



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

LATE AGENDA

Date: Thursday, October 17, 2024
Time: 9:30 AM
Location: CSRD Boardroom
555 Harbourfront Drive NE, Salmon Arm

Zoom Link Registration

Pages

1. Land Acknowledgement

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

Declaration on the Rights of Indigenous Peoples Act

Article 18: Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

2. Call to Order

3. Adoption of Agenda

THAT: the Regular Board meeting agenda be adopted.

4. Meeting Minutes

4.1 Adoption of Minutes

THAT: the minutes attached to the Regular Board meeting agenda be adopted.

4.2 Business Arising from the Minutes

4.2.1 First Nation Engagement Report

Discussion item added as item 9.2.

5. Announcements

5.1 New Staff

Chris Nicholl, Information Technology Coordinator

6. Delegations & Guest Speakers

6.1 Okanagan Regional Library New Strategic Plan 14

Presentation by Danielle Hubbard, Chief Executive Officer, Okanagan Regional Library

6.2 Ministry of Transportation and Infrastructure 23

Reid Drummond, Consultant Project Manager, Integris Consulting Ltd., to provide a update for the Trans Canada Highway - Ford Road to Tappen Valley Road Project.

7. Correspondence

7.1 For Information

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

7.1.1 From the September 12, 2024 Regular Board Meeting

7.1.1.1 BC Provincial and Federal Governments (September 23, 2024) 29

Letter of support from CSRD Board to BC Provincial and Federal governments requesting funding commitments for the Bring the Salmon Home Initiative.

7.1.2 City of Merritt (September 25, 2024) 33

Letter from Mayor Goetz, City of Merritt, regarding burden of delinquent taxes.

7.2 Action Requested

None.

8. Committee Reports and Updates

8.1 For Information

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

8.1.1	Kootenay East Regional Hospital District Board Meeting Minutes (August 9, 2024)	35
8.1.2	Thompson Regional Committee Meeting Draft Summary (September 10, 2024)	37
8.1.3	Shuswap Watershed Council Meeting Summary (September 11, 2024)	42
8.1.4	Thompson Regional Hospital District Meeting Minutes (June 20, 2024)	51
8.1.5	Columbia Basin Trust Board of Directors Meeting Minutes (July 19/20, 2024)	57
8.2	Action Requested	
8.2.1	<p>Committee of the Whole Meeting (August 14, 2024)</p> <p>Recommendations from the Committee of the Whole meeting:</p> <p>THAT: the Board approve staff to explore an elector assent process for service delivery to provide road rescue service within the fire suppression boundaries of the Shuswap Fire Department in Area G, Falkland, and Area F sub-regional fire service boundaries.</p> <p><u>Link to the Road Rescue Staff Report and Attachments.</u></p> <p>THAT: the Board direct staff to engage with colleagues at member municipalities to discuss partnership opportunities for septage waste management and present a findings report at a future Board meeting to including cost/funding analysis of treatment plant upgrades if sufficient partnership support is available.</p> <p><u>Link to the Septage and Sewer Waste Management Staff Report and Attachments.</u></p> <p>THAT: if any eligible permissive tax exemption request is received, the Board direct staff to bring it forward to the Board for consideration.</p> <p><u>Link to the Permissive Tax Exemption Staff Report.</u></p>	
8.2.2	<p>Electoral Area Directors Committee Meeting (August 20, 2024)</p> <p>Recommendations from the EAD Committee meeting:</p> <p>THAT: the Board direct Corporate Services staff to invite the RCMP to attend a future Electoral Area Directors' Committee meeting to discuss communications and statistics.</p>	

9. Business General

9.1 Chair and Vice Chair Report

Verbal report from Chair Flynn and Vice Chair Melnychuk.

9.2 First Nations Engagement Report

Report brought forward from the September 12, 2024 Regular Board Meeting for discussion.

9.3 The Establishment of a Select Committee to provide recommendations on Economic Development, Tourism and Film Services in the Shuswap

63

Report from John MacLean, CAO, dated October 3, 2024.

THAT: the Board establish a select committee called the “Shuswap Economic Development/Tourism Participant Review Committee”.

Corporate Vote Unweighted

THAT: The Board approves the attached Terms of Reference for the Shuswap Economic Development/Tourism Participant Review Committee.

Corporate Vote Unweighted

9.4 CSRD Landfill Cover and Compaction Contract Awards

68

Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 2, 2024. A report seeking Board authorization for awarding the Golden, Revelstoke, Sicamous and Salmon Arm Landfill Cover and Compaction Services contracts.

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Sicamous landfill, with Rex Putney & Frank Strain for a five-year term in the amount of \$1,121,105 plus applicable taxes and annual CPI adjustments over the term of the agreement.

Corporate Vote Weighted

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Salmon Arm landfill, with Core Environmental for a five-year term in the amount of \$3,529,576.50 plus applicable taxes and annual CPI adjustments over the term of the agreement.

Corporate Vote Weighted

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Revelstoke landfill, with Elite Septic and Excavation for a five-year term in the amount of \$1,741,434.85 plus applicable taxes and annual CPI adjustments over the term of the agreement.

Corporate Vote Weighted

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Golden landfill, with Pet Eagle Contracting Ltd. for a five-year term in the amount of \$1,679,198.25 plus applicable taxes and annual CPI adjustments over the term of the agreement.

Corporate Vote Weighted

9.5 Recycling Depot Attendant Contract Awards

76

Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 3, 2024. A report seeking Board authorization for awarding the contracts for the continued location and operations of recycling services in Salmon Arm and Revelstoke.

THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Salmon Arm Recycling Depot location and Site Attendant Operations, with Bill's Bottle Depot for a three-year term, including the option to renew for a two-year term, in the amount of \$679,080 plus applicable taxes.

Corporate Vote Weighted

THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Revelstoke Recycling Depot location and Site Attendant Operations, with B&D Bottlers Ltd. (dba Revelstoke Bottle Depot) for a three-year term, including the option to renew for a two-year term, in the amount of \$740,400 plus applicable taxes.

Corporate Vote Weighted

9.6 Annual Financial Statement Audit Services

80

Report from Jodi Pierce, General Manager, Financial Services dated October 3, 2024. Authorize contract for audit services and appointment of auditor.

THAT: the Board empower the authorized signatories to enter into a five year agreement with BDO Canada LLP for the provision of annual financial statement audit services for fiscal year ends 2024 to 2028 (inclusive) at a cost of \$198,646, this 17th day of October, 2024.

Corporate Vote Weighted

THAT: In accordance with Section 169, Subsection (1) of the Community Charter, the appointment of BDO Canada LLP as the auditors for the 2024-2028 year-end Financial Statements be approved, this 17th day of October, 2024.

Corporate Vote Unweighted Majority

***9.7 City of Enderby Request to Install Utility Works (water trunk main) within the Rail Trail Lands**

84

Report from Fiona Barton, Manager Community Services, dated October 4, 2024.

Request from the City of Enderby to register a Statutory Right of Way for future construction of a water truck main within the Rail Trail Lands and parallel to the rail trail.

THAT: the Board empower the authorized signatories to sign a Statutory Right of Way, to be registered as a charge on the following Rail Trail Lands:

PID: 012-955-931, legally described as That Part of District Lot 150 Shown on Plan A402; Kamloops (Formerly Osoyoos) Division Yale District Except Plan 29134; and

PID: 011-769-343, legally described as That Part District Lot 226 Shown on Plan A402 Kamloops (Formerly Osoyoos) Division Yale District

in the name of the City of Enderby, for a future water trunk main as shown on legal survey Plan EPP111993.

Corporate Vote Weighted

***9.8 Fire Dispatch Agreement – City of Surrey**

140

Report From Derek Sutherland, General Manager, Community and Protective Services, October 8, 2024. Fire Services Agreement – City of Surrey.

THAT: the Board empower the authorized signatories to enter into an agreement with the City of Surrey for the provision of fire dispatch services commencing January 1, 2025 for a five year term, at the following remuneration rates, plus an annual call variable allowance and applicable taxes:

- January 1, 2025 – December 31, 2025 \$112,204.00
- January 1, 2026 – December 31, 2026 \$117,873.00
- January 1, 2027 – December 31, 2027 \$123,828.00
- January 1, 2028 – December 31, 2028 \$130,085.00
- January 1, 2029 – December 31, 2029 \$136,657.00

Corporate Vote Weighted

10. Business By Area

10.1 Electoral Area A: Golden Landfill Scalehouse Operator Contract Award

143

Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 3, 2024. A report seeking Board authorization for awarding the Golden landfill scalehouse operator contract.

THAT: the Board endorse the authorized signatories to enter into an agreement, for the operation of the Golden landfill scalehouse, with Euroworld Corporation for a three-year term, including the two, one year options to renew, in the amount of \$473,500 plus applicable taxes and annual CPI adjustments over the term of the agreement.

Corporate Vote Weighted Majority

10.2 Electoral Area G: Cedar Heights – Lake Pump Failure 147

Report from Tim Perepolkin, Manager, Utility Services, dated October 2, 2024. Emergency repairs and pump replacement funding allocation.

THAT: the Board approve reallocation of \$30,750 of surplus funds from the Area G - Community Works Fund originally approved for the 2023 Cedar Heights Valve Replacement Project to cover costs of the emergency repairs.

Corporate Vote Weighted

THAT: the Board approve use of \$65,000 from the Strategic Priorities Community Works Funds to cover costs associated with replacement of pumps, motors, piping and electrical cables.

Corporate Vote Weighted

10.3 Electoral Area B & Revelstoke: EOF Application – Revelstoke/Area B – Community Economic Development Initiatives 150

Report from Jodi Pierce, General Manager, Financial Services, dated October 4, 2024. Funding requests for consideration.

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

\$25,000 to the City of Revelstoke for economic and environmental indicator data, analysis and strategy.

\$12,500 to the City of Revelstoke to support the Government of BC's Rural Economic Development & Infrastructure Program (REDIP) grant for investment attraction that includes a land use Feasibility Study for the Westside Lands, which are subject to Section 17 of the BC Land Act.

Corporate Vote Weighted

10.4 Electoral Areas A, C, E, F, and G: Grant-in-Aids 157

Report from Jodi Pierce, General Manager, Financial Services, dated October 4, 2024. Funding requests for consideration.

THAT: the Board approve the following allocations from the 2024 Electoral Area Grant-in-Aids:

Area A

\$7,500 Golden Food Bank Society (poverty reduction study)

\$2,500 Kicking Horse Country Chamber of Commerce (2024 Business and Community Excellence Awards)

Area C

\$1,900 Eagle Bay Fire Association (fall community event)

\$9,357 Sunnybrae Seniors Society (new flooring)

Area E

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

\$2,000 Eagle River Secondary PAC (ice rink time)

\$500 Kamloops Symphony Society (Salmon Arm concert series)

Area F

\$2,000 Anglemont Fire Fighters' Association (retirement banquet)

Area G

\$20,000 Blind Bay Community Society (Roof replacement)

Stakeholder Vote Weighted – Electoral Area Directors

***10.5 Electoral Area C: Whitehead Road Boat Launch - License of Occupation Tenure Renewal**

160

Report from Fiona Barton, Manager, Community Services, dated October 4, 2024. To renew a provincial licence of occupation for the Whitehead Park and Boat Launch in Electoral Area C.

THAT: the Board empower the authorized signatories to obtain a Licence in accordance with the letter dated May 1, 2024, from the Ministry of Water, Land and Resource Stewardship for parks purposes for the Whitehead Road Park & Boat Launch in Electoral Area C.

AND THAT: the Board will agree to acquire the Licence for the term of 30 years from the Province over that unsurveyed Crown foreshore being part of the bed of Shuswap Lake and fronting on Whitehead Road within the SW1/4 of Section 12, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, containing 0.12 hectares, more or less, for the purposes of community park and boat launch.

Corporate Vote Weighted

***10.6 Electoral Area D: Silver Creek Community Park – Licence of Occupation Tenure Renewal**

168

Report from Fiona Barton, Manager, Community Services, dated October 4, 2024. To renew a provincial licence of occupation for Silver Creek Community Park in Electoral Area D.

THAT: the Board empower the authorized signatories to acquire a Licence in accordance with the letter dated March 14, 2024, from the Ministry of Water, Land and Resource Stewardship for parks purposes for the Silver Creek Community Park in Electoral Area D.

AND THAT: the Board will agree to acquire the Licence for the term of 30 years from the Province over the land that part of Section 32, Township 18, Range 10, West of the Sixth Meridian, Kamloops Division Yale District, containing 0.50 hectares, more or less, for the purposes of Regional Park use.

Corporate Vote Weighted

***10.7 Electoral Area C, D, F, and G: Road Rescue Service Establishment in Gap Areas**

177

Report from Derek Sutherland, General Manager, Community and Protective Services, dated October 9, 2024. Road rescue service establishment in specified fire suppression areas

THAT: an assent process for service delivery be undertaken to provide service within the fire suppression boundaries of the South Shuswap sub-regional fire service area in Area C and G, Falkland, and North Shuswap sub-regional fire service boundaries.

AND THAT: the Board allocate \$40,000 per service establishment from the Electoral Area feasibility study funds for the purpose of engaging the electorate in a service establishment referendum.

Corporate Vote Unweighted Majority

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11. Administration Bylaws

None.

12. Public Question & Answer Period

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

***13. CLOSED (In Camera)**

Late Agenda - added section (f).

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

(f) law enforcement, if the board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

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

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

AND THAT: the Board close this portion of the meeting to the public and move to into the Closed Session of the meeting.

14. Development Services Business General

14.1 CSRD Policy P-26, Building Permit Geohazard Information Use and Procedure

324

Report from Marty Herbert, Manager, Building and Bylaw Services, dated October 3, 2024. Policy amendments for Board consideration.

THAT: that the Board endorse amendment to Policy P-26 “Building Permit Geohazard Information Use and Procedure” and approve its inclusion into the CSRD Policy manual, this 17th day of October, 2024.

Corporate Vote Unweighted Majority

15. ALR Applications

15.1 **Electoral Area D: Agricultural Land Commission (ALC) Application Section 21 (2) Subdivision LC2610D** 330

Report from Ken Gobeil, Senior Planner, dated September 27, 2024
5672 Lashburn Rd, 6015 Shaw Rd, Ranchero

THAT: Application No. LC2610 Section 21(2) - Subdivision for the South half of the Northwest Quarter of Section 32 Township 19 Range 9 West of the 6th Meridian Kamloops Division Yale District Excluding (1) Parcel A (2) Plan 29147; and Lot 1 Section 32 Township 19, Range 9 West of the 6th Meridian Kamloops Division Yale District Plan KAP47991 Excluding Plan KAP87174 be forwarded to the Agricultural Land Commission recommending approval, this 17th day of October, 2024.

Corporate Vote Unweighted Majority

15.2 **Electoral Area D: Agricultural Land Commission (ALC) Application Section 21 (2) Subdivision LC2611D** 394

Report from Ken Gobeil, Senior Planner, dated September 27, 2024. 3033 and 3045 McTavish Rd, Glenemma

THAT: Application No. LC2611 Section 21(2) - Subdivision for Lot 1, Section 30, Township 17, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan 40938 be forwarded to the Agricultural Land Commission recommending approval, this 17th day of October 2024.

Corporate Vote Unweighted Majority

15.3 **Electoral Area F: ALR Exclusion Application No. LC2612F** 427

Report from Laura Gibson, Planner II, dated October 2, 2024
PIDs 008-596-051 and 008-596-042, Lee Creek

THAT: ALR Exclusion Application No. 2612F proceed to Stage 2 - Public Consultation as per the requirements of CSRD ALR Exclusion Policy P-24, this 17th day of October 2024.

Corporate Vote Unweighted Majority

16. Development Services Business by Area

16.1 Electoral Area G: Development Variance Permit No. 701-144 580

Report from Laura Gibson, Planner II, dated September 27, 2024.
2495 Rocky Point Road, Blind Bay

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 701-144 for Lot 10 Block 2 Section 30 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 9989, varying South Shuswap Zoning Bylaw No. 701 as follows:

1. Section 7.2.5, exterior side parcel line setback, from 4.5 m to 1.5 m, only for the new accessory building with secondary dwelling unit,

be approved for issuance this 17th day of October, 2024.

Stakeholder Vote Unweighted (LGA Part 14) Majority

16.2 Electoral Area D: Development Variance Permit No. 2500-23 599

Report from Laura Gibson, Planner II, dated September 25, 2024.
4333 Colebank Road, Falkland

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 2500-23 for the East ½ of the Northwest ¼ of Section 16 Township 17 Range 11 West of the 6th Meridian Kamloops Division Yale District Except Plans A322 and 29247, varying Salmon Valley Land Use Bylaw No. 2500 as follows:

1. Section 2.4.3 minimum siting of other buildings and structures or uses from the front parcel line from 10 m to 0 m, only for the east pumphouse (including eaves) and from 10 m to 2 m, only for the west pumphouse (including eaves),

be approved for issuance this 17th day of October 2024.

Stakeholder Vote Unweighted (LGA Part 14) Majority

16.3 Electoral Area F: Temporary Use Permit No. 830-13 614

Report from Laura Gibson, Planner II, dated September 25, 2024.
7630 Hudson Road, Anglemont

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-13 for Lot 57 Section 22 Township 23 Range 9 West of the 6th Meridian Kamloops Division Yale District Plan 19710 be approved for issuance this 17th day of October, 2024 for the temporary use of a recreational vehicle for seasonal accommodation (March 1 to October 31) for the property owners during construction of the single detached dwelling,

AND THAT: issuance be withheld until the owners have provided financial security in the amount of \$5000 in the form of a bank draft, certified cheque, or irrevocable letter of credit, compelling the owners to remove the recreational vehicle if the single detached dwelling has not been granted occupancy by the CSRD Building Official by the date the TUP expires.

Stakeholder Vote Unweighted (LGA Part 14) Majority

17. Planning Bylaws

17.1 **Electoral Area D: Rancho/Deep Creek Official Community Plan Amendment Bylaw No. 750-08 and Rancho/Deep Creek Zoning Amendment Bylaw No. 751-09**

630

Report from Christine LeFloch, Planner III, dated October 2, 2024.
7601 Highway 97B, Rancho.

THAT: “Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08” be read a first time, this 17th day of October, 2024.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-09” be read a first time, this 17th day of October, 2024.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: the Board utilize the complex consultation process for “Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08” and “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-09” and the bylaws be referred to the following agencies and First Nations:

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

Stakeholder Vote Unweighted (LGA Part 14) Majority

18. Release of Closed Session Resolutions

Attached to minutes, if any.

19. Next Board Meeting

Thursday, November 21, 2024 at 9:30 AM.

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

20. Adjournment

THAT: the Regular Board meeting be adjourned.



REGULAR BOARD MEETING MINUTES

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

Date: September 12, 2024
 Time: 9:30 AM - 4:00 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart^	Electoral Area A Director
	D. Brooks-Hill^	Electoral Area B Director
	M. Gibbons	Electoral Area C Director
	D. Trumbley^	Electoral Area D Director
	R. Martin	Electoral Area E Director
	J. Simpson	Electoral Area F Director
	N. Melnychuk (Vice Chair)	Electoral Area G Director
	R. Oszust*	Town of Golden Director
	G. Sulz^*	City of Revelstoke Director
	K. Flynn (Chair)	City of Salmon Arm Director
	T. Lavery^*	City of Salmon Arm Director 2
	C. Anderson*	District of Sicamous Director

Staff In Attendance	J. MacLean	Chief Administrative Officer
	J. Sham	General Manager, Corporate Services (Corporate Officer)
	C. Robichaud	Deputy Corporate Officer
	B. Van Nostrand*	General Manager, Environmental and Utility Services
	D. Sutherland*	General Manager, Community and Protective Services

*attended a portion of the meeting only

^electronic participation

1. Land Acknowledgement

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

Declaration on the Rights of Indigenous Peoples Act
Article 14:

1. Indigenous peoples have the right to establish and control their educational systems and institutions providing education in their own languages, in a manner appropriate to their cultural methods of teaching and learning.
2. Indigenous individuals, particularly children, have the right to all levels and forms of education of the State without discrimination.
3. States shall, in conjunction with indigenous peoples, take effective measures, in order for indigenous individuals, particularly children, including those living outside their communities, to have access, when possible, to an education in their own culture and provided in their own language.

2. Call to Order

The Chair called the meeting to order at 9:32 AM.

3. Adoption of Agenda

Discussion:

Director Gibbons requested a service review of the South Shuswap Liquid Waste Management Program. Topic was added as item 11.2.

2024-0901

Moved By Director Anderson

Seconded By Director Gibbons

THAT: the Regular Board meeting agenda be adopted as amended.

CARRIED

4. Meeting Minutes

4.1 Adoption of Minutes

Late Agenda - July 18, 2024 Regular Minutes item 18 release of Closed session resolutions added.

2024-0902

Moved By Director Oszust

Seconded By Director Martin

THAT: the minutes of the August 15, 2024 Regular Board meeting be adopted.

CARRIED

2024-0903

Moved By Director Oszust

Seconded By Director Brooks-Hill

THAT: the minutes of the July 18, 2024 Regular Board meeting be adopted as amended.

CARRIED

4.2 Business Arising from the Minutes

None.

5. Announcements

None.

6. Delegations & Guest Speakers

6.1 First Nation Engagement Report

Rob Hutton, Clearview Consulting to present report.

Late Agenda - Report added.

Post Agenda – Presenter slides added.

2024-0904

Moved By Director Oszust

Seconded By Director Anderson

THAT: the Board receive the report for information.

CARRIED

Director Sulz left the meeting at 10:00 AM.

Discussion:

Director Gibbons asked why Métis Nation BC was excluded from the report. Mr. Hutton stated that the report was a continuation of the First Nations Engagement between that took place during the Sorrento-Blind Bay Incorporation Study and the participants at that time.

Directors asked if the timelines set out in the report were realistic and when phase II would begin. Mr. Hutton felt that the timeline was hopeful and the next phase would be up to each nation as to when and how they would like to lead discussions with the CSRD.

Directors requested time to review the report and requested the report be placed on the October Regular Board meeting for discussion.

8. Correspondence

8.1 For Information

2024-0905

Moved By Director Cathcart

Seconded By Director Trumbley

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

CARRIED

8.1.1 From August 15, 2024 Regular Board Meeting

8.1.1.1 BC Wildfire Services (August 29, 2024)

Thank you letter from the CSRD Board of Directors to BC Wildfire Services recognizing their wildfire response efforts in the CSRD region.

8.1.1.2 TELUS Communications (August 29, 2024)

Letter from the CSRD Board in support of solid communications infrastructure during emergency situations.

Discussion:

Chair Flynn received a call from TELUS notifying him that the Board letter regarding communications infrastructure was forwarded to the Canadian Radio-television and Telecommunications Commission (CRTC).

8.1.2 City of Duncan UBCM Resolution (August 21, 2024)

UBCM resolution and backgrounder recommending removing fail to appear charges from policing statistics.

8.1.3 City of Campbell River (August 26, 2024)

Letter to Premier Eby requesting provincial support in addressing homelessness in Campbell River.

8.1.4 City of Mission (August 29, 2024)

Letter to Premier Eby regarding infrastructure investment for complete communities.

8.2 Action Requested

8.2.1 Letter of Support Request from the Columbia River Salmon Reintroduction Initiative (August 13, 2024)

2024-0906

Moved By Director Oszust
Seconded By Director Martin

THAT: the Board support and send letters to BC Provincial and Federal governments requesting a funding commitment for the Bringing the Salmon Home Initiative.

CARRIED

9. Committee Reports and Updates

9.1 For Information

2024-0907

Moved By Director Trumbley
Seconded By Director Lavery

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

Discussion:

The Board identified action items from the Committee of the Whole and the Electoral Area Directors' Committee were not on the agenda. Action items to be brought forward to the October Regular Board meeting for Board consideration.

CARRIED

9.1.1 Thompson Regional Committee Meeting Summary (March 12, 2024)

9.1.2 Committee of the Whole Meeting (August 14, 2024)

9.1.3 Electoral Area Directors' Committee Meeting (August 20, 2024)

9.1.4 Shuswap Tourism Advisory (Stakeholders) Committee Minutes (August 20, 2024)

9.1.5 Rail Trail Project Update (September 2024)

9.2 Action Requested

None.

7. CLOSED (In Camera)

Late Agenda - added section (a).

2024-0908

Moved By Director Oszust

Seconded By Director Anderson

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

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

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

AND THAT: the Board close this portion of the meeting to the public and move to into the Closed Session of the meeting.

CARRIED

The Regular (Open) meeting recessed at 10:27 AM and the Board convened into the Closed portion of the meeting at 10:40 AM.

The Regular (Open) meeting resumed at 1:00 PM and Director Sulz returned to the meeting at this time.

10. Business General

10.1 Chief Administrative Officer's Quarterly Report

Staff report attached to Late Agenda.

2024-0909

Moved By Director Oszust

Seconded By Director Melnychuk

THAT: the Board receive the CAO Quarterly Report for information.

Discussion on the motion:

Chair Flynn committed to providing a bi-monthly report to the Board alternating with the CAO report.

Director Cathcart asked the CAO to clarify what joint initiatives were being discussed with local municipalities. CAO said the discussions were around the various shared services agreements with member municipalities.

Director Gibbons asked if the organizational restructure produced any signs of gains for the organization. CAO stated that some savings have been seen and no new staff have been added. Director Gibbons once again spoke to the need for CSRD strategic plan. CAO confirmed that the Director team building and governance sessions were in the works and would take place prior to creating a regional strategic plan.

Director Simpson asked about the meetings that took place with Minister Ma regarding the 2023 wildfires. CAO said the meeting with Minister Ma was a summary of the information already presented to and discussed by the Board.

Director Martin raised concerns about increased traffic impacts on secondary roads due to the Bruhn Bridge replacement project. CAO said he would connect with the District of Sicamous CAO and would reach out the Ministry of Transportation project lead to inquire about the specific concerns raised.

CARRIED

~~10.2 Tourism Select Committee~~

Late Agenda - Item removed.

10.3 Delegation of Authority to an Additional Person to Issue Land Use Permits

Report from Jennifer Sham, General Manager, Corporate Services (Corporate Officer), dated August 30, 2024. A proposed short-term solution to allow for the Corporate Officer to issue land use permits in the absence of the General Manager of Development Services.

2024-0910

Moved By Director Simpson

Seconded By Director Martin

THAT: the Board designate the Corporate Officer to act in the capacity of the General Manager of Development Services in their absence regarding issuance of delegated land use permits, this 12th day of September, 2024.

CARRIED

10.4 Regional Accessibility Advisory Committee Funding Amended Agreement

The Board approved entering into a funding agreement with the regional participants at the [September 11, 2023 Regular Board meeting](#) for the administration of the Regional Accessibility Advisory Committee. Section 4 of the funding agreement was amended to narrow what administrative costs include. Staff have also attached a Terms of Reference for this Committee.

All other regional participants have agreed to sign the amended funding agreement.

2024-0911

Moved By Director Melnychuk**Seconded By** Director Sulz

THAT: the Board empower the authorized signatories to enter into the Regional Accessibility Advisory Committee funding agreement, as amended, this 12th day of September, 2024.

CARRIED**10.5 Public Question Period Guidelines Update**

Staff are proposing an update to the Public Question Period Guidelines at CSRD Regular Board Meetings created in 2020. The new guidelines better reflect what the current practice is and has been shortened to make it easier to understand.

2024-0912

Moved By Director Oszust**Seconded By** Director Simpson

THAT: the Board endorse updating the Public Question Period Guidelines and replace the 2020 version with the 2024 version, as attached to the Board agenda, this 12th day of September, 2024.

CARRIED**10.6 Milfoil Control Asset Disposal**

Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, August 27, 2024. A request to dispose an aquatic plant harvester as per the Asset Disposal Policy.

2024-0913

Moved By Director Martin**Seconded By** Director Sulz

THAT: the Board empower staff to dispose of an aquatic plant harvester as per Policy-24 Asset Disposal.

