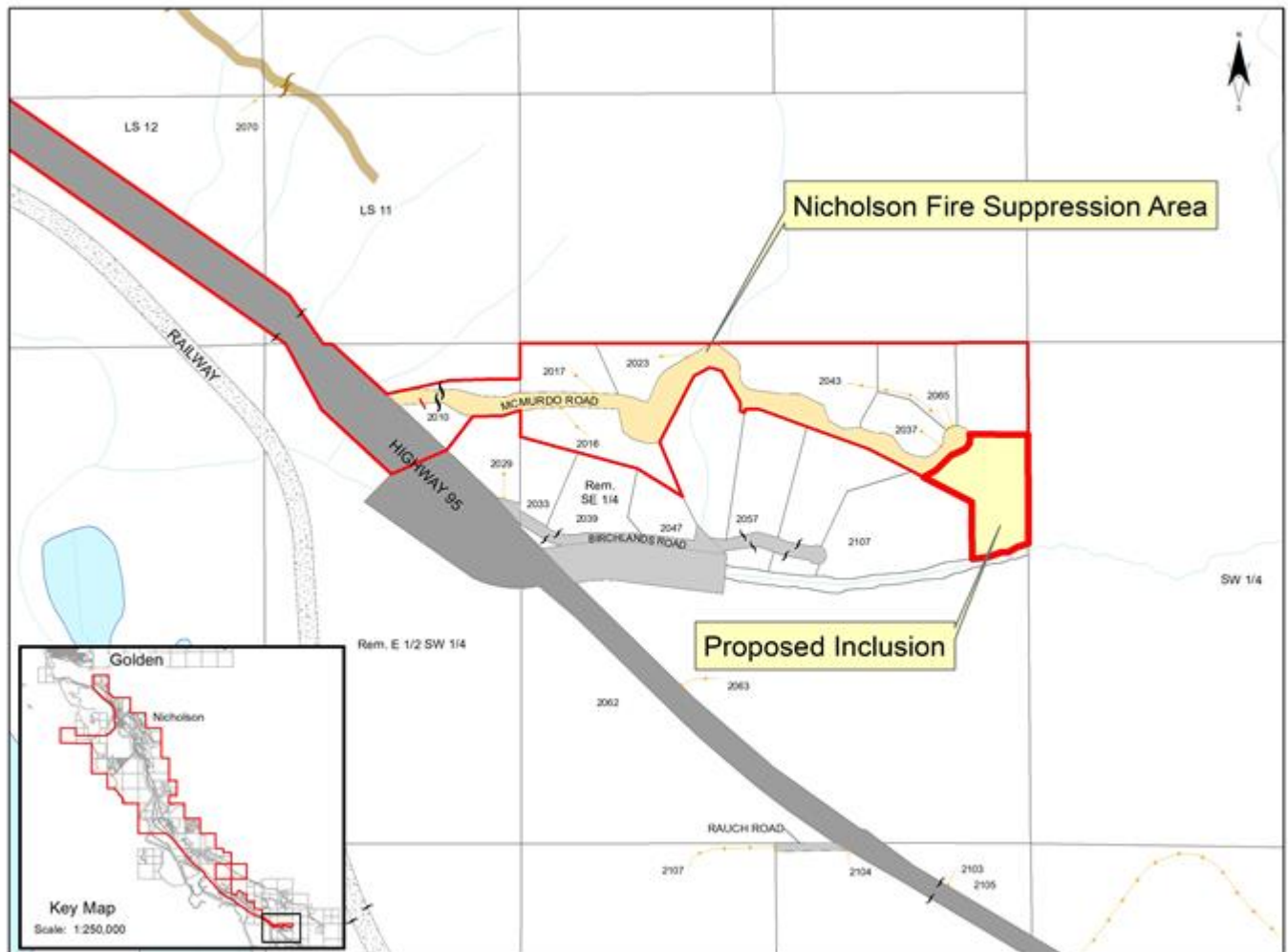
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Deputy Manager of Corporate  
Administration Services

**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

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.csrld.bc.ca

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 <b>Required</b> (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 13<sup>th</sup> 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:** 1850 31

**SUBJECT:**
**Golden/Area A EOF Application – Golden Visitors Centre**
**DESCRIPTION:**

Report from Jodi Pierce, Manager, Financial Services, dated October 10, 2017. Requesting \$300,000 from the Golden and Area A Economic Opportunity Fund to help fund improvements to the Golden Visitors Centre.

**RECOMMENDATION  
#1:**

THAT: with the concurrence of the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Town of Golden in the amount of \$300,000 to help fund improvements to the Golden Visitors Centre, subject to receipt of the 2018 Payment-in-Lieu of Taxes from BC Hydro.

**SHORT SUMMARY:**

In July 2017, the Town of Golden purchased the British Columbia Visitor Centre located in Golden. Significant upgrades were required to the surface works, landscaping, utilities and lighting; the Town of Golden used its' General Surplus Fund to provide bridge financing for this project in anticipation of partial repayment from RMI as well as the Golden/Area A Economic Opportunity Fund (EOF). As the requested \$300,000 is not currently available in the Golden/Area A EOF, this amount will not be distributed until the 2018 Payment-in-Lieu of Taxes is received from BC Hydro in July 2018.

**VOTING:**

 Unweighted  
Corporate

☐

 LGA Part 14  
(Unweighted)

☐

 Weighted  
Corporate

☒

 Stakeholder  
(Weighted)

☐
**BACKGROUND:**

In June 2017, Destination British Columbia (DBC) vacated the British Columbia Visitor Centre at Golden and the lands are destined to be marketed for sale. As a result, the Town of Golden and Tourism Golden have partnered to provide visitor services from a new location which requires significant upgrades to surface works, landscaping, utilities and lighting. This project has been temporarily funded from the Town of Golden's General Surplus Fund in anticipation of funding from RMI (\$369,000) as well as the Golden/Area A Economic Opportunity Fund (\$300,000). A thorough Staff Report from the Town of Golden has been included to provide further background and explanation for this project. The current balance available in the Golden/Area A Economic Opportunity Fund (EOF) is \$61,000. Assuming the 2018 Payment-in-Lieu of Taxes (PILT) is received in an amount consistent with expectations next July, the balance in the EOF fund at that time will be approximately \$423,000. Therefore, this distribution will not be made until that time (assuming Board approval).

**POLICY:**

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

**FINANCIAL:**

The balance of the Golden/Area A Economic Opportunity Fund (less commitments) to the end of 2017 is approximately \$61,000. Assuming the 2018 Payment-in-Lieu of Taxes is received from BC Hydro in an amount consistent with expectations next July, the balance in the EOF fund at that time will be approximately \$423,000. Therefore, this distribution will not be made until that time (assuming Board approval).

**IMPLEMENTATION:**

Upon Board approval, these funds will be earmarked for distribution next July following receipt of the 2018 PILT monies from BC Hydro.

**COMMUNICATIONS:**

Upon Board approval, the Town of Golden will be notified of the Board's decision.

**DESIRED OUTCOMES:**

That the Board approve the funding request from the Town of Golden.

**BOARD'S OPTIONS:**

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

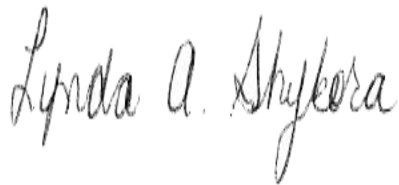
**LIST NAME OF REPORT(S) / DOCUMENT(S):**

1. Completed Application for Economic Opportunity Funds
2. Staff Report from Town of Golden CAO, Jon Wilsgard

**Report Approval Details**

Document Title:	2017_10_19_Board_FIN_EOF Area A Golden Visitor Centre.docx
Attachments:	- EOF Application Form - Golden Visitor Centre Project.pdf - SRC CAO 2017-04-11 Golden Visitor Centre Funding.pdf
Final Approval Date:	Oct 12, 2017

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



**Lynda Shykora - Oct 12, 2017 - 10:11 AM**



**Charles Hamilton - Oct 12, 2017 - 12:06 PM**



## COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1 | T: 250.832.8194 | TF: 1.888.248.2773 | [www.csr.bc.ca](http://www.csr.bc.ca)

### APPLICATION FOR ECONOMIC OPPORTUNITY FUNDS – Page 1

#### **PREAMBLE:**

The EOF were created specifically as a means of compensating for the loss of economic opportunities on those lands affected by the dams and reservoirs and the resultant economic impacts to the affected communities. As such, the EOF are to provide funding assistance for projects deemed by the participating members and ratified by the Corporate Board to be worthy of support in an effort to stimulate economic development within the impact areas.

Impact Areas are as follows:

- Golden and Area 'A'
- Revelstoke and Area 'B'
- Sicamous and Area 'E'
- Area 'B' only

Criteria for accessing each EOF will be based on the demonstrable and enduring benefit to the economy of the affected communities at large. The EOF are designed to stimulate economic generators, transportation facilities and infrastructure development supportable jointly by the participating members involved and approved by the Board.

The EOF shall not be used as grant-in-aid funding.

#### **ONLY NON-PROFIT ORGANIZATIONS ARE ELIGIBLE FOR FUNDING**

1. Date: April 13th, 2017
2. Name of Organization: Town of Golden
3. Address: Box 350, Golden BC V0A 1H0
4. (a) Date organization established in the Regional District: 1957  
 (b) Registered Society in Province of BC:  
 Reg. No. Incorporated Municipality Date: \_\_\_\_\_
5. President: Mayor Ron Oszust Phone: 250-344-2271  
 Address: as above
6. Secretary: Jon Wilsgard Phone: 250-344-2271  
 Address: as above
7. Board of Directors
 

<ol style="list-style-type: none"> <li>1. <u>C. Bruce Fairley</u></li> <li>2. <u>C. Chris Hambruch</u></li> <li>3. <u>C. Eddie Leigan</u></li> </ol>	<ol style="list-style-type: none"> <li>4. <u>C. Connie Barlow</u></li> <li>5. <u>C. Leslie Adams</u></li> <li>6. <u>C. Caleb Moss</u></li> </ol>
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**APPLICATION FOR ECONOMIC OPPORTUNITY FUNDS – Page 2**

8. Executive Director or contact person: Jon Wilsgard, Corporate Officer  
Phone: \_\_\_\_\_ Email: cao@golden.ca
9. Impact Area: Golden and Area 'A'
10. Society or Organization's objectives:
11. Purpose to which funding will be expended:
12. Funding Requested: \$ 300,000
13. Budget (attach copy): \$ \$896,000
14. How will the project stimulate economic development within the community?
15. Details of community support for objectives:

## APPLICATION FOR ECONOMIC OPPORTUNITY FUNDS – Page 3

COMPLETED APPLICATIONS SHOULD BE MAILED OR EMAILED TO:  
COLUMBIA SHUSWAP REGIONAL DISTRICT  
ATTN: MANAGER, FINANCIAL SERVICES  
PO BOX 978, SALMON ARM, BC, V1E 4P1  
finance@csrd.bc.ca

ATTACH ANY ADDITIONAL INFORMATION WHICH WOULD ASSIST  
IN THE EVALUATION OF YOUR REQUEST.

*Note: This summary MUST be completed to process your request.*

ON BEHALF OF THE ORGANIZATION,  
I/WE HEREBY DECLARE THAT ALL THE INFORMATION PRESENTED  
AND/OR PROVIDED WITH THIS APPLICATION IS TRUE AND CORRECT.

DATED AT Golden, BC THIS 13th DAY OF April, 20    

Jon Wilsgard

NAME

SIGNATURE

250-344-2271

TELEPHONE

cao@golden.ca

EMAIL



# Staff Report

## CORPORATE ADMINISTRATION

**To:** **Council** File: 2240-20-(RMI) MMM Hwy 1 Enhancement-  
**From:** Jon Wilsgard, CAO/CO Date: April 11<sup>th</sup>, 2017  
**Subject:** Golden Visitor Centre Project Approvals

### **RECOMMENDATION**

THAT per the April 11<sup>th</sup>, 2017 Staff Report Seasonal Visitor Centre Project Approvals received from the CAO, Council ACCEPT the tender bid of \$365,245.49 from Blaeden Contracting Ltd. for Golden Visitor Centre Site Works;

AND THAT Council APPROVE a capital expenditure of \$859,000 for this project including funds currently allocated and a borrowed amount of \$661,000 from the *General Surplus Fund*;

AND THAT \$369,000 of forthcoming RMI funds BE APPLIED to the *General Surplus Fund* in partial repayment of this bridge funding;

AND FURTHER THAT Council AUTHORIZE staff to make \$300,000 application to the *Economic Opportunity Fund*, the proceeds of which will also be applied to the *General Surplus Fund* in partial repayment of this bridge funding.

### **BACKGROUND**

This is a file with a large and comprehensive background, most of which Council is familiar with. Attached to this report are background documents describing the story so far which has progressed to this juncture requiring a Council decision.

Succinctly, the project at hand has been precipitated by the imminent vacancy of Destination British Columbia (DBC) from the British Columbia Visitor Centre @ Golden (BCVC), as a component of the Province's termination of the provincial visitor centre program. As a result, the communities having been a part of this program will return to being a part of the standard visitor centre network in the province wherein they will be responsible for providing the infrastructure and operating needs to deliver visitor services with a modicum of support funding from DBC.

For Golden this has resulted Golden Area Initiatives' political and bureaucratic involvement with the Province in purchasing the lands surrounding the BCVC in order to garner marketability for sale to the private sector in 2017. It has also generated a long process of thought and collaboration between local organizations and the Province resulting in a pivotal decision by Tourism Golden to assume the role of a visitor services operator, along with the approval to the Town of Golden by the Province through the RMI Advisory Committee to re-purpose RMI funds in building a new seasonal visitor centre matched to the scope and nature of this new visitor services model.

Under the new model the infrastructure of the centre will be owned by the Town of Golden, use of the land permitted under MOTI, and operation of the centre under Tourism Golden. Under development is an MOU between the Town and Tourism Golden which will set the terms of reference for the operation of the centre and mutual expectations, wherein the Town will take upon ownership and exterior maintenance of the centre with the costs of all operations and internal improvements the responsibility of Tourism Golden on an ongoing basis.



Time is of material essence in this project; DBC will be vacating the BCVC at the end of June. Ideally, the new seasonal centre would commence operations immediately afterward in order for the community to deliver visitor services during the critical summer season.

The level of collaboration around this project and its components has been no less than extensive, including the Premier and two Cabinet Ministers, executive staff in three Ministries and that of DBC, local provincial line staff, and local stakeholders like Golden Area Initiatives, Tourism Golden, and the Chamber of Commerce.

Hundreds of hours of planning, collaboration, and technical study and design, have been dedicated to this project by a number of local organizations and provincial agencies. The project has now reached a point requiring a governing body decision as well as support in bolstering the budget to achieve the envisioned build-out of the new centre.

## **DISCUSSION**

The project has reached a critical juncture, requiring Council's approval for a major contract award that will see the installation of surface works, landscaping, utilities, and lighting. Particulars include new water/sewer/electrical services, lamp standards, sani dump, curbing, irrigation, and a dog run. The tender package received just one bid (Blaeden Contracting), yet being nearly \$200,000 under expectations. Post tender analysis shows confidence in this bid and the local sourcing is great to have.

Assuming Council's agreement to accept the bid, work will begin as soon as possible with a target to meet an early July opening date.

The project remains subject to significant budgetary challenges. Despite re-dedicating the funds from Phase 3 of the Trans Canada Landscaping Project from RMI, this has not been sufficient to adequately fund the entire initiative. While the centre's seasonality does make it less to develop than a four season building and many cost effective measures have been designed for functionality, Building Code compliance, and attractiveness, it has required at least a modicum of design and construction elements to meet these needs. Some notable components of the centre include:

- Modular constructed office/reception and washroom buildings;
- The 'bus shelter' moved onsite from the BCVC;
- Curved roof design on washroom building to match bus shelter;
- Re-use of garbage containers, recycling bins, and picnic tables from the BCVC;
- Fee for use Sani Dump;
- Vendor kiosk recycled from the BCVC;
- Full accessibility decks;
- Dog run, KHMR gondola, kids play area;
- Landscaping informed by TCH Landscaping Project
- Dedicated parking for small vehicles.

The project is anticipated to cost nearly \$860,000, which includes a \$143,000 contingency. At this juncture, the amount of funds available to the Town for the project is just over \$197,000. Here's why:

1. The first reason for this is we have not received the RMI allocation for 2017, nor do we know what it will be. This is a result of the provincial election schedule and we likely will not have our allocation until the end of May if not June. Staff have conservatively estimated \$450,000, but it will likely exceed this. Without a confirmation or receipt

however, these funds cannot be legally expended. Moreover, with another prior approved and substantive RMI project also underway (the TCH sign at over \$500,000), there are not sufficient funds in our RMI account to fund the project.

2. The second reason is that whether the forthcoming RMI allocation is conservative or measurably higher, we still face a project budget shortfall. Under a conservative allocation scenario we face a \$300,000 deficit, adjusted downward, the greater the RMI amount is.

It is worth noting that were there confidence in future continuation of the RMI program, these funds could be bridge funded to what would be the next allocation date of November, but as Council is aware the fate of the program has yet to be announced by the Province. Moreover, had the pedestrian bridge repair project not surfaced, we would have another \$150,000 of RMI funds to put towards this initiative.

As a result of these two circumstances listed above, the project is facing a current \$661,000 shortfall, which staff propose be bridge funded internally, and repaid in part with the eventual RMI allocation.

It is very unlikely however that the RMI allocation will be able to repay all of the bridge funding. Staff propose that an appropriate source of funds to meet the project's need of up to \$300,000 lies in the *Economic Opportunity Fund* – for the following reasons:

1. The EOF is designated to provide funding assistance for projects supporting and stimulating economic development in the area. The criteria for accessing funds are based on the demonstrable and enduring benefit to the economy of Golden and Area A. The continuing and ensuring economic benefit to the region by visitor services provision has been clear. A 2007 special report commissioned by Tourism British Columbia determined that BCVC visitors spent \$2.9m in the local economy.
2. The funds are not sourced from local taxpayers, but through BC Hydro as a grant in lieu of taxes. This is in keeping with Council's original prerogative that the seasonal visitor centre would not be developed with local property tax sourced funds.
3. The EOF is a regionally approved mechanism. It therefore provides for the inclusion of Area A/CSRD in support for the project, also in keeping with RMI funds which apply to the *Resort Region* which Golden and Area A are designated.
4. The EOF is annually replenished at approximately \$400,000 per annum; there are sufficient funds in 2017 to fund the required portion of this project.

## IMPLICATIONS

### Strategic

#### (Guiding Documents Relevancy -Strategic Plan, OCP)

Official Community Plan – Community Economic Objective 10. – To support Tourism Golden as the main agency for tourism promotion and marketing for Golden and Areas.

Resort Development Strategy (RMI) 2017 Amendment – Council support for the abeyance of Phase 3 TCH Landscape Project in favour of the Seasonal Visitor Centre Project.

### Financial

#### (Corporate Budget Impact)

Under the Community Charter Section 165 (4) (a) (b), the five year financial plan must set out the proposed expenditures and funding sources for the municipality. The Town of Golden Five Year Financial Plan Bylaw 1371, 2016 proposed an RMI operating & capital budget of \$1.347 million dollars. The estimated RMI budgeted

funding sources for this included funds on hand of \$897,000 and a 2017 contribution of \$450,000 for a total \$1.347 million.

The province recently informed the Town that the 2017 RMI funding total would not be made until after the May election. This means that the budget needs to be amended until the actual RMI funding level is known. The RMI budget changes are as follows:

The impact of the budget amendment requires Council to approve an interim funding source for the Visitor Centre project and delay the Trail Enhancement project (\$81K) until the RMI funding level is confirmed for 2017.

The Visitor Centre budget is estimated to be \$859,000 thousand (Attachment A).

Town of Golden 2017 RMI Budget			
	2017 Approved Budget	2017 Amended Budget	Difference
<b>Funds On Hand</b>	<b>897,199</b>	<b>897,199</b>	<b>-</b>
Add:			
2017 Estimated Funding	450,000		(450,000)
<b>Total Estimated Funding</b>	<b>1,347,199</b>	<b>897,199</b>	<b>(450,000)</b>
Less: RMI Projects			
Snowmobile Trail Grooming	45,000	45,000	-
Visitor Sign Program	520,216	520,216	-
Corridor Enhancement	42,100	42,100	-
Trail Enhancements	92,393	11,250	(81,143)
Pedestrian Bridge	126,299	126,299	-
Visitor Information Infrastructure	521,192	152,335	(368,857)
<b>Total Projects</b>	<b>1,347,199</b>	<b>897,199</b>	<b>(450,000)</b>
<b>Net Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>

The total proposed funding breakdown includes:

- RMI Funding on Hand \$152,000,
- Tourism Golden Contribution \$45,000.
- Town of Golden interim funding (*General Surplus Fund*) of \$661,000.

Under this proposal, the *General Surplus Fund* would be used as an interim financing source for the project, the intent being to repay a portion of \$661,000 thousand from the 2017 RMI funds eventually received. Assuming the 2017 funding amount is \$450,000, the *General Surplus Fund* would be reimbursed for \$369,000. EOF funds could then be used to repay the remaining balance of \$292,000.

## Administrative

### (Policy/Procedure Relevancy, Workload Impact and Consequences)

This project is a staff priority and forms a significant component to the 2017 work plan. It is also a contractual obligation under the RMI amended Resort Development Strategy.

## OPTIONS

1. Approve the recommended capital expenditure amount and source, terms of repayment, and application for EOF funds.
2. Approve an alternative capital expenditure level, repayment terms and EOF application amount as Council deems appropriate.
3. Disallow any bridge funding initiative; determine a new project capital budget.
4. Do not approve bridge funding options; direct change in project scope to accommodate.

Respectfully Submitted,

  
Jon Wilsgard  
Chief Administrative Officer/  
Corporate Officer

Attachments-



# 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 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.

## SHORT SUMMARY:

During the regular Council meeting on December 6, 2016, the City of Revelstoke passed a resolution to give official notice to the CSRD 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 CSRD 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 CSRD 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 CSRD 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 CSRD 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 CSRD 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 CSRD.

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:**

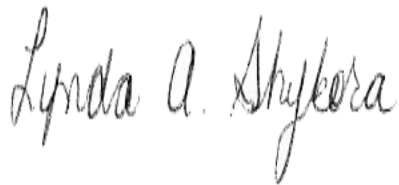
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board, such as Alternate Recommendation 1 or Alternate Recommendation 2, above.*

**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](mailto:chamilton@csrd.bc.ca) and [lshykora@csrd.bc.ca](mailto: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](mailto:development@revelstoke.ca)

**PUBLIC WORKS**

(250) 837-2001  
[works@revelstoke.ca](mailto:works@revelstoke.ca)

**FINANCE**

(250) 837-2161  
[finance@revelstoke.ca](mailto:finance@revelstoke.ca)

**FIRE RESCUE  
SERVICES**

(250) 837-2884  
[fire@revelstoke.ca](mailto:fire@revelstoke.ca)

**PARKS, RECREATION  
& CULTURE**

(250) 837-9351  
[prc@revelstoke.ca](mailto:prc@revelstoke.ca)

**CORPORATE  
ADMINISTRATION**

(250) 837-2911  
[admin@revelstoke.ca](mailto:admin@revelstoke.ca)

**COMMUNITY  
ECONOMIC DEVELOPMENT**

(250) 837-5345  
[ced@revelstoke.ca](mailto: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. CSRD 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

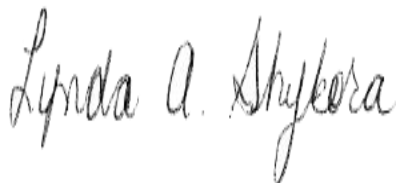
This report and all of its attachments were approved and signed as outlined below:



**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.

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

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



## COLUMBIA SHUSWAP REGIONAL DISTRICT

### BYLAW NO. 5587

A bylaw to establish the operational criteria for fire departments  
under the auspices of the Columbia Shuswap Regional District.

WHEREAS the Columbia Shuswap Regional District has adopted the Fire Department Operational Criteria Bylaw No. 5286, which provides guidelines for the operation of fire departments under its auspices;

AND WHEREAS it is necessary to revise the Operational Criteria for Fire Departments under the auspices of the Columbia Shuswap Regional District;

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

### DEFINITIONS

1. In this Bylaw, the following capitalized terms will have the following meanings:
  - a. "Apparatus" means any vehicle, equipment (including communications equipment), machinery, devices or materials used by a Fire Department in connection with fire suppression or dealing with an Incident and any vehicle used to transport Members or supplies;
  - b. "Area Directors" will mean those Directors on the Board who represent Electoral Areas of the Regional District which contain one or more Participating Service Area;
  - c. "Automatic Aid" means an arrangement whereby calls to specified areas on or near the border between two contiguous Participating Service Areas will automatically involve the dispatch of both Fire Departments;
  - d. "Board" will mean the Board of Directors of the Regional District;
  - e. "CSRD Manager" will mean the Manager, Environment and Engineering Services of the Regional District his designate;
  - f. "Fire Chief" means the Member, appointed in accordance with this Bylaw, in command of a Fire Department;
  - g. "Fire Commissioner" means the fire commissioner appointed pursuant to the *Fire Services Act* (B.C.);
  - h. "Fire Department" means a fire department which operates in a Participating Service Area, under the auspices of the Regional District;

- i. "Fire Services Coordinator" means the Fire Services Coordinator appointed in accordance with this Bylaw;
- j. "Fire Services Occupational Health Committee" means the occupational health and safety committee required to be established for fire services under the *Workers Compensation Act* (B.C.) and the regulations and policies thereunder;
- k. "Incident" means an event or situation to which a Fire Department has responded or would normally respond, whether alone, or in conjunction with other fire departments or emergency services;
- l. "Incident Commander" means Member in charge of an Incident under the incident command system, as set forth under the B.C Emergency Response Management System;
- m. "Interface Fire" means any fire in a wildland-urban interface region where residential, industrial, recreational and/or agricultural structures are located adjacent to or among combustible wildland fuels;
- n. "LAFC" means Local Assistant to the Fire Commissioner, as defined in the *Fire Services Act* (B.C.);
- o. "Large Scale Emergency" means any Incident where a Fire Chief has requested aid either from another Fire Department or under a Mutual Aid Agreement, or any Incident or situation which, in the opinion of the Fire Services Coordinator, requires a coordinated response from more than one Fire Department;
- p. "Fire Suppression Committee " will mean the Fire Suppression Committees established in each of the Participating Service Areas in accordance with the CSRD Fire Suppression Committee Bylaw No 5285 and amendments thereto;
- q. "Members" means a person employed, whether full-time, part-time, or as a volunteer, and holding a position within a Fire Department as an Officer or firefighter, and includes the Fire Services Coordinator and any person working with and designated by the Fire Services Coordinator;
- r. "MFR" means the Ministry of Forests and Range of the Province of British Columbia, or any successor to that ministry;
- s. "Officer" means a Member who is appointed by a Fire Chief as an Officer within the relevant Fire Department;
- t. "Participating Service Area" will mean any of the participating areas in the Columbia Shuswap Regional Fire Service Area;
- u. "PEP" means the Provincial Emergency Program, or any successor organization thereto;
- v. "Regional Aid Request" has the meaning given to it in Section 25 of this Bylaw;

- w. "Regional District" means the Columbia Shuswap Regional District; and
  - x. "Regional Operational Guidelines" means operating guidelines for Fire Departments developed by the Fire Services Coordinator in consultation with the Fire Chiefs in accordance with this Bylaw.
2. References in this Bylaw to statutes, regulations, bylaws or policies, and to positions, titles or ministries, includes the same as may be amended, supplemented or replaced from time to time.

### **APPLICATION**

3. This Bylaw will apply to each Fire Department established and operated by the Regional District in the Columbia Shuswap Regional Fire Service Area.

### **FIRE SERVICES COORDINATOR**

4. The Board may appoint a Fire Services Coordinator, who will report to the CSRD Manager or designate.
5. The responsibilities of the Fire Services Coordinator will include the following:
- a. developing an annual budget and five-year financial plans for the Fire Departments (including all costs associated with the Fire Services Coordinator) for approval by the Board;
  - b. overseeing Fire Department training programs, ensuring that Members are properly trained for their roles and that appropriate training records are maintained;
  - c. developing, revising and maintaining consistent Regional Operational Guidelines and policies for Fire Departments, which guidelines will include all required provincial standards relating to the operation of a fire department (including WorkSafe B.C. requirements and standards promulgated under the *Fire Services Act* (B.C.);
  - d. sitting as an *ex officio* member of the Fire Suppression Committees as may be necessary or advisable;
  - e. sitting on or advising such other committees, boards or professional organizations, including the Shuswap Training Committee, as may be necessary or advisable;
  - f. chairing the Fire Services Occupational Health Committee as the employer representative on behalf of the Regional District;
  - g. coordinating and managing the responses of the Fire Departments in the event of a Large Scale Emergency or significant or potential Interface Fire, including coordinating responses with the Regional District's Shuswap Emergency Plan Coordinator, MFR, PEP and other emergency responder agencies;
  - h. subject to appointment by the Fire Commissioner under the *Fire Services Act* (B.C.), acting as an LAFC;

- i. helping promote and raise the profile of the Fire Departments and the fire services generally, within the various Participating Service Areas;
  - j. helping promote fire safety and fire prevention, including in relation to managing the risks of Interface Fires;
  - k. in his or her sole discretion, selecting and nominating one or more Fire Chiefs for appointment as LAFCs by the Fire Commissioner or requiring that a Fire Chief cease to act as an LAFC;
  - l. establishing and managing a region-wide approach to procurement of Apparatus and services for Fire Department operations (including dispatch services) to ensure interoperability and economies of scale in making purchases;
  - m. establishing and managing a region-wide approach to maintenance and repair of Apparatus and Fire Department buildings and grounds;
  - n. developing and implementing standards, requirements and an appointment process for Officer positions, including Fire Chiefs, within Fire Departments;
  - o. recommending the appointment or removal of Fire Chiefs by the Area Directors and Board;
  - p. exercising such other powers, or fulfilling such other responsibilities, as may be set out in this or any other relevant Bylaw.
6. The Fire Services Coordinator will have all of the powers of a Fire Chief as set forth in Section 16 of this Bylaw.
7. The Fire Services Coordinator will consult with the Fire Chiefs in relation to the implementation or material revision of any policies affecting one or more Fire Departments, including Apparatus procurement, standards for Officers (including Fire Chiefs), budgets, training, and procedures for responding to Large Scale Emergencies and Interface Fires, and other Regional Operational Guidelines.
8. The Fire Service Coordinator will consult with the respective Fire Suppression Committees in relation to the setting of annual budgets and five-year annual financial plans for the Fire Departments and in relation to such other matters as may be set forth in the CSRD Fire Suppression Committee Bylaw No. 5285.
9. The Fire Services Coordinator will review and approve all invoices relating to the fire service function.
10. The Fire Services Coordinator will provide advice and make recommendations to other officers and employees of the Regional District, to the Area Directors, the Board and, subject to any applicable Regional District policies and procedures, to the public, in relation to:
  - a. improving or revising the operations, jurisdiction or services offered by all or any of the Fire Departments;

- b. the provision of adequate water supply and pressure;
- c. the installation and maintenance of fire protection equipment;
- d. the enforcement of measures for the prevention or suppression of fire and the protection of life and property;
- e. life safety or rescue equipment;
- f. the development, implementation and operation of a fire inspection system in any part of the Regional District; and
- g. fire prevention generally, including public education.

### **FIRE CHIEFS**

- 11. The appointments of each of the fire chiefs in place on the date of adoption of this Bylaw are hereby ratified and those individuals are confirmed as the Fire Chief for their respective Fire Departments for the purposes of this Bylaw.
- 12. Fire Chiefs will forward all invoices to the Fire Services Coordinator for approval.
- 13. The Fire Services Coordinator, in consultation with the Fire Chiefs, will develop the following:
  - a. the process by which an individual is nominated to be a Fire Chief;
  - b. the qualifications required for an individual to be appointed as a Fire Chief;
  - c. the tenure for a Fire Chief and terms of service; and
  - d. any necessary transitional provisions.

These requirements will be subject to approval by the Area Directors. These requirements will become part of the Regional Operational Guidelines and will only be amended with the approval of the Area Directors.

- 14. The Area Directors may, on the recommendation of the Fire Services Coordinator, remove any Fire Chief, Officer or Member.
- 15. A Fire Chief is responsible for the day-to-day operations, including all emergency responses, of his or her Fire Department. Each Fire Chief will provide regular reports to the Fire Services Coordinator on the operation of his or her Fire Department.
- 16. The Fire Chief and (except as provided) any Member authorized by the Fire Chief to act on behalf of the Fire Chief, may exercise one or more of the following powers:
  - a. enforce Regional Operational Guidelines for the proper and efficient administration and operation of his or her Fire Department and make or amend such additional rules, policies and guidelines as are not inconsistent with the Regional Operational Guidelines;

- b. enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;
- c. if property is endangered by debris caused by lumbering, land clearing or industrial operation, require the person who is carrying on or who has carried on the operation, or the owner or occupier of the land on which the debris exists, to dispose of the debris, and undertake any other actions for the purpose of removing or reducing the danger as is necessary or advisable in the circumstances;
- d. in relation to an Incident (including during any related overhaul, clean up or investigation),
  - i. to take measures considered necessary to prevent and suppress fires, including the demolition of buildings and other structures to prevent the spreading of fires;
  - ii. to enter, at any time, premises or property where the Incident is occurring, and to cause any Member or Apparatus of a Fire Department, to enter as he or she deems necessary or advisable, in order to combat, control or deal with the Incident;
  - iii. to enter, pass through or over buildings or property proximate to the Incident, and to cause any Member or Apparatus of a Fire Department to enter, pass through or over buildings or property proximate to the Incident, where he or she deems it necessary or advisable to gain access to the Incident or to protect any person or property;
  - iv. to exercise control over access to, and to evacuate, areas proximate to an Incident (including public property, private property, buildings, streets, highways and airspace, including managing vehicular and pedestrian traffic, as he or she deems necessary or advisable to prevent interference with the Fire Department's response, or the response of other emergency services, to the Incident and/or to reduce the risk to life or property; and
  - v. to take such other actions as may be necessary to ensure the safety of Members, other emergency responders and the public, and to prevent or reduce damage to property.
- e. some or all of the powers of the Fire Commissioner under section 25 of the Fire Services Act (B.C.), and for these purposes that section applies;
- f. deal with any matter within the scope of the Fire Services Act (B.C.) in a manner not contrary to that Act or the regulations under it;
- g. if nominated and appointed as an LAFC, to exercise some or all of the powers of an LAFC under the Fire Services Act (B.C.); provided, however, that this power may not be delegated;

- h. to enforce this Bylaw and any other Regional District Bylaws, rules, orders and regulations for the prevention and suppression of fires and protection of life and property;
  - i. to collect and disseminate information in regards to fires and fire hazards in the fire Suppression Service Area in which his or her Fire Department is located, and in this regard, to work with the respective Fire Suppression Committee in relation to promoting fire prevention and fire safety.
- 17. A Fire Chief will ensure that Members in the Fire Department are properly trained to fulfill their respective roles, including acting as Officers and for any roles that they are assigned at or in relation to an Incident. A Fire Chief will be responsible for ensuring that proper training records are maintained for all Members under his or her command, and that the training records are accurately recorded into the regional Records Management System.
- 18. Subject to the Regional Operational Guidelines, the Fire Chief will be entitled to appoint or remove Officers and appoint or remove Members of his or her Fire Department.
- 19. In consultation with the Fire Services Coordinator, two or more Fire Chiefs may agree to establish regions between their respective Participating Service Areas where Automatic Aid will apply. Any Automatic Aid arrangements, including notification of the dispatch agency, will be defined in the Regional Operational Guidelines.
- 20. The details of respective roles to be played and authorities to be exercised by the Fire Services Coordinator and the Fire Chiefs in the context of a Large Scale Emergency, will be defined in the Regional Operational Guidelines.

### **AUTHORIZED SERVICES**

- 21. Fire Departments are authorized to provide fire suppression and all related, ancillary or necessary services in connection therewith, including suppression of Interface Fires.
- 22. The Area Directors may, by separate Bylaw, approve the provision of such other services, including rescue, hazardous materials responses and first medical responder capability, by one or more Fire Departments, on the recommendation of the Fire Services Coordinator.
- 23. For certainty, at any given Incident, the Fire Chief or Incident Commander, is not required to provide an authorized service if, in his or her sole discretion, there is insufficient Apparatus and/or trained Members to deliver such authorized service safely and in accordance with the appropriate standards, including those set out under the Fire Services Act (B.C.), Workers Compensation Act (B.C.) and by the National Fire Protection Association.

### **FIRE DEPARTMENT JURISDICTION, REGIONAL ASSISTANCE AND MUTUAL AID**

- 24. The jurisdiction of the Fire Departments will be the established fire service areas that are located within the Columbia Shuswap Regional District.



25. Notwithstanding Section 24, an individual Fire Department will ordinarily respond only to calls emanating from the particular Fire Suppression Service Area in which it is located. It will respond in another Fire Suppression Service Area only if requested by the Fire Chief of such Fire Suppression Service Area or instructed so to do by the Fire Services Coordinator (a "Regional Aid Request"). Responses to a Regional Aid Request will be in accordance with the Regional Operational Guidelines.
26. For the purposes of responding to any Incident within any of the Fire Service Areas as set out in Sections 24 and 25, Fire Departments may move and transport Apparatus and Members along public or private roads and over land outside of the Columbia Shuswap Fire Service Areas solely for the purpose of gaining access to the Incident.
27. A Fire Department may respond to an Incident outside of any Columbia Shuswap Regional Fire Service Areas in the following circumstances:
  - a. if authorized to respond by PEP or in accordance with an agreement with or standard operating procedures established by MFR or any other provincial emergency agency recognized by the Regional Operational Guidelines;
  - b. to provide fire suppression where a wildfire or an Interface Fire imminently threatens any part of a Fire Department's Fire Suppression Service Area;
  - c. to provide an authorized service to a property or person within the Regional District, and proximate to but outside of the Fire Department's Participating Service Area, where the property owner or recipient of the service will be charged for cost of the service so provided;
  - d. in accordance with a mutual aid agreement with a municipality within the Regional District or a mutual aid agreement with another regional district or the Province; and
  - e. if ordered so to do by the Minister, a local authority exercising the Minister's powers, the Lieutenant Governor in Council or the Fire Commissioner, under and in accordance with the Emergency Program Act (B.C.) and the regulations made thereunder.
28. A Fire Chief or his or her designate may, in his or her sole discretion, refuse to respond to calls to Incidents described in Subsections 27(a) through (d) inclusive; provided that any refusal of a mutual aid request will be in accordance with the terms of the relevant mutual aid agreement.
29. The Fire Services Coordinator will be advised as soon as possible of all responses by Fire Departments described in Section 25 and Section 26, or of a decision to refuse such a call in accordance with Section 27. Where required, the Fire Services Coordinator will ensure that other Fire Departments or mutual aid partners are alerted, or units activated, either to provide support or heightened coverage as a result of a Regional Aid Request, or a mutual aid request or other response outside of the Columbia Shuswap Regional Fire Service Areas.

**VIOLATIONS AND PENALTIES**

30. No person shall:

- a. impede, hinder or obstruct any Member at an Incident and every person in the proximity of an Incident will comply with orders or directions of a Member responding to the Incident;
- b. during an Incident, obstruct or otherwise interfere with access roads or other approaches to the Incident, fire hydrants, reservoirs or bodies of water required for fire suppression purposes;
- c. damage, destroy, obstruct, impede or hinder the operation of any Apparatus, or, unless authorized by the Fire Chief, Incident Commander or other Officer, travel across a fire hose;
- d. refuse to permit any Member to enter into or upon premises in relation to which an alarm or other request for assistance has been received, or in or upon which a Member has reasonable grounds to believe that an Incident has occurred or may occur;
- e. interfere with any Member or refuse to permit any Member to enter into or upon premises or a fire scene to determine the cause and origin of a fire or the cause of activation of a fire alarm system; and
- f.
- g. except as authorized by the Fire Chief, an Officer or an Incident Commander:
  - i. enter any structure, vehicle or area involved in or threatened by an Incident; or
  - ii. refuse to move from such a structure, vehicle or area when directed to do so by a peace officer or Member.

31. Persons who violate Section 30 may, in addition to any other penalty, be removed from the scene of an Incident by a peace officer or the Fire Chief, Officer or Incident Commander (or their designate).
32. Persons who damage Apparatus in contravention of Subsection 30(c), in addition to any other penalty, will be liable for the cost of repairing or replacing the Apparatus.
33. No person will falsely represent himself or herself as a Member of a Fire Department, or wear or display any Fire Department uniform, badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.
34. Any person who violates Section 30, 31, 32 or 33 of this Bylaw, will be guilty of an offence and will be liable upon summary conviction therefore to a penalty not exceeding Two Thousand Dollars (\$2,000), for every such violation, which penalty and cost will be recoverable and enforceable upon summary conviction in the manner provided by the Offence Act (B.C.).

**MUTUAL AID AGREEMENTS WITH MEMBER MUNICIPALITIES**

35. Existing mutual aid agreements involving one or more Fire Departments with municipalities located in the Regional District or with or involving other jurisdictions are hereby ratified and confirmed. The Fire Services Coordinator will arrange for any appropriate amending agreements that may be required for existing mutual aid agreements with other jurisdictions, arising as a result of this Bylaw. Any such amending agreements will be subject to approval by the Board.

**FORCE AND EFFECT**

36. This Bylaw will come into force and effect on the 1<sup>st</sup> day of March, 2011.

**REPEAL**

37. Fire Department Operational Criteria Bylaw No. 5286 is hereby repealed.

**CITATION**

38. This Bylaw may be cited as the "Fire Service Operational Criteria Bylaw No. 5587".

READ a first time this 24<sup>th</sup> day of February, 2011.

READ a second time this 24<sup>th</sup> day of February, 2011.

READ a third time this 24<sup>th</sup> day of February, 2011.

ADOPTED a first time this 24<sup>th</sup> day of February, 2011.

  
 \_\_\_\_\_  
 MANAGER OF CORPORATE  
 ADMINISTRATION SERVICES (SECRETARY)

  
 \_\_\_\_\_  
 CHAIR

CERTIFIED a true copy of  
 Bylaw No. 5587 as read a third time.

CERTIFIED a true copy of  
 Bylaw No. 5587 as adopted.

\_\_\_\_\_  
 MANAGER OF CORPORATE  
 ADMINISTRATION SERVICES (SECRETARY)

\_\_\_\_\_  
 MANAGER OF CORPORATE  
 ADMINISTRATION SERVICES (SECRETARY)



# BOARD REPORT

**TO:**
**Chair and Directors**
**File No:** Bylaw No. 5760

**SUBJECT:**
**2017 Five Year Financial Plan Amendment Bylaw No. 5760**
**DESCRIPTION:**

Report from Jodi Pierce, Manager, Financial Services dated October 9, 2017

**RECOMMENDATION #1:**

 THAT: "2017 Five Year Financial Plan Amendment Bylaw No. 5760" be read a first, second and third time this 19<sup>th</sup> day of October, 2017.

**RECOMMENDATION #2:**

 THAT: "2017 Five Year Financial Plan Amendment Bylaw No. 5760" be adopted this 19<sup>th</sup> day of October, 2017.

**SHORT SUMMARY:**

The 2017 Five Year Financial Plan was adopted at the March 23, 2017 regular meeting. A budget amendment is necessary to authorize the amendments to existing services, to reinstate the Area F building inspection budget, and to include a new service for the Rail Trail Corridor.

**VOTING:**

 Unweighted  
Corporate

☐

 LGA Part 14  
(Unweighted)

☐

 Weighted  
Corporate

☒

 Stakeholder  
(Weighted)

☐
**BACKGROUND:**

On July 20<sup>th</sup>, 2017, the Board adopted the Rail Corridor Trail Service Establishment Bylaw No. 5755. The budget amendment is a requirement pursuant to the Local Government Act which requires that all service areas have an approved budget. Additionally within the past few months, staff have brought forward Board reports identifying costs exceeding budgets for Area A/Golden Mosquito Control, Area B/Revelstoke Mosquito Control, and the Tappen Sunnybrae Fire Hall Addition. These budgets have all been amended to reflect the higher costs and the funding for these expenditures is from a combination of capital and operating reserves. Also, in reviewing monthly expenditure statements, it has been noted that there were significant repairs and other work done in the Eagle Bay Water System and the Cottonwoods Water Systems that require additional funding from reserves to complete the necessary repairs. The final amendment is to reflect the acquisition of parkland in Area F and the transfer from the parkland acquisition funds and internal borrowing are reflected in the amended Financial Plan.

**POLICY:**

In accordance with section 374(2) of the Local Government Act, the Financial Plan may be amended by bylaw at any time.

**FINANCIAL:**

The amendments have all been summarized on the attached Summary of Budget Amendments and all key changes have been highlighted in yellow on Schedule A for the 2017 Five Year Financial Plan Amendment Bylaw No. 5760.

**KEY ISSUES/CONCEPTS:**

An increase in the budget is a requirement to legally meet the financial liabilities undertaken within the affected functions.

**IMPLEMENTATION:**

Payments from the affected functions will be made in accordance with budget.

**COMMUNICATIONS:**

The 2017 Five Year Financial Plan Amendment Bylaw No. 5760 will be posted to the CSRD website.

**DESIRED OUTCOMES:**

To have financial responsibility for meeting expenses of the affected functions.

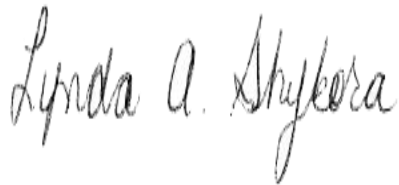
**BOARD'S OPTIONS:**

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

**Report Approval Details**

Document Title:	201710-19_Board_FIN_5 Year Financial Plan Amendment.docx
Attachments:	- Budget adjustments final to amendment 1.pdf - Budget Bylaw Schedules - amended Oct 2017.xlsx
Final Approval Date:	Oct 10, 2017

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



**Lynda Shykora - Oct 10, 2017 - 11:11 AM**



**Charles Hamilton - Oct 10, 2017 - 3:01 PM**

**COLUMBIA SHUSWAP REGIONAL DISTRICT****BYLAW NO. 5760**

A bylaw to amend the 2017 Five Year Financial Plan for the period 2017 to 2021, inclusive

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WHEREAS the Board of the Columbia Shuswap Regional District wishes to amend "2017 Five Year Financial Plan Bylaw No. 5750" to meet the financial liabilities undertaken within budget functions: Rail Trail Corridor, Building Inspection – Area F, Mosquito Control - Area A/Golden, Mosquito Control - Area B/Revelstoke, Fire Protection – Area C Sub-Regional, Eagle Bay Waterworks, Cottonwoods Waterworks and Community Parks – Area F;

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

**AMENDMENT**

1. Schedule 'A' of Bylaw No. 5750 is deleted in its entirety and replaced with the attached Schedule 'A'.

**CITATION**

2. This bylaw may be cited as "2017 Five Year Financial Plan Amendment Bylaw No. 5760."

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.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

CERTIFIED a true copy of  
Bylaw No. 5760 as adopted.

\_\_\_\_\_  
Deputy Manager,  
Corporate Administration Services

**Summary of Budget Adjustments**  
**Adjustments from March approved plan to Amendment #1**  
**2017 Five Year Financial Plan**

Function #	Function Name	Description:	Affected Areas	Projected Change to 2017 Budget	Projected Change to 2018 Budget	Projected Change to 2019 Budget	Projected Change to 2020 Budget	Projected Change to 2021 Budget	
047	Fire Protection - Area C	Higher construction costs than budgetted	C	210,000					From Capital Reserves
047	Fire Protection - Area C	Command Unit acquisition	C	22,000					From Capital Reserves
047	Fire Protection - Area C	Total effect on budget		232,000					
171	Building Inspection - Area F	Area F not going into Sub-Regional budget	F	-	132,161	135,341	138,521	141,701	Fees/tax requisition
197	Cottonwoods Water System	Additional costs to be funded from Reserves	F	25,000					From Capital Reserves
203	Eagle Bay Water System	Additional costs to be funded from Reserves	C	40,000					From Capital Reserves
290	Mosquito Control - Area B/Revelstoke	Additional treatements approved by the Board	B/Rev	22,000	11,920	10,600	600		Use of Operating Reserves
291	Mosquito Control - Area A/Golden	Additional treatements approved by the Board	A/Golden	24,500	30,548	30,740	30,740	30,740	Use of Operating Reserves
316	Rail Trail Corridor	New Service established in 2017		2,182,620	260,975	230,831	216,339	216,339	Loan Proceeds - Year 1
326	Area F Parks	Acquistion of Parkland	F	1,139,000	171,953	90,173	86,832	84,123	Parkland Acquisition Reserve/Loan Proceeds
<b>Total change to budget</b>				3,665,120	607,557	497,685	473,032	472,903	
<b>March 31 Approved Five Year Financial Plan</b>				43,866,769	35,755,511	35,943,857	34,896,697	33,147,477	
<b>Final Five Year Plan Budget</b>				<b>\$ 47,531,889</b>	<b>\$ 36,363,068</b>	<b>\$ 36,441,542</b>	<b>\$ 35,369,729</b>	<b>\$ 33,620,380</b>	



<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	010 - General Government - All Areas		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116160	ADMIN CHARGES	REVENUES	-545985
1116360	GRANT	REVENUES	0
1116362	BC HYDRO PILT DISTRIBUTION	REVENUES	-400000
1116370	GRANTS IN LIEU	REVENUES	-12000
1116390	INTEREST	REVENUES	-40000
1116440	MISCELLANEOUS	REVENUES	-400
1116470	PHOTOCOPIES	REVENUES	-200
1116550	RECOVERY	REVENUES	-4000
1116680	SURPLUS	REVENUES	-241776
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	0
1119000	REGIONAL DISTRICT BASIC GRANT	REVENUES	-98823
1228040	ADVERTISING	EXPENSES	5000
1228041	ADVERT-LOCAL GOV AWARENESS	EXPENSES	1000
1228150	AUDIT	EXPENSES	23800
1228214	FRASER BASIN COUNCIL	EXPENSES	7200
1228242	Computer Software License Fee	EXPENSES	22000
1228264	COMMUNICATION PROGRAM	EXPENSES	4000
1228270	CONTRACT	EXPENSES	0
1228301	CREDIT CARD EXPENSE	EXPENSES	1000
1228302	CASH OVER/SHORT ROUNDING	EXPENSES	0
1228410	DIRECTORS REMUNERATION	EXPENSES	130000

1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	40000
1228522 GIS APPORTIONMENT	EXPENSES	0
1228620 INSURANCE	EXPENSES	44980
1228640 INT. & BANK CHARGES	EXPENSES	40250
1228670 LEGAL & ADVISORY	EXPENSES	50000
1228740 MEMBERSHIPS	EXPENSES	5000
1228750 MISCELLANEOUS	EXPENSES	17500
1228950 POSTAGE/ FREIGHT	EXPENSES	12000
1228955 PROJECTS (Non-Tangible)	EXPENSES	50000
1228990 PUBLICATIONS	EXPENSES	4500
1229042 Transfer to Operating Reserve	EXPENSES	153564
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	642000
1229130 OVERTIME	EXPENSES	3500
1229131 STANDBY/ON CALL	EXPENSES	4590
1229133 SIBAC	EXPENSES	5000
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	17000
1229217 STUDY/ADVISORY	EXPENSES	15000
1229220 SUPPLIES	EXPENSES	32000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2300
1229300 TRAVEL	EXPENSES	10000

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 011 - General Government - Electoral

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116160	ADMIN CHARGES	REVENUES	-662796
1116362	BC HYDRO PILT DISTRIBUTION	REVENUES	-200000

1116370 GRANTS IN LIEU	REVENUES	-34000
1116550 RECOVERY	REVENUES	0
1116680 SURPLUS	REVENUES	-208070
1116770 Transfer from Operating Reserve	REVENUES	0
1116810 TAX REQ.	REVENUES	-445155
1119000 REGIONAL DISTRICT BASIC GRANT	REVENUES	-59293
1228040 ADVERTISING	EXPENSES	2000
1228153 AREA A Master Plan	EXPENSES	0
1228161 Apparel	EXPENSES	500
1228241 COMPUTER EQUIPMENT/SOFTWARE	EXPENSES	1500
1228264 COMMUNICATION PROGRAM	EXPENSES	6000
1228410 DIRECTORS REMUNERATION	EXPENSES	88000
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	18000
1228425 DIRECTORS CONSTITUENCY EXPENSE	EXPENSES	15000
1228430 DIRECTORS TRAVEL MONTHLY ACCOUNT	EXPENSES	28000
1228450 ELECTION COSTS	EXPENSES	8000
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	0
1228620 INSURANCE	EXPENSES	89570
1228640 INT. & BANK CHARGES	EXPENSES	100
1228670 LEGAL & ADVISORY	EXPENSES	10000
1228740 MEMBERSHIPS	EXPENSES	1000
1228746 MINOR EQUIPMENT	EXPENSES	2000
1228750 MISCELLANEOUS	EXPENSES	500
1228880 SILGA-TRAVEL & OTHER	EXPENSES	12500

1228885	AKBLG-TRAVEL & OTHER	EXPENSES	500
1228950	POSTAGE/ FREIGHT	EXPENSES	1500
1228955	PROJECTS (Non-Tangible)	EXPENSES	15000
1228985	PUBLIC INFORMATION	EXPENSES	0
1228990	PUBLICATIONS	EXPENSES	1200
1229042	Transfer to Operating Reserve	EXPENSES	200000
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	848000
1229130	OVERTIME	EXPENSES	5000
1229131	STANDBY/ON CALL	EXPENSES	13770
1229190	SEMINARS/CONFERENCE TRAINING	EXPENSES	7500
1229217	STUDY/ADVISORY	EXPENSES	0
1229220	SUPPLIES	EXPENSES	10000
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	2600
1229292	Transfer - Regional Water	EXPENSES	142574
1229300	TRAVEL	EXPENSES	5000
1229320	UBCM-MEMBERSHIP & ASSESSMENT	EXPENSES	10500
1229321	FCM-MEMBERSHIP	EXPENSES	3500
1229330	UBCM-REG/TRAVEL/PER DIEM	EXPENSES	30000
1229331	FCM-REG/TRAVEL/PER DIEM	EXPENSES	30000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 012 - General Government - Admin Ove  
**Account Number** **Account Name**

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116610	SALARY & FRINGE RECOVERIES	REVENUES	0

1116680 SURPLUS	REVENUES	-150955
1116770 Transfer from Operating Reserve	REVENUES	0
1116810 TAX REQ.	REVENUES	-1292730
1228180 BUILDING MAINTENANCE	EXPENSES	25000
1228185 EQUIPMENT MAINTENANCE	EXPENSES	5000
1228200 Carbon Offsets	EXPENSES	2700
1228230 COMMUNICATION/REPAIR	EXPENSES	3000
1228235 COMMUNICATION-WEB SITE	EXPENSES	15000
1228240 COMPUTER SERVICES/MAINTENANCE	EXPENSES	19000
1228241 COMPUTER EQUIPMENT/SOFTWARE	EXPENSES	24500
1228242 Computer Software License Fee	EXPENSES	118476
1228281 SECURITY/ENFORCEMENT	EXPENSES	7000
1228460 ELECTRICITY	EXPENSES	30000
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	34000
1228560 GROUNDS MAINTENANCE	EXPENSES	18000
1228580 HEATING	EXPENSES	3000
1228620 INSURANCE	EXPENSES	10809
1228640 INT. & BANK CHARGES	EXPENSES	0
1228650 JANITOR-SUPPLIES-GARBAGE	EXPENSES	30000
1228677 LOAN INTEREST	EXPENSES	30900
1228678 LOAN PRINCIPAL	EXPENSES	550000
1228746 MINOR EQUIPMENT	EXPENSES	25000
1228750 MISCELLANEOUS	EXPENSES	500

1228940 PERMITS, LICENSES AND FEES	EXPENSES	400
1228955 PROJECTS (Non-Tangible)	EXPENSES	25000
1229029 REFUSE DISPOSAL	EXPENSES	2400
1229040 RESERVE	EXPENSES	0
1229042 Transfer to Operating Reserve	EXPENSES	31000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	313000
1229130 OVERTIME	EXPENSES	1000
1229180 SNOW REMOVAL	EXPENSES	5000
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	12000
1229220 SUPPLIES	EXPENSES	12000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	40000
1229300 TRAVEL	EXPENSES	2000
1229381 OCCUPATIONAL HEALTH & SAFETY	EXPENSES	15000
1229390 WATER & SEWER	EXPENSES	3000
1229770 TCA-BUILDINGS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	0
1229800 TCA-OTHER	EXPENSES	30000

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 013 - Vehicle Fleet

**Account Number Account Name**

	<b>Class Name</b>	<b>2017 - Budget</b>
1116550 RECOVERY	REVENUES	-88839
1116770 Transfer from Operating Reserve	REVENUES	0
1228185 EQUIPMENT MAINTENANCE	EXPENSES	7140
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	30433
1228610 ICBC	EXPENSES	8727

1228620 INSURANCE	EXPENSES	0
1228746 MINOR EQUIPMENT	EXPENSES	0
1229040 RESERVE	EXPENSES	0
1229042 Transfer to Operating Reserve	EXPENSES	22039
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	0
1229220 SUPPLIES	EXPENSES	500
1229300 TRAVEL	EXPENSES	0
1229310 TRUCK EXPENSES	EXPENSES	20000
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 015 - Feasibility Study Funds

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116760	TAX REQ.-ELECTORAL	REVENUES	-10000
1116810	TAX REQ.	REVENUES	-10000
1229290	TRANSFER TO FUND	EXPENSES	20000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 019 - BC Hydro Grant Distribution

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116372	GRANTS IN LIEU - B.C. HYDRO	REVENUES	-2000000
1228031	Administration 010	EXPENSES	400000
1228033	Administration 011	EXPENSES	200000
1228103	Area B Fire Protection Budget	EXPENSES	60000
1228104	Area A Community Parks Budget	EXPENSES	60000
1228107	Area B Recreation Budget	EXPENSES	80000
1228209	CITY OF REVELSTOKE-COMMUNITY CENTRE	EXPENSES	20000
1228541	GOLDEN & AREA A ARENA BUDGET	EXPENSES	80000
1228542	GOLDEN / A ECONOMIC OPP FUND	EXPENSES	400000

1229017 Area E Community Parks Budget	EXPENSES	40000
1229092 REVELSTOKE/B ECON OPPORT FUND	EXPENSES	400000
1229122 SICAMOUS/DIST.REC CENTRE BUDGET	EXPENSES	60000
1229139 SICAMOUS/E ECONOMIC OPP. FUND	EXPENSES	200000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 024 - GIA - North Shuswap First Resp

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-27540

1228030	ADMINISTRATION	EXPENSES	540
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1228530	GRANT-IN-AID	EXPENSES	27000
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 025 - GIA - Electoral Areas

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116690	SURPLUS-AREA A	REVENUES	-32615

1116700	SURPLUS-AREA B	REVENUES	-4831
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1116710	SURPLUS AREA C	REVENUES	-49369
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1116720	SURPLUS-AREA D	REVENUES	-5071
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1116730	SURPLUS-AREA E	REVENUES	-27910
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1116740	SURPLUS-AREA F	REVENUES	-98558
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1116820	TAX REQ.-AREA A	REVENUES	-52000
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1116840	TAX REQ.-AREA B	REVENUES	-1000
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1116850	TAX REQ.-AREA C	REVENUES	-175000
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1116860	TAX REQ.-AREA D	REVENUES	-29000
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1116870	TAX REQ.-AREA E	REVENUES	-41600
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1116880	TAX REQ.-AREA F	REVENUES	-124750
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1228079	AREA A - GRANT-IN-AID	EXPENSES	84615
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1228110 AREA B - GRANT-IN-AID	EXPENSES	5831
1228114 AREA C - GRANT-IN-AID	EXPENSES	224369
1228127 AREA D - GRANT-IN-AID	EXPENSES	34071
1228134 AREA E - GRANT-IN-AID	EXPENSES	69510
1228149 AREA F - GRANT-IN-AID	EXPENSES	223308

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 026 - GIA - Area D Community Halls

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-8250
1228030	ADMINISTRATION	EXPENSES	250
1228394	DEEP CREEK HALL	EXPENSES	1000
1228484	FALKLAND HALL	EXPENSES	2000
1228486	FALKLAND SENIOR CITIZENS HALL	EXPENSES	1500
1228992	SILVER CR SENIOR CITIZENS HALL	EXPENSES	1500
1228993	SILVER CREEK HALL	EXPENSES	2000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 027 - GIA - Shuswap SPCA

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-10250
1228030	ADMINISTRATION	EXPENSES	250
1228530	GRANT-IN-AID	EXPENSES	10000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 028 - GIA - Shuswap Search and Rescu

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-106000
1228030	ADMINISTRATION	EXPENSES	1000
1228530	GRANT-IN-AID	EXPENSES	105000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 029 - GIA - South Shuswap First Resp

Account Number	Account Name	Class Name	2017 - Budget
1116810	TAX REQ.	REVENUES	-61000
1228030	ADMINISTRATION	EXPENSES	1000
1228530	GRANT-IN-AID	EXPENSES	60000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 030 - Fire Protection - White Lake  
**Account Number** **Account Name**  
**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 031 - Fire Protection - Electoral Ar

Account Number	Account Name	Class Name	2017 - Budget
1116362	BC HYDRO PILT DISTRIBUTION	REVENUES	-60000
1116370	GRANTS IN LIEU	REVENUES	0
1116680	SURPLUS	REVENUES	-13793
1116810	TAX REQ.	REVENUES	-73019
1116815	RAILWAY TAX MITIGATION	REVENUES	-2602
1228030	ADMINISTRATION	EXPENSES	1000
1228270	CONTRACT	EXPENSES	134714
1228400	REPAYMENT - P/Y DEFICIT	EXPENSES	0
1228700	Prior Period Adjustment	EXPENSES	0
1229042	Transfer to Operating Reserve	EXPENSES	13700

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 032 - Fire Protection - Shuswap

Account Number	Account Name	Class Name	2017 - Budget
1116765	TRANSFER FROM RESERVE	REVENUES	0
1229040	RESERVE	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 033 - Fire Protection - Falkland

Account Number	Account Name	Class Name	2017 - Budget
1116370	GRANTS IN LIEU	REVENUES	-750
1116680	SURPLUS	REVENUES	-10000

1116765 TRANSFER FROM RESERVE	REVENUES	-4000
1116810 TAX REQ.	REVENUES	-196417
1116815 RAILWAY TAX MITIGATION	REVENUES	-1335
1228030 ADMINISTRATION	EXPENSES	16646
1228060 DISPATCH SERVICE 911	EXPENSES	899
1228161 Apparel	EXPENSES	0
1228180 BUILDING MAINTENANCE	EXPENSES	1500
1228185 EQUIPMENT MAINTENANCE	EXPENSES	1000
1228200 Carbon Offsets	EXPENSES	350
1228230 COMMUNICATION/REPAIR	EXPENSES	2500
1228310 DEBENTURE INTEREST	EXPENSES	24366
1228320 DEBENTURE PRINCIPAL	EXPENSES	17597
1228460 ELECTRICITY	EXPENSES	2300
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	500
1228556 GRANT	EXPENSES	1100
1228560 GROUNDS MAINTENANCE	EXPENSES	1000
1228580 HEATING	EXPENSES	2000
1228590 HONORARIUM	EXPENSES	9900
1228600 HYDRANT SERVICING	EXPENSES	2600
1228610 ICBC	EXPENSES	3900
1228620 INSURANCE	EXPENSES	2800
1228630 INCIDENT COSTS	EXPENSES	12000
1228640 INT. & BANK CHARGES	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	150

1228746 MINOR EQUIPMENT	EXPENSES	14000
1228750 MISCELLANEOUS	EXPENSES	100
1228968 Practice Costs	EXPENSES	19800
1228985 PUBLIC INFORMATION	EXPENSES	500
1229040 RESERVE	EXPENSES	22000
1229180 SNOW REMOVAL	EXPENSES	1000
1229220 SUPPLIES	EXPENSES	1500
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	1800
1229270 TRAINING	EXPENSES	16200
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229275 FIRE TRAINING CENTRE	EXPENSES	700
1229291 Transfer - Regional Fire Support	EXPENSES	13844
1229300 TRAVEL	EXPENSES	100
1229310 TRUCK EXPENSES	EXPENSES	10000
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	3200
1229380 WCB	EXPENSES	500
1229390 WATER & SEWER	EXPENSES	150
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	4000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 034 - Fire Protection - Swansea Poin

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116550	RECOVERY	REVENUES	0
1116570	RENTALS	REVENUES	0
1116621	SALE OF EQUIPMENT	REVENUES	0
1116680	SURPLUS	REVENUES	-2000

1116765 TRANSFER FROM RESERVE	REVENUES	0
1116810 TAX REQ.	REVENUES	-160131
1228030 ADMINISTRATION	EXPENSES	16163
1228060 DISPATCH SERVICE 911	EXPENSES	537
1228161 Apparel	EXPENSES	0
1228180 BUILDING MAINTENANCE	EXPENSES	10000
1228185 EQUIPMENT MAINTENANCE	EXPENSES	3000
1228188 WATER INFRASTRUCTURE MAINTENANCE	EXPENSES	1000
1228200 Carbon Offsets	EXPENSES	200
1228230 COMMUNICATION/REPAIR	EXPENSES	2500
1228460 ELECTRICITY	EXPENSES	4000
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	900
1228556 GRANT	EXPENSES	1100
1228560 GROUNDS MAINTENANCE	EXPENSES	500
1228580 HEATING	EXPENSES	1000
1228590 HONORARIUM	EXPENSES	7600
1228610 ICBC	EXPENSES	3498
1228620 INSURANCE	EXPENSES	1100
1228630 INCIDENT COSTS	EXPENSES	600
1228640 INT. & BANK CHARGES	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	150
1228746 MINOR EQUIPMENT	EXPENSES	14000
1228750 MISCELLANEOUS	EXPENSES	100

1228968 Practice Costs	EXPENSES	14100
1228985 PUBLIC INFORMATION	EXPENSES	1000
1229040 RESERVE	EXPENSES	7500
1229180 SNOW REMOVAL	EXPENSES	1700
1229217 STUDY/ADVISORY	EXPENSES	5000
1229220 SUPPLIES	EXPENSES	2500
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2000
1229270 TRAINING	EXPENSES	17400
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229275 FIRE TRAINING CENTRE	EXPENSES	1000
1229291 Transfer - Regional Fire Support	EXPENSES	10383
1229300 TRAVEL	EXPENSES	500
1229310 TRUCK EXPENSES	EXPENSES	7300
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	2800
1229380 WCB	EXPENSES	1000
1229770 TCA-BUILDINGS	EXPENSES	0
1229800 TCA-OTHER	EXPENSES	20000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 035 - Fire Protection - Anglemont

**Account Number** **Account Name**

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 036 - Fire Protection - Nicholson

**Account Number** **Account Name**

**Class Name** **2017 - Budget**

**Class Name** **2017 - Budget**

1116239 COMMUNITY WORKS PROGRAM	REVENUES	0
1116765 TRANSFER FROM RESERVE	REVENUES	-52000
1116810 TAX REQ.	REVENUES	-194244
1228030 ADMINISTRATION	EXPENSES	15081

1228060 DISPATCH SERVICE 911	EXPENSES	1008
1228161 Apparel	EXPENSES	0
1228180 BUILDING MAINTENANCE	EXPENSES	1800
1228185 EQUIPMENT MAINTENANCE	EXPENSES	4800
1228200 Carbon Offsets	EXPENSES	100
1228230 COMMUNICATION/REPAIR	EXPENSES	1000
1228460 ELECTRICITY	EXPENSES	6300
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	300
1228556 GRANT	EXPENSES	950
1228560 GROUNDS MAINTENANCE	EXPENSES	300
1228590 HONORARIUM	EXPENSES	9800
1228610 ICBC	EXPENSES	3600
1228620 INSURANCE	EXPENSES	1200
1228630 INCIDENT COSTS	EXPENSES	3900
1228640 INT. & BANK CHARGES	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	150
1228746 MINOR EQUIPMENT	EXPENSES	34000
1228750 MISCELLANEOUS	EXPENSES	100
1228950 POSTAGE/ FREIGHT	EXPENSES	100
1228968 Practice Costs	EXPENSES	19600
1228985 PUBLIC INFORMATION	EXPENSES	500
1229040 RESERVE	EXPENSES	30000
1229180 SNOW REMOVAL	EXPENSES	1500

1229220 SUPPLIES	EXPENSES	3000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2350
1229270 TRAINING	EXPENSES	19800
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229291 Transfer - Regional Fire Support	EXPENSES	17305
1229300 TRAVEL	EXPENSES	500
1229310 TRUCK EXPENSES	EXPENSES	12000
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	2300
1229380 WCB	EXPENSES	900
1229770 TCA-BUILDINGS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	52000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 037 - Fire Protection - Ranchero/Dee

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116550	RECOVERY	REVENUES	0
1116680	SURPLUS	REVENUES	-10000
1116765	TRANSFER FROM RESERVE	REVENUES	-90000
1116780	CONTRACT-N. OKANAGAN REG. DIST.	REVENUES	-70413
1116810	TAX REQ.	REVENUES	-152587
1228030	ADMINISTRATION	EXPENSES	20602
1228060	DISPATCH SERVICE 911	EXPENSES	970
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	3000
1228185	EQUIPMENT MAINTENANCE	EXPENSES	3600
1228200	Carbon Offsets	EXPENSES	250



1228230 COMMUNICATION/REPAIR	EXPENSES	2000
1228400 REPAYMENT - P/Y DEFICIT	EXPENSES	0
1228460 ELECTRICITY	EXPENSES	2000
1228556 GRANT	EXPENSES	1100
1228560 GROUNDS MAINTENANCE	EXPENSES	1200
1228580 HEATING	EXPENSES	1500
1228590 HONORARIUM	EXPENSES	9200
1228610 ICBC	EXPENSES	3800
1228620 INSURANCE	EXPENSES	1500
1228630 INCIDENT COSTS	EXPENSES	13300
1228740 MEMBERSHIPS	EXPENSES	150
1228746 MINOR EQUIPMENT	EXPENSES	14500
1228750 MISCELLANEOUS	EXPENSES	100
1228968 Practice Costs	EXPENSES	19200
1228985 PUBLIC INFORMATION	EXPENSES	1500
1229040 RESERVE	EXPENSES	68000
1229180 SNOW REMOVAL	EXPENSES	1800
1229217 STUDY/ADVISORY	EXPENSES	5000
1229220 SUPPLIES	EXPENSES	4000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2300
1229270 TRAINING	EXPENSES	16200
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229275 FIRE TRAINING CENTRE	EXPENSES	900
1229291 Transfer - Regional Fire Support	EXPENSES	24228

1229300 TRAVEL	EXPENSES	500
1229310 TRUCK EXPENSES	EXPENSES	6600
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	2900
1229380 WCB	EXPENSES	1100
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	90000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 038 - Fire Protection - Scotch Creek

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 039 - Fire Protection - Celistia

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 040 - Fire Protection - Malakwa

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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1116550 RECOVERY	REVENUES	0
1116680 SURPLUS	REVENUES	-105
1116810 TAX REQ.	REVENUES	-156319
1116815 RAILWAY TAX MITIGATION	REVENUES	-8379
1228030 ADMINISTRATION	EXPENSES	16258
1228060 DISPATCH SERVICE 911	EXPENSES	500
1228161 Apparel	EXPENSES	0
1228180 BUILDING MAINTENANCE	EXPENSES	1500
1228185 EQUIPMENT MAINTENANCE	EXPENSES	3000
1228188 WATER INFRASTRUCTURE MAINTENANCE	EXPENSES	1000
1228200 Carbon Offsets	EXPENSES	100
1228230 COMMUNICATION/REPAIR	EXPENSES	2500
1228240 COMPUTER SERVICES/MAINTENANCE	EXPENSES	0
1228460 ELECTRICITY	EXPENSES	3000

1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	400
1228556 GRANT	EXPENSES	900
1228560 GROUNDS MAINTENANCE	EXPENSES	500
1228590 HONORARIUM	EXPENSES	7700
1228610 ICBC	EXPENSES	2907
1228620 INSURANCE	EXPENSES	1000
1228630 INCIDENT COSTS	EXPENSES	6500
1228640 INT. & BANK CHARGES	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	300
1228746 MINOR EQUIPMENT	EXPENSES	32500
1228750 MISCELLANEOUS	EXPENSES	100
1228968 Practice Costs	EXPENSES	18300
1228985 PUBLIC INFORMATION	EXPENSES	1000
1229040 RESERVE	EXPENSES	5500
1229180 SNOW REMOVAL	EXPENSES	1500
1229217 STUDY/ADVISORY	EXPENSES	4500
1229220 SUPPLIES	EXPENSES	2000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2400
1229270 TRAINING	EXPENSES	9900
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229275 FIRE TRAINING CENTRE	EXPENSES	450
1229291 Transfer - Regional Fire Support	EXPENSES	27688
1229300 TRAVEL	EXPENSES	500

1229310 TRUCK EXPENSES	EXPENSES	7000
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	2400
1229380 WCB	EXPENSES	1000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 041 - Fire Protection - Silver Creek

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116550	RECOVERY	REVENUES	0
1116680	SURPLUS	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	0
1116810	TAX REQ.	REVENUES	-202894
1228030	ADMINISTRATION	EXPENSES	16107
1228040	ADVERTISING	EXPENSES	150
1228060	DISPATCH SERVICE 911	EXPENSES	693
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	5000
1228185	EQUIPMENT MAINTENANCE	EXPENSES	3700
1228188	WATER INFRASTRUCTURE MAINTENANCE	EXPENSES	1000
1228200	Carbon Offsets	EXPENSES	50
1228230	COMMUNICATION/REPAIR	EXPENSES	1500
1228460	ELECTRICITY	EXPENSES	3800
1228470	EQUIPMENT LEASE/RENTAL	EXPENSES	400
1228556	GRANT	EXPENSES	1250
1228560	GROUNDS MAINTENANCE	EXPENSES	2000
1228580	HEATING	EXPENSES	500
1228590	HONORARIUM	EXPENSES	11400

1228610 ICBC	EXPENSES	4100
1228620 INSURANCE	EXPENSES	1400
1228630 INCIDENT COSTS	EXPENSES	2800
1228740 MEMBERSHIPS	EXPENSES	350
1228746 MINOR EQUIPMENT	EXPENSES	24000
1228750 MISCELLANEOUS	EXPENSES	100
1228968 Practice Costs	EXPENSES	20500
1228985 PUBLIC INFORMATION	EXPENSES	500
1229040 RESERVE	EXPENSES	10500
1229180 SNOW REMOVAL	EXPENSES	2000
1229217 STUDY/ADVISORY	EXPENSES	4500
1229220 SUPPLIES	EXPENSES	2000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2500
1229270 TRAINING	EXPENSES	20950
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229275 FIRE TRAINING CENTRE	EXPENSES	500
1229291 Transfer - Regional Fire Support	EXPENSES	13844
1229300 TRAVEL	EXPENSES	500
1229310 TRUCK EXPENSES	EXPENSES	10000
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	3400
1229380 WCB	EXPENSES	900
1229560 SIGNS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	30000

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 042 - Fire Protection - Tappen/Sunny

**Account Number** **Account Name**

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 043 - Fire Protection - Electoral Ar

**Account Number** **Account Name**

1116680 SURPLUS

1116810 TAX REQ.

1228030 ADMINISTRATION

1228270 CONTRACT

**Class Name** **2017 - Budget**

**Class Name** **2017 - Budget**

REVENUES 0

REVENUES -28800

EXPENSES 538

EXPENSES 28262

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 044 - Fire Protection - Eagle Bay

**Account Number** **Account Name**

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 045 - Fire Protection - Kault Hill

**Account Number** **Account Name**

1116680 SURPLUS

1116810 TAX REQ.

1228030 ADMINISTRATION

1228270 CONTRACT

1229042 Transfer to Operating Reserve

**Class Name** **2017 - Budget**

**Class Name** **2017 - Budget**

REVENUES -662

REVENUES -8738

EXPENSES 250

EXPENSES 8500

EXPENSES 650

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 046 - Fire Protection - Regional Fir

**Account Number** **Account Name**

1116242 LOAN PROCEEDS

1116550 RECOVERY

1116621 SALE OF EQUIPMENT

1116769 Transfer from Fire Departments

1228161 Apparel

1228185 EQUIPMENT MAINTENANCE

1228230 COMMUNICATION/REPAIR

1228242 Computer Software License Fee

**Class Name** **2017 - Budget**

REVENUES -70000

REVENUES 0

REVENUES -22000

REVENUES -346105

EXPENSES 2000

EXPENSES 1000

EXPENSES 250

EXPENSES 2500

1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	0
1228610 ICBC	EXPENSES	2600
1228620 INSURANCE	EXPENSES	225
1228630 INCIDENT COSTS	EXPENSES	0
1228677 LOAN INTEREST	EXPENSES	980
1228678 LOAN PRINCIPAL	EXPENSES	14000
1228740 MEMBERSHIPS	EXPENSES	850
1228746 MINOR EQUIPMENT	EXPENSES	8000
1228750 MISCELLANEOUS	EXPENSES	200
1228950 POSTAGE/ FREIGHT	EXPENSES	300
1228966 Pre-Incident Planning - EXPENDITURES	EXPENSES	10000
1228985 PUBLIC INFORMATION	EXPENSES	2000
1229036 Rehab (Incident Member Safety) - EXPENDI	EXPENSES	10000
1229042 Transfer to Operating Reserve	EXPENSES	2000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	279000
1229130 OVERTIME	EXPENSES	5000
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	2000
1229217 STUDY/ADVISORY	EXPENSES	10000
1229220 SUPPLIES	EXPENSES	1000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2000
1229270 TRAINING	EXPENSES	5000
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229300 TRAVEL	EXPENSES	2000

1229310 TRUCK EXPENSES	EXPENSES	5200
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	70000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 047 - Fire Protection - Area C Sub-R

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	0
1116239	COMMUNITY WORKS PROGRAM	REVENUES	0
1116425	Donations/Cash Contributions	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116621	SALE OF EQUIPMENT	REVENUES	0
1116680	SURPLUS	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	-827000
1116768	Transfer from Other Funds	REVENUES	0
1116810	TAX REQ.	REVENUES	-1238412
1116815	RAILWAY TAX MITIGATION	REVENUES	-8359
1228030	ADMINISTRATION	EXPENSES	98270
1228060	DISPATCH SERVICE 911	EXPENSES	11128
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	35000
1228185	EQUIPMENT MAINTENANCE	EXPENSES	15300
1228188	WATER INFRASTRUCTURE MAINTENANCE	EXPENSES	500
1228200	Carbon Offsets	EXPENSES	1150
1228230	COMMUNICATION/REPAIR	EXPENSES	11400
1228460	ELECTRICITY	EXPENSES	8000
1228470	EQUIPMENT LEASE/RENTAL	EXPENSES	1400



1228556 GRANT	EXPENSES	6050
1228560 GROUNDS MAINTENANCE	EXPENSES	5700
1228580 HEATING	EXPENSES	6750
1228590 HONORARIUM	EXPENSES	29500
1228600 HYDRANT SERVICING	EXPENSES	31000
1228610 ICBC	EXPENSES	16800
1228620 INSURANCE	EXPENSES	10350
1228630 INCIDENT COSTS	EXPENSES	38800
1228640 INT. & BANK CHARGES	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	1200
1228746 MINOR EQUIPMENT	EXPENSES	98000
1228750 MISCELLANEOUS	EXPENSES	400
1228950 POSTAGE/ FREIGHT	EXPENSES	0
1228968 Practice Costs	EXPENSES	180400
1228985 PUBLIC INFORMATION	EXPENSES	4000
1229040 RESERVE	EXPENSES	280000
1229180 SNOW REMOVAL	EXPENSES	7500
1229217 STUDY/ADVISORY	EXPENSES	0
1229220 SUPPLIES	EXPENSES	17000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	9570
1229270 TRAINING	EXPENSES	71800
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229275 FIRE TRAINING CENTRE	EXPENSES	11550
1229291 Transfer - Regional Fire Support	EXPENSES	173053

1229300 TRAVEL	EXPENSES	1500
1229310 TRUCK EXPENSES	EXPENSES	40000
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	15400
1229380 WCB	EXPENSES	6900
1229390 WATER & SEWER	EXPENSES	1400
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	15000
1229770 TCA-BUILDINGS	EXPENSES	685000
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	127000
1229800 TCA-OTHER	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 048 - Fire Protection - Area F Sub-R

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-15000
1116239	COMMUNITY WORKS PROGRAM	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116570	RENTALS	REVENUES	0
1116621	SALE OF EQUIPMENT	REVENUES	0
1116680	SURPLUS	REVENUES	-60000
1116765	TRANSFER FROM RESERVE	REVENUES	-200870
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	-755635
1228030	ADMINISTRATION	EXPENSES	57965
1228060	DISPATCH SERVICE 911	EXPENSES	4660
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	22500