CARRIED**~~10.7 UBCM Community Emergency Preparedness Fund (CEPF) Grant Application Approval~~**

Late Agenda - Item removed.

10.8 Structure Protection Unit (SPU) Storage Building Project

Report from Tom Hansen, Emergency Program Coordinator, dated August 20, 2024. Reserve budget approval request for additional SPU storage building costs.

2024-0914

Moved By Director Martin

Seconded By Director Cathcart

THAT: the Board approve \$90,796 plus applicable fees and taxes from the Structure Protection Unit deployment revenue reserves to cover the costs of an increased project scope for the SPU building;

AND THAT: the Board approve a project contingency not to exceed \$47,548 plus applicable taxes from the SPU deployment reserves to be drawn on as required.

CARRIED

2024-0915

Moved By Director Martin

Seconded By Director Simpson

THAT: the General Manager, Community and Protective Services be authorized to approve all payments, commitments, and change orders within the approved revised project budget, including applicable taxes.

CARRIED

11. Business By Area

11.1 Electoral Areas A, B, C, E and G: Grant-in-Aids

Report from Jodi Pierce, General Manager, Financial Services, dated August 29, 2024. Funding requests for consideration.

2024-0916

Moved By Director Martin

Seconded By Director Melnychuk

THAT: the Board approve the following allocations from the 2024 Electoral Area Grant-in-Aids:

Area A

\$8,000 Columbia Woodlot Association (Community Wildfire Preparedness)

\$15,000 Golden Community Economic Development (Age Friendly strategy)

Area B

\$1,000 Revelstoke Local Food Initiative (Food Culture Celebration)

Area C

\$5,000 White Lake Community Hall (operating expenses)

Area E

\$2,000 Salmon Arm Skating Club – Sicamous Branch (fee subsidy)

Area G

\$4,730 Sorrento Village Farmers Market (Vault toilet maintenance)

Discussion:

Director Melnychuk suggested Electoral Area Directors discuss recurring operational GIA funding requests and alternative funding options at a future Electoral Area Directors' Committee meeting.

CARRIED

11.2 South Shuswap Liquid Waste Management Program

Request by Director Gibbons for a Liquid Waste Management Plan Service Review.

Discussion:

Director Gibbons submitted a formal letter to the CAO for a LWMP service review.

CAO said he would prepare a report for the October 17, 2024 Regular Board meeting regarding the service review process and next steps.

12. Administration Bylaws

None.

13. Public Question & Answer Period

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

Jim Leiper, Notch Hill, BC asked what constituted quorum for the Board meeting. CAO responded that quorum was fifty (50) per cent plus one (1).

Mr. Leiper also asked why the Board approved grant-in-aid funding for the Sorrento Village Farmers Market for vault toilet maintenance if the market is only open 4 months of the year.

Director Melnychuk responded by said the Sorrento Village Farmers Market association assumed responsibility of the vault toilet as there were no other public toilets in Sorrento. The vault toilet is open ten (10) months of the year for public use.

Municipal Directors Lavery, Sulz, Oszust, and Anderson left the meeting at 1:35 PM.

14. Development Services Business General

None.

15. ALR Applications

None.

16. Development Services Business by Area

None.

17. Planning Bylaws

17.1 Electoral Area B: Electoral Area B Official Community Plan Amendment Bylaw No. 850-21 and Electoral Area B Zoning Amendment Bylaw No. 851-32

Report from Christine LeFloch, Planner III, dated August 29, 2024.
Fish River Road, Beaton

2024-0917

Moved By Director Brooks-Hill

Seconded By Director Simpson

THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered “Electoral Area B Official Community Plan Amendment Bylaw No. 850-21” in conjunction with the Columbia Shuswap Regional District’s Financial Plan and Waste Management Plan.

CARRIED

2024-0918

Moved By Director Brooks-Hill

Seconded By Director Simpson

THAT: “Electoral Area B Official Community Plan Amendment Bylaw No. 850-21” be read a second time, this 12th day of September, 2024.

CARRIED

2024-0919

Moved By Director Brooks-Hill

Seconded By Director Simpson

THAT: “Electoral Area B Zoning Amendment Bylaw No. 851-32” be read a second time, this 12th day of September, 2024.

CARRIED

2024-0920

Moved By Director Brooks-Hill

Seconded By Director Simpson

THAT: a public hearing to hear representations regarding “Electoral Area B Official Community Plan Amendment Bylaw No. 850-21” and “Electoral Area B Zoning Amendment Bylaw No. 851-32” be held in the Board Room at the CSRD Office;

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 David Brooks-Hill, as Director of Electoral Area B being that in which the land concerned is located, or Alternate Director Michael Brooks-Hill, if Director Brooks-Hill is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

CARRIED

17.2 Electoral Area D: Rancho/Deep Creek Zoning Amendment Bylaw No. 751-02

Staff report attached to Late Agenda.

Report from Christine LeFloch, Planner III, dated August 29, 2024.
5530 Gardiner Lake Frontage Road, Rancho.

2024-0921

Moved By Director Trumbley

Seconded By Director Melnychuk

THAT: “Rancho/Deep Creek Zoning amendment Bylaw No. 751-02” be read a second time, this 12th day of September, 2024.

CARRIED

18. Release of Closed Session Resolutions

Electoral Area A Local Advisory Committee Appointment

THAT: the Board appoint Francois Brissette to the Electoral Area A Local Advisory Committee.

19. Next Board Meeting

Thursday, October 17, 2024 at 9:30 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

20. Adjournment

2024-0922

Moved By Director Melnychuk

Seconded By Director Simpson

THAT: the Regular Board meeting be adjourned.

CARRIED

1:42 PM.

CORPORATE OFFICER

CHAIR



Danielle Hubbard

Okanagan Regional Library

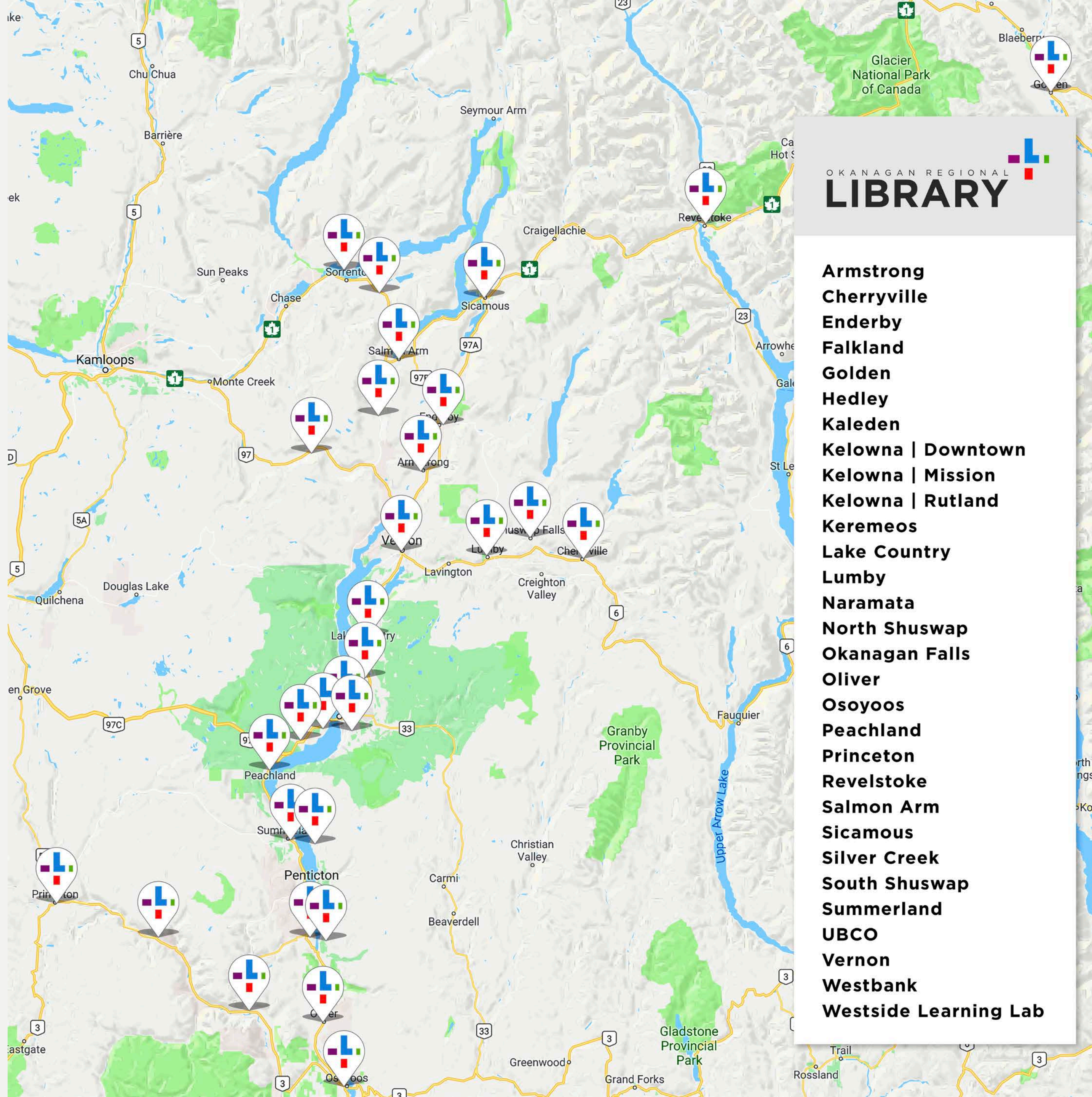
CEO

A vital community
space for learning,
connecting,
& exploring.

Our Goals

- Cultivate learning, literacy, creativity, and imagination.
- Offer a welcoming, inclusive space to gather, and connect.
- Embrace local heritage, and culture.
- Develop and nurture community partnerships
- Strive for organizational and service excellence

Our Branches



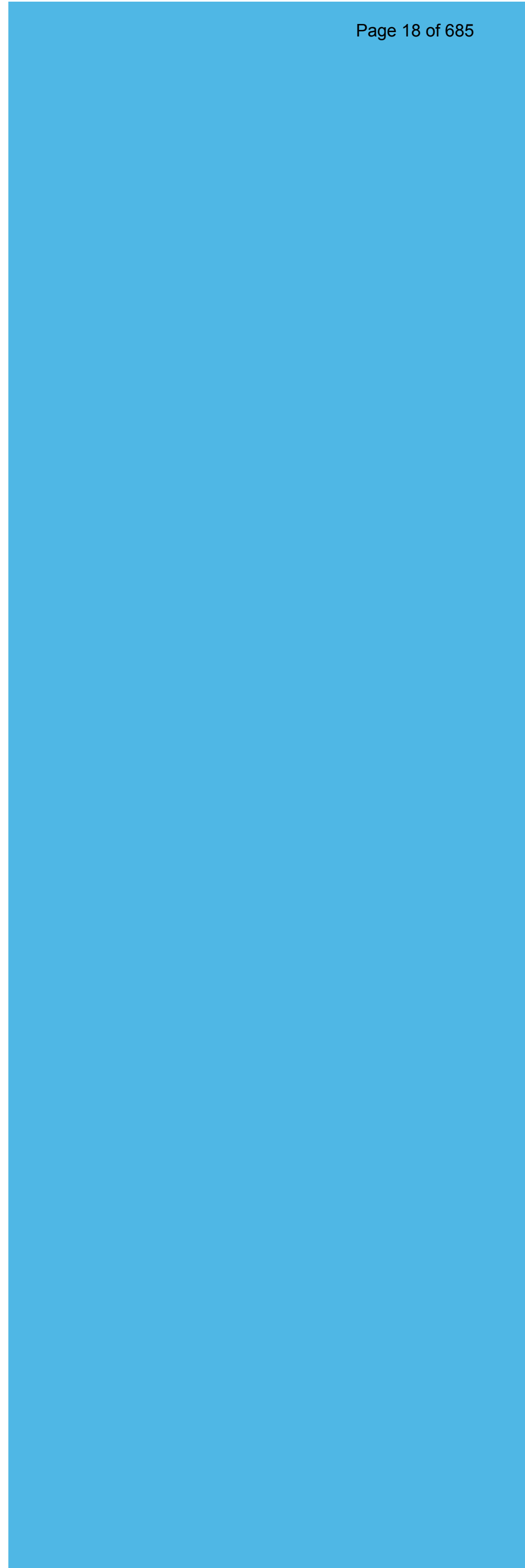
Our Collection

588,550

Physical Materials

144,650

Digital Materials



Benefits

Centralized Service



Financial Allocation Model



**WHAT'S
NEW!**

Local Updates

Questions?

Danielle Hubbard

Okanagan Regional Library

CEO

dhubbard@orl.bc.ca

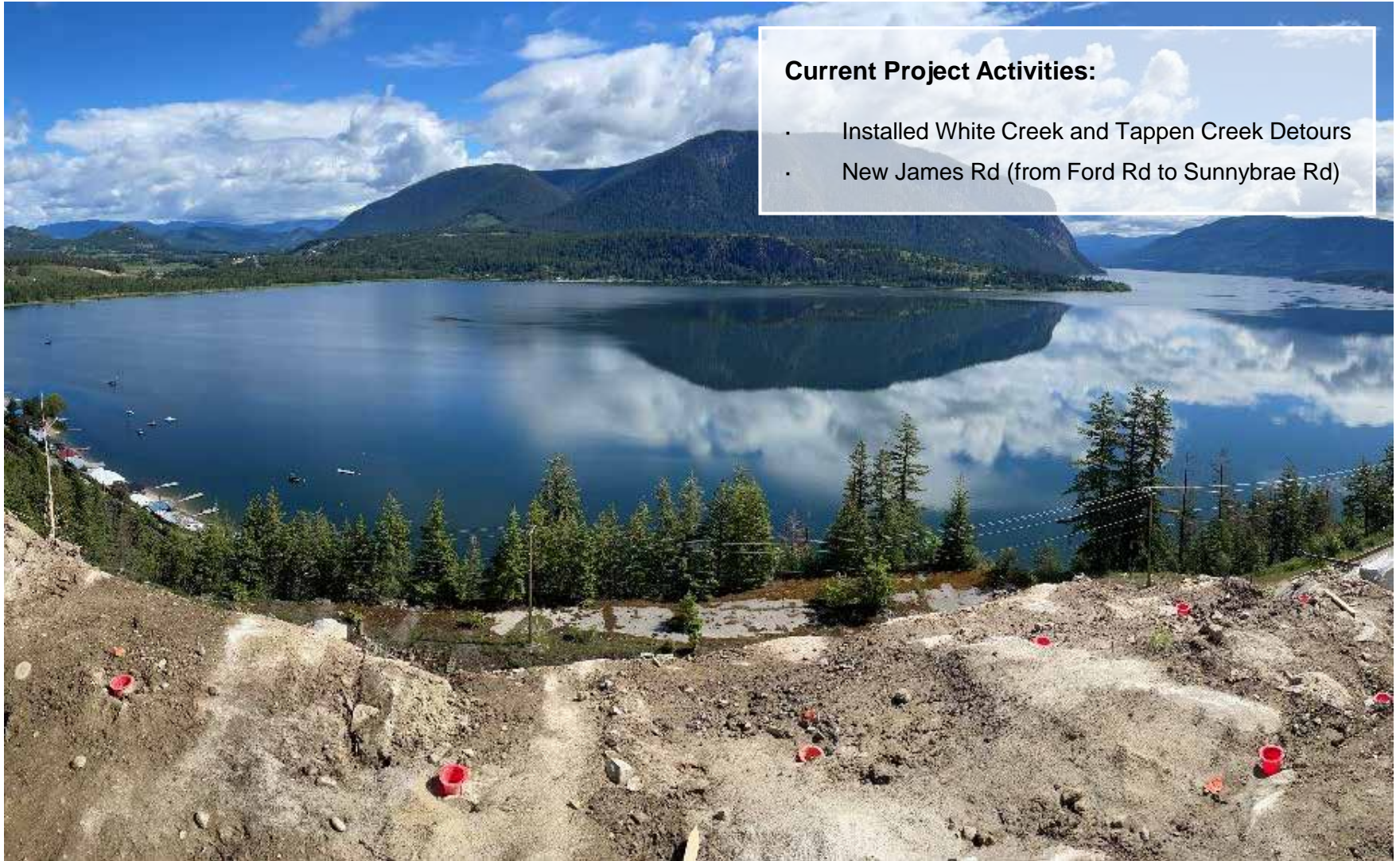


Ministry of
Transportation
and Infrastructure



**CSRD BOARD
PRESENTATION
October 18, 2024**

Project Progress – 32% Complete



Looking ahead



Upcoming Project Activities:

- Eastbound Tappen Overhead Bridge
- Demolition of existing Tappen Overhead Bridge
- Rock cut and blasting at Kault Hill



Construction Photos



Construction Photos





COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1
 T: 250-832-8194 | F: 250-832-3375 | TF: 1-888-248-2773 | www.csr-d.bc.ca

September 23, 2024

Sent via email:

The Honourable David Eby, Premier of British Columbia
premier@gov.bc.ca

Minister of Water, Land, and Resource Stewardship and Minister Responsible for Fisheries
 Nathan Cullen
WLRS.Minister@gov.bc.ca

Minister of Finance and Minister Responsible for the Columbia River Treaty
 Katrine Conroy
FIN.Minister@gov.bc.ca

Minister of Indigenous Relations and Reconciliation
 Murray Rankin
IRR.Minister@gov.bc.ca

Dear Premier and Ministers:

Re: Sustainable Funding Support for Bringing the Salmon Home: The Columbia River Salmon Reintroduction Initiative

At the September 12, 2024 Regular Board Meeting, the Columbia Shuswap Regional District (CSRD) Board of Directors passed the following motion:

THAT: the Board support and send letters to BC Provincial and Federal governments requesting a funding commitment for the Bringing the Salmon Home Initiative.

The CSRD Board respectfully calls on your government to fulfill its commitment to provide sustainable core funding for Bringing the Salmon Home: The Columbia River Salmon Reintroduction Initiative before the current agreement runs out March 31, 2025.

Since 2019, this Initiative led by the Syilx Okanagan, Secwépemc, and Ktunaxa Nations has made significant progress towards returning salmon to the upper Columbia River. This collaboration is a model of success for Indigenous-led ecosystem stewardship and reconciliation.

The Columbia River, with nearly 40% of its length in Canada, is crucial for transboundary salmon reintroduction success, especially in this time of climate change. The US government recently committed \$1.2 billion USD over 20 years to Tribal-led salmon reintroduction on its end of the river. It is time for Canada and the province of BC to contribute their share here.

ELECTORAL AREAS

A GOLDEN-COLUMBIA
 B REVELSTOKE-COLUMBIA

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

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

MUNICIPALITIES

GOLDEN
 REVELSTOKE

SALMON ARM
 SICAMOUS

We call on the governments of BC and Canada to provide the Bringing the Salmon Home Initiative with sustaining core funding for the necessary Indigenous-led reintroduction work that will ensure adequate salmon stocks return to the Canadian portion of the Columbia River system. This will further ensure the Bringing the Salmon Home Initiative's mandate for ongoing Indigenous-led salmon reintroduction is reinforced under modernized Columbia River Treaty commitments and will ensure work in parallel with US Tribal-led salmon reintroduction programs.

A phased core funding model is proposed, starting with a transitional three-year minimum commitment of \$1 million per year each from Canada and BC to enable the Initiative to continue to evolve and build capacity as a sustainable fully Indigenous-led organization.

This is linked to the three Nations' proposal made to the BC and federal governments to negotiate a minimum 20-year agreement with a target of \$50 million in annual core funding for the first ten years. Supporting the Bringing the Salmon Home Initiative aligns with Canada's United Nations Declaration on the Rights of Indigenous People's (UNDRIP) commitments and 2030 Nature Strategy, and BC's UNDRIP Act and Watershed Security Strategy.

Your government's investment in this Initiative will provide improved food security, social, cultural, and economic benefits, benefiting the entire Pacific salmon ecosystem and communities.

We look forward to receiving your immediate response and specific commitment to providing the sustainable core funding the Bringing the Salmon Home Initiative requires for long-term success.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:



Kevin Flynn
Board Chair

cc: admin@columbiariversalmon.ca



COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1
 T: 250-832-8194 | F: 250-832-3375 | TF: 1-888-248-2773 | www.csr-d.bc.ca

September 23, 2024

Sent via email:

The Right Honourable Justin Trudeau, P.C., M.P. Prime Minister of Canada,
justin.trudeau@parl.gc.ca

Minister of Fisheries, Oceans and the Canadian Coast Guard, Diane Lebouthillier
DFO.Minister-Ministre.MPO@dfo-mpo.gc.ca

Minister of Environment and Climate Change, Steven Guilbeault
Steven.Guilbeault@parl.gc.ca

Minister of Indigenous Services, Patty Hajdu
patty.hajdu@parl.gc.ca

Minister of Crown-Indigenous Relations, Gary Anandasangaree
gary.anand@parl.gc.ca

Dear Prime Minister and Ministers:

Re: Sustainable Funding Support for Bringing the Salmon Home: The Columbia River Salmon Reintroduction Initiative

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MUNICIPALITIES

GOLDEN
 REVELSTOKE

SALMON ARM
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We look forward to receiving your immediate response and specific commitment to providing the sustainable core funding the Bringing the Salmon Home Initiative requires for long-term success.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:



Kevin Flynn
Board Chair

cc: admin@columbiariversalmon.ca

September 25, 2024

Heather Wood
Deputy Minister of Finance
Secretary to Treasury Board
PO Box 9417 Stn. Prov. Govt
Victoria, BC V8W 9V1

Dear Deputy Minister Wood,

RE: Burden of Delinquent Taxes

On behalf of the City of Merritt Council I am writing to highlight the impact of the *Community Charter* allowance for taxpayers to become delinquent on their property taxes over a period of three years.

Property tax arrears significantly impact the operating capability of small municipalities, which are then forced to significantly increase taxes or limit essential services.

During our meeting with the Minister and staff at UBCM, it was expressed that the ministry was unaware that property owners use the strategy of paying off one year of arrears to remove the property from the tax sale and that they do this year after year to avoid paying the total outstanding amount. To help broaden the ministries understanding of this issue and the impact it has on communities, we have polled other communities and heard from over 20 municipalities across the province including, Burnaby, Prince Rupert, Township of Langley, Hope, Metchosin, Comox, Mission, Golden and Rossland. These communities all report a similar systemic issue of repeat offenders who carry balances owing on their property taxes to the detriment of the greater community. Small municipalities like the City of Merritt cannot continue to subsidize non-payment of property taxes. At year end 2023, the City of Merritt was owed \$893,711 in outstanding taxes and penalties, this equates to 8% on our tax levy. The cost to a community is compounded when you factor in the 100's of hours of staff time required to contact property owners, conduct follow up calls and serve notice of the tax sale by small Finance departments that are often operating with minimal staff and limited resources. This impact will increase significantly with the upcoming implementation of enhanced requirements for notice of tax sales that will require municipalities to bare the cost of bailiff services without the ability to recover full costs.

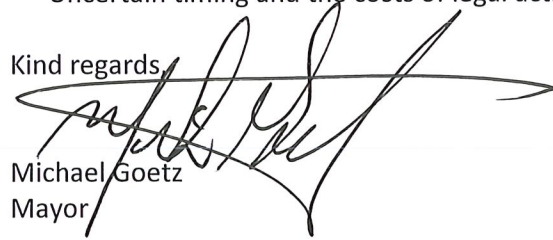
We request that the Provincial government review and revise the *Community Charter* to relieve this unfair burden. Following are three potential tactics:

1. Reduce the number of years a property can be in arrears on their property tax or allow municipalities to run a deficit.



2. Assign a dedicated contact for municipalities to assist in dealing with properties that have escheated to the Crown and help remove them from property tax rolls expeditiously. Currently they linger on the rolls, accumulating tax levies that will ultimately have to be written off by the Ministry.
3. Implement a province-wide, cost-effective solution for municipalities to recover taxes owed by mobile homes. While we place liens through the registry, the property still needs to be sold or moved legally. Uncertain timing and the costs of legal action make future net recovery uncertain and challenging

Kind regards,



Michael Goetz
Mayor



**MINUTES OF THE
KERHD BOARD OF DIRECTORS MEETING**

**August 9, 2024
Regional District Office, Cranbrook, BC**

PRESENT:	Chair D. Wilks Director K. Cathcart Director G. Jackman Director R. Tierney Director K. Vandenberghe Director T. McDonald Director S. Doehle Director R. Gay Director J. Walter Director S. Clovechok Director R. Schnider Director W. Price Alternate Director R. Popoff Director N. Milligan Director D. McCormick Director S. Fairbairn Director A. Miller Director K. Baldwin Director C. Hambruch Director M. Doherty Director M. Gray	District of Sparwood CSRD Electoral Area A (Via Zoom) RDCK Electoral Area A RDCK Electoral Area B RDCK Electoral Area C RDEK Electoral Area A RDEK Electoral Area B RDEK Electoral Area C RDEK Electoral Area E RDEK Electoral Area F RDEK Electoral Area G City of Cranbrook City of Cranbrook City of Fernie City of Kimberley District of Elkford District of Invermere Town of Creston Town of Golden (Via Zoom) Village of Canal Flats Village of Radium Hot Springs
ABSENT:	Director N. Blissett	City of Cranbrook
STAFF:	S. Tomlin T. Hlushak C. Thom	Chief Administrative Officer Corporate Officer Executive Assistant (Recording Secretary)

Call to Order

The meeting was called to order at 11:30am.

Adoption of the Agenda

1470
 MOVED by Director Gay
 SECONDED by Director Miller

THAT the agenda for the KERHD Board of Directors meeting be adopted.

CARRIED

Adoption of the Minutes

May 10, 2024 Meeting

1471
 MOVED by Director Miller
 SECONDED by Director Doherty

THAT the Minutes of the KERHD Board of Directors meeting held on May 10, 2024 be adopted as circulated.

CARRIED

July 16, 2024 Special Meeting

1472

MOVED by Director Doherty

SECONDED by Director Jackman

THAT the Minutes of the KERHD Board of Directors Special meeting held on July 16, 2024 be adopted as circulated.

CARRIED

Invited Presentations**Interior Health Project Update Summary**

Todd Mastel, Corporate Director, Business Operations, Interior Health, provided an update on the status of Interior Health's capital projects within the region.

Director Wayne Price left the meeting at 11:41am and returned at 11:43am.

Interior Health Renal Program Services

Donna Jansons, Program Director, Renal and Transplant Services, Interior Health, provided a presentation on Interior Health Renal Program Services explaining that the Interior Health Renal Program works in partnership with BC Renal on the consistent review of patient needs as the program continues to evolve to improve kidney patient's quality of life and outcomes.

New Business**2025 KERHD Board Meeting Schedule**

1473

MOVED by Director Miller

SECONDED by Director Gay

THAT the following KERHD Board of Directors meeting schedule for 2025 be approved as follows:

- March 14
- June 13
- September 12
- December 12

CARRIED

Adjourn to Closed

1474

MOVED by Director Milligan

SECONDED by Director Clovechok

THAT the meeting adjourn to a Closed KERHD Board of Directors meeting to consider the following matter:

Audit Appointment - Section 90(1)(j) of the *Community Charter* – information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

The meeting adjourned to closed at 12:27pm.

 Chair David Wilks

 Tina Hlushak, Corporate Officer

**Thompson Regional Committee Meeting (Zoom meeting)
Draft summary for September 10th, 2024**

In attendance:

Rhona Martin	Columbia Shuswap RD	Board member
Jamison Squakin	Okanagan Nation Alliance	Board member
Allysa Hopkins	North Okanagan RD	Committee member
James Gordon	Thompson Rivers University	Committee member
Vivian Birch-Jones	Squamish-Lillooet RD	Committee member
Trevor Bohay	BC Ministry of Forests	Committee member
Alex de Chantal	Fraser Basin Council	Staff
Erin Vieira	Fraser Basin Council	Staff

Meeting commenced at 10:00 AM

1. Welcome and introductions

Alex welcomed all present and acknowledged Secwepemc territory. A round of introductions took place. The March 12th 2024 draft meeting summary was approved.