1228185 EQUIPMENT MAINTENANCE	EXPENSES	15700
1228188 WATER INFRASTRUCTURE MAINTENANCE	EXPENSES	1600
1228200 Carbon Offsets	EXPENSES	1600
1228230 COMMUNICATION/REPAIR	EXPENSES	6500
1228237 Community Hall Expenses	EXPENSES	2500
1228460 ELECTRICITY	EXPENSES	4300
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	1250
1228556 GRANT	EXPENSES	2950
1228560 GROUNDS MAINTENANCE	EXPENSES	3000
1228580 HEATING	EXPENSES	8100
1228590 HONORARIUM	EXPENSES	22100
1228600 HYDRANT SERVICING	EXPENSES	10000
1228610 ICBC	EXPENSES	13400
1228620 INSURANCE	EXPENSES	4100
1228630 INCIDENT COSTS	EXPENSES	14600
1228640 INT. & BANK CHARGES	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	700
1228746 MINOR EQUIPMENT	EXPENSES	169150
1228750 MISCELLANEOUS	EXPENSES	700
1228950 POSTAGE/ FREIGHT	EXPENSES	100
1228968 Practice Costs	EXPENSES	85900
1228985 PUBLIC INFORMATION	EXPENSES	3000
1229036 Rehab (Incident Member Safety) - EXPENDI	EXPENSES	0

1229040 RESERVE	EXPENSES	150000
1229042 Transfer to Operating Reserve	EXPENSES	45000
1229180 SNOW REMOVAL	EXPENSES	4000
1229217 STUDY/ADVISORY	EXPENSES	2500
1229220 SUPPLIES	EXPENSES	8450
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	7750
1229270 TRAINING	EXPENSES	40200
1229271 TRAINING - INSTRUCTOR FEES	EXPENSES	0
1229275 FIRE TRAINING CENTRE	EXPENSES	5600
1229291 Transfer - Regional Fire Support	EXPENSES	65760
1229300 TRAVEL	EXPENSES	1200
1229310 TRUCK EXPENSES	EXPENSES	30500
1229370 VOLUNTEER FIREFIGHTER INSURANCE	EXPENSES	9550
1229380 WCB	EXPENSES	3050
1229390 WATER & SEWER	EXPENSES	700
1229770 TCA-BUILDINGS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	95870
1229800 TCA-OTHER	EXPENSES	105000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 049 - 911 Emergency Telephone Respon

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-5476
1116166	AGREEMNT-ADAMS LK BAND	REVENUES	-1709
1116645	SERVICE AGREEMENTS	REVENUES	0
1116680	SURPLUS	REVENUES	-107555

1116765 TRANSFER FROM RESERVE	REVENUES	-21458
1116770 Transfer from Operating Reserve	REVENUES	0
1116810 TAX REQ.	REVENUES	-161119
1228030 ADMINISTRATION	EXPENSES	7804
1228060 DISPATCH SERVICE 911	EXPENSES	79463
1228185 EQUIPMENT MAINTENANCE	EXPENSES	7000
1228230 COMMUNICATION/REPAIR	EXPENSES	12000
1228231 COMMUNICATION - 911	EXPENSES	5000
1228460 ELECTRICITY	EXPENSES	2600
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	7000
1228620 INSURANCE	EXPENSES	1000
1228640 INT. & BANK CHARGES	EXPENSES	0
1228670 LEGAL & ADVISORY	EXPENSES	10000
1228746 MINOR EQUIPMENT	EXPENSES	0
1228750 MISCELLANEOUS	EXPENSES	250
1229040 RESERVE	EXPENSES	0
1229042 Transfer to Operating Reserve	EXPENSES	100000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	16000
1229130 OVERTIME	EXPENSES	0
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	28500
1229300 TRAVEL	EXPENSES	450
1229310 TRUCK EXPENSES	EXPENSES	250
1229770 TCA-BUILDINGS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	20000

<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	050 - Emergency Preparedness - Shusw		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-5889
1116166	AGREEMNT-ADAMS LK BAND	REVENUES	-2040
1116467	PEP - RECOVERY/REIMBURSEMENT	REVENUES	0
1116468	SPU - Recovery	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116610	SALARY & FRINGE RECOVERIES	REVENUES	0
1116680	SURPLUS	REVENUES	-698
1116765	TRANSFER FROM RESERVE	REVENUES	-100000
1116810	TAX REQ.	REVENUES	-275655
1228030	ADMINISTRATION	EXPENSES	28732
1228040	ADVERTISING	EXPENSES	4000
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	2000
1228185	EQUIPMENT MAINTENANCE	EXPENSES	4000
1228200	Carbon Offsets	EXPENSES	50
1228230	COMMUNICATION/REPAIR	EXPENSES	4000
1228241	COMPUTER EQUIPMENT/SOFTWARE	EXPENSES	2500
1228410	DIRECTORS REMUNERATION	EXPENSES	500
1228420	DIRECTORS TRAVEL & EXPENSES	EXPENSES	300
1228460	ELECTRICITY	EXPENSES	1850
1228560	GROUNDS MAINTENANCE	EXPENSES	1500
1228610	ICBC	EXPENSES	2050

1228620 INSURANCE	EXPENSES	400
1228670 LEGAL & ADVISORY	EXPENSES	500
1228740 MEMBERSHIPS	EXPENSES	0
1228746 MINOR EQUIPMENT	EXPENSES	0
1228750 MISCELLANEOUS	EXPENSES	500
1228950 POSTAGE/ FREIGHT	EXPENSES	100
1228955 PROJECTS (Non-Tangible)	EXPENSES	0
1228990 PUBLICATIONS	EXPENSES	2000
1229040 RESERVE	EXPENSES	6000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	132000
1229125 SALARIES/WAGES - EMERGENCY RESPONSE	EXPENSES	0
1229126 Salaries/Wages - SPU	EXPENSES	0
1229130 OVERTIME	EXPENSES	5000
1229135 SHUSWAP ESS	EXPENSES	11000
1229180 SNOW REMOVAL	EXPENSES	1500
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	4000
1229217 STUDY/ADVISORY	EXPENSES	5000
1229220 SUPPLIES	EXPENSES	4000
1229225 SUPPLIES - EMERGENCY RESPONSE	EXPENSES	0
1229226 Supplies - SPU	EXPENSES	1000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2400
1229270 TRAINING	EXPENSES	21000
1229276 SPU - Training	EXPENSES	0

1229300 TRAVEL	EXPENSES	9000
1229310 TRUCK EXPENSES	EXPENSES	5000
1229325 TRAVEL - EMERGENCY RESPONSE	EXPENSES	0
1229326 Travel - SPU	EXPENSES	0
1229372 VOLUNTEER REMUNERATION	EXPENSES	2400
1229375 VOLUNTEER RECOGNITION	EXPENSES	10000
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	110000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 051 - Emergency Preparedness - Rev/A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0
1116770	Transfer from Operating Reserve	REVENUES	-1000
1116810	TAX REQ.	REVENUES	-95300
1116815	RAILWAY TAX MITIGATION	REVENUES	-2369
1228030	ADMINISTRATION	EXPENSES	3969
1228185	EQUIPMENT MAINTENANCE	EXPENSES	2500
1228270	CONTRACT	EXPENSES	92000
1228610	ICBC	EXPENSES	150
1228620	INSURANCE	EXPENSES	50
1228700	Prior Period Adjustment	EXPENSES	0
1229042	Transfer to Operating Reserve	EXPENSES	0
1229300	TRAVEL	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 052 - Emergency Preparedness - Golde

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0
1116810	TAX REQ.	REVENUES	-89963



1228030 ADMINISTRATION	EXPENSES	3455
1228185 EQUIPMENT MAINTENANCE	EXPENSES	2500
1228270 CONTRACT	EXPENSES	79045
1228400 REPAYMENT - P/Y DEFICIT	EXPENSES	4763
1228610 ICBC	EXPENSES	150
1228620 INSURANCE	EXPENSES	50
1228746 MINOR EQUIPMENT	EXPENSES	0
1229042 Transfer to Operating Reserve	EXPENSES	0
1229300 TRAVEL	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 060 - Dog Control - Area D (Ranchero

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116418	Licenses	REVENUES	-275
1116455	MUNICIPAL TICKET	REVENUES	0
1116680	SURPLUS	REVENUES	-407
1116810	TAX REQ.	REVENUES	-11782
1228030	ADMINISTRATION	EXPENSES	664
1228040	ADVERTISING	EXPENSES	500
1228270	CONTRACT	EXPENSES	6000
1228300	COST OF SALES	EXPENSES	0
1228301	CREDIT CARD EXPENSE	EXPENSES	0
1228400	REPAYMENT - P/Y DEFICIT	EXPENSES	0
1228670	LEGAL & ADVISORY	EXPENSES	200
1228750	MISCELLANEOUS	EXPENSES	0
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	5000

1229220 SUPPLIES	EXPENSES	100
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**Fund Name** GENERAL OPERATING FUND

**Cost Center** 061 - Dog Control - Area C

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116418	Licenses	REVENUES	-4310
1116455	MUNICIPAL TICKET	REVENUES	-250
1116680	SURPLUS	REVENUES	-7698
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	-33765
1228030	ADMINISTRATION	EXPENSES	2262
1228040	ADVERTISING	EXPENSES	1000
1228062	ADDITIONAL TREATMENTS	EXPENSES	2000
1228270	CONTRACT	EXPENSES	23136
1228300	COST OF SALES	EXPENSES	500
1228301	CREDIT CARD EXPENSE	EXPENSES	25
1228303	AGENCY FEE	EXPENSES	200
1228400	REPAYMENT - P/Y DEFICIT	EXPENSES	0
1228670	LEGAL & ADVISORY	EXPENSES	500
1229042	Transfer to Operating Reserve	EXPENSES	5000
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	11000
1229220	SUPPLIES	EXPENSES	200
1229300	TRAVEL	EXPENSES	200

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 062 - Dangeous Dog Control - Area F

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116418	Licenses	REVENUES	0

1116680 SURPLUS	REVENUES	-2176
1116770 Transfer from Operating Reserve	REVENUES	0
1116810 TAX REQ.	REVENUES	-7580
1228030 ADMINISTRATION	EXPENSES	356
1228040 ADVERTISING	EXPENSES	400
1228270 CONTRACT	EXPENSES	6000
1228670 LEGAL & ADVISORY	EXPENSES	300
1228750 MISCELLANEOUS	EXPENSES	200
1229042 Transfer to Operating Reserve	EXPENSES	500
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	2000

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 074 - Airport - Shuswap

**Account Number Account Name**

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-376
1116770	Transfer from Operating Reserve	REVENUES	-4600
1116810	TAX REQ.	REVENUES	-128088
1228030	ADMINISTRATION	EXPENSES	5004
1228295	CONTRIBUTION-CITY OF SALMON ARM	EXPENSES	127060
1228410	DIRECTORS REMUNERATION	EXPENSES	500
1228420	DIRECTORS TRAVEL & EXPENSES	EXPENSES	500
1228700	Prior Period Adjustment	EXPENSES	0
1229042	Transfer to Operating Reserve	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 075 - Airport - Revelstoke/Area B

**Account Number Account Name**

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116360	GRANT	REVENUES	-15000
1116380	HANGARS	REVENUES	-20000

1116410 LEASES-RENT	REVENUES	-40000
1116440 MISCELLANEOUS	REVENUES	0
1116550 RECOVERY	REVENUES	0
1116630 SALES	REVENUES	-175000
1116680 SURPLUS	REVENUES	-60000
1116765 TRANSFER FROM RESERVE	REVENUES	-32000
1116810 TAX REQ.	REVENUES	-144570
1116815 RAILWAY TAX MITIGATION	REVENUES	-15067
1228030 ADMINISTRATION	EXPENSES	28937
1228040 ADVERTISING	EXPENSES	300
1228180 BUILDING MAINTENANCE	EXPENSES	10000
1228185 EQUIPMENT MAINTENANCE	EXPENSES	11700
1228300 COST OF SALES	EXPENSES	150000
1228301 CREDIT CARD EXPENSE	EXPENSES	7000
1228302 CASH OVER/SHORT ROUNDING	EXPENSES	0
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	250
1228460 ELECTRICITY	EXPENSES	8900
1228466 ENVIRONMENTAL/HAZARD ASSESSMENT	EXPENSES	20000
1228560 GROUNDS MAINTENANCE	EXPENSES	12000
1228620 INSURANCE	EXPENSES	9000
1228670 LEGAL & ADVISORY	EXPENSES	3000
1228690 MAINTENANCE	EXPENSES	1000
1228710 MANAGER	EXPENSES	74000

1228746 MINOR EQUIPMENT	EXPENSES	6000
1228750 MISCELLANEOUS	EXPENSES	2500
1228940 PERMITS, LICENSES AND FEES	EXPENSES	1500
1228955 PROJECTS (Non-Tangible)	EXPENSES	0
1229029 REFUSE DISPOSAL	EXPENSES	0
1229040 RESERVE	EXPENSES	37000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	6000
1229180 SNOW REMOVAL	EXPENSES	13000
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	250
1229217 STUDY/ADVISORY	EXPENSES	0
1229220 SUPPLIES	EXPENSES	500
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	5000
1229300 TRAVEL	EXPENSES	500
1229390 WATER & SEWER	EXPENSES	3000
1229560 SIGNS	EXPENSES	300
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	40000
1229770 TCA-BUILDINGS	EXPENSES	40000
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	10000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 076 - Airport - Golden/Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-16130
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	-23810
1116815	RAILWAY TAX MITIGATION	REVENUES	-18416

1228030 ADMINISTRATION	EXPENSES	1000
1228270 CONTRACT	EXPENSES	41356
1229042 Transfer to Operating Reserve	EXPENSES	16000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 084 - Street Lighting - St. Ives

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0
1116770	Transfer from Operating Reserve	REVENUES	-125
1116900	TAX-PARCEL	REVENUES	-3536
1228030	ADMINISTRATION	EXPENSES	256
1228200	Carbon Offsets	EXPENSES	5
1228460	ELECTRICITY	EXPENSES	3400
1229042	Transfer to Operating Reserve	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 085 - Street Lighting - C Strata K46

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116650	STRATA K46 CONTRACT	REVENUES	-2087
1116680	SURPLUS	REVENUES	0
1228030	ADMINISTRATION	EXPENSES	250
1228200	Carbon Offsets	EXPENSES	0
1228400	REPAYMENT - P/Y DEFICIT	EXPENSES	37
1228460	ELECTRICITY	EXPENSES	1800

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 086 - Street Lighting - Swansea Poin

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0
1116770	Transfer from Operating Reserve	REVENUES	-100
1116810	TAX REQ.	REVENUES	-8417

1228030 ADMINISTRATION	EXPENSES	312
1228200 Carbon Offsets	EXPENSES	5
1228460 ELECTRICITY	EXPENSES	8200
1229042 Transfer to Operating Reserve	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 087 - Street Lighting - Crestview Su  
**Account Number** **Account Name**  
**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 088 - Street Lighting - Falkland

**Class Name** 2017 - Budget

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116370	GRANTS IN LIEU	REVENUES	-100
1116550	RECOVERY	REVENUES	-150
1116680	SURPLUS	REVENUES	-275
1116810	TAX REQ.	REVENUES	-11370
1116815	RAILWAY TAX MITIGATION	REVENUES	-25
1228030 ADMINISTRATION		EXPENSES	410
1228200 Carbon Offsets		EXPENSES	10
1228460 ELECTRICITY		EXPENSES	11500
1229042 Transfer to Operating Reserve		EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 089 - Street Lighting - Blind Bay  
**Account Number** **Account Name**

**Class Name** 2017 - Budget

1116680	SURPLUS	REVENUES	0
1116810	TAX REQ.	REVENUES	-23111
1228030 ADMINISTRATION		EXPENSES	586
1228200 Carbon Offsets		EXPENSES	25
1228460 ELECTRICITY		EXPENSES	13000
1228690 MAINTENANCE		EXPENSES	3500

1228750 MISCELLANEOUS	EXPENSES	6000
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1229042 Transfer to Operating Reserve	EXPENSES	0
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	090 - Street Lighting - Area E

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0

1116770 Transfer from Operating Reserve	REVENUES	-100
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1116810 TAX REQ.	REVENUES	-3255
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1228030 ADMINISTRATION	EXPENSES	250
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1228200 Carbon Offsets	EXPENSES	5
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1228460 ELECTRICITY	EXPENSES	3100
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1229042 Transfer to Operating Reserve	EXPENSES	0
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	091 - Street Lighting - Mountain Vie

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	092 - Street Lighting - Fairway Gree

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	093 - Street Lighting - Sorrento

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0

1116770 Transfer from Operating Reserve	REVENUES	0
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1116810 TAX REQ.	REVENUES	-2950
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1228030 ADMINISTRATION	EXPENSES	250
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1228200 Carbon Offsets	EXPENSES	0
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1228460 ELECTRICITY	EXPENSES	2700
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1229042 Transfer to Operating Reserve	EXPENSES	0
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	094 - Street Lighting - Highlands Su

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND

**Cost Center** 101 - Transit - Area C/D

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-30015
1228030	ADMINISTRATION	EXPENSES	1100
1228270	CONTRACT	EXPENSES	28500
1228400	REPAYMENT - P/Y DEFICIT	EXPENSES	415

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 102 - Transit - Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND

**Cost Center** 170 - Building Inspection - Area E

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND

**Cost Center** 171 - Building Inspection - Area F

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116200	BUILDING PERMITS	REVENUES	-57150
1116610	SALARY & FRINGE RECOVERIES	REVENUES	0
1116680	SURPLUS	REVENUES	-23776
1116810	TAX REQ.	REVENUES	-47857
1228030	ADMINISTRATION	EXPENSES	6933
1228040	ADVERTISING	EXPENSES	800
1228161	Apparel	EXPENSES	0
1228260	CONSULTANT	EXPENSES	0
1228301	CREDIT CARD EXPENSE	EXPENSES	1200
1228670	LEGAL & ADVISORY	EXPENSES	500
1228740	MEMBERSHIPS	EXPENSES	450
1228746	MINOR EQUIPMENT	EXPENSES	0
1228750	MISCELLANEOUS	EXPENSES	0
1229042	Transfer to Operating Reserve	EXPENSES	0

1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	109000
1229130 OVERTIME	EXPENSES	300
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	2000
1229220 SUPPLIES	EXPENSES	500
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	1100
1229300 TRAVEL	EXPENSES	6000

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 172 - Building Inspection - Sub-regi

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116200	BUILDING PERMITS	REVENUES	0
1116768	Transfer from Other Funds	REVENUES	-114427
1116810	TAX REQ.	REVENUES	0
1228030	ADMINISTRATION	EXPENSES	6477
1228040	ADVERTISING	EXPENSES	5000
1228264	COMMUNICATION PROGRAM	EXPENSES	20000
1228301	CREDIT CARD EXPENSE	EXPENSES	0
1228670	LEGAL & ADVISORY	EXPENSES	5000
1228740	MEMBERSHIPS	EXPENSES	1350
1228746	MINOR EQUIPMENT	EXPENSES	10000
1228750	MISCELLANEOUS	EXPENSES	5000
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	58000
1229130	OVERTIME	EXPENSES	0
1229190	SEMINARS/CONFERENCE TRAINING	EXPENSES	0
1229220	SUPPLIES	EXPENSES	500
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	1100

1229300 TRAVEL	EXPENSES	2000
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<b>Fund Name</b>	GENERAL OPERATING FUND
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<b>Cost Center</b>	180 - By-law Enforcement
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<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116455	MUNICIPAL TICKET	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116610	SALARY & FRINGE RECOVERIES	REVENUES	0
1116680	SURPLUS	REVENUES	-78567
1116810	TAX REQ.	REVENUES	-407887
1228030	ADMINISTRATION	EXPENSES	28904
1228040	ADVERTISING	EXPENSES	3000
1228161	Apparel	EXPENSES	0
1228470	EQUIPMENT LEASE/RENTAL	EXPENSES	1500
1228610	ICBC	EXPENSES	0
1228640	INT. & BANK CHARGES	EXPENSES	0
1228670	LEGAL & ADVISORY	EXPENSES	60000
1228740	MEMBERSHIPS	EXPENSES	500
1228746	MINOR EQUIPMENT	EXPENSES	0
1228750	MISCELLANEOUS	EXPENSES	100
1228950	POSTAGE/ FREIGHT	EXPENSES	150
1229000	PUBLIC MEETINGS & B/L ADVERTISING	EXPENSES	0
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	376000
1229130	OVERTIME	EXPENSES	1000
1229190	SEMINARS/CONFERENCE TRAINING	EXPENSES	5000
1229220	SUPPLIES	EXPENSES	1500

1229240 TELEPHONE/FAX/INTERNET	EXPENSES	2800
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1229300 TRAVEL	EXPENSES	6000
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1229310 TRUCK EXPENSES	EXPENSES	0
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	183 - Creek Maintenance - Hummingbir

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-580

1228030 ADMINISTRATION	EXPENSES	0
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1229290 TRANSFER TO FUND	EXPENSES	580
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	184 - Creek Maintenance - Sims Creek

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116768	Transfer from Other Funds	REVENUES	0

1116810 TAX REQ.	REVENUES	-1000
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1228030 ADMINISTRATION	EXPENSES	0
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1228400 REPAYMENT - P/Y DEFICIT	EXPENSES	43
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1228670 LEGAL & ADVISORY	EXPENSES	583
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1229290 TRANSFER TO FUND	EXPENSES	374
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	185 - Creek Maintenance - Bolean

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	188 - Seymour Arm Electrification Lo

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	189 - Waverly Park Water Users Loan

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0

1116900 TAX-PARCEL	REVENUES	-22549
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1228030 ADMINISTRATION	EXPENSES	924
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1228310 DEBENTURE INTEREST	EXPENSES	11550
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1228320 DEBENTURE PRINCIPAL	EXPENSES	10075
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	190 - Woodstove Exchange Program Are

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116820	TAX REQ.-AREA A	REVENUES	-15300

1228030 ADMINISTRATION	EXPENSES	300
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1228556 GRANT	EXPENSES	15000
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	191 - Trout Lake Electric Power

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	0

1116900 TAX-PARCEL	REVENUES	0
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	192 - Community Works Fund Agreement

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	-1198302

1116360 GRANT	REVENUES	0
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1228120 AREA D-FALKLAND HIST. SOCIETY	EXPENSES	7600
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1228210 Waste Composition Study	EXPENSES	3815
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1228669 Composting in Revelstoke/Golden	EXPENSES	100686
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1228951 Parallel Rd Trail Area C	EXPENSES	1419
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1228952 Parallell Rd Trail Area D	EXPENSES	0
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1229055 Regional Trail Management Strategy	EXPENSES	9941
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1229196 SWWQP	EXPENSES	0
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1229211 Sorrento/Blind Bay Comm Sewer Strategy	EXPENSES	30604
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1229395 White Lk Comm Hall water upgrade	EXPENSES	0
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1229901 White Lk Community Hall Society	EXPENSES	0
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1229906 Golden S & R Energy Audit - Gas Tax	EXPENSES	0
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1229908 CWF - Falkland Curling Club	EXPENSES	0
1229910 CWF - Area E Parks	EXPENSES	178540
1229911 CWF - Falkland Water System Upgrades	EXPENSES	193029
1229912 CWF - Septic Smart	EXPENSES	0
1229915 Sunnybrae Community Hall	EXPENSES	0
1229916 Gardom Lake Motor Restriction	EXPENSES	1964
1229918 CWF Area 'F' Fire Halls	EXPENSES	0
1229921 Notch Hill Town Hall Assoc Gas Tax	EXPENSES	0
1229927 CWF - Asset Management	EXPENSES	58850
1229928 CWF - Malakwa Fire Hall	EXPENSES	0
1229944 CWF - Area A Parks	EXPENSES	100000
1229945 CWF - Nicholson Fire Hall	EXPENSES	0
1229946 CWF - Area C Parks	EXPENSES	88245
1229947 CWF - Village of Chase	EXPENSES	5500
1229948 CWF - Broadband Project	EXPENSES	0
1229949 CWF - Water Projects (Area C)	EXPENSES	29680
1229954 CWF - Silver Creek Senior's Hall	EXPENSES	0
1229955 CWF - Visitor Information Kiosks	EXPENSES	25021
1229956 CWF - Sunday Morners Club	EXPENSES	32839
1229957 CWF - Lakeview Heights	EXPENSES	74724
1229958 CWF - Eagle Bay Water	EXPENSES	0
1229959 CWF - Thomas Brook Water	EXPENSES	150000
1229960 CWF - Carlin Hall	EXPENSES	0

1229961 CWF - Food Waste Program	EXPENSES	0
1229962 CWF - Area E Parks	EXPENSES	0
1229964 CWF - Sorrento Drop-In Society	EXPENSES	0
1229965 CWF - Landfill Software	EXPENSES	0
1229966 CWF - Electric Vehicle Charging Station	EXPENSES	9545
1229967 CWF - Area C Parks	EXPENSES	96300

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 197 - Waterworks - Cottonwoods

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116425	Donations/Cash Contributions	REVENUES	0
1116680	SURPLUS	REVENUES	-79787
1116765	TRANSFER FROM RESERVE	REVENUES	-25000
1116900	TAX-PARCEL	REVENUES	-45000
1116940	USER FEES	REVENUES	-27000
1228030	ADMINISTRATION	EXPENSES	3336
1228200	Carbon Offsets	EXPENSES	50
1228290	CONTRACT SERVICEMAN	EXPENSES	6000
1228460	ELECTRICITY	EXPENSES	2400
1228620	INSURANCE	EXPENSES	1200
1228690	MAINTENANCE	EXPENSES	6000
1228750	MISCELLANEOUS	EXPENSES	50
1228940	PERMITS, LICENSES AND FEES	EXPENSES	300
1228960	DBC PROJECTS	EXPENSES	0
1229040	RESERVE	EXPENSES	35258
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	1600

1229292 Transfer - Regional Water	EXPENSES	12511
1229300 TRAVEL	EXPENSES	1000
1229630 DISCOUNTS	EXPENSES	2295
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	79787

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 198 - Waterworks - Sunnybrae

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116360	GRANT	REVENUES	0
1116373	GRANT - PROVINCIAL	REVENUES	-1651110
1116425	Donations/Cash Contributions	REVENUES	0
1116680	SURPLUS	REVENUES	-20044
1116900	TAX-PARCEL	REVENUES	-23700
1116940	USER FEES	REVENUES	-34020
1228030	ADMINISTRATION	EXPENSES	1163
1228200	Carbon Offsets	EXPENSES	100
1228290	CONTRACT SERVICEMAN	EXPENSES	12500
1228302	CASH OVER/SHORT ROUNDING	EXPENSES	0
1228460	ELECTRICITY	EXPENSES	3600
1228620	INSURANCE	EXPENSES	1050
1228670	LEGAL & ADVISORY	EXPENSES	0
1228690	MAINTENANCE	EXPENSES	16000
1228750	MISCELLANEOUS	EXPENSES	100
1228940	PERMITS, LICENSES AND FEES	EXPENSES	200
1229040	RESERVE	EXPENSES	12454
1229042	Transfer to Operating Reserve	EXPENSES	20044



1229220 SUPPLIES	EXPENSES	100
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	1400
1229292 Transfer - Regional Water	EXPENSES	5491
1229300 TRAVEL	EXPENSES	500
1229630 DISCOUNTS	EXPENSES	3062
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	1651110

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 199 - Waterworks - Galena Shores

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116640	CONNECTIONS - TURN ON/OFF	REVENUES	-2000
1116900	TAX-PARCEL	REVENUES	-47362
1116940	USER FEES	REVENUES	-1200
1228030	ADMINISTRATION	EXPENSES	2728
1228200	Carbon Offsets	EXPENSES	0
1228290	CONTRACT SERVICEMAN	EXPENSES	12000
1228460	ELECTRICITY	EXPENSES	1000
1228580	HEATING	EXPENSES	300
1228620	INSURANCE	EXPENSES	1500
1228690	MAINTENANCE	EXPENSES	5000
1228750	MISCELLANEOUS	EXPENSES	100
1228940	PERMITS, LICENSES AND FEES	EXPENSES	200
1229040	RESERVE	EXPENSES	21477
1229220	SUPPLIES	EXPENSES	500
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	2100
1229292	Transfer - Regional Water	EXPENSES	1077

1229300 TRAVEL	EXPENSES	2500
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1229630 DISCOUNTS	EXPENSES	80
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	200 - Waterworks - Regional

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116310	PERMITS - DP/VAR/TEMP	REVENUES	0
1116768	Transfer from Other Funds	REVENUES	-208100
1228040	ADVERTISING	EXPENSES	1000
1228161	Apparel	EXPENSES	300
1228301	CREDIT CARD EXPENSE	EXPENSES	750
1228740	MEMBERSHIPS	EXPENSES	1200
1228746	MINOR EQUIPMENT	EXPENSES	5000
1228750	MISCELLANEOUS	EXPENSES	0
1228950	POSTAGE/ FREIGHT	EXPENSES	600
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	184000
1229130	OVERTIME	EXPENSES	500
1229190	SEMINARS/CONFERENCE TRAINING	EXPENSES	8000
1229220	SUPPLIES	EXPENSES	250
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	2500
1229300	TRAVEL	EXPENSES	4000

<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	201 - Waterworks - Falkland

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	-107429
1116370	GRANTS IN LIEU	REVENUES	0
1116374	GRANT - INFRASTRUCTURE WORKS	REVENUES	0
1116640	CONNECTIONS - TURN ON/OFF	REVENUES	-15000

1116765 TRANSFER FROM RESERVE	REVENUES	-46432
1116900 TAX-PARCEL	REVENUES	-35648
1116940 USER FEES	REVENUES	-46703
1228030 ADMINISTRATION	EXPENSES	7888
1228200 Carbon Offsets	EXPENSES	50
1228230 COMMUNICATION/REPAIR	EXPENSES	1500
1228250 CONNECTIONS	EXPENSES	2000
1228290 CONTRACT SERVICEMAN	EXPENSES	17000
1228460 ELECTRICITY	EXPENSES	10500
1228620 INSURANCE	EXPENSES	3500
1228690 MAINTENANCE	EXPENSES	15000
1228750 MISCELLANEOUS	EXPENSES	400
1228940 PERMITS, LICENSES AND FEES	EXPENSES	300
1229040 RESERVE	EXPENSES	26108
1229220 SUPPLIES	EXPENSES	0
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	3700
1229292 Transfer - Regional Water	EXPENSES	4205
1229300 TRAVEL	EXPENSES	1200
1229630 DISCOUNTS	EXPENSES	4000
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	153861
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	0

<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	202 - Waterworks - Cedar Heights
<b>Account Number</b>	<b>Account Name</b>
1116425	Donations/Cash Contributions

<b>Class Name</b>	<b>2017 - Budget</b>
REVENUES	-59262

1116640 CONNECTIONS - TURN ON/OFF	REVENUES	-4000
1116765 TRANSFER FROM RESERVE	REVENUES	-60000
1116900 TAX-PARCEL	REVENUES	-62500
1116940 USER FEES	REVENUES	-94084
1228030 ADMINISTRATION	EXPENSES	8665
1228040 ADVERTISING	EXPENSES	200
1228200 Carbon Offsets	EXPENSES	100
1228250 CONNECTIONS	EXPENSES	4000
1228290 CONTRACT SERVICEMAN	EXPENSES	30000
1228460 ELECTRICITY	EXPENSES	14200
1228560 GROUNDS MAINTENANCE	EXPENSES	250
1228580 HEATING	EXPENSES	1000
1228620 INSURANCE	EXPENSES	3600
1228642 Instrumentation	EXPENSES	0
1228690 MAINTENANCE	EXPENSES	20000
1228750 MISCELLANEOUS	EXPENSES	500
1228940 PERMITS, LICENSES AND FEES	EXPENSES	550
1229040 RESERVE	EXPENSES	115833
1229220 SUPPLIES	EXPENSES	400
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	3400
1229292 Transfer - Regional Water	EXPENSES	8080
1229300 TRAVEL	EXPENSES	600
1229630 DISCOUNTS	EXPENSES	8468

1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	60000
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<b>Fund Name</b>	GENERAL OPERATING FUND
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<b>Cost Center</b>	203 - Waterworks - Eagle Bay
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<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	0
1116640	CONNECTIONS - TURN ON/OFF	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	-40000
1116900	TAX-PARCEL	REVENUES	-30313
1116940	USER FEES	REVENUES	-21275
1228030	ADMINISTRATION	EXPENSES	3989
1228200	Carbon Offsets	EXPENSES	50
1228290	CONTRACT SERVICEMAN	EXPENSES	12750
1228460	ELECTRICITY	EXPENSES	4500
1228620	INSURANCE	EXPENSES	1000
1228642	Instrumentation	EXPENSES	0
1228690	MAINTENANCE	EXPENSES	5000
1228750	MISCELLANEOUS	EXPENSES	100
1228940	PERMITS, LICENSES AND FEES	EXPENSES	200
1229040	RESERVE	EXPENSES	18298
1229220	SUPPLIES	EXPENSES	100
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	1500
1229292	Transfer - Regional Water	EXPENSES	1686
1229300	TRAVEL	EXPENSES	500
1229630	DISCOUNTS	EXPENSES	1915
1229760	TCA-ENGINEERING STRUCTURES	EXPENSES	0

<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	204 - Waterworks - Saratoga		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116640	CONNECTIONS - TURN ON/OFF	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	0
1116900	TAX-PARCEL	REVENUES	-52000
1116940	USER FEES	REVENUES	-20566
1228030	ADMINISTRATION	EXPENSES	2608
1228200	Carbon Offsets	EXPENSES	15
1228290	CONTRACT SERVICEMAN	EXPENSES	11000
1228460	ELECTRICITY	EXPENSES	2650
1228620	INSURANCE	EXPENSES	900
1228642	Instrumentation	EXPENSES	0
1228690	MAINTENANCE	EXPENSES	15300
1228750	MISCELLANEOUS	EXPENSES	50
1228940	PERMITS, LICENSES AND FEES	EXPENSES	250
1229040	RESERVE	EXPENSES	34523
1229220	SUPPLIES	EXPENSES	100
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	1350
1229292	Transfer - Regional Water	EXPENSES	1772
1229300	TRAVEL	EXPENSES	300
1229630	DISCOUNTS	EXPENSES	1748
1229760	TCA-ENGINEERING STRUCTURES	EXPENSES	0

<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	205 - Waterworks - Lakemount		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
<b>Fund Name</b>	GENERAL OPERATING FUND		

<b>Cost Center</b>	206 - Waterworks - MacArthur/Reedman		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116640	CONNECTIONS - TURN ON/OFF	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	-50000
1116900	TAX-PARCEL	REVENUES	-26250
1116940	USER FEES	REVENUES	-53739
1228030	ADMINISTRATION	EXPENSES	5554
1228200	Carbon Offsets	EXPENSES	25
1228290	CONTRACT SERVICEMAN	EXPENSES	20500
1228460	ELECTRICITY	EXPENSES	9500
1228560	GROUNDS MAINTENANCE	EXPENSES	500
1228580	HEATING	EXPENSES	550
1228620	INSURANCE	EXPENSES	4500
1228642	Instrumentation	EXPENSES	0
1228690	MAINTENANCE	EXPENSES	10200
1228750	MISCELLANEOUS	EXPENSES	200
1228940	PERMITS, LICENSES AND FEES	EXPENSES	200
1229040	RESERVE	EXPENSES	19820
1229220	SUPPLIES	EXPENSES	200
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	350
1229292	Transfer - Regional Water	EXPENSES	2554
1229300	TRAVEL	EXPENSES	500
1229630	DISCOUNTS	EXPENSES	4836
1229760	TCA-ENGINEERING STRUCTURES	EXPENSES	50000

<b>Fund Name</b>	GENERAL OPERATING FUND
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**Cost Center** 207 - Waterworks - Copperview Haven

**Account Number** **Account Name**

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 208 - Waterworks - Sorrento

**Account Number** **Account Name**

**Class Name** **2017 - Budget**

**Class Name** **2017 - Budget**

1116550	RECOVERY	REVENUES	0
1116640	CONNECTIONS - TURN ON/OFF	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	-50000
1116900	TAX-PARCEL	REVENUES	-66000
1116940	USER FEES	REVENUES	-219302
1228030	ADMINISTRATION	EXPENSES	13232
1228200	Carbon Offsets	EXPENSES	75
1228290	CONTRACT SERVICEMAN	EXPENSES	37500
1228460	ELECTRICITY	EXPENSES	21000
1228580	HEATING	EXPENSES	650
1228620	INSURANCE	EXPENSES	3200
1228642	Instrumentation	EXPENSES	0
1228670	LEGAL & ADVISORY	EXPENSES	0
1228690	MAINTENANCE	EXPENSES	25000
1228940	PERMITS, LICENSES AND FEES	EXPENSES	750
1228955	PROJECTS (Non-Tangible)	EXPENSES	50000
1229040	RESERVE	EXPENSES	153018
1229220	SUPPLIES	EXPENSES	500
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	500
1229292	Transfer - Regional Water	EXPENSES	7107
1229300	TRAVEL	EXPENSES	2000



1229630 DISCOUNTS	EXPENSES	20770
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	0
<b>Fund Name</b>	GENERAL OPERATING FUND	
<b>Cost Center</b>	209 - Waterworks - Anglemont	
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name 2017 - Budget</b>
1116242	LOAN PROCEEDS	REVENUES 0
1116640	CONNECTIONS - TURN ON/OFF	REVENUES -8000
1116680	SURPLUS	REVENUES -531610
1116768	Transfer from Other Funds	REVENUES 0
1116900	TAX-PARCEL	REVENUES -605800
1116940	USER FEES	REVENUES -374511
1228030	ADMINISTRATION	EXPENSES 60479
1228200	Carbon Offsets	EXPENSES 200
1228250	CONNECTIONS	EXPENSES 0
1228290	CONTRACT SERVICEMAN	EXPENSES 60000
1228310	DEBENTURE INTEREST	EXPENSES 147273
1228320	DEBENTURE PRINCIPAL	EXPENSES 0
1228460	ELECTRICITY	EXPENSES 67000
1228620	INSURANCE	EXPENSES 11500
1228625	Insurance Deductible Expenses	EXPENSES 0
1228670	LEGAL & ADVISORY	EXPENSES 5000
1228690	MAINTENANCE	EXPENSES 100000
1228746	MINOR EQUIPMENT	EXPENSES 10000
1228940	PERMITS, LICENSES AND FEES	EXPENSES 1500
1228955	PROJECTS (Non-Tangible)	EXPENSES 20000

1229040 RESERVE	EXPENSES	441233
1229130 OVERTIME	EXPENSES	0
1229220 SUPPLIES	EXPENSES	1000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	1600
1229292 Transfer - Regional Water	EXPENSES	21043
1229300 TRAVEL	EXPENSES	7500
1229630 DISCOUNTS	EXPENSES	32983
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	531610
1229761 TCA - Eng. Structures Phase 1	EXPENSES	0
1229762 TCA - Eng. Structures - Phase 2	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 210 - Liquid Waste Management - Sout

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-16101
1116900	TAX-PARCEL	REVENUES	-37940
1228030	ADMINISTRATION	EXPENSES	5240
1228744	MoE MONITORING PROGRAM	EXPENSES	7000
1228756	MONITORING	EXPENSES	25000
1228985	PUBLIC INFORMATION	EXPENSES	2000
1229042	Transfer to Operating Reserve	EXPENSES	6101
1229217	STUDY/ADVISORY	EXPENSES	7700
1229230	SURVEY	EXPENSES	0
1229300	TRAVEL	EXPENSES	1000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 211 - Liquid Waste Management - Nort

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-12449

1116900 TAX-PARCEL	REVENUES	-29512
1228030 ADMINISTRATION	EXPENSES	4800
1228744 MoE MONITORING PROGRAM	EXPENSES	7000
1228756 MONITORING	EXPENSES	12000
1228985 PUBLIC INFORMATION	EXPENSES	1500
1229042 Transfer to Operating Reserve	EXPENSES	12449
1229217 STUDY/ADVISORY	EXPENSES	3212
1229230 SURVEY	EXPENSES	0
1229300 TRAVEL	EXPENSES	1000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 212 - Liquid Waste Management - Seym

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-6000
1116770	Transfer from Operating Reserve	REVENUES	0
1116900	TAX-PARCEL	REVENUES	-2980
1228030	ADMINISTRATION	EXPENSES	480
1228744	MoE MONITORING PROGRAM	EXPENSES	500
1228756	MONITORING	EXPENSES	3000
1228985	PUBLIC INFORMATION	EXPENSES	500
1229042	Transfer to Operating Reserve	EXPENSES	4000
1229300	TRAVEL	EXPENSES	500

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 213 - Liquid Waste Management - Area

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116370	GRANTS IN LIEU	REVENUES	0
1116680	SURPLUS	REVENUES	-11437

1116810 TAX REQ.	REVENUES	-30827
1116900 TAX-PARCEL	REVENUES	-3425
1228030 ADMINISTRATION	EXPENSES	4080
1228744 MoE MONITORING PROGRAM	EXPENSES	7000
1228756 MONITORING	EXPENSES	13000
1228985 PUBLIC INFORMATION	EXPENSES	1000
1229042 Transfer to Operating Reserve	EXPENSES	11437
1229217 STUDY/ADVISORY	EXPENSES	8572
1229230 SURVEY	EXPENSES	0
1229300 TRAVEL	EXPENSES	600

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 214 - Sorrento/Blind Bay Community S

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	-100000
1116242	LOAN PROCEEDS	REVENUES	-2000000
1116900	TAX-PARCEL	REVENUES	0
1228030	ADMINISTRATION	EXPENSES	11200
1228310	DEBENTURE INTEREST	EXPENSES	30000
1228320	DEBENTURE PRINCIPAL	EXPENSES	0
1228670	LEGAL & ADVISORY	EXPENSES	40800
1228985	PUBLIC INFORMATION	EXPENSES	8000
1229217	STUDY/ADVISORY	EXPENSES	10000
1229760	TCA-ENGINEERING STRUCTURES	EXPENSES	2000000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 218 - Regional Recycling

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-18400

1116166 AGREEMNT-ADAMS LK BAND	REVENUES	-5150
1116239 COMMUNITY WORKS PROGRAM	REVENUES	-91343
1116550 RECOVERY	REVENUES	-60000
1116552 Recovery - MMBC	REVENUES	-120000
1116553 Recovery - GBN	REVENUES	-90000
1116629 SALES-COMPOSTERS/BAGS	REVENUES	-2500
1116635 SALES - COMPOST	REVENUES	-15000
1116765 TRANSFER FROM RESERVE	REVENUES	0
1116770 Transfer from Operating Reserve	REVENUES	0
1116810 TAX REQ.	REVENUES	-949142
1116911 Tipping Fees - Gypsum	REVENUES	-85000
1116912 Tipping Fees - Shingles	REVENUES	-80000
1116913 Tipping Fees - Concrete/Brick/Porcelin	REVENUES	-50000
1116914 Tipping Fees - Mattresses	REVENUES	-60000
1116915 Tipping Fees - Yard & Garden Waste	REVENUES	-70000
1116916 Tipping Fees - ODS	REVENUES	-20000
1228030 ADMINISTRATION	EXPENSES	81892
1228040 ADVERTISING	EXPENSES	30000
1228180 BUILDING MAINTENANCE	EXPENSES	0
1228185 EQUIPMENT MAINTENANCE	EXPENSES	0
1228200 Carbon Offsets	EXPENSES	500
1228205 Centralized Composting	EXPENSES	70000
1228300 COST OF SALES	EXPENSES	4000

1228400 REPAYMENT - P/Y DEFICIT	EXPENSES	0
1228481 Hazardous Waste Depot - Maintenance	EXPENSES	60000
1228570 Hauling - Curbside Program	EXPENSES	0
1228571 Hauling & Consolidation - MMBC	EXPENSES	100000
1228690 MAINTENANCE	EXPENSES	8000
1228740 MEMBERSHIPS	EXPENSES	1300
1228746 MINOR EQUIPMENT	EXPENSES	500
1228750 MISCELLANEOUS	EXPENSES	500
1228865 ODS REMOVAL	EXPENSES	15000
1228950 POSTAGE/ FREIGHT	EXPENSES	500
1228955 PROJECTS (Non-Tangible)	EXPENSES	30000
1228959 Projects	EXPENSES	91343
1229012 Recycling Depot Program	EXPENSES	500000
1229040 RESERVE	EXPENSES	30000
1229042 Transfer to Operating Reserve	EXPENSES	0
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	128000
1229130 OVERTIME	EXPENSES	1000
1229180 SNOW REMOVAL	EXPENSES	0
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	2500
1229220 SUPPLIES	EXPENSES	500
1229289 TRANSFER TO/FROM SWM	EXPENSES	90000
1229300 TRAVEL	EXPENSES	1000
1229384 Recycling - Food Waste Program	EXPENSES	80000
1229385 Waste Disposal - Gypsum	EXPENSES	110000

1229386 Waste Disposal - Ashphalt Shingles	EXPENSES	70000
1229387 Wast Disposal - Concrete/Brick	EXPENSES	30000
1229388 Waste Disposal - Mattress	EXPENSES	90000
1229389 Recycling - Yard & Garden Waste	EXPENSES	85000
1229560 SIGNS	EXPENSES	5000
1229770 TCA-BUILDINGS	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 219 - Regional Solid Waste Managemen

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	0
1116330	FEES	REVENUES	-100000
1116331	FEES - GOLDEN	REVENUES	-550000
1116332	FEES - REVELSTOKE	REVENUES	-550000
1116333	FEES - SALMON ARM	REVENUES	-1500000
1116334	FEES - SCOTCH CREEK	REVENUES	-150000
1116335	FEES - SICAMOUS	REVENUES	-265000
1116336	FEES - SKIMIKIN	REVENUES	-100000
1116360	GRANT	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116555	CARBON OFFSETS	REVENUES	-10000
1116630	SALES	REVENUES	-90000
1116680	SURPLUS	REVENUES	-100000
1116765	TRANSFER FROM RESERVE	REVENUES	-400000
1116766	TRANSFER TO/FROM SWM	REVENUES	-90000
1116915	Tipping Fees - Yard & Garden Waste	REVENUES	0

1228030 ADMINISTRATION	EXPENSES	173708
1228040 ADVERTISING	EXPENSES	10000
1228161 Apparel	EXPENSES	0
1228182 Bad Debt Expense	EXPENSES	0
1228185 EQUIPMENT MAINTENANCE	EXPENSES	0
1228193 BIRD CONTROL	EXPENSES	57000
1228200 Carbon Offsets	EXPENSES	2500
1228206 Dust Control	EXPENSES	20000
1228207 CLEANUP	EXPENSES	10000
1228208 WOODWASTE / DUST CONTROL	EXPENSES	175000
1228240 COMPUTER SERVICES/MAINTENANCE	EXPENSES	1500
1228241 COMPUTER EQUIPMENT/SOFTWARE	EXPENSES	2000
1228301 CREDIT CARD EXPENSE	EXPENSES	27000
1228302 CASH OVER/SHORT ROUNDING	EXPENSES	0
1228460 ELECTRICITY	EXPENSES	23000
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	0
1228482 FALKLAND	EXPENSES	16500
1228525 GLENEMMA	EXPENSES	15000
1228535 GOLDEN	EXPENSES	350000
1228562 HAULING PARSON	EXPENSES	2000
1228564 HAULING SHUSWAP	EXPENSES	225000
1228565 HAULING TROUT LAKE	EXPENSES	5000
1228580 HEATING	EXPENSES	6000



1228610 ICBC	EXPENSES	225
1228620 INSURANCE	EXPENSES	3400
1228640 INT. & BANK CHARGES	EXPENSES	250
1228668 LANDFILL CLOSURE	EXPENSES	0
1228670 LEGAL & ADVISORY	EXPENSES	5000
1228690 MAINTENANCE	EXPENSES	125000
1228697 MALAKWA	EXPENSES	16500
1228740 MEMBERSHIPS	EXPENSES	1500
1228746 MINOR EQUIPMENT	EXPENSES	10000
1228750 MISCELLANEOUS	EXPENSES	2500
1228756 MONITORING	EXPENSES	100000
1228890 PCT Verification Reporting	EXPENSES	10000
1228937 PARSON	EXPENSES	15000
1228940 PERMITS, LICENSES AND FEES	EXPENSES	1000
1228950 POSTAGE/ FREIGHT	EXPENSES	3000
1228955 PROJECTS (Non-Tangible)	EXPENSES	155000
1228970 PROPERTY TAX	EXPENSES	17000
1229000 PUBLIC MEETINGS & B/L ADVERTISING	EXPENSES	1000
1229040 RESERVE	EXPENSES	5917
1229042 Transfer to Operating Reserve	EXPENSES	0
1229045 RESERVE-SWM CLOSURE	EXPENSES	10000
1229085 REVELSTOKE	EXPENSES	400000
1229119 SALMON ARM	EXPENSES	450000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	248000

1229121 SCOTCH CREEK	EXPENSES	50000
1229123 SEYMOUR ARM	EXPENSES	10000
1229127 SICAMOUS	EXPENSES	160000
1229128 SKIMIKIN	EXPENSES	60000
1229130 OVERTIME	EXPENSES	5000
1229140 SITE IMPROVEMENT/DEVELOPMENT	EXPENSES	10000
1229180 SNOW REMOVAL	EXPENSES	40000
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	5000
1229217 STUDY/ADVISORY	EXPENSES	10000
1229220 SUPPLIES	EXPENSES	8000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	17000
1229300 TRAVEL	EXPENSES	20000
1229307 TROUT LAKE	EXPENSES	12000
1229390 WATER & SEWER	EXPENSES	1500
1229560 SIGNS	EXPENSES	10000
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	150000
1229770 TCA-BUILDINGS	EXPENSES	50000
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	85000
1229790 TCA-LAND	EXPENSES	500000
1229800 TCA-OTHER	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 239 - Cemetery - Area D GIA

Account Number	Account Name	Class Name	2017 - Budget
1116810	TAX REQ.	REVENUES	-3700
1228030	ADMINISTRATION	EXPENSES	250

1228557 GRANT - FALKLAND	EXPENSES	600
1228558 GRANT - SALMON ARM	EXPENSES	2250
1228559 GRANT - SILVER CREEK	EXPENSES	600

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 240 - Cemetery - Golden/Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-4455
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	-19524
1116815	RAILWAY TAX MITIGATION	REVENUES	-3068
1228030	ADMINISTRATION	EXPENSES	435
1228270	CONTRACT	EXPENSES	22612
1229042	Transfer to Operating Reserve	EXPENSES	4000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 241 - Cemetery - Revelstoke/Area B

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-46364
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	-109884
1116815	RAILWAY TAX MITIGATION	REVENUES	-12002
1228030	ADMINISTRATION	EXPENSES	1000
1228270	CONTRACT	EXPENSES	117250
1228400	REPAYMENT - P/Y DEFICIT	EXPENSES	0
1228700	Prior Period Adjustment	EXPENSES	0
1229042	Transfer to Operating Reserve	EXPENSES	50000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 244 - Fireworks/Firecrackers - Area

Account Number	Account Name	Class Name	2017 - Budget
1116190	FIREWORKS PERMITS	REVENUES	0
1116680	SURPLUS	REVENUES	-580
1116770	Transfer from Operating Reserve	REVENUES	-170
1116810	TAX REQ.	REVENUES	0
1228030	ADMINISTRATION	EXPENSES	250
1228040	ADVERTISING	EXPENSES	500
1229042	Transfer to Operating Reserve	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 246 - Fireworks/Firecrackers - Area

Account Number	Account Name	Class Name	2017 - Budget
1116680	SURPLUS	REVENUES	-1873
1116810	TAX REQ.	REVENUES	-5095
1228030	ADMINISTRATION	EXPENSES	268
1228040	ADVERTISING	EXPENSES	1000
1228281	SECURITY/ENFORCEMENT	EXPENSES	5500
1228750	MISCELLANEOUS	EXPENSES	200

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 247 - Fireworks/Firecrackers - Area

Account Number	Account Name	Class Name	2017 - Budget
1116190	FIREWORKS PERMITS	REVENUES	0
1116680	SURPLUS	REVENUES	-1260
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	-790
1228030	ADMINISTRATION	EXPENSES	250
1228040	ADVERTISING	EXPENSES	1000
1228750	MISCELLANEOUS	EXPENSES	200

1229042 Transfer to Operating Reserve	EXPENSES	600
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	250 - Marine Noise Control

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-1100

1228040 ADVERTISING	EXPENSES	0
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1229042 Transfer to Operating Reserve	EXPENSES	1100
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	255 - Anti-Whisting Elson Road Cross

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-20

1116810 TAX REQ.	REVENUES	-630
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1228030 ADMINISTRATION	EXPENSES	250
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1228620 INSURANCE	EXPENSES	400
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<b>Fund Name</b>	GENERAL OPERATING FUND
<b>Cost Center</b>	260 - GIS/Mapping

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116345	GIS RECOVERY	REVENUES	0

1116430 MAP SALES	REVENUES	0
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1116680 SURPLUS	REVENUES	-9486
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1116770 Transfer from Operating Reserve	REVENUES	-15000
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1116810 TAX REQ.	REVENUES	-341876
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1228030 ADMINISTRATION	EXPENSES	19962
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1228241 COMPUTER EQUIPMENT/SOFTWARE	EXPENSES	2000
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1228242 Computer Software License Fee	EXPENSES	55200
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1229042 Transfer to Operating Reserve	EXPENSES	9000
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1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	272000
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1229130 OVERTIME	EXPENSES	0
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1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	5000
1229220 SUPPLIES	EXPENSES	3000
1229300 TRAVEL	EXPENSES	200

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 261 - GIA - Field Ice Rink

**Account Number** **Account Name**

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 264 - House Numbering

**Account Number** **Account Name**

**Class Name** **2017 - Budget**

1116680 SURPLUS	REVENUES	0
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1116770 Transfer from Operating Reserve	REVENUES	-1280
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1116810 TAX REQ.	REVENUES	-26860
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1228030 ADMINISTRATION	EXPENSES	1140
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1229042 Transfer to Operating Reserve	EXPENSES	0
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1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	27000
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 265 - Development Services

**Account Number** **Account Name**

**Class Name** **2017 - Budget**

1116170 ALR APPLICATION FEES	REVENUES	-5000
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1116185 BOARD OF VAR. APPLICATION	REVENUES	-1300
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1116310 PERMITS - DP/VAR/TEMP	REVENUES	-25000
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1116330 FEES	REVENUES	-8000
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1116550 RECOVERY	REVENUES	-4400
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1116600 REZONING/REDESIGNATION	REVENUES	-15000
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1116605 CONTAMINATION SITE PROFILE	REVENUES	-200
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1116610 SALARY & FRINGE RECOVERIES	REVENUES	0
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1116670 SUB. APP. FEES	REVENUES	-15000
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1116680 SURPLUS	REVENUES	-153861
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1116770 Transfer from Operating Reserve	REVENUES	0
1116810 TAX REQ.	REVENUES	-1002052
1228030 ADMINISTRATION	EXPENSES	82952
1228040 ADVERTISING	EXPENSES	2500
1228051 ALR/TOPSOIL - (PROV.)	EXPENSES	2000
1228070 APC	EXPENSES	10000
1228161 Apparel	EXPENSES	0
1228170 BOARD OF VARIANCE	EXPENSES	2000
1228241 COMPUTER EQUIPMENT/SOFTWARE	EXPENSES	5000
1228242 Computer Software License Fee	EXPENSES	29300
1228301 CREDIT CARD EXPENSE	EXPENSES	2000
1228410 DIRECTORS REMUNERATION	EXPENSES	0
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	0
1228480 EQUIPMENT MAINTENANCE	EXPENSES	0
1228640 INT. & BANK CHARGES	EXPENSES	0
1228670 LEGAL & ADVISORY	EXPENSES	45000
1228740 MEMBERSHIPS	EXPENSES	4500
1228746 MINOR EQUIPMENT	EXPENSES	2000
1228750 MISCELLANEOUS	EXPENSES	500
1228940 PERMITS, LICENSES AND FEES	EXPENSES	1500
1228950 POSTAGE/ FREIGHT	EXPENSES	4000
1228955 PROJECTS (Non-Tangible)	EXPENSES	7000
1228990 PUBLICATIONS	EXPENSES	3500
1229000 PUBLIC MEETINGS & B/L ADVERTISING	EXPENSES	15000

1229042 Transfer to Operating Reserve	EXPENSES	76861
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	893000
1229130 OVERTIME	EXPENSES	5000
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	18000
1229220 SUPPLIES	EXPENSES	5000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	5200
1229300 TRAVEL	EXPENSES	8000

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 266 - Special Projects

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116360	GRANT	REVENUES	0
1116365	Deferred Grant Revenue	REVENUES	-39585
1116626	Surplus - Blind Bay Trails	REVENUES	-102173
1116680	SURPLUS	REVENUES	-141621
1116770	Transfer from Operating Reserve	REVENUES	-25000
1116810	TAX REQ.	REVENUES	-72095
1228030	ADMINISTRATION	EXPENSES	18152
1228066	AREA C - ZONING	EXPENSES	0
1228067	AREA D - Ranchero/Deep Ck Zoning	EXPENSES	10000
1228068	AREA E - ZONING	EXPENSES	10000
1228069	AREA F - ZONING	EXPENSES	5000
1228089	AREA E - OCP	EXPENSES	5000
1228096	AREA F - SCOTCH CREEK OCP	EXPENSES	0
1228112	AREA A OCP	EXPENSES	5000
1228153	AREA A Master Plan	EXPENSES	15000



1228168 Building Regulation Project	EXPENSES	4310
1228265 SALMON VALLEY FALKLAND OCP	EXPENSES	20000
1228267 Community Rec Program Blind Bay Rd	EXPENSES	101500
1228403 Diagnostic Inventory Project - Rev/B	EXPENSES	15000
1229042 Transfer to Operating Reserve	EXPENSES	0
1229197 Ag Mapping Project	EXPENSES	0
1229202 Area C Governance	EXPENSES	54585
1229204 SHUSWAP LAKE MAPPING	EXPENSES	0
1229214 SUBDIVISION SERVICING B/L	EXPENSES	2500
1229290 TRANSFER TO FUND	EXPENSES	114427

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 270 - Unsightly Premises Enforcement

**Account Number** **Account Name** **Class Name** **2017 - Budget**

**Fund Name** GENERAL OPERATING FUND

**Cost Center** 280 - Milfoil Control Program - Shus

**Account Number** **Account Name** **Class Name** **2017 - Budget**

1116165 AGREEMNT-LITTLE SHUS BAND	REVENUES	-5000
1116166 AGREEMNT-ADAMS LK BAND	REVENUES	-1000
1116220 CONTRACT	REVENUES	-6500
1116550 RECOVERY	REVENUES	-6000
1116621 SALE OF EQUIPMENT	REVENUES	0
1116680 SURPLUS	REVENUES	-2500
1116765 TRANSFER FROM RESERVE	REVENUES	0
1116810 TAX REQ.	REVENUES	-264417
1228030 ADMINISTRATION	EXPENSES	18167
1228040 ADVERTISING	EXPENSES	500

1228161 Apparel	EXPENSES	0
1228180 BUILDING MAINTENANCE	EXPENSES	1500
1228185 EQUIPMENT MAINTENANCE	EXPENSES	0
1228230 COMMUNICATION/REPAIR	EXPENSES	800
1228272 Contract Maintenance	EXPENSES	0
1228410 DIRECTORS REMUNERATION	EXPENSES	0
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	0
1228460 ELECTRICITY	EXPENSES	850
1228560 GROUNDS MAINTENANCE	EXPENSES	3500
1228610 ICBC	EXPENSES	3800
1228620 INSURANCE	EXPENSES	5500
1228694 Maint Cost Share - Marine	EXPENSES	2500
1228695 MAINT-COST SHARED - CRANE TRUCK	EXPENSES	9500
1228746 MINOR EQUIPMENT	EXPENSES	1000
1228750 MISCELLANEOUS	EXPENSES	100
1228985 PUBLIC INFORMATION	EXPENSES	1000
1229040 RESERVE	EXPENSES	20000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	128000
1229130 OVERTIME	EXPENSES	500
1229180 SNOW REMOVAL	EXPENSES	900
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	3000
1229220 SUPPLIES	EXPENSES	0
1229230 SURVEY	EXPENSES	1000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	800

1229300 TRAVEL	EXPENSES	1500
1229310 TRUCK EXPENSES	EXPENSES	0
1229390 WATER & SEWER	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	0
1229900 S-OPERATING SUPPLIES/MAINTENANCE	EXPENSES	1000
1229920 DR-OPERATING SUPPLIES/MAINTENANCE	EXPENSES	45000
1229923 DR - EQUIPMENT TRANSPORT	EXPENSES	3000
1229930 BB-OPERATING SUPPLIES/MAINTENANCE	EXPENSES	500
1229940 SU-OPERATING SUPPLIES/MAINTENANCE	EXPENSES	1500
1229950 H-OPERATING SUPPLIES/MAINTENANCE	EXPENSES	30000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 281 - Milfoil Control Program - NORD

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND

**Cost Center** 282 - Shuswap Watershed Council

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116370	GRANTS IN LIEU	REVENUES	0
1116680	SURPLUS	REVENUES	-2122
1116810	TAX REQ.	REVENUES	0
1116900	TAX-PARCEL	REVENUES	-172969
1228030	ADMINISTRATION	EXPENSES	13091
1228270	CONTRACT	EXPENSES	155000
1228402	Feasibility Repayment	EXPENSES	0
1228410	DIRECTORS REMUNERATION	EXPENSES	5000
1228420	DIRECTORS TRAVEL & EXPENSES	EXPENSES	2000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 285 - Weed Control

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	286 - Weed Control/Enforcement		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-1520
1116360	GRANT	REVENUES	0
1116680	SURPLUS	REVENUES	-21
1116810	TAX REQ.	REVENUES	-68187
1228030	ADMINISTRATION	EXPENSES	2608
1228270	CONTRACT	EXPENSES	50000
1228670	LEGAL & ADVISORY	EXPENSES	0
1228746	MINOR EQUIPMENT	EXPENSES	500
1228750	MISCELLANEOUS	EXPENSES	500
1229029	REFUSE DISPOSAL	EXPENSES	500
1229030	RENT / LEASE	EXPENSES	720
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	12000
1229130	OVERTIME	EXPENSES	0
1229190	SEMINARS/CONFERENCE TRAINING	EXPENSES	1000
1229220	SUPPLIES	EXPENSES	100
1229240	TELEPHONE/FAX/INTERNET	EXPENSES	300
1229300	TRAVEL	EXPENSES	1500
<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	290 - Mosquito Control - Revelstoke/		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-15992
1116770	Transfer from Operating Reserve	REVENUES	-22000
1116810	TAX REQ.	REVENUES	-55415

1116815 RAILWAY TAX MITIGATION	REVENUES	-3562
1228030 ADMINISTRATION	EXPENSES	4169
1228062 ADDITIONAL TREATMENTS	EXPENSES	10000
1228270 CONTRACT	EXPENSES	45000
1228750 MISCELLANEOUS	EXPENSES	0
1229042 Transfer to Operating Reserve	EXPENSES	10000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	4000
1229130 OVERTIME	EXPENSES	500
1229220 SUPPLIES	EXPENSES	300
1229300 TRAVEL	EXPENSES	1000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 291 - Mosquito Control - Golden/Area

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116220	CONTRACT	REVENUES	-55459
1116370	GRANTS IN LIEU	REVENUES	-425
1116680	SURPLUS	REVENUES	-20882
1116770	Transfer from Operating Reserve	REVENUES	-24500
1116810	TAX REQ.	REVENUES	-60814
1116815	RAILWAY TAX MITIGATION	REVENUES	-12760
1228030	ADMINISTRATION	EXPENSES	8040
1228062	ADDITIONAL TREATMENTS	EXPENSES	25000
1228270	CONTRACT	EXPENSES	110000
1228750	MISCELLANEOUS	EXPENSES	0
1229042	Transfer to Operating Reserve	EXPENSES	1300
1229120	SALARIES-& FRINGE BENEFITS	EXPENSES	4000

1229130 OVERTIME	EXPENSES	0
1229300 TRAVEL	EXPENSES	2000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 292 - Mosquito Control - Area E

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-7602

1228030 ADMINISTRATION	EXPENSES	408
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1228270 CONTRACT	EXPENSES	7194
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 293 - Mosquito Control - Falkland

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 294 - Mosquito Control - Scotch Cree

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-2893

1116680 SURPLUS	REVENUES	-7674
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1116770 Transfer from Operating Reserve	REVENUES	0
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1116810 TAX REQ.	REVENUES	-35198
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1228030 ADMINISTRATION	EXPENSES	2565
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1228062 ADDITIONAL TREATMENTS	EXPENSES	2000
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1228270 CONTRACT	EXPENSES	30000
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1228750 MISCELLANEOUS	EXPENSES	0
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1229042 Transfer to Operating Reserve	EXPENSES	5700
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1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	5000
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1229130 OVERTIME	EXPENSES	0
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1229300 TRAVEL	EXPENSES	500
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 295 - Sterile Insect Release Program

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116370	GRANTS IN LIEU	REVENUES	0

1116680 SURPLUS	REVENUES	-217
1116810 TAX REQ.	REVENUES	-58820
1116900 TAX-PARCEL	REVENUES	-8707
1228030 ADMINISTRATION	EXPENSES	1000
1228270 CONTRACT	EXPENSES	66744
1228400 REPAYMENT - P/Y DEFICIT	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 300 - Economic Development - Shuswap

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-3617
1116215	ADVERTISING REVENUE	REVENUES	-49000
1116237	DBC Projects	REVENUES	-88050
1116373	GRANT - PROVINCIAL	REVENUES	-30500
1116680	SURPLUS	REVENUES	-34183
1116767	TRANSFER FROM EDC	REVENUES	-120000
1116810	TAX REQ.	REVENUES	-205178
1116885	TAX REQ - CHASE/ENDERBY	REVENUES	-10000
1228030	ADMINISTRATION	EXPENSES	24090
1228040	ADVERTISING	EXPENSES	250
1228235	COMMUNICATION-WEB SITE	EXPENSES	30000
1228270	CONTRACT	EXPENSES	30000
1228410	DIRECTORS REMUNERATION	EXPENSES	1000
1228420	DIRECTORS TRAVEL & EXPENSES	EXPENSES	1000
1228740	MEMBERSHIPS	EXPENSES	1500
1228742	Meetings & Networking	EXPENSES	750

1228950 POSTAGE/ FREIGHT	EXPENSES	250
1228955 PROJECTS (Non-Tangible)	EXPENSES	55000
1228960 DBC PROJECTS	EXPENSES	211438
1229030 RENT / LEASE	EXPENSES	2000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	81500
1229130 OVERTIME	EXPENSES	2500
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	2250
1229220 SUPPLIES	EXPENSES	1250
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	750
1229250 TOURISM INITIATIVES	EXPENSES	0
1229252 TOURISM MARKETING	EXPENSES	41000
1229300 TRAVEL	EXPENSES	5000
1229340 VISITORS GUIDE PRODUCTION	EXPENSES	49000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 301 - Economic Development - Revelst  
**Account Number** **Account Name**  
**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 302 - EDC-Sicamous, Areas C D E &

**Class Name** **2017 - Budget**

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116215	ADVERTISING REVENUE	REVENUES	0
1116237	DBC Projects	REVENUES	0
1116360	GRANT	REVENUES	-42000
1116550	RECOVERY	REVENUES	0
1116767	TRANSFER FROM EDC	REVENUES	0
1116810	TAX REQ.	REVENUES	-327865
1228030	ADMINISTRATION	EXPENSES	11865



1228040 ADVERTISING	EXPENSES	250
1228182 Bad Debt Expense	EXPENSES	0
1228235 COMMUNICATION-WEB SITE	EXPENSES	10000
1228241 COMPUTER EQUIPMENT/SOFTWARE	EXPENSES	0
1228270 CONTRACT	EXPENSES	50000
1228301 CREDIT CARD EXPENSE	EXPENSES	0
1228400 REPAYMENT - P/Y DEFICIT	EXPENSES	0
1228410 DIRECTORS REMUNERATION	EXPENSES	1000
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	1000
1228740 MEMBERSHIPS	EXPENSES	1500
1228742 Meetings & Networking	EXPENSES	750
1228746 MINOR EQUIPMENT	EXPENSES	0
1228750 MISCELLANEOUS	EXPENSES	0
1228950 POSTAGE/ FREIGHT	EXPENSES	250
1228955 PROJECTS (Non-Tangible)	EXPENSES	80000
1228960 DBC PROJECTS	EXPENSES	0
1229030 RENT / LEASE	EXPENSES	0
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	81500
1229130 OVERTIME	EXPENSES	2500
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	2250
1229220 SUPPLIES	EXPENSES	1250
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	750
1229252 TOURISM MARKETING	EXPENSES	120000
1229300 TRAVEL	EXPENSES	5000

1229340 VISITORS GUIDE PRODUCTION	EXPENSES	0
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<b>Fund Name</b>	GENERAL OPERATING FUND
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<b>Cost Center</b>	303 - Golden Hotel Tax
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<b>Account Number</b>	<b>Account Name</b>
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<b>Fund Name</b>	GENERAL OPERATING FUND
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<b>Cost Center</b>	304 - Tourism Info Centre - Area C
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<b>Account Number</b>	<b>Account Name</b>
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1116680	SURPLUS
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<b>Class Name</b>	<b>2017 - Budget</b>
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<b>Class Name</b>	<b>2017 - Budget</b>
REVENUES	-5000

1116810	TAX REQ.
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REVENUES	-20500
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1228030	ADMINISTRATION
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EXPENSES	500
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1228270	CONTRACT
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EXPENSES	25000
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1229042	Transfer to Operating Reserve
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EXPENSES	0
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<b>Fund Name</b>	GENERAL OPERATING FUND
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<b>Cost Center</b>	305 - Film Commission - All Areas
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<b>Account Number</b>	<b>Account Name</b>
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1116165	AGREEMNT-LITTLE SHUS BAND
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<b>Class Name</b>	<b>2017 - Budget</b>
REVENUES	-512

1116373	GRANT - PROVINCIAL
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REVENUES	-15000
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1116680	SURPLUS
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REVENUES	-34828
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1116770	Transfer from Operating Reserve
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REVENUES	0
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1116810	TAX REQ.
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REVENUES	-29711
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1228030	ADMINISTRATION
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EXPENSES	2101
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1228045	ADVERTISING AND PROMOTIONS
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EXPENSES	0
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1228235	COMMUNICATION-WEB SITE
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EXPENSES	5000
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1228241	COMPUTER EQUIPMENT/SOFTWARE
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EXPENSES	0
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1228270	CONTRACT
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EXPENSES	20000
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1228740	MEMBERSHIPS
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EXPENSES	1200
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1228750	MISCELLANEOUS
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EXPENSES	0
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1228950	POSTAGE/ FREIGHT
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EXPENSES	50
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1229042 Transfer to Operating Reserve	EXPENSES	15000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	11000
1229220 SUPPLIES	EXPENSES	200
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	0
1229252 TOURISM MARKETING	EXPENSES	10000
1229300 TRAVEL	EXPENSES	3500
1229303 TRADE SHOWS	EXPENSES	2000
1229795 IMAGE LIBRARY	EXPENSES	10000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 306 - Economic Development - Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-30000
1116820	TAX REQ.-AREA A	REVENUES	0
1228030	ADMINISTRATION	EXPENSES	0
1228270	CONTRACT	EXPENSES	30000
1228540	AREA A	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 311 - Community Parks - Sorrento/Bli

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 312 - Community Parks - Lakeview

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 313 - GIA - Area D Community Parks

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-20400
1228030	ADMINISTRATION	EXPENSES	400
1228487	FALKLAND HISTORICAL PARK	EXPENSES	10000
1229490	GARDOM LAKE PARK	EXPENSES	10000

<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	314 - GIA - South Shuswap Recreation		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	315 - Rose Clifford Community Park		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116165	AGREEMNT-LITTLE SHUS BAND	REVENUES	-1756
1116360	GRANT	REVENUES	0
1116680	SURPLUS	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	-22000
1116770	Transfer from Operating Reserve	REVENUES	-10000
1116810	TAX REQ.	REVENUES	-33303
1228030	ADMINISTRATION	EXPENSES	1846
1228180	BUILDING MAINTENANCE	EXPENSES	0
1228185	EQUIPMENT MAINTENANCE	EXPENSES	500
1228200	Carbon Offsets	EXPENSES	0
1228310	DEBENTURE INTEREST	EXPENSES	7920
1228320	DEBENTURE PRINCIPAL	EXPENSES	15293
1228460	ELECTRICITY	EXPENSES	1200
1228560	GROUNDS MAINTENANCE	EXPENSES	18000
1228620	INSURANCE	EXPENSES	200
1229042	Transfer to Operating Reserve	EXPENSES	0
1229220	SUPPLIES	EXPENSES	100
1229300	TRAVEL	EXPENSES	0
1229760	TCA-ENGINEERING STRUCTURES	EXPENSES	22000
<b>Fund Name</b>	GENERAL OPERATING FUND		
<b>Cost Center</b>	316 - Rail Trail Corridor		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>

1116242 LOAN PROCEEDS	REVENUES	-1832620
1116410 LEASES-RENT	REVENUES	0
1116680 SURPLUS	REVENUES	0
1116765 TRANSFER FROM RESERVE	REVENUES	0
1116767 TRANSFER FROM OTHER FUNDS	REVENUES	-350000
1116810 TAX REQ.	REVENUES	0
1228030 ADMINISTRATION	EXPENSES	0
1228180 BUILDING MAINTENANCE	EXPENSES	0
1228185 EQUIPMENT MAINTENANCE	EXPENSES	0
1228200 Carbon Offsets	EXPENSES	0
1228310 DEBENTURE INTEREST	EXPENSES	0
1228320 DEBENTURE PRINCIPAL	EXPENSES	0
1228460 ELECTRICITY	EXPENSES	0
1228560 GROUNDS MAINTENANCE	EXPENSES	0
1228620 INSURANCE	EXPENSES	0
1229042 Transfer to Operating Reserve	EXPENSES	0
1229220 SUPPLIES	EXPENSES	0
1229300 TRAVEL	EXPENSES	0
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 320 - Parks & Playgrounds - Area E

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116810	TAX REQ.	REVENUES	-35031
1228030	ADMINISTRATION	EXPENSES	615
1228270	CONTRACT	EXPENSES	34416

**Fund Name** GENERAL OPERATING FUND

<b>Cost Center</b>	321 - Community Parks - Area A		
<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	-160000
1116330	FEEs	REVENUES	-7500
1116360	GRANT	REVENUES	-20000
1116362	BC HYDRO PILT DISTRIBUTION	REVENUES	-60000
1116680	SURPLUS	REVENUES	-41843
1116765	TRANSFER FROM RESERVE	REVENUES	0
1116810	TAX REQ.	REVENUES	-108900
1228030	ADMINISTRATION	EXPENSES	13443
1228040	ADVERTISING	EXPENSES	500
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	500
1228297	COMMISSION EXPENSES	EXPENSES	1000
1228420	DIRECTORS TRAVEL & EXPENSES	EXPENSES	300
1228460	ELECTRICITY	EXPENSES	500
1228466	ENVIRONMENTAL/HAZARD ASSESSMENT	EXPENSES	5000
1228560	GROUNDS MAINTENANCE	EXPENSES	70000
1228620	INSURANCE	EXPENSES	300
1228670	LEGAL & ADVISORY	EXPENSES	4000
1228675	LAND SURVEYS	EXPENSES	5000
1228740	MEMBERSHIPS	EXPENSES	200
1228746	MINOR EQUIPMENT	EXPENSES	6000
1228750	MISCELLANEOUS	EXPENSES	500
1228950	POSTAGE/ FREIGHT	EXPENSES	100

1228955 PROJECTS (Non-Tangible)	EXPENSES	120000
1229029 REFUSE DISPOSAL	EXPENSES	400
1229030 RENT / LEASE	EXPENSES	500
1229040 RESERVE	EXPENSES	30000
1229042 Transfer to Operating Reserve	EXPENSES	0
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	49000
1229130 OVERTIME	EXPENSES	2000
1229180 SNOW REMOVAL	EXPENSES	0
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	2000
1229220 SUPPLIES	EXPENSES	1000
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	500
1229300 TRAVEL	EXPENSES	8000
1229302 TRAIL MAINTENANCE	EXPENSES	5000
1229308 Tree maintenance/removal	EXPENSES	1500
1229390 WATER & SEWER	EXPENSES	500
1229560 SIGNS	EXPENSES	500
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	10000
1229770 TCA-BUILDINGS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	0
1229800 TCA-OTHER	EXPENSES	60000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 322 - Community Parks - Area B

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-389
1116765	TRANSFER FROM RESERVE	REVENUES	-25000

1116810 TAX REQ.	REVENUES	-5161
1228030 ADMINISTRATION	EXPENSES	250
1228560 GROUNDS MAINTENANCE	EXPENSES	0
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	4800
1229300 TRAVEL	EXPENSES	500
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	25000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 323 - Community Parks - Area C

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	-180000
1116242	LOAN PROCEEDS	REVENUES	-375000
1116360	GRANT	REVENUES	0
1116373	GRANT - PROVINCIAL	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	-105000
1116768	Transfer from Other Funds	REVENUES	-375000
1116810 TAX REQ.		REVENUES	-564191
1228030 ADMINISTRATION		EXPENSES	39141
1228040 ADVERTISING		EXPENSES	2000
1228161 Apparel		EXPENSES	0
1228180 BUILDING MAINTENANCE		EXPENSES	5000
1228185 EQUIPMENT MAINTENANCE		EXPENSES	18000
1228200 Carbon Offsets		EXPENSES	0
1228240 COMPUTER SERVICES/MAINTENANCE		EXPENSES	500
1228270 CONTRACT		EXPENSES	21000



1228281 SECURITY/ENFORCEMENT	EXPENSES	20000
1228297 COMMISSION EXPENSES	EXPENSES	1000
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	250
1228460 ELECTRICITY	EXPENSES	3000
1228466 ENVIRONMENTAL/HAZARD ASSESSMENT	EXPENSES	5000
1228470 EQUIPMENT LEASE/RENTAL	EXPENSES	1000
1228560 GROUNDS MAINTENANCE	EXPENSES	195000
1228620 INSURANCE	EXPENSES	5000
1228670 LEGAL & ADVISORY	EXPENSES	5000
1228675 LAND SURVEYS	EXPENSES	7500
1228677 LOAN INTEREST	EXPENSES	5600
1228678 LOAN PRINCIPAL	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	500
1228746 MINOR EQUIPMENT	EXPENSES	10000
1228750 MISCELLANEOUS	EXPENSES	200
1228950 POSTAGE/ FREIGHT	EXPENSES	0
1228955 PROJECTS (Non-Tangible)	EXPENSES	74000
1229029 REFUSE DISPOSAL	EXPENSES	4500
1229030 RENT / LEASE	EXPENSES	500
1229040 RESERVE	EXPENSES	15000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	135000
1229130 OVERTIME	EXPENSES	1500
1229180 SNOW REMOVAL	EXPENSES	0

1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	3000
1229217 STUDY/ADVISORY	EXPENSES	35000
1229220 SUPPLIES	EXPENSES	1500
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	1000
1229300 TRAVEL	EXPENSES	7000
1229302 TRAIL MAINTENANCE	EXPENSES	20000
1229308 Tree maintenance/removal	EXPENSES	5000
1229390 WATER & SEWER	EXPENSES	3500
1229560 SIGNS	EXPENSES	3000
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	0
1229770 TCA-BUILDINGS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	90000
1229790 TCA-LAND	EXPENSES	750000
1229800 TCA-OTHER	EXPENSES	105000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 324 - Community Parks - Area D

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116360	GRANT	REVENUES	0
1116550	RECOVERY	REVENUES	0
1116680	SURPLUS	REVENUES	-30000
1116765	TRANSFER FROM RESERVE	REVENUES	-40000
1116770	Transfer from Operating Reserve	REVENUES	-5000
1116810	TAX REQ.	REVENUES	-128273
1228030	ADMINISTRATION	EXPENSES	7023
1228040	ADVERTISING	EXPENSES	250

1228161 Apparel	EXPENSES	0
1228180 BUILDING MAINTENANCE	EXPENSES	1000
1228200 Carbon Offsets	EXPENSES	0
1228240 COMPUTER SERVICES/MAINTENANCE	EXPENSES	250
1228270 CONTRACT	EXPENSES	4200
1228297 COMMISSION EXPENSES	EXPENSES	200
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	100
1228460 ELECTRICITY	EXPENSES	500
1228560 GROUNDS MAINTENANCE	EXPENSES	45000
1228620 INSURANCE	EXPENSES	250
1228670 LEGAL & ADVISORY	EXPENSES	500
1228740 MEMBERSHIPS	EXPENSES	100
1228746 MINOR EQUIPMENT	EXPENSES	3000
1228750 MISCELLANEOUS	EXPENSES	100
1228940 PERMITS, LICENSES AND FEES	EXPENSES	0
1228950 POSTAGE/ FREIGHT	EXPENSES	0
1228955 PROJECTS (Non-Tangible)	EXPENSES	2500
1229029 REFUSE DISPOSAL	EXPENSES	100
1229040 RESERVE	EXPENSES	26000
1229042 Transfer to Operating Reserve	EXPENSES	16000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	31000
1229130 OVERTIME	EXPENSES	500
1229180 SNOW REMOVAL	EXPENSES	0
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	500

1229217 STUDY/ADVISORY	EXPENSES	0
1229220 SUPPLIES	EXPENSES	400
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	300
1229300 TRAVEL	EXPENSES	1500
1229302 TRAIL MAINTENANCE	EXPENSES	500
1229308 Tree maintenance/removal	EXPENSES	1000
1229560 SIGNS	EXPENSES	500
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	60000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 325 - Community Parks - Area E

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116239	COMMUNITY WORKS PROGRAM	REVENUES	-60000
1116360	GRANT	REVENUES	0
1116362	BC HYDRO PILT DISTRIBUTION	REVENUES	-40000
1116680	SURPLUS	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	-60000
1116810	TAX REQ.	REVENUES	-118665
1228030	ADMINISTRATION	EXPENSES	9335
1228040	ADVERTISING	EXPENSES	1000
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	2750
1228185	EQUIPMENT MAINTENANCE	EXPENSES	1500
1228240	COMPUTER SERVICES/MAINTENANCE	EXPENSES	250
1228270	CONTRACT	EXPENSES	4480
1228281	SECURITY/ENFORCEMENT	EXPENSES	8000

1228297 COMMISSION EXPENSES	EXPENSES	250
1228420 DIRECTORS TRAVEL & EXPENSES	EXPENSES	100
1228460 ELECTRICITY	EXPENSES	0
1228466 ENVIRONMENTAL/HAZARD ASSESSMENT	EXPENSES	2500
1228560 GROUNDS MAINTENANCE	EXPENSES	35000
1228620 INSURANCE	EXPENSES	400
1228670 LEGAL & ADVISORY	EXPENSES	2500
1228675 LAND SURVEYS	EXPENSES	2000
1228740 MEMBERSHIPS	EXPENSES	100
1228746 MINOR EQUIPMENT	EXPENSES	11000
1228750 MISCELLANEOUS	EXPENSES	250
1228950 POSTAGE/ FREIGHT	EXPENSES	0
1228955 PROJECTS (Non-Tangible)	EXPENSES	0
1229030 RENT / LEASE	EXPENSES	150
1229040 RESERVE	EXPENSES	20000
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	48000
1229130 OVERTIME	EXPENSES	500
1229180 SNOW REMOVAL	EXPENSES	0
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	750
1229220 SUPPLIES	EXPENSES	500
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	350
1229300 TRAVEL	EXPENSES	5000
1229302 TRAIL MAINTENANCE	EXPENSES	3500

1229308 Tree maintenance/removal	EXPENSES	2000
1229560 SIGNS	EXPENSES	1500
1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	115000
1229770 TCA-BUILDINGS	EXPENSES	0
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	0
1229800 TCA-OTHER	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 326 - Community Parks - Area F

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116242	LOAN PROCEEDS	REVENUES	-400000
1116239	COMMUNITY WORKS PROGRAM	REVENUES	0
1116680	SURPLUS	REVENUES	-18000
1116765	TRANSFER FROM RESERVE	REVENUES	-789000
1116810	TAX REQ.	REVENUES	-345080
1228030	ADMINISTRATION	EXPENSES	15130
1228040	ADVERTISING	EXPENSES	500
1228161	Apparel	EXPENSES	0
1228180	BUILDING MAINTENANCE	EXPENSES	500
1228185	EQUIPMENT MAINTENANCE	EXPENSES	5000
1228200	Carbon Offsets	EXPENSES	0
1228270	CONTRACT	EXPENSES	12200
1228281	SECURITY/ENFORCEMENT	EXPENSES	7500
1228297	COMMISSION EXPENSES	EXPENSES	250
1228420	DIRECTORS TRAVEL & EXPENSES	EXPENSES	100
1228460	ELECTRICITY	EXPENSES	1200

1228466 ENVIRONMENTAL/HAZARD ASSESSMENT	EXPENSES	5000
1228560 GROUNDS MAINTENANCE	EXPENSES	90000
1228620 INSURANCE	EXPENSES	200
1228670 LEGAL & ADVISORY	EXPENSES	1000
1228675 LAND SURVEYS	EXPENSES	0
1228740 MEMBERSHIPS	EXPENSES	300
1228746 MINOR EQUIPMENT	EXPENSES	2500
1228750 MISCELLANEOUS	EXPENSES	250
1228950 POSTAGE/ FREIGHT	EXPENSES	0
1228955 PROJECTS (Non-Tangible)	EXPENSES	0
1229030 RENT / LEASE	EXPENSES	200
1229040 RESERVE	EXPENSES	38000
1229042 Transfer to Operating Reserve	EXPENSES	0
1229120 SALARIES-& FRINGE BENEFITS	EXPENSES	86000
1229130 OVERTIME	EXPENSES	500
1229180 SNOW REMOVAL	EXPENSES	0
1229190 SEMINARS/CONFERENCE TRAINING	EXPENSES	500
1229220 SUPPLIES	EXPENSES	1200
1229240 TELEPHONE/FAX/INTERNET	EXPENSES	800
1229300 TRAVEL	EXPENSES	3000
1229302 TRAIL MAINTENANCE	EXPENSES	5000
1229308 Tree maintenance/removal	EXPENSES	4000
1229390 WATER & SEWER	EXPENSES	750
1229560 SIGNS	EXPENSES	1000

1229760 TCA-ENGINEERING STRUCTURES	EXPENSES	50500
1229770 TCA-BUILDINGS	EXPENSES	80000
1229800 TCA-OTHER	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 327 - Community Parks - Regional

**Account Number** **Account Name** **Class Name** **2017 - Budget**

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 330 - Recreation - Area B

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116362	BC HYDRO PILT DISTRIBUTION	REVENUES	-80000
1116680	SURPLUS	REVENUES	-10423
1116810	TAX REQ.	REVENUES	-107421
1116815	RAILWAY TAX MITIGATION	REVENUES	-3462
1228030	ADMINISTRATION	EXPENSES	1000
1228270	CONTRACT	EXPENSES	200306

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 331 - Recreation - Revelstoke/Area B

**Account Number** **Account Name** **Class Name** **2017 - Budget**

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 340 - Arena - Golden/Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116242	LOAN PROCEEDS	REVENUES	0
1116360	GRANT	REVENUES	0
1116362	BC HYDRO PILT DISTRIBUTION	REVENUES	-80000
1116460	OPERATING REVENUE	REVENUES	-138454
1116765	TRANSFER FROM RESERVE	REVENUES	-63500
1116810	TAX REQ.	REVENUES	-192614
1116815	RAILWAY TAX MITIGATION	REVENUES	-139402
1228030	ADMINISTRATION	EXPENSES	1000



1228180 BUILDING MAINTENANCE	EXPENSES	5000
1228200 Carbon Offsets	EXPENSES	650
1228270 CONTRACT	EXPENSES	501920
1228310 DEBENTURE INTEREST	EXPENSES	0
1228320 DEBENTURE PRINCIPAL	EXPENSES	0
1228610 ICBC	EXPENSES	400
1228620 INSURANCE	EXPENSES	15000
1228746 MINOR EQUIPMENT	EXPENSES	9000
1228940 PERMITS, LICENSES AND FEES	EXPENSES	0
1228950 POSTAGE/ FREIGHT	EXPENSES	0
1229040 RESERVE	EXPENSES	15000
1229217 STUDY/ADVISORY	EXPENSES	2500
1229770 TCA-BUILDINGS	EXPENSES	7500
1229780 TCA-MACHINERY & EQUIPMENT	EXPENSES	56000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 341 - Whitetooth Skihill Legacy Fund  
**Account Number** **Account Name**  
**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 344 - Shuswap Multipurpose Recreatio  
**Account Number** **Account Name**

**Class Name** **2017 - Budget**

1116810 TAX REQ.	REVENUES	-61200
1228030 ADMINISTRATION	EXPENSES	600
1228295 CONTRIBUTION-CITY OF SALMON ARM	EXPENSES	60600

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 345 - Arena - Sicamous/Area E  
**Account Number** **Account Name**

**Class Name** **2017 - Budget**

1116362 BC HYDRO PILT DISTRIBUTION	REVENUES	-60000
1116370 GRANTS IN LIEU	REVENUES	0

1116765	TRANSFER FROM RESERVE	REVENUES	-125000
1116810	TAX REQ.	REVENUES	-325350
1116815	RAILWAY TAX MITIGATION	REVENUES	-18000
1228030	ADMINISTRATION	EXPENSES	1000
1228180	BUILDING MAINTENANCE	EXPENSES	5000
1228200	Carbon Offsets	EXPENSES	1000
1228610	ICBC	EXPENSES	1250
1228620	INSURANCE	EXPENSES	10300
1228746	MINOR EQUIPMENT	EXPENSES	0
1228940	PERMITS, LICENSES AND FEES	EXPENSES	300
1229040	RESERVE	EXPENSES	54500
1229219	SUBSIDY	EXPENSES	330000
1229770	TCA-BUILDINGS	EXPENSES	125000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 355 - TV Rebroadcast - Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116370	GRANTS IN LIEU	REVENUES	-16
1116680	SURPLUS	REVENUES	-11
1116810	TAX REQ.	REVENUES	-43006
1116815	RAILWAY TAX MITIGATION	REVENUES	-22967
1228030	ADMINISTRATION	EXPENSES	1000
1228530	GRANT-IN-AID	EXPENSES	65000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 370 - Curling Rink - Golden/Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116680	SURPLUS	REVENUES	-7153
1116765	TRANSFER FROM RESERVE	REVENUES	-40000

1116770 Transfer from Operating Reserve	REVENUES	0
1116810 TAX REQ.	REVENUES	-51372
1116815 RAILWAY TAX MITIGATION	REVENUES	-9843
1228030 ADMINISTRATION	EXPENSES	1168
1228200 Carbon Offsets	EXPENSES	400
1228460 ELECTRICITY	EXPENSES	25000
1228620 INSURANCE	EXPENSES	4000
1228690 MAINTENANCE	EXPENSES	1000
1229040 RESERVE	EXPENSES	23000
1229042 Transfer to Operating Reserve	EXPENSES	4800
1229770 TCA-BUILDINGS	EXPENSES	49000

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 380 - Library - Golden/Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116410	LEASES-RENT	REVENUES	-37800
1116550	RECOVERY	REVENUES	-23100
1116680	SURPLUS	REVENUES	0
1116765	TRANSFER FROM RESERVE	REVENUES	0
1116770	Transfer from Operating Reserve	REVENUES	0
1116810	TAX REQ.	REVENUES	-225880
1116815	RAILWAY TAX MITIGATION	REVENUES	-73271
1228030	ADMINISTRATION	EXPENSES	13661
1228180	BUILDING MAINTENANCE	EXPENSES	5000
1228200	Carbon Offsets	EXPENSES	50
1228410	DIRECTORS REMUNERATION	EXPENSES	500

1228460 ELECTRICITY	EXPENSES	11000
1228620 INSURANCE	EXPENSES	2400
1228650 JANITOR-SUPPLIES-GARBAGE	EXPENSES	7500
1228750 MISCELLANEOUS	EXPENSES	200
1228870 OKANAGAN REGIONAL LIBRARY	EXPENSES	313740
1229040 RESERVE	EXPENSES	2000
1229042 Transfer to Operating Reserve	EXPENSES	2200
1229180 SNOW REMOVAL	EXPENSES	1000
1229390 WATER & SEWER	EXPENSES	800
1229770 TCA-BUILDINGS	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 381 - Library - Okanagan Regional

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116370	GRANTS IN LIEU	REVENUES	-500
1116680	SURPLUS	REVENUES	0
1116770	Transfer from Operating Reserve	REVENUES	-2000
1116810	TAX REQ.	REVENUES	-868611
1228030	ADMINISTRATION	EXPENSES	33559
1228410	DIRECTORS REMUNERATION	EXPENSES	3000
1228420	DIRECTORS TRAVEL & EXPENSES	EXPENSES	100
1228746	MINOR EQUIPMENT	EXPENSES	5000
1228870	OKANAGAN REGIONAL LIBRARY	EXPENSES	829452
1229042	Transfer to Operating Reserve	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 385 - Museum - Golden/Area A

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
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1116680 SURPLUS	REVENUES	0
1116770 Transfer from Operating Reserve	REVENUES	-1300
1116810 TAX REQ.	REVENUES	-46182
1116815 RAILWAY TAX MITIGATION	REVENUES	-7518
1228030 ADMINISTRATION	EXPENSES	1000
1228530 GRANT-IN-AID	EXPENSES	54000
1229042 Transfer to Operating Reserve	EXPENSES	0

**Fund Name** GENERAL OPERATING FUND  
**Cost Center** 495 - Municipal Debt Payments

<b>Account Number</b>	<b>Account Name</b>	<b>Class Name</b>	<b>2017 - Budget</b>
1116250	GOLDEN PRINCIPAL	REVENUES	-124756
1116260	GOLDEN INTEREST	REVENUES	-177898
1116270	REVELSTOKE PRINCIPAL	REVENUES	-620824
1116280	REVELSTOKE INTEREST	REVENUES	-939598
1116290	SALMON ARM PRINCIPAL	REVENUES	-1167112
1116300	SALMON ARM INTEREST	REVENUES	-1649564
1116301	DISTRICT OF SICAMOUS-PRINCIPAL	REVENUES	-79299
1116302	DISTRICT OF SICAMOUS-INTEREST	REVENUES	-152136
1228340	GOLDEN PRINCIPAL	EXPENSES	124756
1228350	GOLDEN INTEREST	EXPENSES	177898
1228360	REVELSTOKE PRINCIPAL	EXPENSES	620824
1228370	REVELSTOKE INTEREST	EXPENSES	939598
1228380	SALMON ARM PRINCIPAL	EXPENSES	1167112
1228390	SALMON ARM INTEREST	EXPENSES	1649564
1228391	DISTRICT OF SICAMOUS-PRINCIPAL	EXPENSES	79299

1228392 DISTRICT OF SICAMOUS-INTEREST

EXPENSES

152136

				2017	Transf 2018
2018 - Budget	2019 - Budget	2020 - Budget	2021 - Budget		
-520944	-520944	-520944	-520944	-	-
				-	-
0	0	0	0	-	-
				-	-
-400000	-400000	-400000	-400000	-	-
				-	-
-12000	-12000	-12000	-12000	-	-
				-	-
-40000	-40000	-40000	-40000	-	-
				-	-
-400	-400	-400	-400	-	-
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				-	-
0	0	0	0	-	-
				-	-
-50000	-44000	-36000	-26000	-	-
				-	-
-74533	-102133	-134033	-171533	-	-
				-	-
-98823	-98823	-98823	-98823	-	-
				-	-
5000	5000	5000	5000	-	-
				-	-
1000	1000	1000	1000	-	-
				-	-
24700	25700	26000	26000	-	-
				-	-
7400	7600	7800	8000	-	-
				-	-
22000	22000	22000	22000	-	-
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4000	4000	4000	4000	-	-
				-	-
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				-	-
1000	1000	1000	1000	-	-
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0	0	0	0	-	-
				-	-
133000	136000	139000	142000	-	-
				-	-

40000	40000	40000	40000	-	-
				-	-
0	0	0	0	-	-
				-	-
46000	47000	48000	49000	-	-
				-	-
40000	40000	40000	40000	-	-
				-	-
55000	55000	55000	60000	-	-
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5200	5400	5600	5800	-	-
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17500	17500	17500	17500	-	-
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12000	12000	12000	12000	-	-
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50000	50000	50000	50000	-	-
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4500	4500	4500	4500	-	-
				-	-
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658000	674000	691000	708000	-	-
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3500	3500	3500	3500	-	-
				-	-
4700	4800	4900	5000	-	-
				-	-
5000	5000	5000	5000	-	-
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17000	17000	17000	17000	-	-
				-	-
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				-	-
32000	32000	33000	34000	-	-
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2400	2500	2600	2600	-	-
				-	-
10000	10000	11000	11000	-	-
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				-	-
				-	-
<b>2018 - Budget</b>	<b>2019 - Budget</b>	<b>2020 - Budget</b>	<b>2021 - Budget</b>	-	-
-666962	-666962	-666962	-666962	-	-
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				-	-



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-23000	-3000	-11000	-17000	-	-
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-445703	-445519	-445969	-447551	-	-
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-59293	-59293	-59293	-59293	-	-
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				-	-
9000	1500	1500	1500	-	-
				-	-
6000	6000	6000	6000	-	-
				-	-
89000	90000	91000	92000	-	-
				-	-
18000	18000	18000	18000	-	-
				-	-
15000	15000	15000	15000	-	-
				-	-
28000	28000	28000	28000	-	-
				-	-
30000	8000	8000	8000	-	-
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0	0	0	0	-	-
				-	-
92000	94000	96000	98000	-	-
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2000	2000	2000	2000	-	-
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12500	12500	12500	12500	-	-

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500	500	500	500	-	-
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1600	1700	1800	1900	-	-
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1200	1200	1200	1200	-	-
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869000	891000	913000	936000	-	-
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14100	14400	14700	15000	-	-
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8500	9500	10500	10500	-	-
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2700	2800	2900	2900	-	-
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11000	11000	11000	11000	-	-
				-	-
3700	3800	3800	3800	-	-
				-	-
30000	30000	30000	30000	-	-
				-	-
25000	25000	25000	25000	-	-
				-	-
				-	-
				-	-
<b>2018 - Budget</b>	<b>2019 - Budget</b>	<b>2020 - Budget</b>	<b>2021 - Budget</b>	-	-
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0	0	0	0	-	-
				-	-
0	0	0	0	-	-

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				-	-
-48400	0	0	0	-	-
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-1387159	-1488859	-1512759	-1079659	-	-
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26000	27000	28000	29000	-	-
				-	-
5000	5000	5000	5000	-	-
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2700	2700	2700	2700	-	-
				-	-
3000	3000	3000	3000	-	-
				-	-
13000	13000	13000	10000	-	-
				-	-
19000	46500	28500	20000	-	-
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24500	22500	22500	60500	-	-
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110350	110850	101750	94150	-	-
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7000	7000	7000	7000	-	-
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31000	32000	33000	34000	-	-
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34500	35000	35500	36000	-	-
				-	-
18500	19000	19500	20000	-	-
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3100	3200	3300	3400	-	-
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11809	12809	13809	14809	-	-
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31000	32000	33000	34000	-	-
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26600	17100	3800	0	-	-
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575000	612500	662500	0	-	-
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25000	25000	25000	25000	-	-
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500	500	500	500	-	-
				-	-

400	400	400	400	-	-
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25000	25000	10000	10000	-	-
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2400	2400	2400	2400	-	-
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321000	329000	337000	345000	-	-
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3000	3000	3000	3000	-	-
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12000	12000	12000	12000	-	-
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41000	42000	43000	44000	-	-
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15000	15000	15000	15000	-	-
				-	-
3200	3400	3600	3800	-	-
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0	0	0	0	-	-
				-	-
0	0	0	0	-	-
				-	-
30000	15000	30000	30000	-	-
				-	-
				-	-
				-	-
<b>2018 - Budget</b>	<b>2019 - Budget</b>	<b>2020 - Budget</b>	<b>2021 - Budget</b>	-	-
-80000	-80000	-80000	-80000	-	-
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7200	7250	7300	7350	-	-
				-	-
23098	17853	17853	18378	-	-
				-	-
8727	8727	8727	8727	-	-
				-	-

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20200	20400	20600	20800	-	-
57289	21446	0	0	-	-

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-10000	-10000	-10000	-10000	-	-
20000	20000	20000	20000	-	-

2018 - Budget	2019 - Budget	2020 - Budget	2021 - Budget	-	-
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400000	400000	400000	400000	-	-
200000	200000	200000	200000	-	-
60000	60000	60000	60000	-	-
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80000	80000	80000	80000	-	-
400000	400000	400000	400000	-	-

				-	-
40000	40000	40000	40000	-	-
				-	-
400000	400000	400000	400000	-	-
				-	-
60000	60000	60000	60000	-	-
				-	-
200000	200000	200000	200000	-	-
				-	-
				-	-
				-	-
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-27540	-27540	-27540	-27540	-	-
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540	540	540	540	-	-
				-	-
27000	27000	27000	27000	-	-
				-	-
				-	-
				-	-
<b>2018 - Budget</b>	<b>2019 - Budget</b>	<b>2020 - Budget</b>	<b>2021 - Budget</b>	-	-
0	0	0	0	-	-
				-	-
0	0	0	0	-	-
				-	-
0	0	0	0	-	-
				-	-
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				-	-
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-52000	-52000	-52000	-52000	-	-
				-	-
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-165000	-165000	-165000	-165000	-	-
				-	-
-24000	-24000	-24000	-24000	-	-
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-38900	-38900	-38900	-38900	-	-
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-124600	-124600	-124600	-124600	-	-
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52000	52000	52000	52000	-	-
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0	0	0	0	-	-
				-	-
165000	165000	165000	165000	-	-
				-	-
24000	24000	24000	24000	-	-
				-	-
38900	38900	38900	38900	-	-
				-	-
124600	124600	124600	124600	-	-
				-	-
				-	-
				-	-
<b>2018 - Budget</b>	<b>2019 - Budget</b>	<b>2020 - Budget</b>	<b>2021 - Budget</b>	-	-
-8250	-8250	-8250	-8250	-	-
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250	250	250	250	-	-
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1000	1000	1000	1000	-	-
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2000	2000	2000	2000	-	-
				-	-
1500	1500	1500	1500	-	-
				-	-
1500	1500	1500	1500	-	-
				-	-
2000	2000	2000	2000	-	-
				-	-
				-	-
				-	-
<b>2018 - Budget</b>	<b>2019 - Budget</b>	<b>2020 - Budget</b>	<b>2021 - Budget</b>	-	-
-10250	-10250	-10250	-10250	-	-
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250	250	250	250	-	-
				-	-
10000	10000	10000	10000	-	-
				-	-
				-	-
				-	-
<b>2018 - Budget</b>	<b>2019 - Budget</b>	<b>2020 - Budget</b>	<b>2021 - Budget</b>	-	-
-106000	-106000	-106000	-106000	-	-
				-	-
1000	1000	1000	1000	-	-
				-	-
105000	105000	105000	105000	-	-
				-	-
				-	-
				-	-

2018 - Budget	2019 - Budget	2020 - Budget	2021 - Budget	
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1000	1000	1000	1000	
60000	60000	60000	60000	
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2018 - Budget	2019 - Budget	2020 - Budget	2021 - Budget	
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1000	1000	1000	1000	
138005	133429	136607	138889	
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0	0	0	0	
0	0	0	0	
2018 - Budget	2019 - Budget	2020 - Budget	2021 - Budget	
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0	0	0	0	
2018 - Budget	2019 - Budget	2020 - Budget	2021 - Budget	
-750	-750	-750	-750	
0	0	0	0	



-150000	0	-115000	0	-	-
				-	-
-221910	-233885	-247170	-254383	-	-
				-	-
-1335	-1335	-1335	-1335	-	-
				-	-
16110	16235	16096	16846	-	-
				-	-
925	951	952	952	-	-
				-	-
0	0	0	0	-	-
				-	-
1500	1500	1500	1500	-	-
				-	-
1000	1000	1000	1000	-	-
				-	-
350	350	350	350	-	-
				-	-
2500	2500	2500	2500	-	-
				-	-
24366	24366	24366	24366	-	-
				-	-
17597	17597	17597	17597	-	-
				-	-
2350	2400	2450	2500	-	-
				-	-
500	500	500	500	-	-
				-	-
1100	1100	1100	1100	-	-
				-	-
1000	1000	1000	1000	-	-
				-	-
2050	2100	2150	2200	-	-
				-	-
9900	9900	9900	9900	-	-
				-	-
2600	2600	2600	2600	-	-
				-	-
3900	3900	3900	3900	-	-
				-	-
2800	2800	2800	2800	-	-
				-	-
12000	12000	12000	12000	-	-
				-	-
0	0	0	0	-	-
				-	-
150	150	150	150	-	-

				-	-
5000	5000	5000	5000	-	-
				-	-
100	100	100	100	-	-
				-	-
19800	19800	19800	19800	-	-
				-	-
500	500	500	500	-	-
				-	-
49000	61000	74000	80000	-	-
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1000	1000	1000	1000	-	-
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1500	1500	1500	1500	-	-
				-	-
1850	1900	1950	2000	-	-
				-	-
16200	16200	16200	16200	-	-
				-	-
0	0	0	0	-	-
				-	-
700	700	700	700	-	-
				-	-
14697	14371	14644	14957	-	-
				-	-
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[illegible]

































[illegible]

























[illegible]



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**Columbia Shuswap Regional District**  
**2017 Five Year Financial Plan Amendment Bylaw No. 5760**  
**Schedule A**

		2017	2018	2019	2020	2021
<b>REVENUES:</b>						
Tax Requisition		\$ 14,101,667	\$ 15,137,073	\$ 15,418,852	\$ 15,771,188	\$ 15,642,473
Parcel Taxes		1,276,191	1,485,406	1,510,560	1,524,704	1,354,323
Railway Tax Mitigation		362,407	362,407	362,407	362,407	362,405
Grants and transfers from other government		6,926,553	3,761,623	3,547,435	3,421,316	3,272,098
Surplus		2,582,659	18,000	-	-	-
Transfer from Capital Reserve		3,268,260	2,206,458	2,320,458	1,341,458	616,458
Transfer from Operating Reserve		112,175	365,863	209,496	254,696	154,215
Other		18,901,977	13,026,238	13,072,334	12,693,960	12,218,408
<b>TOTAL REVENUES:</b>		<b>\$ 47,531,889</b>	<b>\$ 36,363,068</b>	<b>\$ 36,441,542</b>	<b>\$ 35,369,729</b>	<b>\$ 33,620,380</b>
<b>EXPENDITURES:</b>						
<b>Corporate Services and Finance</b>						
Regional General Government	010	\$ 1,343,184	\$ 1,200,900	\$ 1,222,500	\$ 1,246,400	\$ 1,273,900
Electoral Area General Government	011	1,609,314	1,428,958	1,408,774	1,417,224	1,424,806
Administrative Cost Allocation and IT	012	1,443,685	1,435,559	1,488,859	1,512,759	1,079,659
Vehicle Fleet	013	88,839	117,014	101,446	80,000	80,000
Feasibility Study	015	20,000	20,000	20,000	20,000	20,000
BC Hydro Grant Distribution	019	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Electoral Area GIA	025	641,704	404,500	404,500	404,500	404,500
Regional Waterworks	200	208,100	212,300	216,500	220,700	224,900
<b>Total Corporate Services and Finance</b>		<b>\$ 7,354,826</b>	<b>\$ 6,819,231</b>	<b>\$ 6,862,579</b>	<b>\$ 6,901,583</b>	<b>\$ 6,507,765</b>
<b>Information Technology</b>						
GIS/Mapping	260	\$ 366,362	\$ 364,644	\$ 372,064	\$ 379,484	\$ 386,904
House Numbering	264	28,140	29,620	30,680	31,740	32,800
<b>Total Information Technology</b>		<b>\$ 394,502</b>	<b>\$ 394,264</b>	<b>\$ 402,744</b>	<b>\$ 411,224</b>	<b>\$ 419,704</b>

**Columbia Shuswap Regional District**  
**2017 Five Year Financial Plan Amendment Bylaw No. 5760**  
**Schedule A**

		2017	2018	2019	2020	2021
<b>Development Services</b>						
EA F Building Inspection	171	\$ 128,783	\$ 132,161	\$ 135,341	\$ 138,521	\$ 141,701
Building Inspection - Sub-Regional	172	\$ 114,427	\$ 332,893	\$ 344,293	\$ 352,277	\$ 360,015
By-Law Enforcement	180	486,454	483,304	492,586	503,548	514,410
Development Services	265	1,229,813	1,163,300	1,188,116	1,214,252	1,241,188
Planning Special Projects	266	380,474	99,239	59,650	58,300	58,300
<b>Total Development Services</b>		<b>\$ 2,339,951</b>	<b>\$ 2,210,897</b>	<b>\$ 2,219,986</b>	<b>\$ 2,266,898</b>	<b>\$ 2,315,614</b>
<b>Environmental Health Services</b>						
Hummingbird Creek Maintenance	183	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580
Sims Creek Maintenance	184	1,000	1,000	1,000	1,000	1,000
Recycling	218	1,716,535	1,680,179	1,691,058	1,733,038	1,663,618
Regional Solid Waste Management	219	3,905,000	3,770,000	3,535,000	4,205,000	3,920,000
Shuswap Milfoil Control	280	285,417	329,826	477,984	297,362	297,701
Weed Control/Enforcement	286	69,728	70,105	70,417	70,729	71,041
Revelstoke/EA B Mosquito Control	290	96,969	76,368	75,048	65,048	64,448
Golden/EA A Mosquito Control	291	174,840	161,008	160,060	160,060	160,060
EA E Mosquito Control	292	7,602	7,528	7,576	7,623	7,698
Scotch/Lee Creek Mosquito Control	294	45,765	39,850	39,956	40,062	40,168
Sterile Insect Release Program	295	67,744	67,744	72,147	73,650	73,650
<b>Total Environmental Health Services</b>		<b>\$ 6,371,180</b>	<b>\$ 6,204,188</b>	<b>\$ 6,130,826</b>	<b>\$ 6,654,152</b>	<b>\$ 6,299,964</b>

**Columbia Shuswap Regional District**  
**2017 Five Year Financial Plan Amendment Bylaw No. 5760**  
**Schedule A**

		2017	2018	2019	2020	2021
<b>Community Services</b>						
EA B Fire Protection	031	\$ 149,414	\$ 139,005	\$ 134,429	\$ 137,607	\$ 139,889
Falkland Fire Protection	033	212,502	373,995	235,970	364,255	256,468
Swansea Point Fire Protection	034	162,131	186,336	168,163	233,425	180,630
Nicholson Fire Protection	036	246,244	240,462	242,853	265,347	380,990
Ranchero/Deep Creek Fire Protection	037	323,000	263,578	224,332	227,724	231,992
Malakwa Fire Protection	040	164,803	172,325	176,429	180,589	185,006
Silver Creek Fire Protection	041	202,894	207,575	212,727	217,349	222,176
EA E Fire Protection	043	28,800	24,087	24,290	25,947	24,927
Kault Hill Fire Protection	045	9,400	8,750	8,750	8,750	8,750
Regional Fire Protection	046	438,105	367,434	359,263	366,092	373,921
Area C Sub-Regional Fire Protection	047	2,073,771	2,041,540	1,587,938	1,372,564	1,355,625
Area F Sub-Regional Fire Protection	048	1,031,505	842,127	836,751	834,609	836,060
911 Emergency Telephone Response	049	297,317	182,350	186,685	197,729	203,436
Shuswap Emergency Preparedness	050	384,282	285,068	285,825	286,345	286,865
Rev/EA B Emergency Preparedness	051	98,669	98,669	98,669	98,669	98,669
Golden/EA A Emergency Preparedness	052	89,963	84,711	87,439	86,693	79,449
EA D Dog Control	060	12,464	12,744	12,744	13,244	13,284
EA C Dog Control	061	46,023	42,262	41,862	44,726	44,955
EA F Dangerous Dog Control	062	9,756	9,276	9,256	9,256	9,256
<b>Total Community Services</b>		<b>\$ 5,981,043</b>	<b>\$ 5,582,294</b>	<b>\$ 4,934,375</b>	<b>\$ 4,970,920</b>	<b>\$ 4,932,348</b>

**Columbia Shuswap Regional District**  
**2017 Five Year Financial Plan Amendment Bylaw No. 5760**  
**Schedule A**

		2017	2018	2019	2020	2021
<b>Utilities</b>						
St Ives Street Lights	084	\$ 3,661	\$ 3,727	\$ 3,781	\$ 3,885	\$ 3,993
C Strata K46 Street Lights	085	2,087	2,100	2,150	2,200	2,250
Swansea Point Street Lights	086	8,517	8,633	8,737	8,841	8,945
Falkland Street Lights	088	11,920	12,070	12,174	12,278	12,382
Blind Bay Street Lights	089	23,111	24,926	26,486	28,046	29,106
EA E Street Lights	090	3,355	3,455	3,555	3,655	3,755
Sorrento Street Lights	093	2,950	3,050	3,150	3,250	3,350
Lakeview Place Waterworks	196	400,000	20,798	20,798	20,798	20,798
Cottonwoods Waterworks	197	176,787	72,540	73,091	73,653	74,226
Sunnybrae Waterworks	198	1,728,874	57,720	58,400	59,094	59,802
Galena Shores Waterworks	199	50,562	50,762	50,962	51,162	51,362
Falkland Waterworks	201	251,212	98,285	108,150	109,121	110,113
Cedar Heights Waterworks	202	279,846	162,465	180,010	181,967	183,964
Eagle Bay Waterworks	203	91,588	52,013	52,447	102,890	53,341
Saratoga Waterworks	204	72,566	72,566	72,566	135,977	86,397
MacArthur/Reedman Waterworks	206	129,989	106,063	88,723	89,841	90,981
Sorrento Waterworks	208	335,302	541,008	1,046,828	302,765	308,821
Anglemont Waterworks	209	1,519,921	988,311	988,311	988,311	988,311
South Shuswap Liquid Waste Management	210	54,041	38,916	38,340	38,340	38,340
North Shuswap Liquid Waste Management	211	41,961	24,073	23,188	23,220	23,220
Seymour Arm Liquid Waste Management	212	8,980	4,860	4,360	4,320	4,320
Area E Liquid Waste Management	213	45,689	24,928	23,328	23,328	23,328
Blind Bay/Sorrento Liquid Waste Managemen	214	2,100,000	185,280	186,056	186,136	186,136
<b>Total Utilities</b>		<b>\$ 7,342,919</b>	<b>\$ 2,558,549</b>	<b>\$ 3,075,591</b>	<b>\$ 2,453,078</b>	<b>\$ 2,367,241</b>

**Columbia Shuswap Regional District**  
**2017 Five Year Financial Plan Amendment Bylaw No. 5760**  
**Schedule A**

		2017	2018	2019	2020	2021
<b>Parks and Recreation</b>						
EA D Community Parks GIA	313	\$ 20,400	\$ 20,400	\$ 20,400	\$ 20,400	\$ 20,400
Rose Clifford Community Park	315	67,059	43,802	39,769	-	-
<b>Rail Trail Corridor</b>	<b>316</b>	<b>2,182,620</b>	<b>260,975</b>	<b>230,831</b>	<b>216,339</b>	<b>216,339</b>
EA E Parks & Playgrounds	320	35,031	33,968	33,946	27,370	27,557
Community Parks - EA A	321	398,243	364,757	208,997	200,232	206,896
Community Parks - EA B	322	30,550	10,400	10,500	10,600	10,700
Community Parks - EA C	323	1,599,191	703,384	924,507	1,027,214	644,816
Community Parks - EA D	324	203,273	416,035	131,872	133,144	135,441
Community Parks - EA E	325	278,665	186,303	193,376	165,668	166,813
Community Parks - EA F	326	1,552,080	773,439	447,156	496,960	448,129
Golden/EA A Arena	340	613,970	636,474	1,563,917	711,089	730,940
Sicamous/EA E Recreation Centre	345	528,350	405,500	426,050	416,100	420,100
Golden/EA A Curling Rink	370	108,368	65,597	65,083	65,805	66,134
<b>Total Parks and Recreation</b>		<b>\$ 7,617,800</b>	<b>\$ 3,921,034</b>	<b>\$ 4,296,404</b>	<b>\$ 3,490,921</b>	<b>\$ 3,094,265</b>
<b>Economic Development and Tourism</b>						
Shuswap Economic Development	300	\$ 540,528	\$ 423,486	\$ 418,050	\$ 420,170	\$ 452,290
EDC Sicamous, EA Areas C D E & F	302	369,865	326,980	315,830	317,350	299,470
EA C Tourism Info Centre	304	25,500	-	-	-	-
Film Commission - All Members	305	80,051	58,919	59,241	96,563	79,627
EA A Economic Development	306	30,000	60,600	61,000	61,000	61,000
<b>Total Economic Development and Tourism</b>		<b>\$ 1,045,944</b>	<b>\$ 869,985</b>	<b>\$ 854,121</b>	<b>\$ 895,083</b>	<b>\$ 892,387</b>

**Columbia Shuswap Regional District**  
**2017 Five Year Financial Plan Amendment Bylaw No. 5760**  
**Schedule A**

		2017	2018	2019	2020	2021
<b>Other</b>						
EA F First Responders GIA	024	\$ 27,540	\$ 27,540	\$ 27,540	\$ 27,540	\$ 27,540
Community Hall EA D GIA	026	8,250	8,250	8,250	8,250	8,250
Shuswap SPCA GIA	027	10,250	10,250	10,250	10,250	10,250
Shuswap Search and Rescue GIA	028	106,000	106,000	106,000	106,000	106,000
Shuswap First Responders GIA	029	61,000	61,000	61,000	61,000	61,000
Shuswap Airport	074	133,064	133,022	134,403	135,856	137,310
Revelstoke/EA B Airport	075	501,637	444,786	406,424	393,187	396,894
Golden/EA A Airport	076	58,356	49,309	43,430	50,456	51,704
EA C/D Transit	101	30,015	30,157	30,660	31,180	31,700
Waverly Park Water Users Loan	189	22,549	22,549	22,549	22,549	22,549
Woodstove Exchange Program	190	15,300	15,300	15,300	15,300	15,300
Community Works Fund Agreement	192	1,198,302	-	-	-	-
EA D Cemetery GIA	239	3,700	3,700	3,700	3,700	3,700
Golden/EA A Cemetery	240	27,047	23,505	23,771	24,155	24,601
Revelstoke/EA B Cemetery	241	168,250	116,425	105,106	106,744	98,389
Fireworks/Firecrackers - Area C	244	750	750	750	750	750
Fireworks/Firecrackers - Area E	246	6,968	6,968	6,968	6,968	6,968
Fireworks/Firecrackers - Area F	247	2,050	1,450	1,450	1,450	1,450
Marine Noise Control	250	1,100	-	-	-	-
Anti Whistling Elson Rd Crossing	255	650	650	650	650	650
Shuswap Watershed Council	282	175,091	179,960	172,610	171,990	-
EA B Recreation	330	201,306	206,439	181,534	179,289	179,360
Shuswap Multipurpose Recreation	344	61,200	61,200	61,200	61,200	61,200
EA A Television Rebroadcast	355	66,000	66,000	66,000	66,000	66,000
Golden/EA A Library	380	360,051	374,699	377,465	384,868	393,108
Okanagan Regional Library	381	871,111	906,043	924,732	943,058	961,751
Golden/EA A Museum	385	55,000	55,000	55,000	55,000	55,000
<b>Total Other</b>		<b>\$ 4,172,537</b>	<b>\$ 2,910,952</b>	<b>\$ 2,846,742</b>	<b>\$ 2,867,390</b>	<b>\$ 2,721,424</b>
<b>Debt Payments from Member Municipalities</b>	495	<b>\$ 4,911,187</b>	<b>\$ 4,891,674</b>	<b>\$ 4,818,174</b>	<b>\$ 4,458,480</b>	<b>\$ 4,069,668</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 47,531,889</b>	<b>\$ 36,363,068</b>	<b>\$ 36,441,542</b>	<b>\$ 35,369,729</b>	<b>\$ 33,620,380</b>
<b>SURPLUS/DEFICIT</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**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.

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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 21<sup>st</sup> day of September, 2017.

READ a second time this 21<sup>st</sup> day of September, 2017.

READ a third time this 21<sup>st</sup> 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.

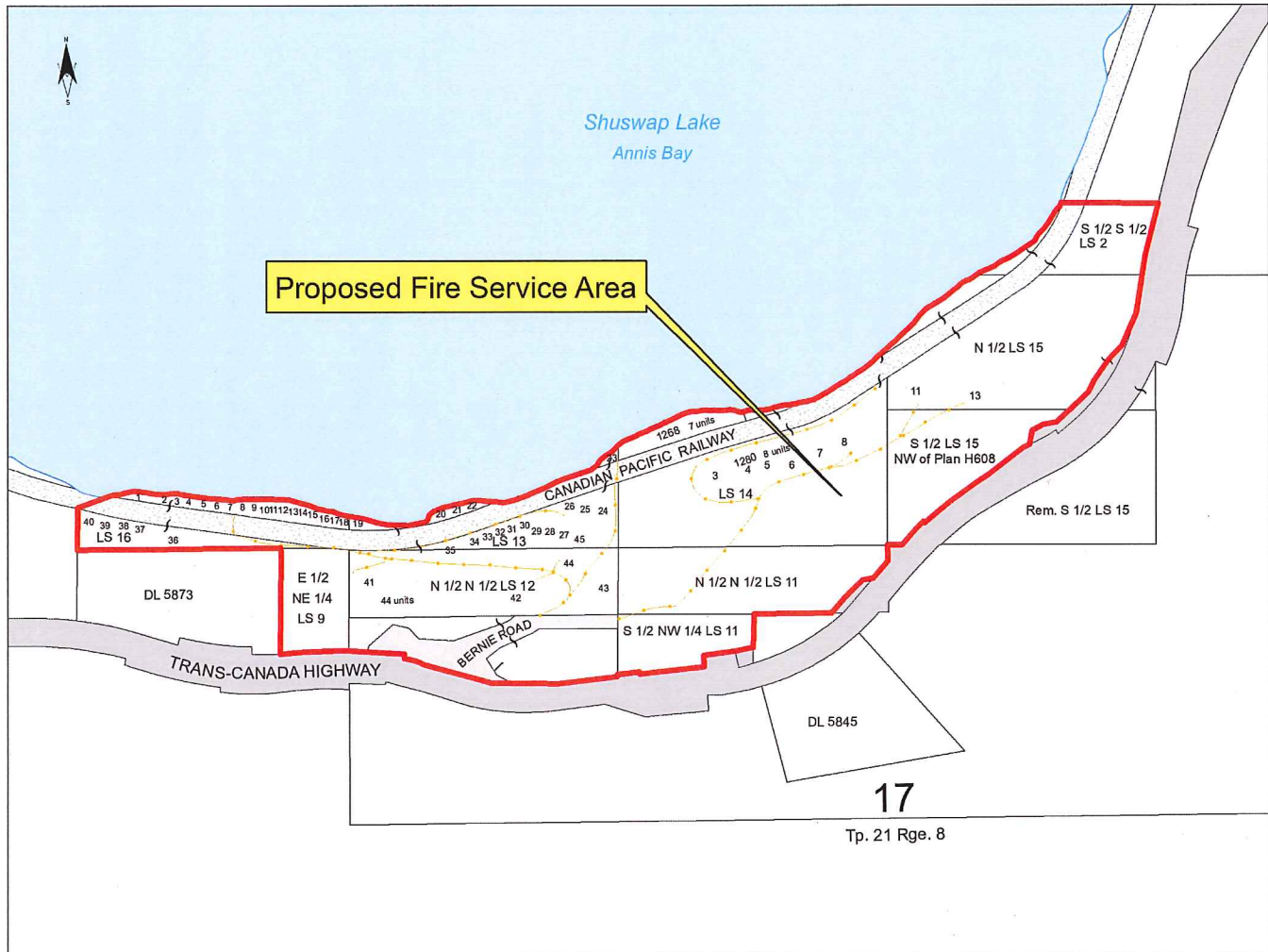
  
\_\_\_\_\_  
Deputy Manager of Corporate  
Administration Services

\_\_\_\_\_  
Deputy Manager of Corporate  
Administration Services



## SCHEDULE A

## ANNIS BAY FIRE SUPPRESSION SERVICE AREA





# *Statutory Approval*

*Under the provisions of section* 342

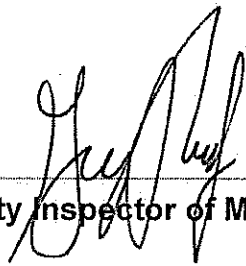
*of the* Local Government Act

*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 19<sup>th</sup> 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.

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<b>VOTING:</b>	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"> <li>- BL 5761 Building Inspection Extended Service Area Establishment No. 570 Amendment.pdf</li> <li>- BL570 AMENDED.pdf</li> <li>- BL599.pdf</li> <li>- BL627.pdf</li> <li>- BL629.pdf</li> </ul>
Final Approval Date:	Oct 18, 2017

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



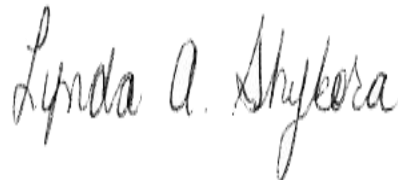
**Corey Paiement - Oct 17, 2017 - 4:05 PM**



**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

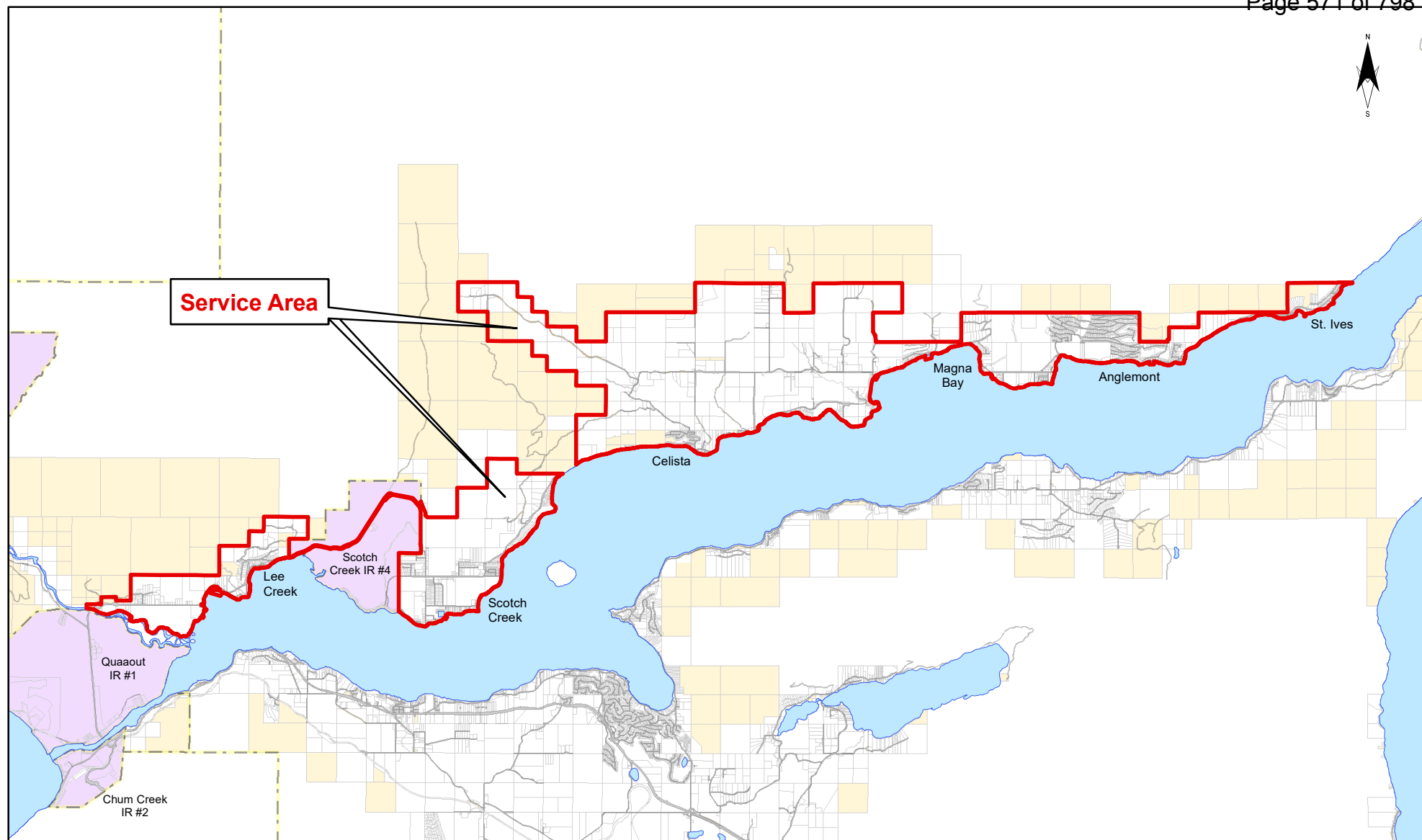
\_\_\_\_\_  
CHAIR

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 By  
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

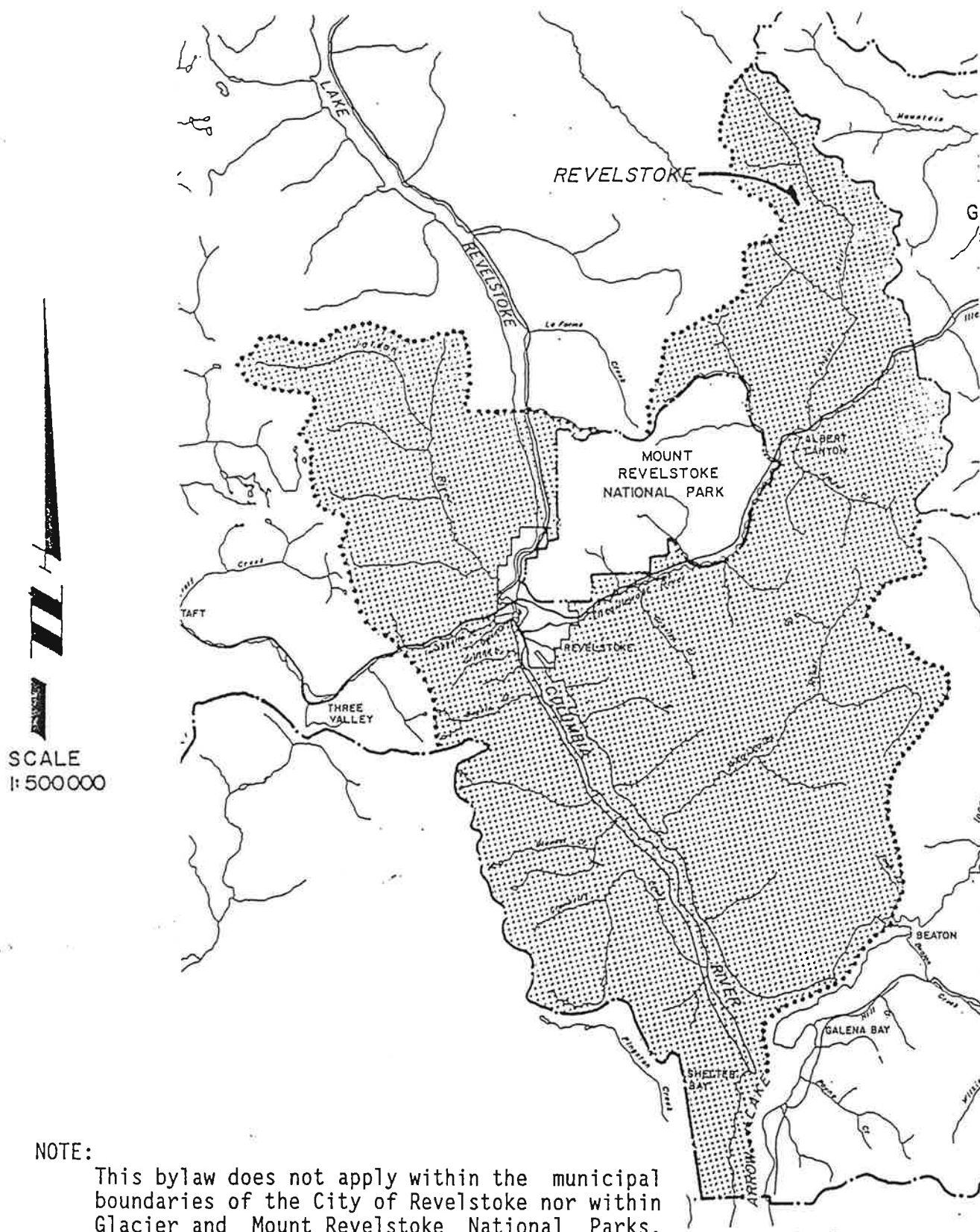
  
\_\_\_\_\_  
CHAIRMAN

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

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

\_\_\_\_\_  
Secretary

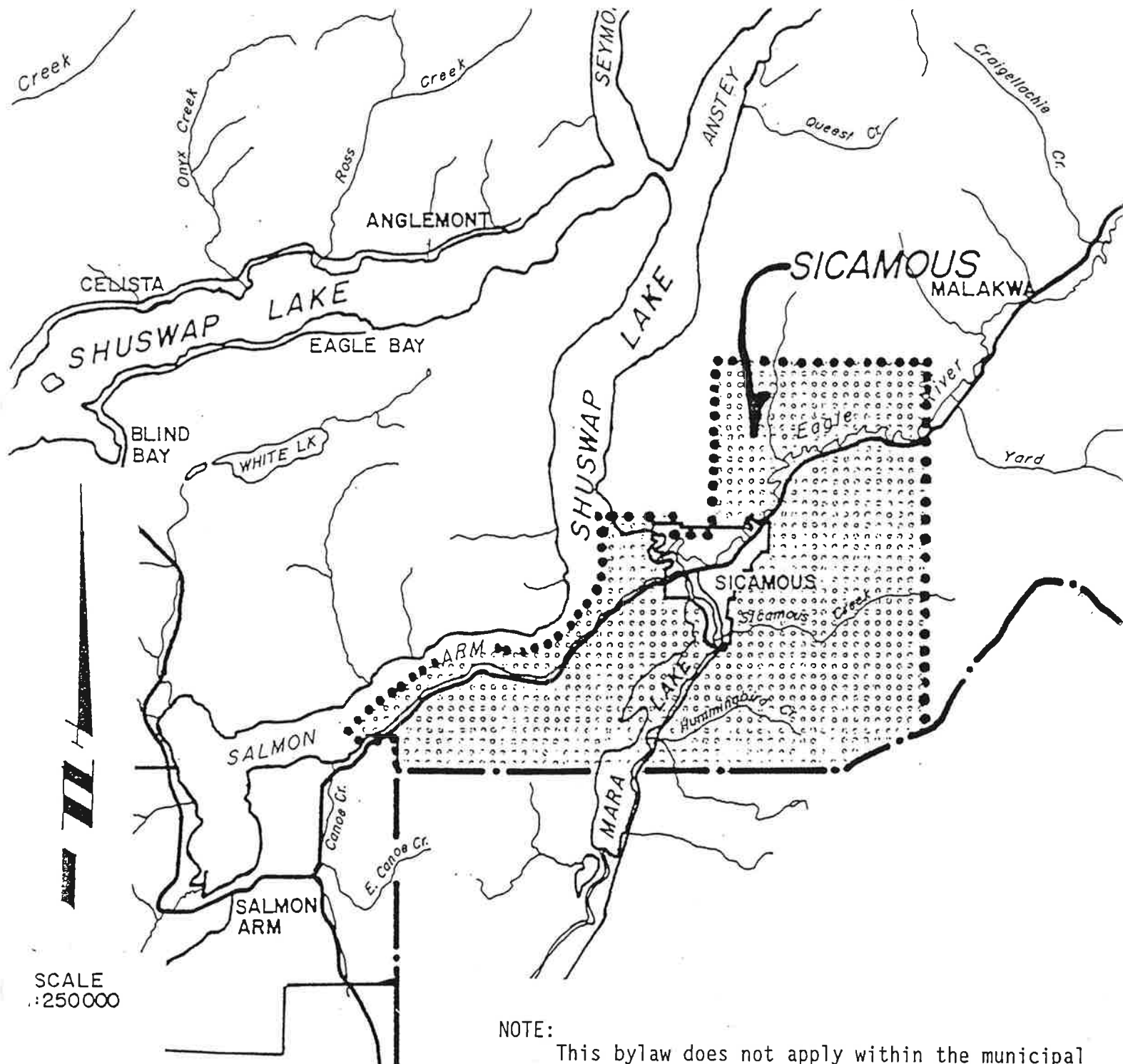
\_\_\_\_\_  
Secretary



NOTE:

This bylaw does not apply within the municipal boundaries of the City of Revelstoke nor within Glacier and Mount Revelstoke National Parks.

## 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.

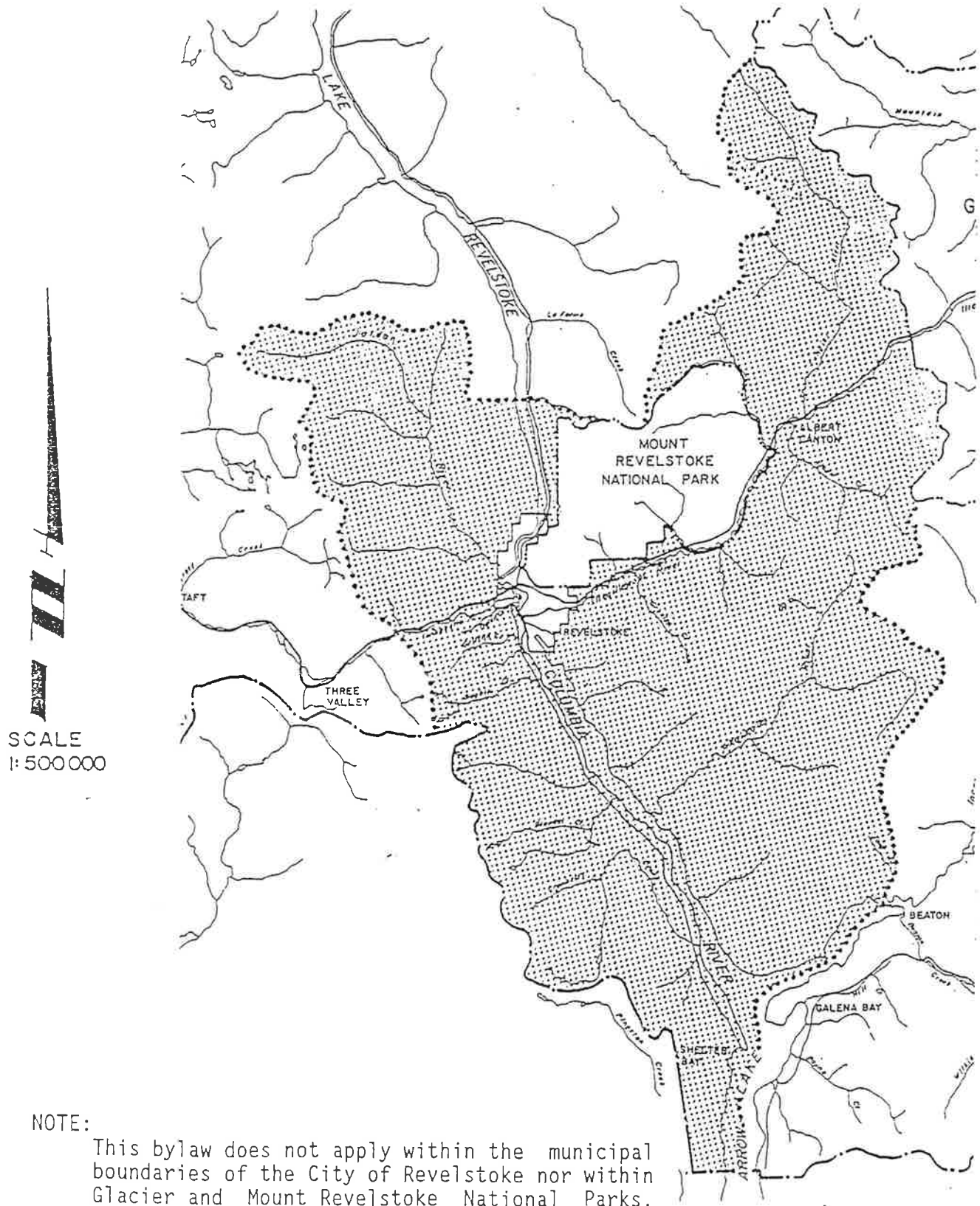
Secretary

Secretary

## ESTABLISHMENT AMENDMENT BYLAW NO. 599

## SCHEDULE A

## BUILDING INSPECTION AREA - AREA 'B'



NOTE:

This bylaw does not apply within the municipal boundaries of the City of Revelstoke nor within Glacier and Mount Revelstoke National Parks.



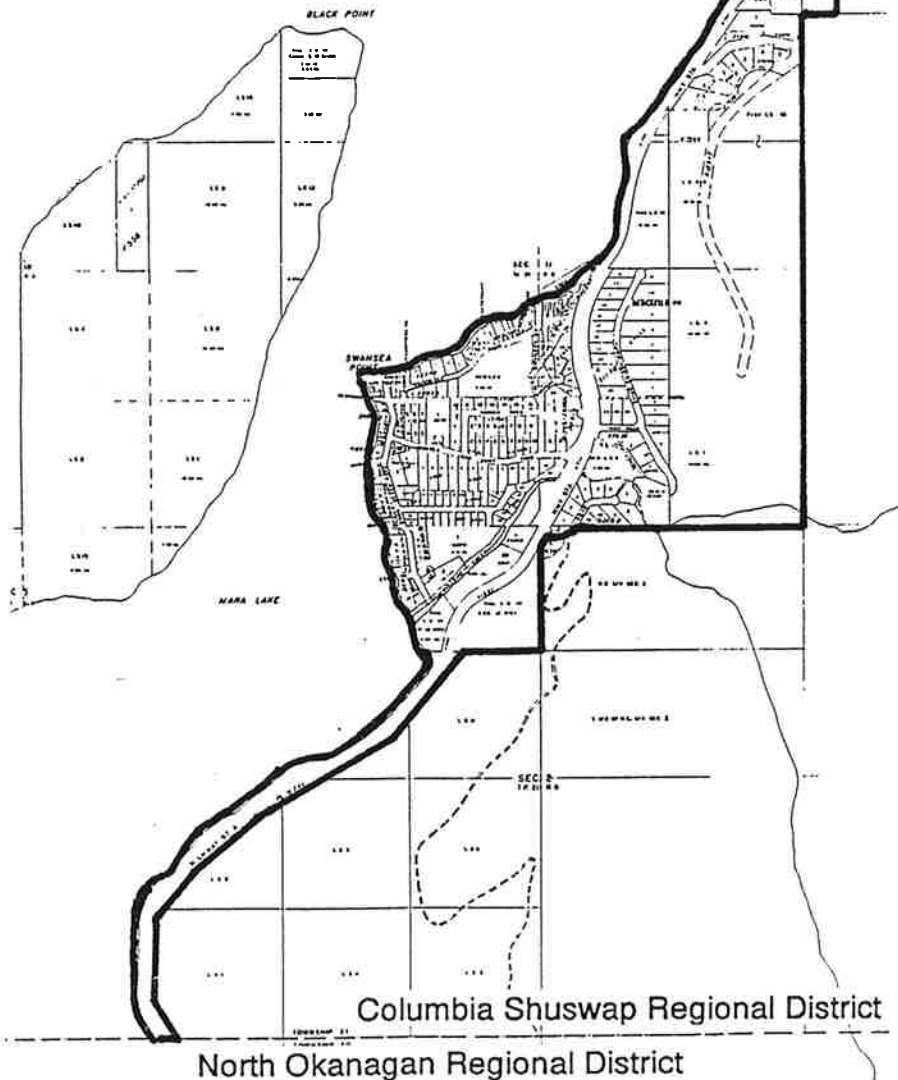
BUILDING INSPECTION EXTENDED SERVICE AREA

ESTABLISHMENT AMENDMENT BYLAW NO. 599

**SCHEDULE B**

BUILDING INSPECTION AREA - AREA 'E'

**MARA LAKE**



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 17<sup>th</sup> 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 15<sup>th</sup> day of December, 2000.

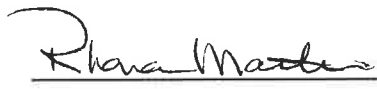
READ a second time this 15<sup>th</sup> day of December, 2000.

READ a third time this 15<sup>th</sup> day of December, 2000.

APPROVED by the Inspector of Municipalities this 16<sup>th</sup> day of January, 2000.

RECONSIDERED AND ADOPTED this 18<sup>th</sup> day of January, 20001.

  
\_\_\_\_\_  
MANAGER OF CORPORATE  
ADMINISTRATION (SECRETARY)

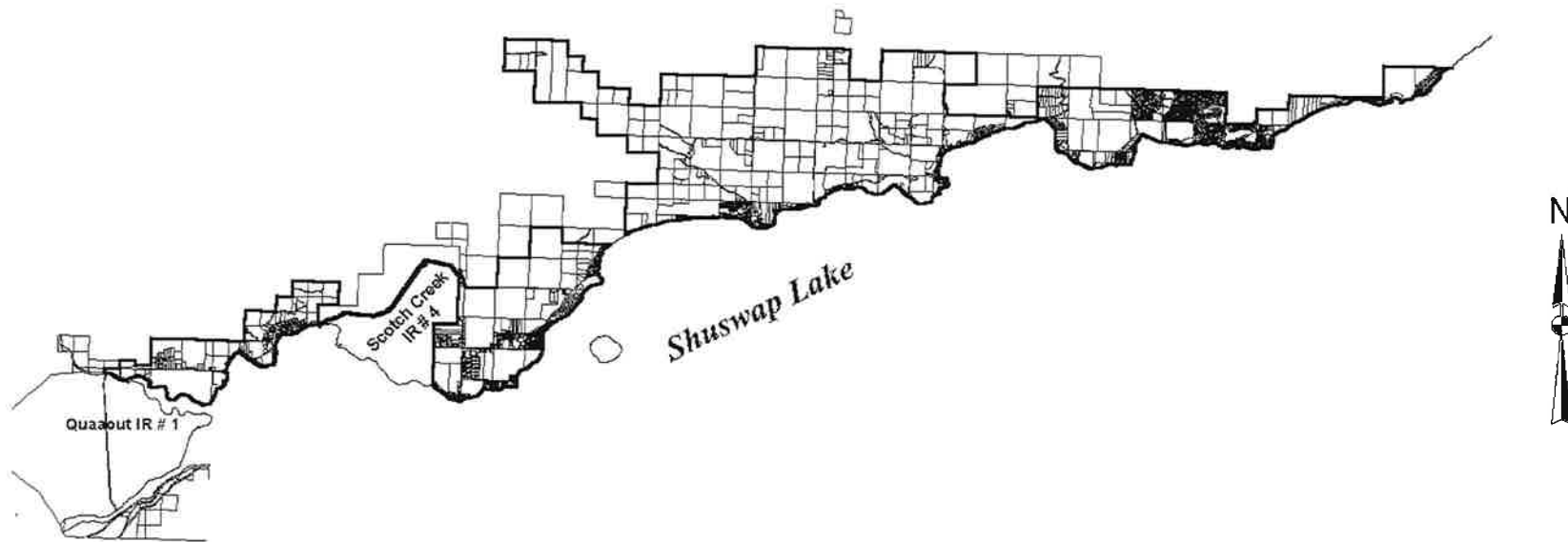
  
\_\_\_\_\_  
CHAIRMAN

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* 16<sup>th</sup> *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.

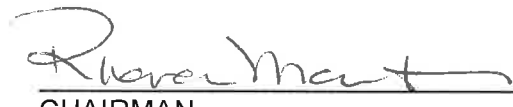
READ a second time this 19th day of July, 2001.

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

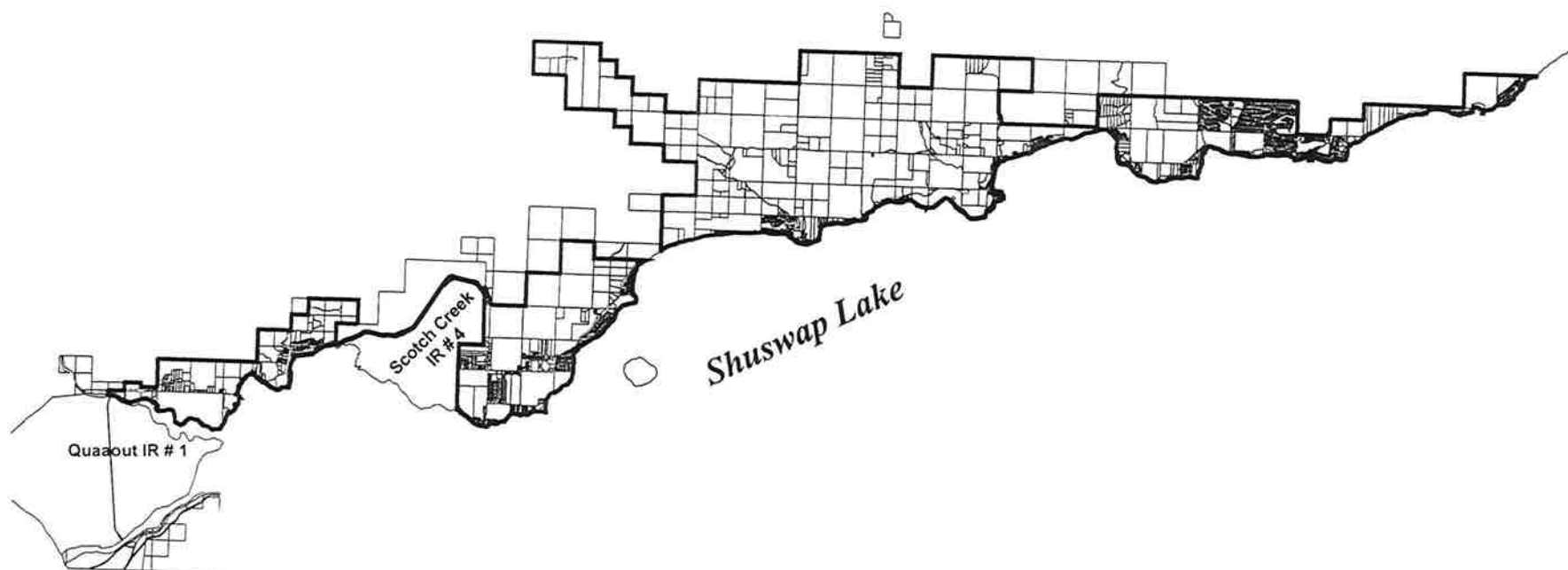
CERTIFIED a true copy of  
 Bylaw No. 629, as read a third time

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** 6<sup>th</sup> **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 19<sup>th</sup> 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

 LGA Part 14  
(Unweighted)

 Weighted  
Corporate

 Stakeholder  
(Weighted)

**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:



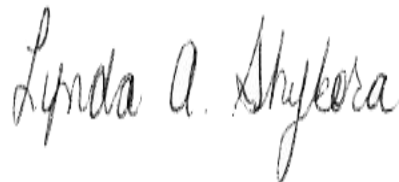
**Corey Paiement - Oct 17, 2017 - 4:07 PM**



**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

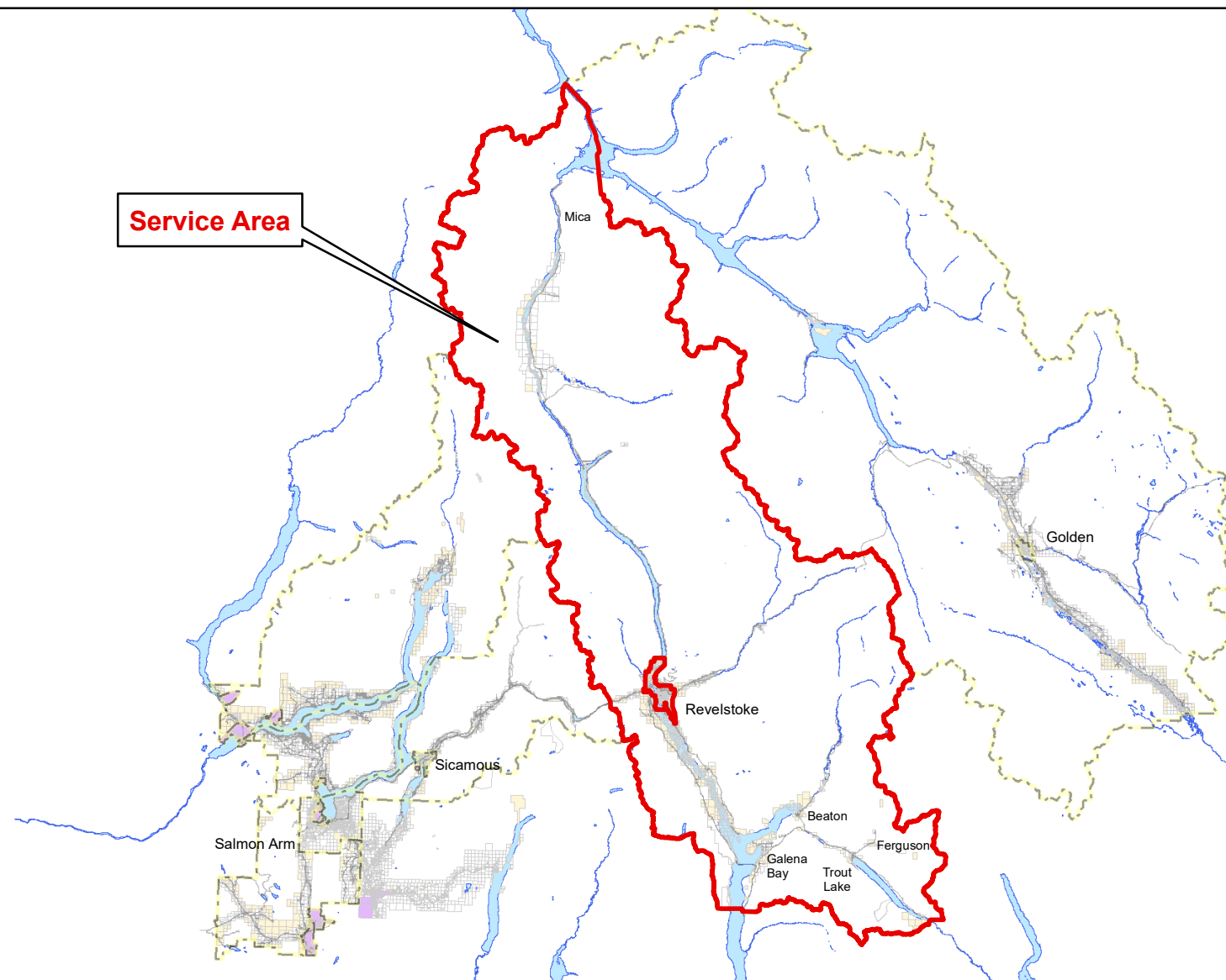
\_\_\_\_\_  
CHAIR

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



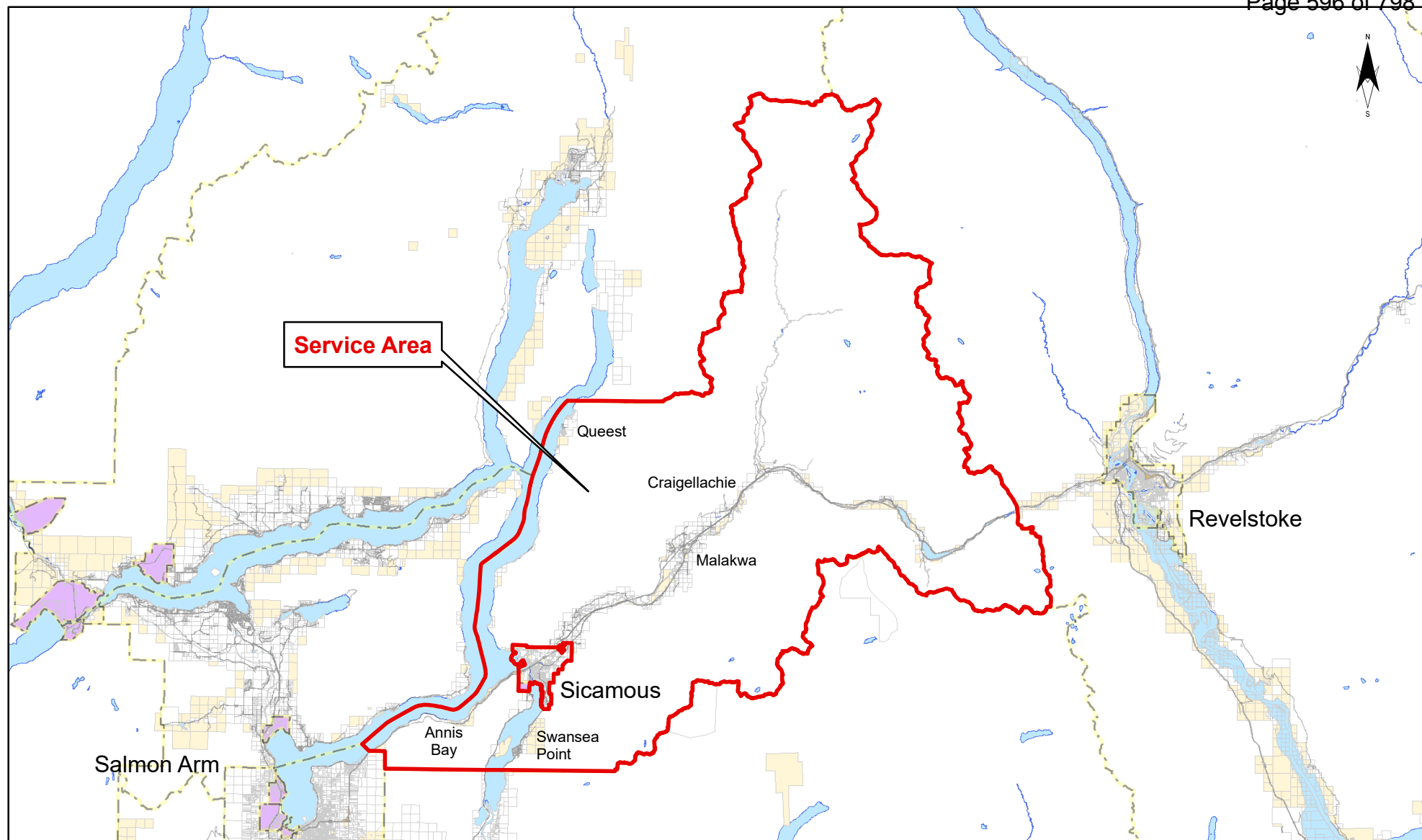
Columbia Shuswap Regional District  
555 Harbourfront Drive NE  
Salmon Arm, BC V1E 4P1

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
<b>REVENUES</b>											
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	<b>Tax Requisition</b>	<b>-123,200</b>	<b>-120,600</b>	<b>-124,444</b>	<b>-128,684</b>	<b>-132,924</b>	<b>-137,164</b>	<b>-141,404</b>	<b>-145,644</b>	<b>-149,884</b>	<b>-154,124</b>
<b>Total Revenues</b>		<b>-180,200</b>	<b>-177,600</b>	<b>-181,444</b>	<b>-185,684</b>	<b>-189,924</b>	<b>-194,164</b>	<b>-198,404</b>	<b>-202,644</b>	<b>-206,884</b>	<b>-211,124</b>
<b>EXPENSES</b>											
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	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>		<b>180,200</b>	<b>177,600</b>	<b>181,444</b>	<b>185,684</b>	<b>189,924</b>	<b>194,164</b>	<b>198,404</b>	<b>202,644</b>	<b>206,884</b>	<b>211,124</b>
<b>Surplus(-) / Deficit(+)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
\$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
<b>Max Tax Rate</b>	<b>Net Taxable Value</b>										
	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 5<sup>th</sup>, 2018 instead of January 1<sup>st</sup>, 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 1<sup>st</sup>, 2017.

**IMPLEMENTATION:**

Report is for information only.

**DESIRED OUTCOMES:**

That the Board endorse the staff recommendation.

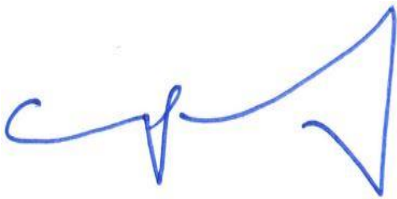
**BOARD'S OPTIONS:**

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

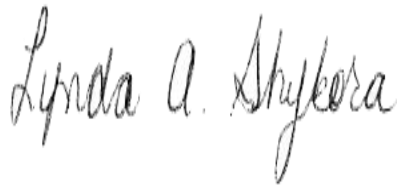
This report and all of its attachments were approved and signed as outlined below:



**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**

<b>File No:</b>	DVP641-30 PL20170164
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**SUBJECT:**

Electoral Area C: Development Variance Permit No. 641-30 (Franklin)

**DESCRIPTION:**Report from Jennifer Sham, Planner, dated September 26, 2017.  
3700 & 3710 Sunnybrae-Canoe Point Road, Sunnybrae**RECOMMENDATION:**

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-30, for Remainder Lot 1, Section 2 and 11, Township 21, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan KAP82925, varying Schedule "A" – Levels of Service of Subdivision Servicing Bylaw No. 641, as amended, to allow a subdivision which would create a fee simple lot (Remainder Lot 1) with a parcel size of 0.729 serviced by a community water system and an on-site sewerage disposal system, as shown on Schedule B, be approved for issuance this 19<sup>th</sup> day of October, 2017.

**SHORT SUMMARY:**

The agent previously applied for a Development Variance Permit (DVP) to waive the Levels of Service requirements in Schedule 'A' of Subdivision Servicing Bylaw No. 641 to allow a lot of less than 1 ha to be created without connection to a community sewer system. The Board approved issuance of DVP641-25 to allow the creation of a new lot of 0.837 ha in size (with conditions) at the June 15, 2017 Board meeting; however, upon receipt of the final survey plan (EPP73314), staff confirmed that the new lot was smaller than the size indicated in DVP641-25. This DVP is to allow a lot of 0.729 ha to be created without connection to a community sewer system.