Vivian requested an update from staff on the Fraser Landslide project.

Action item:

Alex will follow up with FBC staff to get an update via email.

2. Staff reports

Shuswap Watershed Council (SWC)

Background	The FBC is the program manager for the Shuswap Watershed Council, a collaborative partnership of local governments, First Nations, and Provincial agencies to enhance water quality and safe recreation in the Shuswap for the long term. See www.shuswapwater.ca for more information.
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Update	<p>Erin reported that the Shuswap Watershed Council is operating all its usual programs, despite the failed CSRD referendum in February that resulted in the CSRD ceasing their funding support. In 2024-25, the SWC is funded by the Thompson-Nicola Regional District, Adams Lake Indian Band, and the SWC's Operating Reserve which has grown to approx. \$174K over the past several years.</p> <p>This summer the SWC ran its Zebra & Quagga Mussel Prevention program, delivering educational campaigns to prevent the spread of these mussels as well as providing funding support for early-detection monitoring of invasive mussels at several sites throughout the Shuswap.</p> <p>The SWC's Water Quality Grant Program is supporting six water quality protection projects to be carried out on five farms in the Shuswap.</p> <p>The SWC has a regular meeting tomorrow morning. The agenda will include a discussion on the future funding and governance of the Council.</p>
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Thompson Shuswap Salmon Collaborative (TSSC)

Background	<p>FBC has been retained to facilitate and provide planning support for a Thompson-Shuswap Salmon Collaborative. It is a government-to-government-to-government initiative involving the Secwepemc Fisheries Commission, the Province of BC, and the Department of Fisheries and Oceans (DFO). See https://www.fraserbasin.bc.ca/tssc.html for more information.</p>
Update	<p>The TSSC met in July. They have received more funding and work can continue until the end of March 2025.</p>

Community Wildfire Roundtables

Background	<p>FBC is facilitating roundtables for wildfire preparedness in the communities of Clearwater, Williams Lake, Clinton, Lillooet, Quesnel, Similkameen, Prince George and Salmon Arm. See www.wildfireroundtables.ca</p>
Update	<p>8 communities now have wildfire roundtables established. Inaugural meetings took place in the spring, and the roundtables will reconvene in November.</p>

Cooperative Community Wildfire Response

Background	<p>FBC staff have been retained to work on a Cooperative Community Wildfire Response project. BC Wildfire Service wants to determine the interest and capacity of rural communities in the BC Interior in developing wildfire fighting capabilities in areas outside of structural fire protection boundaries. This is an engagement project to identify training and equipment requirements of rural communities.</p>
------------	--



Update	<p>S100 and S185 training courses were delivered to over 300 people in 25 communities across the BC Interior. Four contractors were engaged to deliver the training. There is still funding available, and more people/community organizations can receive training up until the end of March 2025. FBC will receive a report from BC Wildfire outlining the results and successes of the programs.</p> <p><u>Comments:</u> Vivian commented that she has been very pleased with this work and fire brigades in her area have taken the training.</p> <p>James mentioned a documentary called "The Test" that covers the community fire readiness in the community of Logan Lake.</p>
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Kamloops Air Quality Roundtable

Background	<p>FBC facilitates a technical roundtable including City of Kamloops, BC government, T'kemplups te Secwepemc, health authorities, industry, Thompson Rivers University and community groups. The Roundtable meets to discuss air quality issues and how to work together. See www.kamloopsairquality.ca.</p>
Update	<p>The Roundtable will meet again in the fall.</p>

3. Committee member reports

Allysa Hopkins

- Beginning conversations about fire protection for communities in Area F / RDNO.

Trevor Bohay

- Trevor re-introduced himself as the Director of all-hazard response coordination for the Assistant Deputy Minister’s office of the Ministry of Forests. He oversees delivery of the post-wildfire natural risk analysis program.
- Regarding wildfires in the area: 11 fires will have preliminary post-wildfire hazard assessments. The Shetland Creek fire will get a detailed assessment done by a consultant.
- Mention of Provincial funding programs:
 - UBCM Disaster Risk Reduction and Adaptation Program closes on October 4th. There will not be a Spring 2025 program. More info: <https://www.ubcm.ca/cepf/disaster-risk-reduction-climate-adaptation>.
 - New program, Disaster Resilience Innovation Funding, includes various streams of funding up to \$40M for the next two years. More info: <https://www2.gov.bc.ca/gov/content/safety/emergency-management/local-emergency-programs/financial/drif>.
- The Tsilqotin National Government Emergency Salmon Task Force has seen a dramatic increase in Sockeye salmon passage past the site of the Chilcotin River slide. More info in this news release: <https://mcusercontent.com/52b75e17647b0b4460687b60d/files/1e8ee219-77d8-333f->

[eafd4d8a9262bd4e/September_9_2024_Emergency_Salmon_Task_Force_Situation_Report_01.pdf](#).

Vivian Birch-Jones

- Lillooet Invasive Species Society is still working on post wildfire invasive species work
- SLRD offered free tipping fees for landowners doing FireSmart activities and fuel reduction
- A community forum between SLRD, Northern St'at'imc, and District of Lillooet is coming up, it will include a casual dinner with community representatives and a full day of meetings
- Community concerns about frequent emergency room closures
- SLRD participated in running a collaborative emergency operations centre in response to the Chilcotin Slide
- New CAOs at the SLRD, Heather Paul, and District of Lillooet, Joe McCulloch.

Rhona Martin

- Pleased to hear about the wildfire training for rural communities
- Lots of fatalities due to vehicle accidents on the highways this summer
- Looking forward to the Shuswap Watershed Council meeting tomorrow and a discussion on sustaining the work of the Council
- Experienced a busy tourist season in the Shuswap, lots of Americans are returning to BC for vacation
- Heard comments about a terrible mosquito season in the eastern part of CSRD and it impacted tourism and enjoyment of the outdoors
- FarmGate program supported by the CSRD has been very successful.

Jamison Squakin

- Okanagan Sockeye are reportedly experiencing a record year. Temperatures and oxygen in Osoyoos Lake are limiting factors.
- Annual salmon feast, September 20th – 22nd at Okanagan Falls Provincial Park, a culturally significant site for the Syilx People and an important traditional fishing camp, gathering place and trading site. More info: <https://syilx.org/events/okanagan-nation-salmon-feast/>.
- Okanagan Nation Alliance annual river restoration workshop is October 8th – 10th, deadline to register is September 13th. More info: <https://forms.gle/iCc6694gmCvBznS46>.
- National Day for Truth and Reconciliation is on September 30th, all committee members are encouraged to attend and support local events
- Kamloops Film Society is presenting the 3rd annual Stseptekwles re Sk'elep (Coyote Stories) Indigenous Film Festival, September 27th – 29th, at Paramount Theatre. More info: <https://thekfs.ca/indigenous-film-festival/>.
- Planning Institute of BC is organizing a webinar on September 25th re: TRC and Realizing UNDRIP. More info: <https://web.cvent.com/event/de00a278-3c6b-4968-add6-d752daf5a718/summary>.

James Gordon

- TRU unveiled their low-carbon district energy system which has been in development since 2020. When it is fully completed in 2030 it will reduce the university's emissions by 95% compared to 2020 levels. The energy system employs BC Hydro air- and water-source heat pumps. TRU has approval to install a 1-MW photovoltaic system (i.e., ~ 550 panels on three roof-tops)
- Transportation sector produces about 40% of emissions in BC. TRU is working to reduce emissions and incentivize low-carbon commuting to/from the campus.
- September 25th is National Tree Day and TRU will plant 54 trees on campus in honour of the 54th anniversary of the campus
- Working on a water audit to identify opportunities to improve irrigation on campus
- Films for Change Program offers community groups an opportunity to show a film in the Alumni Theatre and facilitate a discussion.

4. FBC Update

Management meeting

Alex reported that a management meeting is taking place later this week to discuss the organizational review that is underway in preparation for the October FBC Board meeting. Some of the topics being examined in the review include FBC's presence in the Kootenays/Southeast; inter-regional collaboration; and succession planning.

Board meeting

The next FBC Board meeting is October 9th – 10th in Vancouver.

5. Adjournment

The meeting adjourned at 11:35 AM.

Next Thompson Region Committee (ThRC) meeting:

November 12th, 2024, 10:00 – 11:30 AM.

Hybrid meeting – in-person and Zoom available – your choice how to participate.



Council Meeting
September 11th 2024 • 9:30 AM – 12:00 PM
Columbia Shuswap Regional District Boardroom
555 Harbourfront Drive NE
Salmon Arm, BC

Draft Record of Decisions and Action Items as at September 12th 2024
 This record is subject to change at the next Council meeting

Meeting objectives

1. Receive update from program managers
2. Roundtable discussion on future of the SWC

Present

Rhona Martin, Chair – Columbia Shuswap Regional District, Area E
 Natalya Melnychuk, Vice Chair – Columbia Shuswap Regional District, Area G
 Jay Simpson – Columbia Shuswap Regional District, Area F (*via Zoom*)
 Tim Lavery – City of Salmon Arm (*alternate, via Zoom*)
 Pam Beech – District of Sicamous (*via Zoom, from 10:25 AM*)
 Stephen Karpuk – Thompson-Nicola Regional District, City of Kamloops (*from 9:38, via Zoom*)
 David Lepsoe – Thompson-Nicola Regional District, Village of Chase
 Cliff Arnouse – Secwepemc Nation, Adams Lake Indian Band
 Robyn Laubman – Splatstsin te Secwepemc
 Brian Schreiner – Regional District of North Okanagan, City of Enderby (*via Zoom*)
 Diane Sutherland – BC Ministry of Environment & Climate Change Strategy (*alternate, by Zoom*)
 Kelly Chiatto – BC Ministry of Forests
 Erik Kok – Community representative
 Dennis Einarson – Senior Scientific Advisor

Erin Vieira and Alex de Chantal – Fraser Basin Council

Observers

Ian Rogalski
 Cathy Sawatzky

Regrets

Marty Gibbons
 Dean Trumbley
 Rick Fairbairn
 Phil Owen
 Kimm Magill-Hofmann
 Lindsay Benbow
 Kym Keogh

**Call to Order**

Chair Rhona Martin called the meeting to order at 9:30. A round of introductions took place around the room.

Adoption of meeting agenda

Moved/seconded by Vice Chair Melnychuk/Erik Kok that:

The agenda for the September 11th 2024 Shuswap Watershed Council meeting be adopted.

CARRIED

Director Karpuk entered the meeting at 9:38

Adoption of meeting summary

Moved/seconded by Director Lepsoe/Erik Kok that:

The draft meeting summary for the June 12th 2024 Shuswap Watershed Council meeting be adopted.

CARRIED

Correspondence

Moved/seconded by Dennis Einarson/Robyn Laubman that:

The correspondence be received for information.

CARRIED

Discussion

Program Manager Erin Vieira provided a brief summary of the correspondence.

Chair Martin commented that it's unfortunate that a response letter from the Department of Fisheries and Oceans took 9 months.

Director Schreiner suggested that a few members of the SWC attending the Union of BC Municipalities (UBCM) meeting next week in Vancouver arrange for a meeting with the Province regarding invasive mussels.

Chair Martin suggested that Senior Regional Advisor for BC, Mr. Joshua Lindner, who is named in the reply correspondence from the Minister of Fisheries and Oceans, be invited to the next SWC meeting in December.

Moved/seconded by Dennis Einarson/Vice Chair Melnychuk that:

Joshua Lindner be invited to the next Shuswap Watershed Council meeting on December 11th 2024 (zoom meeting).

Action item:

Staff to invite Mr. Lindner to the next Shuswap Watershed Council by Zoom.

Old business Program Manager Erin Vieira briefly reviewed the results of an email vote that took place on June 19th regarding revisions to the 2024/25 budget. The vote passed with eight SWC members in favour and zero opposed.

Report from Chair Chair Martin briefly reported that she reviewed the Fraser Basin Council's first quarter invoice for their program management services.

Report from Program Managers Program Manager Erin Vieira provided a financial report for the first quarter, April 1st – June 30th 2024:

Revenue	Amount (\$)
2023-24 Operational Surplus	25,113
2023-24 Funds allocated and carried forward to 2024-25	55,961
<i>Per Contribution Agreement:</i>	
CSRD (Areas C, D, E, F, G and District of Sicamous)	0
TNRD	53,600
City of Salmon Arm	0
Adams Lake Indian Band	1300
<i>Operating Reserve:</i>	
Full SWC Operating Reserve from March 31 st , 2024	174,987
Summary of revenue for 2024-25	314,961

Expenses shown on next page ...



Program	Annual budget (\$)			Q1 actual expenses (\$)		
	Expenses	Program mgmt.	Sub-total	Expenses	Program mgmt.	Sub-total
Water Quality Monitoring Program						
Shuswap Water Monitoring Group	0	6637.50	6637.50	0	315.00	315.00
Water monitoring expenses	26,209.00	2025.00	28,234.00	18,901.18	1395.00	20,296.18
Annual Water Quality Report	6850.00	5400.00	12,250.00	400.00	585.00	985.00
Water Quality Protection Program						
Water Protection Advisory Committee	400.00	5050.00	5450.00	0	0	0
Water Quality Grant Program	115,421.00	8062.50	123,483.50	26,638.56	2475.00	29,113.56
Wetland Strategy	4000.00	6462.50	10,462.50	0	880.00	880.00
Climate change impact study (with TRU)	5000.00	675	5675.00	0	135.00	135.00
Zebra & Quagga Mussel Prevention Program						
Education and outreach campaigns	27,432.00	7425.00	34,857.00	22,430.99	5130.00	27,560.99
Safe Recreation Program						
Safety campaigns	9480.00	3712.50	13,192.50	7126.45	2070.00	9196.45
Communications, Public Engagement, & Advocacy						
Communications collateral	225.00	3475.00	3700.00	1650.25	2520.00	4170.25
Public engagement and media	2500.00	10,587.50	13,087.50	0	3101.67	3101.67
Advocacy	0	2700.00	2700.00	0	45.00	45.00
Administration						
Council meetings	1850.00	14,825.00	16,675.00	532.37	4078.33	4610.70
Administration (budgeting, staff liaise with chair and vice chair, membership and governance, etc)	0	3693.75	3693.75	0	855.00	855.00
Financial administration	0	19,612.50	19,612.50	0	7020.00	7020.00
Sub-total expenses	199,367.00	100,343.75	299,710.75	77,679.79	30,605.00	108,284.79
Surplus			15,250.25			
Total budget for 2024-25			314,961.00			

Councillor Pam Beech entered the meeting at 10:25

Ms. Vieira provided a program operations update since the last Council meeting in June:

- The SWC Water Quality Grant Program is providing funding to six water protection projects on five farms in the Shuswap watershed; work will be completed by the proponents by March 31st 2024
- The 2023-24 Shuswap Water Quality Report was published in July, this is the eighth annual report from the SWC. The report is available on the SWC website, www.shuswapwater.ca and from local library branches.
- Phase 2 of the Wetland Strategy is complete. The work was carried out by Associated Environmental. This phase included a literature review of other wetland strategies, priority ratings for wetlands in the Salmon Arm Bay catchment, and identifying areas for wetland restoration, conservation and re-construction.
- The SWC research partnership with Royal Roads University researcher Margot Webster is underway; Ms. Webster installed three 'floating treatment wetlands' on the Salmon River and is monitoring water quality to determine what improvement the FTWs have on water quality via the uptake of nutrients and water contaminants by the FTWs
- Educational campaigns to prevent the spread of invasive mussels were delivered throughout spring and summer. The target audience for these campaigns is boaters and all watercraft users. Key messages focus on clean-drain-dry protocol, pulling the watercraft drainplug prior to travel, and stopping for watercraft inspection when travelling.
- SWC funding is supporting early-detection monitoring for invasive mussels in the Shuswap watershed; this work is carried out by the Columbia Shuswap Invasive Species Society
- Staff relayed that new reports are available from the Province of BC regarding the Provincial Invasive Mussel Defence Program. These reports cover the activities of the watercraft inspection stations. Reports can be found on the [Provincial website](#).
- Educational campaigns for safe boating and recreation were delivered throughout spring and summer. Key messages focus on eight tips for safety, including lifejacket use and drowning prevention. This program was reduced in 2024 due to a loss of federal grant funding from Transport Canada.
- The SWC Annual Report for 2023-24 was published at the end of June, the report covers the SWC's activities and accomplishments throughout the year. The report is available at www.shuswapwater.ca. Other recent communications work recently includes a media release and a new Linked In page for the SWC.
- Staff submitted a grant funding application to Environment & Climate Change Canada for Phase 3 of the Wetland Strategy.

Discussion

Robyn Laubman asked about work done to-date on the wetland strategy, and if reports and data can be shared. Dennis Einarson suggested that staff look into work on wetlands done by the Association of Professional Biologists and Ducks Unlimited; Dennis can forward contact information to Alex de Chantal (program manager leading the Wetland Strategy).

There were a few questions about the Provincially-run watercraft inspection stations. Concerns were expressed about the limited operating hours and lack of fines for invasive mussel-infested watercraft. It was noted that a \$345 fine can be levied to travellers who do not stop for inspection.

Concerns were expressed about the recent spread of whirling disease within the Columbia watershed.

Action item:

Staff will share the Phase 2 report on the developing Wetland Strategy prepared by Associated Environmental.

Staff will provide some background information on whirling disease for SWC members.

The SWC took a short break at 10:35

New business: Roundtable discussion on future funding and governance of the SWC

Chair Martin posed the following questions to SWC members, and a roundtable discussion took place: 1. Is the SWC a valuable and worthwhile organization to you, and would you like to continue to participate as an individual or as a representative of your organization, and 2. What funding can the SWC access to keep it going, and specifically for local government representatives would you support a grant-in-aid application from the SWC?

Dennis Einarson: yes, this is a valuable group and it has created a more efficient way to share data and information between groups and regulators.

Erik Kok: Agree with Dennis' comments. He has concerns for the future of the watershed. This table has influence, has made a difference and can continue to make a difference.

Stephen Karpuk: Agreed. This table is diverse. Any groups that facilitates collaboration is worthwhile. Water is valuable and worth protecting and advocating for.

David Lepsoe: It is a 'no-brainer' to look after the water and is fully in support of continuing.



Cliff Arnouse: First Nations view water as life and is important for ceremonies and many other uses. It's needed for survival. Watersheds are under stress. This table can do something.

Robyn Laubman: Agreed, Splantsin recognizes the importance and significance of water. The scope of this Council is focused and believes the Council can take on a larger mandate to include water security.

Natalya Melnychuk: Is prepared to support a grant-in-aid application on behalf of Area G but will not be able to continue participating as a CSRD director. She may be able to participate or contribute via her vocation with the Provincial government.

Pam Beech: This organization is critical. The focus on water protection is absolutely critical and is happy to continue to participate as a representative of the District of Sicamous. She would support and would advocate for a funding request from the SWC to the District.

Jay Simpson: Is prepared to contribute funding to support the continuation of the SWC, but acknowledged it would likely not be to the same level as previously. Commented on the Province's declared interest in watershed action and funding, but lack thereof to-date.

Tim Lavery: Without a doubt, there is value on having a roundtable to carry on this work. He recalled some history of the City's involvement, having contributed \$40,000 annually for several years. The City will be observing how other regional districts and municipalities go forward.

Brian Schreiner: The Shuswap River is very vital to the City of Enderby. There are some questions to answer, such as how much the regional districts and municipalities will contribute and what the budget would be.

Chair Martin concluded that there is a willingness to go forward. The Chair suggested that a small committee form to review the SWC's Terms of Reference, make some recommendations for revisions and bring it to the December meeting. Program Manager Erin Vieira presented a brief overview of the current Terms of Reference. In addition to the Chair, the following SWC members volunteered: Director Lepsoe, Robyn Laubman, and Councillor Lavery would like Councillor Cannon to be invited.

A few more comments and questions were posed, including the possibility of the SWC seeking non-profit status; membership fees as potential revenue; the opportunity to link up with Indigenous organizations to advocate for water; and where the SWC will meet in the future.

Action items:

Staff to convene a committee to review the Terms of Reference and bring recommended revisions to the December 11th SWC meeting

Staff to look into potential meeting spaces, including CSRD boardroom, beyond December.

Roundtable updates

Vice Chair Melnychuk commented that the CSRD bylaw ends on December 31st 2024, therefore the December SWC meeting will be the last one as a committee of the CSRD.

Vice Chair Melnychuk also suggested staff prepare to send introductory letters to newly elected ministers post-election, if necessary.

Vice Chair Melnychuk asked if any other SWC members from local government would like to try to arrange a meeting with Provincial ministers/staff at UBCM about whirling disease and invasive mussels. Directors Karpuk, Simpson, Lepsoe and Schreiner stated that they are attending UBCM and would be involved in such a meeting if their schedule permits. She said it will be important to be prepared with requests to the Province.

Moved/seconded by Vice Chair Melnychuk/Councillor Lavery that staff send letters of introduction to newly elected Ministers after the Provincial election, if there are any changes.

CARRIED

Action items:

Staff will send letters of introduction to newly elected/appointed Ministers of Environment, Forests, Agriculture, and Water, Land & Resource Stewardship after the Provincial election.

Staff to prepare a list of requests of the Province regarding aquatic invasive species for those SWC members attending the UBCM.

Adjourn

Moved/seconded by Vice Chair Melnychuk/Erik Kok that:

The September 11th 2024 meeting of the Shuswap Watershed Council adjourn.

CARRIED

The meeting adjourned at 11:30 AM.



CERTIFIED CORRECT:

Chair

THOMPSON REGIONAL HOSPITAL DISTRICT**Regular Meeting Minutes****Thursday, June 20, 2024**

MINUTES of a Meeting of the Board of Directors of the THOMPSON REGIONAL HOSPITAL DISTRICT held in the Board Room on Thursday, June 20, 2024 commencing at 10:00 AM.

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

PRESS: 5 media persons

OTHERS: 11 interested persons

1 & 2 CALL TO ORDER & LAND ACKNOWLEDGEMENT

Chair O'Reilly called the meeting to order at 10:01 AM and respectfully acknowledged the Tk'emlúps te Secwépemc Territory in which the meeting was held.

3 ADDITIONS TO OR DELETIONS FROM THE AGENDA

None.

**Moved by Director Middleton
Seconded by Director J. Smith**

THAT, the Board adopt the March 21, 2024, agenda as amended.

CARRIED

4 MINUTES

4.1 Hospital District Board Meeting Minutes March 21, 2024

**Moved by Director Hall
Seconded by Director Sarai**

THAT, the minutes of the Thompson Regional Hospital District Board Meeting dated March 21, 2024, be adopted.

CARRIED

5 DELEGATIONS / INVITED PRESENTATIONS

5.1 Supporting Team Excellence with Patients Society (STEPS)

The Board received a presentation from STEPS CEO Christine Matuschewski, and President of the Board of Directors Colin O'Leary providing an overview of the different types of services STEPS offers to communities, funding and staffing challenges, and requested the TNRD Board and staff to create a joint taskforce to work with STEPS to increase residents access to primary care in the TNRD.

On question, Mr. O'Leary, and Ms. Matuschewski noted STEPS have been aiding recent graduates find vacant positions in existing clinics to maintain healthy staff levels and avoid facility closures, that their relationship with Interior Health and the Ministry of Health had had challenges, and that they

would be extremely grateful to receive annual donations from the TNRD which would allow them to properly plan and allocate resources.

The Board asked how STEPS planned to offer better healthcare services to rural areas, and use underutilized hospitals, and if they were still accepting new patients at their clinics.

On question, General Manager of Corporate and Legislative Services G. Lewis noted that under the *Hospital District Act*, the TRHD may fund hospitals and hospital facilities. Mr. Lewis also provided an example of other Regional Districts requesting their facilities be appropriately designated to allow funding under this model.

6 BYLAWS

6.1 TRHD Bylaw No. 164, Capital Expenditure & Borrowing

The Board received a report from Chief Financial Officer C. Fox, dated June 20, 2024, for the Board to adopt the Minor Capital Equipment Bylaw No. 164, which included borrowing for the Cancer Care Project required to be covered by the Thompson Regional Hospital District in the amount of \$45,140,550, plus a 1% additional borrowing to cover MFA holdbacks of \$451,406, totaling \$45,591,956. This 1% holdback would be returned at the conclusion after repayment of debt.

On question, Chief Financial Officer C. Fox, noted that based on Interior Health's best estimate of the cost for the Cancer Centre and the amount approved in the capital bylaw, the TRHD Board could decide that this would be the maximum funding they will provide.

The Board raised concerns over the fairness of the TRHD having to raise taxes to cover additional project costs when other Districts were not required, and the lack of opportunity for the TRHD to be involved in the planning process of the design to ensure proper communication was made. The Board expressed a desire to hear from Interior Health on their capital project updates before making a decision on this item.

Moved by Director Sarai
Seconded by Director Neustaeter

THAT, the Board defer consideration of item 6.1 until after item 7.1.

Carried

7 REPORTS and/or INQUIRIES

7.1 Interior Health Updates

Phase 2 Phil and Jennie Gagliardi Tower Budget Update

The Board received a presentation from Corporate Director of Business Operations Todd Mastel providing an overview and update of the Phase two Tower renovations. Mr. Mastel acknowledged the lack of communication from RIH and stated that 2024 would be a busy year for renovations, on pace to finish by Fall 2026. Mr. Mastel also noted that the Ministry of Health was providing \$40 million dollars to cover the project overruns without any major changes to the scope of the project.

Kamloops Cancer Centre Update

The Board received a presentation from Corporate Director of Business Operations Todd Mastel, and Executive Director Gerry Desilets, providing an overview of the procurement details of the Cancer Centre, fixed-price construction details, and noted the more favourable market conditions compared to the ongoing hospital renovations that started prior to COVID-19.

The Board raised concerns over the split location of cancer treatments being in both the new Kamloops Cancer Centre and the Royal Inland Hospital, the challenges of having two different health authorities running the Cancer Centre, and whether or not parking provision would be sufficient.

On question, Mr. Mastel noted that Interior Health had chosen the build plan based on its lower cost than alternatives and predicted that the Cancer Centre would have sufficient parking for the foreseeable future.

Royal Inland Hospital Project Updates

The Board received a presentation from Corporate Director of Business Operations Todd Mastel, and Executive Director Gerry Desilets, updating the Board on various topics that included rural hospitals, nurse recruitment, decreasing wait times in Emergency Departments, and an increase in positive RIH student experiences.

On question, Mr. Mastel noted that the emergency room wait times at RIH were the lowest in Interior Health, higher number of student nurses were staying at RIH due to the positive change in culture, and they were creating entry level positions in the emergency room and in intensive care to better support the understaffed departments.

The Board raised concerns over the lack of updates for certain areas and staff recruitment in various smaller hospitals, why some projects were on pause, and how the lack of family doctors forced some patients to go to the emergency room instead.

Item 6.1 Resumed

**Moved by Director Stamer
Seconded by Director R. Smith**

THAT, Thompson Regional Hospital District Capital Expenditure & Borrowing Bylaw No. 164, 2024 be introduced and read a first and second time.

CARRIED

**Moved by Director Blackwell
Seconded by Director Sarai**

THAT, Thompson Regional Hospital District Capital Expenditure & Borrowing Bylaw No. 164, 2024 be read a third time.

CARRIED

**Moved by Director Neustaeter
Seconded by Director R. Smith**

THAT, Thompson Regional Hospital District Capital Expenditure & Borrowing Bylaw No. 164, 2024 be adopted.

CARRIED

7.2 CAO Report

The Board received a verbal report from External Relations and Advocacy Advisor C. Kelley, dated March 21, 2024, who provided an update on the following:

- Cancer Won't Wait campaign patient stories were online and available to read at Cancerwontwait.ca
- The Campaign would have a booth at Ribfest in the family fun zone at Riverside Park on August 9-11 from 11:00 AM- 9:00 PM.
- Messaging would continue to be shared to residents following the end of the campaign moving closer to the provincial election.

7.3 TRHD 2023 Financial Information Act Disclosures

The Board received a report from Chief Financial Officer C. Fox, dated June 20, 2024, to approve the Statement of Financial Information and the Directors and Committee Members Remuneration and Expense Report of the TRHD for the year ended December 31, 2023, and subsequently make them available for public inspection.

**Moved by Director Bass
Seconded by Director Blackwell**

THAT, the TRHD Board of Directors approve the Thompson Regional Hospital District Statement of Financial Information and Directors Remuneration and Expense Report for the year ended December 31, 2023 and make them available for public inspection.

CARRIED

8 NEW BUSINESS

9 ADJOURNMENT

The chair adjourned the meeting at 12:17 PM.

Certified Correct:

Chair

Corporate Officer

**COLUMBIA BASIN TRUST
BOARD OF DIRECTORS MEETING NO. 242
July 19/20, 2024
MINUTES**

Meeting No. 242 was held in the Knox Hall, New Denver (July 19), Trust Office, Nakusp (July 20) and via videoconference.

Directors in Attendance:

J. Carver, Chair	A. Graeme
K. Hamling	S. Hewat
C. Hoechsmann	B. Marino
D. McCormick	R. Oszust
O. Torgerson [remote]	B. van Yzerloo

Directors Absent:

C. Morigeau	K. Turcasso
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Staff in Attendance:

J. Strilaeff	J. Medlar, Corporate Secretary
A. Ambrosone	D. Geissler [remote]
J. Jenner	A. Burke
A. Elsmore	

CALL TO ORDER

The Chair called the meeting to order on July 19, 2024 at 1:00 p.m. (PT).

Chair Carver acknowledged that this meeting was being held on the unceded traditional territories of the Ktunaxa, Syilx and Sinixt, and that the Trust operates within these unceded traditional territories and those of the Secwepemc and Lheidli T'enneh Nations. We are grateful for the opportunity to meet, work and live here.

ADOPTION OF AGENDA

Attachments:

- Draft Resolutions for July 19/20, 2024
- Minutes: Board Meeting no. 241
- Report from the Chair
- Report from the CEO
- Power Operations Quarterly Update
- Cybersecurity Review 2024
- Climate Change Accountability Report
- Public Interest Disclosure Report
- 2023/24 Annual Service Plan Report
- CBBC Update
- Minutes: CBBC Board Meeting no. 56
- Delivery of Benefits Update
- Minutes: Executive Committee no. 173
- Subsidiary Boards, Committees, and Advisory Committees

- Minutes: Finance & Audit Committee no. 105
- Treasury Board Forecasts
- 2024/25 Q1 Financial Statements
- Statement of Financial Information
- Corporate Risk Register
- Arrow Lakes Generating Station Update

Chair Carver advised of the addition of an in camera agenda item for discussion.

27/24 Moved, Seconded and Resolved that:

Agenda No. 242 be and hereby is approved and adopted as amended.

ADOPTION OF MINUTES

28/24 Moved, Seconded and Resolved that:

Minutes of the Board of Directors' meeting held May 24/25, 2024 be and are hereby approved and adopted. The Corporate Secretary is hereby authorized to apply the electronic signature of the Chair to the approved minutes.

BOARD DIRECTED SESSION

The Trust and Government Obligations

The Board held a discussion on how the Trust navigates its mandate to manage its assets for the ongoing economic, environmental and social benefit of the region while not relieving any level of government of their obligations in the region, as legislated within the *Columbia Basin Trust Act*.

The Board discussed:

- defining government obligations, with acknowledgment that these change with time and the governments of the day,
- Trust approach including key criteria applied to deliver benefits in ways that are incremental to governments, and strategies used to discern this incrementality, and
- examples, with context and outcomes, where the Trust has funded programs/initiatives that have also received some level of government support, e.g. broadband.

The Board recognized this issue will require ongoing assessment on a case by case basis, expectation management with partners, and continued reflection on best practices as we move forward with implementation of the new Columbia Basin Management Plan 2024 – 2034.

REPORTS FROM THE CHAIR AND CEO

Report from the Chair

The Board was provided with a written update for information.

Report from the President and CEO

The Board was provided a written report for information on general corporate matters not specifically addressed on the Board agenda.

CORPORATE MATTERS

Power Operations Quarterly Update

The Board was provided a memorandum for information on power facilities operations with key performance indicators for each of Arrow Lakes, Brilliant Expansion, Brilliant Dam and Waneta Expansion generating stations.

D. Geissler joined the meeting to provide an update on the status of the Arrow Lakes Generating Station planned and unplanned repairs, and the Mandatory Reliability Standards compliance department.

Cybersecurity Review 2024

J. Jenner presented the annual Cybersecurity Review for information that included key cybersecurity metrics, monitoring and security measures in place, foreseen future challenges and next steps.

Climate Change Accountability Report

The Board was provided the Climate Change Accountability Report for information that outlined Trust efforts in 2023 with regard to greenhouse gas reduction and sustainability activities.

Public Interest Disclosure Report

The Board was provided the *Public Interest Disclosure Act* Annual Report for the Trust for fiscal year 2023/24 for information. This report will be posted publicly to the Trust website.

2023/24 Annual Service Plan Report

The Board was provided a memorandum which sought approval of the 2023/24 Annual Service Plan Report.

29/24 Moved, Seconded and Resolved that:

The Board of Directors hereby approves the 2023/24 Annual Service Plan Report in substantially the form provided to this meeting.

DELIVERY OF BENEFITS MATTERS

Columbia Basin Broadband Corporation Update

The Board was provided a memorandum for information on broadband initiatives since the last Board meeting that included key metrics and milestones for the Connect the Basin - Universal Broadband Fund project and CRTC Broadband Fund projects, and updates on network utilization and operations.

Minutes from the Columbia Basin Broadband Corporation meeting held April 4, 2024 were provided for information.

Delivery of Benefits Update on Activities

The Board was provided a memorandum for information on Delivery of Benefits (DOB) activities since the last Board meeting that highlighted new projects, funds committed, and engagement with communities and delivery partners/recipients.

REPORTS FROM COMMITTEES

REPORT FROM THE EXECUTIVE COMMITTEE

Minutes from the Executive Committee meeting held on May 24, 2024 were provided for information.

Chair Carver provided an update on matters discussed at the July Executive Committee meeting that included Board directed sessions on the Columbia River Treaty Agreement in Principle, an historic and contemporary overview of the Sinixt Peoples in the Columbia Basin, and a Northwest Power & Conservation Council presentation being scheduled for the September Board meeting.

Subsidiary Boards, Committees and Advisory Committees

The Board was provided a memorandum for discussion on the future of the Trust's various board committees, subsidiary boards and advisory committees to align our governance structure with implementation of the new Columbia Basin Management Plan 2024 – 2034 (CBMP). Staff solicited feedback on how best to approach this governance review and will bring forward recommendations for any changes to the current structure at a future meeting for Board decision.

The Board discussed the focus areas within the CBMP where the Trust does, and would continue to, benefit from subject matter expertise and requested staff include a summary of lessons learned from past Board governance reviews with the forthcoming recommendations,

There were no resolutions arising.

REPORT FROM THE FINANCE & AUDIT COMMITTEE

Minutes from Finance & Audit Committee meeting held May 23, 2024 were provided for information.

Treasury Board Forecasts

As approved by the Finance and Audit Committee, the Board was provided a memorandum for information on the updates made to the five-year financial forecasts provided to Treasury Board for the quarterly submission.

Quarterly Financial Statements

As approved by the Finance and Audit Committee, the Board was provided a memorandum for information that presented the consolidated financial statements for the period ended June 30, 2024, and outlined material changes from June 30, 2023 and March 31, 2024.

Statement of Financial Information

The Board was provided a memorandum which sought approval of the Statement of Financial Information (SOFI) for the fiscal year ended March 31, 2024. As required under the *Financial Information Act*, the SOFI will be filed with the Provincial government and posted publicly to the Trust website. Of note, vendor description information has been included to provide additional context for the Board and will not be included in the final report.

30/24 Moved, Seconded and Resolved that:

As recommended by the Finance and Audit Committee, the Board of Directors hereby approves the Statement of Financial Information for the year ended March 31, 2024 in substantially the form provided in the material for this meeting. The Corporate Secretary is hereby authorized to apply the electronic signature of the Chair to the Statement of Financial Information.

Corporate Risk Register

The Board was provided the updated Corporate Risk Register (blacklined) for the fiscal year 2024/25 for information. As reviewed by the Finance & Audit Committee, the register will be revised to include an emergent risk for potential change in the Columbia Power/Trust power generation entitlement agreements related to implementation of the new Columbia River Treaty Agreement in Principle announced by the Province on July 11, 2024.

Arrow Lakes Generating Station Update

The Board was provided a memorandum with an update on the Arrow Lakes Generating Station (ALGS) Unit 1 unplanned repair (piston head studs), Unit 2 planned repairs (piston head studs), and Unit 2 additional unplanned repairs (runner hub/cone fasteners) for informational purposes.

Staff advised of continued work with insurers to determine applicability of coverage for ALGS Unit 2 additional repairs. In the interim, there have been no material changes from previous financial forecasts. Staff expect to finalize coverage terms with insurers over the coming months and will bring forward recommendations to Trust and Columbia Power Boards for decision as appropriate.

OTHER BUSINESS

Verbal Reports

Directors provided a verbal update on their attendance at various secondary school graduation ceremonies to present the Youth Community and Service Awards and Columbia Power Corporation bursaries.

Staff left the meeting with the exception of J. Strilaeff and A. Ambrosone.

IN CAMERA

The Board held in camera discussions.

There were no resolutions arising.

CONCLUSION

The meeting was concluded on July 20, 2024 at 12:00 p.m. (PT).

Certified Correct:

J. Carver, Chair

J. Medlar, Corporate Secretary



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** The Establishment of a Select Committee to provide recommendations on Economic Development, Tourism and Film Services in the Shuswap
- DESCRIPTION:** Report from John MacLean, CAO, dated October 3, 2024.
- RECOMMENDATION #1:** THAT: the Board establish a select committee called the "Shuswap Economic Development/Tourism Participant Review Committee".
Corporate Vote Unweighted
- RECOMMENDATION #2:** THAT: The Board approves the attached Terms of Reference for the Shuswap Economic Development/Tourism Participant Review Committee.
Corporate Vote Unweighted

BACKGROUND:

As the Board is aware, the participants in the Economic Development service that was provided through an agreement with the Shuswap Economic Development Society have resolved to end that agreement effective December 31, 2024. The Board is also aware that the City of Salmon Arm has announced its intention to withdraw from the Shuswap Tourism service effective December 31, 2024. The participants in the service are asking for a formal way to investigate options and come forward with recommendations.

It is felt that a select committee of the Board is the best avenue to facilitate this work. The relevant section of the Local Government Act is as follows:

"Appointment of select and standing committees

218 (1)A board may appoint a select committee to consider or inquire into any matter and report its findings and opinion to the board.

(2)The chair may establish standing committees for matters the chair considers would be better dealt with by committee and may appoint persons to those committees.

(3)Subject to subsection (4), persons who are not directors may be appointed by the board to a select committee or by the chair to a standing committee.

(4)At least one member of each select and standing committee must be a director."

POLICY:

Staff are working within the provisions of the Local Government Act and our Bylaws.

FINANCIAL:

Staff will have to allow for a certain amount of expenditures in our Financial Plan; costs will include Director Remuneration, travel and meeting expenses at a minimum. Staff can finalize cost allocation during the financial planning process.

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

Should the Board approve this process, staff will coordinate with the Committee members to establish a date for an inaugural meeting to begin this work.

COMMUNICATIONS:

While a public process or notification is not necessary, staff will work with our Communications Team to prepare language and talking points to assist the Board and Committee members to understand the steps that we are taking.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_CS_Establishment of EcDev Tourism Select Committee.docx
Attachments:	- Committee Terms of Reference - ECO DEV - TOURISM - Board Draft.docx
Final Approval Date:	Oct 8, 2024

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



Jodi Pierce



Jennifer Sham



Committee Terms of Reference

Committee Name	The Shuswap Economic Development/Tourism Participant Review Committee (referred to as the 'Committee')
Committee Type	Select Committee of the Board
Authorization	Resolution passed on the xxth day of xxx, 2024
Remuneration and Expenses Approved?	Yes – as per the Bylaws and Policies in place at the time
Elected Participants	Director Gibbons, Electoral Area C Director Trumbley, Electoral Area D Director Martin, Electoral Area E Director Simpson, Electoral Area F Director Melnychuk, Electoral Area G Director Anderson, District of Sicamous Chair Flynn (Ex-officio)
Staff Support	Chief Administrative Officer General Manager, Corporate Services (Corporate Officer) General Manager, Financial Services (Chief Financial Officer) Manager, Tourism and Film Legislative Clerk/Executive Assistant
Selection of Chair	By the members of the Committee (excluding the Chair of the Board) through an election with secret ballot
Decision Making	Decisions and recommendations shall be through consensus

Committee Purpose
To purpose of the Committee is to make recommendations to the CSRD Board of Directors as to the provision, or not, of economic development services, including the services currently provided by Shuswap Tourism.
Background
Economic Development services, including those provided by the current Shuswap Tourism service, have been provided pursuant to a service establishment bylaw in the Shuswap. The service was broken into two components – Shuswap Tourism and Economic Development. The two branches had different participant groups. Recently, participants in the Economic Development component decided to not continue with the current provision of service and the City of Salmon Arm has informed the Board of its intention not to participate in the Tourism component.

Methodology
The Committee shall investigate, explore and discuss options for delivery of economic development services in the Shuswap. The Committee has the option of discussing these matters with the community, industry, experts and /or consultants as needed and within the financial resources provided by the Board.
Meetings
<ol style="list-style-type: none"> 1. The Committee will meet as required, with the date and times of the meeting being established at its inaugural meeting. 2. The Committee will be subject to the Regional Board's Procedure Bylaw.
Deliverables
<ol style="list-style-type: none"> 1. Recommendations as to whether Economic Development/Tourism services will be provided in the Shuswap, including identifying the participants in the proposed service. 2. Recommendations as to the purposes of the proposed service (what is the service to deliver). 3. Recommendations as to the structure of any required service establishment bylaws. 4. Recommendations as to cost apportionment of any service to be provided. 5. Recommendations as to any service review provisions to be included. 6. Recommendations as to any assent provisions if required.
Deadlines
The Committees final report and recommendations should be received by the Board no later than September 2025.



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** CSR D Landfill Cover and Compaction Contract Awards
- DESCRIPTION:** Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 2, 2024. A report seeking Board authorization for awarding the Golden, Revelstoke, Sicamous and Salmon Arm Landfill Cover and Compaction Services contracts.
- RECOMMENDATION #1:** THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Sicamous landfill, with Rex Putney & Frank Strain for a five-year term in the amount of \$1,121,105 plus applicable taxes and annual CPI adjustments over the term of the agreement.
Corporate Vote Weighted
- RECOMMENDATION #2:** THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Salmon Arm landfill, with Core Environmental for a five-year term in the amount of \$3,529,576.50 plus applicable taxes and annual CPI adjustments over the term of the agreement.
Corporate Vote Weighted
- RECOMMENDATION #3:** THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Revelstoke landfill, with Elite Septic and Excavation for a five-year term in the amount of \$1,741,434.85 plus applicable taxes and annual CPI adjustments over the term of the agreement.
Corporate Vote Weighted
- RECOMMENDATION #4:** THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Golden landfill, with Pet Eagle Contracting Ltd. for a five-year term in the amount of \$1,679,198.25 plus applicable taxes and annual CPI adjustments over the term of the agreement.
Corporate Vote Weighted

SUMMARY:

The contracts in place to ensure the machinery required to cover and compact refuse at the CSR D's four regional landfill disposal facilities expire on October 31, 2024. The purpose of this Board report is

to outline the results of the procurement process and the associated recommendations to award five-year contracts for the continued operation (cover and compaction services) of each landfill.

BACKGROUND:

The CSRD's Solid Waste Management division operates four landfills, one in each of the member municipalities. These sites receive, manage and either divert or dispose of via landfilling, the refuse disposal requirements for the CSRD. The sites are authorized by the Ministry of Environment (Operational Certificates), managed by CSRD staff and operated by contractors. The scalehouse operations are under a contract, separate from the contract required to operate the heavy machinery used to divert and dispose of refuse (cover and compaction contract). Over the past five years CSRD landfills manage on average 65,000 tonnes of material, of which approximately 40,000 tonnes are compacted and covered for final disposal (landfilled).

Procurement Process

In the summer of 2024, in preparation for the expiry of the four landfill operations contracts (five-year agreements) the CSRD conducted a Request for Proposal procurement process, whereby bidders were required to submit proposals that outlined their experience, operations methodology and pricing for a five-year contract with an option to extend for two one-year terms. The CSRD received two submissions for the Golden landfill, five for the Revelstoke landfill, three for the Sicamous landfill and three for the Salmon Arm landfill. Submissions were evaluated by the CSRD's Environmental Services department, guided by Pryce Advisory, the CSRD's procurement specialist. A summary of results and recommendations, for each landfill, are attached to this report.

POLICY:

[Policy F-32](#), the CSRD Procurement of Goods and Services Policy, states any agreement with a value greater than \$500,000 requires Board approval.

FINANCIAL:

The Cover and Compaction contracts are four of the largest contracts the CSRD administers. An evaluation of the successful proposals recommended in this report, compared the existing contract valuations reveals the following approximate annual increases for the next five-year term:

Golden landfill – 5% increase

Revelstoke landfill – 4% increase

Sicamous landfill – 1% increase

Salmon Arm landfill – 58% increase

It should be noted that the other two submissions for the Salmon Arm landfill proposed an increase over existing rates of 148% and 27% respectively, which likely means that the past five years have provided excellent value to the CSRD. Given the significant increase at the Salmon Arm landfill, staff will be monitoring the Solid Waste (219) budget closely in 2025 to ensure that revenues are sufficient to cover the increased costs and tipping fee increases may be required in 2026 should shortfalls be projected.

Staff have elected to exclude in the recommendation the value for the option of the two one-year contract extensions. As such, any negotiated extension will be brought back to the Board in five years for approval.

KEY ISSUES/CONCEPTS:

The Cover and Compaction Contracts, for the CSRD's regional landfills, are of significant importance to the operations of the Environmental Services department. The procurement process for soliciting and evaluating bids, via a request for proposal process, allowed staff to consider not just price for service but value to the CSRD. Staff are confident that the successful proponents will provide the CSRD with the service required to deliver the effective and efficient operations of the four regional landfills.

IMPLEMENTATION:

Based on the Board's endorsement of the recommendations contained in this report, staff will conduct meetings with the successful proponents to ensure that the requirements of the contract are clearly understood; and contractors will be required to sign off confirming their understanding. Furthermore, site meetings will be scheduled with the successful proponent's key personnel to review site safety and operational requirements of the individual landfills.

COMMUNICATIONS:

All bidders will be informed of the results of the procurement process.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_EUS_Landfill_Cover_and_Compaction_Contract_Awards.docx
Attachments:	<ul style="list-style-type: none">- Compaction Services - Golden Evaluation Summary Final.pdf- Compaction Services - Revelstoke Evaluation Summary Final.pdf- Compaction Services - Salmon Arm Evaluation Summary Final (002).pdf- Compaction Services - Sicamous Evaluation Summary Final.pdf
Final Approval Date:	Oct 4, 2024

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



Jodi Pierce



Jennifer Sham



John MacLean



On August 13, 2024 the CSRD posted Request for Proposals 2024-219-0073-05 on BC Bid to receive proposals for Compaction and Cover Services for Golden. This posting closed on September 10, 2024.

CSRD received 2 compliant Proposals. The proposals were reviewed by 4 evaluators, all staff of CSRD. The evaluation was facilitated by Pryce Advisory Services Inc.

As stated in the request for proposal's the evaluation criteria weighting was as follows in the Matrix below:

Profile, Experience and Qualifications	50%
Approach and Methodology	20%
Pricing Proposal	30%

Through the evaluation process the following ranking was established:

Proponent	Ranking	Annual Price
Pet Eagle Contracting Ltd.	1	\$335,839.65
Core Environmental Ltd.	2	\$590,046.94

At the end of the evaluation process Pet Eagle Contracting Ltd. was deemed the first ranked proposal.

Pet Eagle Contracting Ltd. has a long history of providing reliable and professional services at the Golden site. Their staff has extensive experience and their equipment meets the requirements of the scope of work.

Annual rate provided for all services is \$335,839.65 per year and pricing will be reviewed against CPI on an annual basis.



On August 13, 2024 the CSRD posted Request for Proposals 2024-219-0074-05 on BC Bid to receive proposals for Compaction and Cover Services for Revelstoke. This posting closed on September 10, 2024.

CSRD received 5 compliant Proposals. The proposals were reviewed by 4 evaluators, all staff of CSRD. The evaluation was facilitated by Pryce Advisory Services Inc.

As stated in the request for proposal's the evaluation criteria weighting was as follows in the Matrix below:

Profile, Experience and Qualifications	50%
Approach and Methodology	20%
Pricing Proposal	30%

Through the evaluation process the following ranking was established:

Proponent	Ranking	Annual Price
Elite Septic and Excavation	1	\$348,286.97
Core Environmental	2	\$563,016.20
Little Big Works	3	\$340,336.00
Rex Putney & Frank Strain	4	\$432,477.95
SVC Contractors Ltd.	5	\$387,600.15

At the end of the evaluation process Elite Septic and Excavation was deemed the first ranked proposal.

Elite Septic and Excavation is the current operator of the Revelstoke site. The operator has worked with the CSRD staff over the years for performance improvements and has experienced staff.

Annual rate provided for all services is \$348,286.97 per year and pricing will be reviewed against CPI on an annual basis.



On August 13, 2024 the CSRD posted Request for Proposals 2024-219-0075-05 on BC Bid to receive proposals for Compaction and Cover Services for Salmon Arm. This posting closed on September 10, 2024.

CSRD received 3 compliant Proposals. The proposals were reviewed by 4 evaluators, all staff of CSRD. The evaluation was facilitated by Pryce Advisory Services Inc.

As stated in the request for proposal's the evaluation criteria weighting was as follows in the Matrix below:

Profile, Experience and Qualifications	50%
Approach and Methodology	20%
Pricing Proposal	30%

Through the evaluation process the following ranking was established:

Proponent	Ranking	Annual Price
Core Environmental	1	\$705,915.30
Rex Putney & Frank Strain	2	\$1,105,752.00
J-C Land & Livestock Ltd.	3	\$566,222.80

At the end of the evaluation process Core Environmental was deemed the first ranked proposal.

Core Environmental owners and managers have substantial relevant experience and training and provided a detailed approach and methodology on how they will deliver the services and strategize to maximize air space.

Annual rate provided for all services is \$705,915.30 per year and pricing will be reviewed against CPI on an annual basis.



On August 13, 2024 the CSRD posted Request for Proposals 2024-219-0076-05 on BC Bid to receive proposals for Compaction and Cover Services for Sicamous. This posting closed on September 10, 2024.

CSRD received 3 compliant Proposals. The proposals were reviewed by 4 evaluators, all staff of CSRD. The evaluation was facilitated by Pryce Advisory Services Inc.

As stated in the request for proposal's the evaluation criteria weighting was as follows in the Matrix below:

Profile, Experience and Qualifications	50%
Approach and Methodology	20%
Pricing Proposal	30%

Through the evaluation process the following ranking was established:

Proponent	Ranking	Annual Price
Rex Putney & Frank Strain	1	\$224,221.00
Core Environmental	2	\$351,151.42
1044726 BC Ltd.	3	\$278,632.16

At the end of the evaluation process **Rex Putney & Frank Strain** was deemed the first ranked proposal.

Although this partnership is a new entity the proposal and experience of the individual owners provide combined backgrounds directly related to these services. Golden Landfill Experience is directly relevant and their approach and methodology indicates a proactive approach to their processes in managing this site.

Annual rate provided for all services is \$224,221.00 per year and pricing will be reviewed against CPI on an annual basis.



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Recycling Depot Attendant Contract Awards
- DESCRIPTION:** Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 3, 2024. A report seeking Board authorization for awarding the contracts for the continued location and operations of recycling services in Salmon Arm and Revelstoke.
- RECOMMENDATION #1:** THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Salmon Arm Recycling Depot location and Site Attendant Operations, with Bill's Bottle Depot for a three-year term, including the option to renew for a two-year term, in the amount of \$679,080 plus applicable taxes.
Corporate Vote Weighted
- RECOMMENDATION #2:** THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Revelstoke Recycling Depot location and Site Attendant Operations, with B&D Bottlers Ltd. (dba Revelstoke Bottle Depot) for a three-year term, including the option to renew for a two-year term, in the amount of \$740,400 plus applicable taxes.
Corporate Vote Weighted

SUMMARY:

In an effort to increase diversion and recycling opportunities for the public, the CSRD developed partnerships with local bottle depots in the CSRD's four member municipalities. The purpose of this report is to seek Board approval to renew contracts at the Salmon Arm and Revelstoke bottle depots.

BACKGROUND:

Prior to 2015 and the CSRD entering into an agreement with Multi-Material BC (MMBC), now known as Recycle BC (RBC), the CSRD's recycling program consisted of open bins in the parking lots of strategic locations across the regional district. However, upon entering into an agreement with MMBC to operate Recycling Depots and receive revenue for materials collected, the CSRD was required to secure and staff all depots. As such, the CSRD entered into agreements with the bottle depots in the CSRD's four member municipalities to secure the real estate to house the collection infrastructure and to ensure that staffing was in place to manage the public dropping off their recycling.

To date the service has been well received by the public, as bottle depots are a hub of recycling activities and the "one stop drop" is a convenient service for the public which makes recycling easier. Under the RBC program, the depots accept flexible plastics, fiber (paper/cardboard), glass, containers (plastic/tin) and Styrofoam from residents. On average the Revelstoke Bottle Depot manages 135,000 kgs of RBC recycling materials and in turn the CSRD receives approximately \$25,000 to offset the costs on an annual basis. For the Salmon Arm Bottle Depot, it manages on average 350,000 kgs of RBC recycling materials and in turn the CSRD receives approximately \$90,000 to offset the costs on annual basis.

POLICY:

[Policy F-32](#), the CSRD Procurement of Goods and Services Policy, states any agreement with a value greater than \$500,000 requires Board approval. Also, under the provisions of Policy F-32, the CSRD negotiated directly with the Bottle Depot owners and issued a Notice of Intent (NOI) to award on BC Bid in accordance with trade legislation. There was no registered opposition to the NOI which allows the CSRD to move forward with the contractual agreements.

FINANCIAL:

The recommended annual contract value for the Salmon Arm Recycling Depot (Bill's Bottle Depot), for the five-year term beginning November 1, 2024, to October 31, 2029, a 25% increase over the expired agreement.

The recommended annual contract value for the Revelstoke Recycling Depot (Revelstoke Bottle Depot), for the five-year term beginning November 1, 2024, to October 31, 2029, represents a 26% increase over the expired agreement.

The values of the contracts are accounted for in the Recycling (218) budget. It should be noted that rates for financial compensation, for CSRD recycling depot materials, are expected to increase considerably under new agreements with Recycle BC set to be effective January 1, 2025.

KEY ISSUES/CONCEPTS:

Municipal bottle depots in the CSRD member municipalities have provide excellent partnerships for managing recycling and increasing diversion from CSRD landfills. This report is required as per the CSRD's Procurement of Goods and Services Policy, however, it should be noted that the agreements for the Sicamous and Golden bottle depots do not exceed the Policy financial limits and therefore do not require Board approval, but staff advises that agreements are in place for both, with similar staffing and infrastructure requirements.

IMPLEMENTATION:

Upon Board approval staff will ensure the necessary agreements are signed.