**VOTING:**Unweighted  
CorporateLGA Part 14  
(Unweighted)Weighted  
CorporateStakeholder  
(*Weighted*)**BACKGROUND:**

REGISTERED OWNER:  
Linda Franklin

AGENT:  
Franklin Engineering Ltd.

ELECTORAL AREA:  
C (Sunnybrae)

**LEGAL DESCRIPTIONS:**

Proposed Lot 1:  
Remainder Lot 1, Sections 2 and 11, Township 21, Range 10, W6M, KDYD, Plan KAP82925

**Proposed Lot 2:**

Lot 1, Sections 2 and 11, Township 21, Range 10, W6M, KDYD, Plan EPP73314

**PID:**

Lot 1, KAP82925: 026-949-482

Lot 2, KAP82925: 026-949-491

**CIVIC ADDRESSES:**

3700 & 3710 Sunnybrae-Canoe Point Rd

**SURROUNDING LAND USE PATTERN:**

North = Sunnybrae-Canoe Point Road, Tappen Sunnybrae Fire Hall, Residential

South = Shuswap Lake

East = Rural Residential, Shuswap Lake

West = Residential, Shuswap Lake

**CURRENT & PROPOSED USE:**

Residential

**SIZE OF PROPERTIES:**

Lot 1 = 0.845 ha

Lot 2 = 0.974 ha

**PROPOSED SIZE OF PROPERTIES:**

Rem Lot 1 = 0.729

Lot 1 = 1.09 ha

**DESIGNATIONS:**

Electoral Area C Official Community Plan Bylaw No. 725

SSA Secondary Settlement Area

RR Rural Residential

**ZONING:**

Land: N/A

Lakes Zoning Bylaw No. 900:

FR1 Foreshore Residential 1

ALR:

0%

**POLICY:**

Electoral Area C Official Community Plan Bylaw No. 725

See "BL725\_Policies\_DVP641-30.pdf" attached.

Subdivision Servicing Bylaw No. 641

Part 5 Servicing Requirements for Subdivisions

Servicing Requirements



5.1 Prior to subdivision approval, the owner must provide:

c) works and services not within a highway within a proposed subdivision to the level described in Schedule "A" of this bylaw;

#### Schedule "A" Levels of Service

All properties in the Secondary Settlement designation must be serviced by a Water Supply System and a Community Sewer System, if the proposed lot size is smaller than 1 ha. If a proposed lot is 1 ha or larger, an On-site Sewage disposal system may be utilized if approved pursuant to the Public Health Act.

### **DEVELOPMENT VARIANCE PERMIT**

The agent is proposing to vary:

- 1) Schedule 'A' Levels of Service of Subdivision Servicing Bylaw no. 641 Minimum Parcel Size for new subdivisions where not serviced by a Community Water System and a Community Sewer System from 1 ha to a minimum of 0.729 ha for the proposed Remainder Lot 1, KAP82925.

### **FINANCIAL:**

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

### **KEY ISSUES/CONCEPTS:**

The owner has made an application for a boundary line adjustment subdivision to create a 0.729 ha lot and a 1.09 ha lot. In the previous Development Variance Permit (DVP641-25), the agent submitted a site plan showing the two lots at 0.837 ha and 1.107 ha in size. The Board approved issuance of DVP641-25 at the June 15, 2017 Board meeting subject to registration of a Section 219 covenant on title specifying that the new Lot 1 connect to the community sewer system, when available to the subject property. Prior to registration of the covenant, on June 28, 2017, staff received the final survey plan (EPP73314) from Browne Johnson Land Surveyors showing a different lot configuration than submitted with the DVP application. Staff requested confirmation of lot sizes from the surveyor, and on July 24, 2017, the lot sizes were confirmed to be 0.729 ha for Rem 1, KAP82925 and 1.09 ha for Lot 1, EPP73314. On August 1, 2017, this DVP application (DVP641-30) was received.

Schedule 'A' of Subdivision Servicing Bylaw No. 641 requires all new lots that are less than 1 ha to connect to a community water system and a community sewer system pursuant. This is not possible as the community of Sunnybrae does not currently have a community sewer system; therefore, a Development Variance Permit is required to vary this requirement.

Both lots are within the CSRD Sunnybrae Community Water System area and will be serviced by this community water system.

In a letter dated June 7, 2016, Franklin Engineering Ltd. supplied MOT staff with two "septic construction permits" issued by Interior Health and Jayme Franklin, P. Eng. confirms that both systems "are in good working order and adequately servicing each lot." Further, in a previous subdivision, Interior Health required covenants on each property to protect septic system dispersal areas; these areas will not be affected by the subdivision. See attached "Franklin\_Engineering\_Ltd\_letter\_2016-09-12\_DVP641-30.pdf".

Staff is in receipt of a letter of undertaking dated July 27, 2017 from Zoe Stevens of Zoe Stevens Notary Corporation stating that she will "register the community sewer connection covenant concurrently with registration of the subdivision" for Remainder Lot 1, KAP82925.

**SUMMARY:**

The owner is requesting that the Board consider waiving the requirements of Schedule "A" - Levels of Service that all new parcels created by subdivision within the Secondary Settlement Area, serviced by an On-site Sewage Disposal System, and smaller than 1 ha in size, for Remainder Lot 1, KAP82925 only.

Staff is recommending issuance of DVP641-30 for the following reasons:

- both lots will be serviced by a community water system;
- Franklin Engineering Ltd. has confirmed that the existing septic systems are adequate for the future and existing residence on each lot and both systems are in good working order;
- the sewage disposal area for Lot 1 is protected by a covenant (LB025564) and the boundary line adjustment subdivision will not reduce the area for the future system; and,
- A Section 219 covenant will be registered on Remainder Lot 1, KAP82925 stating that the lot will be serviced by a community sewer system in the future when a system is installed and a connection is available.

**IMPLEMENTATION:**

If the Board approves issuance of this DVP as recommended, the owner will continue with the subdivision process, and the DVP will be registered on the title of Remainder Lot 1, KAP82925 when the lot is created.

**COMMUNICATIONS:**

Property owners within 100 m of the subject property were notified of this DVP application by mail, prior to consideration by the Board. If the Board approves issuance of the DVP, the owner will be advised of the Board's decision, and documentation will be forwarded to Land Title Office for registration on the title of Remainder Lot 1, KAP82925 when the lot is created.

Advisory Planning Commission C recommended approval of this application.

Interior Health had no objections to the previous DVP application.

**DESIRED OUTCOMES:**

That the Board endorse staff recommendation.

**BOARD'S OPTIONS:**

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

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

1. Electoral Area 'C' Official Community Plan Bylaw No. 725
2. Subdivision Servicing Bylaw No. 641, as amended
3. Advisory Planning Commission C Meeting minutes from September 25, 2017
4. Zoe Stevens Letter of Undertaking dated July 27, 2017

**Report Approval Details**

Document Title:	2017-10-19_Board_DS_DVP641-30_Franklin.docx
Attachments:	<ul style="list-style-type: none"><li>- DVP641-30.pdf</li><li>- BL725_Policies_DVP641-30.pdf</li><li>- Franklin_Engineering_Ltd_letter_2016-09-12_DVP641-30.pdf</li><li>- Interior_Health_comments_2017-04-24_DVP641-25.pdf</li><li>- Maps_Plans_DVP641-30.pdf</li></ul>
Final Approval Date:	Oct 6, 2017

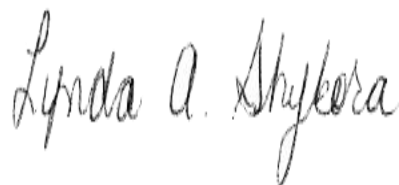
This report and all of its attachments were approved and signed as outlined below:



**Corey Paiement - Oct 3, 2017 - 1:17 PM**



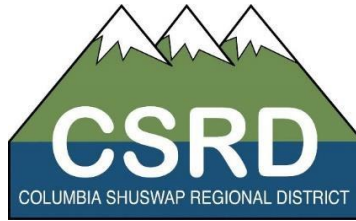
**Gerald Christie - Oct 5, 2017 - 7:24 AM**



**Lynda Shykora - Oct 6, 2017 - 11:37 AM**



**Charles Hamilton - Oct 6, 2017 - 3:28 PM**



DEVELOPMENT VARIANCE PERMIT NO. 641-30

1. OWNER: Linda Franklin  
3710 Sunnybrae Canoe Point Road  
Tappen BC V0E 2X1
2. This permit applies only to the lands described below:  
  
Remainder Lot 1, Sections 2 and 11, Township 21, Range 10, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, KAP82925 (PID \_\_\_\_\_),  
which the parent properties are more particularly shown outlined in bold on the map attached hereto as Schedule A.
3. The Subdivision Servicing Bylaw No. 641, is hereby varied as follows:  
  
Schedule 'A' – Levels of Service, Minimum Parcel Size for new subdivisions within a Secondary Settlement Area where not serviced by both a Community Water System and a Community Sewer System is varied from 1.0 ha to a minimum of 0.729 ha for Remainder Lot 1, KAP82925 of the proposed 2 lot boundary adjustment subdivision, as shown on Schedule B.
4. This is NOT a building permit.

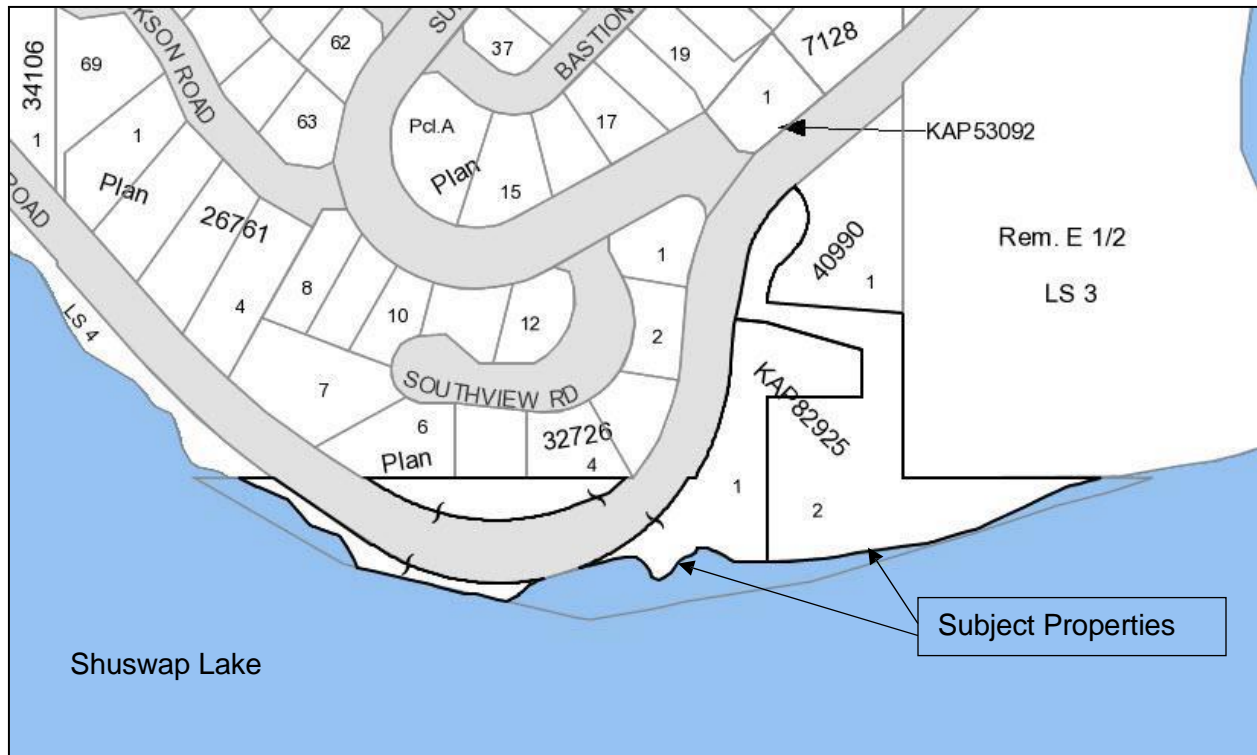
AUTHORIZED AND ISSUED BY the Columbia Shuswap Regional District Board on the 19<sup>th</sup> day of October, 2017.

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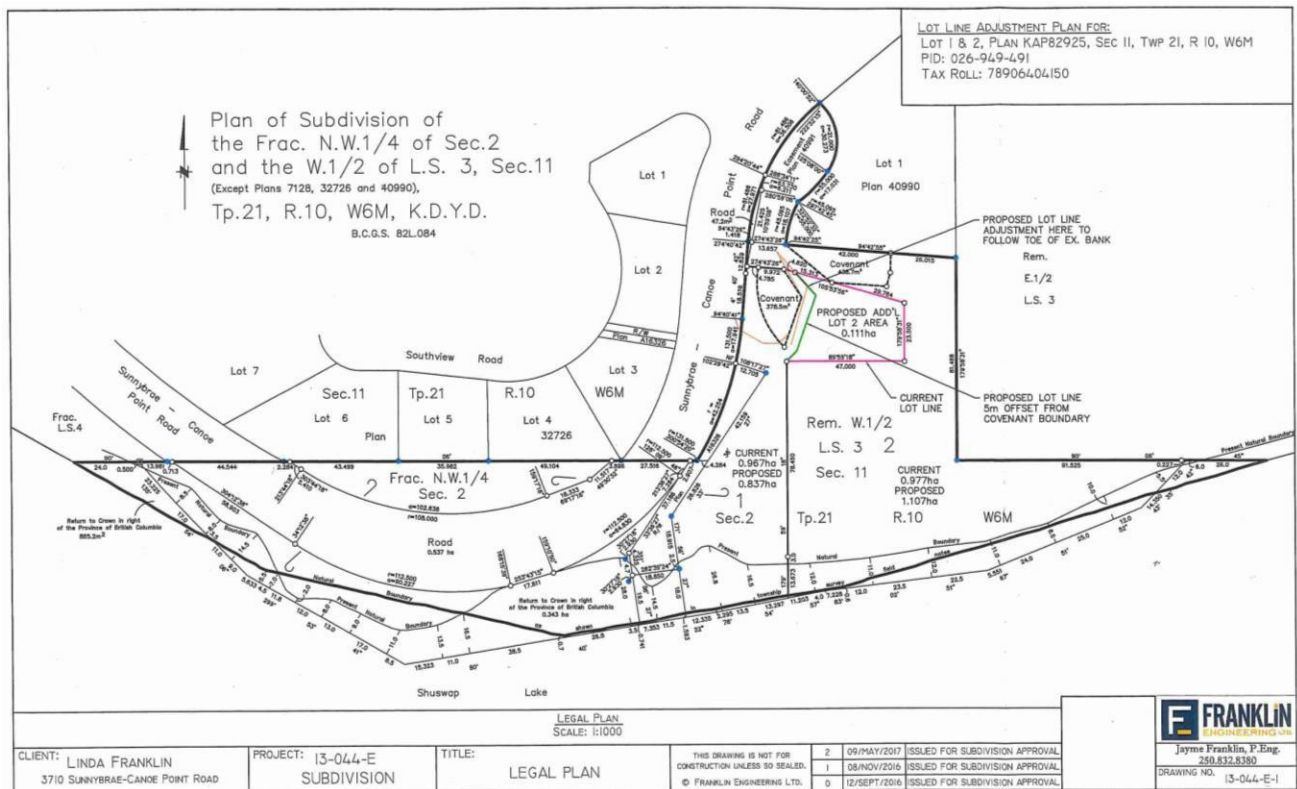
CORPORATE OFFICER

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

DVP641-30  
Schedule A



DVP641-30  
Schedule B



## **Bylaw No. 725 Policies**

### **Section 1. Plan Vision and Framework**

#### 1.2 Sustainable Planning Principles

Principle 2 – To maintain large areas of rural landscape throughout the South Shuswap while encouraging gradual, sustainable, moderate and efficient development in the existing settled areas.

### **Section 2. Protecting Our Lake Community**

#### 2.1 Water Quality of Shuswap Lake

##### 2.1.2 Policies

- .1 Regardless of the level or type of treatment, the discharge of liquid waste (human, agricultural, industrial) into Shuswap Lake, White Lake, and other natural waterbodies is unacceptable. In the event that a sewer system is available, properties within the service area will be required to connect to the system.
- .2 Any new commercial, industrial, and institutional development must connect to a community sewage system. Existing residential development must connect to a community sewage system, when capacity is available.

#### 2.3 Shoreline Environment

##### 2.3.2 Policies

- .1 Non-moorage uses other than passive recreation are not acceptable on the foreshore. These include facilities such as beach houses, storage sheds, patios, sun decks, and hot tubs. Additionally, no commercial uses, including houseboat storage or camping, are acceptable on the foreshore.
- .2 Land owners must not alter the natural habitat and shoreline processes unless specifically authorized. The placement of fill and the dredging of aquatic land are not generally acceptable.

### **Section 3. Growing Gradually and Wisely**

#### 3.1 General Land Use Management

##### 3.1.2 Policies

- .3 – Secondary Settlement Areas in the South Shuswap area established on Schedules B and C, as Blind Bay, Sunnybrae, White Lake and Eagle Bay.
- .5 – Development will only be considered in areas with lower environmental values within the Village Centre and Secondary Settlement Areas, thereby allowing for the protection of areas within higher environmental values as well as agricultural lands.

#### 3.4 Residential

##### 3.4.1 Policies

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



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

## **Section 12. Development Permit Areas**

### 12.4 Riparian Areas Regulation Development Permit Area

Electoral Area 'C' OCP designates all areas within 30 m of a watercourse as Riparian Areas Regulation Development Permit Areas. The purpose of this designation is to protect the natural environment, its ecosystems and biological diversity. A Development Permit may be issued when the following guidelines have been met:

- Assessment by a Qualified Environmental Professional (QEP) in accordance with the Riparian Areas Regulation established by the Provincial and Federal Governments; and,
- Provincial notification that a QEP has submitted a report certifying that he or she is qualified to carry out the assessment, that the assessment methods have been followed, and provides in their professional opinion that a lesser setback will not negatively affect the functioning of a watercourse or riparian area and that the criteria listed in the Riparian Areas Regulation has been fulfilled.

12.4.5.5 – Development requiring a Development Permit shall include, but may not be limited to, any of the following activities associated with or resulting from residential, commercial or industrial activities, subject to local government powers under the Local Government Act:

j. Subdivision as defined in the Land Title Act, and including the division of land into 2 or more parcels within 30 m of a watercourse.

## **Subdivision Servicing Report**

Linda Franklin, 3700 & 3710 Sunnybrae Canoe Point Road  
Lot 1 & 2, Plan KAP82925, Sec 11, Twp 21, R10, W6M KDYD

Sept 12, 2016

*Prepared for submission to:*

Interior Health Authority – Salmon Arm Health Centre  
851 – 16<sup>th</sup> St. NE  
Salmon Arm, BC  
V1E 4N7

September 13, 2016

Dear Interior Health Authority,

The following document is a report of Franklin Engineering's findings regarding on-site servicing capability for the proposed boundary adjustment of the properties described below. The subject properties are located in Electoral Area 'C' of the Columbia Shuswap Regional District (CSRD).

**Lot information**

Address: 3700 & 3710 Sunnybrae Canoe Point Road

Legal Description: Lot 1 & 2, Plan KAP82925, Sec 11, Twp 21, R10, W6M KDYD

PID: 026-949-481 (3700) & 026-949-491 (3710)

MOT File: #2016-01028

**Written Statement**

In accordance with the Interior Health Authority's *Subdivision Report Criteria*, we have assessed the above noted properties and determined that they are feasibly serviced and suitable for boundary adjustment, according to the attached plans.

Report prepared by,



Mark Wilson

Authorized by,



PROFESSIONAL  
ENGINEER  
J. FRANKLIN  
# 34134  
BRITISH COLUMBIA

Jayme Franklin P.Eng

## PROJECT BACKGROUND

### Introduction and Contact Information

Franklin Engineering was retained by Linda Franklin to prepare this Subdivision Report for her properties at 3700 & 3710 Sunnybrae Canoe Point Road, to the north of Salmon Arm on the Shuswap Lake. The owner's intention is to adjust the boundary line between the two lots to remove an awkward panhandle and create a more logical division.

#### Owner's Contact Information:

Linda Franklin  
3710 Sunnybrae Canoe Point Road  
Sunnybrae, BC, V0E 2X1  
250-832-8380

#### Our contact information:

Franklin Engineering Ltd.  
420A 4<sup>th</sup> St NE, Box 2590  
Salmon Arm, BC V1E 4R5  
250-832-8380

### Purpose of this Report

This report represents the findings of site investigations which demonstrate septic serviceability that meets Interior Health Authority requirements. It is provided to assist IHA in providing comments to MOT regarding the proposed boundary adjustment.

## **PROPERTY CHARACTERISTICS**

### **General Site Information**

The subject properties lie to the north of Salmon Arm in Sunnybrae, BC. The lots are directly on the shore of Shuswap Lake. They are lightly treed and slope gently toward the lake. 3710 currently has a house that is serviced by an existing septic system. 3700 has a permitted septic system in place for future construction.

### **Wells and Drinking Water**

Domestic water on the lots is provided by the Sunnybrae Community Water System. Though this system is currently under a boil water advisory due to being previously abandoned, it has received \$1.7 million in federal funding this year from the Gas Tax General Strategic Priorities fund that will be used for upgrades to the system, including a new deep water intake, treatment plant, pump building, UV disinfection system, chlorination system, emergency power, and remote monitoring system. These upgrades will bring the water system well above IHA requirements.

### **Surface Water, Breakout Points, and other Topographic Limitations**

Shuswap Lake is directly to the southeast of the lots. The septic systems are in accordance with the restrictions in the SPM table II-19 with regards to setbacks from the lake. There are no surface water bodies on either of the lots, and there are no significant areas with greater than 15% slope.

### **Existing Septic Systems**

There is an existing septic disposal system on each lot with a septic tank and dispersal field. We have provided along with this report a Performance Inspection Report for the systems as well as the existing system permits. As stated in the aforementioned inspection report, the systems conform to IHA and SPM requirements.

### **Suitable Locations for Type 1 Septic Disposal**

Based on the above listed site constraints and the locations of existing buildings, we have determined that the areas held in existing septic covenants on the properties are suitable for disposal of septic effluent. These areas are indicated on the attached site plan.

The following criteria apply to all of the covenanted areas as marked on the plan:

- Slope: Identified areas are under 15% slope.
- Breakout Points: All areas are >7.5m from potential breakout points.
- Water: Shuswap Lake is >30m from all potential disposal areas.
- Floodplain: The lot lies outside the 20-year flood plain. New septic systems shall be installed away from areas at risk of erosion under extreme weather.
- Wells: There are no wells on the subject properties.
- Covenants/Easements/Rights of Ways: Section 219 Septic Covenants are already in place for the proposed system areas. There are no easements or ROWs that will conflict with the proposed areas.



## SOILS INVESTIGATION

### Soils Investigation Program

The identified sewerage disposal areas were investigated for their soil structure and texture, to determine suitability for on-site effluent disposal. Soils characteristics are based on previous septic permit investigations.

### Soils Characteristics:

- 0mm – 50mm – Top Soil, organics, roots of trees and grasses, loose, dark, damp.
- 50mm – 1200mm+ – Sandy loams of a fair structure and consistence category, loose, dark brown, lots of cobbles, damp.

Avg. Slowest Percolation rate (3700): 24.5 min/in

Avg. Slowest Percolation rate (3710): 24 min/in

### Soils Classification:

- Based on soils structure a hydraulic loading rate of 23 L/m<sup>2</sup>/day can be concluded for this site.

### Soils Summary

There are soils suitable for septic infiltration on the proposed lot. The subsurface is generally characterized by topsoil above sandy loam soil. No ground water or signs of a Seasonal High Water Table were observed to a depth of 1.2m in any prior investigations.

With reference to Tables II-21 and II-22 in the BC Sewerage System *Standard Practice Manual* V3, a hydraulic loading rate of 23 L/m<sup>2</sup>/day can be applied to all areas investigated.

- Water Table: > 1.2m vertical separation, no water table observed.
- Rock/Limiting Layer: No limiting layer reached in any test pit, although boulders and cobbles are present
- Hydraulic Loading Rate: 23 L/m<sup>2</sup>/day

## SEPTIC SERVICING REQUIREMENTS

### On-Site Disposal Criteria

Using the preceeding information, we can determine a suitable size for a Type 1 trench dispersal field that will sustainably serve existing buildings or a typical 4-bedroom house, as per the Interior Health Authority *Subdivision Report Criteria*.

### Discharge Area Identification

Typical values of 1600 LPD per household, per current standard practice, and hydraulic loading rate of 23 L/m<sup>2</sup>/Day are used to determine the appropriate sizing for a trench field area.

To provide enough area for this configuration, as typical for a type 1 trench dispersal system, the following field area is indicated:

- 25.5m x 5.5m = 140 m<sup>2</sup> per field

As the existing septic covenants are 378.5m<sup>2</sup> (4700), and 438.7m<sup>2</sup> (4710), there is ample area within the covenants to locate both primary and backup dispersal field areas with setbacks.

Septic tanks and pump chambers are to be located adjacent to the proposed field location, to allow for gravity outfall. Detailed design and IHA filing must be completed following standard practices if future construction is ever planned.

The attached site plan demonstrates the potential location of septic field areas within the existing septic covenants.



## **SUMMARY AND KEY FINDINGS**

### **Key Findings: Lot Characteristics and Limitations**

Sufficient space with level ground that is suitable for dispersal will still be present on each lot after the proposed boundary adjustment. No changes to the existing septic systems or the covenants in place will be necessary to ensure IHA requirements are still met.

### **Summary of Septic Servicing Feasibility**

The investigation has shown that both lots can still be feasibly serviced by Type 1 septic trench dispersal after the proposed boundary adjustment.



PO Box 2590, 420A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

Clare Audet, Environmental Health Officer  
Interior Health Authority c/o Salmon Arm Health Unit  
851 16th St. NE.  
Salmon Arm, BC V1E 4N7

September 12, 2016

---

**RE: SEPTIC PERFORMANCE INSPECTION AT 3710 SUNNYBRAE CANOE POINT ROAD.**

---

At the request of Interior Health, we conducted a **Performance Inspection** of the onsite sewerage system at 3710 Sunnybrae Canoe Point Road on September 12, 2016. The system serves a three bedroom home with an estimated daily flow of 1300L/day.

**Description of Sewage System:**

The system consists of a 1000 IGAL concrete septic tank and a seepage bed that is approximately 4.3m by 15.5m. The seepage bed is located 171m from the high water mark of Shuswap Lake. All other horizontal setbacks are within standard practice guidelines.

**Evaluation of System Condition:**

**Concrete Septic Tank:**

Inspection of the inside of the tank revealed it to be free of leaks and functioning properly. There is no sign of cracking or degradation of the tank walls. The inlet and outlet pipes are in good condition and do not appear to be obstructed. The inlet baffle is properly installed and oriented. There was no scum residue found above the normal operating levels that would indicate a backup since the tank was last pumped.

**Seepage Bed:**

The seepage bed is an area approximately 4.3m by 15.5m to the north of the residence. The bed area is covered with desirable grass cover and gently sloped to shed surface water. There were no wet areas or other signs of breakout on or below the bed area.

**Summary of System Performance**

Our inspection found that all components of the system are in good working condition and that wastewater travels through the system in standard fashion. Based on these observations we conclude that the system is operating in the intended manner according to its design.



PO Box 2590, 420A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

**Recommendations:**

We do not recommend that the owners take any action regarding the septic system at this time. A regular maintenance and service schedule should be followed to ensure continued operation of the system. We have attached standard recommended maintenance and operations guidelines here for convenience.

**Conclusions:**

This system is adequate to serve the existing residence and is operating normally for its intended design. The components are in good working order and not in need of any repair. If you have any questions about the information contained in this report or the accompanying site plan please contact my office.

Prepared by,

A handwritten signature in black ink, appearing to read 'Mark Wilson', written over a light blue horizontal line.

Mark Wilson

Reviewed by,

A handwritten signature in blue ink, appearing to read 'Jayme Franklin', written over a circular professional seal. The seal is blue and contains the text 'PROFESSIONAL ENGINEER' around the top and bottom edges, 'BRITISH COLUMBIA' in the center, and the number '# 34134' below the name 'J. FRANKLIN'.

Jayme Franklin, P.Eng



PO Box 2590, 420A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

### **Recommended Maintenance and Operations Guidelines**

1. Surface drainage above the disposal area should always be directed away from system.
2. Do not park, drive, or pile snow on the tank or disposal area.
3. Large animals such as horses and livestock should be kept off the disposal area.
4. Disposal surface area should be seeded with grass, rather than trees or shrubs, to prevent erosion. Grasses should be properly maintained as appropriate during the specific season. Water sparingly, and don't saturate the area with automatic sprinkling.
5. Effluent filter should be cleaned every six (6) Months of usage, or as deemed necessary by maintenance provider.
6. Tank should be pumped out every three to five (3-5) years depending on usage, or as deemed necessary by the maintenance provider.
7. Water conditioners, water softeners, or hot tub water CANNOT be flushed into the system.
8. Try not to stress the system with multiple loads of laundry on one day.
9. Do not use chemical drain cleaners.
10. Practice water conservation by using low flush toilets, water saving faucets and shower heads, dishwashers only when full, repair any leaks, and use biodegradable products whenever possible.
11. Take hazardous wastes to approved disposal centers. Don't allow toxic cleaners or chemicals to enter the system, including left over antibiotics.
12. Don't use your toilet or drains as a trash can. Cooking grease, fats, cigarette butts, disposable diapers, sanitary napkins, hair, plastics, lint, metal, rubber, solvents, coffee/tea grounds and cat litter should be kept out of the wastewater system and disposed of in the garbage.



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Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

Clare Audet, Environmental Health Officer  
Interior Health Authority c/o Salmon Arm Health Unit  
851 16th St. NE.  
Salmon Arm, BC V1E 4N7

September 12, 2016

---

**RE: SEPTIC PERFORMANCE INSPECTION AT 3700 SUNNYBRAE CANOE POINT ROAD.**

---

At the request of Interior Health, we conducted a **Performance Inspection** of the onsite sewerage system at 3700 Sunnybrae Canoe Point Road on September 12, 2016. The system is designed to eventually serve a three bedroom home with an estimated daily flow of 1300L/day. The system is currently not operational as the house has not yet been constructed.

**Description of Sewage System:**

The system consists of a 800 IGAL concrete septic tank and a seepage bed that is approximately 5.5m by 15.5m. The seepage bed is located 105m from the high water mark of Shuswap Lake. All other horizontal setbacks are within standard practice guidelines.

**Evaluation of System Condition:**

**Concrete Septic Tank:**

Inspection of the inside of the tank revealed it no sign of cracking or degradation of the tank walls. The inlet and outlet pipes are in good condition and do not appear to be obstructed. The inlet baffle is properly installed and oriented. As the tank has never been in operation there is no residue to inspect.

**Seepage Bed:**

The seepage bed is an area approximately 5.5m by 15.5m to the north of the eventual location of the residence. The bed area is covered with desirable grass cover and gently sloped to shed surface water. There were no wet areas or other signs of breakout on or below the bed area.

**Summary of System Performance**

Our inspection found that all components of the system are in good working condition and that when commissioned the system should allow wastewater to pass through in a standard fashion. Based on these observations we conclude that the system will operate in the intended manner according to its design.





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Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

**Recommendations:**

We do not recommend that the owners take any action regarding the septic system at this time. Once commissioned, a regular maintenance and service schedule should be followed to ensure continued operation of the system. We have attached standard recommended maintenance and operations guidelines here for convenience.

**Conclusions:**

This system is adequate to serve the eventual residence and will operate normally for its intended design. The components are in good working order and not in need of any repair. If you have any questions about the information contained in this report or the accompanying site plan please contact my office.

Prepared by,

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Mark Wilson

Reviewed by,

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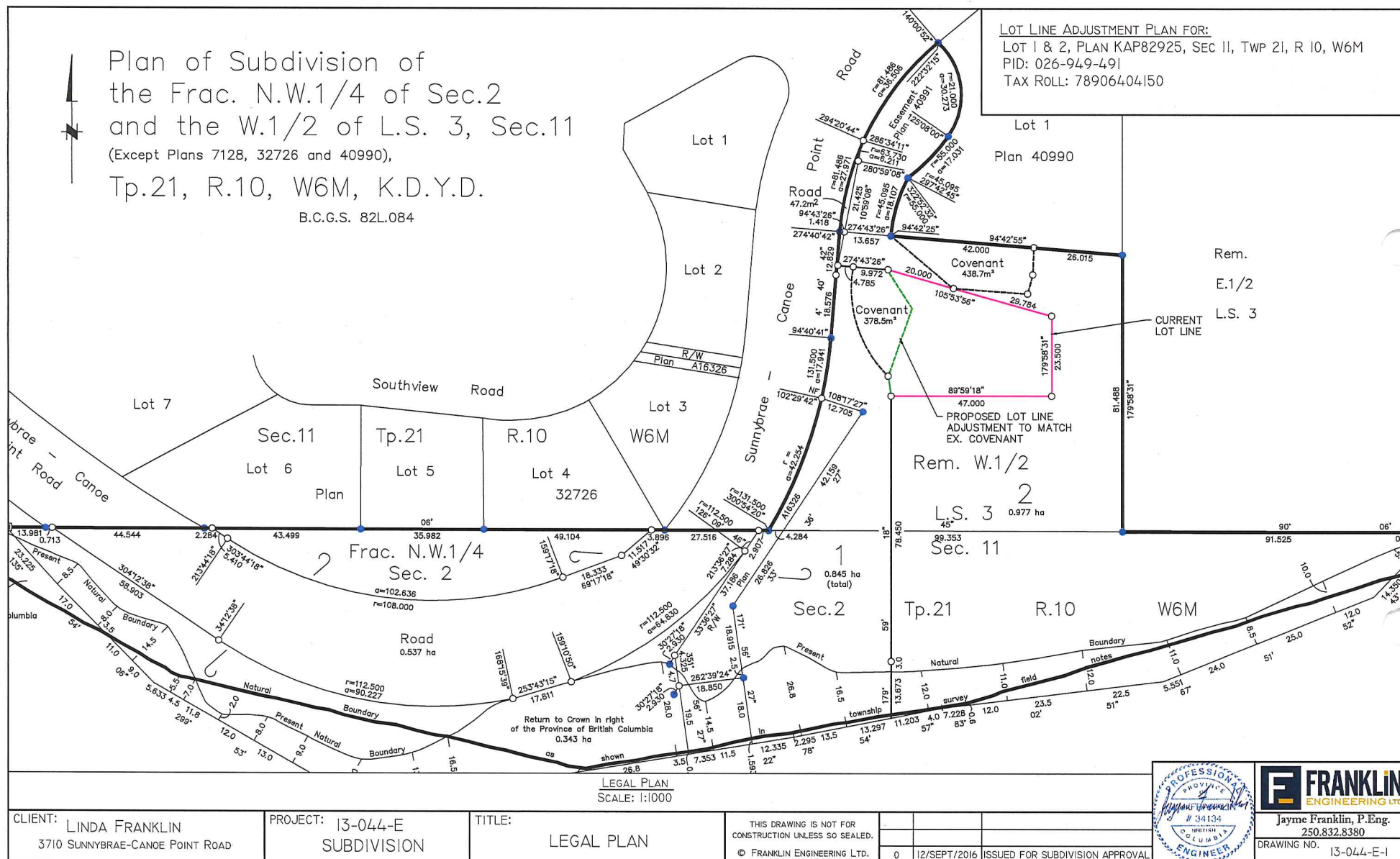
Jayme Franklin, P.Eng



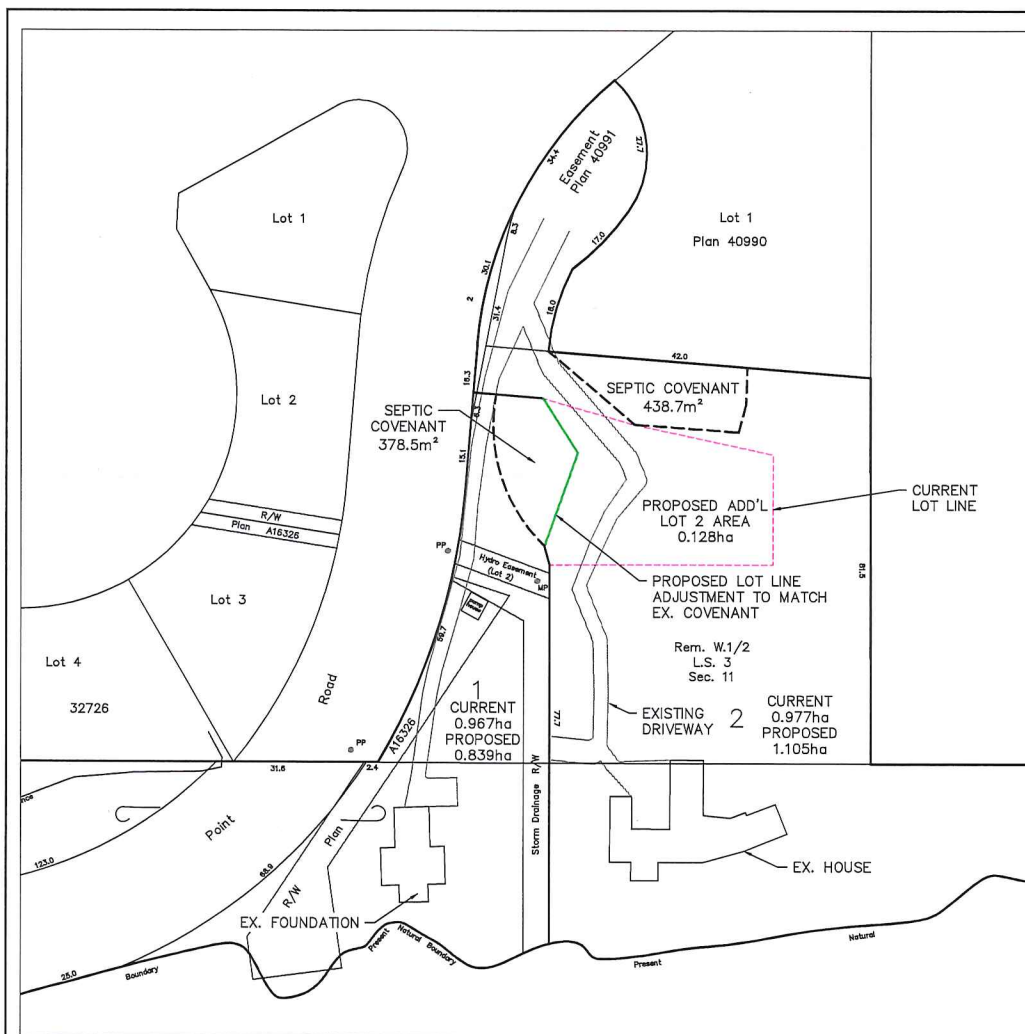
PO Box 2590, 420A 4<sup>th</sup> Street NE  
Salmon Arm, BC, V1E 4R5  
Phone 250.832.8380

### **Recommended Maintenance and Operations Guidelines**

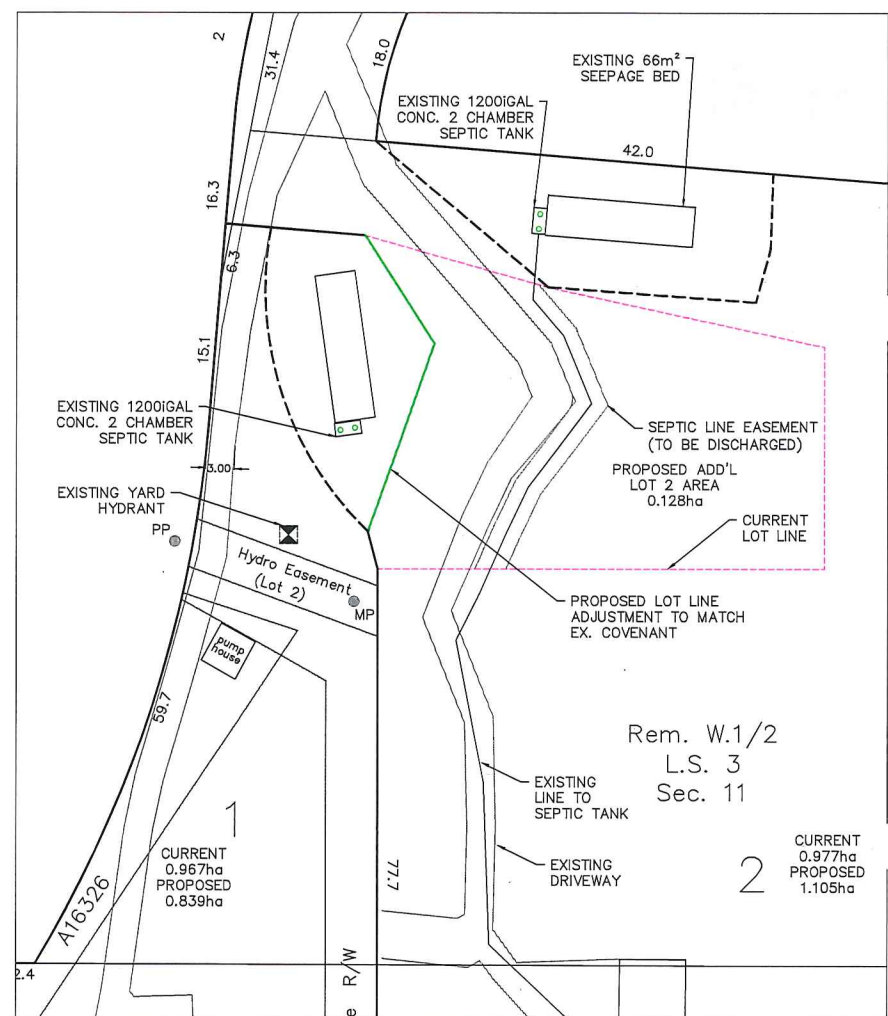
1. Surface drainage above the disposal area should always be directed away from system.
2. Do not park, drive, or pile snow on the tank or disposal area.
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8. Try not to stress the system with multiple loads of laundry on one day.
9. Do not use chemical drain cleaners.
10. Practice water conservation by using low flush toilets, water saving faucets and shower heads, dishwashers only when full, repair any leaks, and use biodegradable products whenever possible.
11. Take hazardous wastes to approved disposal centers. Don't allow toxic cleaners or chemicals to enter the system, including left over antibiotics.
12. Don't use your toilet or drains as a trash can. Cooking grease, fats, cigarette butts, disposable diapers, sanitary napkins, hair, plastics, lint, metal, rubber, solvents, coffee/tea grounds and cat litter should be kept out of the wastewater system and disposed of in the garbage.







LOT LINE ADJUSTMENT PLAN  
SCALE 1:1000



SEPTIC DETAIL PLAN  
SCALE 1:500

CLIENT: LINDA FRANKLIN  
3710 SUNNYBRAE-CANOE POINT ROAD

PROJECT: 13-044-E  
SUBDIVISION

TITLE:  
LOT LINE ADJUSTMENT PLAN

THIS DRAWING IS NOT FOR  
CONSTRUCTION UNLESS SO SEALED.  
© FRANKLIN ENGINEERING LTD.

0	12/SEPT/2016	ISSUED FOR SUBDIVISION APPROVAL
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**FRANKLIN**  
ENGINEERING LTD.  
Jayme Franklin, P.Eng.  
250.832.8380  
DRAWING NO. 13-044-E-2


**COLUMBIA SHUSWAP REGIONAL DISTRICT**

P.O. Box 978 SALMON ARM, BC V1E 4P1

Telephone: 1-250-832-8194 Fax: 1-250-832-3375

**Staff Contact: Jennifer Sham**
**jsham@csrd.bc.ca**

DVP No. 641-52

DATE: 2017-04-06

## RESPONSE SUMMARY

☐ Approval Recommended for Reasons  
Outlined Below

☐ Interests Unaffected by Bylaw

☐ Approval Recommended Subject to  
Conditions Below

☐ Approval not Recommended Due  
To Reasons Outlined Below

☒ No Objections

The Development Variance Permit is to vary the levels of service requirements in the Subdivision Servicing for a parcel under 1 hectare in size.

Interior Health has reviewed this proposal with respect to the change in the existing land use. The parcel was approved as an existing 2 parcel development with land title covenant that protect the sole area for onsite sewerage dispersal.

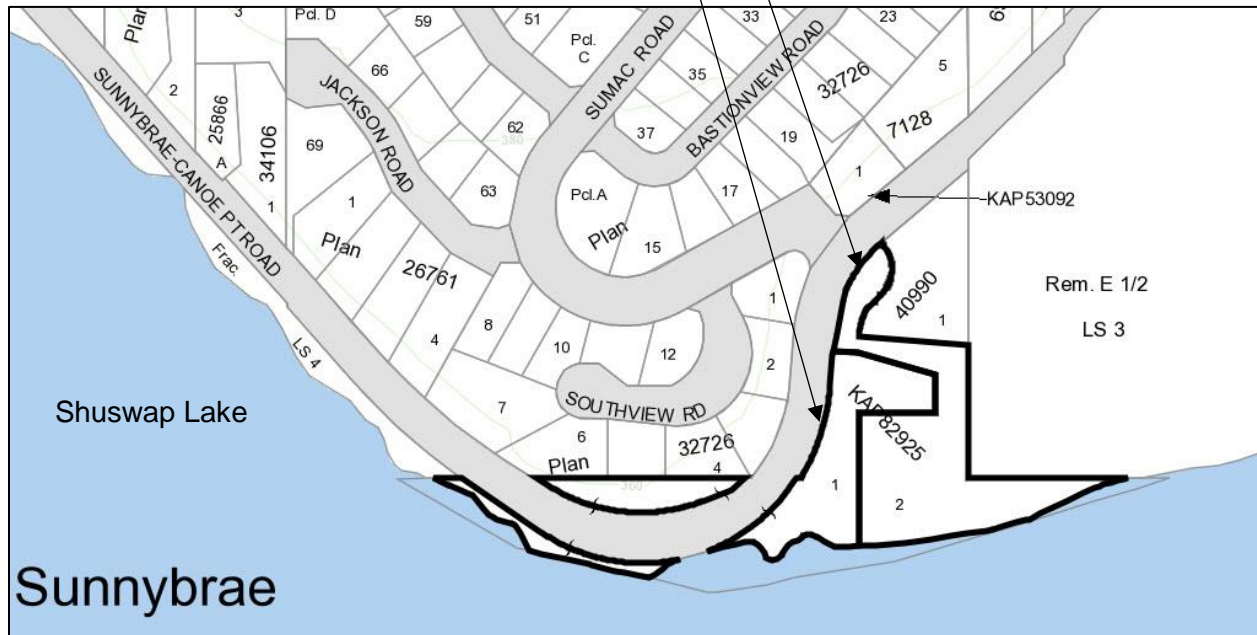
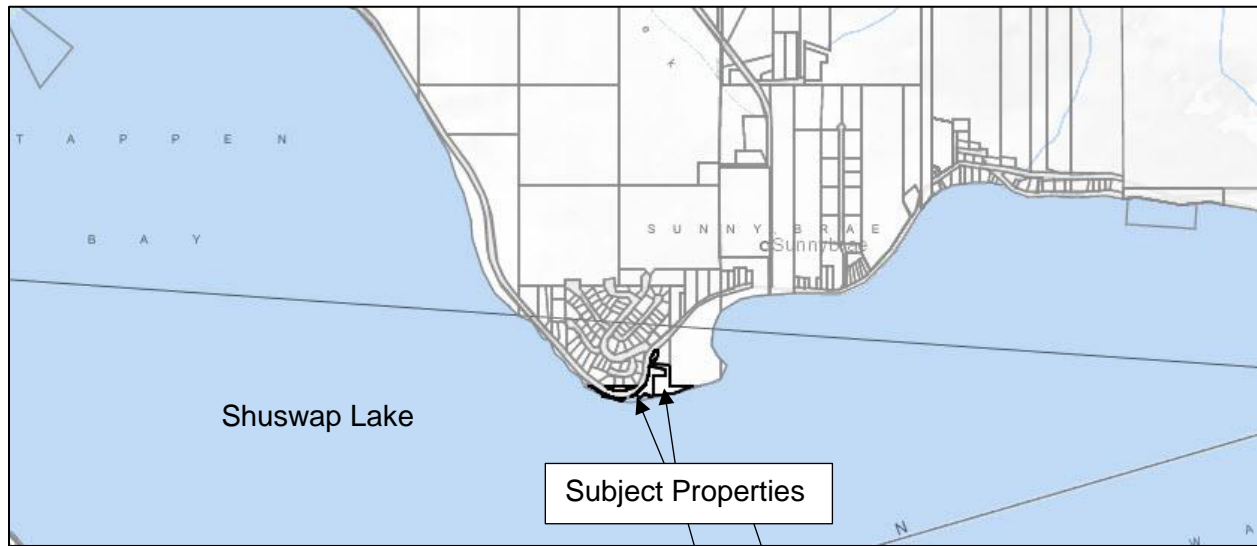
The lot line adjustment should not affect the sustainability of the parcels for onsite sewerage dispersal.

Signed By: 

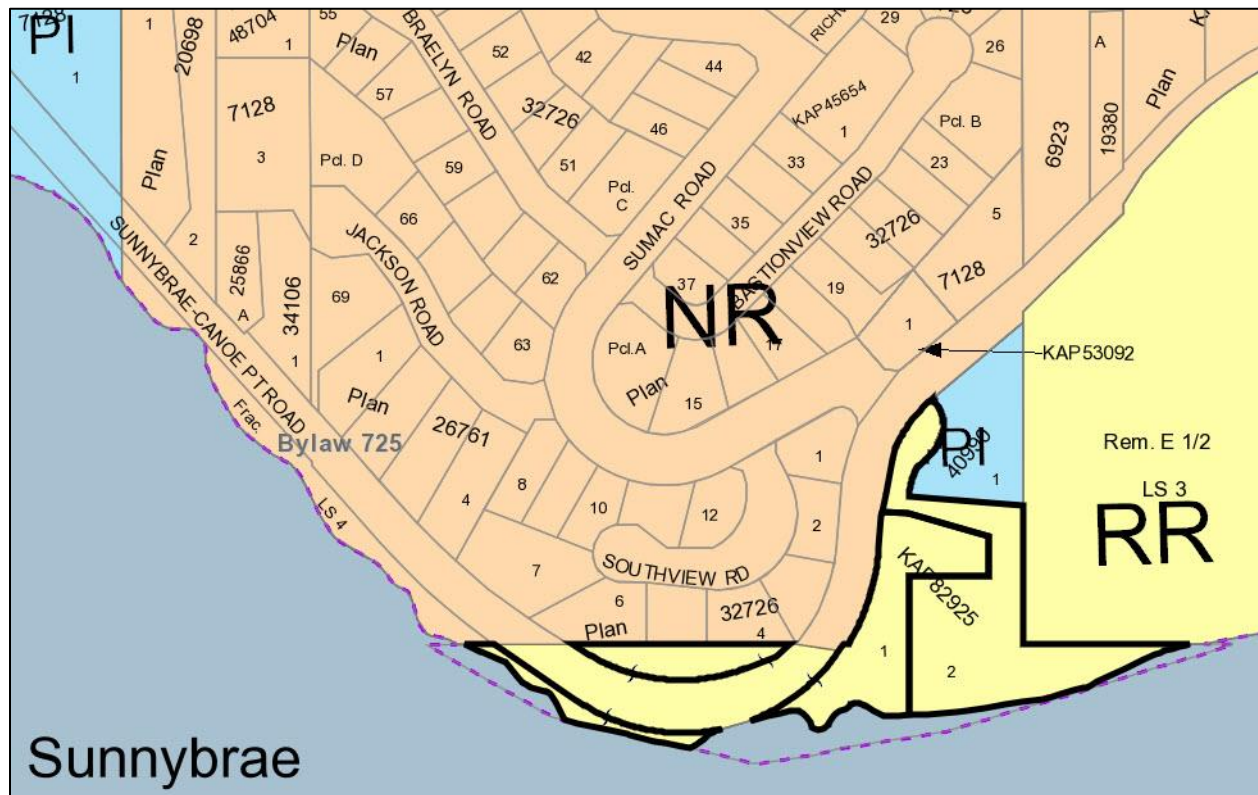
Title Environmental Health Officer

Date: April 24,, 2017

Agency Interior Health

**Location**

## OCP



## Site Plan



Orthophoto





# 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 19<sup>th</sup> 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.*

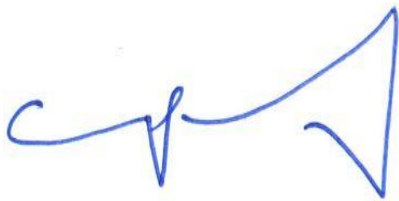
**LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:**

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

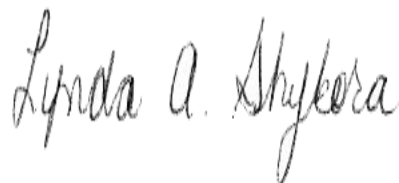
This report and all of its attachments were approved and signed as outlined below:



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



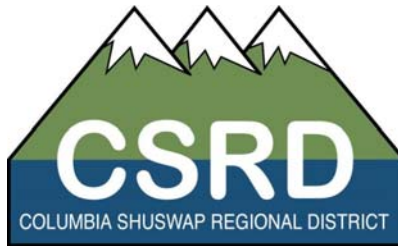
**Gerald Christie - Oct 5, 2017 - 7:58 AM**



**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 19<sup>th</sup> day of October, 2017.

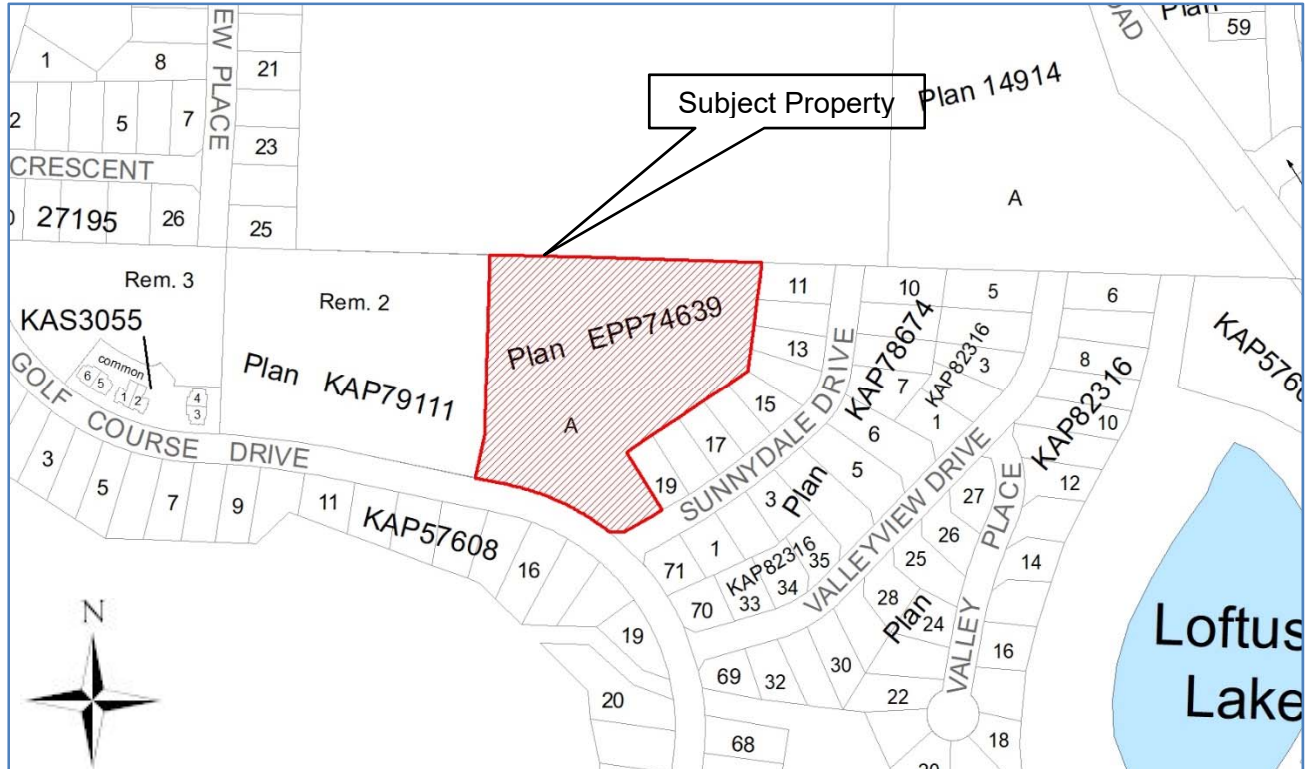
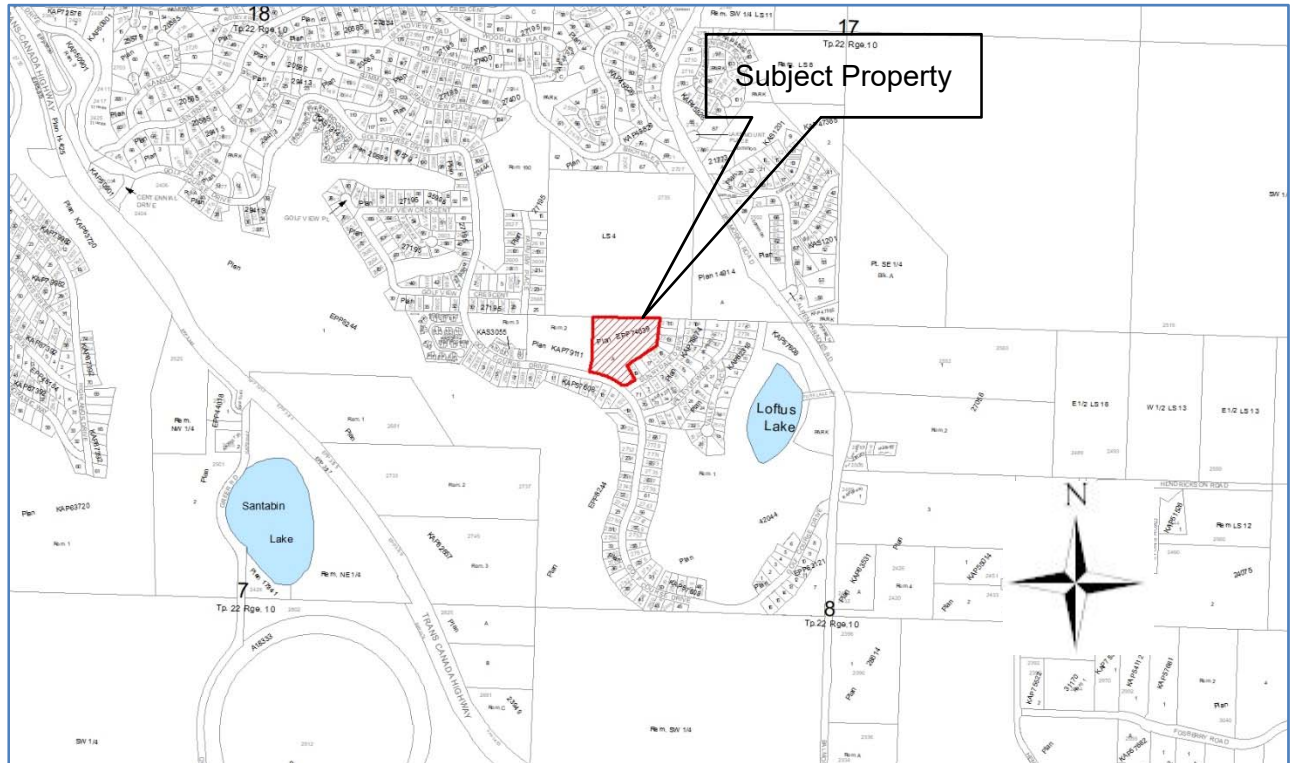
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Corporate Officer

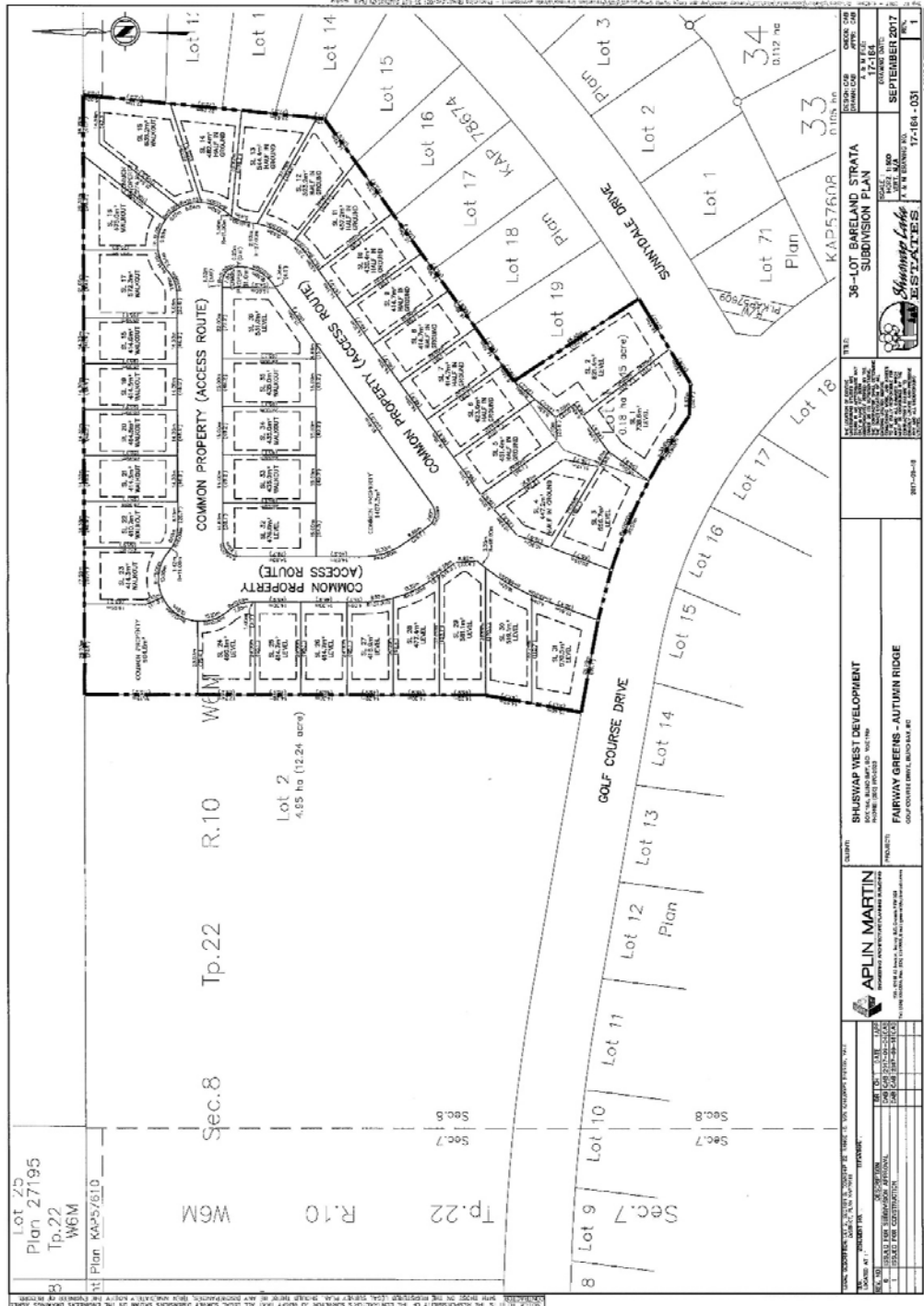
PLEASE NOTE:

- 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

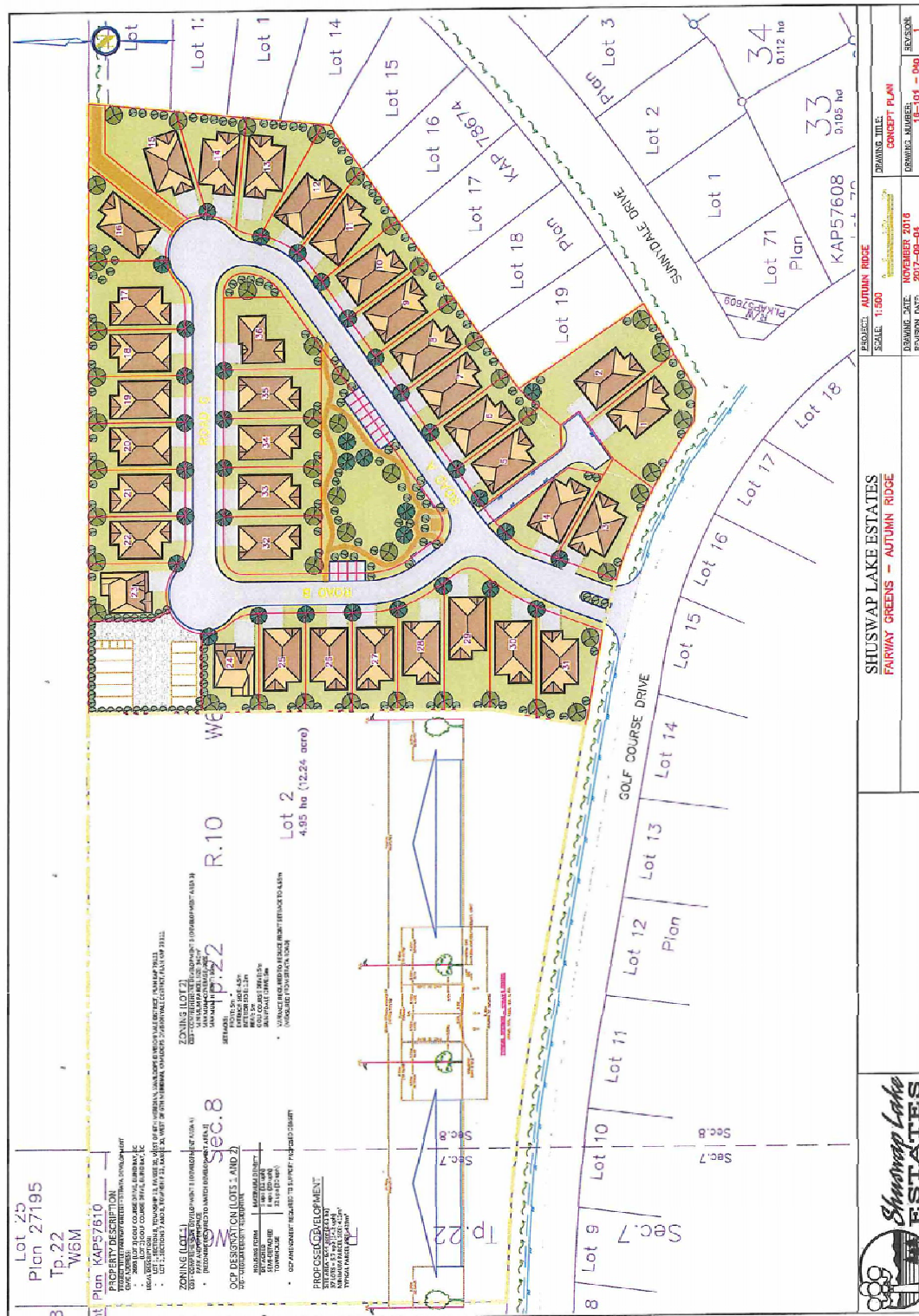


DP 725-121  
Schedule B (Proposed Subdivision Plan)

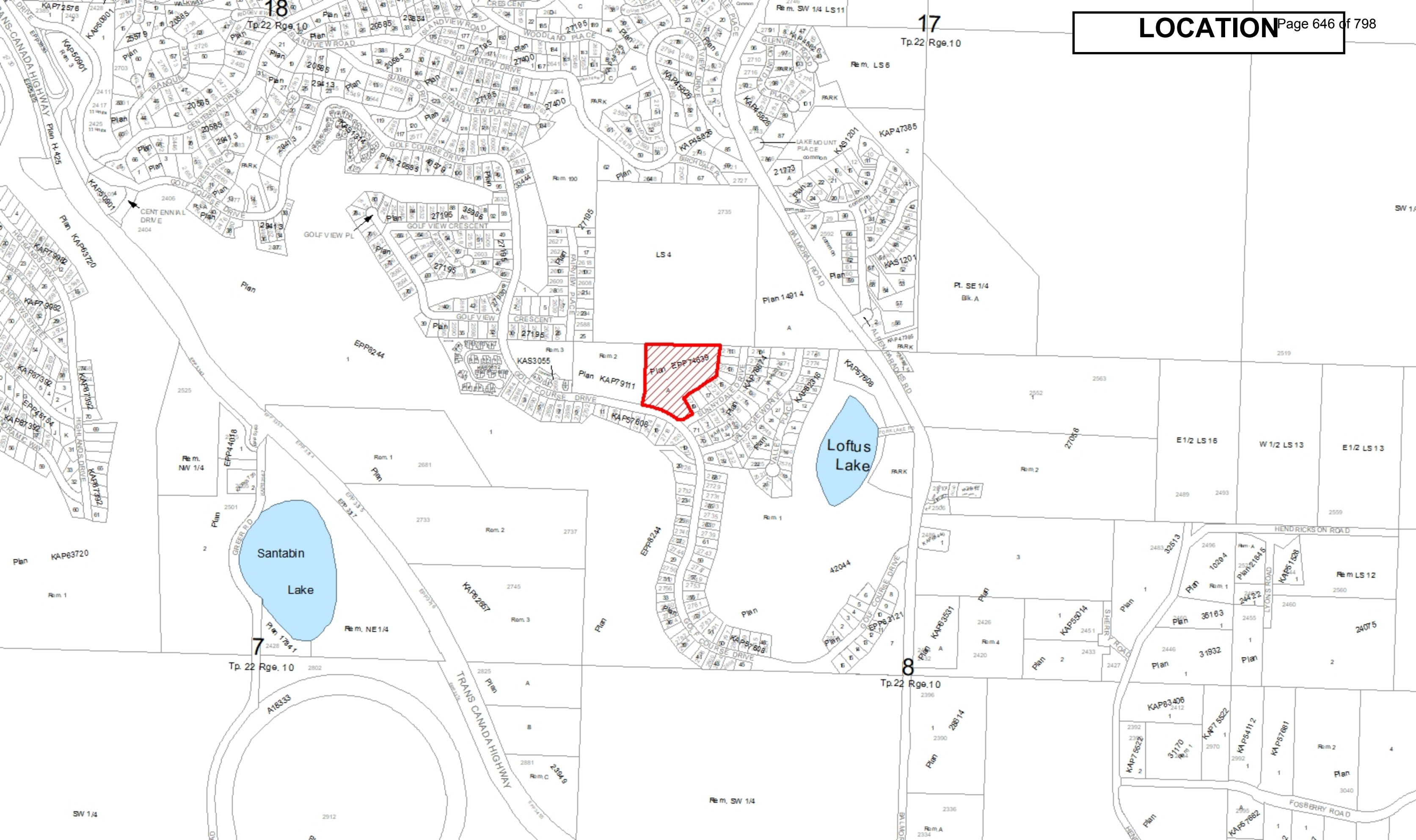




DP 725-121  
Schedule C (Proposed Subdivision Concept Plan)

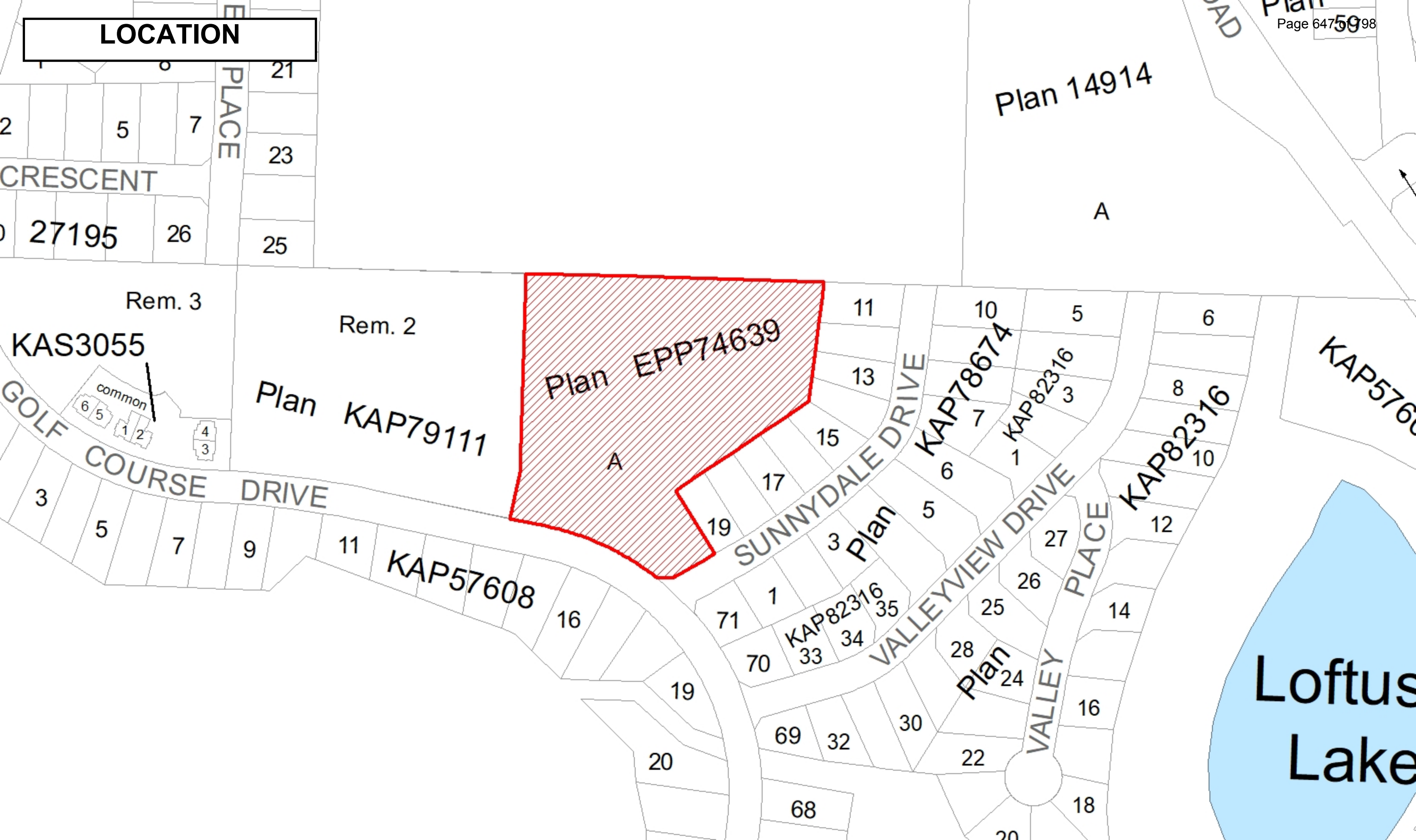




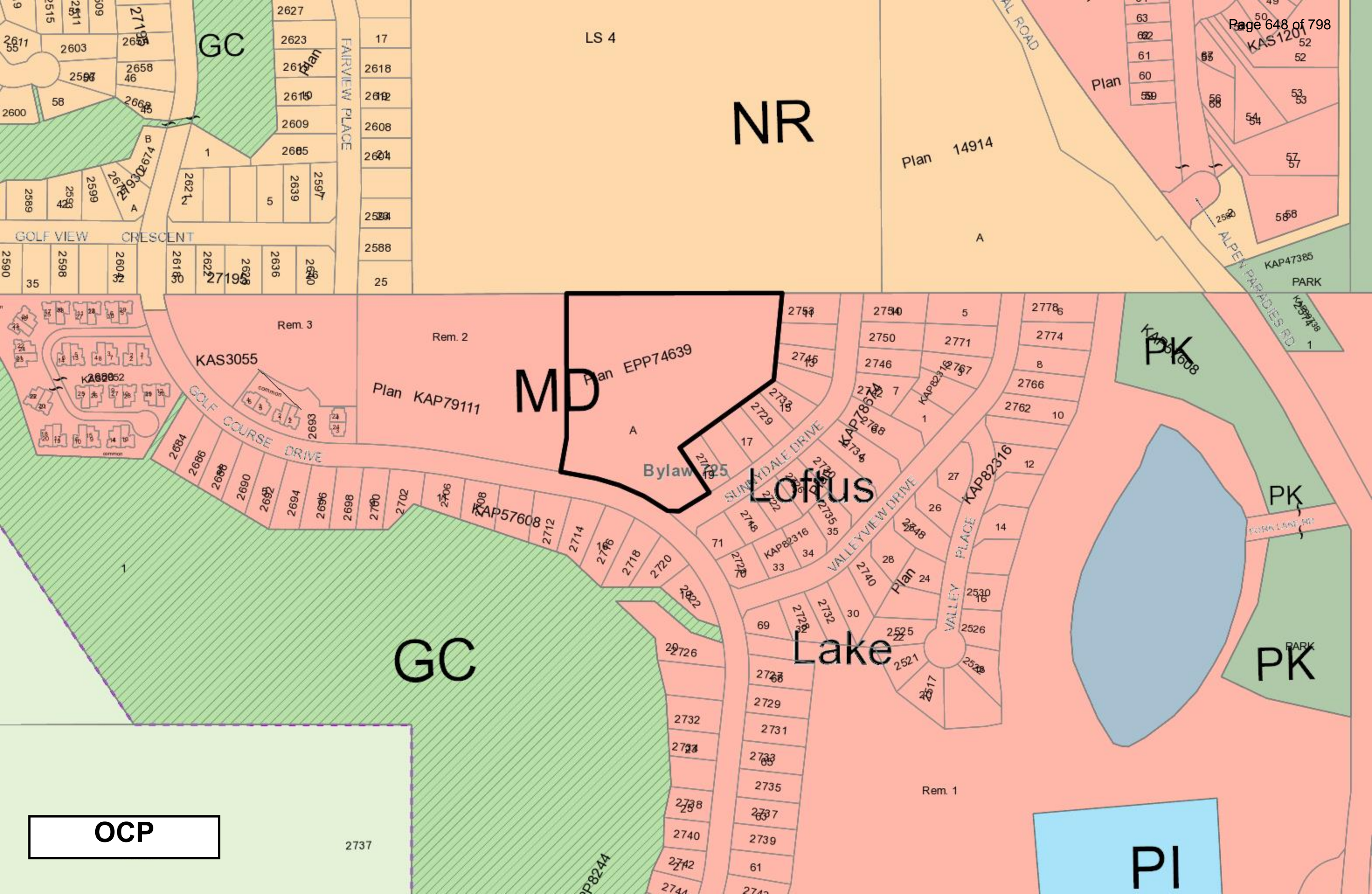




LOCATION



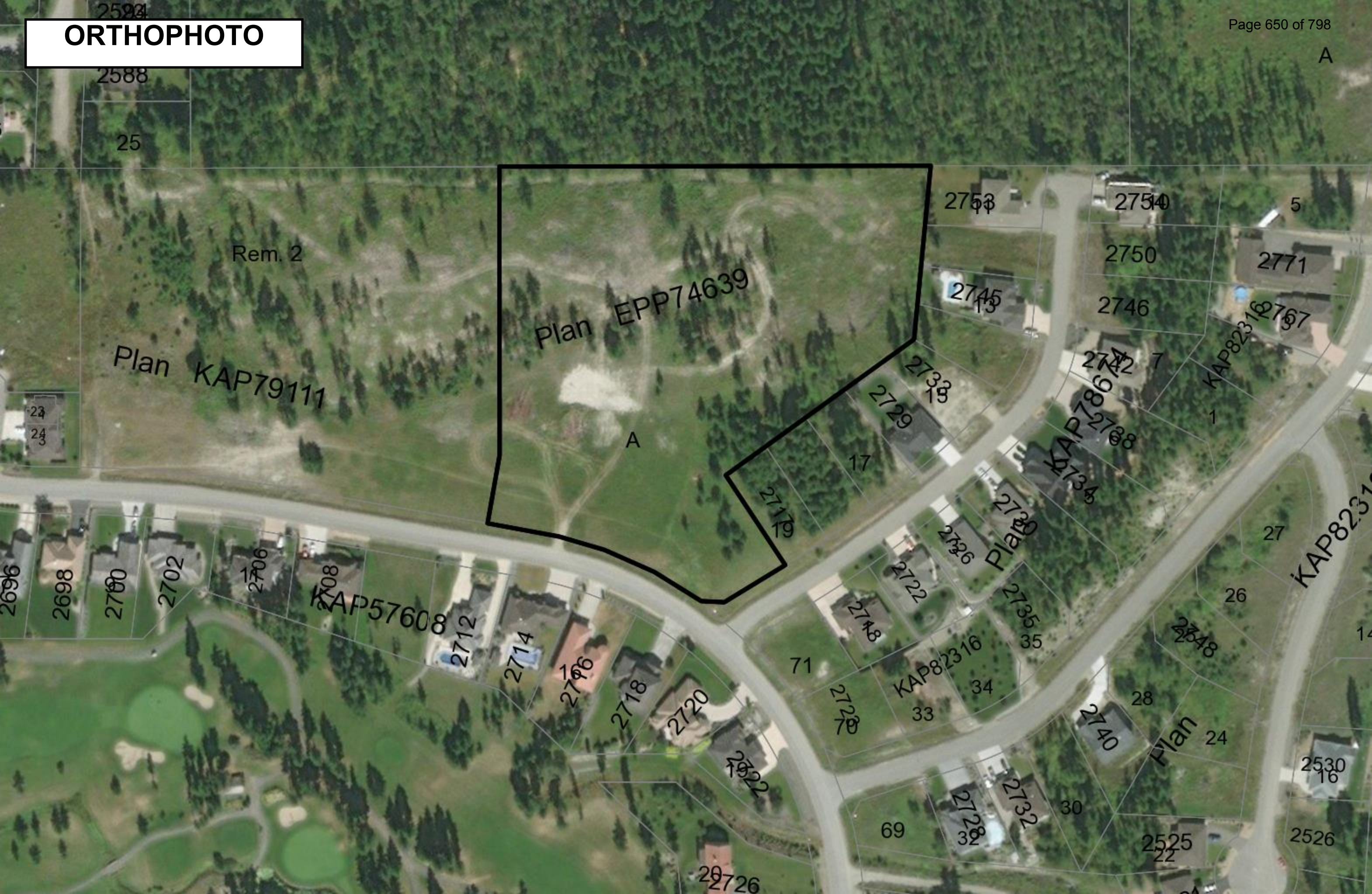






# ORTHOPHOTO



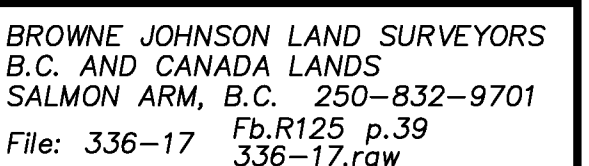




Subdivision Plan of  
Lot 1, Sec 8 and Part of  
Lot 2, Sec 7 and 8,  
Tp 22, R 10, W6M, KDYD,  
Plan KAP79111

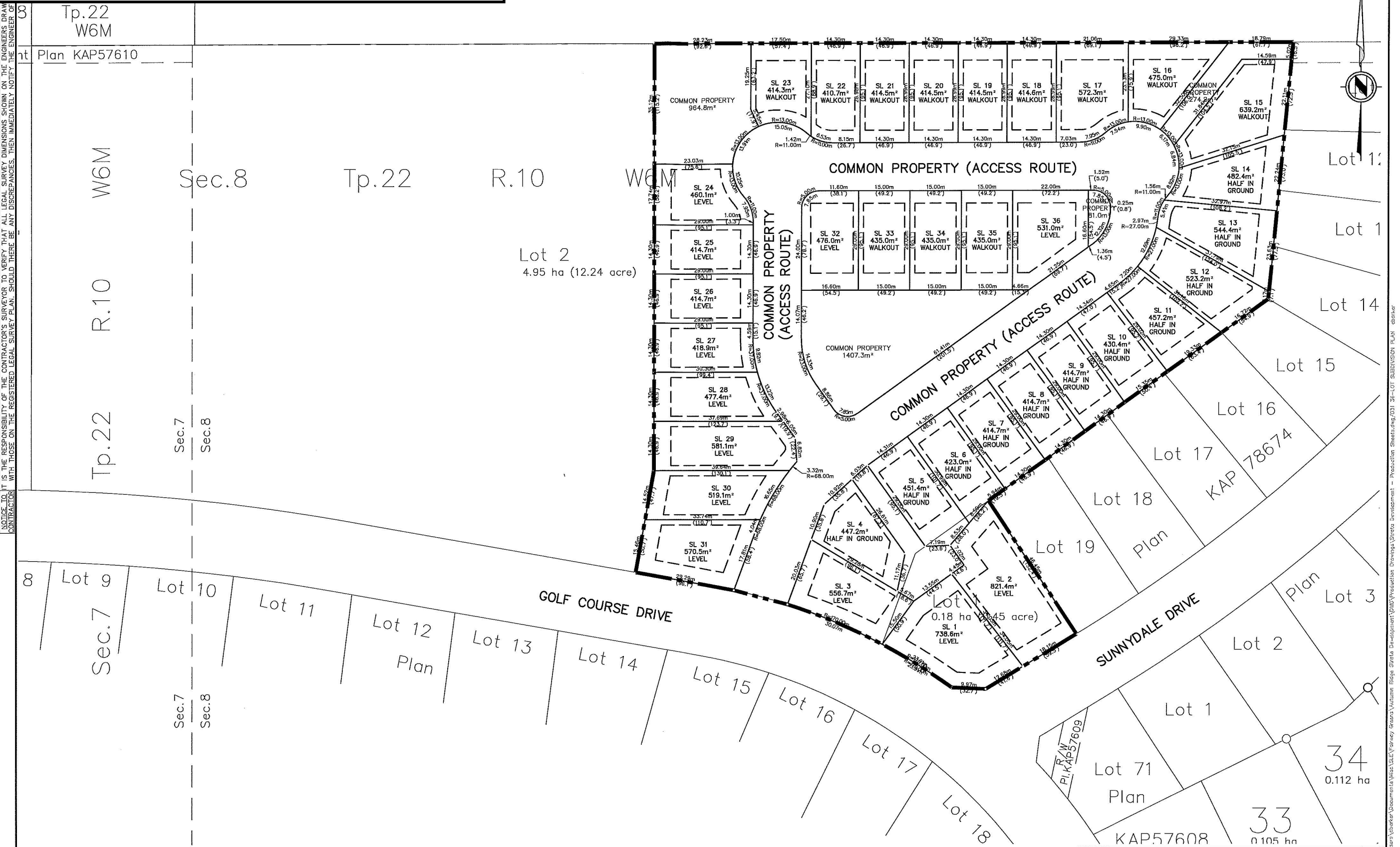
10 5 0 10 20 30 40 50 60 70

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





# PROPOSED PLAN OF SUBDIVISION



LEGAL DESCRIPTION: LOT 2, SECTION 8, TOWNSHIP 22, RANGE 10, W6M KAMLOOPS DIVISION, YALE DISTRICT, PLAN KAP79111					
B.M. LOCATED AT:		MONUMENT NO.		ELEVATION:	
REV. NO.	DESCRIPTION	DR	CH	DATE	APP
0	ISSUED FOR SUBDIVISION APPROVAL	CAB	CAB	2017-09-04	CAB
1	ISSUED FOR CONSTRUCTION	CAB	CAB	2017-09-18	CAB



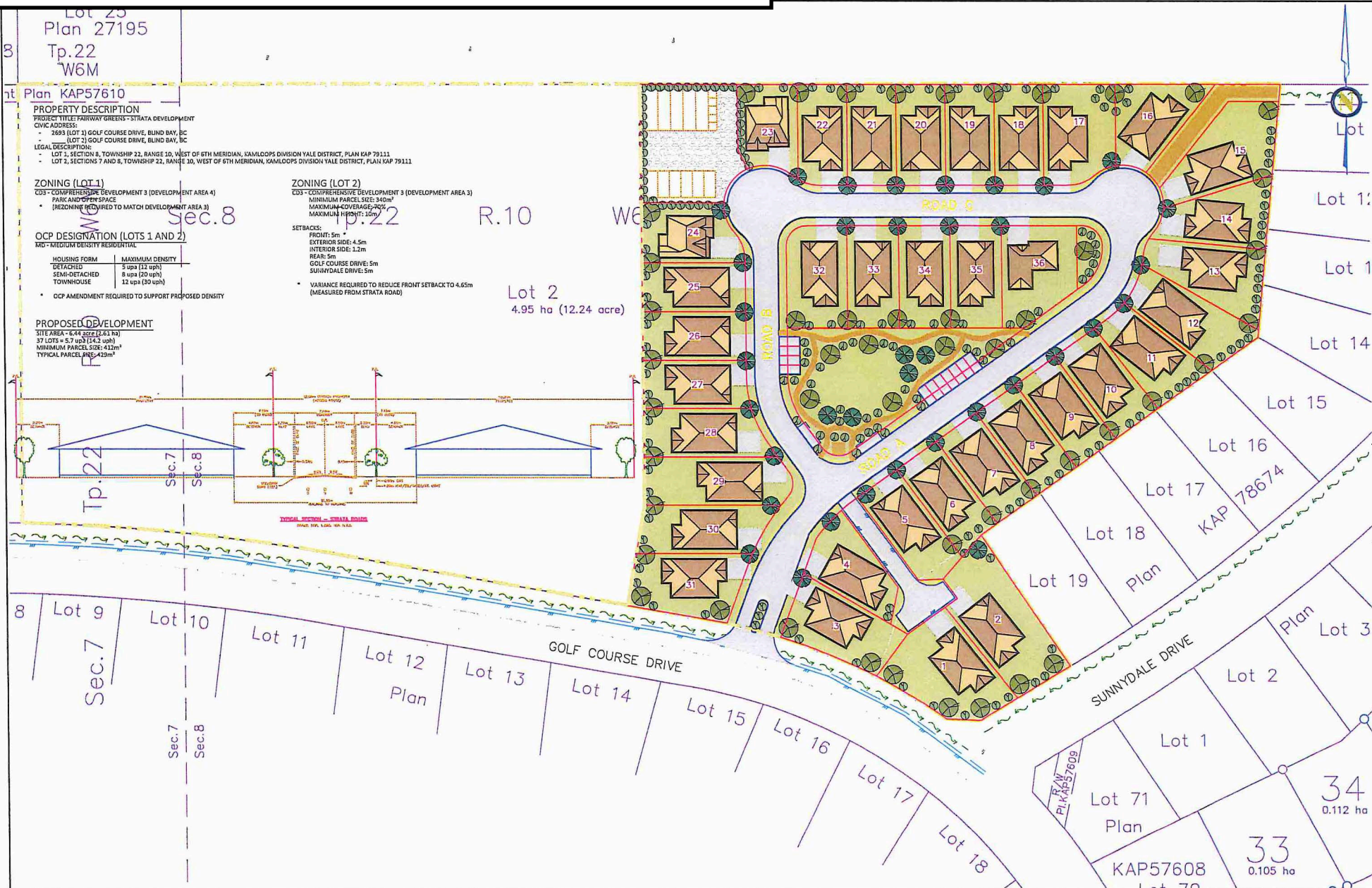
CLIENT:	<b>SHUSWAP WEST DEVELOPMENT</b> BOX 160, BLIND BAY, BC V0E 1H0 PHONE: (250) 676-2523
	PROJECT: <b>FAIRWAY GREENS - AUTUMN RIDGE</b> GOLF COURSE DRIVE, BLIND BAY, BC

2017-09-18
------------

TITLE:		<b>36-LOT BARELAND STRATA SUBDIVISION PLAN</b>
DESIGN: CAB DRAWN: CAB		CHECK: CAB APPR: CAB
A & M FILE:		<b>17-164</b>
DRAWING DATE:		<b>SEPTEMBER 2017</b>
SCALE:		HORZ: 1:500 VERT: N/A
A & M DRAWING NO.		<b>17-164 - 031</b>

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





# BOARD REPORT

**TO:** Chair and Directors

<b>File No:</b>	DP 830-218 PL20170160
-----------------	--------------------------

**SUBJECT:** Electoral Area F: Form and Character DP 830-218 (Leopold Developments Ltd.)

**DESCRIPTION:** Report from Dan Passmore, Senior Planner, dated September 11, 2017.  
3810 Kenwood Gate, Scotch Creek.

**RECOMMENDATION #1:** THAT: in accordance with Section 490 of the Local Government Act Development Permit No. 830-218 for proposed construction of a 446 m<sup>2</sup> (4,800 ft<sup>2</sup>) new building on Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP728 (PID: 025-598-422), be issued this 19<sup>th</sup> day of October, 2017.