COMMUNICATIONS:

N/A

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_EUS_Recycling_Depot_Attendant_Contract_Awards.docx
Attachments:	
Final Approval Date:	Oct 4, 2024

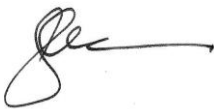
This report and all of its attachments were approved and signed as outlined below:



Jodi Pierce



Jennifer Sham



John MacLean



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	Annual Financial Statement Audit Services
DESCRIPTION:	Report from Jodi Pierce, General Manager, Financial Services dated October 3, 2024. Authorize contract for audit services and appointment of auditor.
RECOMMENDATION #1:	<p>THAT: the Board empower the authorized signatories to enter into a five year agreement with BDO Canada LLP for the provision of annual financial statement audit services for fiscal year ends 2024 to 2028 (inclusive) at a cost of \$198,646, this 17th day of October, 2024.</p> <p><i>Corporate Vote Weighted</i></p>
RECOMMENDATION #2:	<p>THAT: In accordance with Section 169, Subsection (1) of the Community Charter, the appointment of BDO Canada LLP as the auditors for the 2024-2028 year-end Financial Statements be approved, this 17th day of October, 2024.</p> <p>Corporate Vote Unweighted Majority</p>

SUMMARY:

The Community Charter requires that the local government appoint an auditor annually. In 2024, a Request for Proposals was extended for the provision of audit services and BDO Canada LLP was the successful proponent. The evaluation summary is attached

BACKGROUND:

Under Section 169 of the Community Charter, an auditor must be appointed for the local government; under Section 171 of the Community Charter, the auditor must report to the Board on the annual financial statements; and under Section 814.1 of the Local Government Act, the audited financial statements must be presented to the Board. During the summer, staff issued a Request For Proposals for the provision of audit services. Through the evaluation process, it was determined that BDO Canada LLP was the primary ranked audit firm. As such, staff are now requesting the board BDO video Canada LLP is the auditor for the 2024 to 2028 fiscal years.

POLICY:

[Section 169, Subsection \(1\) of the Community Charter](#)

[Policy F-32 CSR D Procurement of Goods and Services Policy](#)

FINANCIAL:

The total value of the contract for the five years is \$198,646. While the procurement policy does not require board authorization for a contract of this value, staff are bringing it forward in conjunction with the appointment of the auditor. Provision for these costs are within the five year financial plan.

KEY ISSUES/CONCEPTS:

To extend the agreement for the provision of audit services and appoint the auditor for next five years.

IMPLEMENTATION:

Upon Board approval, the authorized signatories will sign the agreement with BDO Canada LLP for the provision of audit services for fiscal years 2024-2028 inclusive.

COMMUNICATIONS:

BDO Canada LLP will be notified of the Board's decision.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_FIN Appointment of Auditor.docx
Attachments:	- Audit Services Evaluation Summary Final.pdf
Final Approval Date:	Oct 4, 2024

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



Jennifer Sham



John MacLean



On June 20, 2024 the CSR D posted Request for Proposals 2024-010-0061-05 on BC Bid to receive proposals for Annual Audit Services This posting closed on July 15, 2024.

CSR D received 2 compliant Proposals. The proposals were reviewed by 3 evaluators, all staff of CSR D. The evaluation was facilitated by Pryce Advisory Services Inc.

As stated in the request for proposal's the evaluation criteria weighting was as follows in the Matrix below:

Profile, Experience and Qualifications	40%
Approach and Methodology	30%
Pricing Proposal	30%

Through the evaluation process the following ranking was established:

Proponent	Ranking
BDO Canada LLP	1
KPMG	2

At the end of the evaluation process BDO Canada LLP was deemed the first ranked proposal.

BDO's proposal showed an extensive history in providing annual auditing services to local government agencies. Their proposed team are highly experienced and they provided a detailed approach and methodology to completing the services.



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** City of Enderby Request to Install Utility Works (water trunk main) within the Rail Trail Lands
- DESCRIPTION:** Report from Fiona Barton, Manager Community Services, dated October 4, 2024.
Request from the City of Enderby to register a Statutory Right of Way for future construction of a water truck main within the Rail Trail Lands and parallel to the rail trail.
- RECOMMENDATION:** THAT: the Board empower the authorized signatories to sign a Statutory Right of Way, to be registered as a charge on the following Rail Trail Lands:
- PID: 012-955-931, legally described as That Part of District Lot 150 Shown on Plan A402; Kamloops (Formerly Osoyoos) Division Yale District Except Plan 29134; and
- PID: 011-769-343, legally described as That Part District Lot 226 Shown on Plan A402 Kamloops (Formerly Osoyoos) Division Yale District
- in the name of the City of Enderby, for a future water trunk main as shown on legal survey Plan EPP111993.
- Corporate Vote Weighted*

SUMMARY:

The Shuswap North Okanagan Rail Trail Governance Advisory Committee (GAC) is recommending that the Rail Trail Partners empower the authorized signatories to sign the Statutory Right of Way (SROW) for the City of Enderby (the City) as a charge against two of the Rail Trail properties. If approved, the SROW will allow the City to construct a water trunk main within the Rail Trail Lands, parallel to the rail trail.

BACKGROUND:

In 2019, the GAC, when considering the many types of encroachments on the Rail Trail Lands, recommended to the CSR D and RDNO Boards, and Splat sin Kukpi7 and Tkwamipla7, that Statutory Rights of Way be granted to local government to replace existing Canadian Pacific Railway (CPR) Agreements for utility works. The CSR D and RDNO Boards and Splat sin Kukpi7 and Tkwamipla7 subsequently considered and passed the recommendation. During the discussion at the GAC Meeting, the GAC advised that it did not support SROWs for parallel use of the Rail Trail Lands, as such use could hamper future use of these public lands.

City of Enderby Request – Future Construction of a trunk Watermain line:

In February 2021, the City of Enderby (the City) sent a request to the TOC, asking that the Governance Advisory Committee support its request for a linear SROW within the rail trail corridor and parallel to the future rail trail, for a trunk water main between Mill Avenue and Bass Avenue. See sketch attached.

When making the request, the City stated that it appreciated the concern that comes with encumbering the rail trail lands with linear infrastructure for third-party utilities, but noted the following:

- The infrastructure would be local government works owned by a service participant;
- The alignment is part of the City's long-range planning to meet the fire-flow needs of the municipality;
- The proposed infrastructure would have minimal impact on the use and enjoyment of the rail trail; and
- The water trunk main would be located approximately six feet below the surface.

The TOC reviewed the request, and it was placed on the Agenda of the March 19, 2021, GAC Meeting. The GAC supported the City's request with the following motion:

"That the Governance Advisory Committee support in principle a linear SROW for a trunk water main between Mill Ave. and Bass Ave., within the rail corridor." (refer to attachment 'Minutes of GAC March 19, 2021').

There was no associated recommendation made at the March 19, 2021, GAC Meeting, and therefore, the City's request was not brought to Splitsin, Splitsin Kukpi7 and Tkwamipla7 and the RDNO and CSRD Boards for consideration and direction.

However, based on the GAC approval in principle, and subsequent follow-up with the TOC, the City hired a surveyor to prepare a legal survey plan, for the future trunk water main line (refer to attachment 'EPP111993'). The Plan has not yet been registered as a charge against the title of the Rail Trail Lands.

At its meeting of May 6, 2024, the GAC considered additional requests for local government utility works to be placed within, and parallel to the Rail Trail Lands. The following recommendation was considered and passed by the GAC at its May 6, 2024, meeting:

THAT: as recommended by the Shuswap North Okanagan Rail Trail Governance Advisory Committee, requests to place utility infrastructure within and running parallel to the rail trail lands, and to register associated Statutory Rights of Way (SROWs), be considered on an individual basis by the Governance Advisory Committee (GAC);

AND THAT: following consideration by the GAC of such requests, that a subsequent recommendation be made to CSRD and RDNO Boards and Splitsin Kukpi7 and Tkwamipla7s.

The GAC supported the request from the City of Enderby at its meeting of March 19, 2021, and again at its meeting of August 30, 2024. Consistent with the May 6, 2024, GAC recommendation above, which was subsequently approved by Splitsin Kukpi7 and Tkwamipla7 and the RDNO and CSRD Boards, the GAC is recommending that the CSRD and RDNO Boards, and Splitsin Kukpi7 and Tkwamipla7, grant approval for the SROW for the City of Enderby water trunk main, and empower the authorized signatories to sign a Statutory Right of Way.

The RDNO Board and Splitsin Kukpi7 and Tkwamipla7 have considered the request from the City of Enderby and have approved the recommendation of the GAC. Prior to registering the SROW, all three Rail Trail Partners must approve the recommendation.

As part of the process to replace the old agreements between CPR and local governments, Terms of Instrument for local government utilities were prepared, and copies of those Terms were forwarded to local governments for their review. (refer to attachment '24 05 01 Requests to place Utility

Infrastructure’).

In addition to the covenants set out in the Terms of Instrument, in the letter from the Rail Trail Owners to the City of Enderby, granting approval for the SROW, the Rail Trail Owners can set out specific conditions regarding archaeological requirements, and restoration of vegetation and soft landscaping to its original state.

POLICY:

Refer to attachment ‘MINUTES SNO Rail Trail Governance Advisory – May 06 2024 FINAL’

FINANCIAL:

If the Rail Trail Partners grant the authorized signatories the approval to sign the Statutory Right of Way, the City of Enderby will be responsible for all costs associated with registration of the SROW on the Rail Trail Lands, and for compliance with all applicable municipal, provincial and federal bylaws, codes, regulations and laws, related to construction of the trunk water main.

KEY ISSUES/CONCEPTS:

In 2019, when the GAC initially reviewed and considered the many types of encroachments on the Rail Trail Lands, it provided recommendations to the CSRD and RDNO Boards, and Splatsin Kukpi7 and Tkwamipla7, addressing each type of encroachment. The GAC recommendation was to grant Statutory Rights of Way to local governments for utility works. The CSRD and RDNO Boards and Splatsin Kukpi7 and Tkwamipla7 subsequently considered and passed the recommendation. During the discussion at the GAC Meeting, the GAC advised that it did not support SROWs for parallel use of the Rail Trail Lands, including for corporate utilities such as BC Hydro and Fortis BC, as these utility works could hamper future use of these public lands.

When considering the request from the City of Enderby for parallel use of the rail trail lands, the GAC noted that the request was related to local government works owned by a service participant, that the works were required to meet the fire-flow needs of the municipality, that the works would be located approximately six feet below the surface, would be located outside of the area of the built trail, and would have minimal impact on the use and enjoyment of the rail trail.

In addition to the covenants set out in the Terms of Instrument, when granting its approval to the City of Enderby, the Rail Trail Owners can set out additional conditions, including, but not limited to archaeological requirements, and restoration of vegetation.

IMPLEMENTATION:

If the City’s request is approved, the RDNO and CSRD Chief Administrative Officers will sign the SROW document, it will be registered on title of the two rail trail properties, and the City of Enderby will have the authorization to construct the water trunk main within the rail trail lands, parallel to the rail trail.

COMMUNICATIONS:

If the request is approved by the Rail Trail Partners, a letter will be sent to the City of Enderby advising that the SROW may now be registered against the referenced rail trail properties. The letter will outline any conditions that the City of Enderby must address prior to construction of the water trunk main.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_CPS_SNORT_City_of_Enderby_request_for_SRW.docx
Attachments:	- EPP111993.pdf - MINUTES Shuswap North Okanagan Rail Trail Governance Advisory - March 19, 2021 FINAL.pdf - MINUTES SNO Rail Trail Governance Advisory - May 06 2024 FINAL.pdf - 24 05 01 Requests to place Utility infrastructure.pdf
Final Approval Date:	Oct 11, 2024

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



Derek Sutherland



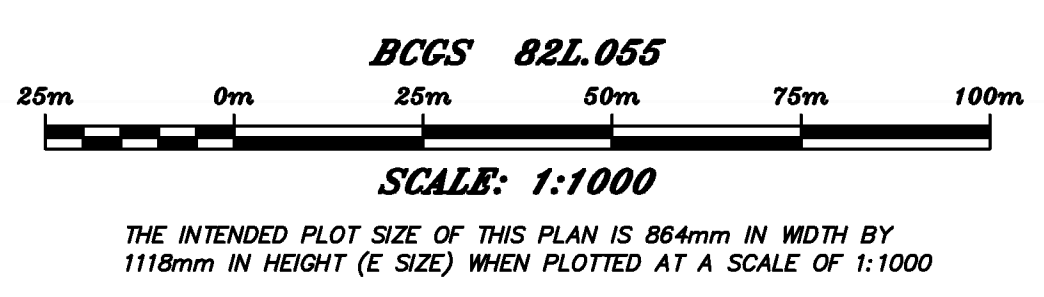
Jennifer Sham



John MacLean

STATUTORY RIGHT OF WAY PLAN OVER PART OF:
1) THAT PART DISTRICT LOT 226 SHOWN ON PLAN A402 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT AND
2) THAT PART OF DISTRICT LOT 150 SHOWN ON PLAN A402; KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT EXCEPT PLAN 29134
PURSUANT TO SECTION 113 OF THE LAND TITLE ACT

PLAN EPP111993



BOOK OF REFERENCE	
DESCRIPTION	AREA
SRW PART DL 226	31.2m ²
SRW AREA 'A' PART REM DL 150	0.502 ha.
SRW AREA 'B' PART REM DL 150	0.101 ha.

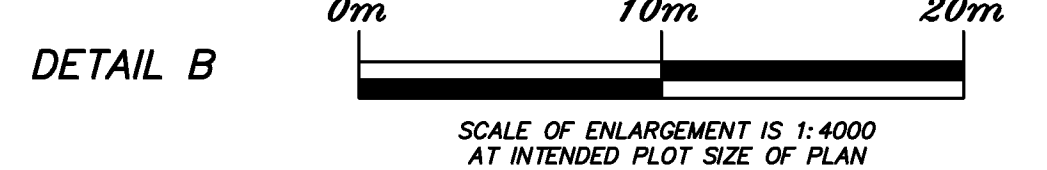
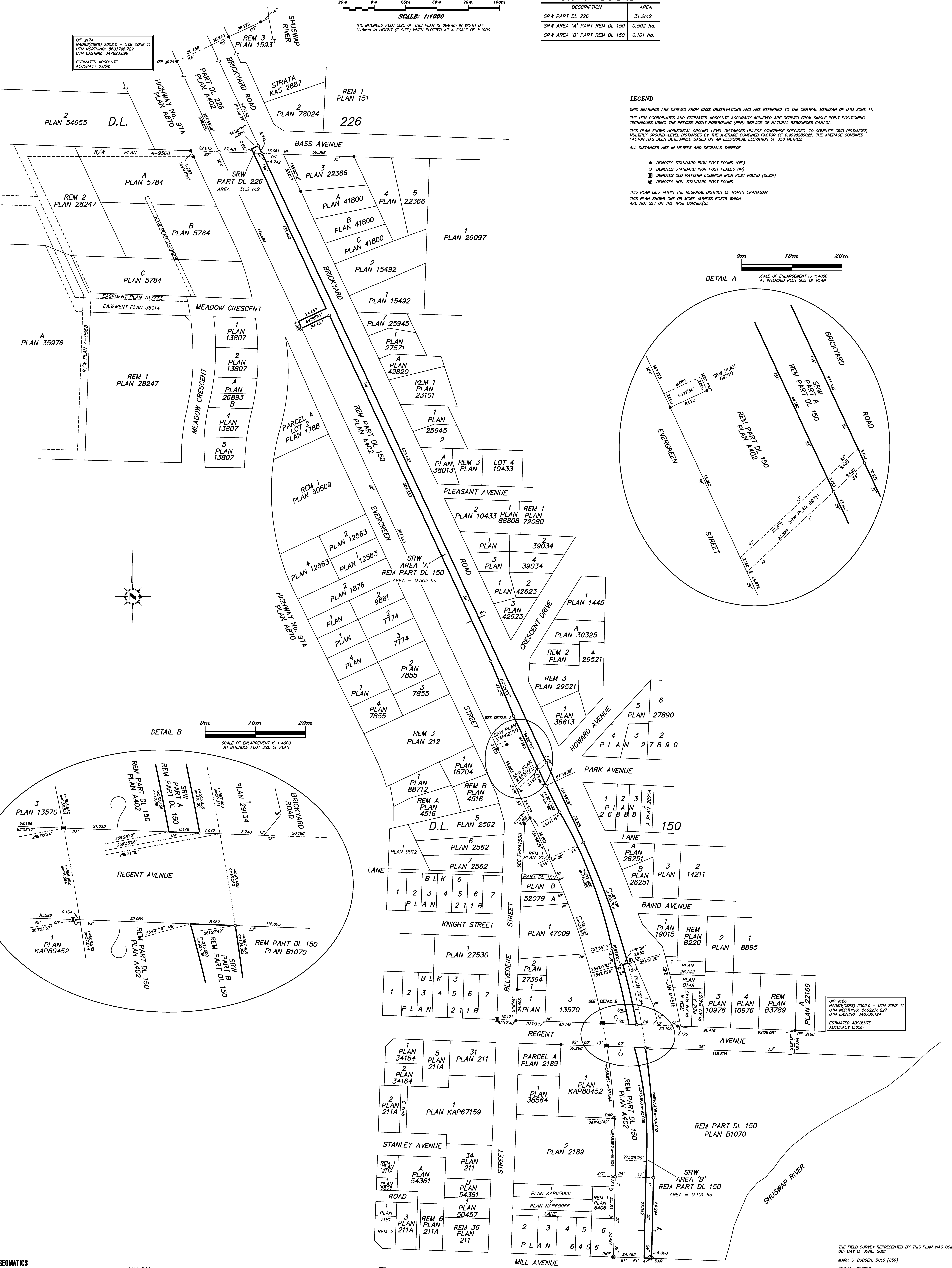
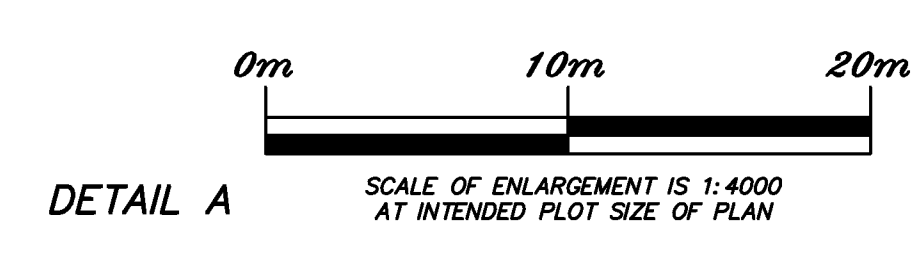
OP #174
NAD83(CRS) 2002.0 - UTM ZONE 11
UTM NORTHING: 5603798.729
UTM EASTING: 347893.096
ESTIMATED ABSOLUTE
ACCURACY: 0.05m

LEGEND

GRID BEARINGS ARE DERIVED FROM GNSS OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 11.
THE UTM COORDINATES AND ESTIMATED ABSOLUTE ACCURACY ACHIEVED ARE DERIVED FROM SINGLE POINT POSITIONING TECHNIQUES USING THE PRECISE POINT POSITIONING (PPP) SERVICE OF NATURAL RESOURCES CANADA.
THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES UNLESS OTHERWISE SPECIFIED. TO COMPUTE GRID DISTANCES, MULTIPLY GROUND-LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF 0.9998286025. THE AVERAGE COMBINED FACTOR HAS BEEN DETERMINED BASED ON AN ELLIPSOIDAL ELEVATION OF 350 METRES.
ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

- DENOTES STANDARD IRON POST FOUND (SIP)
- DENOTES STANDARD IRON POST PLACED (SIP)
- DENOTES OLD PATTERN DOMINION IRON POST FOUND (DLSIP)
- DENOTES NON-STANDARD POST FOUND

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF NORTH OKANAGAN.
THIS PLAN SHOWS ONE OR MORE WITNESS POSTS WHICH ARE NOT SET ON THE TRUE CORNERS.



OP #186
NAD83(CRS) 2002.0 - UTM ZONE 11
UTM NORTHING: 5603276.227
UTM EASTING: 348736.124
ESTIMATED ABSOLUTE
ACCURACY: 0.05m



Governance Advisory Committee Shuswap North Okanagan Rail Trail Corridor MINUTES – approved

March 19, 2021, 9:00 am - 12:00 pm via ZOOM

Updated: May 21, 2021

Meeting Purpose: to provide policy direction relative to the planning, development, management and governance of the Rail Trail Corridor project.

Objectives:

- To review minutes and business arising from the previous meeting
- To update/discuss project development, fund raising, and upcoming priorities
- To direct communications to update the public

Agenda:

1. **Welcome**, Secwépemc Acknowledgement (Splatsin), and Introductions

9:00 Kukpi7 Wayne Christian called the meeting to order, acknowledged everyone to the zoom meeting taking place within Splatsin territory of the Secwepemc First Nation. He expressed the shared feeling of hope in the world as spring is coming, and now that vaccinations are becoming available.

2. **Approval of Agenda**

- a. **Motion:** *that the agenda of the March 19, 2021 Shuswap North Okanagan Rail Trail Governance Advisory Committee meeting be approved.*

Moved: Director Denis Delisle **Seconded:** Mayor Kevin Acton **Carried:** by consensus

3. **Adoption of Minutes**

- a. **Motion:** *that the minutes of the January 15, 2021 Shuswap North Okanagan Rail Trail Governance Advisory Committee meeting be adopted as circulated. ([GOV, Jan 15/21](#))*

Moved: Director Rhona Martin **Seconded:** Director Denis Delisle **Carried:** by consensus

4. **Presentations**

- a. Unfolding the True Story: Splatsin & Secwepemc History, Values, & Interests – this presentation is still under preparation for special session when circumstances allow.

5. **Reports**

- a. **Financial Update** – see Project Financial Report ([March 5 2021](#))

Motion: *that the financial update as presented be accepted*

Moved: Director Rhona Martin **Seconded:** Mayor Kevin Acton **Carried:** by consensus



- i. **Project Management and Work Plan 2021-2023** – Discussion Brief ([Mar 15, 2021](#))
Phil presented the brief, outlining work that has been accomplished and what is still outstanding, noting the contract for Project Management ends at the end of May.
ACTION: TOC will bring a proposal back to the GAC within an month.

- b. **Technical Operational Committee Reports** – ([TOC Update, Mar. 19, 2021](#))
 - i. **ALC Decision** ([February 24, 2021](#)) – see [online](#) for full Decision package
Approval to proceed. ALC affirmed the adaptive approach and have requested that we enter into MOU with ALC (similar to ORT).
ACTION: TOC will draft a MOU based on the ORT.
ACTION: TOC will communicate with all adjacent agricultural properties about the decision and we can go ahead with crossing agreements.
 - ii. **Jurisdictional technical meetings** and trail access/amenity planning update
TOC has already met staff from the District of Sicamous, City of Enderby and CSR D Area E and will meet shortly with Splitsin, Township of Spallumcheen, City of Armstrong and RDNO Area F, with more follow up meetings as needed
 - iii. **Update on District of Sicamous re adjacent property encroachments**
This is currently in the hands of the DoS staff who are working on draft correspondence and will then work with TOC staff to follow-up with adjacent property owners..
 - iv. **Design standards for revegetation within rail corridor** (rural, waterfront, urban)
Currently in discussion with staff from the different jurisdictional areas as to come up with design standards for revegetation, as addressed in the Development Plan
 - v. **Trespass and removal of vegetation within rail corridor**
Concern around vegetation being removed without permission, and the impact on wildlife, erosion and control of noxious weeds. Important for Rail Trail owners to provide education and request voluntary compliance with bylaws.
ACTION: TOC to send correspondence to adjacent properties with update on rail trail progress, ALC decision, plans going forward, goals to protect/restore natural habitat within corridor, support for agriculture, and need for authorization to alter rail property or remove vegetation.
 - vi. **CP Rail Lansdowne-to-Smith Drive** – lease update
A draft lease agreement is now being reviewed by CP rail upper management, with some discussion remaining around fencing and proposed lease fee. Hopeful that something will be finalized within the next month or two.
ACTION: Ryan will report back to TOC with updates.
 - vii. **Enderby-Splitsin Test Section** update ([see project plan overview](#))

- c. **Capital Fundraising Campaign**
 - i. **Grant Updates** – CERIP [declined](#); BCRDP [extended](#); [CVRIS](#), [TOTA](#), [Coop](#), [CHCI](#) submitted
Phil gave brief overview of the various grant applications as linked above. Several outstanding applications are looking very positive, even without leverageable. There is the potential of new grant opportunities in the near future.



- ii. **Recognition Plan Brief and Recommendation** (Alex de Chantal) [Rev 19 March](#)
 Alex reviewed the brief and recommendation regarding donor recognition levels with some discussion around potential of artwork, structures and kiosks to offer to additional recognition to higher level donors.
ACTION: Alex will bring the question regarding signage 3 year terms at kiosks to the Community Fundraising Committee (CFC).
 Kukpi7 Christian expressed gratitude to Alex and the CFC for the hard work and efforts on behalf of the Governance Advisory, Splat'sin and others at the table.
- iii. **Shuswap Magazine feature; Donor Presentation Folder** [DRAFT](#)
 Magazine is on newsstands and features a two-page spread on the rail trail, and the artwork is featured on the cover. Thank you to the staff at Splat'sin Titles and Rights for their input.
- iv. **Segmented Grant Funding Approach – Discussion Brief** ([Mar. 14, 2021](#))
 Discussion about strategically segmenting the trail plan to take advantage of smaller funding opportunities.
Motion: *that the Governance Advisory Committee recommend that the Boards of the Columbia Shuswap Regional District, Regional District of North Okanagan and the Splat'sin Kukpi7 & Tkwamipla7 (Chief and Council) authorize the Technical Operational Committee to work in collaboration with jurisdictional partners and prepare segmented section plans for capital construction that can take advantage of smaller grant funding opportunities, as they arise.*
Moved: Councillor Chad Eliason **Seconded:** Councillor Jeff Mallmes **Carried:** by consensus

6. Correspondence

- a. Email from Ministry of Transportation and Infrastructure re Bruhn Bridge Public Design Update ([January 27, 2021](#)) – with [final public website display](#) attached
Motion: *that the Governance Advisory Committee invite MoTI to present at the next Governance meeting in May.*
Moved: Director Rhona Martin **Seconded:** Director Denis Delisle **Carried:** by consensus
ACTION: Phil will invite MoTI delegation to present at the May meeting.
- b. Maintenance Request for Rail Corridor from City of Enderby ([February 4, 2021](#))
ACTION: Brad will get pricing estimates for interim maintenance and get back to TOC.
- c. Letter of support emphasizing ongoing dialogue from City of Enderby ([February 4, 2021](#))
Motion: *that the Governance Advisory Committee receives the letter from the City of Enderby dated February 4, 2021*
Moved: Councillor Tundra Baird **Seconded:** Director Rhona Martin **Carried:** by consensus
- d. Letter from Mayor Rysz announcing appointment of Councillor Jeff Mallmes as Governance Advisor for District of Sicamous ([February 12, 2021](#))



Motion: that the Governance Advisory Committee receives the letter from Mayor Rysz dated February 12, 2021

Moved: Director Rhona Martin **Seconded:** Councillor Tundra Baird **Carried:** by consensus

Kukpi7 Christian expressed gratitude to Mayor Rysz for his role with the rail trail project.

7. Business Arising

a. Appointment of Governance Advisory Vice-Chair

Kukpi7 Christian will remain as chair, and Mayor Acton will remain as a co-vice chair.

Councillor Jeff Mallmes put his name forward for the position as co-vice chair. No further nominations received.

Moved: Director Denis Delisle **Seconded:** Councillor Tundra Baird **Carried:** by consensus.

b. MOU between owners and the Community Foundations

Due to delays in feedback from the finance departments of RDNO and Splat'sin, final edits were not made in time for this meeting, but should be completed in the next week.

ACTION: TOC will forward to GAC for review and approval after wording is finalized.

8. New Business

a. [Donor Recognition Plan](#) Recommendation

Motion: *that the Governance Advisory Committee recommends that the Boards of the Columbia Shuswap Regional District, Regional District of North Okanagan and the Splat'sin Kukpi7 & Tkwamipla7 (Chief and Council) support the Donor Recognition Plan as outlined in the March 19, 2021 Briefing Report for the Capital Fundraising Campaign of the Shuswap North Okanagan Rail Trail.*

Moved: Councillor Tundra Baird **Seconded:** Director Denis Delisle **Carried:** by consensus

b. City of Enderby request for support in principle of a linear SROW for a trunk water main between Mill Ave. and Bass Ave. within the rail corridor

Motion: *that the Governance Advisory Committee support in principle a linear SROW for a trunk water main between Mill Ave. and Bass Ave. within the rail corridor.*

Moved: Mayor Chris Pieper **Seconded:** Councillor Todd York **Carried:** by consensus

9. Direction on next communication updates to the public

a. News Release re ALC Decision is currently being drafted

b. News Release regarding fundraising initiatives, grant announcements, and test section to come

10. Summary and Next Steps

a. TOC will forward a revised MOU with community foundations to GAC for review and approval

11. Next Meeting:

a. Regular Advisory – May 21, 2021, 9:00 am – 12 Noon – Location: Online ZOOM



12. **Adjournment: Motion:** *that the March 19th, 2021 Shuswap North Okanagan Rail Trail Governance Advisory Committee meeting be adjourned.*

Moved: Councillor Tundra Baird **Seconded:** Director Denis Delisle **Carried:** by consensus

Site-Visit: Due to COVID-19 restrictions, on-site field visits following the meeting along the rail-trail corridor are on hold.

Attending: appointed inter-jurisdictional representatives (one designate from each of the 12 jurisdictions within the two regional districts, plus two Splitsin representatives), as well as additional staff representation including CAOs and/or designates.

RSVP Contact: Secretariat/Facilitation – Phil McIntyre-Paul (Shuswap Trail Alliance) – interim secretariat to the Governance Advisory Committee (Contact: phil@shuswaptrails.com, 250-804-1964)

Meeting Documents: (Note: linked to Dropbox – requires free Dropbox app installed on device or computer)

1. Rail Trail Governance Advisory Committee Minutes – [January 15, 2021 DRAFT](#)
2. Letter from City of Enderby to Governance Committee regarding upkeep for Rail Trail ([February 9, 2021](#))
3. Project Financial Report ([March 5 2021](#))
4. ALC Decision ([February 24, 2021](#)) – see [online](#) for full Decision package
5. Enderby-Splitsin Test Section update ([combined project plan overview](#))
6. Grant Updates – CERIP [declined](#); BCRDP [extended](#); [CVRIS](#), [TOTA](#), [Coop](#), [CHCI](#) submitted
7. Donor Presentation Folder [DRAFT](#)
8. Email from Ministry of Transportation and Infrastructure re Bruhn Bridge Public Design Update ([January 27, 2021](#)) – with [final public website display](#) attached
9. Maintenance Request for Rail Corridor from City of Enderby ([February 4, 2021](#))
10. Letter of support emphasizing ongoing dialogue from City of Enderby ([February 4, 2021](#))
11. Letter from Mayor Rysz announcing appointment of Councillor Jeff Mallmes as Governance Advisor for District of Sicamous ([February 12, 2021](#))

Background Documents: (for Reference)

1. [Rail Trail Development Plan](#) (Jan 15, 2021) and [Staged Class C Costing](#) (Sept 9, 2020)
2. [Capital Investment Strategy – Staged Leverage Proposal](#)
3. [Rail Trail ½ KM Markers Reference Mapbook \(Aug. 01, 2019\)](#)
4. [Communications Plan & Consultation Strategy FINAL](#)
5. [Memorandum of Understanding \(Master Agreement\) between CSR D, RDNO, and Splitsin – FINAL](#)
6. [Terms of Reference - Governance Advisory Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
7. [Terms of Reference - Technical Operational Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
8. [Preliminary Concept Design Report – Shuswap North Okanagan Rail Trail Corridor \(Updated Aug 2019\)](#)
9. [Overview Map – Rail Corridor](#)



10. [Information Poster Board Display Set \(Nov. 05, 2019\)](#)
11. [Information Bulletin #1 \(Nov. 05, 2019\)](#)
12. [Draft Call to Investors Flat Sheet](#) and [Website](#)

Summary of Actions from Minutes – March 19, 2021:

Task or Action	Responsibility	Timeframe/Status
Bring a Project Management and Work Plan proposal for 2021-2023 back to the GAC within an month.	TOC	In progress
Draft a MOU with ALC based on the ORT	TOC	In progress
Communicate with all adjacent agricultural properties about the decision and we can go ahead with crossing agreements.	TOC	In progress
Send correspondence to adjacent properties with update on rail trail progress, ALC decision, plans going forward, goals to protect/restore natural habitat within corridor, support for agriculture, and need for authorization to alter rail property or remove vegetation.	TOC	In progress
Report back to the TOC with updates on the CP Rail Lansdowne-to-Smith Drive draft lease	Ryan	In progress
Bring the question regarding signage 3 year terms at kiosks to the community fundraising committee (CFC).	Alex	In progress
Invite MoTI delegation to present at the May meeting.	Phil	In progress
Get pricing estimates for interim maintenance and get back to toc.	Brad	In progress
Forward to GAC for review and approval after wording is finalized.	TOC	In progress
Set up zoom meeting for next GAC May 21 st , 2021	Mary	Complete

Summary of Carry Forward Actions from Minutes – January 15, 2021:

Task or Action	Responsibility	Timeframe/Status
Schedule follow-up planning meetings with municipalities and electoral areas to address safe road crossings, adequate parking, and trail head amenities	TOC	In progress
Technical Operational Committee staff meet with District of Sicamous staff to review the RAPR Assessment report and coordinate a strategy related to communication, compliance and procedures for adjacent property owners to address encroachments within the Rail Corridor property and recommendations from the meeting be presented to the next Governance Advisory Committee.	TOC	In progress


Summary of Carry Forward Actions from Minutes – November 20th, 2020:

Task or Action	Responsibility	Timeframe/Status
Prepare recommendation for funding rail trail project management beyond May 31 st , 2021 to the next Governance Advisory Committee meeting in January	TOC	In progress

Summary of Carry Forward Actions from Minutes – October 9th, 2020:

Task or Action	Responsibility	Timeframe/Status
Follow-up with MoTI to set up next workshop meetings (sooner than later).	TOC/Secretariat (Phil)	May 19, 2021
Review and continue sharing updates on technical meetings between Rail Trail TOC and MoTI, as available	TOC	Ongoing
Prepare business access use policy and process for review	TOC	Carry forward
Review the dialogue to date regarding Vernon to Armstrong Connection, and bring forward a resolution to the Governance Advisory for moving forward on this	TOC	Carry forward

Abbreviations: GAC (Governance Advisory Committee), TOC (Technical Operational Committee), PMT (Project Management Team)

Attendance: Shuswap North Okanagan Rail Trail Governance Advisory Committee – March 19, 2021
Acting Governance Representatives at Meeting:

- Wayne Christian - Kukpi7, Splatsin - CHAIR
- Kevin Acton - Mayor, Village of Lumby - VICE CHAIR
- Chad Eliason - Councillor, City of Salmon Arm - Appointed Rep
- Chris Pieper - Mayor, City of Armstrong - Appointed Rep
- Denis Delisle- RDNO Director Area D - Appointed Rep
- Jeff Mallmes - Councillor, District of Sicamous- Appointed Rep
- Jay Simpson - CSR D Director Area F - Appointed Rep
- Paul Demenok - CSR D Director Area C - Appointed Rep
- Rene Talbot - CSR D Director Area D - Appointed Rep
- Rhona Martin - CSR D Director Area E - Appointed Rep
- Rick Fairbairn - RDNO Director Area D - Appointed Rep
- Theresa William - Councillor (Title & Rights), Splatsin - Appointed Rep
- Todd York - Councillor, Township of Spallumcheen - Appointed Rep
- Tundra Baird - Councillor, City of Enderby - Appointed Rep

Alternate Representatives (Observing)

- John Bakker – Councillor, Township of Spallumcheen - Alternate Rep
- Randal Ostafichuk - Councillor, Village of Lumby - Alternate Rep
- Shawn Tronson - Councillor, Splatsin - Alternate Rep
- Shirley Fowler – Councillor, City of Armstrong - Alternate Rep

Staff:

- Brad Ackerman - Manager of Parks, Recreation & Culture, RDNO



REGIONAL
DISTRICT
NORTH
OKANAGAN

- Charles Hamilton - CAO, CSR D
- Dan Passmore – Planner, City of Armstrong
- Phyllis Jezewsky – Territorial Stewardship Trainee, Splatsin Title and Rights
- Ryan Nitchie - Team Leader, Community Services, CSR D
- Sharen Berger - Rail-Trail Lease/Legal Administration, CSR D/RDNO
- Tyler McNeill – Manager of Operations, Township of Spallumcheen

Other:

- Phil McIntyre-Paul - Shuswap Trail Alliance - Governance Advisory Secretariat
- Alex de Chantal - Shuswap Trail Alliance – Fundraising Strategy Coordinator
- Mary Scheidegger - Shuswap Trail Alliance – Rail Trail Assistant
- Observers: “Brent’s phone”, “iPhone”



Governance Advisory Committee (GAC) Shuswap North Okanagan Rail Trail MINUTES - FINAL

May 06, 2024, 1:00 pm - 4:00 pm

Location: Splatins Development Corporation Board Room
(5655 BC- Hwy 97A, Enderby, BC V0E 1V3)

Updated: June 12, 2024

Meeting Purpose: to provide policy direction relative to the planning, development, management, and governance of the Rail Trail Corridor project.

(See: [SNO Rail Trail Governance Advisory Committee Terms-of-Reference, February 17, 2023](#))

Attending: Kukpi7 Mike Christian (Kukpi7 – Splatins, Chair - GAC), Shirley Fowler (Chair – RDNO), Kevin Flynn (Chair – CSR D), David Sewell (CAO – RDNO), Ian Wilson (Manager Strategic & Community Services – RDNO), Phil McIntyre-Paul (Secretariate – GAC), Derek Sutherland (Manager Protective & Community Services – CSR D), Fiona Barton (Manager Community Services – CSR D), Sharon Berger (Administrator – Rail Trail Agreements), Michael Winstanley (Director – Splatins Title & Rights)

Minutes:

1. **Welcome, Splatins te Secwépemc Acknowledgement, and Introductions** – Kukpi7 Christian opened with a prayer and welcomed everyone. Introductions were shared. The new Governance Advisory Committee (GAC) meeting terms were discussed. It was confirmed the new GAC meetings are intended to be working meetings and do not need to be published publicly.
2. **Approval of Agenda**
 - a. **Motion:** *THAT: the agenda of the May 06, 2024, Shuswap North Okanagan Rail-Trail Governance Advisory Committee meeting be approved.*
Moved: Kevin Flynn **Seconded:** Shirley Fowler **Carried:** by consensus
3. **Adoption of Minutes**
 - a. **Motion:** *THAT: the minutes of the January 27, 2023, Shuswap North Okanagan Rail-Trail Governance Advisory Committee meeting be adopted as circulated. ([Jan. 27, 2023 FINAL](#))*
Moved: Kevin Flynn, **Seconded:** Shirley Fowler, **Passed:** by Consensus

Discussion: the GAC affirmed the quality of the minutes that have been kept.



- b. **Motion:** *THAT: the In Camera minutes of the January 27, 2023, Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adopted as circulated. (CONFIDENTIAL)*
Moved: Kevin Flynn, **Seconded:** Shirley Fowler, **Passed:** by consensus

Discussion – The GAC discussed whether a public update is needed on the work that has been done to date and how accommodating the rail trail partner owners have been adapting the permits. TOC staff confirmed that regular updates have been circulated and posted.

4. Reports

- a. **Technical Operational Committee (TOC) Rail Trail Progress Update** ([May 06, 2024](#))

Motion: *THAT: the TOC report be received as amended. (see ACTION 4.a.i. below)*

Moved: Shirley Fowler, **Seconded:** Kevin Flynn, **Carried:** by consensus.

Discussion:

- i. ALC Requirements & Farmers asking for Easements – The GAC discussed the current request by some farmers for easements for vehicle crossings instead of the current permits. TOC staff provided background on the current permits and why easements have not been used at this point. Legal background was also discussed, as well as the recent meeting with ALC Commissioners and how to proceed based on their response once it is received.
- ii. Flood Erosion – TOC discussed the flood erosion assessments done to date and the recommended actions that are currently budgeted for within the ATF funding.
- iii. ATF Contribution Agreement – the GAC discussed the current status of the ATF contribution agreement and whether there will be an opportunity to adjust the construction deadlines.
- iv. BC Active Transportation Grants – the TOC confirmed the deadline for these grants to be completed is this coming September 30, 2024.
- v. Background Overview – GAC recommend including the shared contributions between CSR, RDNO, and the Province of BC to acquire the corridor in the report. (Page 1, Bullet 1) **ACTION: Phil** – to update the progress report to include acknowledgement of the shared contribution for the Joint Rail Trail Roundtable meeting. (See: [Rail Trail Progress Update – April 2024](#))
- vi. Acquisition – GAC discussed the original Splatins acquisition of the rail trail within IR#2 and #3 and the follow-up call to regional governments to partner in 2015. The original Splatins vision statement presented at that meeting has guided the values, vision, and direction of the rail trail project. (See: [January 13, 2015](#))

5. Correspondence – None



6. Business Arising

a. Enderby-Splatsin Pilot Section Opening Ceremony – May 10

Discussion – The GAC discussed plans for the Friday, May 10 Official Opening Ceremony. Kukpi7 Christian will MC the event and coordinate roles with Tkwamipla7 and the Splatsin Title & Rights staff who are helping to organize the event. Further logistics and communications for the event were discussed, including response regarding the potential farm demonstration at the event.

7. New Business

a. Requests for Use of Rail Trail Lands (See: [GAC Brief May 03, 2024](#))

i. **Motion:** *THAT: the Rail Trail Governance Advisory Committee recommend to the Boards of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splatsin Kukpi7 and Tkwamipla7s, that consistent with the rail trail vision, values and objectives, which include active transportation, recreation and destination tourism, the following Policy Guidelines for the use of surplus Rail Trail Lands be approved:*

- *The proposed use must not negatively impact:

 - *Public use of the trail, or*
 - *Environmental, cultural, heritage (archaeology) or agricultural values;**
- *Applicants will be responsible for all costs, including archaeological investigations, permitting, installation of temporary fencing etc. as well as on-going costs for maintenance of the Licence Area;*
- *No new permanent structures will be permitted;*
- *Any temporary structures, including fencing, must be approved by the TOC;*
- *Applicants will be responsible for complying with any local zoning or other regulations in respect of the proposed use;*
- *Agreements for use of surplus Rail Trail Lands will have a maximum term of 25 years;*
- *Agreements will include a clause that the rail trail owners can terminate the agreement with two years notice;*
- *Applicants will be responsible for taking appropriate measures to minimize risk to the public from their use of the Licence Area; and*
- *Applicants will be responsible for taking appropriate measures to protect any structures placed within the Licence Area from damage or vandalism.*

Moved: Kevin Flynn, **Seconded:** Shirley Fowler, **Carried:** by consensus

ii. **Motion:** *THAT: the Rail Trail Governance Advisory Committee recommend to the Boards of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splatsin Kukpi7 and Tkwamipla7s, that the Rail Trail Owner enter into Licence Agreements for use of surplus Rail Trail lands, with the City of Enderby for a linear dog park, with Shuswap Trail Alliance for the location of a sculpture, as part of the Secwépeḿc Landmarks Project, and with Parsons environmental consultants*



representing Imperial Oil for property owned at 401 Vernon Street in Enderby, as these requests meet the proposed policy guidelines.

Moved: Shirley Fowler, **Seconded:** Kevin Flynn, **Carried:** by consensus

b. Provincially Untenured Docks Adjacent to Rail Trail Lands (See: [GAC Brief May 01, 2024](#))

Motion: *THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to the Board of Directors of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splat'sin Kukpi7 and Tkwamipla7, that a letter be sent to the Ministry of Water, Land and Resource Stewardship, asking them to take action to remove the Provincially Untenured docks, which are located adjacent to the Rail Trail Lands within CSR D Electoral Area E, along Mara West Road.*

AND THAT: all correspondence with the Province include acknowledgement of the standing Splat'sin te Secwépemc title & rights in this area.

Moved: Kevin Flynn, **Seconded:** Shirley Fowler, **Carried:** by consensus

Discussion – Splat'sin Title & Rights addressed the standing Splat'sin te Secwépemc title & rights concerns in this area.

c. Upland Consent Required for Docks Located Adjacent to Rail Trail Lands along Mara Lake (See: [GAC Brief May 01, 2024](#))

Motion: *THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to the Board of Directors of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splat'sin Kukpi7 and Tkwamipla7, that all individuals having a dock located adjacent to the rail trail lands along Mara Lake, must have submitted an application and all required supporting information for a Dock/Upland Permit prior to June 30th, 2024;*

AND THAT: after June 30th, 2024, a letter be sent to the Ministry of Water, Land and Resource Stewardship, providing a list of the dock owners who have not submitted a Dock/Upland Permit application, asking them to take action to remove the docks whose owners have not applied for upland consent, which are located adjacent to the Rail Trail Lands.

AND THAT: all correspondence with the Province include acknowledgement of the standing Splat'sin te Secwépemc title & rights in this area.

Moved: Shirley Fowler, **Seconded:** Kevin Flynn, **Carried:** by consensus.

Discussion – Splat'sin Title & Rights staff requested that all correspondence going to the Province include acknowledgement of Splat'sin's Title & Rights in this area.



- d. **Local Government Requests to place utility infrastructure within and parallel to the rail trail lands, and register associated Statutory Rights of Way on the Rail Trail Lands**
(See: [GAC Brief May 01, 2024](#))

Motion: *THAT: the Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to the Boards of the Columbia Shuswap Regional District (CSR D) and the Regional District of North Okanagan (RDNO), and to Splatnik Kukpi7 and Tkwamipla7s, that requests to place utility infrastructure within and running parallel to the rail trail lands, and to register associated Statutory Rights of Way (SROWS), be considered on an individual basis by the Governance Advisory Committee (GAC);*

AND THAT: following consideration by the GAC of such requests, that a subsequent recommendation be made to CSR D and RDNO Boards and Splatnik Kukpi7 and Tkwamipla7s.

Moved: Shirley Fowler, **Seconded:** Kevin Flynn, **Carried:** by consensus

8. Next Meetings:

- a. **Governance Advisory Committee** – to be determined.
- b. **Enderby-Splatnik Rail Trail Pilot Section Official Opening** – Friday, May 10, 10:00 am - Noon
- c. **Joint Rail Trail Roundtable** – Monday, May 13, 2024, 9:00 am – Noon (SDC Board Room) – GAC discussed the agenda and purpose, clarifying the Joint Rail Trail Roundtable is an informational meeting to provide a progress report to the inter-jurisdictional partners. The meeting is facilitated by the Technical Operational Committee. An agenda of events will be shared and include welcoming address by Kukpi7 Christian.

9. Adjournment

- a. **Motion:** *THAT: the May 06, 2024, Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adjourned.*
Moved: Shirley Fowler, **Second:** Kevin Flynn, **Carried:** by consensus.

Site-Visit: None planned for this meeting.

Attending: Splatnik Kukpi7 (Chair), RDNO Board Chair, and CSR D Board Chair as the Governance Advisory Committee, with staff support including CAOs and Technical Operational Committee staff representatives.

RSVP Contact: Secretariat/Facilitation – Phil McIntyre-Paul (Shuswap Trail Alliance) – secretariat to the Governance Advisory Committee (Contact: phil@shuswaptrails.com, 250-804-1964)



Meeting Documents: (Attached and linked to OneDrive)

1. Governance Advisory Committee Minutes ([January 27, 2023 FINAL](#))
2. Governance Advisory Committee In Camera Minutes (January 23, 2023 DRAFT – CONFIDENTIAL)
3. TOC Report ([May 06, 2024](#))
4. GAC Brief – Requests for Use of Rail Trail Lands ([May 03, 2024](#))
5. GAC Brief – Untenured Docks ([May 01, 2024](#))
6. GAC Brief – Upland Consent Required ([May 01, 2024](#))
7. GAC Brief – Requests to Place Utility Infrastructure ([May 01, 2024](#))

Background Documents: (OneDrive links for Reference)

1. [Rail Trail Development Plan](#) (Jan 15, 2021) and [Staged Class C Costing](#) (Sept 9, 2020)
2. [Rail Trail Concept Maps](#) (Aug 14, 2020)
3. [Overview Map – Rail Corridor](#)
4. [Amenity and Sign Standards](#)
5. [Maintenance Standards, Schedule, and Budget](#)
6. [Invasive Species Management Plan](#)
7. [Communications Plan & Consultation Strategy FINAL](#) (July 19, 2019)
8. [Memorandum of Understanding \(Master Agreement\) between Splatina, CSR, and RDNO – FINAL](#)
9. [Terms of Reference - Governance Advisory Committee](#) (Feb 17, 2023)
10. [Terms of Reference - Technical Operational Committee](#) (2019)
11. [Capital Investment Strategy – Staged Leverage Proposal](#) (Aug 21, 2020)
12. [Capital Investment & Community Engagement Strategy UPDATED](#) (Jan 8, 2021)
13. [Community Capital Fundraising Campaign: Messaging, Strategy, Tactics Update](#) (Jan 12, 2021)
14. [Rail Trail Donor Presentation Folder](#) (Updated Nov 19, 2021)
15. [Information Poster Board Display Set](#) (Jan 27, 2023)
16. [Information Bulletin](#) (Mar. 22, 2024)
17. [Website](#)

Governance Advisory Committee Shuswap North Okanagan Rail Trail MINUTES - FINAL

January 27, 2023, 9:00 am - 12:00 pm

In the SplatSIN Development Corporation Board Room and via ZOOM

Updated: May 6, 2024

Meeting Purpose: to provide policy direction relative to the planning, development, management, and governance of the Rail Trail Corridor project.

Objectives:

- To review minutes and business arising from the previous meeting
- To update/discuss project development, fund raising, and upcoming priorities
- To direct communications to update the public

Minutes:

1. Welcome, SplatSIN te Secwépemc Acknowledgement, and Introductions

- a. **Welcome remarks from GAC Chair, Kukpi7 Doug Thomas** – 9:10 am – GAC Chair Kukpi7 Doug Thomas welcomed everyone stressing the importance of all the communities coming together within SplatSIN te Secwépemc territory and working towards the common goal of reconciliation.
- b. **Chair Kukpi7 Thomas welcomed the new GAC representatives** and extended an invitation to the new CSRD Area G Director Natalya Melnychuk and CSRD Chair Councillor Kevin Flynn to join the meeting.
 - i. **Motion:** *That: CSRD Area G Director Natalya Melnychuk be welcomed to join the Sicamous-to-Armstrong Rail Trail Governance Advisory Committee meeting.*
Moved: Mayor Christine Fraser **Seconded:** Director Rick Fairbairn **Carried** by consensus.
 - ii. **Motion:** *That: CSRD Chair Kevin Flynn be welcomed to join the Sicamous-to-Armstrong Rail Trail Governance Advisory Committee meeting.*
Moved: Mayor Kevin Acton **Seconded:** Mayor Christine Fraser **Carried** by consensus.
- c. **Co-Chair assist** – GAC Chair Kukpi7 Thomas invited GAC Co-Vice Chair, Mayor Kevin Acton to assist with chairing the remainder of the meeting.

2. Approval of Agenda

- a. **Motion:** *THAT: the agenda of the January 27, 2023, Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be approved as amended.*
Moved: Director Rick Fairbairn **Seconded:** Director Jay Simpson **Carried** by consensus.



- b. **Motion to Amend Agenda:** *THAT: agenda item 9.b. be split into two motions.*
Motion: Director Jay Simpson **Seconded:** Mayor Christine Fraser **Carried** by consensus.

3. Adoption of Minutes

- a. **Motion:** *THAT: the minutes of the September 23, 2022, Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adopted as circulated. ([Sept. 23, 2022 FINAL](#))*
Moved: Director Jay Simpson **Seconded:** Director Allysa Hopkins **Carried** by consensus.

4. In-Camera Session – at 9:25 am the committee moved into an in-camera session.

- a. **Motion:** *THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to:*

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

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

Moved: Director Rick Fairbairn **Seconded:** Councillor Jay Simpson **Carried** by consensus.

- b. At 10:00 am the committee moved out of the in-camera session.

Motion: *THAT: the Committee move out of In Camera and return to the general meeting.*

Moved: Mayor Christine Fraser **Seconded:** Director Rick Fairbairn **Carried** by consensus.

5. Release of In-Camera Resolutions – The resolution of the in-camera meeting was released as moved.

- a. **Motion:** *THAT: The Governance Advisory Committee recommend to their respective Boards and Council that the framework agreement for the Upland Consent/Crossing Agreements (permits) for the dock owners/tenure holders in the Sicamous Narrows and along Mara Lake adjacent to the Rail Trail lands, be amended as follows:*

- *That the proposed agreement be re-worked to simplify, shorten and standardize the wording as much as possible with the methodology/principles utilized for the Agricultural Crossings.*
- *That the consent agreements to allow docks to be located adjacent and connected to the rail trail and access to those dock improvements across the Rail Trail be for a ten-year term.*
- *That all agreements have a common termination date.*
- *That the agreements be assignable, with the permission of the Rail Trail Owners (such permission not to be unnecessarily withheld) to new property owners for the remaining term of the agreement. At all times a common end date will be maintained.*
- *That the notice to terminate period be two years.*
- *That the cost structure remain as was previously established (\$1000 per annum, with an annual CPI escalator).*

AND THAT: The Governance Advisory Committee recommend to their respective Boards and Council that staff be directed to prepare the appropriate documents and send them to the appropriate property owners as the finalized terms and conditions of an offer to provide upland property owner consent to facilitate a provincial tenure grant for permission to build a dock.

AND FURTHER THAT: The above resolution be authorized for release from the closed portion of the Rail Trail Governance Advisory Committee meeting this 27th day of January 2023.

Moved: Councillor Brian Schreiner **Seconded:** Director Rick Fairbairn **Carried** (1 opposed)

6. Presentations

- a. **Unfolding the True Story: Splitsin & Secwepemc History, Values, & Interests** – Kukpi7 Thomas shared insight into Splitsin te Secwépemc history and the particular significance of the rail trail noting there is much evidence of Splitsin’s ancestors along the corridor. He emphasized the importance of coming together to work to care for this place with 7 generation thinking.
- b. **Project Overview** – an overview of the project shared (See: [Project Overview Jan 27, 2023](#))
- c. **Priority Focus for 2023: Building the Trail** – The RDNO and CSRD CAOs presented that the priority focus for 2023 is to build the rail trail and realize its benefits to the public. They affirmed that seeing tangible progress on the ground in 2023 is important for the public to see. The technical team was thanked for all the work put into getting to this point. It is time to build.

7. Reports

- a. **Technical Operational Committee Report** (See: [GAC Brief Nov 18, 2022](#) & [TOC Report Jan 06, 2023](#)) – The Technical Operational Committee presented an updated report of technical work.

Motion: *THAT: the Technical Operational Committee report be received.*

Moved: Councillor Brian Schreiner **Seconded:** Councillor Kevin Flynn **Carried** by consensus.

- b. **Amenity & Sign Standards** (See: [GAC Brief Jan 10, 2023](#)) – The Technical Operational Committee presented the Rail Trail Amenity & Sign Standards for information. This will become part of the Development Plan moving forward.

Motion: *THAT: the Amenity & Sign Standards be received.*

Moved: Councillor Jay Simpson **Seconded:** Councillor Rhona Martin **Carried** by consensus.