## SHORT SUMMARY:

The applicant is proposing to construct a 446 m<sup>2</sup> (4,800 ft<sup>2</sup>) new building on the subject property. Since the property is within the Scotch Creek Primary Settlement Area there is a requirement for an Industrial Form and Character Development Permit, where construction on Industrial designated lands occurs. The Development Permit area contains guidelines for form and character of buildings.

## VOTING:

Unweighted  
Corporate

☐

LGA Part 14  
(Unweighted)

☒

Weighted  
Corporate

☐

Stakeholder  
(Weighted)

☐

## BACKGROUND:

REGISTERED OWNER:  
Leopold Developments Ltd.

ELECTORAL AREA:  
F

LEGAL DESCRIPTION:  
Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP728 (PID: 025-598-422)

CIVIC ADDRESS:  
3810 Kenwood Gate

SURROUNDING LAND USE PATTERN:  
North = Commercial Storage  
South = Residential/Boat Storage TUP  
East = Industrial  
West = Industrial

CURRENT AND PROPOSED USE:  
Sale of Docks, water treatment systems, boat and dock anchor systems

PARCEL SIZE:

0.4 ha. (0.98 ac)

DESIGNATION:

ID - Industrial

ZONE:

Commercial – 1 (C1)

**POLICY:**

**Electoral Area 'F' Official Community Plan No. 830**

PSA - Primary Settlement Area

ID – Industrial

Section 11

Managing Growth: North Shuswap

Policy 1

The Primary and Secondary Settlement Areas are delineated on Schedules B & C. This Plan directs growth and development to these areas. The Plan does not support significant growth and development outside the Primary and Secondary Settlement Areas.

Policy 3

Scotch Creek is the Primary Settlement Area. The Regional District will encourage residential, commercial, and light industrial growth in Scotch Creek that is consistent with the policies of this plan. All new development must be connected to community water and sewer systems.

Section 12

Managing Growth: Scotch Creek (Primary Settlement Area)

SubSection 12.2

Principle 1

Encourage the development of a livable community that provides a high quality of life within its unique environmental setting by:

- b) Striving for a balance of residential, recreational, commercial and light industrial uses, and ensure that adjacent uses are compatible;

Principle 2

Strive for an economically and socially sustainable community by:

- c) Identifying opportunities for economic development that would support the local population and address needs; and
- d) Encouraging the development of employment opportunities, especially year-round permanent jobs.

Subsection 12.7 Industrial (ID)

*Objective 1*

The intent of this land use is to provide for a range of light industrial uses, including manufacturing, high technology industries, warehousing, storage and distribution, machine and automobile repair. These activities will also help in providing viable year-round employment opportunities.

*Policy 1*

Permitted uses include light industrial uses, including manufacturing, high technology industries, warehousing, storage and distribution, machine and automobile repair. Commercial uses are also permitted within this land use, as are residential uses as part of a mixed-use building.

*Policy 2*

A maximum building height of three storeys is permitted.

*Policy 3*

All parcels designated as Industrial are also designated as Development Permit Areas. The DPA guidelines provide additional direction for development regarding form and character, and they should be considered together with the general land use guidelines.

### **13.8 Industrial (ID) Development Permit Area**

*(Scotch Creek)*

#### **13.8.1 Area**

This DPA applies to the areas shown on Schedule F.

#### **13.8.2 Guidelines**

- (a) Light industrial development should be integrated as much as possible into the built fabric of the community, rather than forming isolated auto-oriented enclaves. Block pattern, street design and building placement should be appropriate to a mixed-use area, although industrial use may be the primary land use.
- (b) Buildings should face onto the street, and include entries and windows, providing active edges and visual permeability. Where buildings face a parking lot, pedestrian sidewalks should be provided. Buildings should be set back a minimum distance from the street, to avoid the creation of wide barriers.
- (c) Where possible, buildings should share common parking lots. Parking should be provided at the rear of buildings, at the interior of blocks, or include a landscape buffer between the parking area and the public street.
- (d) Signage should be integrated into the overall site and building, and be legible without being intrusive into the visual landscape.
- (e) Green roofs and other sustainable practices are encouraged.

### **Scotch Creek Zoning Bylaw No. 825**

Commercial – 1 (C1)

#### Principal Uses

- (a) *Amusement establishment*
- (b) *Campground*
- (c) *Convenience store*
- (d) *Day care*
- (e) *Marina*
- (f) *Mini storage*
- (g) *Motel*
- (h) *Office*
- (i) *Outdoor sales*
- (j) *Personal services*
- (k) *Plant nursery and services*

- (l) *Pub*
- (m) *Public assembly facility*
- (n) *Recycling drop-off facility*
- (o) *Rental shop*
- (p) *Restaurant*
- (q) *Retail store*
- (r) *Service station*
- (s) *Single family dwelling*
- (t) *Tourist cabin*
- (u) *Library*

#### Secondary Uses

- (a) *Accessory use*
- (b) *Owner/operator dwelling*

#### **FINANCIAL:**

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

#### **KEY ISSUES/CONCEPTS:**

The subject property is currently serviced by an on-site septic disposal system, although CSRD records on the property do not indicate a permit to construct the system was obtained from the jurisdiction having authority. A Section 219 covenant registered against the title of the property at the time of subdivision in 2003, by the Interior Health Authority (IHA), required a secondary treatment plant (package treatment plant) with nitrate reduction capabilities designed by a BC Professional Engineer to be installed on all lots in the proposed plan of subdivision. Staff have reviewed a building permit issued for the existing building in 2004 which indicates that the building did not require plumbing facilities, so are unaware of whether this requirement was fulfilled by the time the existing on-site sewerage system was installed. Staff are also unaware whether the addition would trigger a new filing, or whether the IHA would enforce their own covenant with respect to this development.

The existing building is currently serviced with a groundwater well.

The subject property is located in an area that has been identified as a hazard area for Flooding and Debris Flow Potential, which requires staff to consider a technical Development Permit. The applicant has provided a report from Mr. Alan Bates, P.Eng. of Streamworks Consulting Inc., dated April 18, 2017 analyzing potential hazard to the proposed development from flooding and debris flow potential. The report concludes that the proposed development is safe to use for the intended use.

The proposed new building is 446 m<sup>2</sup> (4,800 ft<sup>2</sup>). The building is proposed to be situated in the southwest corner of the subject property, separate from the existing building. The new building will more than double the size of buildings on the subject property. The owner is not proposing to upgrade the existing building.

The proposed new building complies with building siting requirements in the Scotch Creek/Lee Creek Zoning Bylaw No. 825, including building height restrictions.

The owner has indicated that his intention is to use the existing building and the proposed new building for industrial purposes as a manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems. The proposed business operation does not conform with the permitted uses in the Commercial – 1 (C1) zone in accordance with Scotch Creek/Lee

Creek Zoning Bylaw No. 825. As a result the owner has applied for a Temporary Use Permit (TUP 830-4 to be allowed to utilise the property for the industrial uses. The property is designated in Electoral Area F Official Community Plan Bylaw No. 830 as Industrial use, so the industrial use of the property is supported in the OCP.

The proposed new building does not contravene the applicable guidelines in Section 13.8 of Electoral Area F Official Community Plan Bylaw No. 830, as it is similar to other buildings in the area.

**SUMMARY:**

The applicant is requesting a Development Permit for form and character guidelines expressed in the OCP. The proposed building meets the objectives and policies for Industrial development and appears to meet with the applicable Development Permit guidelines as required in Electoral Area 'F' Official Community Plan No. 830.

**IMPLEMENTATION:**

If the Board issues DP 830-218, 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 and the Temporary Use Permit must be issued before the applicant can obtain a building permit to construct the proposed new building.

**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 F Official Community Plan Bylaw No. 830
2. Scotch Creek/Lee Creek Zoning Bylaw No. 825
3. Application
4. Streamworks Consulting Inc. report dated April 18, 2017



**Report Approval Details**

Document Title:	2017-10-19_Board_DS_DP830-218_Leopold.docx
Attachments:	- Maps_Plans_DP830-218.pdf - DP 830-218 Permit and Schedules-FC-Revised.pdf
Final Approval Date:	Oct 6, 2017

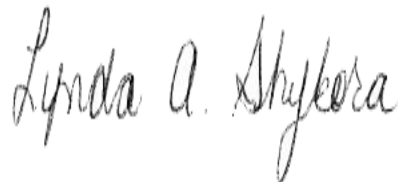
This report and all of its attachments were approved and signed as outlined below:



**Corey Paiement - Oct 4, 2017 - 4:46 PM**



**Gerald Christie - Oct 5, 2017 - 8:17 AM**



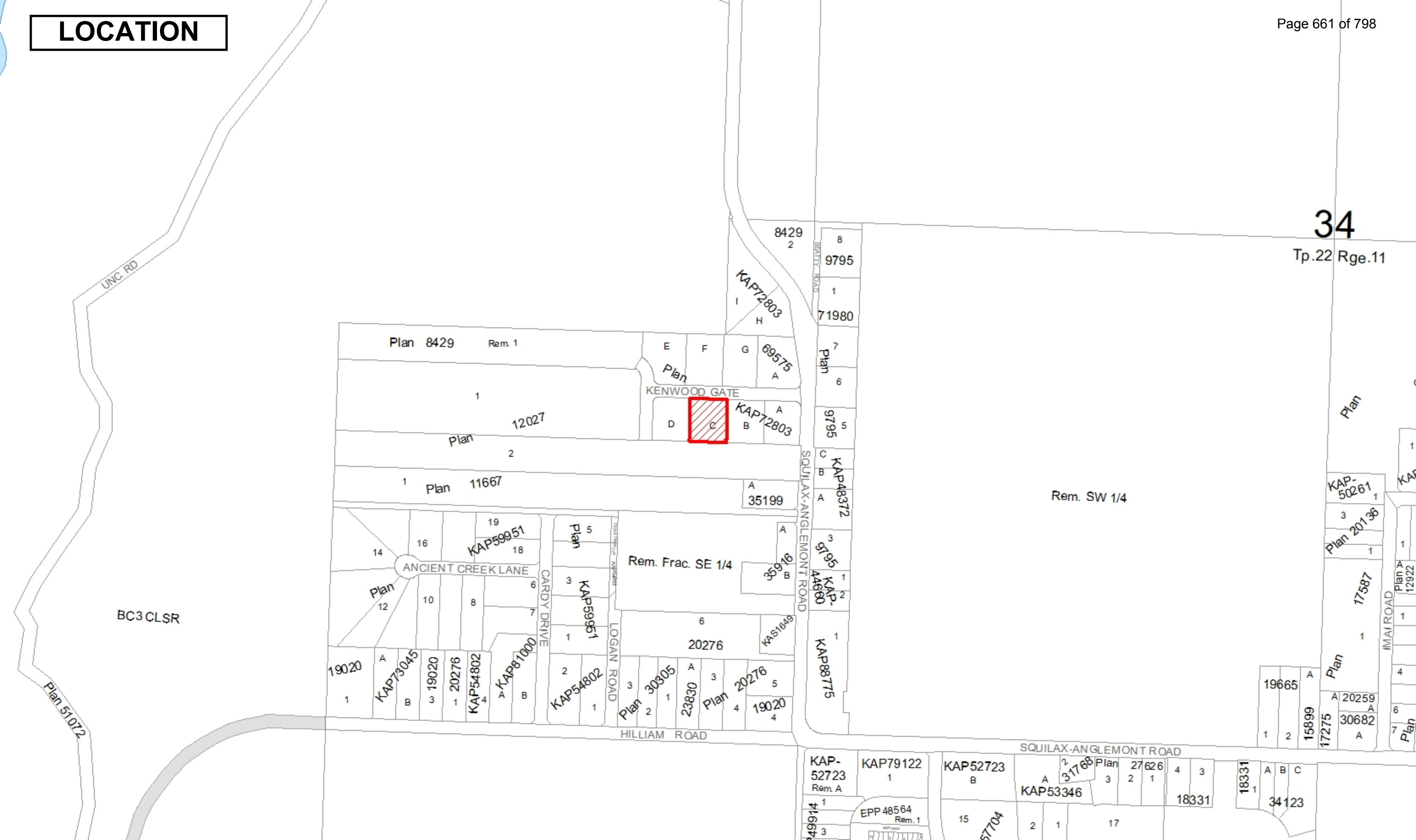
**Lynda Shykora - Oct 6, 2017 - 1:46 PM**



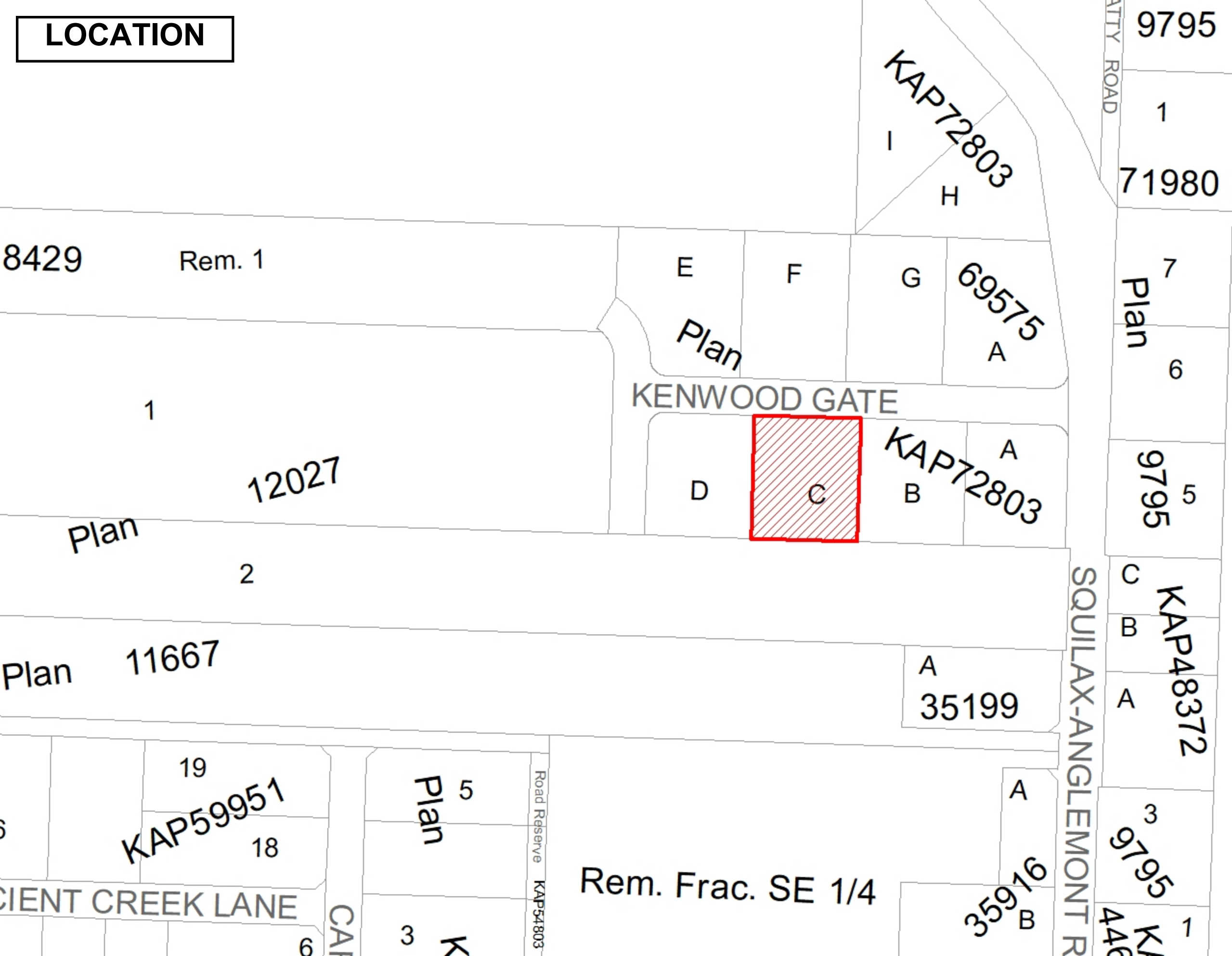
**Charles Hamilton - Oct 6, 2017 - 3:09 PM**

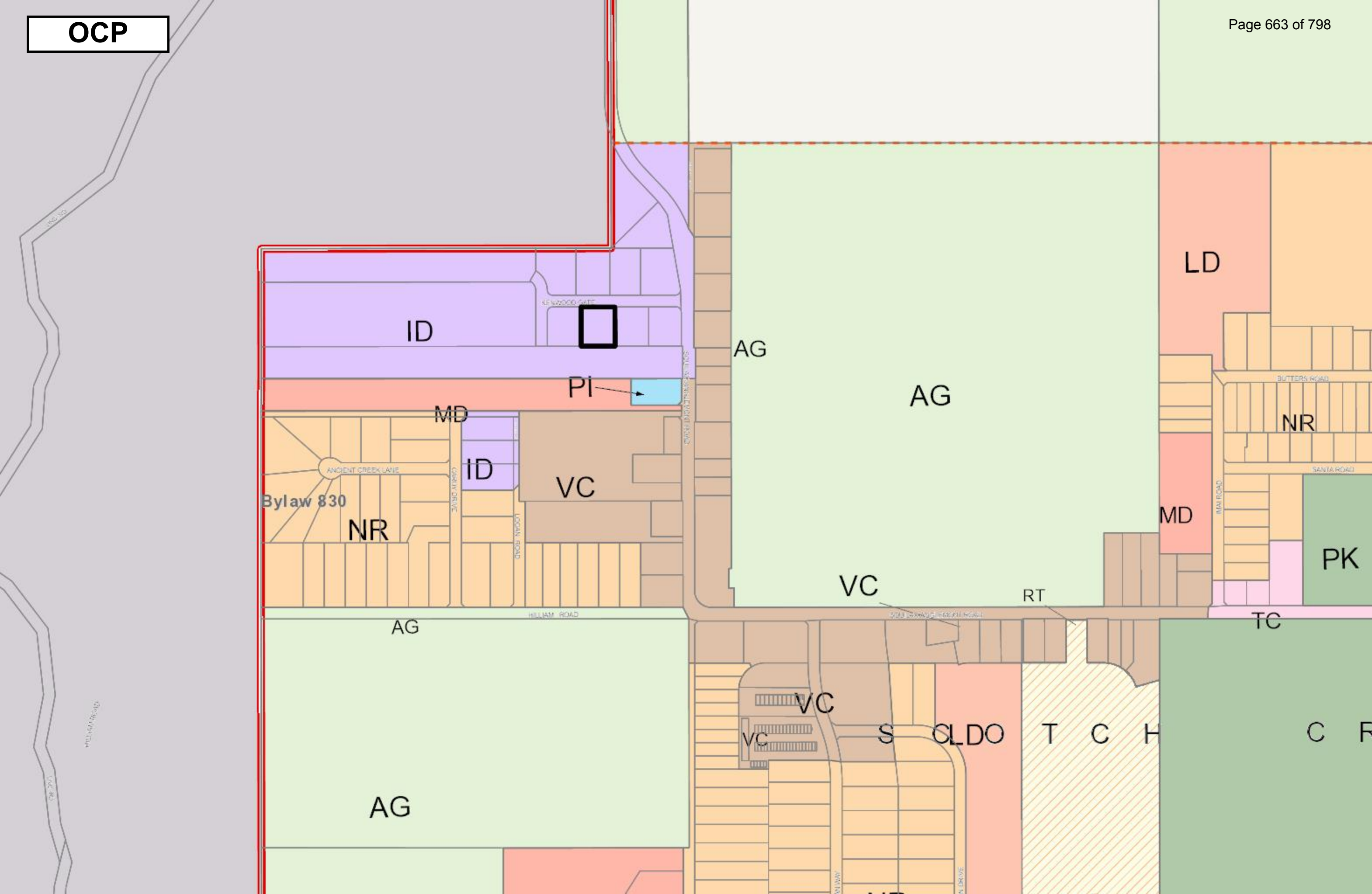
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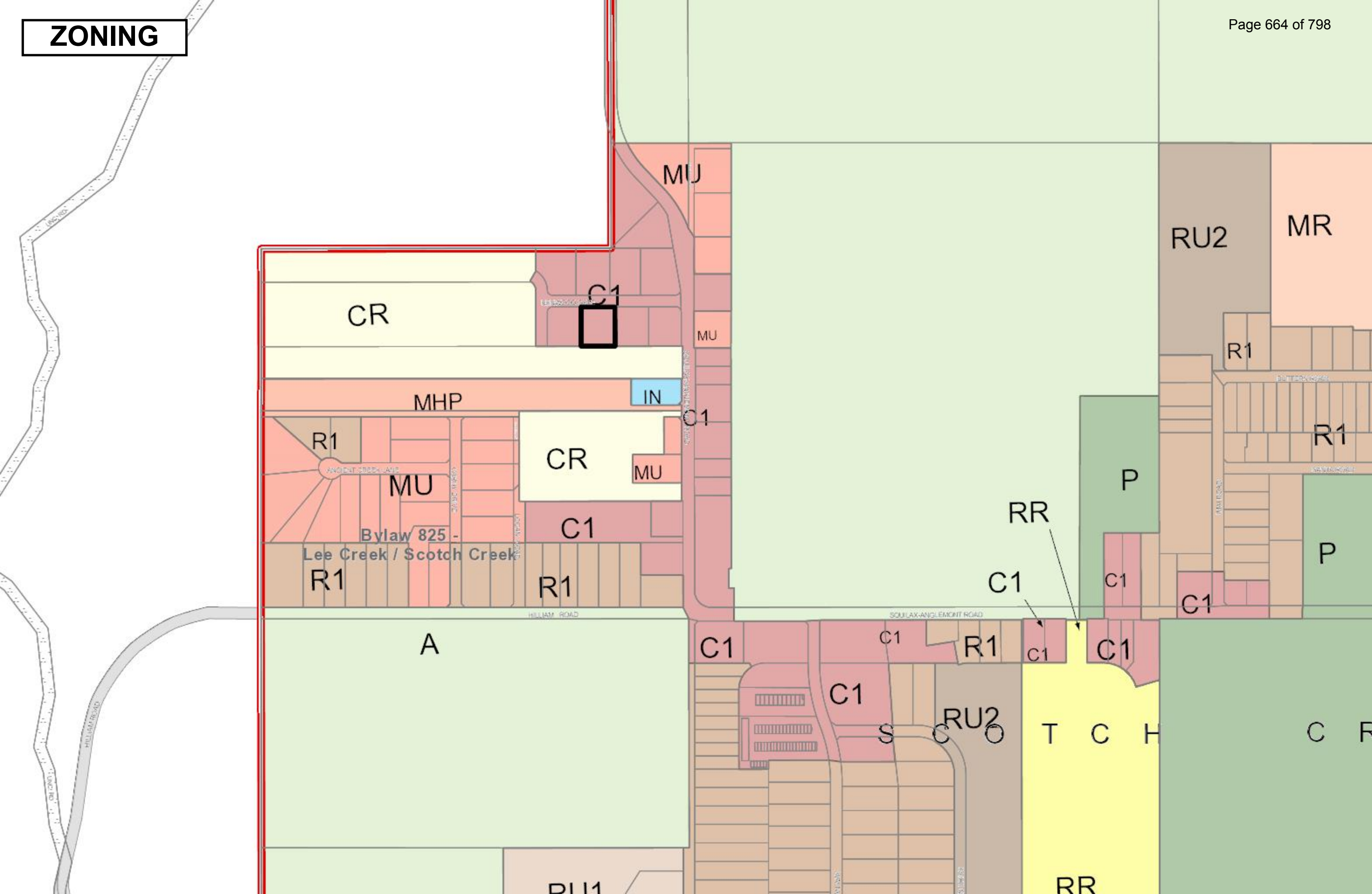


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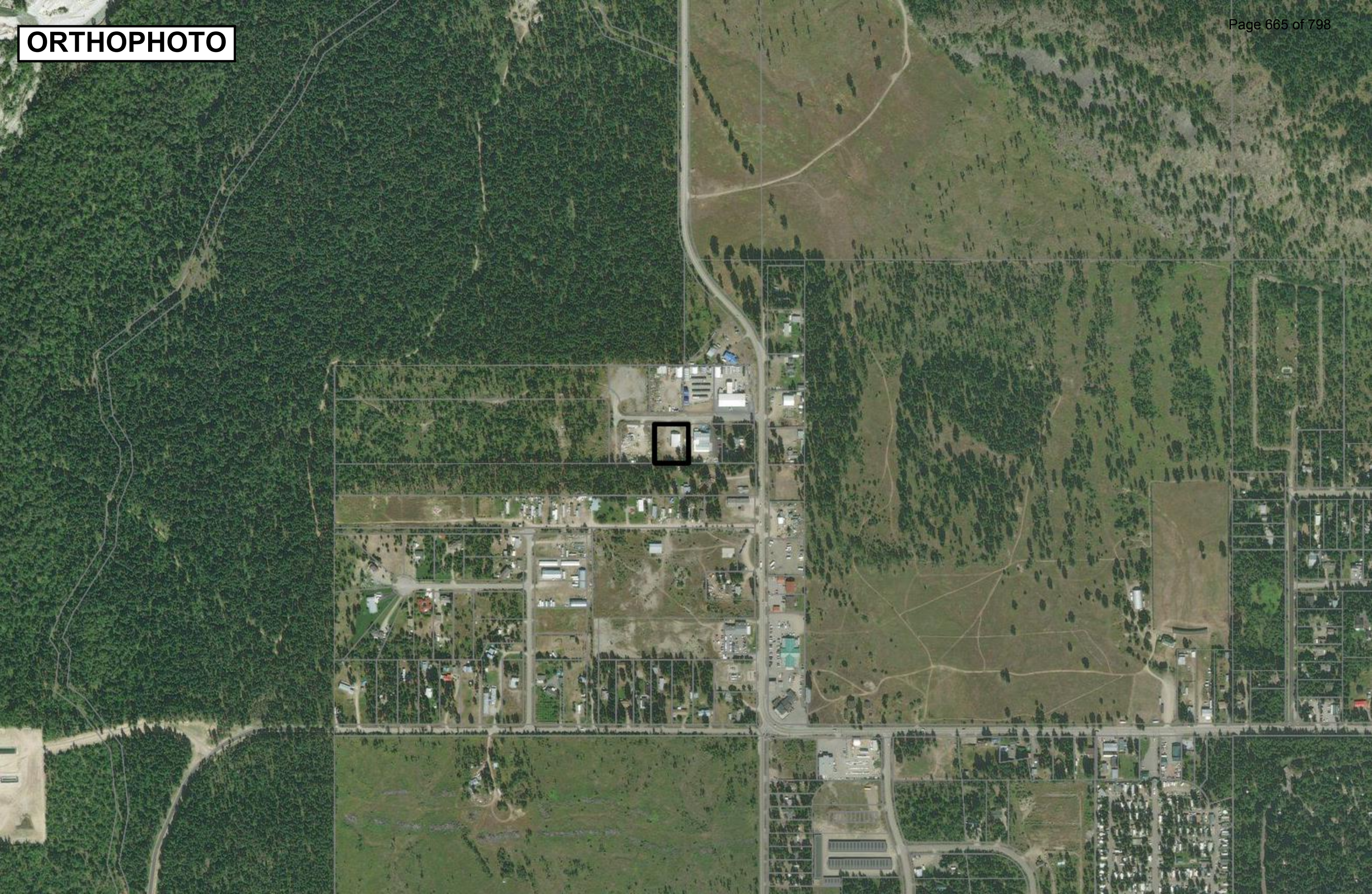














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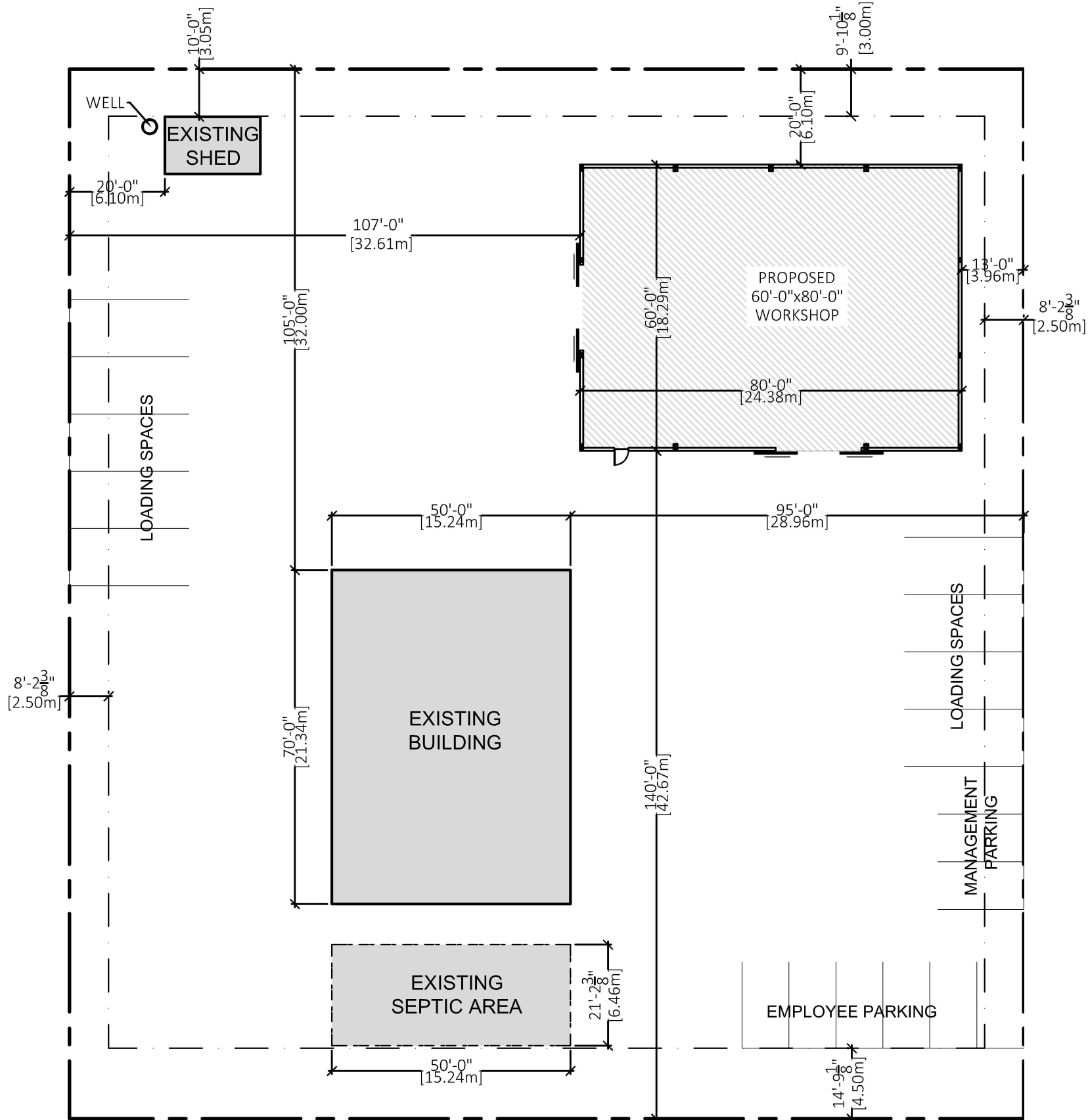
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3848A

3848



Please note: Applicant has incorrectly shown north arrow on site plan



SITE PLAN FROM INFORMATION  
SUPPLIED BY OWNER

PROPOSED SITE PLAN

3810 KENWOOD GATE

PLOT PLAN

Scale: 1:400

Building By:

**ECONOSPAN**  
STRUCTURES

PLANT:  
472 AYLMER ROAD,  
CHASE, BC

PHONE: 250 679-3400  
FAX: 250 679-3421

Designed By:

**SHUSWAP DESIGN INC.**

RR#2, SITE 26, COMP  
CHASE, BC, V0E 1M0

PHONE: (250) 679-3400  
FAX: (250) 679-3421

STRUCTURAL CONSULTANT:

**K D KETCHEN &  
ASSOCIATES LTD.**

Suite 123, 800 - 15355 24 Ave.  
Surrey, B.C. V4A 2H9

PHONE: (604) 560-5540  
sketchen@shawcable.com

Project:

**RALPH PAYMENT  
80'-0"x 60'-0" SHOP**

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Rev#:	Description:	Date:	By:
1	BLDG. LOCATION & SIZE REVISED	07/17	DB

Dwg Title:  
PLOT PLAN

Job#:  
ES-17-869

Drawn By:  
K. RANKIN

Designed By:  
D. NELSON

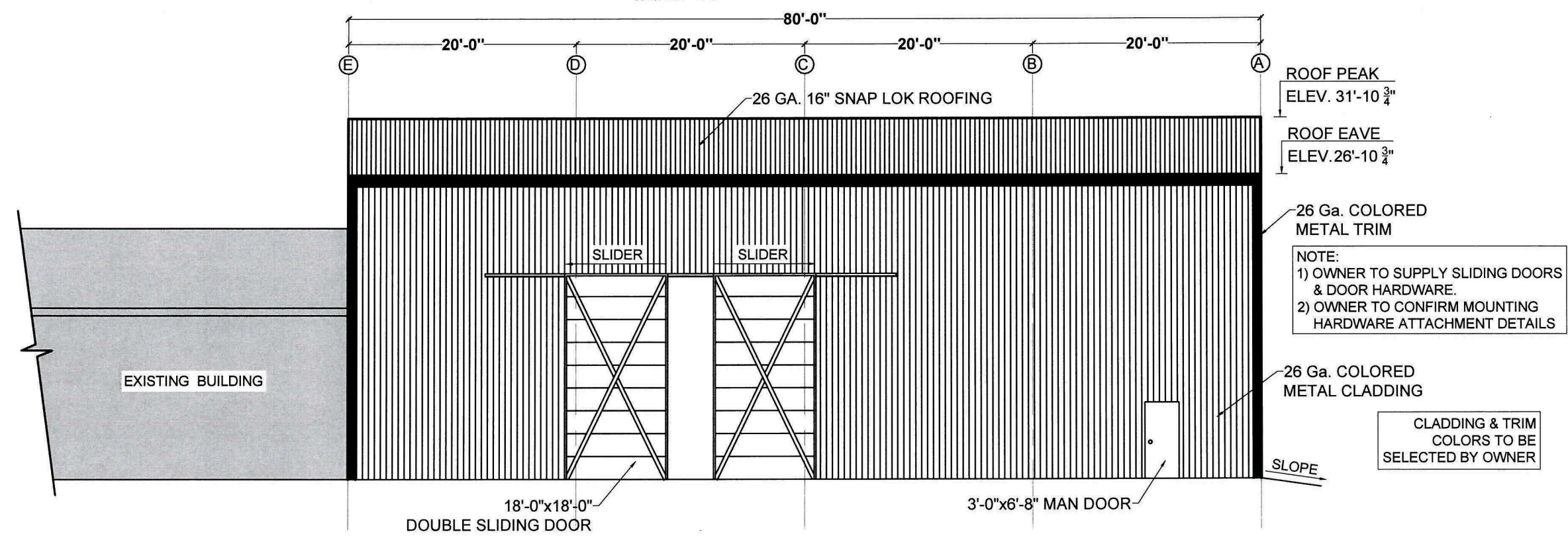
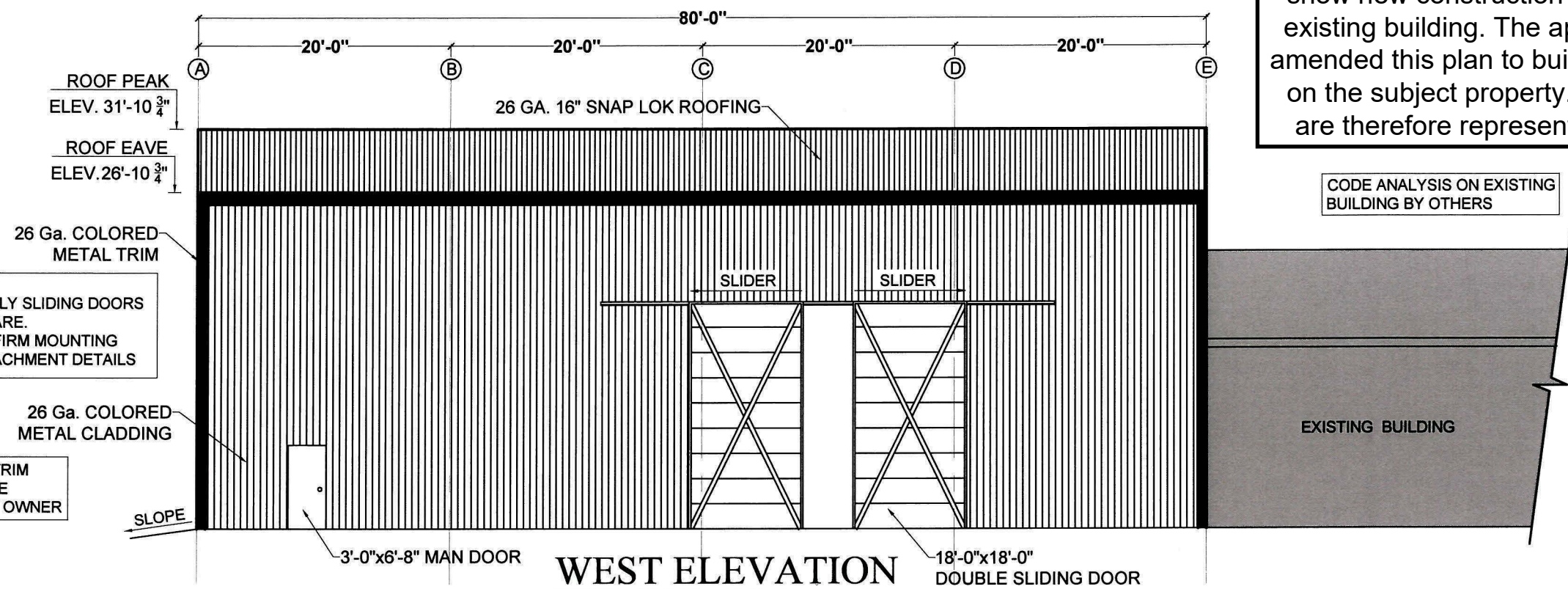
Checked By:  
K. KETCHEN

Date:  
AUG 15, 2017

Dwg #:  
A1

Rev#:  
1





GENERAL NOTES:

Please note: Elevations provided show new construction attached to existing building. The applicant has amended this plan to build separately on the subject property. Elevations are therefore representative only.

PROFESSIONAL  
OF  
K. D. KETCHEN  
BRITISH COLUMBIA  
ENGINEER

AUG 18 2017

Building By:  
**ECONOSPAN**  
STRUCTURES  
PLANT:  
472 AYLMER ROAD  
CHASE, BC  
PHONE: 250 679-3400  
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PHONE: (250) 679-3400  
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**K D KETCHEN & ASSOCIATES LTD.**  
Suite 123, 800-15355 24 Ave  
Surrey, B.C. V4A 2H9  
PHONE: (604) 560-5540  
ketchen@shuswap.com

Project:  
RALPH PAYMENT  
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Rev#	Description	Date	By
1	BLDG. LOCATION & SIZE REVISED	07/17	DB

Dwg Title:  
ELEVATIONS

Job#:  
ES-17-869

Drawn By:  
K. RANKIN

Designed By:  
D. NELSON

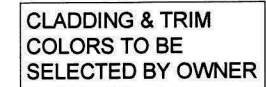
Checked By:  
K. KETCHEN

Date:  
AUG 15, 2017

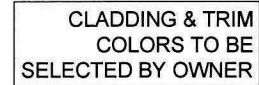
Dwg #:  
A3

Rev#:  
1





Scale:  $\frac{3}{32}'' = 1'-0''$



Scale:  $3/32" = 1'-0"$

8/18/2017 9:17:40 AM, Marland Fisher AScT

GENERAL NOTES:



Building By:

Building By:

**ECONOSPAN**  
STRUCTURES

PLANT:  
472 AYLMER ROAD.  
CHASE, BC

PHONE: 250 679-3400  
FAX: 250 679-3421

Designed By:

**SHUSWAP DESIGN INC.**

RR#2, SITE 26, COMP  
CHASE, BC. V0E 1M0

PHONE: (250) 679-3400  
FAX: (250) 679-3421

STRUCTURAL CONSULTANT

**K D KETCHEN &  
ASSOCIATES LTD.**

Suite 123, 800 - 15355 24 Ave  
Surrey, B.C. V4A 2H9

PHONE: (604) 590-5540  
kitcher@shawcable.com

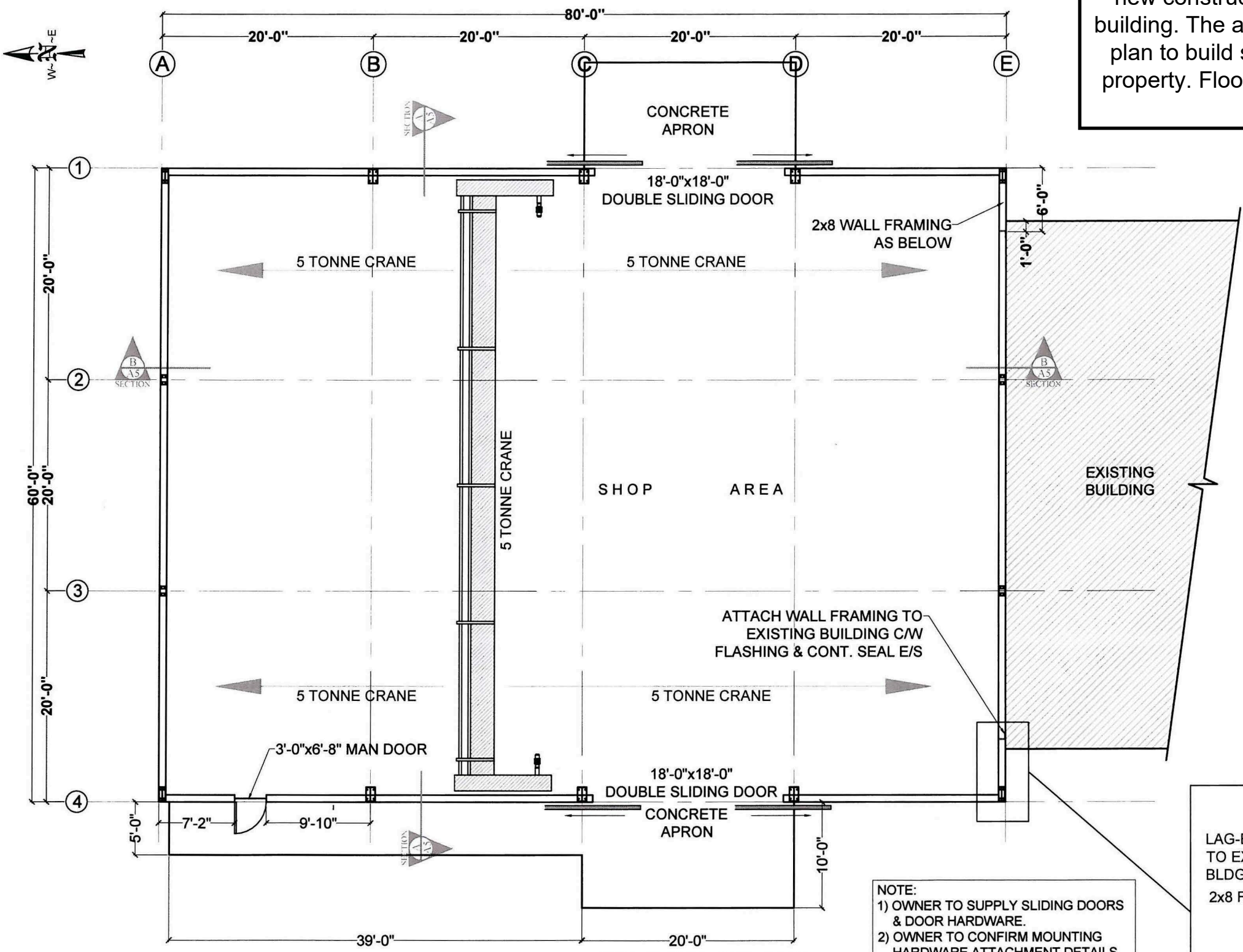
Project: \_\_\_\_\_

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Rev#:	Description:	Date:	By:
1	BLDG LOCATION & SIZE REVISED	07/17	DB
Dwg Title: ELEVATIONS			
Job#: ES-17-869			
Drawn By: K. RANKIN			
Designed By: D. NELSON		Checked By: K. KETCHEN	
Date: AUG 15, 2017	Dwg. #: <b>A4</b>	Rev#: 1	



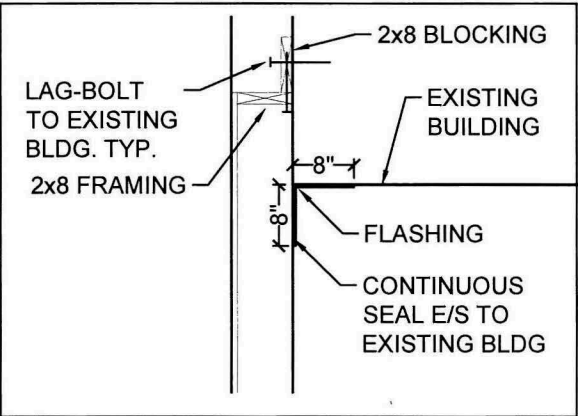


Please note: Floor plans provided show new construction attached to existing building. The applicant has amended this plan to build separately on the subject property. Floor plans are representative only.

FLOOR PLAN

Scale: 3/32" = 1'-0"

- NOTE:
- 1) OWNER TO SUPPLY SLIDING DOORS & DOOR HARDWARE.
  - 2) OWNER TO CONFIRM MOUNTING HARDWARE ATTACHMENT DETAILS



GENERAL NOTES:



AUG 18 2017

Building By:  
**ECONOSPAN**  
STRUCTURES  
PLANT:  
472 AXMINSTER ROAD,  
CHASE, BC  
PHONE: 250 679-3400  
FAX: 250 679-3421

Designed By:  
**SHUSWAP DESIGN INC.**  
RR#2, SITE 36, COMP  
CHASE, BC, V1E 1A9  
PHONE: (250) 679-3400  
FAX: (250) 679-3421

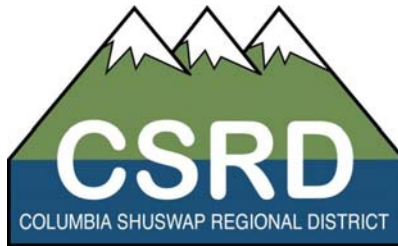
STRUCTURAL CONSULTANT  
**K D KETCHEN & ASSOCIATES LTD.**  
Suite 123, 800 - 15355 24 Ave  
Surrey, B.C. V4A 2H8  
PHONE: (604) 560-5540  
ketchen@shuswap.com

Project:  
**RALPH PAYMENT**  
80'-0" x 60'-0" SHOP

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Rev#	Description	Date	By
1	BLDG. LOCATION & SIZE REVISED	07/17	DB

Dwg Title:  
FLOOR PLAN  
Job#:  
ES-17-869  
Drawn By:  
K. RANKIN  
Designed By:  
D. NELSON  
Checked By:  
K. KETCHEN  
Date:  
AUG 15, 2017  
Dwg #:  
A2  
Rev#:  
1



## DEVELOPMENT PERMIT NO. 830-218

OWNERS: Leopold Developments Ltd.  
7745 164 Street  
SURREY, BC V4N 0K9

1. This Industrial 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 C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops  
Division Yale District, Plan KAP72803  
(PID: 025-598-422)**

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 13.8 of the "Electoral Area 'F' Official Community Plan Bylaw No. 830, as amended" for construction of a new 446 m<sup>2</sup> (4,800 ft<sup>2</sup>) building on the subject property, as attached hereto as Schedule B (Proposed Site Plan), and Schedule C (Proposed Building Elevations).
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 Site Plan), Schedule C (Proposed Elevation Plans), and Schedule D (Proposed Floor Plans), which satisfies the requirements of the Industrial Form and Character Development Permit guidelines as set out in Electoral Area 'F' Official Community Plan Bylaw No. 830, 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 FOR ISSUANCE BY the Columbia Shuswap Regional District Board on the 19 day of, October 2017.

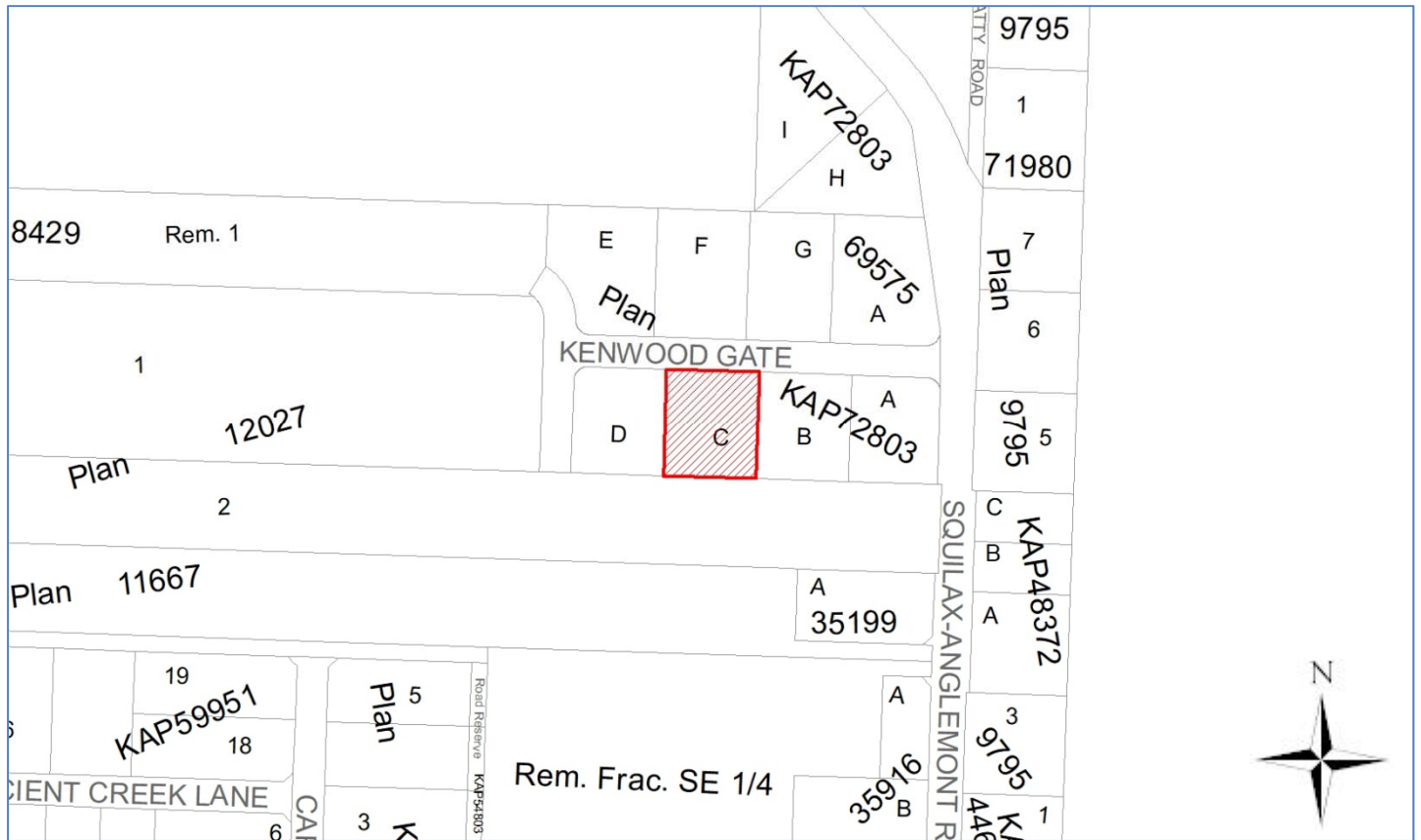
\_\_\_\_\_  
Corporate Officer

AND ISSUED on the \_\_\_\_\_ day of, \_\_\_\_\_, 2017

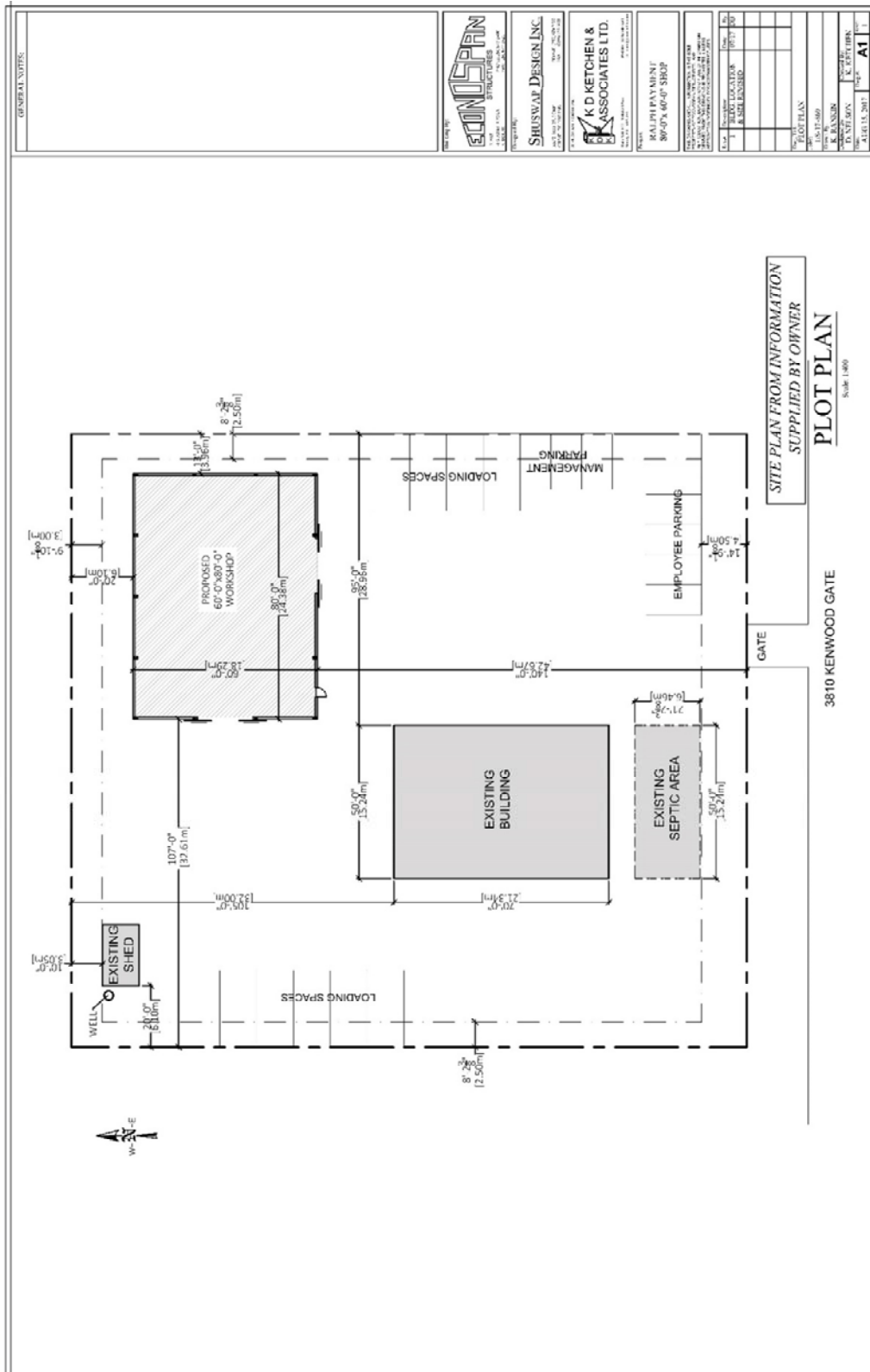
PLEASE NOTE:

- 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 830-218  
Schedule A



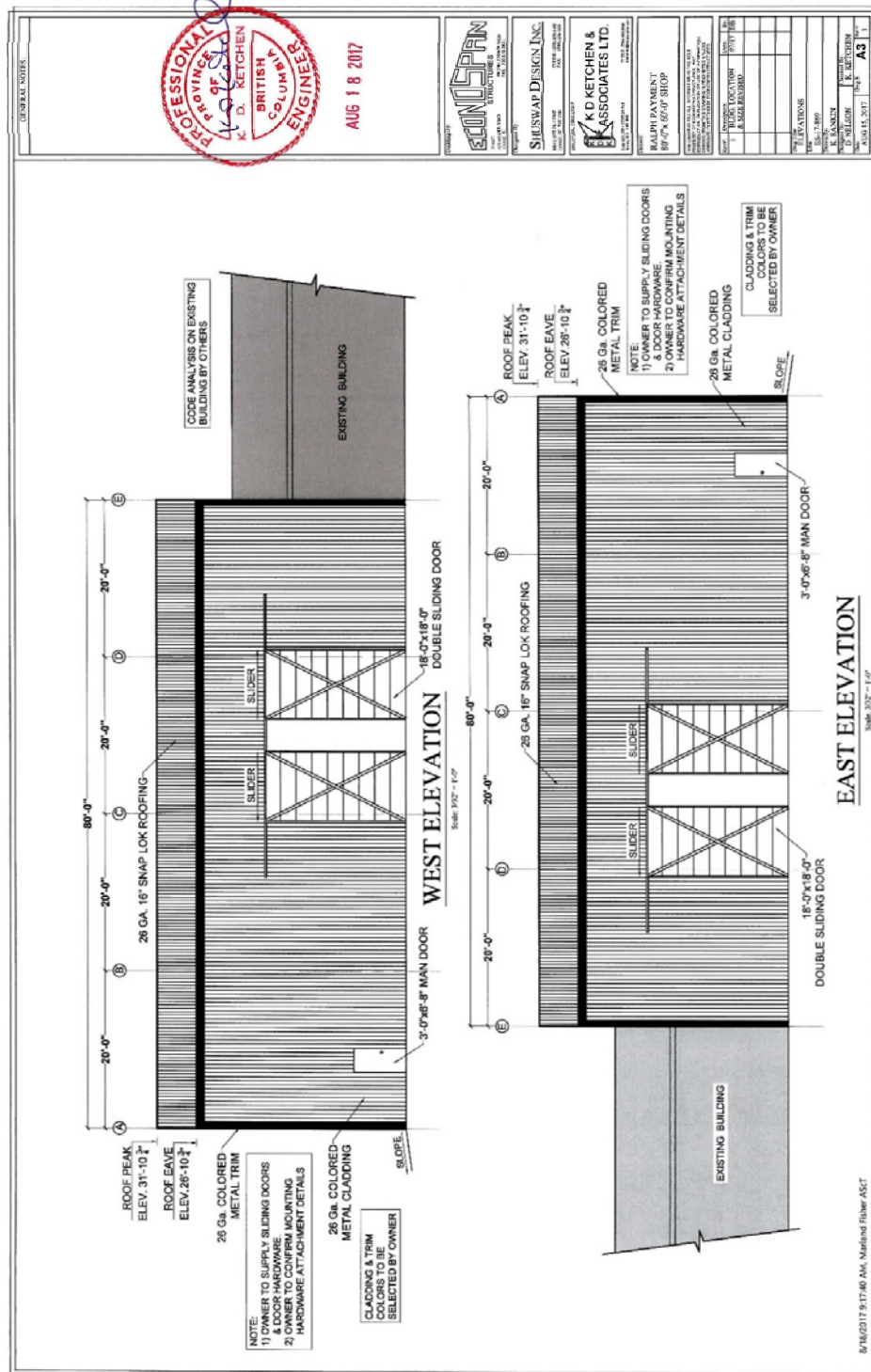
DP 830-218 Schedule B  
Proposed Site Plan



Please note: North arrow is incorrectly pointing south.



DP 830-218 Schedule C  
Proposed Elevation Plans

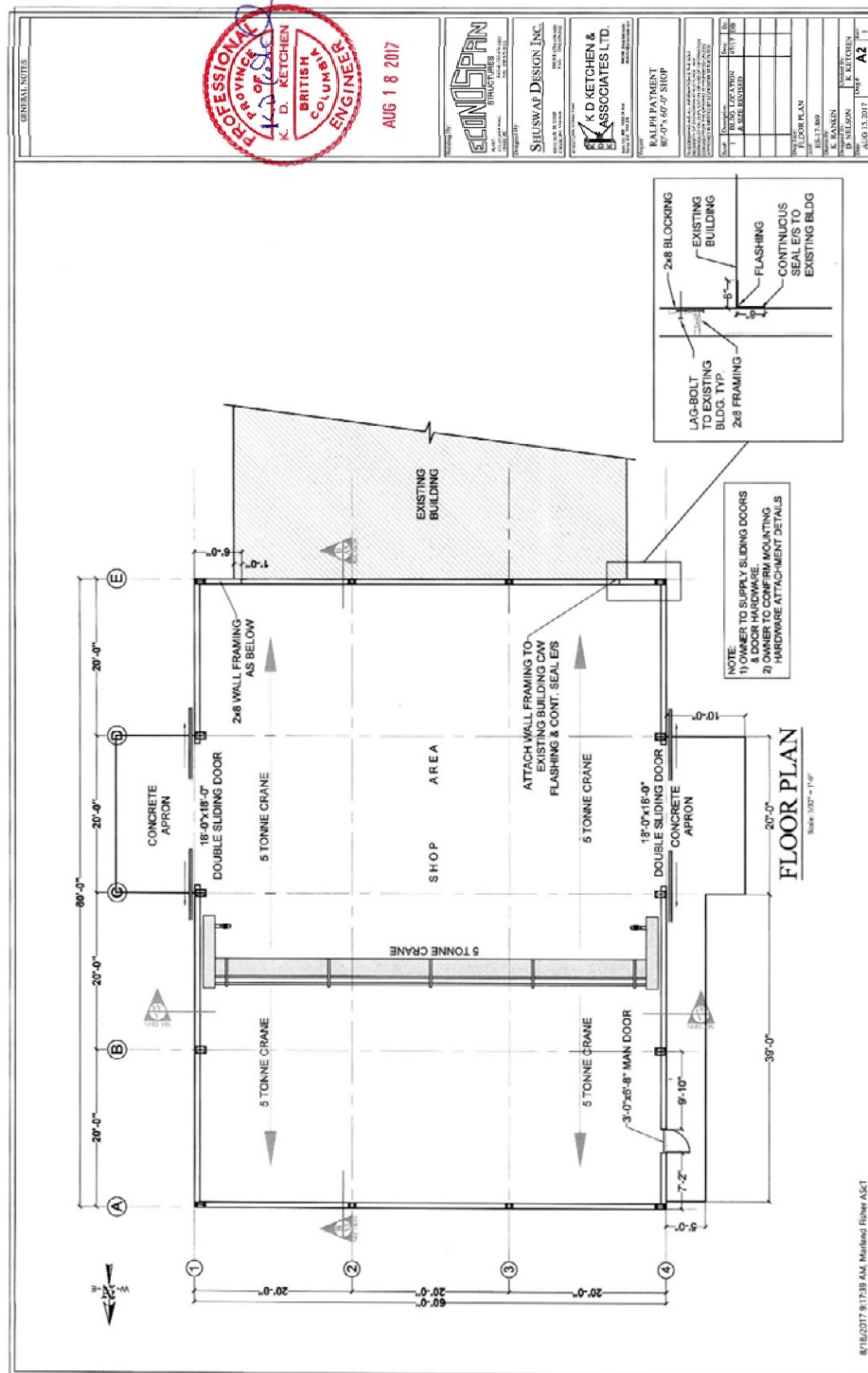


Please note: Elevations are representative only. New building will not be attached to existing building.





DP 830-218 Schedule D  
Proposed Floor Plans



Please note: Floor Plans are representative only. New building will not be attached to existing building



# BOARD REPORT

**TO:**
**Chair and Directors**

<b>File No:</b>	TUP 830-4 PL20170189
-----------------	-------------------------

**SUBJECT:**
**Electoral Area F: Temporary Use Permit No. 830-4**
**DESCRIPTION:**

Report from Dan Passmore, Senior Planner, dated September 29, 2017.  
3810 Kenwood Gate, Scotch Creek.

**RECOMMENDATION:**

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-4 for the property at 3810 Kenwood Gate to be used for industrial purposes as a manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems on Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP72803 (PID: 025-598-422), be issued this 19<sup>th</sup> day of October, 2017.

**SHORT SUMMARY:**

The subject property where the new building is proposed is currently zoned Commercial – 1 (C1) which does not permit industrial type uses such as the proposed manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems. The proposed industrial use of the property is requested for 3 years.

**VOTING:**

 Unweighted  
Corporate

☐

 LGA Part 14  
(Unweighted)

☒

 Weighted  
Corporate

☐

 Stakeholder  
(Weighted)

☐
**BACKGROUND:**
**REGISTERED OWNER:**

Leopold Developments Ltd.

**ELECTORAL AREA:**

F

**LEGAL DESCRIPTION:**

Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP728 (PID: 025-598-422)

**CIVIC ADDRESS:**

3810 Kenwood Gate

**SURROUNDING LAND USE PATTERN:**

North = Commercial Storage

South = Residential/Boat Storage TUP

East = Industrial

West= Industrial

**CURRENT AND PROPOSED USE:**

Sale of Docks, water treatment systems, boat and dock anchor systems

**PARCEL SIZE:**

0.4 ha. (0.98 ac)

**DESIGNATION:**

ID – Industrial

**ZONE:**

Commercial – 1 (C1)

**POLICY:****Electoral Area 'F' Official Community Plan No. 830**

PSA - Primary Settlement Area

ID – Industrial

**Section 11**

Managing Growth: North Shuswap

**Policy 1**

The Primary and Secondary Settlement Areas are delineated on Schedules B & C. This Plan directs growth and development to these areas. The Plan does not support significant growth and development outside the Primary and Secondary Settlement Areas.

**Policy 3**

Scotch Creek is the Primary Settlement Area. The Regional District will encourage residential, commercial, and light industrial growth in Scotch Creek that is consistent with the policies of this plan. All new development must be connected to community water and sewer systems.

**Section 12**

Managing Growth: Scotch Creek (Primary Settlement Area)

**SubSection 12.2****Principle 1**

Encourage the development of a livable community that provides a high quality of life within its unique environmental setting by:

- b) Striving for a balance of residential, recreational, commercial and light industrial uses, and ensure that adjacent uses are compatible;

**Principle 2**

Strive for an economically and socially sustainable community by:

- c) Identifying opportunities for economic development that would support the local population and address needs; and
- d) Encouraging the development of employment opportunities, especially year-round permanent jobs.

**Subsection 12.7 Industrial (ID)***Objective 1*

The intent of this land use is to provide for a range of light industrial uses, including manufacturing, high technology industries, warehousing, storage and distribution, machine and automobile repair. These activities will also help in providing viable year-round employment opportunities.

*Policy 1*

Permitted uses include light industrial uses, including manufacturing, high technology industries, warehousing, storage and distribution, machine and automobile repair. Commercial uses are also permitted within this land use, as are residential uses as part of a mixed-use building.

*Policy 2*

A maximum building height of three storeys is permitted.

*Policy 3*

All parcels designated as Industrial are also designated as Development Permit Areas. The DPA guidelines provide additional direction for development regarding form and character, and they should be considered together with the general land use guidelines.

## **Section 14 Temporary Use Permits**

The Regional District may consider issuing Temporary Use Permits through the authority of the *Local Government Act*.

*Area*

Temporary Use Permits are allowed in all designations.

*Guidelines*

For all temporary use permits:

Applicants must demonstrate how the proposed use will not markedly impact adjacent residents, local services and the environment. Where impacts are expected, applicants must provide details of those impacts and mitigative measures.

## **Scotch Creek/Lee Creek Zoning Bylaw No. 825**

### **Section 5.13 Commercial – 1 (C1)**

Principal Uses

- (a) *Amusement establishment*
- (b) *Campground*
- (c) *Convenience store*
- (d) *Day care*
- (e) *Marina*
- (f) *Mini storage*
- (g) *Motel*
- (h) *Office*
- (i) *Outdoor sales*
- (j) *Personal services*
- (k) *Plant nursery and services*
- (l) *Pub*
- (m) *Public assembly facility*

- (n) *Recycling drop-off facility*
- (o) *Rental shop*
- (p) *Restaurant*
- (q) *Retail store*
- (r) *Service station*
- (s) *Single family dwelling*
- (t) *Tourist cabin*
- (u) *Library*

#### Secondary Uses

- (a) *Accessory use*
- (b) *Owner/operator dwelling*

#### **FINANCIAL:**

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

#### **KEY ISSUES/CONCEPTS:**

The subject property is currently serviced by an on-site septic disposal system, although CSRD records on the property do not indicate a permit to construct the system was obtained from the jurisdiction having authority. A Section 219 covenant registered against the title of the property at the time of subdivision in 2003, by the Interior Health Authority (IHA), required a secondary treatment plant (package treatment plant) with nitrate reduction capabilities designed by a BC Professional Engineer to be installed on all lots in the proposed plan of subdivision. Staff have reviewed a building permit issued for the existing building in 2004 which indicates that the building did not require plumbing facilities, so are unaware of whether this requirement was fulfilled by the time the existing on-site sewerage system was installed. Staff are also unaware whether the addition would trigger a new filing, or whether the IHA would enforce their own covenant with respect to this development.

The existing building is currently serviced with a groundwater well.