- c. **Capital Funding Campaign and Grants** – Alex de Chantal (Fundraising Campaign Coordinator) provided an update on the Rail Trail capital fundraising campaign. (See: [Brief Jan. 27, 2023](#))

8. Correspondence

- a. None

9. Business Arising



- a. **Governance Advisory Committee Terms-of-Reference** – The RDNO and CSR D CAOs presented a recommendation for consideration regarding the evolution of the Governance Advisory Committee Terms-of-Reference as the Rail Trail project moves forward into the construction phase. To eliminate redundancy, the CAOs proposed that the Splatsin Kukpi7 and the two Regional District Chairs act as a smaller governance advisory through which recommendations from the technical operational committee can be brought to the respective Council and Boards for more efficient decision making through the construction phase, and that a larger meeting of all the governance representatives occur on an annual basis, or as needed, for information updates, to celebrate milestones, and foster relationships.

Motion: *That: the Splatsin, CSR D, and RDNO CAOs and staff develop a revised Governance terms-of-reference to bring back to their respective council and boards for approval.*

Moved: Mayor Christine Fraser **Seconded:** Director Marty Gibbons **Carried** (1 opposed)

- b. **Maintenance Standards Plan** (See: [GAC Brief Nov 25, 2022](#)) – The rail trail maintenance standards plan was presented.

- i. **Motion:** *THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to their respective Boards and Council that the Shuswap North Okanagan Rail Trail Standards be adopted.*

Moved: Director Rhona Martin **Seconded:** Councillor Gord Buschell **Carried** by consensus.

- ii. **Motion:** *THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to their respective Boards and Council that funding related to maintenance for the Shuswap North Okanagan Rail Trail be apportioned to the Owners at a ratio relative to the linear ownership of the Rail Trail: CSR D 46%, RDNO 46% and Splatsin 8%.*

Moved: Director Rhona Martin **Seconded:** Mayor Christine Fraser **Carried** (1 opposed)

- c. **Agricultural Crossing Agreements** (See: [GAC Brief January 27, 2023](#)) – a revised agreement policy for agricultural crossings was presented.

Motion: *THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to their respective Boards and Council that the attached Policy for agricultural access be adopted with minor administrative amendments by staff and CAOs;*

AND THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to their respective Boards and Council that a new simplified permit process for Agricultural Crossings be adopted as detailed in the January 27, 2023 report of the Technical Operating Committee.

Moved: Mayor Christine Fraser **Seconded:** Councillor Brian Schreiner **Carried** by consensus.

Discussion: Proposed administrative amendments to the policy for agricultural access:

1. amend the wording that indicates if the agricultural property is removed from the ALR or is changed to a non-farming land use the provision of the permanent crossing may no longer apply, deleting everything after the words “the ALR”;
2. wording be added to indicate the permits would be assignable to subsequent landowners.
3. acknowledge that agricultural landowners have legal access under the Railway Act

10. New Business

- a. **Commercial/Industrial Licenses** – Recommendation regarding the terms for commercial and industrial licenses were presented. (See: [GAC Brief Jan. 09, 2023](#))

Motion: *THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to their respective Boards and Council that the RDNO and CSRD enter into Commercial/Industrial License Agreements with individuals who own existing businesses adjacent to the Rail Trail Lands, who require portions of the Rail Trail Lands in order to continue their operations, subject to the following conditions:*

- *that Agreements be for 25-year terms;*
- *that the Agreement provide for an option to renew for an additional 25-year term;*
- *that the notice of termination period be two years;*
- *that the annual fee be based on an independent valuation of each property;*
- *that the fee increase annually over the previous year’s fee, in accordance with the BCCPI (All items), during the term of the Agreements;*
- *consultation with Splatsin;*
- *that the Licensee be responsible for construction and maintenance of any necessary fencing or safety improvements;*
- *that the Licensee be responsible for providing an accurate sketch or survey; and that*
- *that the Licensee carry adequate insurance naming the RDNO and CSRD as Additional Insureds.*

Moved: Mayor Christine Fraser **Seconded:** Director Rhona Martin **Carried** by consensus.

Discussion – Discussed the proposed fee increases tied to property assessments and CPI to ensure they are reasonable. May require a regular review period.

ACTION: CAOs and staff – to review and come up with a way to address the proposed fee increases tied to property assessments and CPI to ensure they are reasonable.

- b. **Policy re lawfully non-conforming docks within CSRD Area E** (See: [GAC Brief Dec. 02, 2022](#))

Motion: *THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to their respective Boards and Council that Policy A-85 - Provincially Tenured Lawfully Non-Conforming Docks – Electoral Area E Adjacent to Rail Trail Lands, be Adopted.*

Moved: Director Rhona Martin **Seconded:** Director Marty Gibbons **Carried** by consensus.



11. **Direction on next communication updates to the public** – Discussed the importance of showing value of the rail trail to the taxpayers. Show how fundraising is able to leverage partner grants.
12. **Director Enquiries** – none.
13. **Next Meeting:** To be announced.
14. **Adjournment** – Kukpi7 Thomas closed the meeting reminding everyone about the significance of this project for reconciliation by coming together for a common goal to build this trail, and expressed his appreciation for everyone at the table.
 - a. **Motion:** *THAT: the January 27, 2023, Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adjourned.*
Moved: Director Rhona Martin **Seconded:** Director Marty Gibbons **Carried** by consensus.

Site-Visit: None planned for this meeting.

Attending: appointed inter-jurisdictional representatives (one designate from each of the 12 jurisdictions within the two regional districts, plus two Splat-sin representatives), as well as additional staff representation including CAOs and/or designates.

RSVP Contact: Secretariat/Facilitation – Phil McIntyre-Paul (Shuswap Trail Alliance) – interim secretariat to the Governance Advisory Committee (Contact: phil@shuswaptrails.com, 250-804-1964)

Meeting Documents: (Attached and linked to OneDrive)

1. Governance Advisory Committee Minutes ([September 23, 2022 FINAL](#))
2. Project Overview ([Project Overview January 27, 2023](#))
3. TOC Meeting Report Jan to Nov 2022 ([November 18, 2022](#))
4. TOC Report Jan 2023 ([TOC Report Jan 06, 2023](#))
5. Brief re Amenity & Sign Standards ([GAC Brief Jan 10, 2023](#))
6. Capital Funding Campaign Brief ([January 27, 2023](#))
7. Brief re Maintenance Standards Plan ([November 25, 2022](#))
8. Brief re Agricultural Crossing Agreements ([GAC Brief January 27, 2023](#))
9. Brief re Industrial/Commercial Licenses ([GAC Brief Jan. 09, 2023](#))
10. Brief re Policy re Lawfully Non-conforming Docks within CSR D Area E ([December 02, 2022](#))

Background Documents: (OneDrive links for Reference)

1. [Rail Trail Development Plan](#) (Jan 15, 2021) and [Staged Class C Costing](#) (Sept 9, 2020)
2. [Rail Trail Concept Maps \(Aug 14, 2020\)](#)
3. [Communications Plan & Consultation Strategy FINAL \(July 19, 2019\)](#)
4. [Memorandum of Understanding \(Master Agreement\) between Splat-sin, CSR D, and RDNO – FINAL](#)



5. [Terms of Reference - Governance Advisory Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
6. [Terms of Reference - Technical Operational Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
7. [Capital Investment Strategy – Staged Leverage Proposal \(Aug 21, 2020\)](#)
8. [Funding Investment & Community Engagement Strategy UPDATED \(Jan 8, 2021\)](#)
9. [Community Capital Fundraising Strategy: Messaging, Strategy, Tactics Update \(Jan 12, 2021\)](#)
10. [Rail Trail Donor Presentation Folder \(Updated Nov 19, 2021\)](#)
11. [Splat-sin-Enderby Pilot Section Project \(Jan 26, 2021\)](#)
12. [Sicamous to Mara Early Access Project \(July 30, 2021\)](#)
13. [Preliminary Concept Design Report – Sicamous-to-Armstrong Rail Trail Corridor \(Updated Aug 2019\)](#)
14. [Information Poster Board Display Set \(Nov. 18, 2019\)](#)
15. [Information Bulletin #1 \(Nov. 05, 2019\)](#)
16. [Information Bulletin #2 \(May 04, 2021\)](#)
17. [Overview Map – Rail Corridor](#)
18. [Website](#)

Summary of Actions from January 27, 2023 Minutes

Task or Action	Responsibility	Timeframe/Status
Review and come up with a way to address the proposed commercial/industrial license fee increases tied to property assessments and CPI to ensure they are reasonable.	CAOs and staff	To do
Come up with a revised Governance terms-of-reference to bring back to the respective council and boards for approval	CAOs and staff	To do

Summary of Outstanding Actions from previous Minutes

Task or Action	Responsibility	Timeframe/Status
Host an event at Splat-sin to celebrate the successful fundraising and honor all who helped to raise the funds	GAC	In progress
Following the presentation from MoTI provide clear policy direction to the Technical Operational Committee regarding MoTI use of Rail Trail lands for highway use.	GAC	Following MoTI presentation (March 18, 2022)
Install highway signs and produce promotional video footage utilizing available funding (Motion 5.c.iii.)	TOC	In progress

Abbreviations: GAC (Governance Advisory Committee), TOC (Technical Operational Committee), PMT (Project Management Team)

Attendance: Shuswap North Okanagan Rail Trail Governance Advisory Committee – January 27, 2023

Acting Governance Representatives at Meeting:

Allysa Hopkins	Regional District of North Okanagan	Area F Director
Brian Schreiner	City of Enderby	Councillor
Christine Fraser	Township of Spallumcheen	Mayor



Doug Thomas - GAC Chair	Splatsin	Kukpi7
Gord Bushell	District of Sicamous	Councillor
Jay Simpson	Columbia Shuswap Regional District	Director Area F
Jessie Valstar	City of Armstrong	Councillor
Kevin Acton - GAC Co-Vice Chair	Village of Lumby	Mayor/RDNO Chair
Kevin Flynn	City of Salmon Arm/CSRD	Councillor/CSRD Chair
Louis Wallace Richmond – via ZOOM	City of Salmon Arm	Councillor
Marty Gibbons	Columbia Shuswap Regional District	Area C Director
Natalya Melnychuk – via ZOOM	Columbia Shuswap Regional District	Area G Director
Rhona Martin - GAC Co-Vice Chair	Columbia Shuswap Regional District	Director Area E
Rick Fairbairn	Regional District of North Okanagan	Director Area D
Theresa William – via ZOOM	Splatsin	Tkwamipla7

Alternate Representatives (Observing)

Denis Delisle	Regional District of North Okanagan	Area F Alternate Director
Joe Cramer – via ZOOM	City of Armstrong	Mayor
John Bakker – via ZOOM	Township of Spallumcheen	Councillor
Randal Ostafichuk	Village of Lumby	Councillor
Shirley Fowler – via ZOOM	City of Armstrong	Councillor

Staff:

Brad Ackerman – via ZOOM	City of Armstrong	Operations Manager
Carie Liefke	Township of Spallumcheen	Planner
Darcy Mooney	Columbia Shuswap Regional District	Manager, Operations Management
David Sewell	Regional District of North Okanagan	CAO
Dawn Low – via ZOOM	City of Armstrong	CAO
Gerald Christie	Columbia Shuswap Regional District	Manager, Development Services
Grahame Go	Splatsin Development Corporation	CEO
Jeromy Schuetze – via ZOOM	District of Sicamous	Operations and Engineering
John MacLean	Columbia Shuswap Regional District	CAO
Ryan Nitchie	Columbia Shuswap Regional District	Team Leader, Community Services
Scott Beeching – via ZOOM	District of Sicamous	Development Services Manager
Sharen Berger	Columbia Shuswap Regional District	Rail Trail Lease/Legal Administration
Zach Parker	Splatsin	Director, Splat-sin Title & Rights

Other:

Alex de Chantal – via ZOOM	Shuswap North Okanagan Rail Trail	Fundraising Strategy Coordinator
Ken Netzel – via ZOOM	General Public	
Phil McIntyre-Paul	Shuswap Trail Alliance	GAC/TOC Secretariate
Stuart Sorkilmo – via ZOOM	General Public	



Also attending via ZOOM: Brent, Guido, Corey's iPhone 12	General Public	
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Regrets:

Alan Harrison	City of Salmon Arm	Mayor
Ian Wilson	Regional District of North Okanagan	General Manager, Strategic and Community Services
Todd York	Township of Spallumcheen	Councillor
Tundra Baird	City of Enderby	Councillor



The Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong)

BRIEFING NOTE: Rail Trail Progress Update – April 2024

To: Shuswap North Okanagan Rail Trail Joint Roundtable Elected Representatives and contacts

From: Shuswap North Okanagan Rail Trail Technical Operational Committee (Splatsin te Secwépemc, Columbia Shuswap Regional District, Regional District of the North Okanagan)

Prepared by: Phil McIntyre-Paul, Secretariat, SNO Rail Trail Technical Operational Committee

Date: April 16, 2024

Re: Progress Update on the Shuswap North Okanagan Rail Trail between Sicamous and Armstrong

BACKGROUND LINKS:

- **View the Shuswap North Okanagan Rail Trail – Community Update Video** (Oct. 23, 2023): <https://shuswapnorthokanaganrailtrail.ca/shuswap-north-okanagan-rail-trail-community-update-oct-23-2023/>
- **Previous Progress Update Report:** [December 7, 2023](#)
- **Rail Trail Public Update Bulletin:** [March 22, 2024](#)
- Please visit shuswapnorthokanaganrailtrail.ca for ongoing general updates.

BACKGROUND OVERVIEW:

- **Rail corridor acquired and owned** by Splatsin te Secwépemc, RDNO, CSRD with funding support from Province of BC (2014-2018)
- **Joint agreement to develop** the rail corridor together as a linear greenway trail (2019)
- **Joint Governance and Technical Management Structure** developed to ensure the corridor remains contiguous and is developed, operated, and maintained for its use as a continuous non-motorized recreational trail, particularly for pedestrian and bicycle transportation, as well as future potential use as a continuous multi-model regional transportation corridor. ([GAC ToR](#))
- **Development plan** completed and approved January 2021 with funding support from the BC Rural Development Program and the District of Sicamous and CSRD Area E Economic Opportunities Fund (See: <https://shuswapnorthokanaganrailtrail.ca/development-plan/>)

- **Agricultural Land Commission Decision** – following a two-year planning and consultation period with adjacent agricultural property owners, the ALC approved the proposal to convert the corridor into a rail trail subject to conditions in February 2021. TOC staff have since been working with agricultural property owners and the ALC to meet the conditions which include accessing ALR lands across the rail trail. (See [ALC File 60525, Resolution #65/2021](#))
- **Rail Trail Governance Bylaw and Permit:** A bylaw to regulate the use of the Shuswap North Okanagan Rail Trail within the jointly owned RDNO and CSRD portion of the rail corridor was drafted and approved in 2023. The new bylaw and accompanying permits provide clearer assurance and terms for various situations including access to adjacent properties and other uses and encroachments within the rail trail lands. (See [RDNO Bylaw 2977](#) and [CSRD Bylaw 5865](#))
- **Amenities and Sign Standards** – Comprehensive [Amenities and Sign Design Standards](#) for the rail trail were developed to guide standardized development of the rail trail corridor.
- **Long-term Maintenance** – A [comprehensive maintenance standards plan](#), schedule, and cost sharing agreement was adopted spring 2023 and is now being implemented with the Splatsin Development Corporation’s Yucwmenlúcwu (Caretakers of the Land) providing the lead maintenance contract services.
- **Invasive Species Management Plan** has been developed and implemented as part of long-term care for the corridor. (See [Invasive Species Management Plan](#))
- **Revegetation Plan** incorporating traditional indigenous species was completed for the [Enderby-Splatsin Pilot Section Revegetation Plan](#) in July 2023. The full corridor plan is being finalized.
- **Capital Funding Secured to Date:** \$15,103,361
 - \$250,000 from the Provincial Tourism Infrastructure Grant program through Thompson Okanagan Tourism Association (TOTA/MTACS)
 - \$459,061 Federal/Provincial COVID Recovery Infrastructure Stream (CVRIS)
 - 2 x \$500,000 from the BC Active Transportation Infrastructure program (BCAT)
 - \$12,539,445 from the Active Transportation Fund – Infrastructure Canada
 - \$160,000 from CSRD rail trail reserves matching for BCAT Armstrong – Lansdowne grant.
 - \$160,000 from RDNO rail trail reserves matching for BCAT Armstrong – Lansdowne grant
 - \$232,000 from the Economic Opportunities Fund - District of Sicamous and CSRD Area E matching for BCAT Sicamous – Mara Early Access grant
 - \$302,855 in individual and corporate donations including Askews Foods, SASCU, and Rotary (funds are held in reserve through the Shuswap Community Foundation)

- **Enderby-Splatsin Pilot Section** (KM 35.8 – 37.8) – completed November 2023. Now open to the public. (Funding: TOTA/MTACS Tourism Infrastructure Grant, CVRIS Grant)
- **Sicamous-to-Mara Early Access, Safety, and Erosion Mitigation** (KM 1.5 – 4.5) – Rock scaling was completed July 2023. Trail flood mitigation and surfacing shifted south of KM 0.0 due to archaeological concerns at Bruhn Bridge, and south again to KM 1.5 while the District of Sicamous worked through rezoning of rail trail lands for the km 0.5 to 1.5 section. This project grant also includes Rosemond Lake Bridge repairs and decking (KM 15). Construction underway spring 2024 for completion by September 30, 2024 funding deadline. (Funding: BC Active Transportation Grant, Sicamous/CSRD Area E Economic Opportunities Fund)
- **Armstrong-to-Lansdowne Road** (KM 49.15 – 50.4) – Construction tenders to be posted this spring 2024 for completion by September 30, 2024 funding deadline. (Funding: BC Active Transportation Grant, RDNO & CSRD Rail Trail Reserve Funds)
- **Sicamous-to-Stepney X Road** (KM 0.5 – 42.6) – Splatsin Development Corporation’s Yucwmenlúcwu (Caretakers of the Land) currently preparing archaeological reviews and scheduling for construction to begin spring 2024 and completion in 2025. (Funding: Active Transportation Fund – Infrastructure Canada, community capital donations fund)
- **Still to raise for final completion** (KM 42.6 – 49.15) – Highway 97A Pedestrian/Bicycle Overpass and trail construction finish. Completion of the final 6.6 km will require an estimated \$5.6 million in additional funding. The SNO Rail Trail partners are now seeking funds to complete engineering design and costing and assemble final funds to aim for an ideal completion in 2026.



CURRENT PROGRESS UPDATE:

- Mobilization began the week of March 18, 2024 on the northern section between km 1.5 - 4.5 within Splatsin IR3 and CSRD Area E jurisdiction utilizing the BC Active Transportation grant funds (Grant completion deadline: Sept 2024). Construction staging is at Folland Road.

- The Splitsin Development Corporation's Yucwmenlúcwu (Caretakers of the Land) team are constructing the trail based on their successful work last fall completing the Enderby-Splitsin pilot section. Urban Systems is providing detailed engineering design, tender, and construction services.
- The quick timing on the District of Sicamous rezoning decision, relatively early in the construction season, increases the chance of the km 0.5 to 1.5 section being added to the 2024 construction schedule. The Technical Operational Committee are currently going over construction plans with the Yucwmenlúcwu Project Construction Manager to see if and how this can be accommodated.
- Access to this northern section of trail will remain closed until it is safe and interim trailhead access is resolved. Access points are closed, fenced, and signed.
- Final Sicamous access will be over the new Bruhn Bridge which will include a separated multi-use pedestrian/bicycle pathway to Old Spallumcheen road and the rail trail. But current delays mean this will not be completed for at least the next two years, possibly longer.
- The Technical Operational Committee are undertaking active exploration of a number of alternate interim trailhead access options for the northern end of the rail trail.
- Construction of the rail trail will continue, however, as there are many layers to complete including erosion and flood mitigation. Funding is currently in place with deadlines for completion. Work on the rail trail is anticipated to continue over the next two years.
- Correspondence has been sent to all adjacent property owners near construction zones reminding them to remove or modify any encroaching structures that could compromise the integrity of the rail trail, or interfere with the construction, maintenance, and repair of the rail trail or with future erosion mitigation works.
- Additionally adjacent property owners and the public are being reminded that no construction of structures, including steps, stairs and retaining walls, or removal or disturbance of vegetation or soils is permitted within the rail trail lands without prior approval of the Rail Trail Owner.
- Splitsin leadership are finalizing details with the Federal Government on the Active Transportation funding agreement. Under this funding, the Splitsin Development Corporation's Yucwmenlúcwu (Caretakers of the Land) team are preparing to keep construction moving south from the initial km 1.5-4.5 section with funding sufficient to complete all aspects of trail construction to km 42.6 at Stepney X Road through 2024 and 2025. Final ALC clearance is pending.
- Additional funding is secured through the BC Active Transportation program to also complete the section of parallel pathway into Armstrong between Lansdowne Road at km 49.15 and Smith

Drive at km 50.4 this season. The City of Armstrong are working on plans to extend their pathway system from this point into town. Final ALC clearance is pending.

- Agricultural Land Commission – A [Summary of Communications and Engagement with Agricultural Property Owners Report](#) was submitted in February 2024 in accordance with the conditions of [ALC Resolution #65/2021](#) issued in February 2021. ALC commissioners indicated at least 1 adjacent landowner continues to have issues with the trail regarding crossing permits. TOC representatives meet with ALC commissioners this month to discuss finalizing compliance with this condition.
- An official opening of the completed Enderby-Splatsin pilot section with Splatsin, RDNO, and CSR leadership is scheduled for Friday, May 10, 10:00 am to Noon at the new trailhead across from Belvidere Park in Enderby.
- A \$287,000 application was recently submitted by the rail trail owners to the PaciCan Destination Development funding program to support initiation of landscaping and revegetation of the new Enderby-Splatsin section and engineering design/costing for the Hwy 97A overpass just north of Armstrong.
- Once ready, the overpass design/costing will be used by the Rail Trail owners (Splatsin, RDNO, CSR) to seek and apply for capital funding to complete this final part of the trail.

Following is a summary of progress and anticipated future timelines for construction of the rail trail:

- July 2023 – rock scaling completed along Mara Lake.
- November 2023 - rail trail Pilot Section completed between km 35 – 37 in Enderby.
- January 2024 – construction tenders issued for spring work.
- March-May 2024 – trail surfacing between km 1.5 – 4.5 (Sicamous and North Mara Lake)
- April-May 2024 – prepare for repair work on the Rosemond Lake Bridge.
- April-May 2024 – prepare for trail construction of km 49 – 50 (Lansdowne Road to Armstrong).
- May-June 2024 – submit erosion mitigation plans for environmental review and archaeology.
- 2024- 2025 – continue trail surfacing between km 4.5 – 42.6 (Sicamous and Stepney X Road).
- 2025 – finish erosion mitigation repairs, trailhead areas, and signage; fundraising for overpass.
- 2026 - Hwy 97A pedestrian overpass and final trail construction.



Enderby-Splatsin Pilot Section – newly packed aggregate surfacing (completed November 2023)



Enderby-Splatsin Pilot Section – entrance bollards and signage (completed November 2023)



Enderby-Splatsin Pilot Section – Cliff Avenue Pedestrian activated crosswalk.



Enderby-Splatsin Pilot Section – Belvidere Park Trailhead.



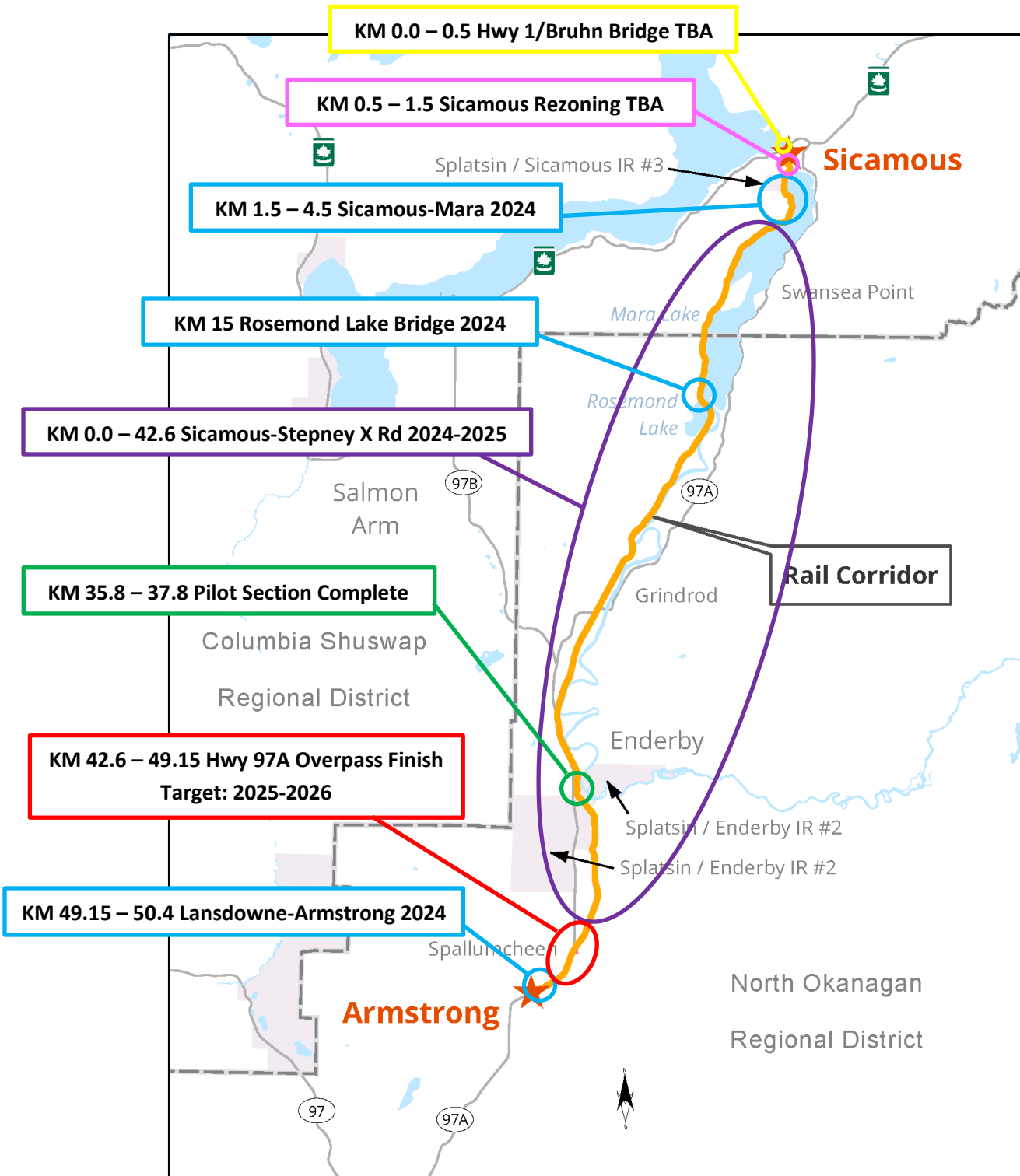
Splatsin team prepare rail bed ready to receive aggregate at north end of Mara Lake (Km 1.5-4.5)

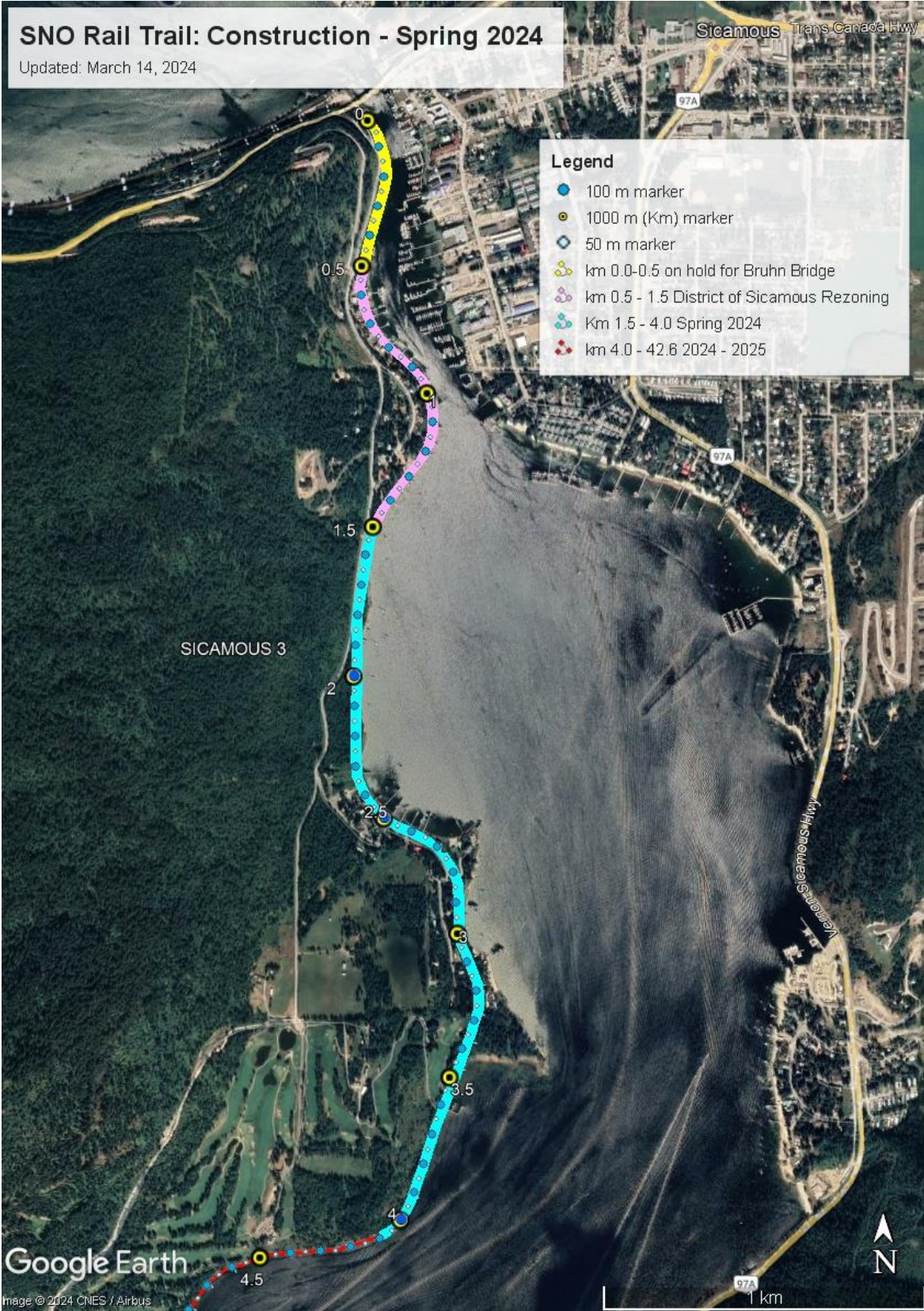


Preparation of staging area at Folland Road.