The subject property is located in an area that has been identified as a hazard area for Flooding and Debris Flow Potential, which requires staff to consider a technical Development Permit. The applicant has provided a report from Mr. Alan Bates, P.Eng. of Streamworks Consulting Inc., dated April 18, 2017 analyzing potential hazard to the proposed development from flooding and debris flow potential. The report concludes that the proposed development is safe to use for the intended use.

The proposed new building is 446 m<sup>2</sup> (4,800 ft<sup>2</sup>). The building is proposed to be situated in the southwest corner of the subject property, separate from the existing building. The new building will more than double the size of buildings on the subject property. The owner is not proposing to upgrade the existing building.

The proposed new building complies with building siting requirements in the Scotch Creek/Lee Creek Zoning Bylaw No. 825, including building height restrictions.

The owner has indicated that his intention is to use the existing building and the proposed new building for industrial purposes as a manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems. The proposed business operation does not

conform with the permitted uses in the Commercial – 1 (C1) zone in accordance with Scotch Creek/Lee Creek Zoning Bylaw No. 825. As a result the owner has applied for a Temporary Use Permit (TUP 830-4) to be allowed to utilise the property for the industrial uses. The property is designated in Electoral Area F Official Community Plan Bylaw No. 830 as Industrial use, so the industrial use of the property is supported in the OCP.

The proposed new building does not contravene the applicable guidelines in Section 13.8 of Electoral Area F Official Community Plan Bylaw No. 830, as it is similar to other buildings in the area.

**SUMMARY:**

The owner has requested a Temporary Use Permit to be allowed to use the property for industrial uses. Since the property is designated industrial in the Electoral Area F Official Community Plan Bylaw No. 830, staff recommend that the Board consider issuing the Temporary Use Permit, subject to the following conditions:

- The owner must install surface treatments for the parking area, and must control dust and drainage;
- Use of the property for industrial purposes is limited to the hours of 7:00 am until 10:00 pm daily;
- All industrial activity on the subject property is to be confined to the interior of the buildings indicated on the site plan, attached as Schedule B; and,
- The owner is wholly responsible for the proper disposal of all garbage, recycling, and waste on the subject property.

**IMPLEMENTATION:**

Neighbouring property owners will become aware of the proposal when the applicant posts a notice of development sign on the subject property and when required notifications from this office are received by property owners within 100 m of the subject property. An advertisement will be placed in the October 13, 2017 edition of the Shuswap Market News.

**COMMUNICATIONS:**

If the Board approves issuance of TUP 830-4, the owner and agent will be advised of the decision, and upon satisfying any necessary conditions, the TUP will be registered at the Land Title Office.

**DESIRED OUTCOMES:**

That the Board endorse staff recommendation.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
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:**

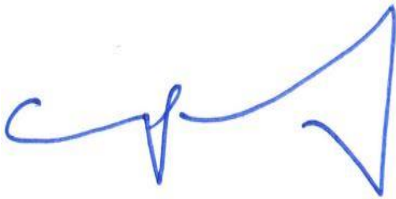
1. Electoral Area F Official Community Plan Bylaw No. 830
2. Scotch Creek/Lee Creek Zoning Bylaw No. 825
3. Application
4. Streamworks Consulting Inc. report dated April 18, 2017



**Report Approval Details**

Document Title:	2017-10-19_Board_DS_TUP830-4_Leopold.docx
Attachments:	- Maps_Plans_DP830-218.pdf - TUP830-4-Permit.pdf
Final Approval Date:	Oct 6, 2017

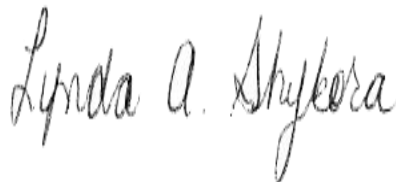
This report and all of its attachments were approved and signed as outlined below:



**Corey Paiement - Oct 4, 2017 - 4:47 PM**



**Gerald Christie - Oct 5, 2017 - 8:14 AM**



**Lynda Shykora - Oct 6, 2017 - 12:41 PM**



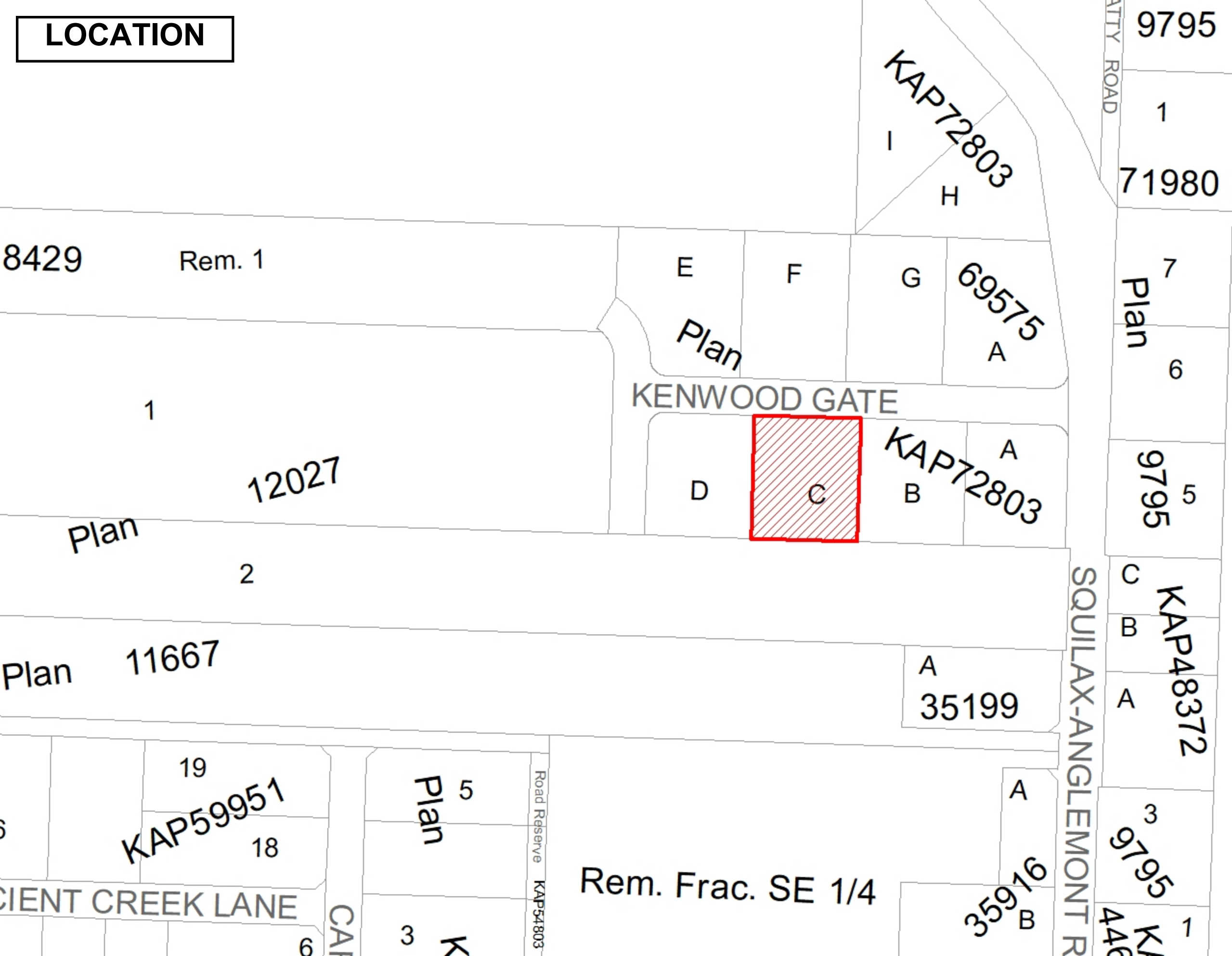
**Charles Hamilton - Oct 6, 2017 - 3:11 PM**

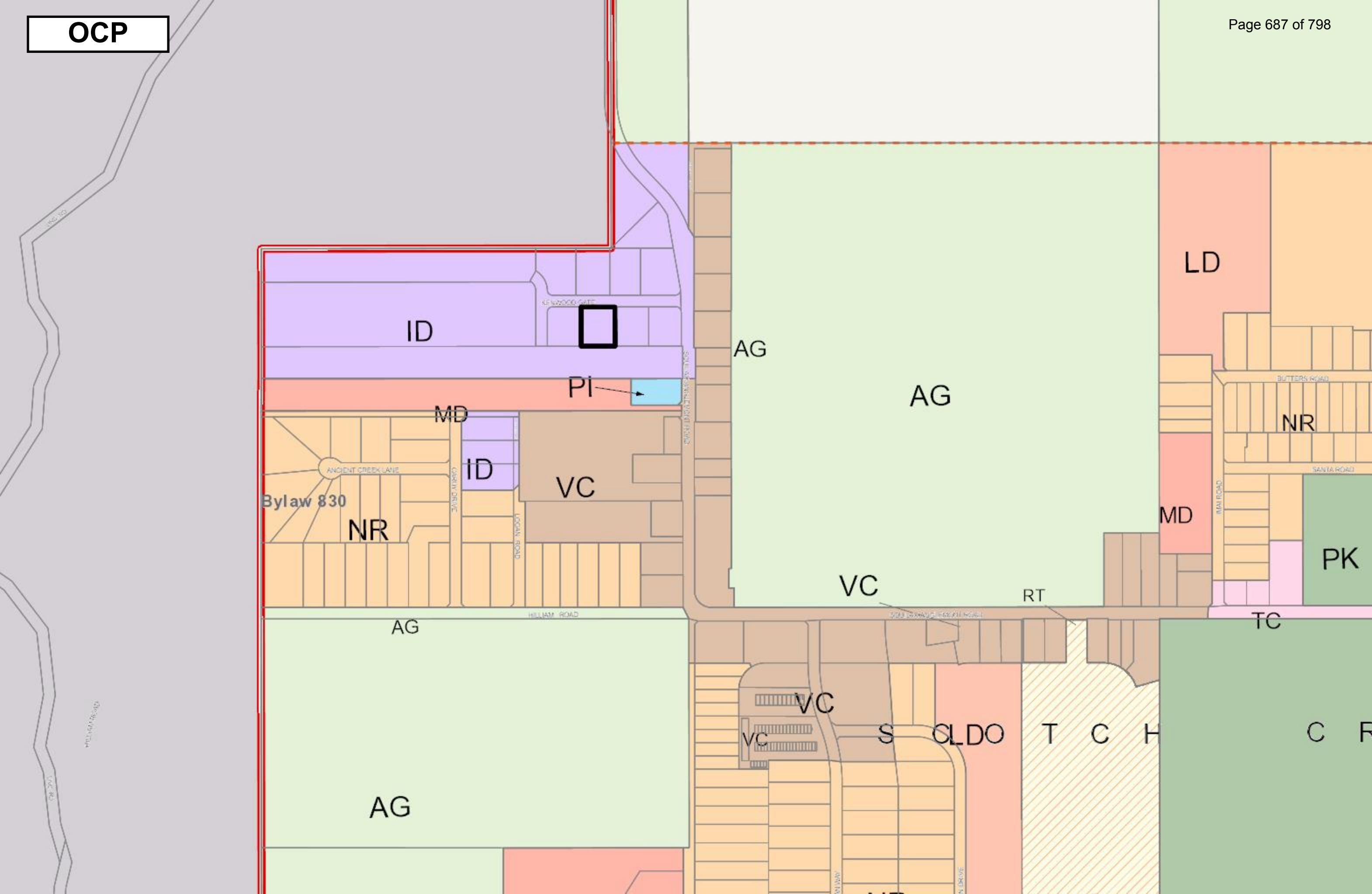
34

Tp.22 Rge.11

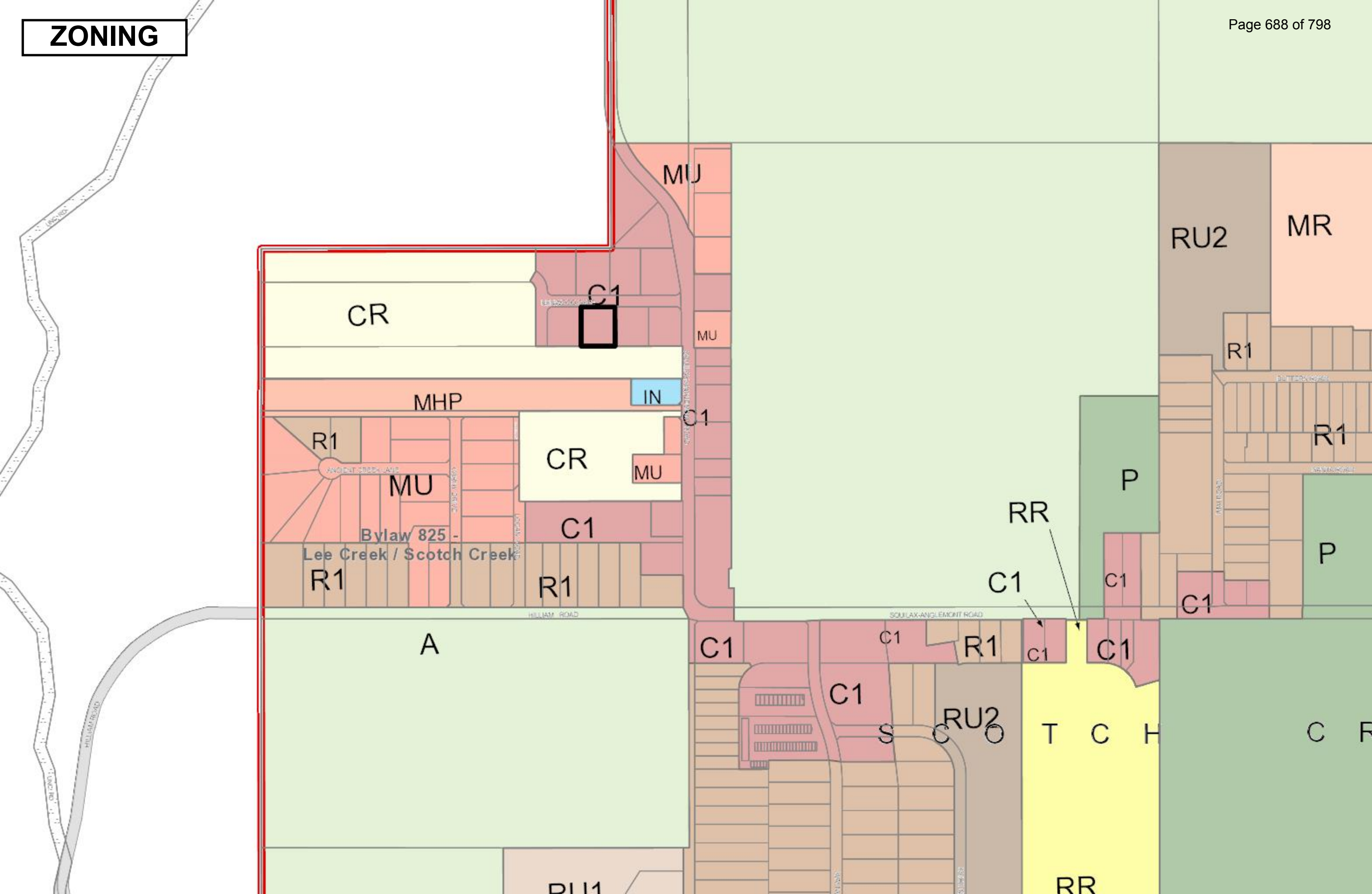


LOCATION

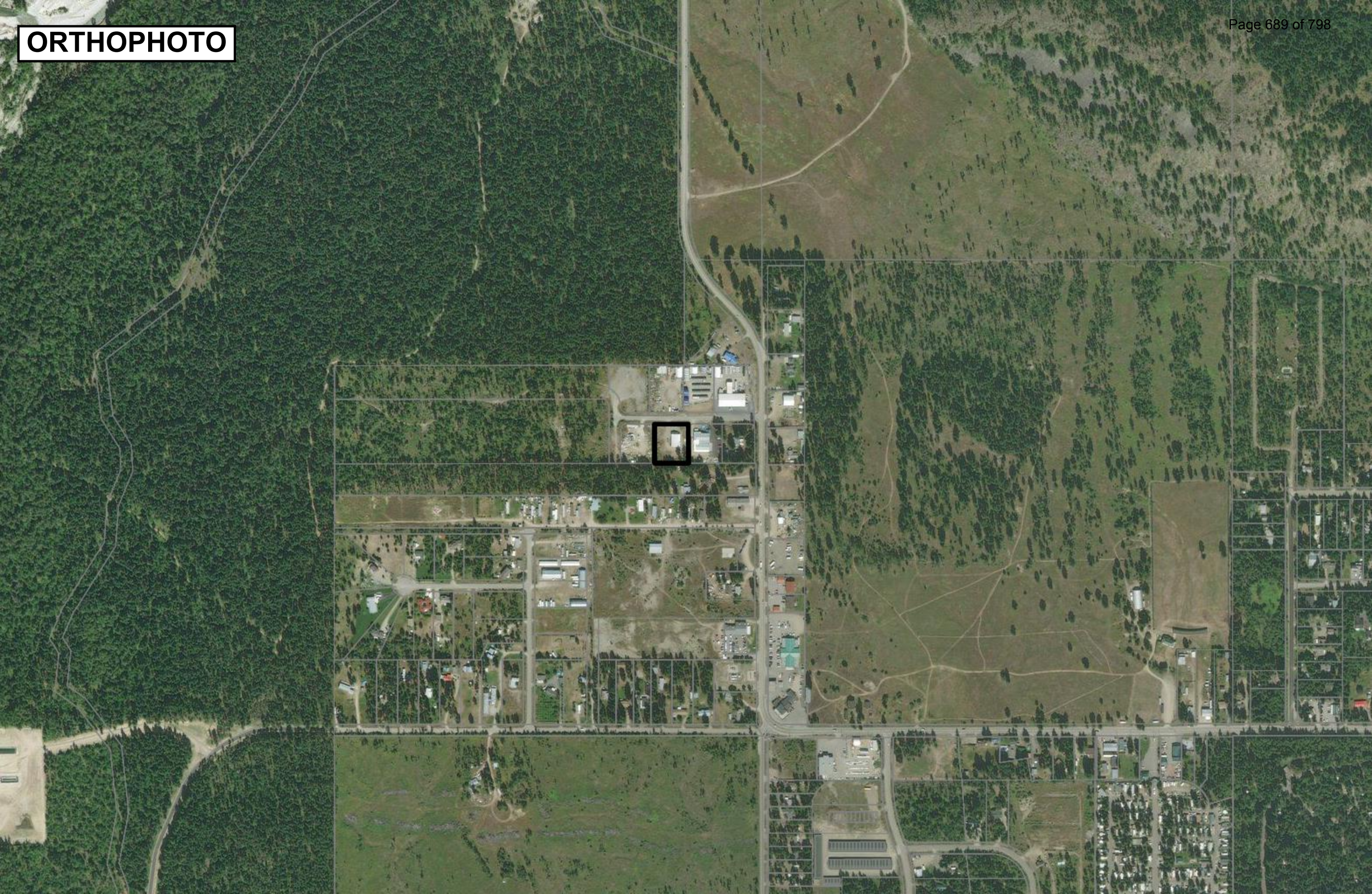














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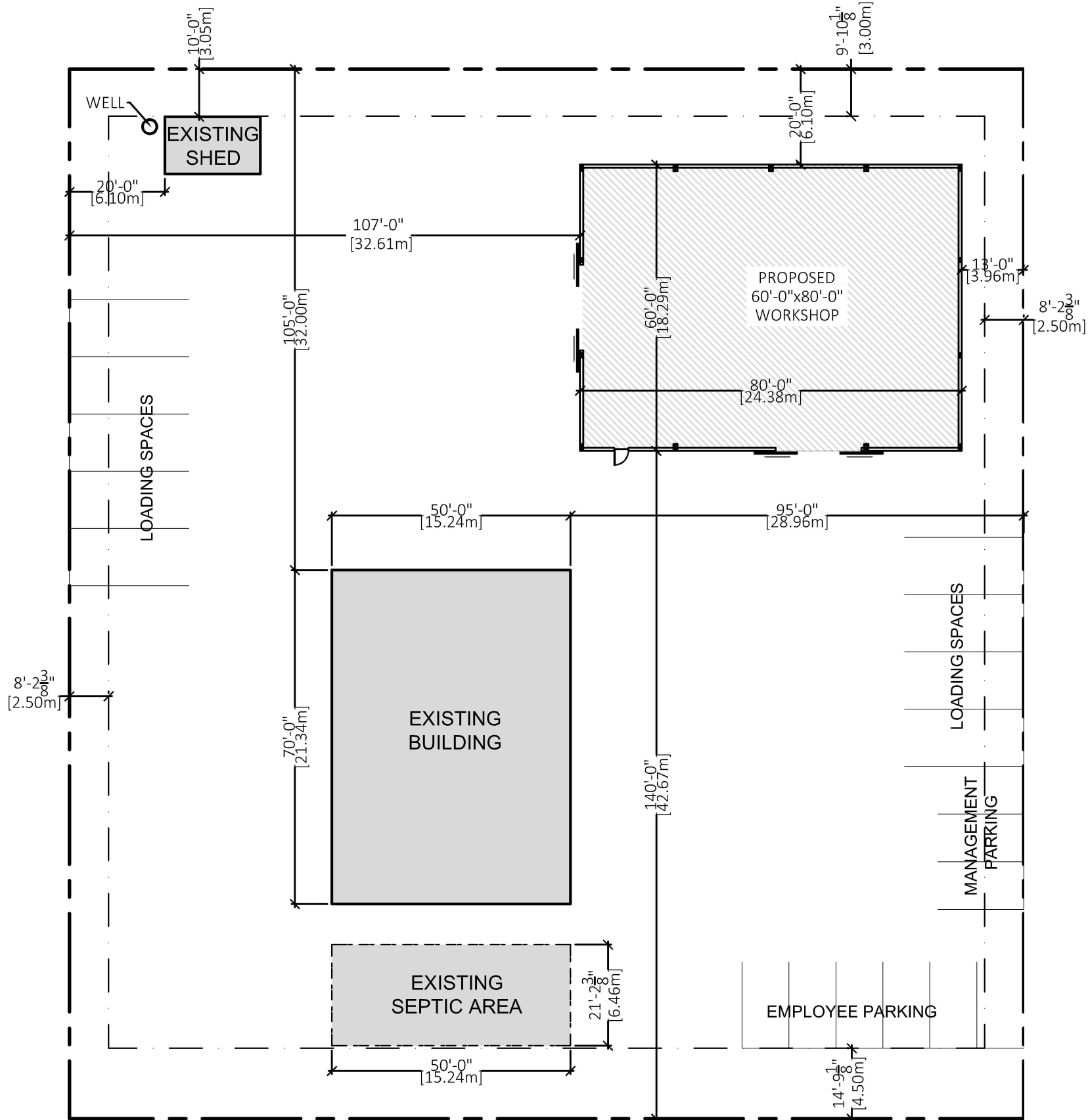
3842

3848A

3848



Please note: Applicant has incorrectly shown north arrow on site plan



# PROPOSED SITE PLAN

3810 KENWOOD GATE

SITE PLAN FROM INFORMATION  
SUPPLIED BY OWNER

# PLOT PLAN

Scale: 1:400

Building By:

**ECONOSPAN**  
STRUCTURES

PLANT:  
472 AYLMER ROAD,  
CHASE, BC

PHONE: 250 679-3400  
FAX: 250 679-3421

Designed By:

**SHUSWAP DESIGN INC.**

RR#2, SITE 26, COMP  
CHASE, BC, V0E 1M0

PHONE: (250) 679-3400  
FAX: (250) 679-3421

STRUCTURAL CONSULTANT:

**K D KETCHEN &  
ASSOCIATES LTD.**

Suite 123, 800 - 15355 24 Ave.  
Surrey, B.C. V4A 2H9

PHONE: (604) 560-5540  
sketchen@shawcable.com

Project:

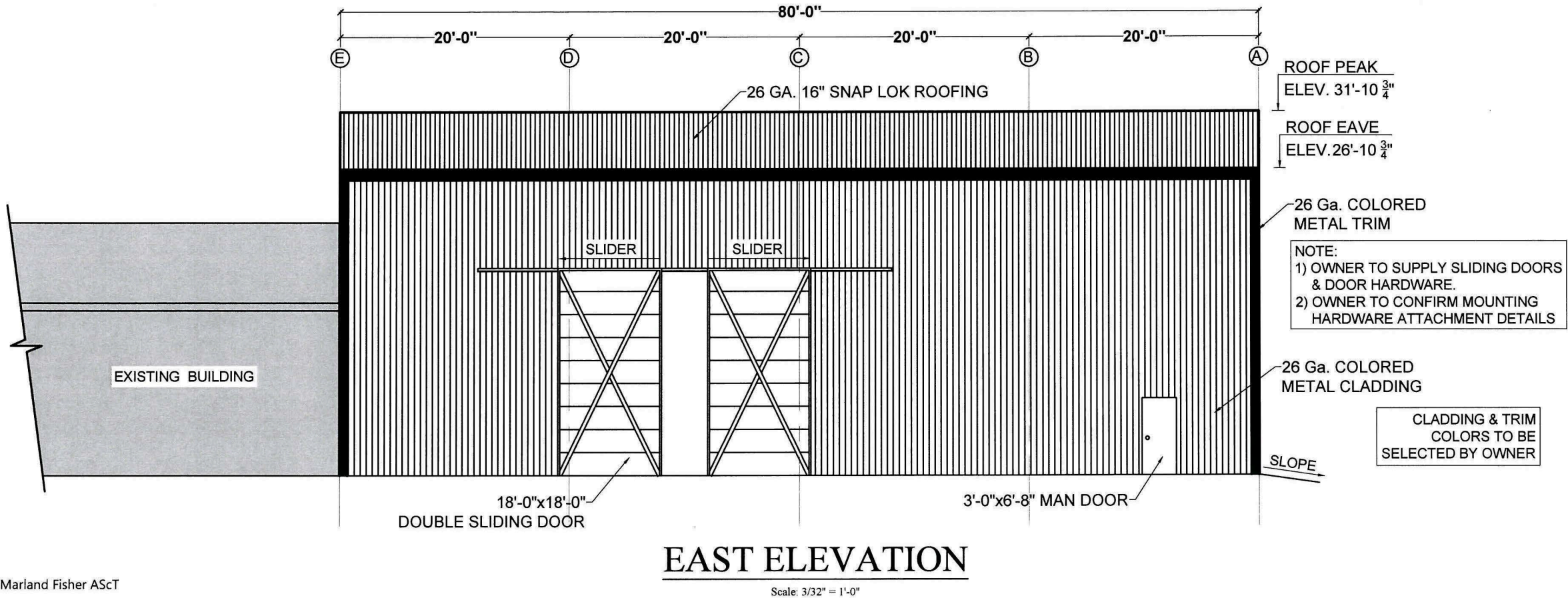
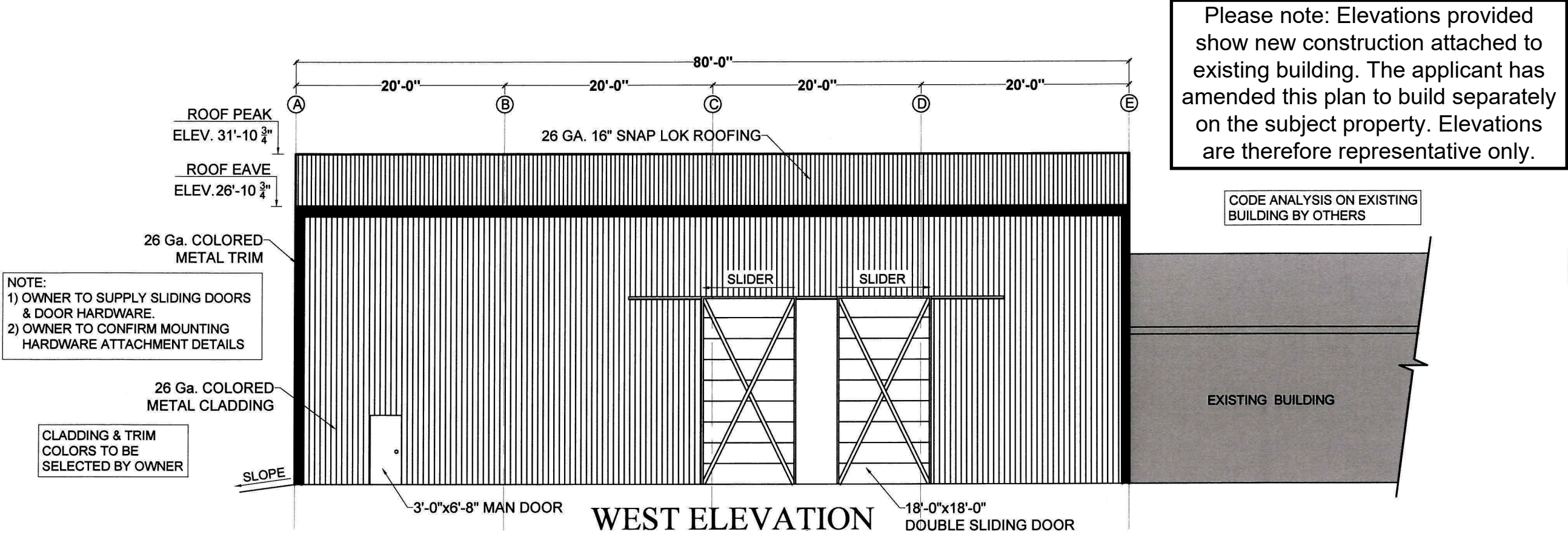
RALPH PAYMENT  
80'-0"x 60'-0" SHOP

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Rev#:	Description:	Date:	By:
1	BLDG. LOCATION & SIZE REVISED	07/17	DB

Dwg Title: PLOT PLAN			
Job#: ES-17-869			
Drawn By: K. RANKIN			
Designed By: D. NELSON		Checked By: K. KETCHEN	
Date: AUG 15, 2017	Dwg #: A1	Rev#: 1	





GENERAL NOTES:

PROFESSIONAL  
OF  
K. D. KETCHEN  
BRITISH  
COLUMBIA  
ENGINEER

AUG 18 2017

Building By:  
**ECONOSPAN**  
STRUCTURES  
PLANT:  
472 AYLMER ROAD  
CHASE, BC  
PHONE: 250 679-3400  
FAX: 250 679-3421

Designed By:  
**SHUSWAP DESIGN INC.**  
RR#2, SITE 26, COMP  
CHASE, BC V0E 1X0  
PHONE: (250) 679-3400  
FAX: (250) 679-3421

STRUCTURAL CONSULTANT:  
**K D KETCHEN & ASSOCIATES LTD.**  
Suite 123, 800-15355 24 Ave  
Surrey, B.C. V4A 2H9  
PHONE: (604) 500-5540  
ketchen@shuswap.com

Project:  
**RALPH PAYMENT  
80'-0" x 60'-0" SHOP**

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Rev#	Description	Date	By
1	BLDG. LOCATION & SIZE REVISED	07/17	DB

Dwg Title:  
**ELEVATIONS**

Job#:  
**ES-17-869**

Drawn By:  
**K. RANKIN**

Designed By:  
**D. NELSON**

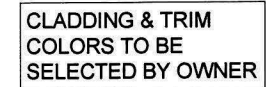
Date:  
**AUG 15, 2017**

Checked By:  
**K. KETCHEN**

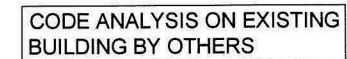
Dwg #:  
**A3**

Rev#:  
**1**





Scale:  $\frac{3}{32}'' = 1'-0''$



Scale:  $3/32" = 1'-0"$

Please note: Elevations provided show new construction attached to existing building. The applicant has amended this plan to build separately on the subject property. Elevations are representative only.

8/18/2017 9:17:40 AM, Marland Fisher ASCT

GENERAL NOTES:



Building By:

Building By:

**ECONOSPAN**  
STRUCTURES

PLANT:  
472 AYLMER ROAD.  
CHASE, BC

PHONE: 250 679-3400  
FAX: 250 679-3421

Designed By:

**SHUSWAP DESIGN INC.**

RR#2, SITE 26, COMP  
CHASE, BC, V0E 1M0

STRUCTURAL CONSULTANT

 **K D KETCHEN &  
ASSOCIATES LTD.**

Suite 123, 800 - 15355 24 Ave  
Surrey, B.C. V4A 2H9

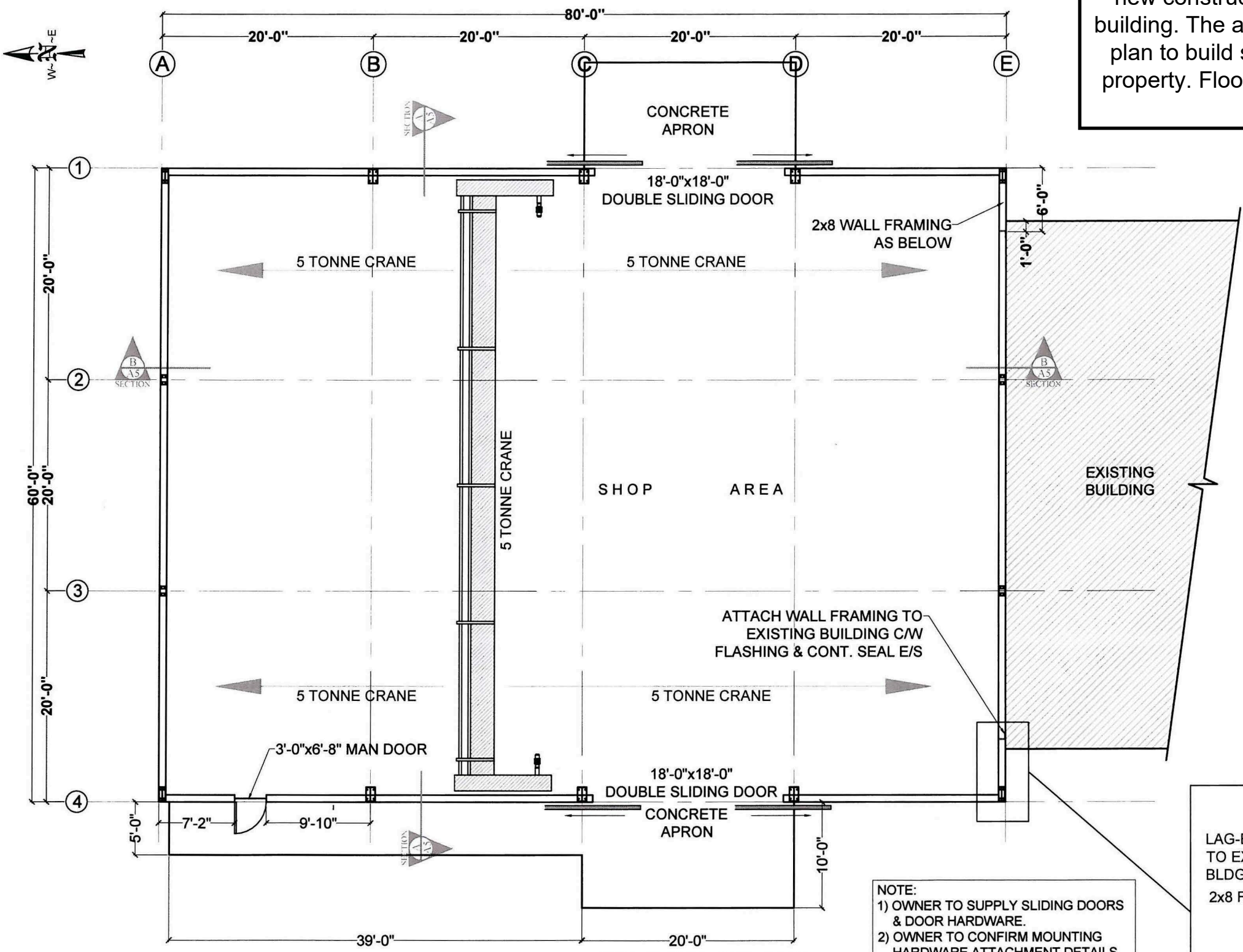
PHONE: (604) 580-5540  
kitchen@shawcable.com

Project:  
RALPH PAYMENT  
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1	BLDG LOCATION & SIZE REVISED	07/17	DB
<b>Dwg Title:</b> ELEVATIONS			
<b>Job#:</b> ES-17-869			
<b>Drawn By:</b> K. RANKIN			
<b>Designed By:</b> D. NELSON		<b>Checked By:</b> K. KETCHEN	
<b>Date:</b> AUG 15, 2017	<b>Dwg #:</b> <b>A4</b>	<b>Rev#:</b> 1	



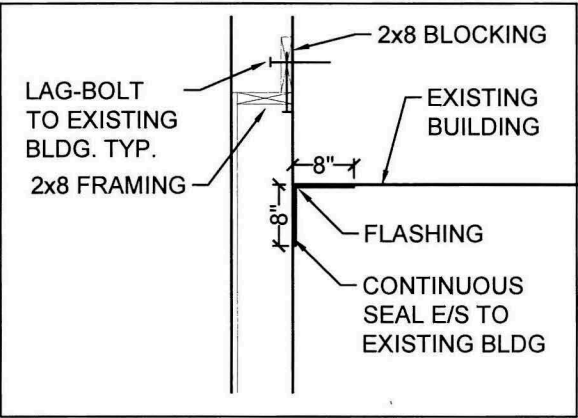


Please note: Floor plans provided show new construction attached to existing building. The applicant has amended this plan to build separately on the subject property. Floor plans are representative only.

FLOOR PLAN

Scale: 3/32" = 1'-0"

- NOTE:
- 1) OWNER TO SUPPLY SLIDING DOORS & DOOR HARDWARE.
  - 2) OWNER TO CONFIRM MOUNTING HARDWARE ATTACHMENT DETAILS



GENERAL NOTES:



Building By:  
**ECONOSPAN**  
STRUCTURES  
PLANT:  
472 AXMINSTER ROAD,  
CHASE, BC  
PHONE: 250 679-3400  
FAX: 250 679-3421

Designed By:  
**SHUSWAP DESIGN INC.**  
RR#2, SITE 36, COMP  
CHASE, BC, V1E 1A9  
PHONE: (250) 679-3400  
FAX: (250) 679-3421

STRUCTURAL CONSULTANT  
**K D KETCHEN & ASSOCIATES LTD.**  
Suite 123, 800 - 15355 24 Ave  
Surrey, B.C. V4A 2H8  
PHONE: (604) 560-5540  
ketchen@shuswap.com

Project:  
**RALPH PAYMENT**  
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Dwg Title:  
FLOOR PLAN  
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ES-17-869  
Drawn By:  
K. RANKIN  
Designed By:  
D. NELSON  
Checked By:  
K. KETCHEN  
Date:  
AUG 15, 2017  
Dwg #:  
A2  
Rev#:  
1



### TEMPORARY USE PERMIT NO. 830-4

Registered Owners: Leopold Developments Ltd.  
7745 – 164<sup>th</sup> Street  
Surrey, BC, V4N 0K9

1. This Temporary Use Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described below:  
 Legal Description: Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian,  
Kamloops Division, Yale District, Plan KAP72803  
 PID: 025-598-422  
 which property is more particularly shown on the map attached hereto as Schedule 'A'.
3. The owners of the subject property have applied for a Temporary Use Permit to allow the subject property to be used for industrial use as a manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems for a period of 3 years from the date of issuance. The new and existing buildings on the subject property is shown on the site plan attached hereto as Schedule 'B'
4. The use authorized by this Temporary Use Permit may be carried out only in accordance with the terms and conditions set out herein.
5. If the terms of this permit are not adhered to, this permit may be revoked prior to the expiry date of the permit.
6. In addition to the permitted uses in the Commercial – 1 (C1) Zone in the Scotch Creek/Lee Creek Zoning Bylaw No. 825, the subject property may be used for for industrial use as a manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems only, subject to the following conditions:
  - a) The owner must install surface treatments for the parking area, and must control dust and drainage;
  - b) Use of the property for industrial purposes is limited to the hours of 7:00 am until 10:00 pm daily;
  - c) All industrial activity on the subject property is to be confined to the interior of the buildings indicated on the site plan, attached as Schedule B; and,
  - d) The owner is wholly responsible for the proper disposal of all garbage, recycling, and waste on the subject property.

7. This Temporary Use Permit is not a Building Permit, nor shall it be construed as providing warranty or assurance that the property or any of the structures complies with the BC Building Code or any other applicable enactments.
8. Issuance of a Temporary Use Permit does not relieve the property owner of the responsibility to comply with applicable acts, regulations, or bylaws of the CSRD, or other agencies having jurisdiction under an enactment (e.g. Interior Health, Ministry of Transportation).
9. This permit, issued as per Section 493 of the Local Government Act, is valid from the date of issuance, noted below, 2017, until the same date, 2020 only. This permit may be extended only up to 3 years in duration, upon application and subsequent approval by the CSRD Board of Directors.
10. This permit is valid from the date of issuance, 2017, and shall expire on the same date in 2020.

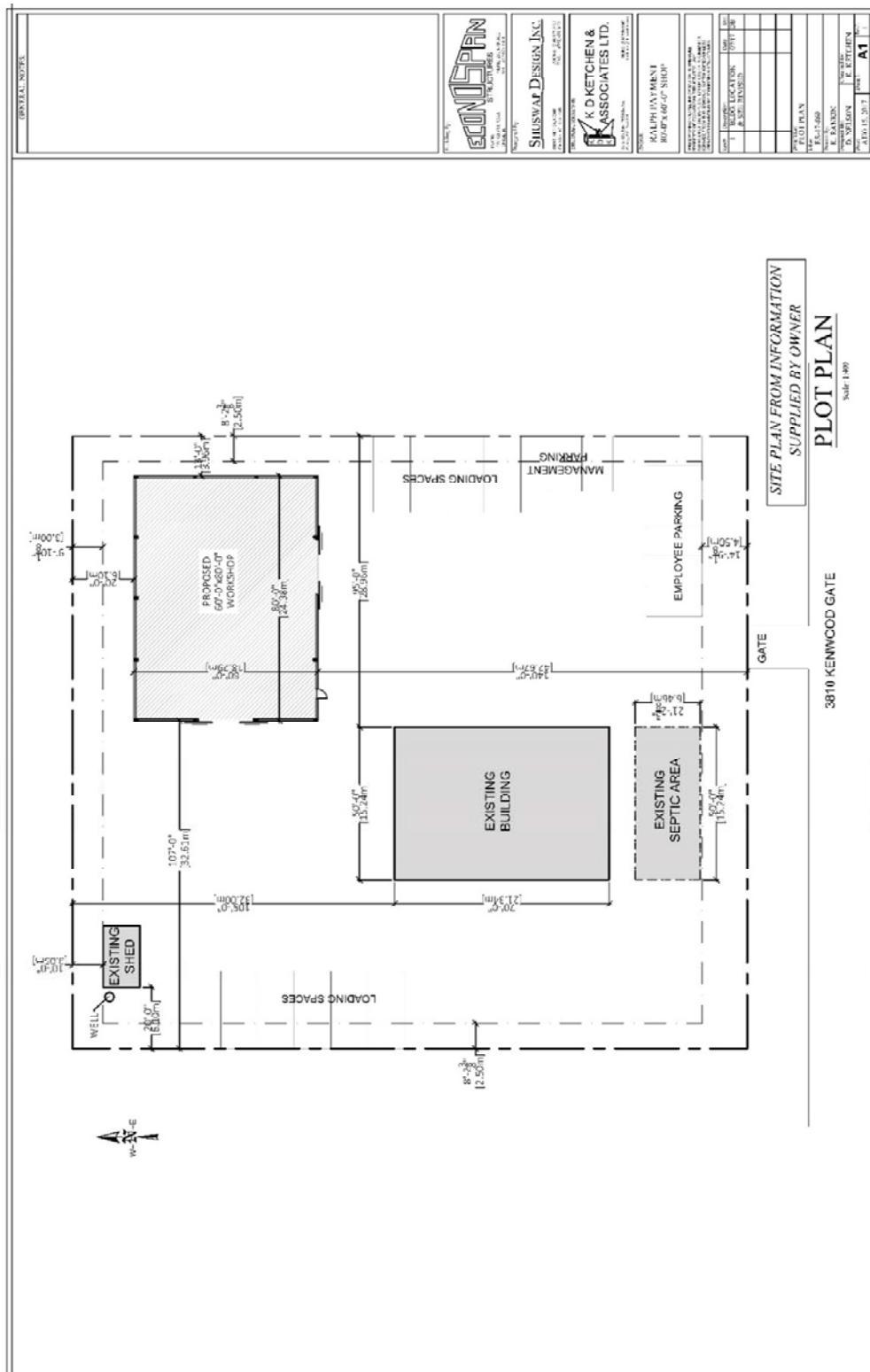
AUTHORIZED FOR ISSUANCE by the Columbia Shuswap Regional District Board on the 19<sup>th</sup> day of October, 2017.

AND ISSUED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
CORPORATE OFFICER



TUP830-4  
Schedule 'B'



Please note: North arrow shown on plan is pointing south.





# BOARD REPORT

**TO:****Chair and Directors**

<b>File No:</b>	BL 900-21 PL20170117
-----------------	-------------------------

**SUBJECT:**

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

**DESCRIPTION:**Report from Dan Passmore, Senior Planner, dated August 9, 2017.  
2001 Eagle Bay Road, Blind Bay.**RECOMMENDATION #1:**THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be read a second time this 21<sup>st</sup> day of September, 2017;)**RECOMMENDATION #2:**

THAT: a public hearing to hear representations on Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21 be held;

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

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

**SHORT SUMMARY:**

The proposal is to amend the FC3 – Foreshore Commercial 3 Zone of Lakes Zoning Bylaw No. 900 (Bylaw No. 900) to allow an expansion of the existing marina operation from 55 mooring berths to a total of 110 mooring berths.

The Board gave Bylaw No. 900-21 first reading at the July 20, 2017 regular meeting and directed staff to utilize the simple consultation process. The development notice was posted in accordance with Development Services Procedures Bylaw No. 4001, as required. Staff has referred the bylaw to the Electoral Area 'C' Advisory Planning Commission, affected Ministries, agencies and First Nations and comments received have been summarised in an attachment to this report. Additionally, the applicant has supplied more information, including an updated parking plan, to help the Board in its consideration of this expanded marina proposal. It is now appropriate for the Board to consider second reading and to delegate a Public Hearing.

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

See attached report dated June 9, 2017.

**POLICY:**

See attached report dated June 9, 2017.



**FINANCIAL:**

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

**KEY ISSUES/CONCEPTS:**

Finz currently operates a marina on Shuswap Lake adjacent to their commercial operation on the upland property. The commercial operation involves a neighbourhood pub and restaurant, a convenience store, a campground and the associated marina. The owner has submitted this application to amend the site specific regulation to expand the existing marina further into the lake with additional slips totalling 110 slips to their current mooring facilities.

Electorate Area C Official Community Plan Bylaw No. 725 policies are silent on the issue of expansion of existing marina facilities, except to discourage proposals which would have a negative ecological impact. Policies actively discouraging new development, either on the lake or the foreshore are only impacting proposed new development proposals.

Lakes Zoning Bylaw No. 900 currently only extends specific zoning 200 m into the lake from the natural boundary. This proposal will extend the marina use 173.9 m into the lake, so the new expanded dock will comply with setback requirements.

The expanded dock is designed to angle away from adjacent properties to the south, to provide clearance from lake drinking water intakes for neighbouring properties, which were installed encroaching into the Finz license area in the past. The applicant has supplied a map showing the location of the water intakes as part of the application materials.

The applicant has provided a parking plan to help illustrate compliance with the parking requirements of Bylaw No. 701. Currently Bylaw No. 701 requires the following parking quantities for each of the existing uses on the subject property:

- |                      |  |
|----------------------|--|
| • Marina             | 1 stall per 2 berths                           |
| • Neighbourhood Pub  | 1 per 3 seats                                  |
| • Restaurant, Eat-in | 1 per 10 m <sup>2</sup> of gross leasable area |
| • Convenience Store  | 1 per 35 m <sup>2</sup> of gross floor area    |
| • Campground         | 1 per camp site                                |

In addition to requiring parking stall numbers, minimum stall sizes (2.8 m wide x 5.5 m long) and maneuvering aisle dimensions are also required. The parking requirement for marina use does not currently specify requirements for both car and boat trailer parking.

The applicant has recently provided a plan to illustrate compliance with the parking requirements for all of the proposed uses on the site. The bylaw requires 148 offstreet parking stalls, and the applicant has proposed 159 total parking spaces.

The applicant has advised that to this point boat trailer parking on the site has been offered as a convenience to patrons. The applicant is currently working with a civil engineer to develop a plan for development of the upper portion of the property. This will involve additional campsites, for the most part, but as design plans are completed, they will know more about what sort of room is available for boat trailer parking. The owner would then restrict boat trailer parking to what they have room for after they have met the requirements for car parking.

The applicant has indicated that the parking areas shown in the new design plan will be constructed at, or around the same time as the dock expansion is constructed, if the rezoning amendment is approved

by the Board. In order to ensure that this parking area construction will take place, the owner has offered to register a Section 219 covenant against the title of the subject property that would restrict the use of the expanded marina facilities until the expanded parking area has been constructed. Staff are supportive of this approach.

The MoT has responded to the referral by indicating that the owner will be required to submit an application for a commercial access permit. In order to process the permit, MoT requires significant information on parking and internal roadway networks on the site. The applicant has made an application to the MoT for a commercial access permit, and has submitted the new parking plan to the MoT for review. Staff will advise the Board on the progress of this parallel process with MoT, as information becomes available.

The applicant will need to apply to the Lands Branch of the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) for an amended commercial marina license to expand on their current licensed areas (DLs 6021 and 5974) and to the Water Rights Branch of MFLNRO for a permit to construct the expanded dock. The applicant has done this, and the Water Rights Branch of MFLNRO has advised that a full Environmental Impact Analysis of the proposal is not required, as the applicant has already supplied the Ministry with adequate information. However, certain other supplementary information has been required in the form of an Environmental Management Plan, as follows:

- Plan Objective (purpose of the EMP)
- Overview of proposed works and site location
- Current situation and timing
- Summary of site data (can be in a table, or drawings showing dock dimensions)
- General construction overview
- Environmental monitor and BMP information
- Reporting schedule

**SUMMARY:**

The proposal is to amend the FC3 – Foreshore Commercial 3 Zone of Lakes Zoning Bylaw No. 900 (Bylaw No. 900) to allow an expansion of the existing marina operation to a total of 110 mooring berths. Staff is recommending that the Board consider the agency referral responses and then consider the bylaw for second reading and delegation of a Public Hearing.

**IMPLEMENTATION:**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended the simple consultation process. Neighbouring property owners first became aware of the application for zoning amendments when the notice of development sign was posted on the property.

**COMMUNICATIONS:**

If the Board supports second reading of Bylaw No. 900-21 and delegates a Public Hearing staff will proceed with notification of adjacent property owners and advertising the Public Hearing as set out in the Local Government Act.

Referral agencies have provided their comments and they have been attached as Appendix B to this report.

**DESIRED OUTCOMES:**

That the Board endorse staff recommendations.

**BOARD'S OPTIONS:**

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

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

1. Electoral Area C Official Community Plan Bylaw No. 725, as amended.
2. South Shuswap Zoning Bylaw No. 701, as amended.
3. Lakes Zoning Bylaw No. 900, as amended.

**Report Approval Details**

Document Title:	2017-10-19_Board_DS_BL900-21_Finz.docx
Attachments:	<ul style="list-style-type: none"><li>- BL900-21 Second.docx</li><li>- Maps_Plans_BL900-21.pdf</li><li>- APPENDIX-B-AgencyReferralResponses-Updated.pdf</li></ul>
Final Approval Date:	Oct 6, 2017

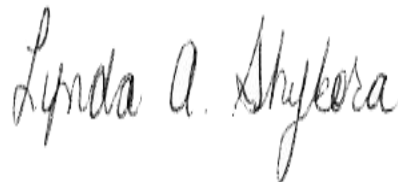
This report and all of its attachments were approved and signed as outlined below:



**Corey Paiement - Oct 3, 2017 - 4:07 PM**



**Gerald Christie - Oct 5, 2017 - 8:04 AM**



**Lynda Shykora - Oct 6, 2017 - 12:34 PM**



**Charles Hamilton - Oct 6, 2017 - 3:15 PM**

**COLUMBIA SHUSWAP REGIONAL DISTRICT**  
**LAKES ZONING AMENDMENT (FINZ RESORT LTD.) BYLAW NO. 900-21**

A bylaw to amend the " Lakes Zoning Bylaw No. 900"

WHEREAS the Board of the Columbia Shuswap Regional District has adopted Bylaw No. 900;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 900;

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

1. "Lakes Zoning Bylaw No. 900", is hereby amended as follows:

A. TEXT AMENDMENT

- i. Schedule A, Zoning Bylaw Text, Part 4 Zones, Section 4.13 FC3 Foreshore Commercial 3 Zone is hereby amended by deleting the following site specific density in its entirety:

" For the surface of the lake adjacent to Lot 1, Sections 17 and 20, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP51931, the maximum number of berths is 55. {Finz Resort}"

And replacing it with the following:

"For the surface of the lake adjacent to Lot 1, Sections 17 and 20, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP51931, the maximum number of berths is 110. {Finz Resort}"

2. This bylaw may be cited as " Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21".

READ a first time this \_\_\_\_\_ 20 \_\_\_\_\_ day of \_\_\_\_\_ July \_\_\_\_\_, 2017.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
CORPORATE OFFICER

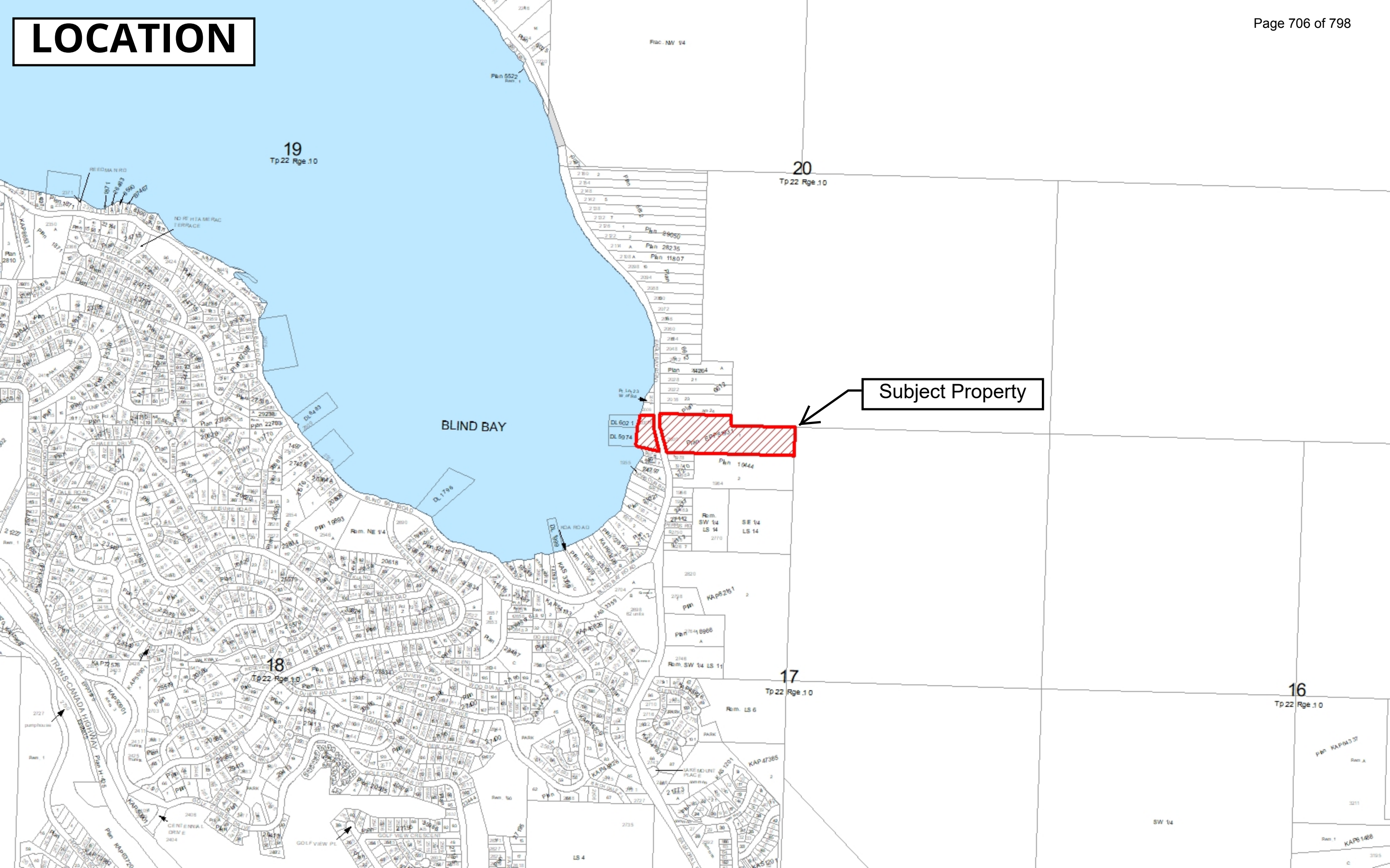
\_\_\_\_\_  
CHAIR

CERTIFIED true copy of Bylaw No. 900-21  
as read a third time.

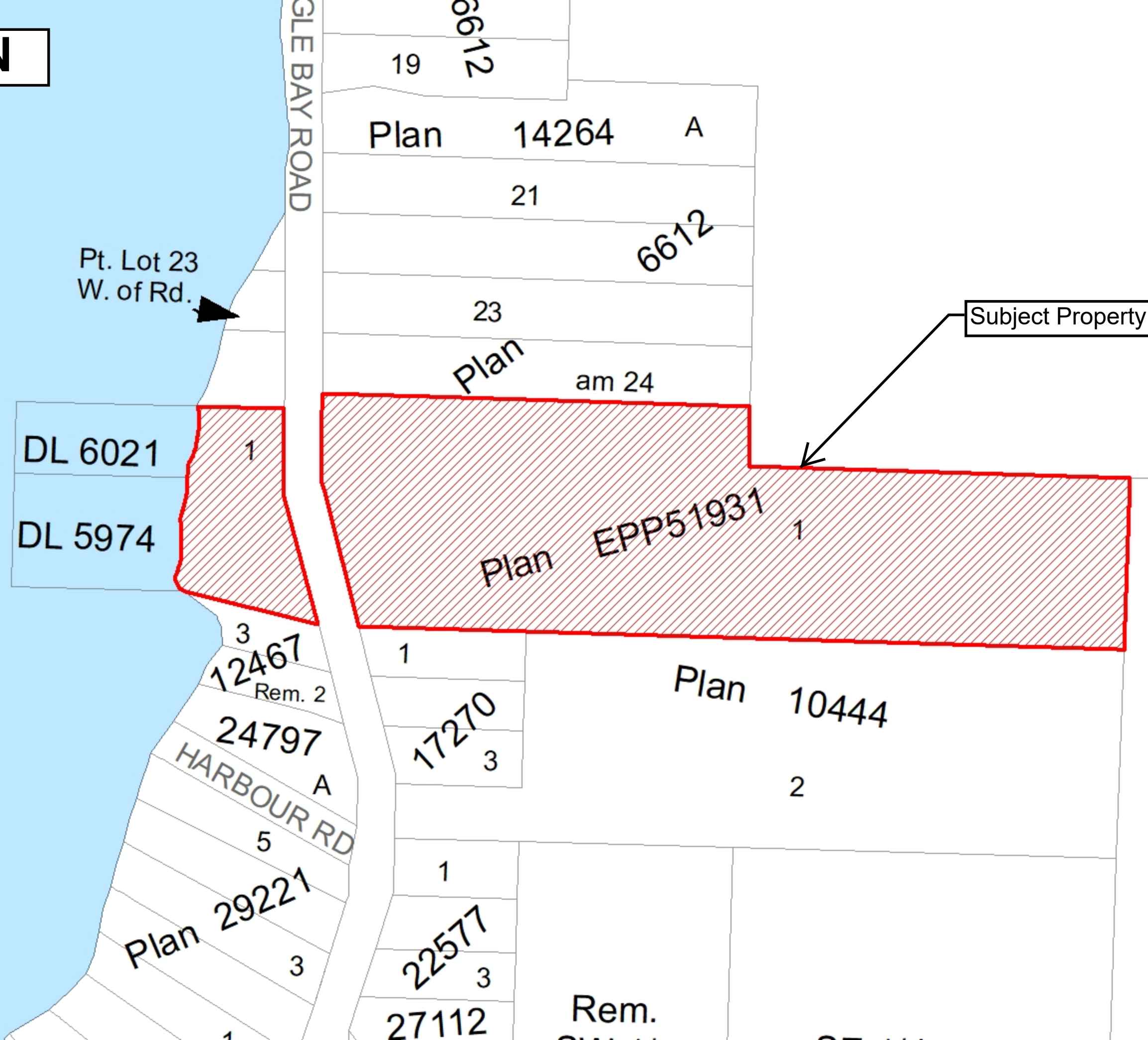
CERTIFIED true copy of Bylaw No. 900-21  
as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer

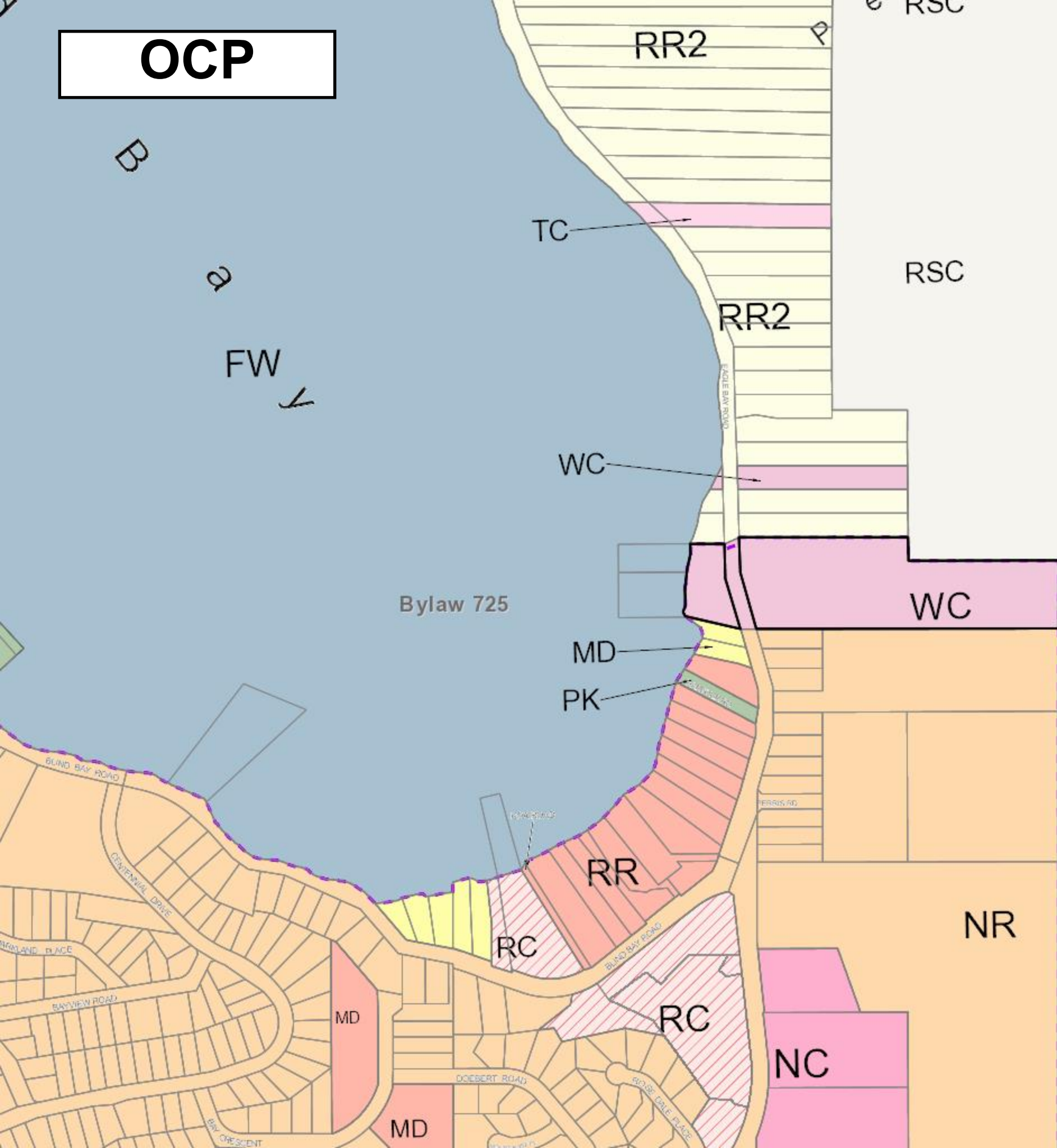




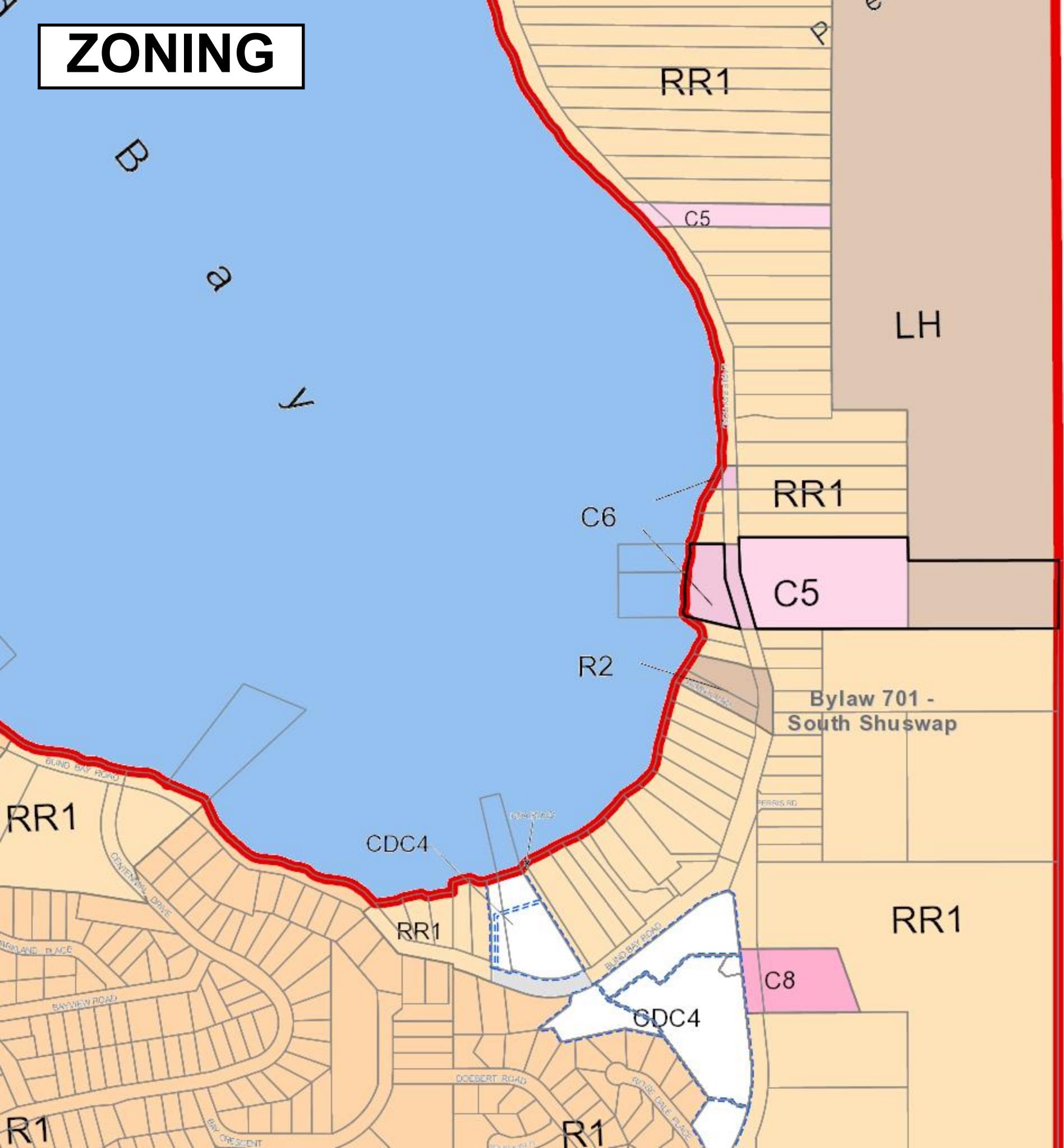




OCP

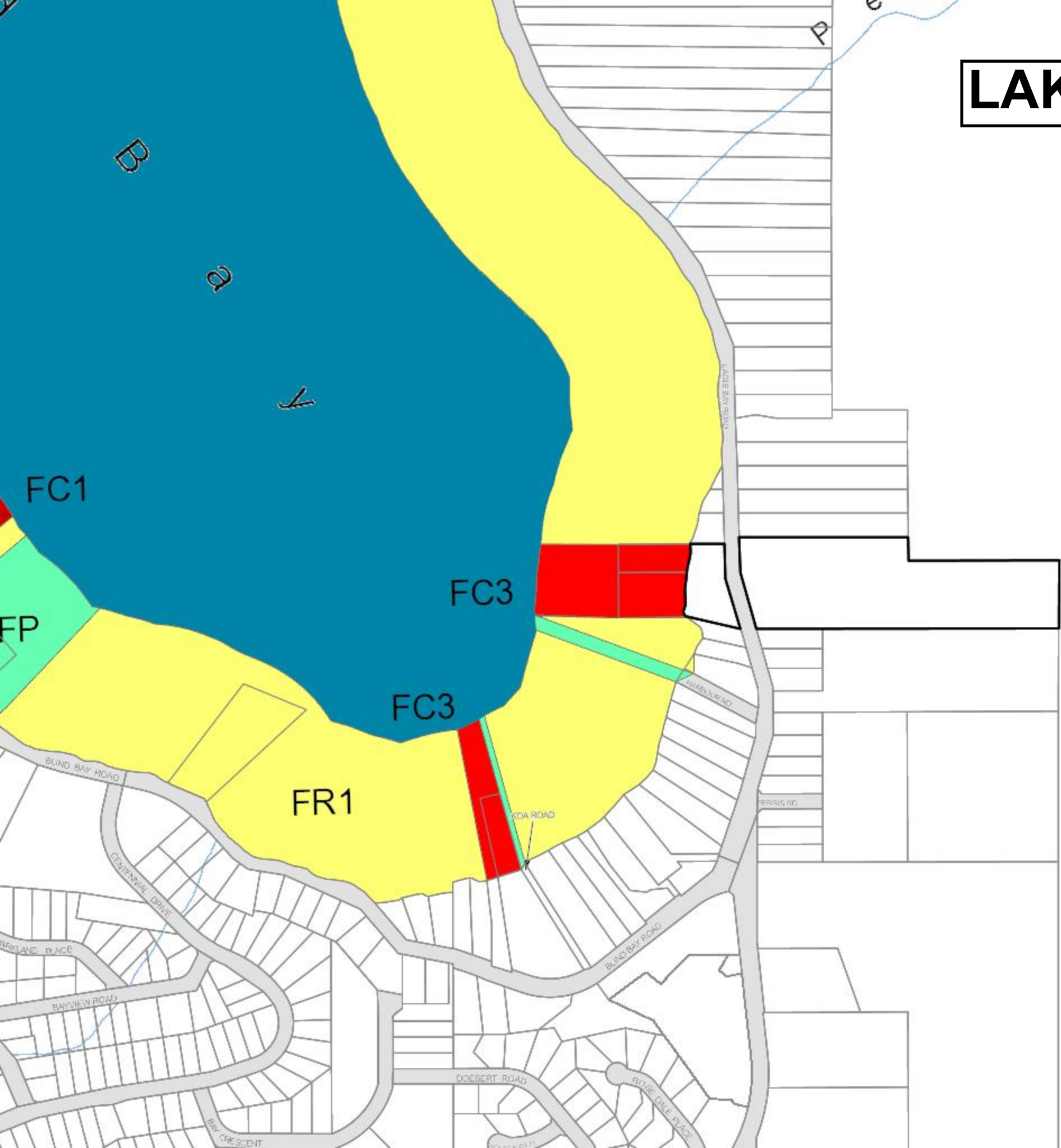


# ZONING





**LAKES ZONING**





# ORTHOPHOTO



2066

2060

2054

2048

2042

2036

2028

2022

2016

2009

2001

2000

1979

1978

1974

1968

1964

1956

1952

1948

1944

2750

1930

1928

2770

1973

1965

1953

1949

1943

1937

1933

1955

1929

1927

1923

27





2009

2001

2000

1979

1978

1973

ORTHOPHOTO



CURRENT SURVEY PLAN

SITE PLAN of Part of  
Lot 1, Sec 17 and 20,  
Tp 22, R 10, W6M, KDYD,  
Plan EPP51931  
BCGS 82L.084

LEGEND

348.7m contour

15.0m setback from 348.7m contour

30.0m setback from 348.7m contour

30.0m setback due south from 348.7m contour

Present Natural Boundary

Present Lake Level

rock retaining wall\_top

rock retaining wall\_toe

elevations are geodetic

edge of gravel driveway

edge of asphalt

fence

gate post

Denotes sanitary sewer

existing deciduous tree

existing coniferous tree

existing cedar

File: 152-17

The site plan illustrates the layout of a property, including a large dock area on the left with multiple piles and their elevations. A central area contains a Restaurant, a covered deck, and a brick patio. To the right are a fuel tank, a store, a holding tank, and a pump shed. The plan includes various setbacks, contours, and a legend for symbols and elevations.

**LEGEND**

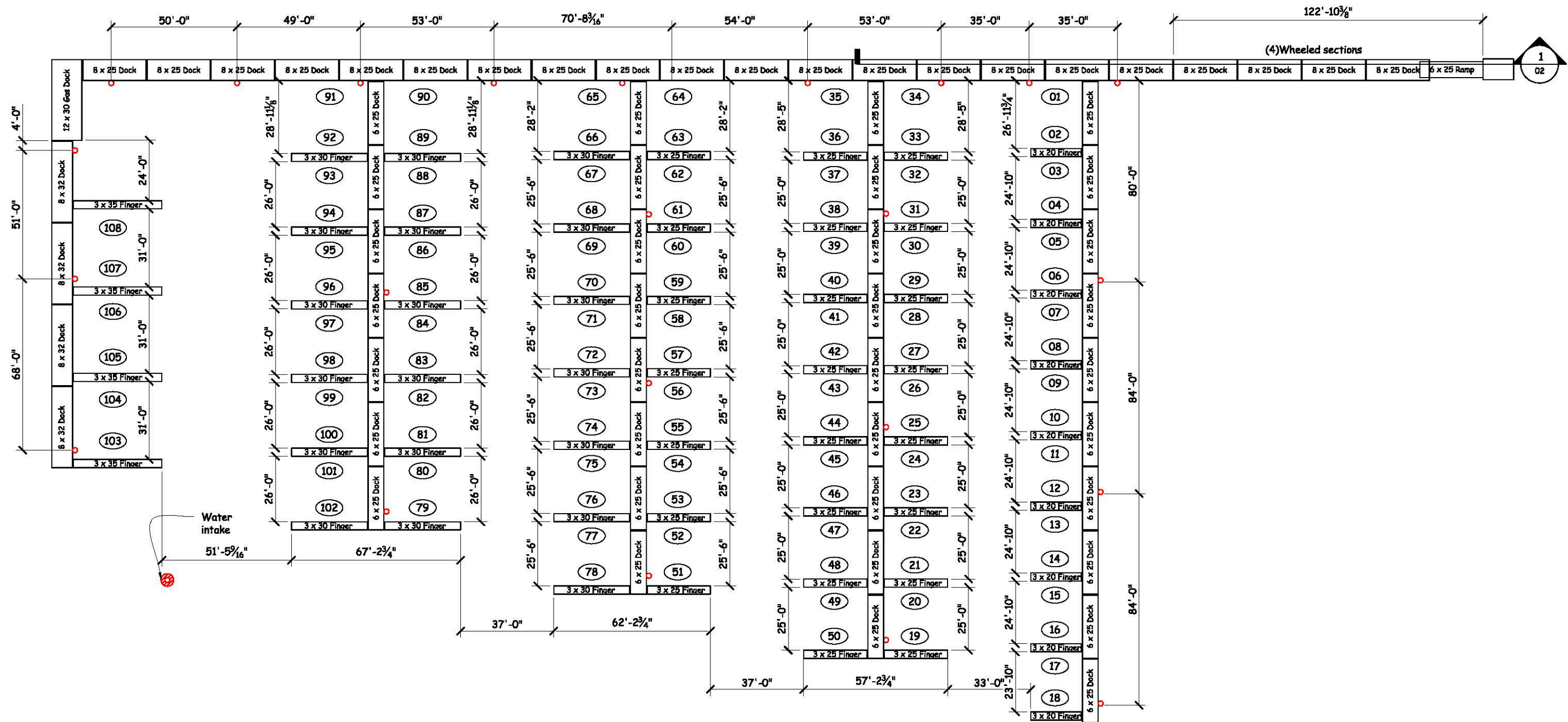
- 348.7m contour
- 15.0m setback from 348.7m contour
- 30.0m setback from 348.7m contour
- 30.0m setback due south from 348.7m contour
- Present Natural Boundary
- Present Lake Level
- rock retaining wall\_top
- rock retaining wall\_toe
- elevations are geodetic
- edge of gravel driveway
- edge of asphalt
- fence
- gate post
- Denotes sanitary sewer
- existing deciduous tree
- existing coniferous tree
- existing cedar

**Key Features and Labels:**

- DL 6021
- DL 5974
- 347.5
- 348.7m contour
- 345
- 342.5
- 340
- 337.5
- 345
- 342.5
- 340
- 345
- 347.5
- 348.7m contour
- 30.0m setback due south from 348.7m contour
- 348.7m contour
- 15.0m setback from 348.7m contour
- 30.0m setback from 348.7m contour
- 30.0m setback due south from 348.7m contour
- Present Natural Boundary
- Present Lake Level
- rock retaining wall\_top
- rock retaining wall\_toe
- elevations are geodetic
- edge of gravel driveway
- edge of asphalt
- fence
- gate post
- Denotes sanitary sewer
- existing deciduous tree
- existing coniferous tree
- existing cedar

**Structures and Features:**

- dock
- top of pile elev=350.16
- top of pile elev=350.31
- top of pile elev=350.31
- top of pile elev=350.44
- top of pile elev=350.33
- top of pile elev=350.29
- top of pile elev=350.31
- top of pile elev=350.40
- top of pile elev=350.35
- top of pile elev=350.32
- covered deck
- Restaurant
- Existing brick patio 119.5m²
- brick parking pad
- fuel tank
- Store
- landing steps
- container
- septic lid
- holding tank
- pump shed
- deck
- plastic fence
- chainlink fence
- Eagle Bay Road



# PROPOSED NEW DOCK PLAN

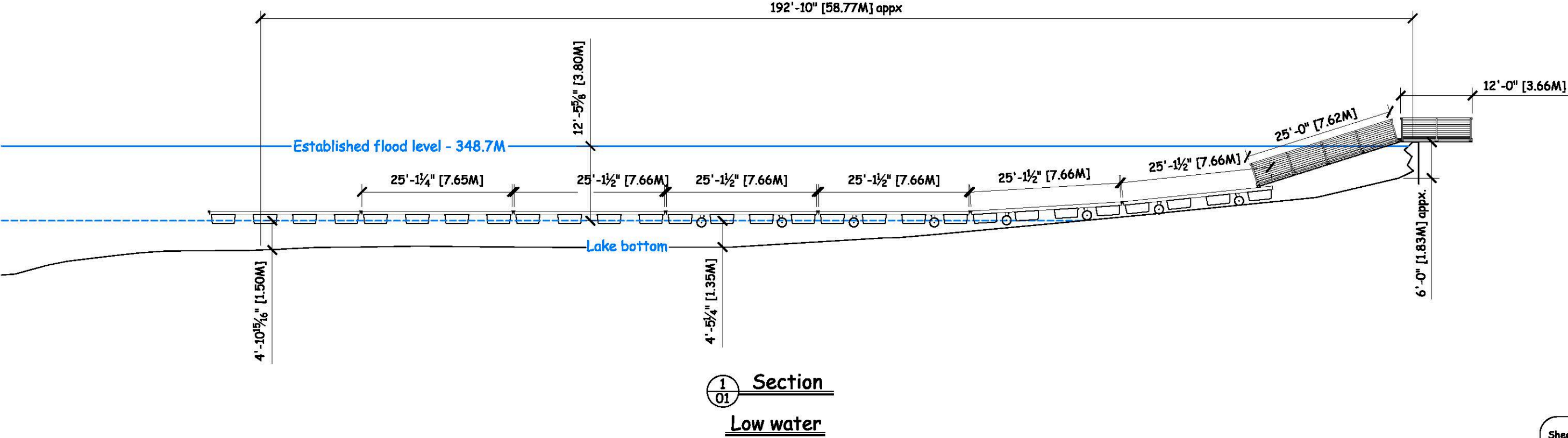
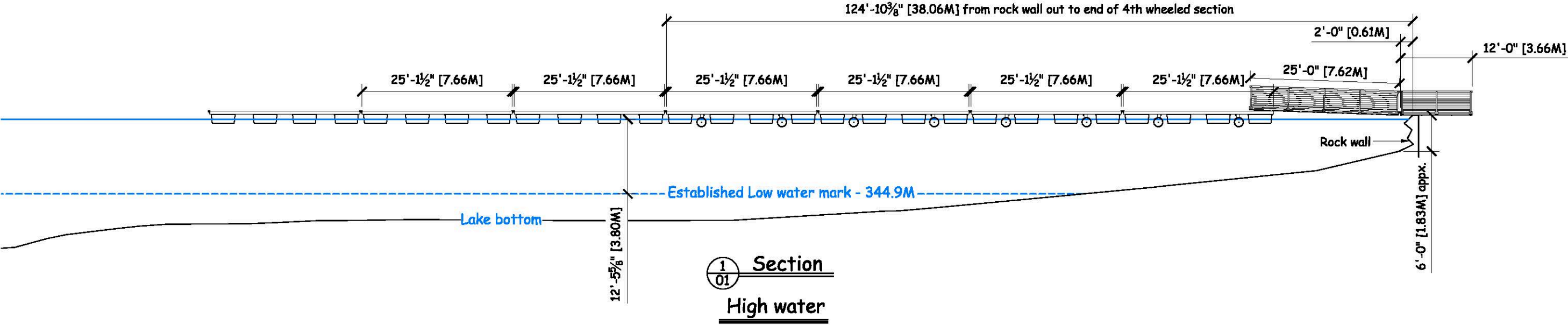
Sheet: 01

Finz Community Marina

scale: n/s Dwg: 01-finz-layout-new-rev10

License # 333195 - New

10	removed bouys	May 28-17	Layout	June 06-15
No.	Revision/Issue	Date	Design by: Copper Island docks	Drawn by: Ron Hyam

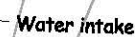


# PROPOSED NEW DOCK - SECTIONS

Sheet: 02

FINZ Community Marina			
scale:	n/s	Dwg:	02-finz-section-new-rev5
License # 333195 - New			
05	--	Aug 31-15	Section view
No.	Revision/Issue	Date	Apr 19-15
Design by: Copper Island docks		Drawn by: Ron Hyam	



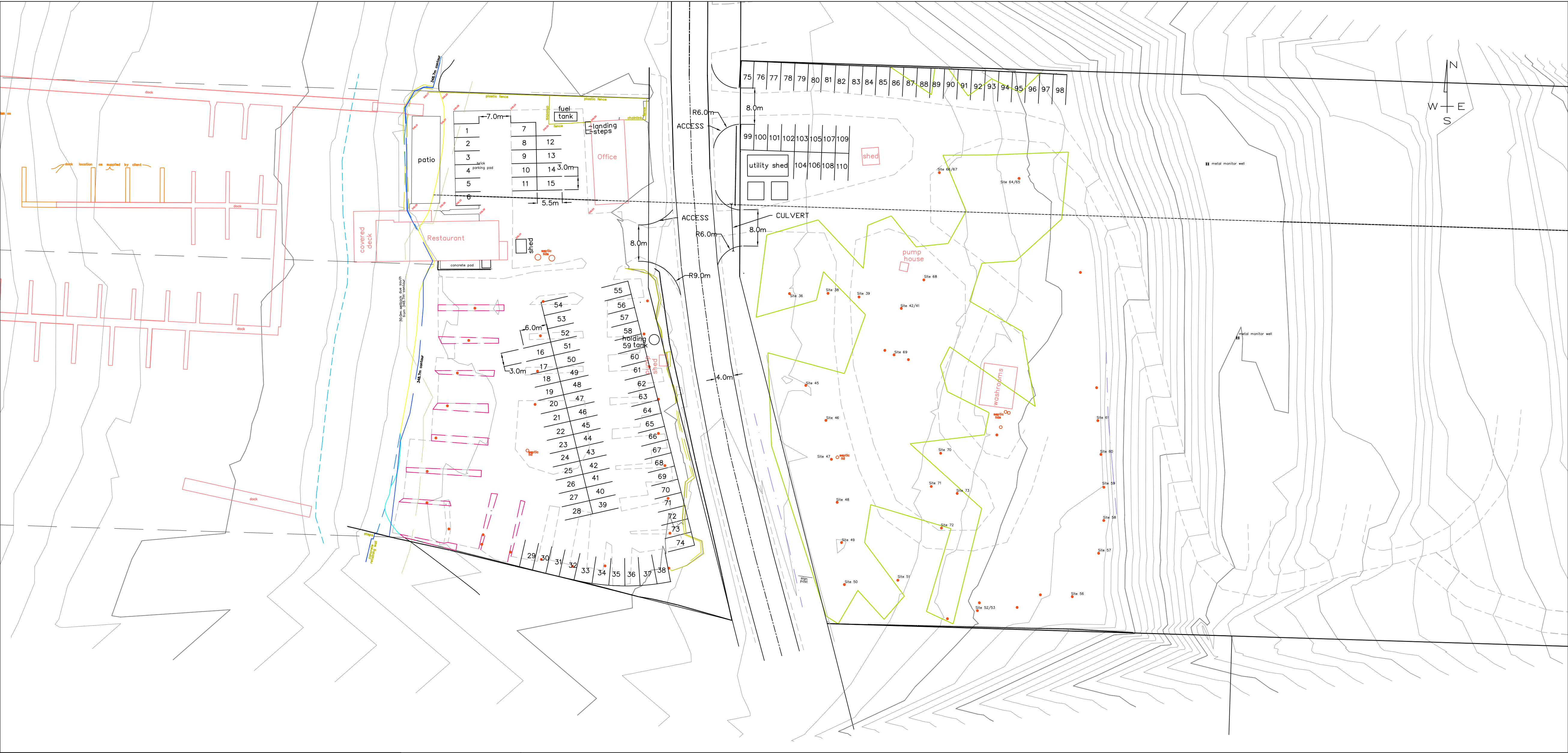








PROPOSED PARKING PLAN



PARKING REQUIREMENTS		
FUNCTION	CSRD (REQUIRED)	DESIGN
RESTAURANT	1 per 10 m2 gross leasable area = 45 spots (446 m2).	55
MARINA	1 per 2 berths = 55 spots (110 berths).	55
CAMPING	1 per site = 48 spots (spot included in campsite).	48
TOTAL	148	159

LEGEND

EXISTING

HYDRO/TELEPHONE POLE

HYDRO/TELEPHONE POLE C/W DAVIT

TELEPHONE POLE

HYDRO POLE

HYDRO POLE C/W TRANS.

POST TOP STREET LIGHT

GUY

STORM MANHOLE

CATCH BASIN

GATE VALVE

SAN SANITARY SEWER

FORCE MAIN

WATER MAIN

GAS

UNDERGROUND TELEPHONE

FENCE

DECIDUOUS/EVERGREEN

HEDGE

ELEVATION

PROPOSED ELEVATION

SANITARY MANHOLE

STORM MANHOLE

CATCH BASIN

GATE VALVE

STM INSPECTION CHAMBER

SANI INSPECTION CHAMBER

SANITARY SEWER

STORM SEWER

WATER MAIN

GAS

TEL & CABLE TV

HYDRO

FIRE HYDRANT

FORCE MAIN

END CAP

WHEEL CHAIR RAMP

DRIVEWAY LETDOWN

SIGN BASE

CANADA POST MAIL BOX

BLOW OFF VALVE

WATER RUNOFF PATH

SEAL

P.ENG: JAYME FRANKLIN

SCALE: 0 HORIZ. = 1:500 25.0

FRANKLIN ENGINEERING LTD.  
250.832.8380 ■ www.franklinengineering.ca

FINZ

PROPOSED PARKING  
PRELIMINARY SITE PLAN  
LOT 1, PLAN EPP51931

PROJECT No. 16-134

SHEET 1 OF 1

DWG. No. SP-01

REV. No. 1

## APPENDIX 'B'

## Agency Referral Responses

Area 'C' Advisory Planning Commission	August 28, 2017 - Recommended denial. September 25, 2017 – Recommended Support.
Interior Health Authority	Interior Health has no objections to the proposal to amend the bylaws so they comply with the current CD 3 zoning.
Ministry of Transportation and Infrastructure	<p>Preliminary approval is granted for the rezoning for one year pursuant to Section 52(3)(a) of the Transportation Act, subject to the following conditions:</p> <p>The Ministry will require the applicant to apply for and obtain a commercial access permit to properties on both sides of Eagle Bay Road. Please include:</p> <ul style="list-style-type: none"> <li>• A current copy of the Certificate of Title</li> <li>• Advise who the one point of contact is and their contact info. If it is not the land owner, please submit written authorization from the landowner</li> <li>• A site plan, drawn to scale showing the property boundaries, buildings, and access locations</li> <li>• List all of the uses in the buildings on the property including each business hours of operation, gross floor area of each building, and number of seats in food establishment</li> <li>• A parking plan for all proposed and existing uses, plan to include internal traffic circulation and typical parking stall with dimensions. It appears there is not sufficient onsite parking. If parking cannot be contained on private property, there is potential for vehicles and trailers to park on public roads. There will be NO parking on road right of way</li> </ul> <p>Please note, if there are any structures within 4.5 m of the property line, please submit an additional permit application. With the application we need a survey site plan, to scale, showing the property boundaries, the 4.5 m setback and the location of the structure within the setback area.</p> <p>All unauthorized signs located within right of way to be removed. This will include any signs located at the intersection of Balmoral Road and Eagle Bay Roads.</p> <p>Please ensure your applicant is aware of the Ministry requirements.</p>
Ministry of Environment	No response.
Ministry of Forests, Land and Natural Resource Operations	No response.
Ministry of Forests, Land and Natural Resource Operations- Archaeology Branch	According to Provincial records there are no known archaeological sites recorded on the subject property. However, the waterfront location of a portion of the property and the archaeological potential modeling for the area indicate there is the possibility for

	<p>unknown/unrecorded archaeological sites to exist on both portions of the property.</p> <p>Archaeological sites (both recorded and unrecorded, disturbed and intact) are protected under the <i>Heritage Conservation Act</i> and must not be altered or damaged without a permit from the Archaeology Branch.</p> <p>Prior to any land alterations, an Eligible Consulting Archaeologist should be contacted to review the proposed activities and, where warranted, conduct a walk over and/or detailed study of the property to determine whether the work may impact protected archaeological materials.</p> <p>An Eligible Consulting Archaeologist is one who is able to hold a Provincial heritage permit that allows them to conduct archaeological studies. Ask an archaeologist if he or she can hold a permit, and contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists can be contacted through the BC Association of Professional Archaeologists (<a href="http://www.bcapa.ca">www.bcapa.ca</a>) or through local directories.</p> <p>If the archaeologist determines that development activities will not impact any archaeological deposits, then a permit is not required.</p> <p><u>In the absence of a confirmed archaeological site, the Archaeology Branch cannot require the proponent to conduct an archaeological study or obtain a permit prior to development. In this instance it is a risk management decision for the proponent.</u></p> <p>If any land-altering development is planned and proponents choose not to contact an archaeologist prior to development, owners and operators should be notified that if an archaeological site is encountered during development, activities <b>must</b> be halted and the Archaeology Branch contacted at 250-953-3334 for direction. If an archaeological site is encountered during development and the appropriate permits are not in place, proponents will be in contravention of the <i>Heritage Conservation Act</i> and likely experience development delays while the appropriate permits are obtained.</p>
CSRD Operations Management	<p>Team Leader Utilities No concerns.</p> <p>Team Leader Protective Service – Recommend contacting fire department for fire plan.</p>

	<p>Team Leader Environmental Health – No concerns.</p> <p>Parks – No concerns.</p> <p>Manager Operations Management – No further comments/objections.</p>
CSRD Financial Services	Interests Unaffected by Bylaw.
Adams Lake Indian Band	The referral BL 900-21 has been submitted to the Adams Lake Indian Band Community Knowledge Keeper.
Little Shuswap Lake Indian Band	<p>The referral BL 900-21 has been submitted to the Little Shuswap Lake Indian Band Community Knowledge Keeper.</p> <p>Update August 12, 2017:</p> <p>The project area is within LSLIB traditional core territory and has at least three existing documented archaeological sites within 200-1000 m from the property (EfQu-4, EfQu-30, and EfQu-31) This rezoning proposal has high potential to impact the traditional interests and values of the Secwepemc peoples. Therefore we cannot agree to this proposal in accordance to Section 35(1) of the Canadian Constitution Act of 1982.</p> <p>We would like to ensure that the LSLIB has opportunity to conduct professional archaeology assessments of the proposed area before any further action occurs regarding this proposal.</p>
Neskonlith Indian Band	No response.





# BOARD REPORT

**TO:**
**Chair and Directors**

<b>File No:</b>	BL 830-18 PL20170103 BL 800-30 PL20170079
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**SUBJECT:**

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

**DESCRIPTION:**

Report from Dan Passmore, Senior Planner dated September 29, 2017. 6929 Squilax-Anglemont Road and 2556 McClaskey Road, Magna Bay.

**RECOMMENDATION #1:**

THAT: "Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18" be read a second time this 21<sup>st</sup> day of September 2017;

**RECOMMENDATION #2:**

THAT: "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30" be read a second time, as amended, this 19<sup>th</sup> day of October, 2017;

**RECOMMENDATION #3:**

THAT: a public hearing to hear representations on Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18 and Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30 be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Larry Morgan, as Director for Electoral Area 'F' being that in which the land concerned is located, or Alternate Director Bob Misseghers, if Director Morgan is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

**SHORT SUMMARY:**

The applicant has submitted an application to re-designate and rezone the subject properties, to allow a subdivision of the land, and to permit the use of proposed Lot 1 to be changed to construct a "Toy Storage" facility as well as to allow outdoor storage of recreational vehicles and boats and trailers. Proposed Lot 2 would be rezoned to IG Industrial Gravel Processing to allow an expansion of the existing gravel extraction operation. Magna Bay Zoning Bylaw No. 800 currently has no zone where a toy storage facility is permitted and no adequate definition for the permitted use. To accomplish this, staff are proposing a new CDF 2 Comprehensive Development 2 zone.

The Board gave the bylaws first reading at the June 15, 2017 regular meeting and directed staff to utilize the simple consultation process. The development notice was posted in accordance with Development Services Procedure Bylaw No. 4001, as required. Staff has referred the bylaws to affected Ministries, agencies and First Nations and comments received have been summarized in this report.

The applicant has revised the proposed plan of subdivision and proposed site plan to move the caretaker residence and security control office to near the front of proposed Lot 1. This requires that the Board consider Bylaw No. 800-30 as amended because the area of proposed Development Area 2 has

expanded. It is now appropriate for the Board to consider second reading of Bylaws No. 830-18 and 800-30, as amended.

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

See attached report dated May 12, 2017.

#### **POLICY:**

See attached report dated May 12, 2017.

#### **FINANCIAL:**

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

#### **KEY ISSUES/CONCEPTS:**

See attached report dated May 12, 2017.

#### **Updates**

The applicant was originally contemplating placing the caretaker residence in the neck of the panhandle for proposed Lot 1, where it widens out. For security purposes the applicant re-thought this location and decided to move the caretaker residence/security office to the front of the property, near to McClaskey Road. This would change the boundaries of proposed Lot 1, as well as the proposed boundaries of proposed Development Area 2 in Bylaw No. 800-30. This will require the Board to review Bylaw No. 800-30 for second reading, as amended.

The applicant has provided some pictures and marketing publications from other such facilities he owns in the geographic area (Scotch Creek and Sicamous). Staff have included these materials in the maps attached to the report.

The owner has also provided a site plan which illustrates the layout of the proposed toy storage component of the development. The site plan illustrates the proposed building locations, access driveways, parking areas, the proposed 30 m riparian buffer strip along Ross Creek, and proposed screening along the west side property line. The screening has been provided as a visual buffer between the proposed new use and neighbouring properties. These details would be required to be reflected in a future Development Permit for form and character for the site development prior to construction.

In addition to the foregoing, the applicant has commissioned a Class 1 Flood Hazard Assessment, for Ross Creek by Golder Associates. The report assesses the potential hazard to the subject properties and recommends certain actions to ensure development is safe for the proposed intended use. The report supports the current requirement in Magna Bay Zoning Bylaw No. 800 for a setback in which no building should be constructed 30 m from the natural boundary of Ross Creek. This 30 m setback also coincides with the Riparian Area Assessment Report (RAAR) Streamside Protection and Enhancement Area



(SPEA). In accordance with this direction the site plan respects this setback. A copy of this report is available from staff on request.

**SUMMARY:**

The applicant has amended his proposal to expand Development Area 2 with an accompanying amendment to his proposed plan of subdivision.

The applicant has applied to re-designate and rezone the subject properties to support a subdivision proposal and to allow for the use of proposed Lot 1 for a Toy Storage operation.

Staff are recommending that the Board can consider the referral agency input and the OCP/rezoning amendment bylaw for second readings (the rezoning amendment bylaw for second reading, as amended) and delegation of a Public Hearing.

**IMPLEMENTATION:**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended the simple consultation process. Neighbouring property owners first became aware of the application for zoning amendments when the notice of development sign was posted on the property.

**COMMUNICATIONS:**

If the Board gives Bylaw No. 830-18 and Bylaw No. 800-30 second readings, and a public hearing is delegated staff will proceed with notification of adjacent property owners and advertising the Public Hearing as set out in the Local Government Act.

Referral agencies have provided their comments and they have been attached as Appendix B to this report.

**DESIRED OUTCOMES:**

That the Board endorse staff 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 F Official Community Plan Bylaw No. 830, as amended.
2. Magna Bay Zoning Bylaw No. 800, as amended.
3. Application.
4. Golder Associates Class 1 Flood Hazard Assessment.

**Report Approval Details**

Document Title:	2017-10-19_Board_DS_BL830-18and800-30_Isley-Darroch.docx
Attachments:	<ul style="list-style-type: none"><li>- BL800-30-Secondasamended.pdf</li><li>- BL830-18 Second.pdf</li><li>- APPENDIX-A-Policies.pdf</li><li>- BL830-18_BL800-30 Board Report.pdf</li><li>- BL800-30-Report Attachment-SecondReading.pdf</li><li>- APPENDIX B _REFERRAL RESPONSE SUMMARY.pdf</li></ul>
Final Approval Date:	Oct 6, 2017

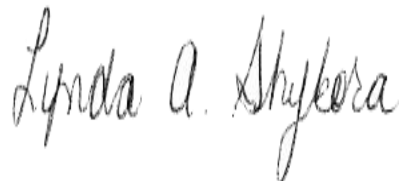
This report and all of its attachments were approved and signed as outlined below:



**Corey Paiement - Oct 3, 2017 - 3:35 PM**



**Gerald Christie - Oct 5, 2017 - 7:35 AM**



**Lynda Shykora - Oct 6, 2017 - 12:17 PM**



**Charles Hamilton - Oct 6, 2017 - 3:22 PM**

COLUMBIA SHUSWAP REGIONAL DISTRICTMAGNA BAY ZONING AMENDMENT(ISLEY) BYLAW NO. 800-30A bylaw to amend the "Magna Bay Zoning Bylaw No. 800"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 800;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 800;

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

1. "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, which forms part of the "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

i. Part 1 Definitions, Section 1.0 is hereby amended by adding the following new definitions:

"COMMERCIAL is an occupation, service, employment or enterprise that is carried on for gain or monetary profit by any individual, business or organization;", after "CAMPING UNIT"; and,

"TOY STORAGE is the *commercial* use of land, *buildings* and structures to provide separate, individual self-storage units inside a *building*, each with a separate entrance designed to be rented or leased to the general public for private storage of personal goods, materials or equipment, but which does not include commercial use of the individual storage units;", after "TEMPORARY".

2. Schedule A, Zoning Bylaw Text, which forms part of the "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

i. Table of Contents, Part 5 Zones, is amended by adding "5.12 Comprehensive Development 2", after "5.11 Comprehensive Development 1", and showing the appropriate page number.

ii. Section 4.6 Table 1 Required Off Street Parking Spaces and Off Street Loading Spaces is hereby amended by adding "*Toy Storage*" in Column 1 "Use", and adding "1 per 10 *toy storage* units", in Column 2 "Minimum Required Number of Off Street Parking Spaces", after "*Single family dwellings*".

iii. Part 5 Zones, Section 5.0 Establishment of Zones, Table 2 is amended by adding "Comprehensive Development 2" in "Column 1 Zone Title", after

“Comprehensive Development 1”, and “CDF-2”, in “Column 2 Zone Symbol”, after “CD-1”.

- iv. Part 5 Zones is amended by adding the new Comprehensive Development 2 zone, as follows:

“

---

Zone Title      **COMPREHENSIVE DEVELOPMENT 2**

Zone Symbol – **CDF-2**

---

#### 5.12 Development Area 1

##### (1) Permitted Uses

The uses stated in this subsection and no others are permitted in the Comprehensive Development Zone 2 Development Area 1 except as stated in Part 3: General Regulations:

- (a) *Toy Storage*
- (b) *Outdoor Storage of Recreational Vehicles, Boats, and Trailers*

##### (2) Regulations

On a parcel zoned Comprehensive Development 2 within Development Area 1, no land shall be used; no *building or structure* shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 4 Off Street Parking and Off Street Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel</i> size created by subdivision	5.5 ha (13.59 ac)
(b) Maximum <i>parcel coverage</i>	50%
(c) Maximum <i>height</i> for: <ul style="list-style-type: none"> <li>• Principal <i>buildings</i> and structures</li> </ul>	10.0 m (32.81 ft)
(e) Minimum setback from: <ul style="list-style-type: none"> <li>• <i>front parcel boundary</i></li> <li>• <i>interior side parcel boundary</i></li> <li>• <i>rear parcel boundary</i></li> </ul>	5.0 m (16.4 ft) 5.0 m (16.4 ft.) 6.0 m (19.69 ft.)

##### (3) Screening

Landscaped screening formed by a row of shrubs and trees, supplemented

with a wooden fence, masonry wall, or chain link fence with visual screening to a minimum height of 3.0 m is required along the west and south side property lines.

- (4) Silt and run-off control measures are required.

### Development Area 2

(3) Permitted Uses

The uses stated in this subsection and no others are permitted in the Comprehensive Development Zone 1 Development Area 2 except as stated in Part 3: General Regulations:

- (a) *Accessory Single Family Dwelling (caretaker dwelling unit)*
- (b) *Accessory Use*

(4) Regulations

On a parcel zoned Comprehensive Development 2 within Development Area 2, no land shall be used; no *building* or *structure* shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 4 Off Street Parking and Off Street Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Maximum number of <i>Accessory Single Family Dwellings</i> per parcel	1
(b) Maximum <i>height</i> for: <ul style="list-style-type: none"> <li>• Principal <i>buildings</i> and structures</li> <li>• <i>Accessory buildings</i></li> </ul>	<ul style="list-style-type: none"> <li>• 8.0 m (26.25 ft)</li> <li>• 6 m (19.69 ft)</li> </ul>
(e) Minimum setback from: <ul style="list-style-type: none"> <li>• <i>front parcel boundary</i></li> <li>• <i>interior side parcel boundary</i></li> <li>• <i>rear parcel boundary</i></li> </ul>	5.0 m (16.4 ft) 5.0 m (16.4 ft.) 6.0 m (19.69 ft.)

“

## B. MAP AMENDMENTS

- i. Schedule B of Magna Bay Zoning Bylaw No. 800 is amended by:

- (a) rezoning that portion of Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633, which part is more particularly shown outlined in blue and hatched on Schedule 1 attached hereto and forming part of this bylaw from, A - AGRICULTURE to CDF-2-COMPREHENSIVE DEVELOPMENT-1, DEVELOPMENT AREA 1;

- (b) rezoning that portion of Lot 1, Section 18, Township 23, Range 9, W6M, KDYD, Plan KAP56704, which part is more particularly shown outlined in red and crosshatched on Schedule 1, attached hereto and forming part of this bylaw from IG – Industrial Gravel Processing to CDF-2 – COMPREHENSIVE DEVELOPMENT – 2, DEVELOPMENT AREA 2; and,
- (b) rezoning that portion of of Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 which part is more particularly shown outlined in red and hatched on Schedule 1 attached hereto and forming part of this bylaw from, A - AGRICULTURE to IG – INDUSTRIAL GRAVEL PROCESSING;

2. This bylaw may be cited as "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30."

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a second time, as amended, this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Chair

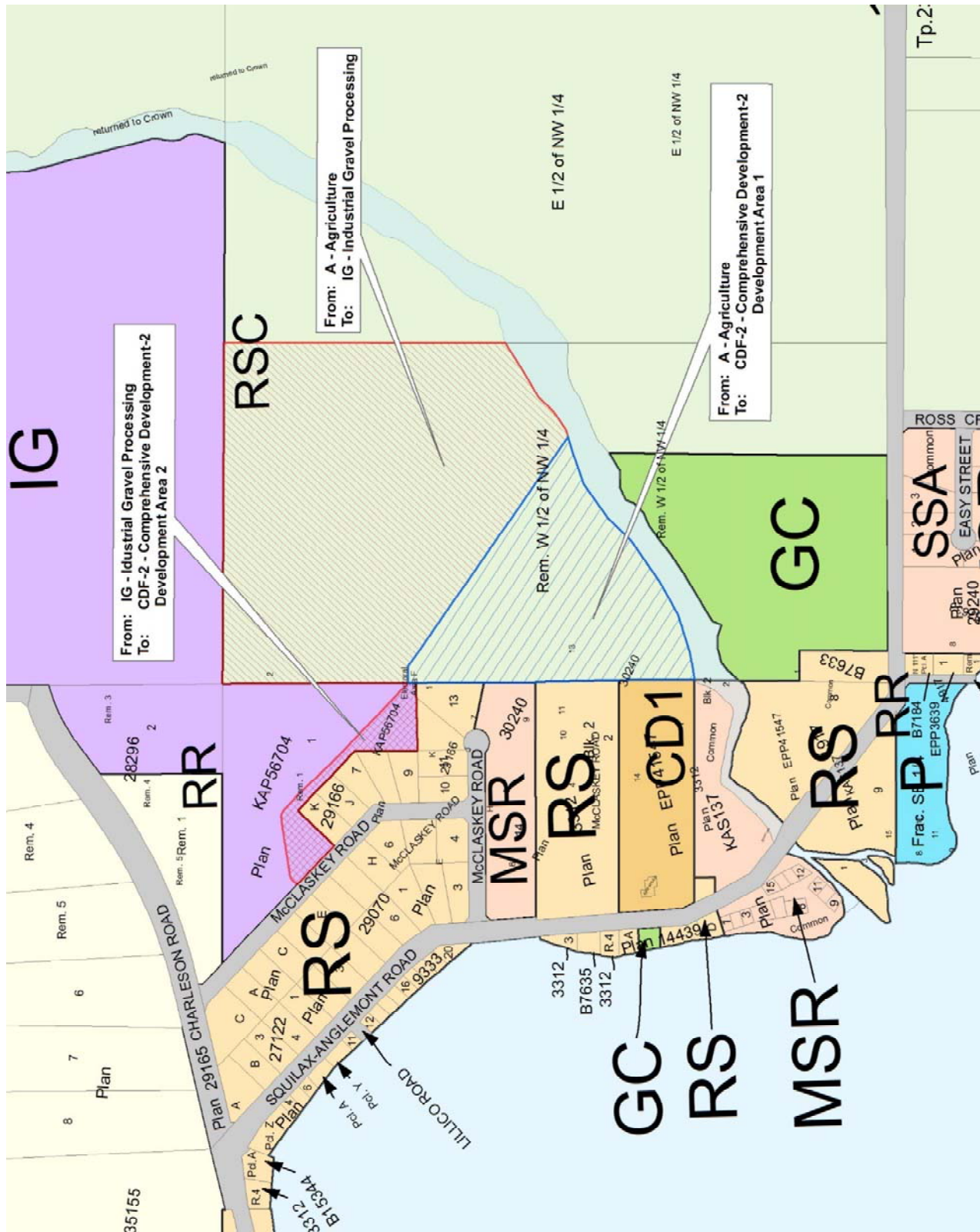
Certified true copy of Bylaw No. 800-30  
as read a third time.

Certified true copy of Bylaw No. 800-30  
as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer

Bylaw No. 800-30  
Schedule 1



COLUMBIA SHUSWAP REGIONAL DISTRICT

ELECTORAL AREA 'F' OFFICIAL COMMUNITY PLAN  
AMENDMENT (SCOTCH CREEK DEVELOPMENTS) BYLAW NO. 830-18

A bylaw to amend the "Electoral Area 'F' Official Community Plan No. 830"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 830;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 830;

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

1. "Electoral Area 'F' Official Community Plan Bylaw No. 830" is hereby amended as follows:

A. MAP AMENDMENT

- i) Schedule B (Land Use Designations – Overview Map) which forms part of "Electoral Area 'F' Official Community Plan Bylaw No. 830" is amended by redesignating those portions of Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 (PID: 014-009-552), which are more particularly shown outlined in bold blue and hatched on Schedule 1 attached hereto and forming part of this bylaw from RSC Rural and Resource Lands to SSA Secondary Settlement Area.
- ii) Schedule C (Land Use Designations - Mapsheets) which forms part of "Electoral Area 'F' Official Community Plan Bylaw No. 830" is amended by redesignating those portions of Lot B, Section 28, Township 22, Range 11, West of 6th Meridian, KDYD, Plan 34450, Except Plans 42553, KAP48913, KAP53004, KAP57959, and KAP77293, which are more particularly shown outlined in bold and cross-hatched on Schedule 1 attached hereto and forming part of this bylaw from LD Low Density Residential, Scotch Creek Primary Settlement Area to CPU Commercial Public Utility Scotch Creek Primary Settlement Area..



Bylaw No. 830-18

Page 2

2. This bylaw may be cited as "Electoral Area 'F' Official Community Plan Amendment (Isley) Bylaw No. 830-18."

READ a first time this 15 day of June, 2017.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
CHAIR

CERTIFIED true copy of Bylaw  
830-18 as read a third time.

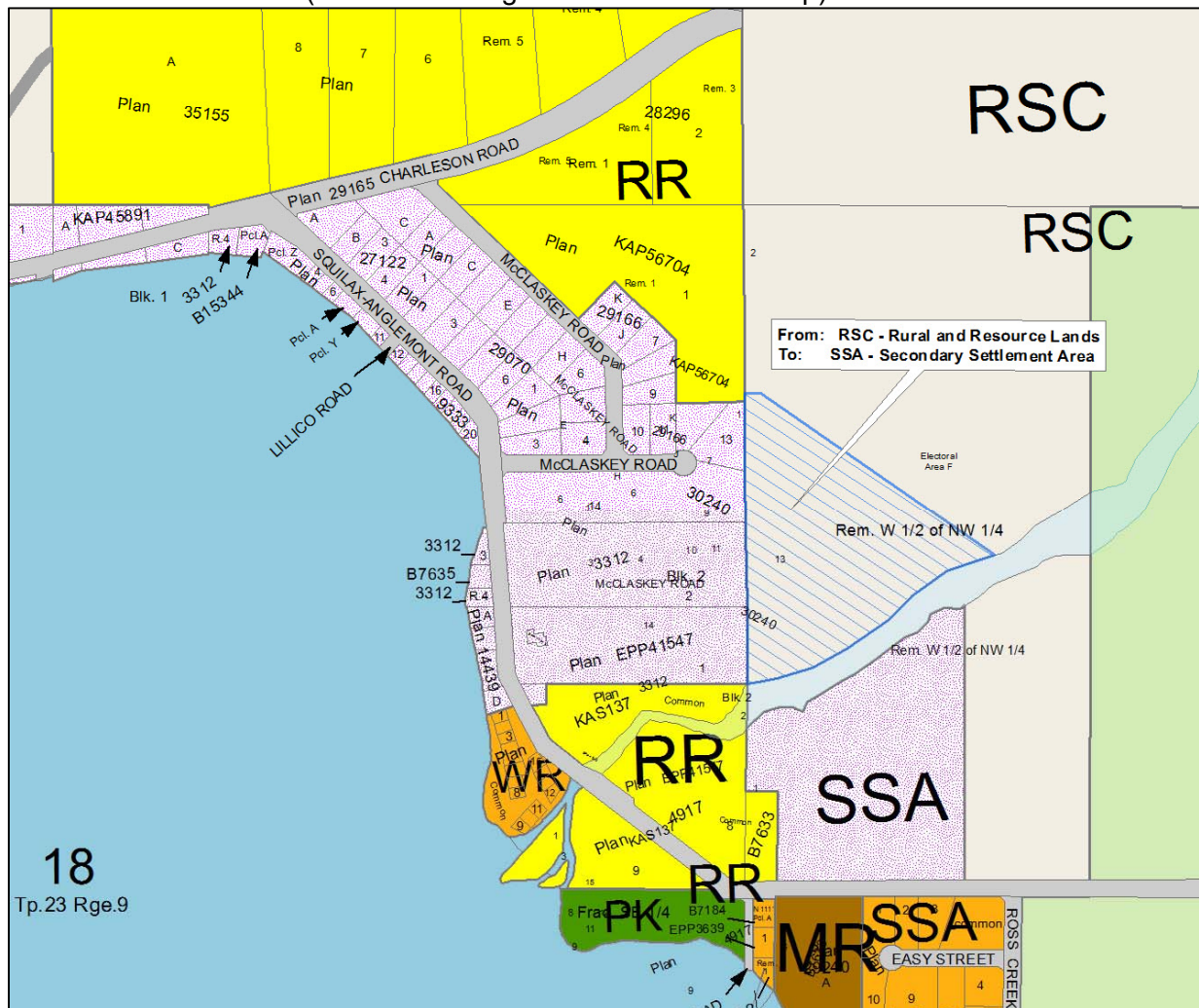
CERTIFIED true copy of Bylaw No.  
830-18 as adopted.

\_\_\_\_\_  
Corporate Officer  
Officer

\_\_\_\_\_  
Corporate

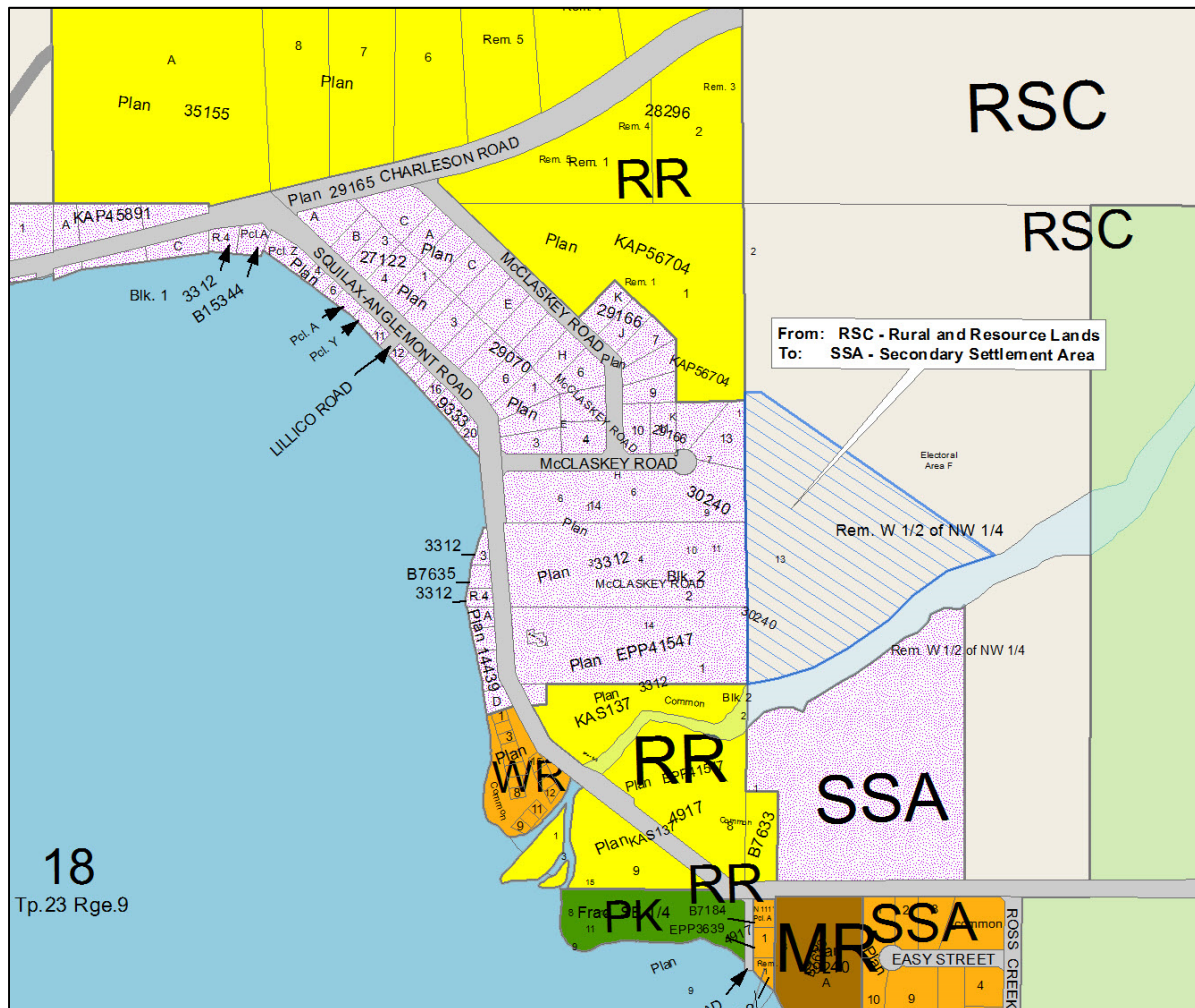
## SCHEDULE 1

**ELECTORAL AREA 'F'**  
**OFFICIAL COMMUNITY PLAN AMENDMENT**  
**(ISLEY) BYLAW NO. 830-18**  
**(Land Use Designations - Overview Map)**



## SCHEDULE 2

ELECTORAL AREA 'F'  
OFFICIAL COMMUNITY PLAN AMENDMENT  
(ISLEY) BYLAW NO. 830-18  
(Land Use Designations - Mapsheets)



## APPENDIX 'A'

## Applicable OCP Policies and Zoning Regulation

**Electoral Area 'F' Official Community Plan Bylaw No. 830****2.4 Hazardous Areas**

## Objective 1

To identify natural and human-made hazardous conditions, and closely regulate any new development in these areas.

## Policy 1

Development within an identified or suspected hazardous area or down slope from a hazardous area is generally discouraged and encouraged to be re-sited.

## Policy 2

Where re-siting of the development is not feasible, low intensity uses, such as natural areas, park or agriculture, should locate in or adjacent to hazardous areas, and higher intensity uses should locate away from these areas.

## Policy 3

At the time of subdivision, the Regional District may recommend that the Approving Officer request information regarding flooding, erosion, landslide or rockfall and place a restrictive covenant on affected areas to minimize damage and to warn future property owners of a potential hazard.

## Policy 4

Where the hazard area falls within a Development Permit Area, development proposals are required to meet those guidelines.

**Section 7 A More Diversified Economy**

A vibrant economy with year-round employment is important to residents of the North Shuswap.

## Objective 1

To support traditional resource employment sectors in the North Shuswap, including forestry, mining, and agriculture.

## Objective 2

To develop the North Shuswap into a year-round tourist destination, with a focus on eco-tourism.

## Objective 3

To ensure there are opportunities for residents to work from their homes.

**7.1 Economic Diversity**

## Policy 1

The Regional District will work with the North Shuswap business community to develop a long-term economic development strategy that focuses solely on the needs of the North Shuswap. Economic diversification should be a major component of any economic development strategy. Local banking should also be encouraged.

## 7.2 Resource Industries

### Policy 1

The Regional District, in consultation with the North Shuswap community, will develop a strategy to facilitate the production of valued-added forest and agricultural projects through such measures as small scale related processing facilities and limited direct resource sales.

### Policy 2

The Regional District will be guided principally by the Okanagan-Shuswap Land and Resource Management Plan and relevant CSRD and Provincial BC policies/regulations.

### Policy 3

The Board will consider creating a Soil Removal and Deposit Bylaw to regulate and require permitting for new gravel extraction and other similar uses.

## 7.3 Tourism

### Policy 1

The Regional District will support the vision of the Shuswap Tourism Development Plan (March 2010) which includes the following components:

#### Green and Sustainable

- eco-friendly
- pristine lakes
- controlled backcountry access
- integrated land use

#### Four Season Destination

- world-class service
- authentic experiences
- destination recognition
- agri-tourism
- diverse accommodation options

#### Regional Cooperation

- collaborating communities
- tourism awareness
- strong sense of community
- Superhost community

#### Embracing Culture & Sport

- expanded events
- sport tourism
- family-oriented
- multi-cultural

#### Quality Infrastructure

- gateway visitor centres
- quality highways
- transit options
- scheduled air service
- quality recreation amenities

## **10.4 Stormwater Management**

### **Objective 1**

To encourage responsible storm water drainage for development in the North Shuswap.

### **Policy 1**

Landowners are encouraged to use pervious surfaces on driveways, parking lots and access roads, as well as to take other measures such as xeriscaping, infiltration basins, and green roofs in order to reduce overland runoff.

## **11.1 General Land Use**

The policies of this Plan aim to protect the rural character of the North Shuswap, yet allow modest growth in areas that are, or will be, serviced by community water and sewer systems.

By directing growth to the Settlement Areas, there will be less impact on the rural and natural areas of the community, thereby protecting agricultural land and natural habitat, and preserving the area's highly valued rural character. This settlement pattern will also facilitate shorter vehicle trips, as well as encourage more walking, bicycling and, potentially, the introduction of public transit.

The land use designations of this Plan generally reflect the present pattern of land use in which residential, commercial and public uses are concentrated in settlement areas, leaving most of the land for forestry, agriculture, and other resource uses. This plan identifies one Primary Settlement Area (Scotch Creek) and six Secondary Settlement Areas. The term Primary Settlement Area is synonymous with Scotch Creek in this plan and should be interpreted as referring to the same area.

### **Objective 1**

To be thoughtful and careful stewards of the lands and waters of the North Shuswap to ensure that future generations will appreciate and benefit from wise choices made by today's elected decision-makers.

### **Objective 2**

To direct growth and development in an organized and desirable manner, reinforcing established settlement patterns and discouraging development outside these settled areas.

### **Objective 3**

To provide a clear separation between rural and non-rural lands to preserve both rural and non-rural lifestyle choices.

### **Objective 4**

To ensure that public infrastructure, community amenities and utilities are planned and implemented in advance of development.

## Objective 5

To ensure that land use and development will not negatively affect environmental features and functions, both inside and outside of settlement areas.

### Policy 1

The Primary and Secondary Settlement Areas are delineated on Schedules B & C. This Plan directs growth and development to these areas. The Plan does not support significant growth and development outside the Primary and Secondary Settlement Areas.

### Policy 2

Except in exceptional situations, no public funds will be expended for the capital cost of extending servicing of water, sewer, and stormwater/rainwater systems to lands outside the Settlement Areas.

### Policy 3

Scotch Creek is the Primary Settlement Area. The Regional District will encourage residential, commercial, and light industrial growth in Scotch Creek that is consistent with the policies of this plan. All new development must be connected to community water and sewer systems.

### Policy 4

As the CSRD's resources allow, the Regional District will undertake a Local Area Plan for Seymour Arm, in full consultation with area residents and businesses.

### Policy 5

Lee Creek, Celista, Magna Bay, Anglemont, St. Ives, and Seymour Arm are designated Secondary Settlement Areas. Low density residential and neighbourhood convenience commercial uses are appropriate in these Secondary Settlement Areas. All new development must be connected to community water and sewer services, except in Seymour Arm. The following land uses are generally acceptable in the Secondary Settlement Areas:

1. Detached and Duplex Residential
2. Recreational Residential
3. Commercial
4. Public and Institutional
5. Park and Protected Area
6. Foreshore and Water
7. Agriculture
8. Commercial Public Utility

### Policy 6

Outside the boundaries of the Primary and Secondary Settlement Areas, the following uses are appropriate in certain locations.

1. Waterfront Residential

2. Public and Institutional
3. Park and Protected Area
4. Agriculture
5. Rural Residential
6. Rural and Resource
7. Foreshore and Water

#### Policy 7

Maintaining public views of Shuswap Lake is important. All development, regardless of its use or location, is limited to three storeys along Shuswap Lake. This height limit will be given a numerical value in the zoning bylaw.

#### Policy 8

The land use policies of this Plan will lead to review and revision to some aspects of the existing zoning bylaws. Where there are no zoning bylaws in place, the CSRD will prepare zoning bylaws. These activities will be undertaken in consultation with residents and landowners of Electoral Area 'F'.

### **11.4 Rural and Resource Lands (RSC)**

#### *Objective 1*

To support forestry, agricultural, mining and recreational uses provided they follow all Provincial regulatory requirements, and avoid conflicts with residential areas.

#### *Policy 1*

The Rural and Resource land use designation is established on Schedules B & C.

#### *Policy 2*

Forestry, mineral, and aggregate extraction and outdoor recreational uses are appropriate in this area.

#### *Policy 3*

Lands designated as Rural and Resource should be maintained as large land parcels.

#### *Policy 4*

The Regional District encourages responsible land use practices on Rural and Resource lands:

Forestry should be managed in accordance with the Okanagan Shuswap Land and Resource Management Plan (OSLRMP). The Ministry of Forests, Lands and Natural Resource Operations is encouraged to use its regulatory authority to ensure that best management practices are followed by logging operations in order to minimize erosion and protect, to the greatest extent possible, the attractive views of the natural tree cover in



the area. There should be no clear-cutting of large tracts of forest land that are visible from Shuswap Lake.

Aggregate operations are subject to the licensing requirements of the Ministry of Energy and Mines. Aggregate operators must conduct their activities in accordance with the Aggregate Operators Best Management Practices Handbook for British Columbia which addresses specific community issues such as noise, dust, traffic, hours of operation, views and sets out specific practices designed to minimize impact on the environment. Schedule E, showing the extent of aggregate potential, is sourced from the Ministry of Energy and Mines.

#### *Policy 5*

The Regional District encourages the Ministry of Energy and Mines to refer sand and gravel/quarry proposals to the Regional District and give due consideration to the impact of extraction and processing activities on surrounding land uses and developments. In particular, the Regional District encourages the Ministry not to issue new surface permits for sand and gravel/quarry processing near residential areas unless the applicant demonstrates how mitigation measures will minimize or nullify the effects of the proposed activity.

#### *Policy 6*

Resource extraction operations, including forestry and mining, are responsible for restoring the landscape upon completion of the operations.

### **11.8 Secondary Settlement Areas (SSA)**

#### **Detached, semi-detached and duplex**

##### *Policy 1*

Detached, semi-detached and duplex housing forms are acceptable residential land uses in the Primary and Secondary Settlement Areas.

##### *Policy 2*

All new detached, semi-detached and duplex housing units with a density greater than 1 housing unit per 2.5 acres (1 unit per hectare) must be connected to both a community water system and a community sewer system.

##### *Policy 3*

Applicants for new, detached dwellings are encouraged to consider net density in the range of 3 to 5 units per acre (8 to 13 units per hectare). The zoning bylaw will establish additional conditions related to such matters as lot line setbacks, lot coverage and parking.

##### *Policy 4*

Applicants for new semi-detached and duplex dwellings are encouraged to consider net density in the range of 6 to 8 units per acre (15 to 20 units per hectare). The zoning bylaw will establish additional conditions related to such matters as lot size, lot coverage, setbacks, and parking.

### Recreational Residential

Recreational Residential refers to recreational vehicles, modular homes and recreational cabins located in a park-like setting with shared amenities.

#### *Policy 1*

All development applicants for recreational residential development should demonstrate quality building design, attractive landscaped parking areas and road boulevards, and safe and attractive connections for pedestrians and cyclists to nearby areas.

#### *Policy 2*

Any proposal for recreational residential development should be encouraged to locate within the Primary or Secondary Settlement Areas.

#### *Policy 3*

New developments must be serviced by a community water and a community sewage system.

#### *Policy 4*

Applicants for new recreational residential dwellings are encouraged to consider a net density in the range of 10 to 12 units per acre (25 to 30 units per hectare).

### **11.9 Rural Residential (RR)**

#### *Policy 1*

The Rural Residential land use designation is established on Schedules B & C. Detached dwellings are acceptable within the Rural Residential designation, provided they comply with the requirements of the zoning bylaw.

#### *Policy 2*

The maximum density permitted in the Rural Residential designation is 1 unit per hectare (0.4 units per acre).

#### *Policy 3*

Residential development in rural areas will provide the Regional District with the appropriate technical information about on-site sewage disposal and water servicing.

### **11.10 Commercial (C)**

#### *Objective 1*

To encourage a range of commercial services that meets the needs of North Shuswap residents and tourists.

#### *Policy 1*

New commercial development is directed to Primary and Secondary Settlement Areas.

*Policy 2*

All new commercial development must be serviced by community water and sewer systems (except in Seymour Arm) and have provisions made for the appropriate management of storm water by the time of occupancy.

*Policy 3*

If requested by local businesses, the Regional District will assist in the development of a Scotch Creek Business Improvement Association to help improve the viability of businesses and the attractiveness of Scotch Creek as a destination.

*Policy 4*

Commercial land use policies for the Scotch Creek Primary Settlement Area are described in Section 12.

*Policy 5*

In Secondary Settlement Areas, a limited range of retail, business and professional services and community services that meet the daily needs of residents and tourists is acceptable.

**11.11 Major Destination Resort***Policy 1*

No area is designated as Major Destination Resort. Any proposal for a Major Destination Resort will be considered on its merits and will be required to undertake impact studies as part of the review process.

*Policy 2*

Major Destination Resort proposals should be directed to areas of least sensitivity. Any proposal will be sited and designed to avoid adverse impacts on nearby residential areas, existing commercial development, environmentally sensitive areas and fish habitat.

*Policy 3*

In light of the environmentally sensitive conditions associated with the foreshore of Lee Creek and the mouth of the Adams River, a Major Destination Resort is inappropriate in this area.

*Policy 4*

Major Destination Resorts are not supported in Seymour Arm.

*Policy 5*

Any Major Destination Resort must be connected to community water and sewer, and have provisions made for the appropriate management of storm water by the time of occupancy.

*Policy 6*

The applicant for a Major Destination Resort will be required to undertake impact studies as part of the review process and to satisfy relevant Development Permit requirements. Additionally, the

CSRD will require the applicant to demonstrate how provision will be made for the housing of seasonal workers associated with the resort's operations.

### **11.12 Public & Institutional (PI)**

#### *Policy 1*

Existing institutional uses, both public and private, are acknowledged by this Plan.

#### *Policy 2*

Public and private institutional uses are encouraged to locate in the Primary and Secondary Settlement Areas. Institutional uses include schools, health facilities, cemeteries, religious facilities, government offices, libraries, and community halls as well as infrastructure required for public utility systems.

### **11.13 Parks and Recreation (PK)**

#### *Policy 1*

The Parks and Recreation designation includes federal, provincial, and regional parks, and associated park uses, as well as public and private recreation facilities.

## **13.1 Hazardous Lands Development Permit Areas**

### *13.1 (a) Purpose*

The Hazardous Lands DPA is designated under the Local Government Act for the purpose of protecting development from hazardous conditions. Three hazardous lands categories have been established under this permit area: (1) Flooding and Debris Flow, (2) Steep Slope and (3) Interface Fire.

### *13.1 (b) Justification*

Whereas evidence of past flooding and debris flow exists on the watercourses named in the Area section that follows, whereas steep slopes pose a potential landslide risk and whereas interface fire pose a risk to life and property, a Hazardous Lands DPA is justified to:

- protect against the loss of life;
- minimize property damage, injury and trauma associated with flooding and debris flow events;
- ensure that development in steep slope areas is designed and engineered to provide a high level of protection from ground instability and/or slope failure; and
- plan and manage development in fire interface areas in a way that minimizes the risk of damage to property or people from interface fire hazards and mitigates interface fire hazards.

### 13.1.1 Hazardous Lands Development Permit Area 1 (DPA 1 Flooding and Debris Flow Potential)

#### 13.1.1.(a) Area

The area within 100 m (328 ft.) of Adams River, Corning Creek (a.k.a. Lee Creek), Hudson Creek, Onyx Creek, Ross Creek, Scotch Creek, and Seymour River is designated as Hazardous Lands DPA 1 (*Flooding and Debris Flow Potential*).

*[Note: Due to limited detailed hazard mapping, the CSRD may require additional lands to be investigated if evidence exists of flooding and debris flow potential beyond the 100 m (328 ft) that may impact or be impacted by the proposed development.]*

#### 13.1.1.(b) Guidelines

To protect against the loss of life and to minimize property damage associated with flooding and debris flow events, the CSRD encourages low intensity uses, such as conservation (natural) areas, agriculture, park and open-space recreation, in flood susceptible lands.

Where flood and debris flow susceptible lands are required for development, the construction and siting of buildings and structures to be used for habitation, business or the storage of goods damageable by floodwaters shall be flood-proofed at a minimum to those standards specified by the Ministry of Environment's *Flood Hazard Area Land Use Management Guidelines*, or, if greater, to standards set out by a Qualified Professional registered with the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC).

DPs addressing Flooding and Debris Flow Potential shall be in accordance with the following:

- .1 Prior to construction of, addition to or alteration of a building or other structure or prior to subdivision approval, the applicant shall submit a report, prepared by a qualified professional registered with the APEGBC with experience in geotechnical engineering and preferably also with experience in hydraulic engineering. The report, which the Regional District will use to determine the conditions and requirements of the DP, must certify that the "land may be used safely for the use intended" as provided under the Local Government Act.
- .2 The report should include the following types of analysis and information:
  - i. site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features;
  - ii. inspections of up-stream channels and flood ways, including channel confinement and creek gradients;
  - iii. debris dams and characteristics, culverts;
  - iv. sources of alluvium (channels and eroded banks), protection of groundwater resources, and related hydrologic features, which are factors that may affect the

- field defined limit of flooding and related erosion and deposition, as well as the potential for debris torrents;
- v. slope and stream profiles with documentation of slope stability, the limits and types of instability, should be indicated along with changes in stability that may be induced by forest clearing, and the mobilization and run out limits of debris in creeks; and
- vi. comments regarding cut and fill slope stability with reference to required surface or subsurface drainage, culverts, and special reference to the stability of fills required for steep gully crossings should be provided

.3 A Covenant may be registered on title identifying the hazard and remedial requirements as specified in the geotechnical or engineering reports for the benefit and safe use of future owners.

### **13.4 Riparian Areas Regulation (RAR) Development Permit Area**

#### *13.4.1 Purpose*

The RAR DPA is designated under the Local Government Act, and applicable provisions of the Community Charter for the protection of the natural environment, its ecosystems and biological diversity. The RAR regulations place considerable emphasis on Qualified Environmental Professionals (QEPs) to research established standards for the protection of riparian areas. The presence of the QEP, Ministry of Environment (MOE) and Department of Fisheries and Oceans in the review process reduces the extent to which the CSRD will be involved in the technical details of the permitting process. Essentially, the role of the QEP means that CSRD involvement is more administrative in nature.

#### *13.4.2 Area*

The RAR DPA is comprised of riparian assessment areas for fish habitat, which include all watercourses and adjacent lands shown on Provincial TRIM map series at 1:20,000, as well as unmapped watercourses.

As illustrated in Figure 13.1, the area comprises:

- o Within 30m (98.4 feet) of the high water mark of the watercourse;
- o Within 30m (98.4 feet) of the top of the ravine bank in the case of a ravine less than 60m (196.8 feet) wide; &
- o Within 10m (32.8 feet) of the top of a ravine bank for ravines 60 metres (196.8 feet) or greater in width that link aquatic and terrestrial ecosystems that exert an influence on the watercourse.

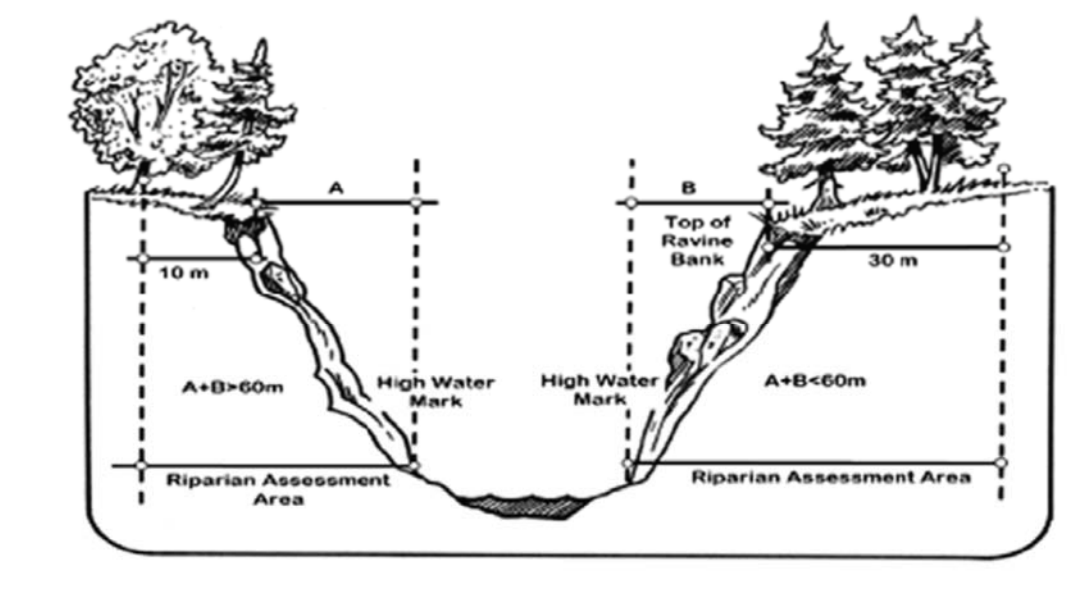


Figure 13.1

Unless the proposed development or alteration of land is clearly outside the riparian assessment area the location of the development shall be determined accurately by survey in relation to the RAR DPA to determine whether a DP application is required.

#### 13.4.3 Justification

The primary objective of the RAR DPA designation is to regulate development activities in watercourses and their riparian areas in order to preserve natural features, functions and conditions that support fish life processes. Development impact on watercourses can be minimized by careful project examination and implementation of appropriate measures to preserve environmentally sensitive riparian areas.

#### 13.4.4 Guidelines

(a) A DP is required, except where exempt for development or land alteration on land identified as a riparian assessment area within the RAR DPA. Development requiring a DP shall include, but may not be limited to, any of the following activities associated with or resulting from residential, commercial or industrial activities or ancillary activities, subject to local government powers under the Local Government Act:

- (i) Removal, alteration, disruption or destruction of vegetation within 30 m (98.4 ft) of a watercourse.
- (ii) Disturbance of soils within 30 m (98.4 ft) of a watercourse;
- (iii) Construction or erection of buildings and structures within 30 m (98.4 ft) of a watercourse;
- (iv) Creation of non-structural impervious or semi-impervious surfaces within 30 m (98.4 ft) of a watercourse.
- (v) Flood protection works within 30 m (98.4 ft) of a watercourse;

- (vi) Construction of roads, trails, docks, wharves and bridges within 30 m (98.4 ft) of a watercourse;
- (vii) Provision and maintenance of sewer and water services within 30 m (98.4 ft) of a watercourse;
- (viii) Development of drainage systems within 30 m (98.4 ft) of a watercourse;
- (ix) Development of utility corridors within 30 m (98.4 ft) of a watercourse; and
- (x) Subdivision as defined in the Land Title Act, and including the division of land into 2 or more parcels within 30 m (98.4 ft) of a watercourse.

(b) A DP may be issued once the following guidelines have been met:

- (i) Assessment by a QEP in accordance with the RAR established by the Provincial and/or Federal Governments; and
- (ii) Provincial notification that a QEP has submitted a report certifying that he or she is qualified to carry out the assessment, that the assessment methods have been followed, and provides in their professional opinion that a lesser setback will not negatively affect the functioning of a watercourse or riparian area and that the criteria listed in the RAR has been fulfilled.

#### 13.4.5 *Exemptions*

The RAR DPA does not apply to the following:

- (a) Construction, alteration, addition, repair, demolition and maintenance of farm buildings;
- (b) Clearing of land for agriculture;
- (c) Institutional development containing no residential, commercial or industrial aspect;
- (d) Reconstruction, renovation or repair of a legal permanent structure if the structure remains on its existing foundation in accordance with provisions of the relevant section of the Local Government Act. Only if the existing foundation is moved or extended into a riparian assessment area would a RAR DPA be required;
- (e) An area where the applicant can demonstrate that the conditions of the RAR DPA have already been satisfied, or a DP for the same area has already been issued in the past and the conditions in the DP have all been met, or the conditions addressed in the previous DP will not be affected; and
- (f) Development to which RAR does not apply, as confirmed in writing by a QEP.

### **Magna Bay Zoning Bylaw No. 800**

#### **Section 5.2 Agriculture - A**

##### Permitted Uses

- (a) Agriculture
- (b) Aquaculture
- (c) Bed and breakfast, permitted on a parcel 1 ha (2.47 ac.) or larger.
- (d) Home business
- (e) Home industry, permitted on a parcel 4000 m<sup>2</sup> (0.99 ac.) or larger.

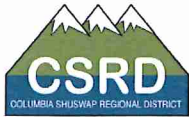


- (f) Kennel, permitted on a parcel 2 ha (4.94 ac) or larger. Buildings and structures, including runs must be a minimum of 30 m (98.43 ft.) from a parcel boundary.
- (g) Residential campsite
- (h) Single family dwelling
- (i) Standalone residential campsite
- (j) Accessory use

### **Section 5.8 Industrial Gravel Processing - IG**

#### Permitted Uses

- (a) Sand and gravel processing
- (b) Concrete batching
- (c) Accessory use, except asphalt batching



# BOARD REPORT

**TO:**
**Chair and Directors**
**File No:**

 BL 830-18  
 BL 800-30  
 PL20170079

**SUBJECT:**

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

**DESCRIPTION:**

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

**RECOMMENDATION  
#1:**

 THAT: "Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18" be read a first time this 15<sup>th</sup> day of June, 2017;

**AND THAT:**

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

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

**RECOMMENDATION  
#2:**

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

**AND THAT:**

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

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

**SHORT SUMMARY:**

The applicant has submitted an application to re-designate and rezone the subject properties, to allow a subdivision of the land, and to permit the use of proposed Lot 1 to be changed to construct a "Toy Storage" facility as well as to allow outdoor storage of recreational vehicles and boats and trailers. Proposed Lot 2 would be rezoned to IG Industrial Gravel Processing to allow an expansion of the existing gravel extraction operation. Magna Bay Zoning Bylaw No. 800 currently has no zone where this use is permitted and no adequate definition for the permitted use. To accomplish this, staff are proposing a new CDF 2 Comprehensive Development 2 zone.

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

PROPERTY OWNERS: Robert and Evelyn Isley/Jemco Excavating Ltd.

APPLICANT: Greg Darroch

ELECTORAL AREA: F

CIVIC ADDRESS: 6929 Squilax-Anglemont Road, and 2556 McClaskey Road, Magna Bay

LEGAL DESCRIPTION: Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 (PID: 014-009-552)  
Lot 1, Section 18, Township 23, Range 9, W6M, KDYD, Plan KAP56704 (PID: 023-385-243)

SIZE OF PROPERTY: 30.53 ha (79.3 ac)  
4.24 ha (10.48 ac)

DESIGNATION: Electoral Area F Official Community Plan Bylaw No. 830  
RSC Rural and Resource  
RR Rural Residential

ZONE: Magna Bay Zoning Bylaw No. 800  
A – Agriculture  
IG – Industrial Gravel Processing

CURRENT USE: Ross Creek General Store and Campground/Gravel Pit/Vacant

PROPOSED USE: Toy Storage, Gravel Pit

SURROUNDING LAND USE PATTERN:  
North: Gravel Pit  
South: Rural Residential  
East: Agricultural/Rural Resource/Rural Residential  
West: Residential/Resort Campground

**POLICY:**

See attached Policy and Zoning information.

**FINANCIAL:**

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

**KEY ISSUES/CONCEPTS:****Proposed Subdivision:**

The applicant has applied to subdivide the subject properties. The current zoning would not support the subdivision proposal as the proposed lots do not meet the minimum parcel size requirements. The subdivision would separate existing Part W1/2 of the NW 1/4, Section 17 south of Ross Creek which currently is where the Ross Creek General Store and Campground is located, from the remainder of the property north of Ross Creek. North of Ross Creek proposed Lot 1 would gain highway access from McClaskey Road via a long panhandle driveway through current Lot 1, Plan KAP56704. A small portion of Lot 1, Plan KAP56704 in its southeast corner, would be used for a caretaker residence and serve as security control in and out of the main portion of the proposed Lot 1 for the proposed Toy Storage facility. Proposed Lot 2 would be a consolidation of the remainder of the portion of Part W1/2 of the NW 1/4, Section 17 north of Ross Creek, with the remainder of Lot 1, Plan KAP 56704.

A plan showing the proposed plan of subdivision has been included in the Maps attachment to this report for reference.

**Proposed Use**

The use contemplated for proposed Lot 1 is unique to Magna Bay Zoning Bylaw No. 800, and therefore staff are proposing to include a new definition describing the use as follows:

TOY STORAGE is the *commercial* use of land, *buildings* and structures to provide separate, individual self-storage units inside a *building*, each with a separate entrance designed to be rented or leased to the general public for private storage of personal goods, materials or equipment but which does not include commercial use of the individual storage units.

The applicant runs 2 businesses in the area with similar uses, Boys with Toys Storage in Sicamous, and Scotch Creek Mini Storage in Scotch Creek.

Staff are also proposing to include a definition to describe commercial use, as follows:

COMMERCIAL is an occupation, service, employment or enterprise that is carried on for gain or monetary profit by any individual, business or organization.

Proposed Lot 2 is proposed to be rezoned from A – Agriculture to IG – Industrial Gravel Processing to reflect that it is partially currently being used as a gravel pit. Rezoning to IG is supported by the OCP as it has been designated as Rural and Resource. It is anticipated that the owner will expand his gravel extraction operation further onto this property in the future. The IG zone allows the following permitted uses:

- Sand and gravel processing

- Concrete batching
- *Accessory use*, except asphalt batching

### **Proposed CDF -2 Zone**

The CDF – 2 zone will be unique to proposed Lot 1 and is proposed to contain 2 separate Development Areas. Development Area 1 is for the storage facility buildings and will also allow for outdoor storage of recreational vehicles and boats and trailers. The individual storage facility buildings, would be restricted from use by commercial business operations. Development Area 2 will be where a caretaker residence will be located together with the main security gate with card-lock access to the storage facility.

### **Access:**

Access to the proposed storage facility will be from McClaskey Road through the proposed panhandle driveway portion of proposed Lot 1. Proposed Lot 2 fronts on McClaskey Road, where there is an existing access as well as an access from the north from Charleson Road.

### **Sewer Servicing and Drinking Water**

The Toy Storage buildings will feature a central washroom facility, while the caretaker residence will be a full time residential use. The applicant has provided no details to this point of proposed servicing.

No options exist in the area for either Community Water or Sewer servicing to the property, so all servicing will need to be on-site. Site servicing options will impose constraints on the physical features available within the storage buildings.

### **Storm Drainage**

The applicant has provided no information with respect to on-site storm drainage.

### **Riparian Area Regulation Issues/History**

As a condition of the rezoning of the part of the property south of Ross Creek for the Ross Creek General Store and Campground, the property owner applied for a Development Permit (DP 830-45). DP 830-45 was issued for RAR and for flood hazard issues concerning Ross Creek. The applicant had a Riparian Area Assessment Report (RAAR) completed by a Qualified Environmental Professional (QEP), dated March 29, 2011, by Bill Rublee, R.P.Bio. of Triton Environmental Consultants Ltd. Use of the area for boat and trailer storage will be outside of the established Streamside Protection and Enhancement Area (SPEA) of 30.0 m for Ross Creek. Staff have included buffer requirements within the new CDF 2 zone which will protect the SPEA.

### **Temporary Use Permit 830-2**

The Board just considered and approved issuance of a Temporary Use Permit (No. 830-2) for a small portion of proposed Lot 1 for a parking area for boats and trailers, for use by guests of the adjacent Magna Bay Resort. The proposed rezoning would also include outdoor storage of recreational vehicles and boats and trailers as a principal use.

### **Buffers**

Staff has included in the proposed new zone the requirement for a buffer to screen the proposed storage facility from adjacent residential properties.

### **Ross Creek**

The lands proposed to be rezoned fall within the Ross Creek Flooding and Debris Flow Hazard Lands Development Permit Area. Prior to subdivision of the property, as proposed and construction of the proposed storage buildings, the applicant will be required to have a Development Permit issued. The applicant has already hired an Engineering firm to provide a report on the potential hazard.

### **OCP Bylaw No. 830**

The property intended for the toy storage facility is just outside of the Secondary Settlement Area, and the use is a commercial type of use, staff have required the applicant to submit an application to re-designate proposed Lot 1 to Secondary Settlement Area. The Secondary Settlement Area does not require a form and character Development Permit, for commercial development.

### **SUMMARY:**

The applicant has applied to re-designate and rezone the subject properties to support a subdivision proposal and to allow for the use of proposed Lot 1 for a Toy Storage operation.

Staff is recommending that the Board can consider the OCP amendment bylaw for first reading for the following reasons:

- Residential zones in the Magna Bay Zoning Bylaw No. 800 and Anglemont Zoning Bylaw No. 650 limit Accessory Building floor areas to 55 m<sup>2</sup>.
- Topography in the Magna Bay and Anglemont areas severely restrict property owner's ability to construct accessory buildings on a large number of properties.
- Topography in these areas also restrict access to the areas of properties where these kind of structures would typically be located.
- Geotechnical and slope stability considerations severely impact on an owners feasibility of constructing an accessory building. Further, construction of large accessory buildings could lead to additional slope stability issues.
- Seasonal use of properties in Magna Bay and Anglemont create security issues for property owners wanting to use their properties for storage of recreational vehicles and boats.
- Many owners in the area only have recreational properties with no ability to construct this kind of secured storage on site.
- A centralized secure storage facility will reduce the pressure on existing residential areas to support construction of larger and more elaborate accessory buildings.
- The use of the facility is limited to storage and no other more commercial uses will be permitted on the site.

Staff are also recommending that the Board can consider the rezoning amendment bylaw and directing staff to forward both bylaws to referral agencies and First Nations.

### **IMPLEMENTATION:**

#### **Consultation Process**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommends the simple consultation process. Neighbouring property owners will first become aware of the application for zoning amendments when a notice of development sign is posted on the property.

## **COMMUNICATIONS:**

### **Referral Process**

The following list of referral agencies is recommended:

- Interior Health Authority – Community Care Licensing
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management; and,
- All relevant First Nations.
  - Adams Lake Indian Band
  - Little Shuswap Indian Band
  - Neskonlith Indian Band
  - Coldwater Indian Band
  - Cooks Ferry Indian Band
  - Esh-kn-am Cultural Resources Management Services
  - Lower Similkameen Indian Band
  - Nlaka'pamux Nation Tribal Council
  - Okanagan Indian Band
  - Okanagan Nation Alliance
  - Penticton Indian Band
  - Siska Indian Band
  - Splots'in First Nation

## **DESIRED OUTCOMES:**

That the Board endorse staff recommendation.

## **BOARD'S OPTIONS:**

1. *Endorse the Recommendation. Bylaw No. 830-18 and 800-30 will be given first reading and sent out to referral agencies.*
2. *Deny the Recommendation. Bylaw No. 830-18 and 800-30 will be defeated.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

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

1. List reports

Board Report

BL 830-18, BL 800-30

June 15, 2017

**Report Approval Details**

Document Title:	2017-06-15_Board_DS_BL800-30_Isley.docx
Attachments:	<ul style="list-style-type: none"><li>- APPENDIX-A-Policies.docx</li><li>- BL800-30-Report Attachments.docx</li><li>- BL830-18 First.docx</li><li>- BL800-30-First.docx</li></ul>
Final Approval Date:	Jun 7, 2017

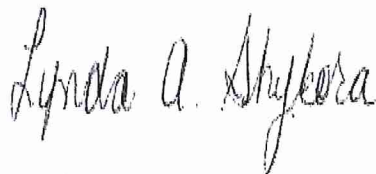
This report and all of its attachments were approved and signed as outlined below:



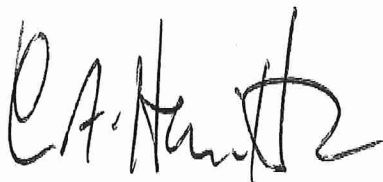
**Corey Paiement - Jun 2, 2017 - 9:54 AM**



**Gerald Christie - Jun 5, 2017 - 7:35 AM**



**Lynda Shykora - Jun 7, 2017 - 9:47 AM**



**Charles Hamilton - Jun 7, 2017 - 10:31 AM**



## APPENDIX 'A'

## Applicable OCP Policies and Zoning Regulation

**Electoral Area 'F' Official Community Plan Bylaw No. 830****2.4 Hazardous Areas**

## Objective 1

To identify natural and human-made hazardous conditions, and closely regulate any new development in these areas.

## Policy 1

Development within an identified or suspected hazardous area or down slope from a hazardous area is generally discouraged and encouraged to be re-sited.

## Policy 2

Where re-siting of the development is not feasible, low intensity uses, such as natural areas, park or agriculture, should locate in or adjacent to hazardous areas, and higher intensity uses should locate away from these areas.

## Policy 3

At the time of subdivision, the Regional District may recommend that the Approving Officer request information regarding flooding, erosion, landslip or rockfall and place a restrictive covenant on affected areas to minimize damage and to warn future property owners of a potential hazard.

## Policy 4

Where the hazard area falls within a Development Permit Area, development proposals are required to meet those guidelines.

**Section 7 A More Diversified Economy**

A vibrant economy with year-round employment is important to residents of the North Shuswap.

## Objective 1

To support traditional resource employment sectors in the North Shuswap, including forestry, mining, and agriculture.

## Objective 2

To develop the North Shuswap into a year-round tourist destination, with a focus on eco-tourism.

## Objective 3

To ensure there are opportunities for residents to work from their homes.

**7.1 Economic Diversity**

## Policy 1

The Regional District will work with the North Shuswap business community to develop a long-term economic development strategy that focuses solely on the needs of the North Shuswap.

Economic diversification should be a major component of any economic development strategy. Local banking should also be encouraged.

## **7.2 Resource Industries**

### **Policy 1**

The Regional District, in consultation with the North Shuswap community, will develop a strategy to facilitate the production of valued-added forest and agricultural projects through such measures as small scale related processing facilities and limited direct resource sales.

### **Policy 2**

The Regional District will be guided principally by the Okanagan–Shuswap Land and Resource Management Plan and relevant CSRD and Provincial BC policies/regulations.

### **Policy 3**

The Board will consider creating a Soil Removal and Deposit Bylaw to regulate and require permitting for new gravel extraction and other similar uses.

## **7.3 Tourism**

### **Policy 1**

The Regional District will support the vision of the Shuswap Tourism Development Plan (March 2010) which includes the following components:

#### **Green and Sustainable**

- eco-friendly
- pristine lakes
- controlled backcountry access
- integrated land use

#### **Four Season Destination**

- world-class service
- authentic experiences
- destination recognition
- agri-tourism
- diverse accommodation options

#### **Regional Cooperation**

- collaborating communities
- tourism awareness
- strong sense of community
- Superhost community

#### **Embracing Culture & Sport**

- expanded events
- sport tourism
- family-oriented
- multi-cultural

#### **Quality Infrastructure**

- gateway visitor centres
- quality highways
- transit options
- scheduled air service
- quality recreation amenities

## **10.4 Stormwater Management**

### **Objective 1**

To encourage responsible storm water drainage for development in the North Shuswap.

### **Policy 1**

Landowners are encouraged to use pervious surfaces on driveways, parking lots and access roads, as well as to take other measures such as xeriscaping, infiltration basins, and green roofs in order to reduce overland runoff.

### **11.1 General Land Use**

The policies of this Plan aim to protect the rural character of the North Shuswap, yet allow modest growth in areas that are, or will be, serviced by community water and sewer systems.

By directing growth to the Settlement Areas, there will be less impact on the rural and natural areas of the community, thereby protecting agricultural land and natural habitat, and preserving the area's highly valued rural character. This settlement pattern will also facilitate shorter vehicle trips, as well as encourage more walking, bicycling and, potentially, the introduction of public transit.

The land use designations of this Plan generally reflect the present pattern of land use in which residential, commercial and public uses are concentrated in settlement areas, leaving most of the land for forestry, agriculture, and other resource uses. This plan identifies one Primary Settlement Area (Scotch Creek) and six Secondary Settlement Areas. The term Primary Settlement Area is synonymous with Scotch Creek in this plan and should be interpreted as referring to the same area.

#### **Objective 1**

To be thoughtful and careful stewards of the lands and waters of the North Shuswap to ensure that future generations will appreciate and benefit from wise choices made by today's elected decision-makers.

#### **Objective 2**

To direct growth and development in an organized and desirable manner, reinforcing established settlement patterns and discouraging development outside these settled areas.

#### **Objective 3**

To provide a clear separation between rural and non-rural lands to preserve both rural and non-rural lifestyle choices.

#### **Objective 4**

To ensure that public infrastructure, community amenities and utilities are planned and implemented in advance of development.

#### **Objective 5**

To ensure that land use and development will not negatively affect environmental features and functions, both inside and outside of settlement areas.

#### **Policy 1**

The Primary and Secondary Settlement Areas are delineated on Schedules B & C. This Plan directs growth and development to these areas. The Plan does not support significant growth and development outside the Primary and Secondary Settlement Areas.

#### **Policy 2**

Except in exceptional situations, no public funds will be expended for the capital cost of extending servicing of water, sewer, and stormwater/rainwater systems to lands outside the Settlement Areas.

#### **Policy 3**

Scotch Creek is the Primary Settlement Area. The Regional District will encourage residential, commercial, and light industrial growth in Scotch Creek that is consistent with the policies of this plan. All new development must be connected to community water and sewer systems.

**Policy 4**

As the CSRD's resources allow, the Regional District will undertake a Local Area Plan for Seymour Arm, in full consultation with area residents and businesses.

**Policy 5**

Lee Creek, Celista, Magna Bay, Anglemont, St. Ives, and Seymour Arm are designated Secondary Settlement Areas. Low density residential and neighbourhood convenience commercial uses are appropriate in these Secondary Settlement Areas. All new development must be connected to community water and sewer services, except in Seymour Arm. The following land uses are generally acceptable in the Secondary Settlement Areas:

1. Detached and Duplex Residential
2. Recreational Residential
3. Commercial
4. Public and Institutional
5. Park and Protected Area
6. Foreshore and Water
7. Agriculture
8. Commercial Public Utility

**Policy 6**

Outside the boundaries of the Primary and Secondary Settlement Areas, the following uses are appropriate in certain locations.

1. Waterfront Residential
2. Public and Institutional
3. Park and Protected Area
4. Agriculture
5. Rural Residential
6. Rural and Resource
7. Foreshore and Water

**Policy 7**

Maintaining public views of Shuswap Lake is important. All development, regardless of its use or location, is limited to three storeys along Shuswap Lake. This height limit will be given a numerical value in the zoning bylaw.

**Policy 8**

The land use policies of this Plan will lead to review and revision to some aspects of the existing zoning bylaws. Where there are no zoning bylaws in place, the CSRD will prepare zoning bylaws. These activities will be undertaken in consultation with residents and landowners of Electoral Area 'F'.

**11.4 Rural and Resource Lands (RSC)*****Objective 1***

To support forestry, agricultural, mining and recreational uses provided they follow all Provincial regulatory requirements, and avoid conflicts with residential areas.

***Policy 1***

The Rural and Resource land use designation is established on Schedules B & C.

*Policy 2*

Forestry, mineral, and aggregate extraction and outdoor recreational uses are appropriate in this area.

*Policy 3*

Lands designated as Rural and Resource should be maintained as large land parcels.

*Policy 4*

The Regional District encourages responsible land use practices on Rural and Resource lands:

Forestry should be managed in accordance with the Okanagan Shuswap Land and Resource Management Plan (OSLRMP). The Ministry of Forests, Lands and Natural Resource Operations is encouraged to use its regulatory authority to ensure that best management practices are followed by logging operations in order to minimize erosion and protect, to the greatest extent possible, the attractive viewscales associated with the natural tree cover in the area. There should be no clear-cutting of large tracts of forest land that are visible from Shuswap Lake.

Aggregate operations are subject to the licensing requirements of the Ministry of Energy and Mines. Aggregate operators must conduct their activities in accordance with the Aggregate Operators Best Management Practices Handbook for British Columbia which addresses specific community issues such as noise, dust, traffic, hours of operation, viewscales and sets out specific practices designed to minimize impact on the environment. Schedule E, showing the extent of aggregate potential, is sourced from the Ministry of Energy and Mines.

*Policy 5*

The Regional District encourages the Ministry of Energy and Mines to refer sand and gravel/quarry proposals to the Regional District and give due consideration to the impact of extraction and processing activities on surrounding land uses and developments. In particular, the Regional District encourages the Ministry not to issue new surface permits for sand and gravel/quarry processing near residential areas unless the applicant demonstrates how mitigation measures will minimize or nullify the effects of the proposed activity.

*Policy 6*

Resource extraction operations, including forestry and mining, are responsible for restoring the landscape upon completion of the operations.

## **11.8 Secondary Settlement Areas (SSA)**

### **Detached, semi-detached and duplex**

*Policy 1*

Detached, semi-detached and duplex housing forms are acceptable residential land uses in the Primary and Secondary Settlement Areas.

*Policy 2*

All new detached, semi-detached and duplex housing units with a density greater than 1 housing unit per 2.5 acres (1 unit per hectare) must be connected to both a community water system and a community sewer system.

*Policy 3*

Applicants for new, detached dwellings are encouraged to consider net density in the range of 3 to 5 units per acre (8 to 13 units per hectare). The zoning bylaw will establish additional conditions related to such matters as lot line setbacks, lot coverage and parking.

*Policy 4*

Applicants for new semi-detached and duplex dwellings are encouraged to consider net density in the range of 6 to 8 units per acre (15 to 20 units per hectare). The zoning bylaw will establish additional conditions related to such matters as lot size, lot coverage, setbacks, and parking.

Recreational Residential

Recreational Residential refers to recreational vehicles, modular homes and recreational cabins located in a park-like setting with shared amenities.

*Policy 1*

All development applicants for recreational residential development should demonstrate quality building design, attractive landscaped parking areas and road boulevards, and safe and attractive connections for pedestrians and cyclists to nearby areas.

*Policy 2*

Any proposal for recreational residential development should be encouraged to locate within the Primary or Secondary Settlement Areas.

*Policy 3*

New developments must be serviced by a community water and a community sewage system.

*Policy 4*

Applicants for new recreational residential dwellings are encouraged to consider a net density in the range of 10 to 12 units per acre (25 to 30 units per hectare).

**11.9 Rural Residential (RR)***Policy 1*

The Rural Residential land use designation is established on Schedules B & C. Detached dwellings are acceptable within the Rural Residential designation, provided they comply with the requirements of the zoning bylaw.

*Policy 2*

The maximum density permitted in the Rural Residential designation is 1 unit per hectare (0.4 units per acre).

*Policy 3*

Residential development in rural areas will provide the Regional District with the appropriate technical information about on-site sewage disposal and water servicing.

**11.10 Commercial (C)***Objective 1*

To encourage a range of commercial services that meets the needs of North Shuswap residents and tourists.

*Policy 1*

New commercial development is directed to Primary and Secondary Settlement Areas.

*Policy 2*

All new commercial development must be serviced by community water and sewer systems (except in Seymour Arm) and have provisions made for the appropriate management of storm water by the time of occupancy.

*Policy 3*

If requested by local businesses, the Regional District will assist in the development of a Scotch Creek Business Improvement Association to help improve the viability of businesses and the attractiveness of Scotch Creek as a destination.

*Policy 4*

Commercial land use policies for the Scotch Creek Primary Settlement Area are described in Section 12.

*Policy 5*

In Secondary Settlement Areas, a limited range of retail, business and professional services and community services that meet the daily needs of residents and tourists is acceptable.

**11.11 Major Destination Resort***Policy 1*

No area is designated as Major Destination Resort. Any proposal for a Major Destination Resort will be considered on its merits and will be required to undertake impact studies as part of the review process.

*Policy 2*

Major Destination Resort proposals should be directed to areas of least sensitivity. Any proposal will be sited and designed to avoid adverse impacts on nearby residential areas, existing commercial development, environmentally sensitive areas and fish habitat.

*Policy 3*

In light of the environmentally sensitive conditions associated with the foreshore of Lee Creek and the mouth of the Adams River, a Major Destination Resort is inappropriate in this area.

*Policy 4*

Major Destination Resorts are not supported in Seymour Arm.

*Policy 5*

Any Major Destination Resort must be connected to community water and sewer, and have provisions made for the appropriate management of storm water by the time of occupancy.

*Policy 6*

The applicant for a Major Destination Resort will be required to undertake impact studies as part of the review process and to satisfy relevant Development Permit requirements. Additionally, the CSRD will require the applicant to demonstrate how provision will be made for the housing of seasonal workers associated with the resort's operations.

**11.12 Public & Institutional (PI)***Policy 1*

Existing institutional uses, both public and private, are acknowledged by this Plan.

*Policy 2*

Public and private institutional uses are encouraged to locate in the Primary and Secondary Settlement Areas. Institutional uses include schools, health facilities, cemeteries, religious facilities, government offices, libraries, and community halls as well as infrastructure required for public utility systems.

**11.13 Parks and Recreation (PK)***Policy 1*

The Parks and Recreation designation includes federal, provincial, and regional parks, and associated park uses, as well as public and private recreation facilities.

**13.1 Hazardous Lands Development Permit Areas****13.1 (a) Purpose**

The Hazardous Lands DPA is designated under the Local Government Act for the purpose of protecting development from hazardous conditions. Three hazardous lands categories have been established under this permit area: (1) Flooding and Debris Flow, (2) Steep Slope and (3) Interface Fire.

**13.1 (b) Justification**

Whereas evidence of past flooding and debris flow exists on the watercourses named in the Area section that follows, whereas steep slopes pose a potential landslide risk and whereas interface fire pose a risk to life and property, a Hazardous Lands DPA is justified to:



- protect against the loss of life;
- minimize property damage, injury and trauma associated with flooding and debris flow events;
- ensure that development in steep slope areas is designed and engineered to provide a high level of protection from ground instability and/or slope failure; and
- plan and manage development in fire interface areas in a way that minimizes the risk of damage to property or people from interface fire hazards and mitigates interface fire hazards.

### **13.1.1 Hazardous Lands Development Permit Area 1 (DPA 1 Flooding and Debris Flow Potential)**

#### **13.1.1.(a) Area**

The area within 100 m (328 ft.) of Adams River, Corning Creek (a.k.a. Lee Creek), Hudson Creek, Onyx Creek, Ross Creek, Scotch Creek, and Seymour River is designated as Hazardous Lands DPA 1 (*Flooding and Debris Flow Potential*).

*[Note: Due to limited detailed hazard mapping, the CSRD may require additional lands to be investigated if evidence exists of flooding and debris flow potential beyond the 100 m (328 ft) that may impact or be impacted by the proposed development.]*

#### **13.1.1.(b) Guidelines**

To protect against the loss of life and to minimize property damage associated with flooding and debris flow events, the CSRD encourages low intensity uses, such as conservation (natural) areas, agriculture, park and open-space recreation, in flood susceptible lands.

Where flood and debris flow susceptible lands are required for development, the construction and siting of buildings and structures to be used for habitation, business or the storage of goods damageable by floodwaters shall be flood-proofed at a minimum to those standards specified by the Ministry of Environment's *Flood Hazard Area Land Use Management Guidelines*, or, if greater, to standards set out by a Qualified Professional registered with the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC).

DPs addressing Flooding and Debris Flow Potential shall be in accordance with the following:

- .1 Prior to construction of, addition to or alteration of a building or other structure or prior to subdivision approval, the applicant shall submit a report, prepared by a qualified professional registered with the APEGBC with experience in geotechnical engineering and preferably also with experience in hydraulic engineering. The report, which the Regional District will use to determine the conditions and requirements of the DP, must certify that the "land may be used safely for the use intended" as provided under the Local Government Act.
- .2 The report should include the following types of analysis and information:
  - i. site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features;
  - ii. inspections of up-stream channels and flood ways, including channel confinement and creek gradients;
  - iii. debris dams and characteristics, culverts;
  - iv. sources of alluvium (channels and eroded banks), protection of groundwater resources, and related hydrologic features, which are factors that may affect the field defined limit of flooding and related erosion and deposition, as well as the potential for debris torrents;
  - v. slope and stream profiles with documentation of slope stability, the limits and types of instability, should be indicated along with changes in stability that may be

- induced by forest clearing, and the mobilization and run out limits of debris in creeks; and
- vi. comments regarding cut and fill slope stability with reference to required surface or subsurface drainage, culverts, and special reference to the stability of fills required for steep gully crossings should be provided

- .3 A Covenant may be registered on title identifying the hazard and remedial requirements as specified in the geotechnical or engineering reports for the benefit and safe use of future owners.

### **13.4 Riparian Areas Regulation (RAR) Development Permit Area**

#### **13.4.1 Purpose**

The RAR DPA is designated under the Local Government Act, and applicable provisions of the Community Charter for the protection of the natural environment, its ecosystems and biological diversity. The RAR regulations place considerable emphasis on Qualified Environmental Professionals (QEPs) to research established standards for the protection of riparian areas. The presence of the QEP, Ministry of Environment (MOE) and Department of Fisheries and Oceans in the review process reduces the extent to which the CSRD will be involved in the technical details of the permitting process. Essentially, the role of the QEP means that CSRD involvement is more administrative in nature.

#### **13.4.2 Area**

The RAR DPA is comprised of riparian assessment areas for fish habitat, which include all watercourses and adjacent lands shown on Provincial TRIM map series at 1:20,000, as well as unmapped watercourses.

As illustrated in Figure 13.1, the area comprises:

- o Within 30m (98.4 feet) of the high water mark of the watercourse;
- o Within 30m (98.4 feet) of the top of the ravine bank in the case of a ravine less than 60m (196.8 feet) wide; &
- o Within 10m (32.8 feet) of the top of a ravine bank for ravines 60 metres (196.8 feet) or greater in width that link aquatic and terrestrial ecosystems that exert an influence on the watercourse.

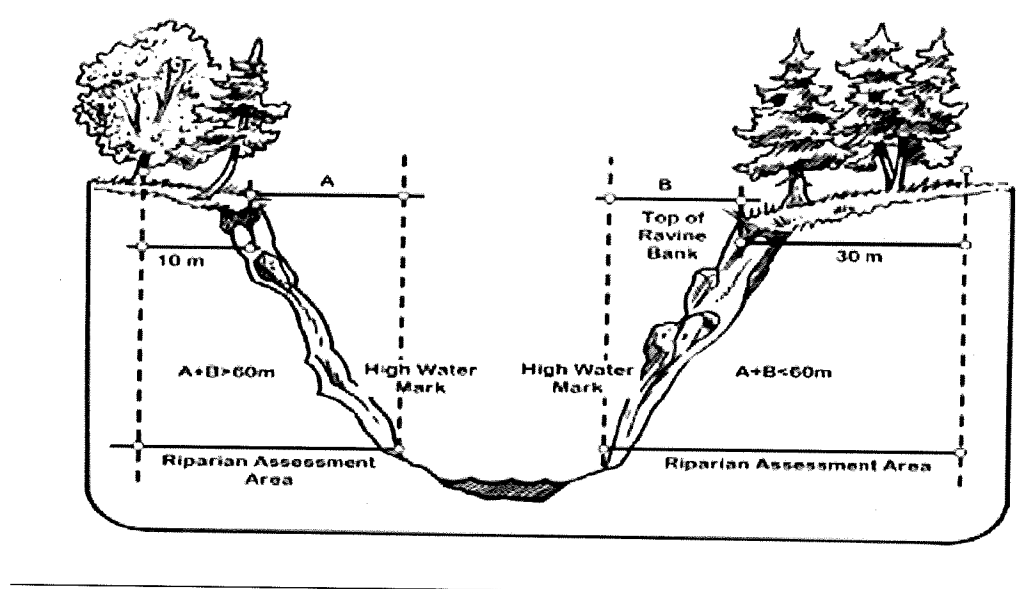


Figure 13.1

Unless the proposed development or alteration of land is clearly outside the riparian assessment area the location of the development shall be determined accurately by survey in relation to the RAR DPA to determine whether a DP application is required.

#### 13.4.3 Justification

The primary objective of the RAR DPA designation is to regulate development activities in watercourses and their riparian areas in order to preserve natural features, functions and conditions that support fish life processes. Development impact on watercourses can be minimized by careful project examination and implementation of appropriate measures to preserve environmentally sensitive riparian areas.

#### 13.4.4 Guidelines

(a) A DP is required, except where exempt for development or land alteration on land identified as a riparian assessment area within the RAR DPA. Development requiring a DP shall include, but may not be limited to, any of the following activities associated with or resulting from residential, commercial or industrial activities or ancillary activities, subject to local government powers under the Local Government Act:

- (i) Removal, alteration, disruption or destruction of vegetation within 30 m (98.4 ft) of a watercourse.
- (ii) Disturbance of soils within 30 m (98.4 ft) of a watercourse;
- (iii) Construction or erection of buildings and structures within 30 m (98.4 ft) of a watercourse;
- (iv) Creation of non-structural impervious or semi-impervious surfaces within 30 m (98.4 ft) of a watercourse.
- (v) Flood protection works within 30 m (98.4 ft) of a watercourse;
- (vi) Construction of roads, trails, docks, wharves and bridges within 30 m (98.4 ft) of a watercourse;

- (vii) Provision and maintenance of sewer and water services within 30 m (98.4 ft) of a watercourse;
- (viii) Development of drainage systems within 30 m (98.4 ft) of a watercourse;
- (ix) Development of utility corridors within 30 m (98.4 ft) of a watercourse; and
- (x) Subdivision as defined in the Land Title Act, and including the division of land into 2 or more parcels within 30 m (98.4 ft) of a watercourse.

(b) A DP may be issued once the following guidelines have been met:

- (i) Assessment by a QEP in accordance with the RAR established by the Provincial and/or Federal Governments; and
- (ii) Provincial notification that a QEP has submitted a report certifying that he or she is qualified to carry out the assessment, that the assessment methods have been followed, and provides in their professional opinion that a lesser setback will not negatively affect the functioning of a watercourse or riparian area and that the criteria listed in the RAR has been fulfilled.

#### 13.4.5 *Exemptions*

The RAR DPA does not apply to the following:

- (a) Construction, alteration, addition, repair, demolition and maintenance of farm buildings;
- (b) Clearing of land for agriculture;
- (c) Institutional development containing no residential, commercial or industrial aspect;
- (d) Reconstruction, renovation or repair of a legal permanent structure if the structure remains on its existing foundation in accordance with provisions of the relevant section of the Local Government Act. Only if the existing foundation is moved or extended into a riparian assessment area would a RAR DPA be required;
- (e) An area where the applicant can demonstrate that the conditions of the RAR DPA have already been satisfied, or a DP for the same area has already been issued in the past and the conditions in the DP have all been met, or the conditions addressed in the previous DP will not be affected; and
- (f) Development to which RAR does not apply, as confirmed in writing by a QEP.

### **Magna Bay Zoning Bylaw No. 800**

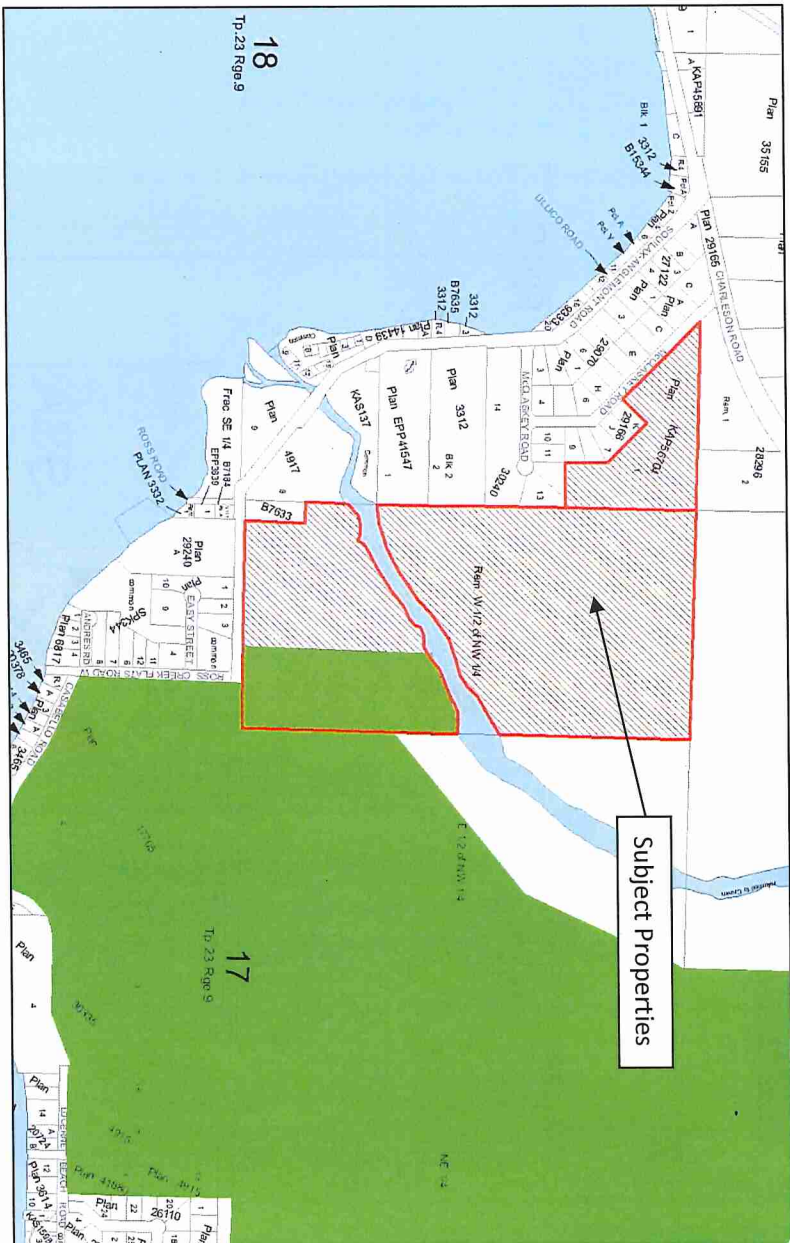
#### **Section 5.2 Agriculture - A**

##### Permitted Uses

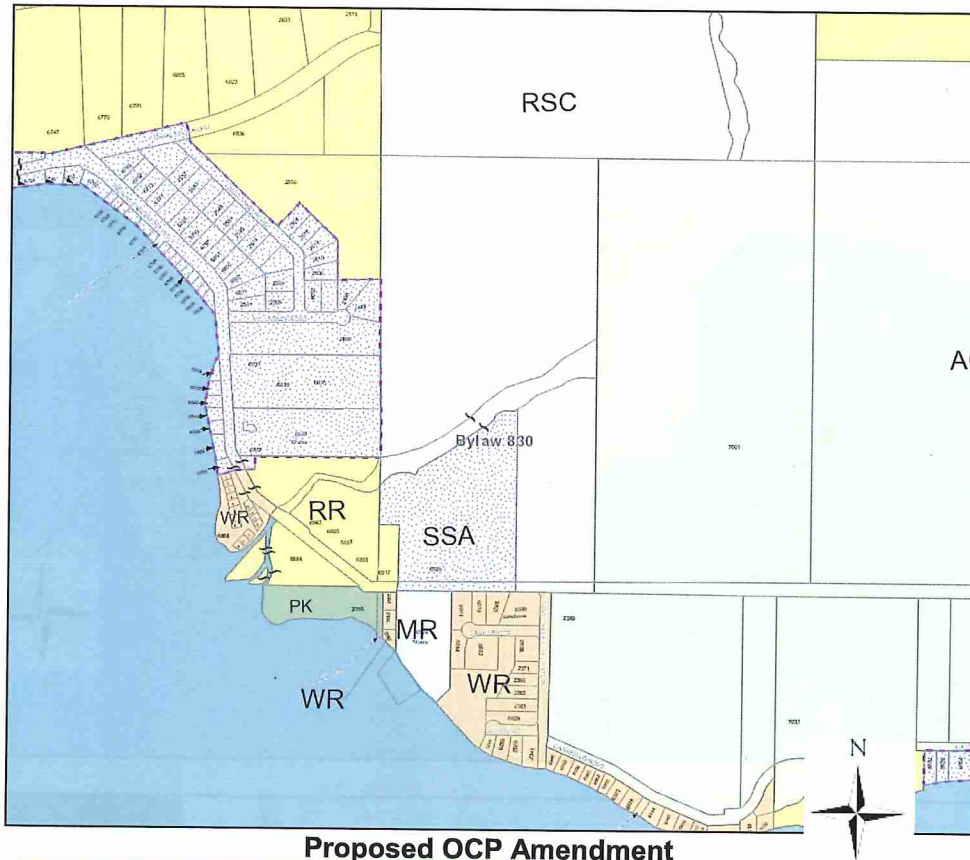
- (a) Agriculture
- (b) Aquaculture
- (c) Bed and breakfast, permitted on a parcel 1 ha (2.47 ac.) or larger.
- (d) Home business
- (e) Home industry, permitted on a parcel 4000 m<sup>2</sup> (0.99 ac.) or larger.
- (f) Kennel, permitted on a parcel 2 ha (4.94 ac) or larger. Buildings and structures, including runs must be a minimum of 30 m (98.43 ft.) from a parcel boundary.
- (g) Residential campsite
- (h) Single family dwelling
- (i) Standalone residential campsite
- (j) Accessory use

#### **Section 5.8 Industrial Gravel Processing - IG**

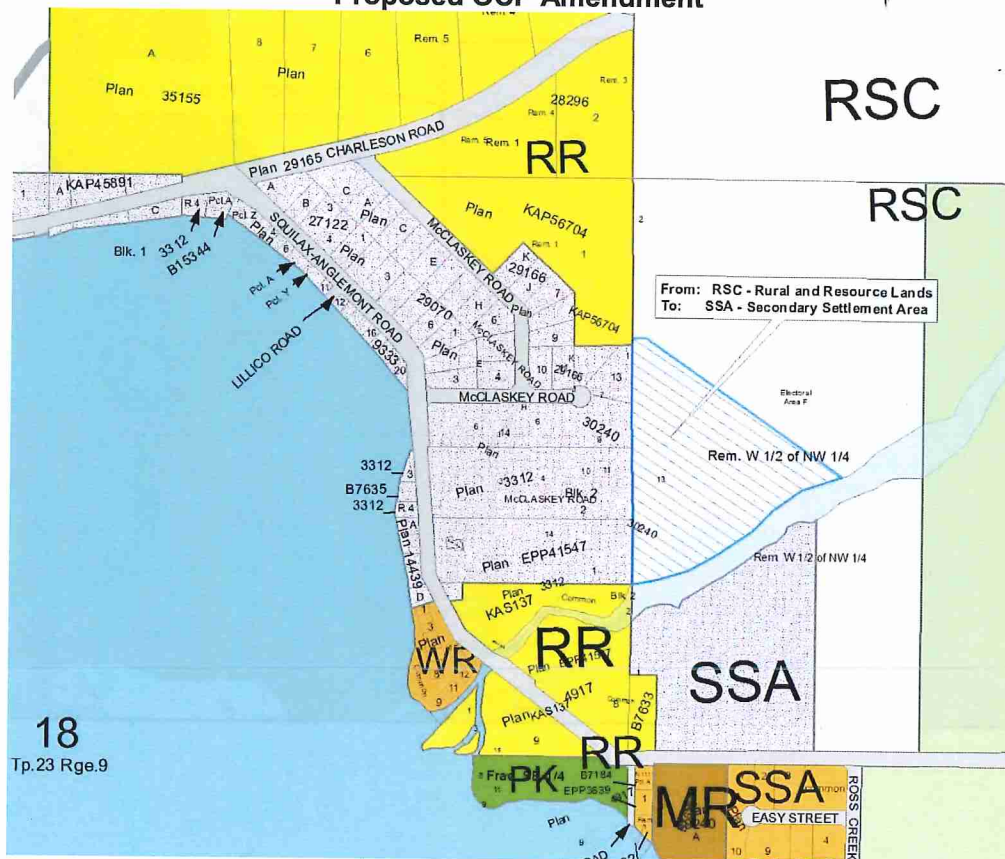
- Permitted Uses
- (a) Sand and gravel processing
  - (b) Concrete batching
  - (c) Accessory use, except asphalt batching



# OCP

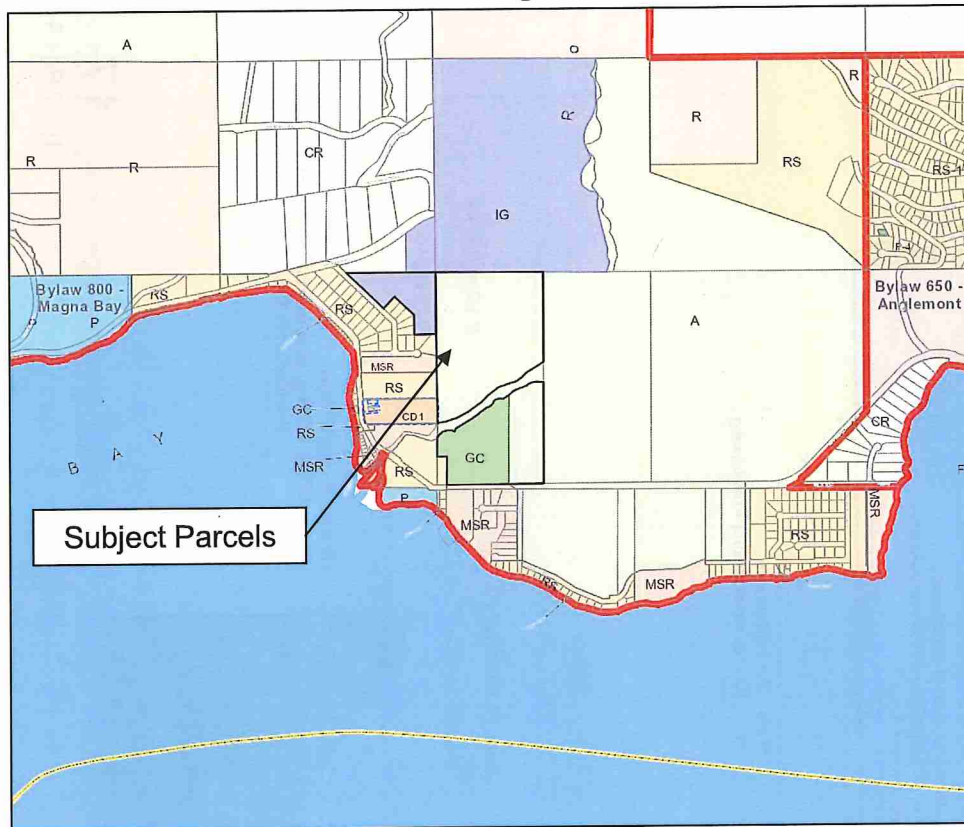


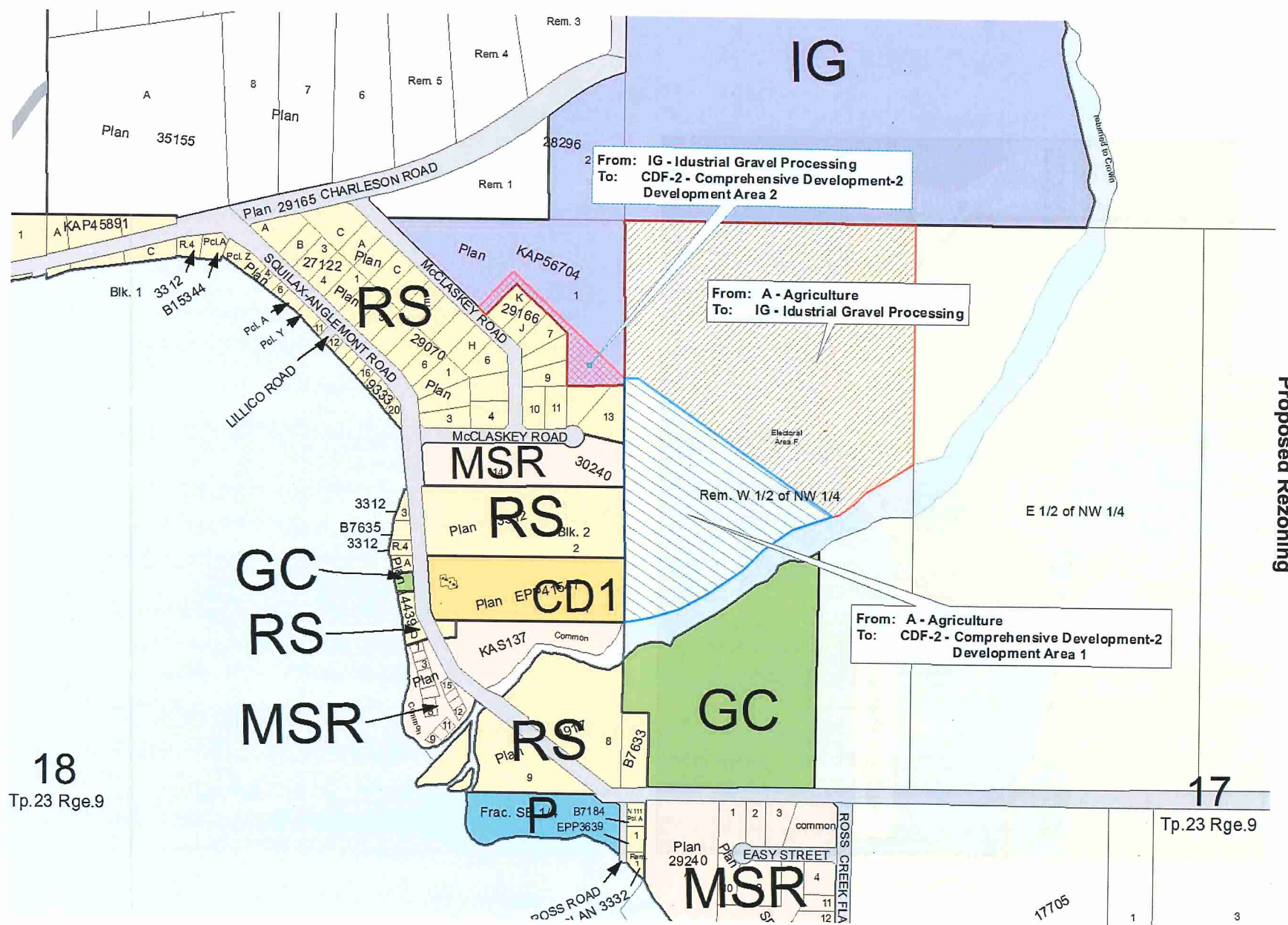
## Proposed OCP Amendment





## Zoning





Orthophoto





Orthophoto





COLUMBIA SHUSWAP REGIONAL DISTRICT

ELECTORAL AREA 'F' OFFICIAL COMMUNITY PLAN  
AMENDMENT (SCOTCH CREEK DEVELOPMENTS) BYLAW NO. 830-18

A bylaw to amend the "Electoral Area 'F' Official Community Plan No. 830"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 830;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 830;

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

1. "Electoral Area 'F' Official Community Plan Bylaw No. 830" is hereby amended as follows:

A. MAP AMENDMENT

- i) Schedule B (Land Use Designations – Overview Map) which forms part of "Electoral Area 'F' Official Community Plan Bylaw No. 830" is amended by redesignating those portions of Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 (PID: 014-009-552), which are more particularly shown outlined in bold blue and hatched on Schedule 1 attached hereto and forming part of this bylaw from RSC Rural and Resource Lands to SSA Secondary Settlement Area.
- ii) Schedule C (Land Use Designations - Mapsheets) which forms part of "Electoral Area 'F' Official Community Plan Bylaw No. 830" is amended by redesignating those portions of Lot B, Section 28, Township 22, Range 11, West of 6th Meridian, KDYD, Plan 34450, Except Plans 42553, KAP48913, KAP53004, KAP57959, and KAP77293, which are more particularly shown outlined in bold and cross-hatched on Schedule 1 attached hereto and forming part of this bylaw from LD Low Density Residential, Scotch Creek Primary Settlement Area to CPU Commercial Public Utility Scotch Creek Primary Settlement Area..

Bylaw No. 830-18

Page 2

2. This bylaw may be cited as "Electoral Area 'F' Official Community Plan Amendment (Isley) Bylaw No. 830-18."

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
CHAIR

CERTIFIED true copy of Bylaw  
830-18 as read a third time.

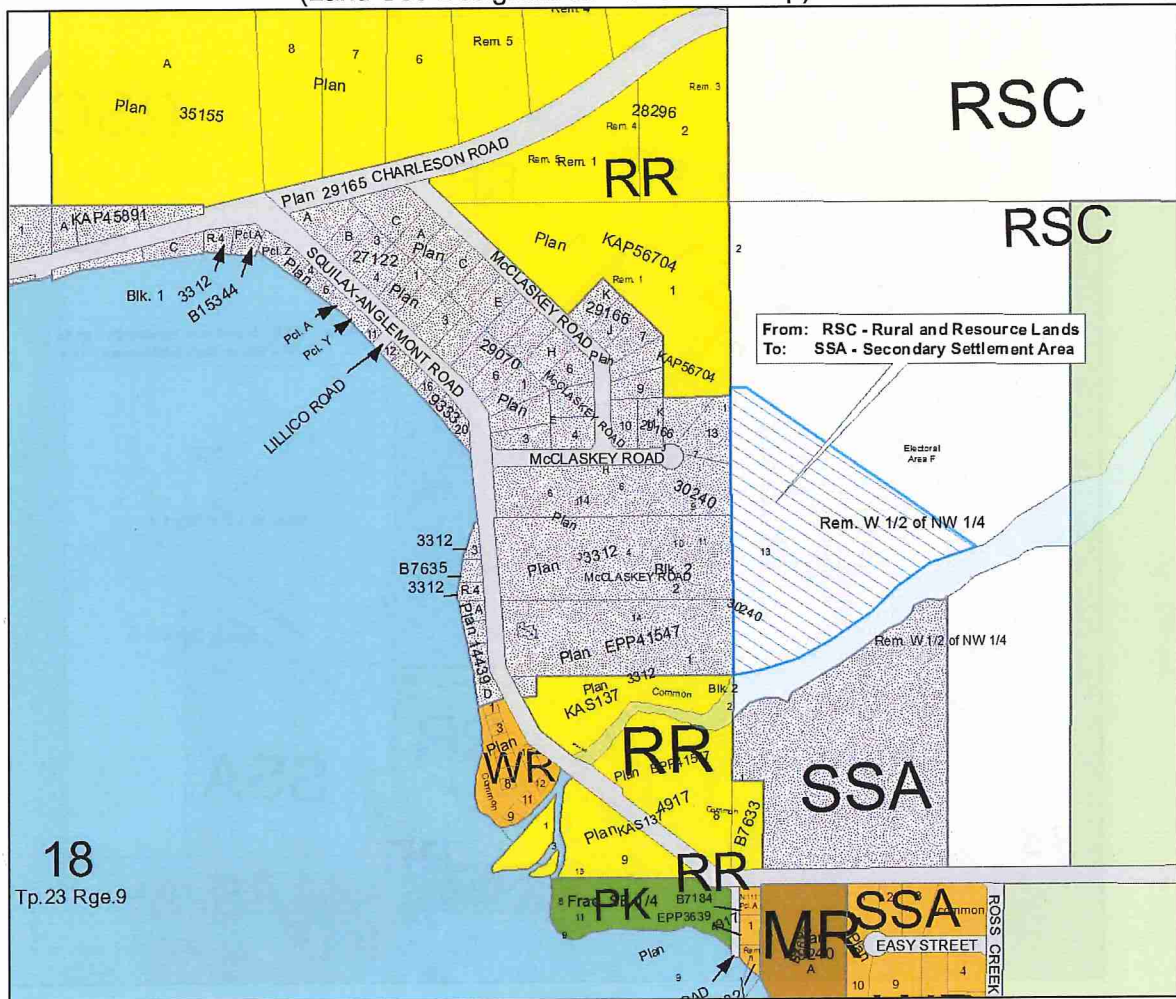
CERTIFIED true copy of Bylaw No.  
830-18 as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer

## SCHEDULE 1

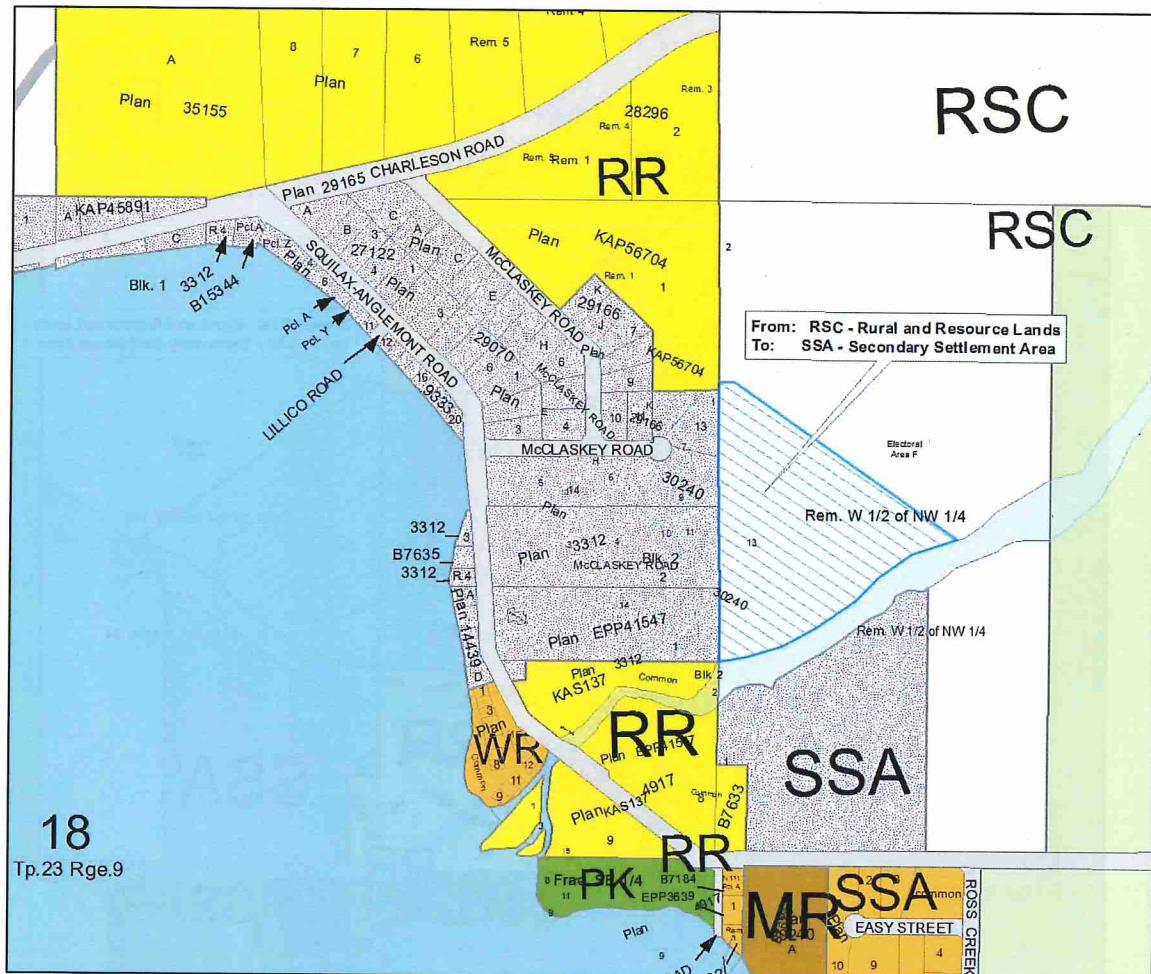
**ELECTORAL AREA 'F'**  
**OFFICIAL COMMUNITY PLAN AMENDMENT**  
**(ISLEY) BYLAW NO. 830-18**  
**(Land Use Designations - Overview Map)**





## SCHEDULE 2

**ELECTORAL AREA 'F'**  
**OFFICIAL COMMUNITY PLAN AMENDMENT**  
**(ISLEY) BYLAW NO. 830-18**  
**(Land Use Designations - Mapsheets)**



COLUMBIA SHUSWAP REGIONAL DISTRICTMAGNA BAY ZONING AMENDMENT(ISLEY) BYLAW NO. 800-30A bylaw to amend the "Magna Bay Zoning Bylaw No. 800"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 800;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 800;

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

1. "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

- A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, which forms part of the "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

- i. Part 1 Definitions, Section 1.0 is hereby amended by adding the following new definitions:

"COMMERCIAL is an occupation, service, employment or enterprise that is carried on for gain or monetary profit by any individual, business or organization;", after "CAMPING UNIT"; and,

"TOY STORAGE is the *commercial* use of land, *buildings* and structures to provide separate, individual self-storage units inside a *building*, each with a separate entrance designed to be rented or leased to the general public for private storage of personal goods, materials or equipment, but which does not include commercial use of the individual storage units;", after "TEMPORARY".

2. Schedule A, Zoning Bylaw Text, which forms part of the "Magna Bay Zoning Bylaw No. 800" is hereby amended as follows:

- i. Table of Contents, Part 5 Zones, is amended by adding "5.12 Comprehensive Development 2", after "5.11 Comprehensive Development 1", and showing the appropriate page number.
  - ii. Section 4.6 Table 1 Required Off Street Parking Spaces and Off Street Loading Spaces is hereby amended by adding "*Toy Storage*" in Column 1 "Use", and adding "1 per 10 *toy storage* units", in Column 2 "Minimum Required Number of Off Street Parking Spaces", after "*Single family dwellings*".
  - iii. Part 5 Zones, Section 5.0 Establishment of Zones, Table 2 is amended by adding "Comprehensive Development 2" in "Column 1 Zone Title", after

"Comprehensive Development 1", and "CDF-2", in "Column 2 Zone Symbol", after "CD-1".

- iv. Part 5 Zones is amended by adding the new Comprehensive Development 2 zone, as follows:

"

---

Zone Title      **COMPREHENSIVE DEVELOPMENT 2**

Zone Symbol – **CDF-2**

---

#### 5.12 Development Area 1

##### (1) Permitted Uses

The uses stated in this subsection and no others are permitted in the Comprehensive Development Zone 2 Development Area 1 except as stated in Part 3: General Regulations:

- (a) *Toy Storage*
- (b) *Outdoor Storage of Recreational Vehicles, Boats, and Trailers*

##### (2) Regulations

On a parcel zoned Comprehensive Development 2 within Development Area 1, no land shall be used; no *building* or *structure* shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 4 Off Street Parking and Off Street Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel</i> size created by subdivision	5.5 ha (13.59 ac)
(b) Maximum <i>parcel coverage</i>	50%
(c) Maximum <i>height</i> for: <ul style="list-style-type: none"> <li>• Principal <i>buildings</i> and structures</li> </ul>	10.0 m (32.81 ft)
(e) Minimum setback from: <ul style="list-style-type: none"> <li>• <i>front parcel boundary</i></li> <li>• <i>interior side parcel boundary</i></li> <li>• <i>rear parcel boundary</i></li> </ul>	5.0 m (16.4 ft) 5.0 m (16.4 ft.) 6.0 m (19.69 ft.)

##### (3) Screening

Landscaped screening formed by a row of shrubs and trees,

supplemented with a wooden fence, masonry wall, or chain link fence with visual screening to a minimum height of 3.0 m is required along the west and south side property lines.

- (4) Silt and run-off control measures are required.

#### Development Area 2

(3) Permitted Uses

The uses stated in this subsection and no others are permitted in the Comprehensive Development Zone 1 Development Area 2 except as stated in Part 3: General Regulations:

- (a) *Accessory Single Family Dwelling (caretaker dwelling unit)*
- (b) *Accessory Use*

(4) Regulations

On a parcel zoned Comprehensive Development 2 within Development Area 2, no land shall be used; no *building* or *structure* shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 4 Off Street Parking and Off Street Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Maximum number of <i>Accessory Single Family Dwellings</i> per parcel	1
(b) Maximum <i>height</i> for: <ul style="list-style-type: none"> <li>• Principal <i>buildings</i> and structures</li> <li>• <i>Accessory buildings</i></li> </ul>	<ul style="list-style-type: none"> <li>• 8.0 m (26.25 ft)</li> <li>• 6 m (19.69 ft)</li> </ul>
(e) Minimum setback from: <ul style="list-style-type: none"> <li>• <i>front parcel boundary</i></li> <li>• <i>interior side parcel boundary</i></li> <li>• <i>rear parcel boundary</i></li> </ul>	<ul style="list-style-type: none"> <li>5.0 m (16.4 ft)</li> <li>5.0 m (16.4 ft.)</li> <li>6.0 m (19.69 ft.)</li> </ul>

“

#### B. MAP AMENDMENTS

- i. Schedule B of Magna Bay Zoning Bylaw No. 800 is amended by:

- (a) rezoning that portion of Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633, which part is more particularly shown outlined in blue and hatched on Schedule 1 attached hereto and forming part of this bylaw from, A - AGRICULTURE to CDF-2-COMPREHENSIVE DEVELOPMENT-1, DEVELOPMENT AREA 1;

Bylaw No. 800-30

Page 4

- (b) rezoning that portion of Lot 1, Section 18, Township 23, Range 9, W6M, KDYD, Plan KAP56704, which part is more particularly shown outlined in red and crosshatched on Schedule 1, attached hereto and forming part of this bylaw from IG – Industrial Gravel Processing to CDF-2 – COMPREHENSIVE DEVELOPMENT – 2, DEVELOPMENT AREA 2; and,
- (b) rezoning that portion of of Part W1/2 of the NW 1/4, Section 17, Township 23, Range 9, W6M, KDYD, Except Plan B7633 which part is more particularly shown outlined in red and hatched on Schedule 1 attached hereto and forming part of this bylaw from, A - AGRICULTURE to IG – INDUSTRIAL GRAVEL PROCESSING;

2. This bylaw may be cited as "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30."

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Chair

Certified true copy of Bylaw No. 800-30  
as read a third time.

Certified true copy of Bylaw No. 800-30  
as adopted.

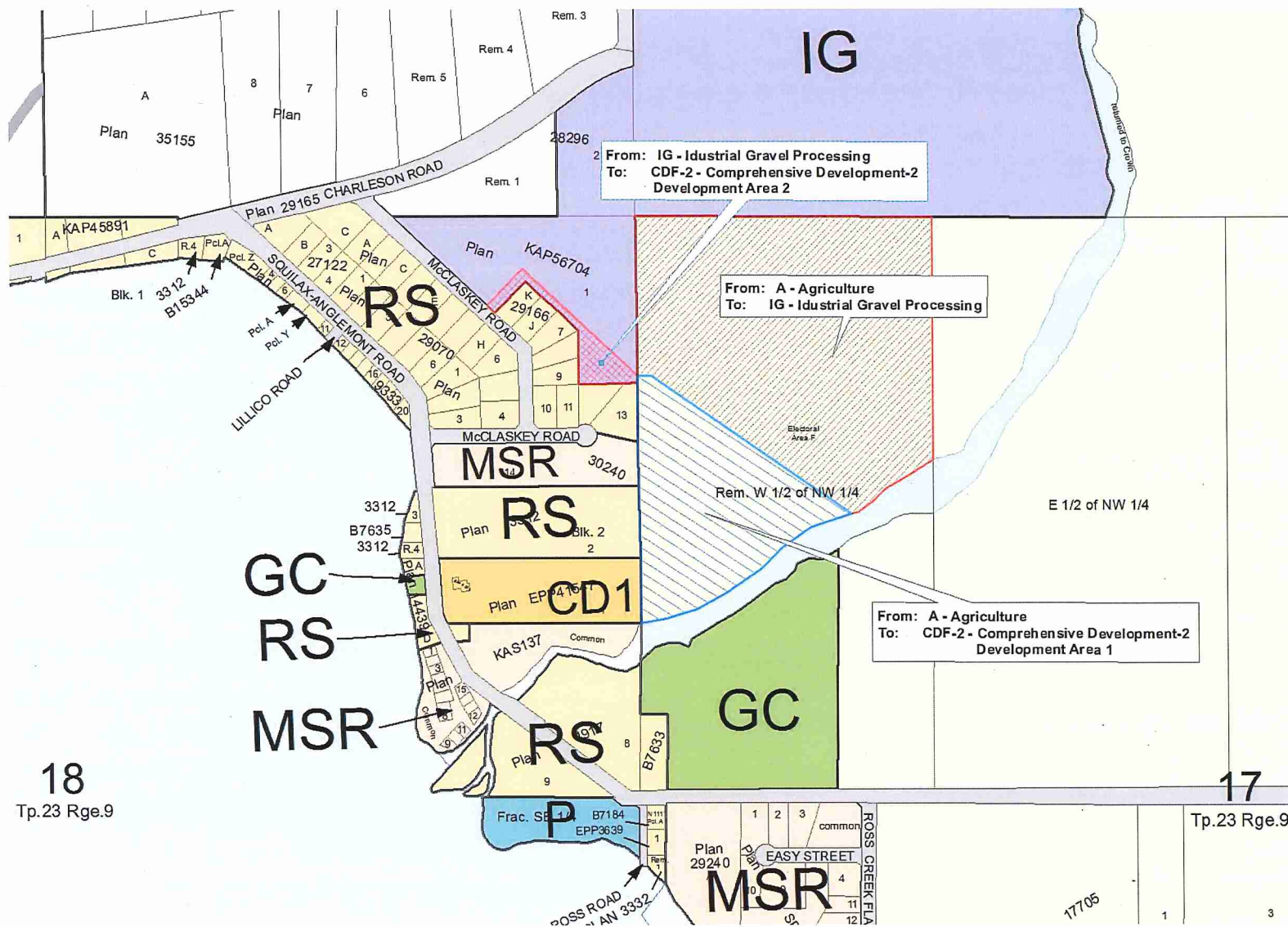
\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer

Bylaw No. 800-30

Bylaw No. 800-30  
Schedule 1

Page 5

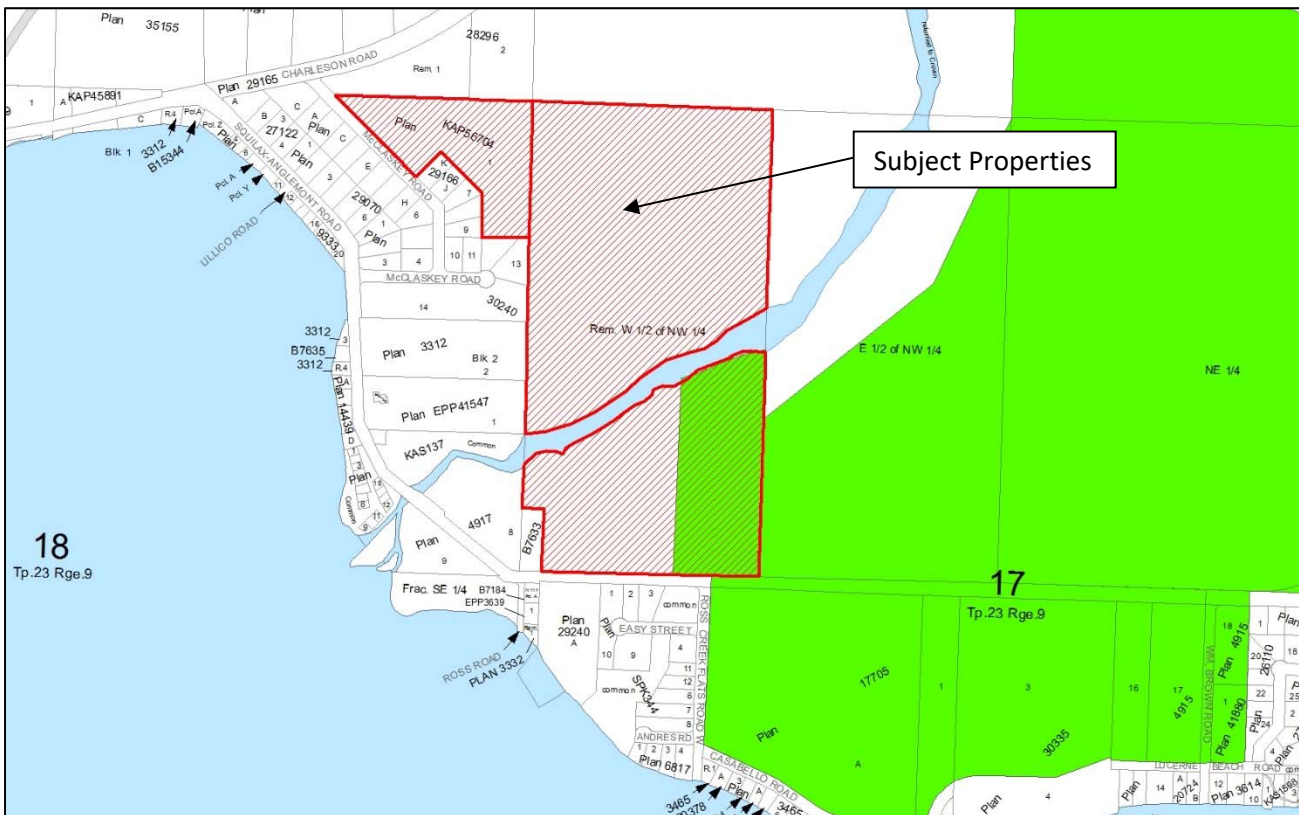
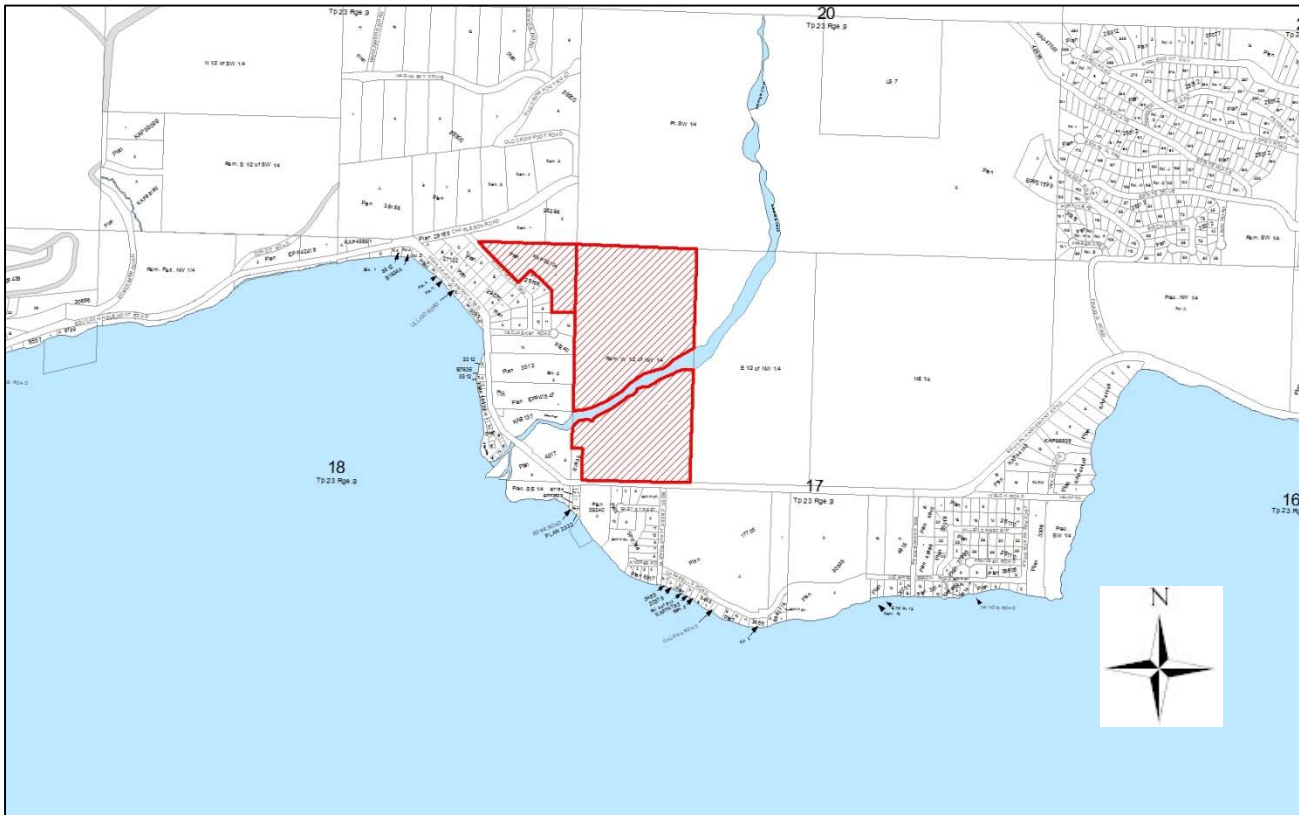


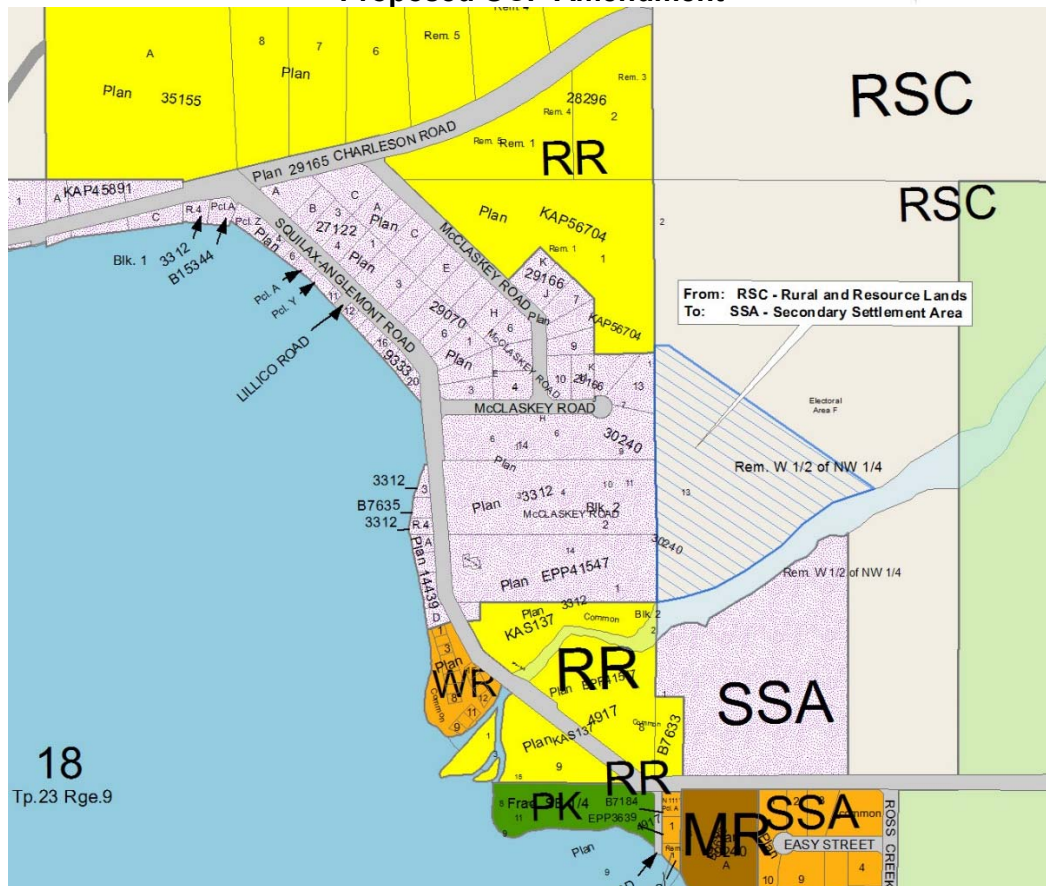
18  
Tp.23 Rge.9

17  
Tp.23 Rge.9



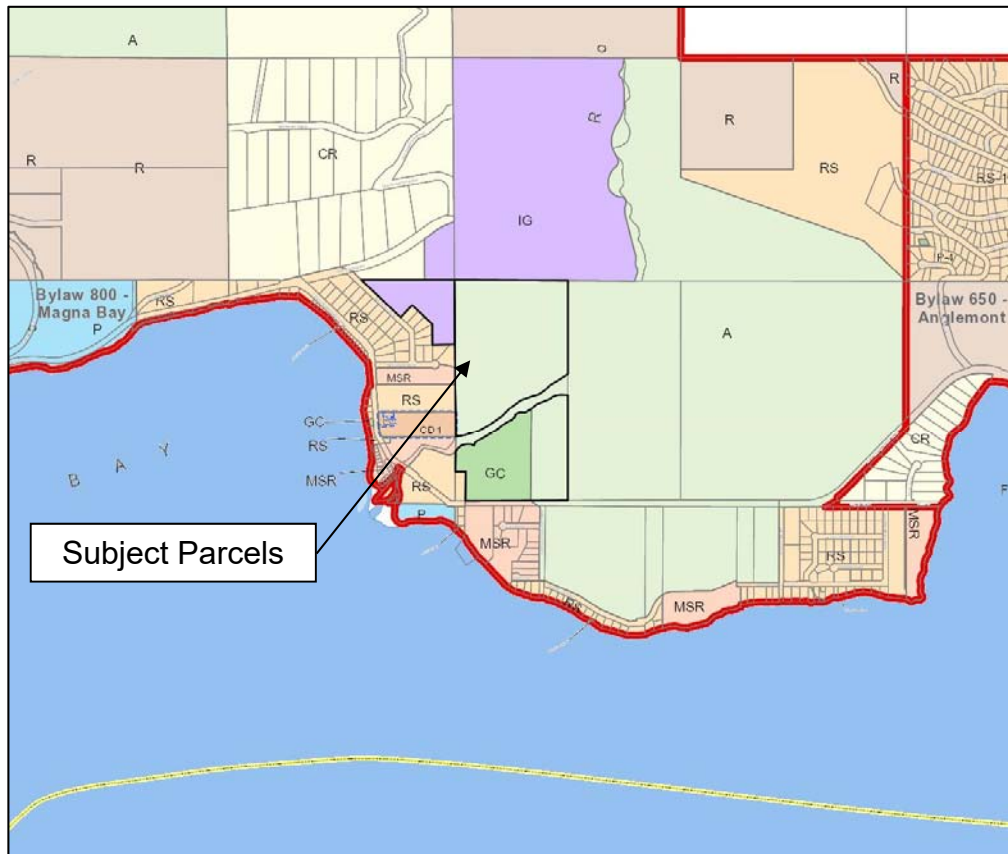
## Location







## Zoning



## Proposed Rezoning





Orthophoto





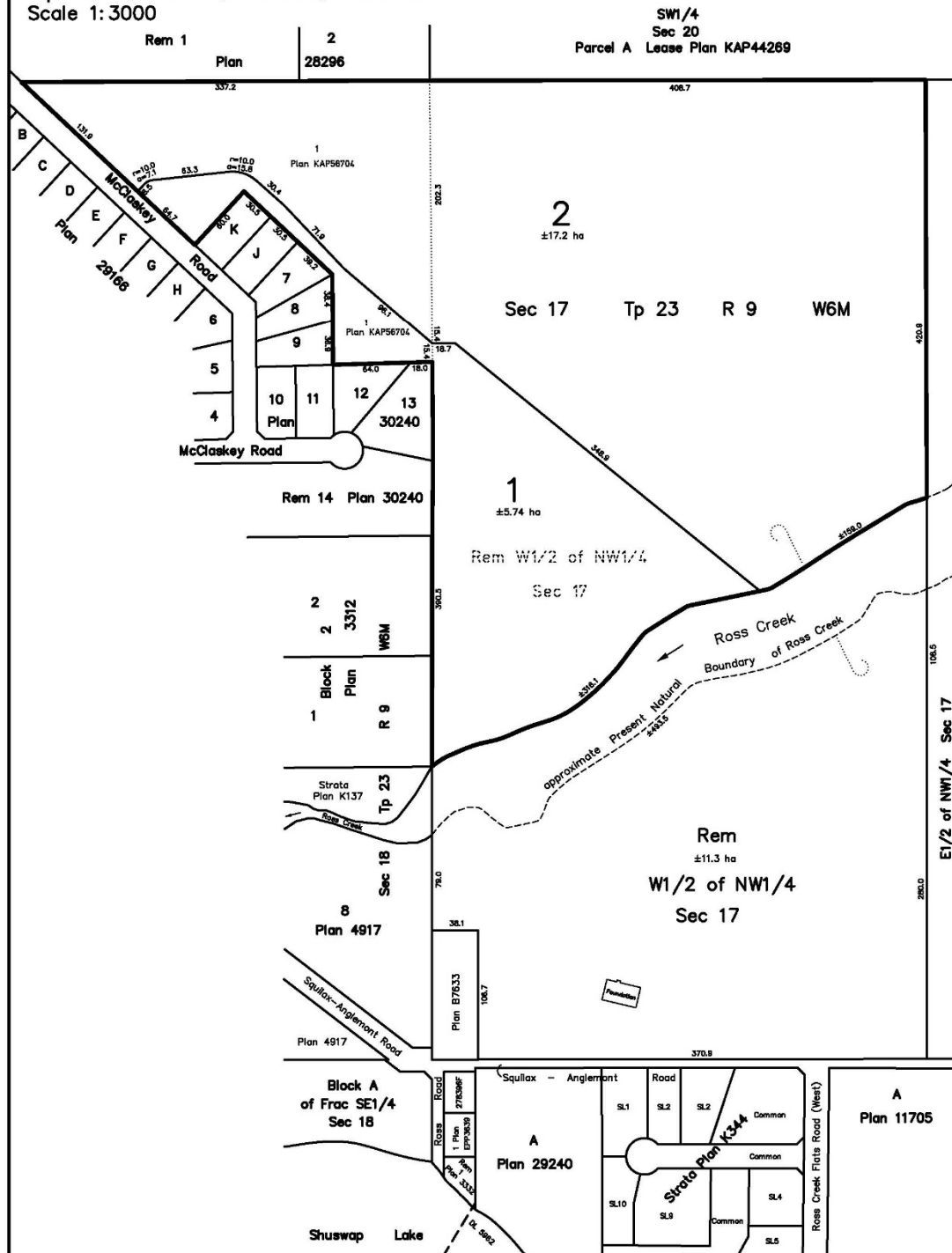
Orthophoto



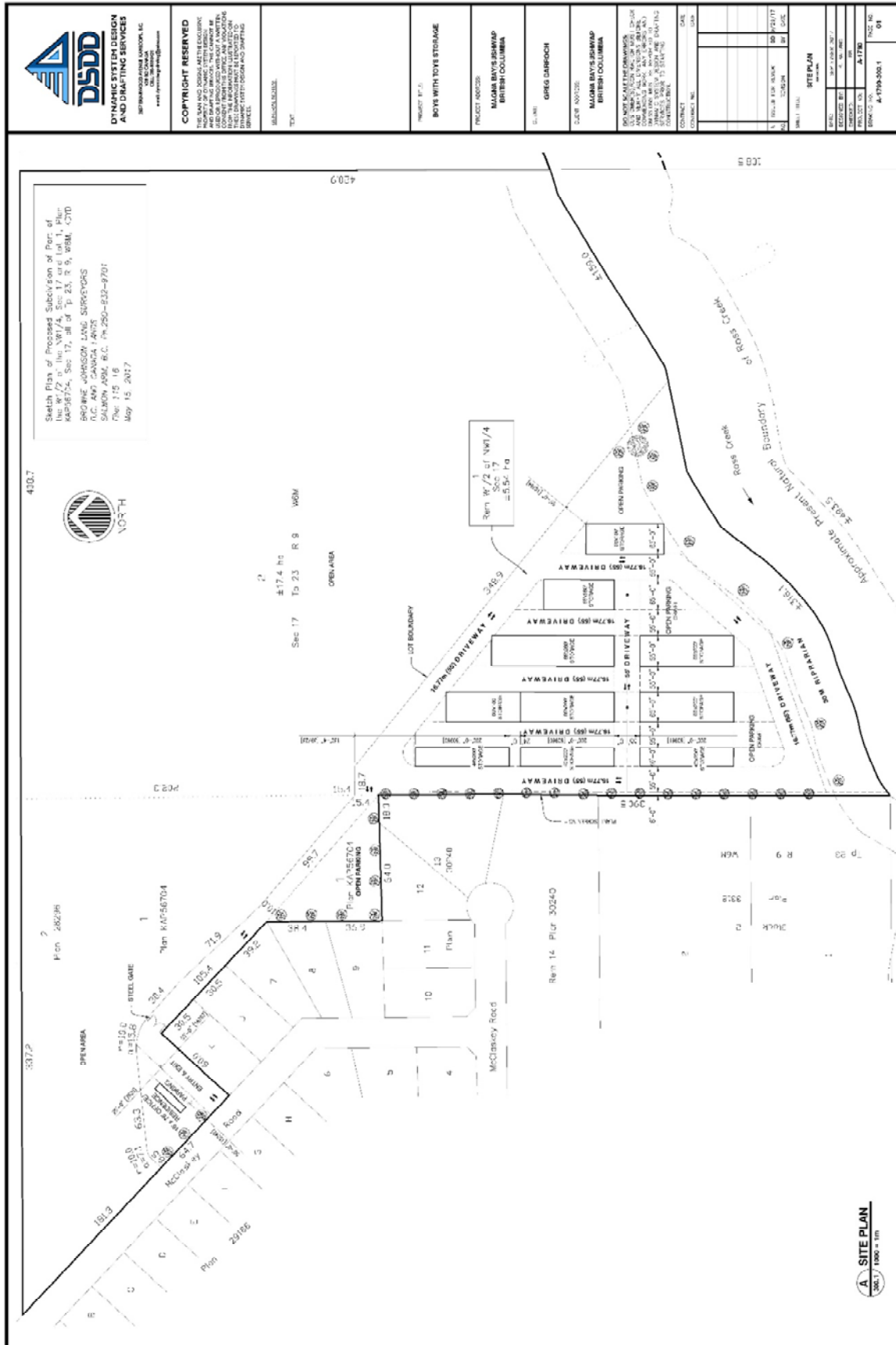
## Proposed Subdivision Plan

Sketch Plan of Proposed Subdivision of  
Part of the W1/2 of the NW1/4, Sec 17 (Except Plan B7633),  
and Lot 1, Plan KAP56704, Sec 17, all of  
Tp 23, R 9, W6M, KDYD

Scale 1:3000

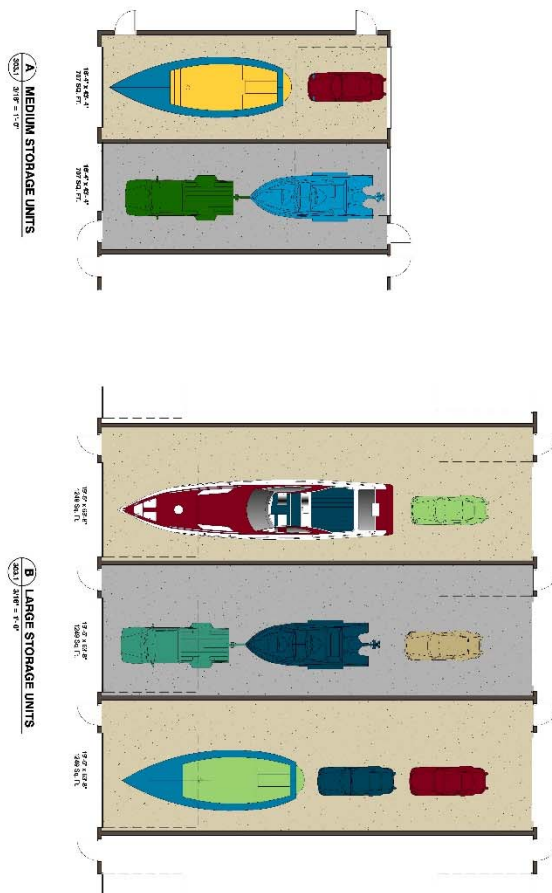
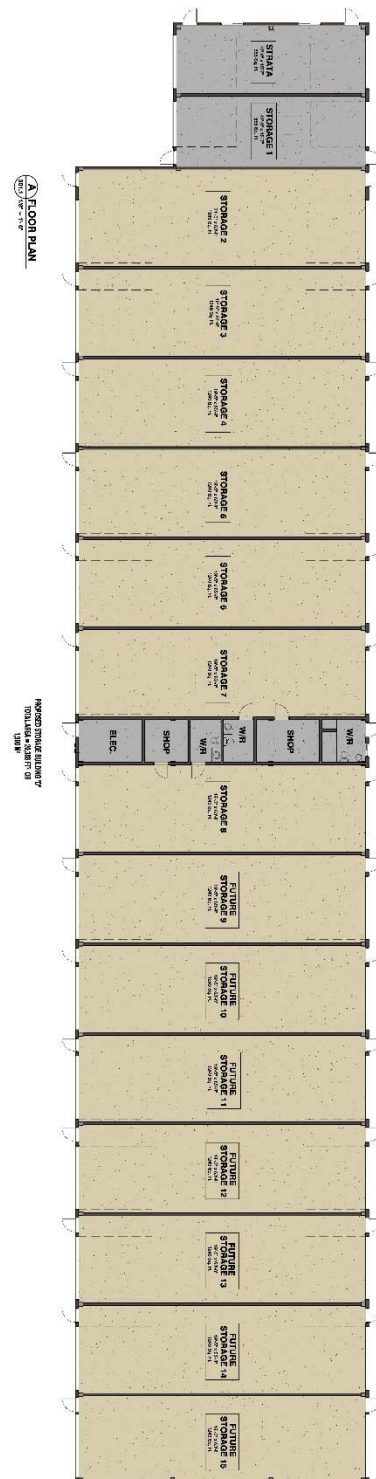


## Proposed Site Plan





## Proposed Floor Plans

[illegible]

**APPENDIX B****REFERRAL RESPONSE SUMMARY**

<b>Interior Health Authority</b>	<p>Thank you for the opportunity to provide comments from a healthy built environment perspective for the above referenced proposal to re-designate a portion of PID: 014-009-552 from Rural and Resource to Secondary Settlement Area, and rezone PID: 023-385-243 from Industrial Gravel Processing to Comprehensive Development 2 and parcel PID: 014-009-552 from Agriculture to Comprehensive Development 2 and Industrial Gravel Processing. It is my understanding if these bylaws are approved the intention is to complete a boundary adjustment subdivision so that there would be two parcels: one for land zoned Comprehensive Development 2 and one for land zoned Industrial Gravel Processing, Agriculture and General Commercial. The parcel zoned Comprehensive Development 2 would be used to operate a commercial toy and outdoor storage operation and house a caretaker's residence. The existing commercial gravel operation on PID: 023-385-243 would expand to also use the newly zoned Industrial Gravel Processing land.</p> <p>For this particular scenario, Interior Health's position is neutral with the following provided for your consideration.</p> <p>First, industrial (gravel processing, concrete batching) and residential land uses are conflicting. It is best if industrial and residential land uses are kept separate. However, if this isn't possible then including buffers and reducing industrial disturbances as much as possible is important. For gravel processing operations, in addition to ensuring compliance with the Mines Act and other pertinent legislation intended to protect workers and the public as overseen by the Ministry of Energy, Mines and Petroleum Resources, we encourage the implementation of proactive operational measures that will keep the impact on the environment and the exposure and disturbance to humans (dust, pollution, noise, etc.) to a minimum. It is our expectation that the material mined will receive consideration for the concentration of harmful substances (crystalline silica, radiological characteristics, etc.) in relation to mining and product end use (road grit and dust concerns, gravel for concrete foundations), and that appropriate measures will be taken accordingly.</p> <p>According to iMap BC (see attachments) the Magna Bay area is situated on an unconsolidated moderately vulnerable aquifer with private water wells servicing many properties. Consideration should be given to whether the proposed industrial use could affect ground and surface waters. Excavation would reduce the amount of soil providing filtration protection above the aquifer, and it is possible for chemicals, such as diesel, hydraulic fluids and dust control surfactants, to reach groundwater. In addition, disturbing natural soil layers and vegetation could increase surface water turbidity from overland flow. The risk to public health is relatively low due to gravel operations not requiring chemicals for processing, distance to ground and surface water sources, and permit requirements of Ministry of Energy, Mines and Petroleum Resources. However, when considering how to</p>
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	<p>manage a community's natural assets, ideally and generally, industrial land uses should not be situated 'upstream' in an unconfined aquifer used as a drinking water source.</p> <p>The proposed rezoning from Agriculture includes all remaining land up to the north shore of Ross Creek. This would significantly reduce agriculturally zoned land in the community; although the subject land is not within the Agricultural Land Reserve. Preserving agricultural land contributes to a community's food self-sufficiency, which is increasingly important with extreme weather events affecting production in other food growing regions.</p> <p>There are no population health concerns related to the proposed toy and outdoor storage operation. However, requirements under the Drinking Water Protection Act and/or Sewerage System Regulation may apply depending on the scenario at the time of site development. From a community health perspective Interior Health has no objections to the proposal but suggestion the above information be considered. Perhaps rezoning a smaller part of land to Industrial Gravel Processing and maintaining the Agriculture zone near Ross Creek and neighbouring agriculturally zoned parcels would mitigate some of the considerations mentioned above. Please feel free to contact me directly at (250) 833-4114 with any questions, concerns or to request resources</p>
<b>Ministry of Forests Lands and Natural Resource Operations – Archaeology Branch</b>	No response.
<b>Ministry of Environment – Ecosystems Branch</b>	No response.
<b>Ministry of Forests, Lands and Natural Resource Operations – Water Branch</b>	No response.
<b>Ministry of Transportation and Infrastructure</b>	The proposal is further than 800 m from a Controlled Access Highway, and therefore does not require the endorsement of this Ministry, as outlined in Section 52(3)(a) of the Transportation Act. The Ministry's interests are unaffected.
<b>CSRD Operations Management</b>	<p><u>Team Leader Utilities</u> - No concerns.</p> <p><u>Team Leader Protective Services</u> - "Toy Storage" Facilities have a variety of fire risks due to variety and volume of combustible gases and fuel load. I echo Sean's comments bellow about a fire plan for the area and appropriate fire vehicle access.</p> <p><u>Assistant Regional Fire Chief</u> – Access for emergency vehicles must be taken into consideration during development phase. Upon completion of construction it is advised that the owners reach out to the Anglemont Fire Department to prepare a pre-fire plan for the property.</p> <p><u>Team Leader Environmental Health</u> – No concerns.</p> <p><u>Community Parks</u> – This operation is immediately upstream from the CSRD Ross Creek Road Community Park. This lake-front park is owned and operated by the CSRD. Ross Creek bisects the park and is part of the visitor experience.</p>

	<p>There is no impact to CSRD Parks regarding the proposed "Toy Storage" land use however, the proposed gravel extraction and concrete batching with operations on both sides of Ross Creek are of concern - water quality, noise and traffic on Squilax-Anglemont Road of large haulers are all issues that could affect the park. Lastly, vehicle access and egress is of concern as Squilax-Anglemont road does not provide shoulders or good visibility. Park visitors often use the road edge to park when there is no parking at the park - possible conflicts.</p> <p><u>Manager Operations Management</u> - No additional concerns.</p>
<b>School District #83</b>	No response.
<b>CSRD Financial Services</b>	No response.
<b>Adams Lake Indian Band</b>	<p>The Adams Lake Indian Band objects to the BLs 800-30 and 830-18. Through a preliminary analysis we have identified some concerns which include:</p> <ol style="list-style-type: none"> <li>1. The potential for archaeological sites due to the Lake and Creek adjacency.</li> <li>2. 26 sites within 5 km of which one is a trail and overlaps the proposed development.</li> </ol> <p>We reiterate that Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its traditional territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures.</p> <p>Therefore we require that a archaeological assessment be undertaken on the site to ensure Secwepemc History is preserved and protected.</p>
<b>Little Shuswap Lake Indian Band</b>	<p>Little Shuswap Lake Indian Band (LSLIB) is in receipt of the referral for: BLs 830-18 and BL800-30-BLs 830-18 and BL800-30</p> <p>Based upon our initial review of your project, it has been deemed that a 'Preliminary Field Reconnaissance' survey will be required.</p> <p>Little Shuswap Lake Indian Band would like to request a meeting with the proponent representative to discuss the proposed plans further. Besides concerns regarding potential 'Pre-Contact' archaeological sites, Little Shuswap Lake IB is concerned about potential adverse impact to the soil/water during and after the proposed project developments.</p> <p>The 'Traditional Use Review' of the referral area has determined that there is high potential for archaeology in this area; therefore, any planned disturbance to the soil will trigger an archaeological investigation. As such, please keep the LSLIB- SAID informed regarding further developments within this area in the future.</p>

	Please contact me at your earliest convenience so that we can set up a meeting to discuss this further
<b>Coldwater Indian Band</b>	No response.
<b>Cooks Ferry Indian Band</b>	No response.
<b>Esh-kn-am Cultural Resources Management Services</b>	No response.
<b>Lower Similkameen Indian Band</b>	No response.
<b>Neskonlith Indian Band</b>	No response.
<b>Nlaka'pamux Nation Tribal Council</b>	No response.
<b>Okanagan Indian Band</b>	No response.
<b>Okanagan Nation Alliance</b>	No response.
<b>Penticton Indian Band</b>	No response.
<b>Siska Indian Band</b>	No response.
<b>Splats'in First Nation</b>	No response.
<b>Simpcw First Nation</b>	<p>We have had limited capacity to respond to referrals over the last few months due to the transition from the previous coordinator, significant long-term ongoing technological issues that we are working through, and the fire situation over the last few weeks.</p> <p>While we acknowledge the steps taken to ensure we have been consulted on this, the area of this referral falls outside of Simpcwul'ecw (Simpchw's Territory). Please defer to the other Secwépemc bands..</p>