All access is closed with fences and signs.









The Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong)

BRIEFING NOTE

To: Rail Trail Governance Advisory Committee

From: Technical Operating Committee

Date: UPDATED May 03, 2024

Re: Requests for use of Rail Trail lands

RECOMMENDATION:

THAT: the Rail Trail Governance Advisory Committee recommend to the Boards of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splatšín Kukpi7 and Tkwamipla7s, that consistent with the rail trail vision, values and objectives, which include active transportation, recreation and destination tourism, the following Policy Guidelines for the use of surplus Rail Trail Lands be approved:

- The proposed use must not negatively impact:
 - Public use of the trail, or
 - Environmental, cultural, heritage (archaeology) or agricultural values;
- Applicants will be responsible for all costs, including archaeological investigations, permitting, installation of temporary fencing etc. as well as on-going costs for maintenance of the Licence Area;
- No new permanent structures will be permitted;
- Any temporary structures, including fencing, must be approved by the TOC;
- Applicants will be responsible for complying with any local zoning or other regulations in respect of the proposed use;
- Agreements for use of surplus Rail Trail Lands will have a maximum term of 25 years;
- Agreements will include a clause that the rail trail owners can terminate the agreement with two years notice;
- Applicants will be responsible for taking appropriate measures to minimize risk to the public from their use of the Licence Area; and
- Applicants will be responsible for taking appropriate measures to protect any structures placed within the Licence Area from damage or vandalism.

THAT: the Rail Trail Governance Advisory Committee recommend to the Boards of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splatšín Kukpi7 and Tkwamipla7s, that the Rail Trail Owner enter into Licence Agreements for use of surplus Rail Trail lands, with the City of Enderby for a linear dog park, with Shuswap Trail Alliance for the location of a sculpture, as part of the Secwépemc Landmarks Project, and with Parsons environmental consultants representing Imperial Oil for property owned at 401 Vernon Street in Enderby, as these requests meet the proposed policy guidelines.

SPECIFIC RAIL TRAIL REQUESTS:

1. City of Enderby Proposed Dog Park:

Enderby has inquired whether the Rail Trail Owners would consider allowing the installation of a fenced, linear dog park, on surplus land not required for the trail (for example, see Attachment A). The City would be responsible for all costs including installation, maintenance, archaeological investigations (in accordance with the policy guidelines).

This proposal could provide a few benefits, in blocking unauthorized motor vehicle access across the trail, and some of the surplus Rail Trail Lands land would be maintained by the City. However, it could also lead to additional issues with this section of trail, with regards to parking and possibly an increase of dog feces or litter on the trail.

Attachment A shows an example of what is proposed, but the exact location and dimensions would need to be determined.

2. Secwépemc Landmark Sculpture

The Secwépemc Landmarks Project is a Secwépemc-led arts project that supports Secwepemtsín (Secwépemc language) learning and creates awareness of Secwépemc oral histories, language, and laws in Secwepemcúlecw. As part of this project, eight sculptures have been commissioned and are being placed in public locations within the Splatsin territory. See this link for more information: <https://shuswaptrails.com/points/>

The Landmarks committee has requested permission to place a sculpture on rail trail lands, near the trailhead at Cliff Avenue (Attachment B), but the exact location is yet to be determined.

The Landmarks Committee would be responsible for any installation costs, including archaeological investigations. If approved, the rail trail owners would be responsible for on-going maintenance, through an agreement with the Shuswap Trail Alliance.

The sculpture includes a metal “tree” trunk with wood elements near the top, as well as a metal fishing weir. The sculptures have been designed to help minimize the amount of maintenance required, as well as the risk of vandalism or damage. Staff have some concerns about the potential risks of people climbing on the fishing weir and have requested some split-rail fencing to help keep people off.

The Technical Operational Committee is recommending support of this request, subject to appropriate measures being taken to minimize risk to the public and potential damage to the sculptures, consistent with the policy guidelines.

See Attachment B

3. Temporary Environmental Monitoring Wells within rail trail lands

The Rail Trail Owners were approached in August 2023 by Parsons environmental consultants representing Imperial Oil for property owned at 401 Vernon Street in Enderby (identified in black outlined area on Attachment C).

A total of 6 environmental monitoring wells are proposed to be located on Rail Trail lands immediately east of the Imperial Oil property, to monitor any contamination (leaching) from an old Esso gas station located at the 401 Vernon Street property onto Rail Trail lands.

Two installation options are proposed for the monitoring wells. One is a cast-iron road box flush with grade; the second a 'stick-up' well stretching 1 meter above ground level to remain visible. The monitoring wells are proposed to be decommissioned within 2 years.

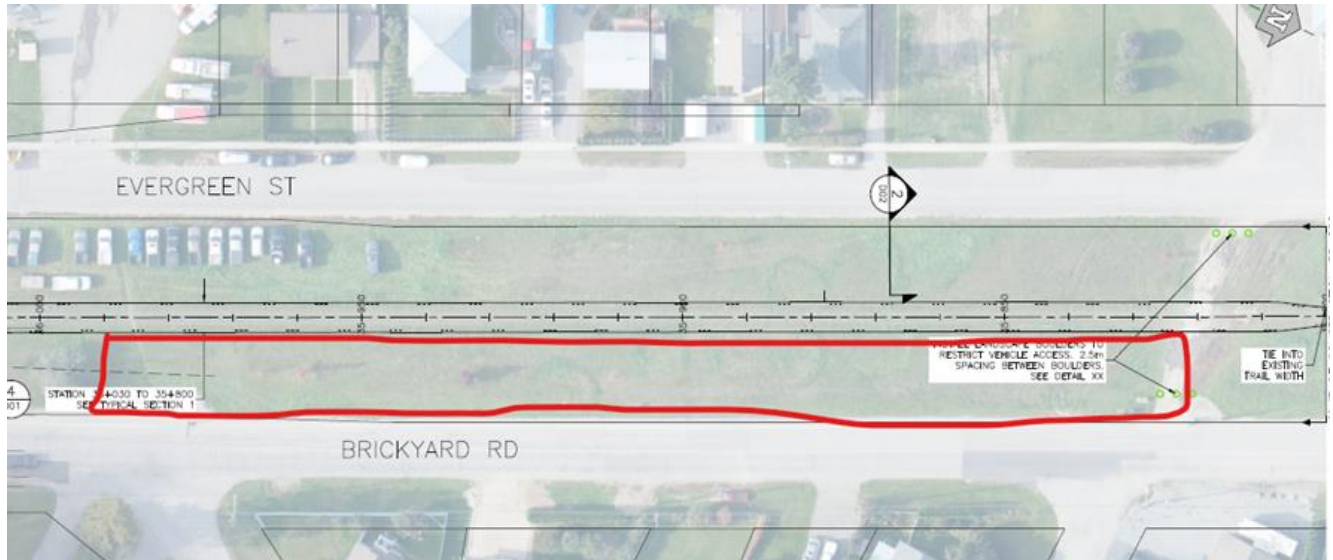
Each borehole for each monitoring well will be advanced with a combination of hydro-excavator and auger drill rig with a diameter of 0.2m in going to depths no deeper than 6.7 mbgs. A combination of soil, groundwater and soil vapour data would be collected during the initial drilling and subsequent follow-up monitoring events. Any soil cuttings or purged groundwater would be stored in drums on the Imperial Oil property.

The proposed disturbance within Rail Trail lands is not associated with rail trail construction and as such would require a separate Heritage Permit through the Archaeology Branch. The Technical Operational Committee recommend support of this proposal, with all associated costs being borne by the owners of 401 Vernon Street, in accordance with the policy guidelines.

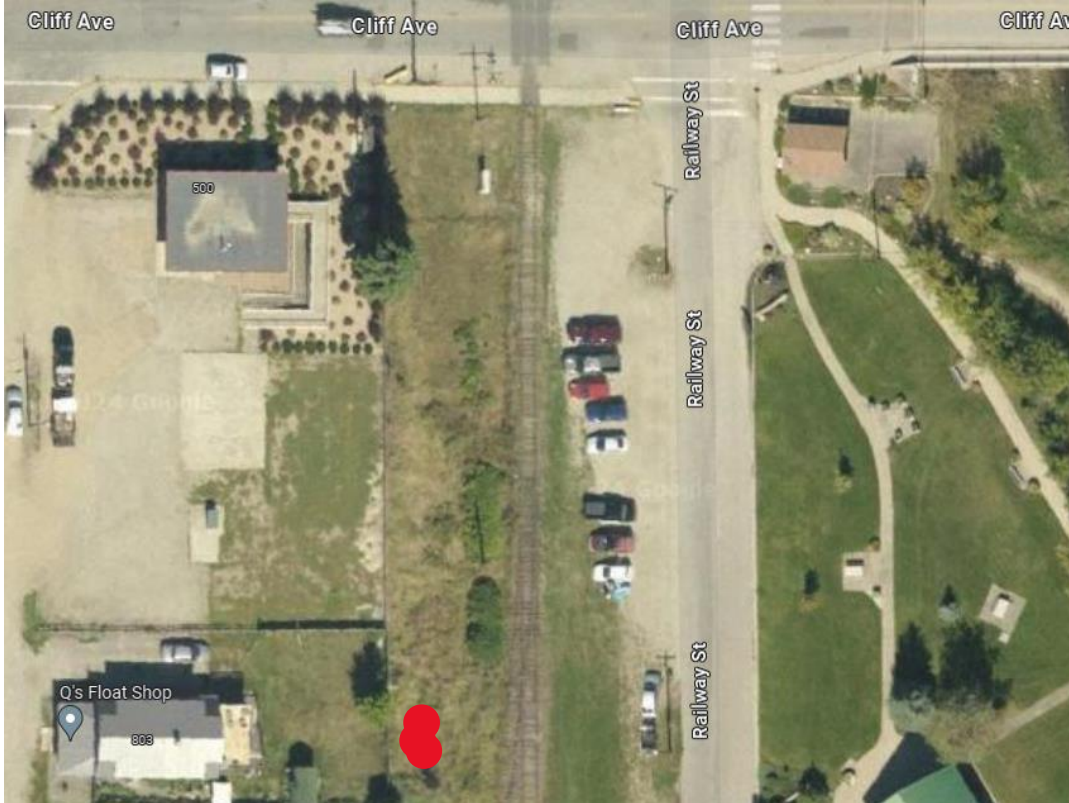
See Attachment C

ATTACHMENTS:

Attachment A. Sketch showing proposed linear Dog Park operated by Enderby. The actual location and dimensions would need to be determined, if approved.



Attachment B. Proposed location (red) for the Landmarks Sculpture (top) and an illustration of the two pieces to be installed (bottom).



Secwepemc Landmarks Phase II
 Splatins/City of Enderby
 Hop, Tony & David - Draft Design

Steel Stump of tree

- Top same diameter as the base of the carving
- animal and plant names and images etched into side (fig.1)
- viewfinders in sidewall
- corten finish with etching
- permalac clear applied to both steel and wood
- place names and transitions cut into steel sidewall (fig.2)

Steel Cutout Pieces, Animals & plants illustrations

Technical Criteria

- Concrete Footing with 18" Sono Tube or larger helical w/ xl plate
- Connections with tamper proof hardware
- 3/4" stainless or zinc plated connection bolts and hardware
- concrete (or helical plate) to steel
- 20,000 lbs bearing substrate

*final design with additional surrounding artwork and engineering details TBD

← Wood Carving

viewfinders to landmarks

5'

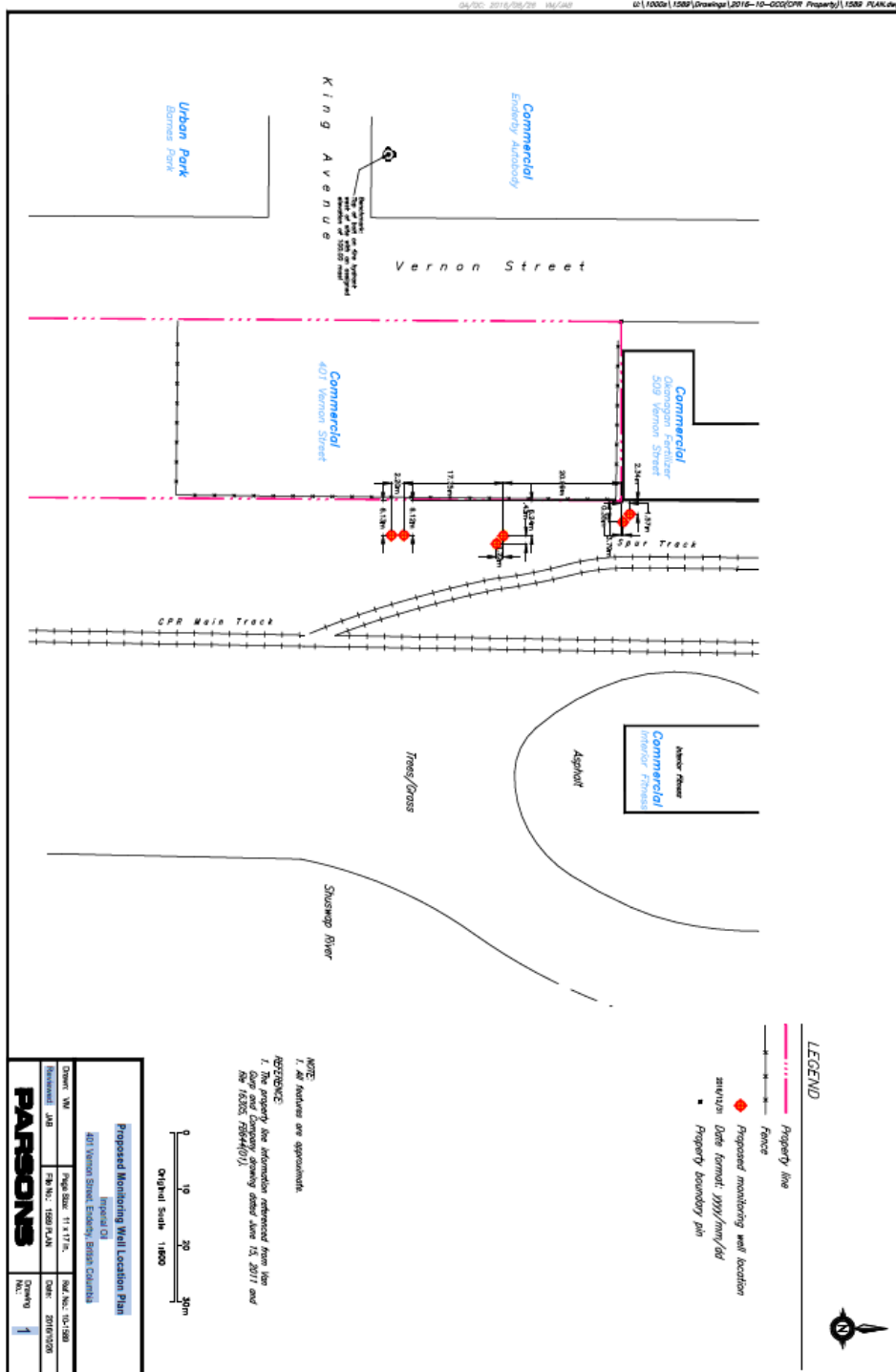
3'

Fishing Weir

- Made of corten steel 15mm rod
- three point contact helical foundation
- 3" pipe fence with cross bar
- all assembled with fasteners and high grade welds

*Note: All sculptures are designed to CSA Parks and Safety Standards

Attachment C. Proposed locations for monitoring wells on the Rail Trail properties, south of Granville Avenue. The exact locations are to be determined (two of the wells are mistakenly shown on another private property to the north).





The Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong)

BRIEFING NOTE

To: Shuswap North Okanagan Rail Trail Governance Advisory Committee

From: Technical Operational Committee

Date: April 29, 2024

Subject: Provincially Untenured Docks Adjacent to Rail Trail Lands

RECOMMENDATION:

THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to the Board of Directors of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splitsin Kukpi7 and Tkwamipla7s, that a letter be sent to the Ministry of Water, Land and Resource Stewardship, asking them to take action to remove the Provincially Untenured docks, which are located adjacent to the Rail Trail Lands within CSRD Electoral Area E, along Mara West Road.

BACKGROUND:

The Province of BC is responsible for the issuance of leases, licences, and general and specific permissions as they pertain to the development of the Foreshore and Aquatic Crown Land. The *Provincial Land Use Operational Policy Private Moorage, January 21, 2019*, and *Crown Land Use – General Permission for Private Moorage – June 1, 2022*, state that General Permission for a dock is **only** granted to owners of waterfront property or to individuals who are the Crown lessee of the Upland Property. Despite the Provincial Private Moorage Policy, there are individuals who own non-waterfront property located adjacent to the rail trail lands, within CSRD Electoral Area E, who have constructed docks in the absence of obtaining provincial permission for private moorage. They also did not receive upland consent from CP Rail, the previous owner of the Rail Trail lands.

Provincial Ministry staff has now indicated that, consistent with the Provincial Private Moorage Policy, it will not renew tenures or grant new tenures for private moorage facilities without the consent of the adjacent riparian landowner.

DISCUSSION:

The CSRD has enacted land use bylaws which regulate the use of Land, including the surface of the water. Consistent with the Provincial Private Moorage Policy, Lakes Zoning Bylaw No. 900 does not permit docks for non-waterfront properties. Additionally, the recently adopted Electoral Area E Official Community Plan Bylaw No. 840 (Bylaw No. 840), and Electoral Area E Zoning Bylaw No. 841 (Bylaw No. 841), do not support private uses, including privately owned docks, on



water adjacent to park lands. Bylaw No. 840 designates the Rail Trail Lands PK – Parks and Recreation, and Bylaw No. 841 zones the Rail Trail Lands PK – Parks and Protected Areas

The subject of docks located within Electoral Area “E” of the CSR D, adjacent to the Rail Trail Lands, was considered by the CSR D Board of Directors at its October 2019 CSR D Board meeting. At that meeting, the Board passed a motion that a moratorium on any new upland consent be instituted until such time as a new Policy could be presented to the Rail Trail Governance Advisory Committee.

At its meeting on January 27, 2023, the Rail Trail Governance Advisory Committee recommended that Policy A-85 - Provincially Tenured Lawfully Non-Conforming Docks – Electoral Area E Adjacent to Rail Trail Lands (Policy A-85), be adopted by the RDNO and CSR D Boards and Splatsin Kukpi7 and Tkwamipla7’s. On February 16, 2023, the CSR D adopted Policy A-85.

Policy A-85 allows the Rail Trail Owner to consider entering into Licence and Upland Consent Agreements with dock owners, where the zoning does not permit the existing use, but the docks have been determined by the CSR D Development Services staff to have lawful non-conforming status, **and where the province has previously granted permission for the docks. The dock owner must have submitted an application to the Province for Private Moorage and received provincial tenure approval to construct a dock adjacent and connected to the rail trail lands prior to the adoption of Bylaw No. 900, August 16, 2012;**

Summary:

The Provincial Land Use Operational Policy Private Moorage, January 21, 2019, and Crown Land Use – General Permission for Private Moorage – June 1, 2022, the Common Law of Riparian Rights in BC, and CSR D Land Use Bylaws do not support granting Licence and Upland Consent to non-waterfront property owners. Despite these regulations, there have been docks constructed in Electoral Area “E”, adjacent to the Rail Trail Lands without the necessary Provincial tenure permission or Upland Consent.

In October 2023, the CSR D adopted the Rail Trail Governance Bylaw No. 5865, 2023, which regulates use of the Rail Trail Lands, establishes Fees for use, and provides the method for implementing the Permitting process. Individuals who have docks located adjacent to the Rail Trail Lands in Electoral Area E, which meet the conditions set out in Policy A-85 and have been issued a Dock/ Upland Consent Permit, will be paying the Annual Fee set out in Schedule B of Bylaw No. 5865. Individuals who have not received provincial approval or upland consent and have constructed docks in the absence of permission, will not be subject to the same Annual Fee, creating an unequal/unfair situation.

The Ministry of Water, Land and Resource Stewardship has jurisdiction over the issuance of leases, licences, and general and specific permissions as they pertain to the development of the Foreshore and Aquatic Crown Land. Therefore, to ensure that individuals who have obtained all the required permissions and consent are not treated unfairly, the Province should take action to remove the untenured docks.

Reference Documents (OneDrive Links):

- [Provincial Land Use Operational Policy Private Moorage, January 21, 2019](#)
- [Crown Land Use – General Permission for Private Moorage – June 1, 2022](#)



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- [Provincial General Permission Requirements Checklist and Interpretive Guide Version February 2023](#)
 - [Policy A-85](#)
 - [Bylaw No. 5865](#)



The Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong)

BRIEFING NOTE

To: Shuswap North Okanagan Rail Trail Governance Advisory Committee
From: Technical Operational Committee
Date: April 29, 2024
Subject: Upland Consent Required for Docks Located Adjacent to Rail Trail Lands along Mara Lake

RECOMMENDATION:

THAT: The Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to the Board of Directors of the Columbia Shuswap Regional District and the Regional District of North Okanagan, and Splat7in Kukpi7 and Tkwapila7s , that all individuals having a dock located adjacent to the rail trail lands along Mara Lake, must be **issued a Dock/Upland Permit from the Rail Trail Owner** prior to June 30th, 2024; or, **have submitted an application and all required supporting information for a Dock/Upland Permit prior to June 30th, 2024;**

AND THAT: after June 30th, 2024, a letter be sent to the Ministry of Water, Land and Resource Stewardship, providing a list of the dock owners who have not obtained a Dock/Upland Permit, requesting that the Province take appropriate action regarding the tenures granted for those docks.

(Note: Most of these docks do have Provincial tenure – but the Upland Consent has expired, and without upland consent, the province should be advising the dock owners that their tenure will be cancelled.)

BACKGROUND:

Tenured and untenured docks...

The Province of BC is responsible for the issuance of leases, licences, and general and specific permissions as they pertain to the development of the Foreshore and Aquatic Crown Land. The Provincial Land Use Operational Policy Private Moorage, January 21, 2019, and Crown Land Use – General Permission for Private Moorage – June 1, 2022, state that General Permission for a dock is **only** granted to owners of waterfront property or to individuals who are the Crown lessee of the Upland Property.

Provincial Ministry staff has now advised that, consistent with the Provincial Private Moorage Policy, it will not renew tenures or grant new tenures for private moorage facilities without the consent of the adjacent riparian landowner.

On April 12, 2024, Staff from the Ministry of Water, Land and Resource Stewardship contacted the CSRD asking whether the Rail Trail Owner had adopted the bylaws, if the Permitting system was in place, and which tenure holders, if any, had obtained Upland Consent from the Rail Trail Owner, consistent with their Tenures. Provincial officials have requested to be informed of docks that do not have upland consent.

DISCUSSION:

In October 2023, the CSRD adopted the *Rail Trail Governance Bylaw No. 5865, 2023*, (Bylaw No. 5865) which regulates use of the Rail Trail Lands, establishes Fees for use, and provides the method for implementing the Permitting process. Bylaw No. 5865, and the corresponding Regional District of North Okanagan *Shuswap North Okanagan Rail Trail Regulations and Fees Bylaw No. 2977, 2023*, were prepared in response to concerns from individuals who own land adjacent to the rail trail lands, regarding the Agreements that had been prepared by the Rail Trail Owner, to replace the CPR Agreements.

To address those concerns, the Dock/Upland Permit conditions are as follows:

- Permits are shorter, simpler, and more consistent/standardized than the Agreements;
- Permits are for ten (10) year terms, with an option to renew;
- 2023 is the initial year of the term for Dock/Upland Permits;
- The annual fee for the 2023 year has been waived;
- The notice of termination period has been increased to two (2) years;
- Permits may be assigned to successive property owners for the remainder of the existing term, with the permission of the Rail Trail Owner; such permission not to be unreasonably withheld;
- All Dock/Upland Permits will have a common expiry date of December 31, 2032;
- Individuals who have an existing executed Licence and Upland Consent Agreement with the Rail Trail Owner will have that Agreement converted to a Dock/Upland Permit; the expiry date of the Permit will be extended; and
- to be consistent with the common expiry date, and any fee paid for the Agreement will be applied to the Permit fee.

On December 11, 2023, letters were sent to individuals who own docks within the District of Sicamous, adjacent to the rail trail lands, advising them that Bylaw No. 5865 had been adopted, and that the Permit process was in place. The letter requested that the dock owners complete and submit the Dock/Upland Permit application to the CSRD as soon as possible and enclosed a copy of a Dock/Upland Permit, for their use. To date, **none** of the District of Sicamous dock owners have submitted an application for a Dock/Upland Permit.

With the adoption of the *District of Sicamous Zoning Amendment Bylaw No. 1044, 2024, on April 24, 2024*, which rezoned the Rail Trail Lands within the District of Sicamous from R-1 One and Two Unit Residential to P-3 Park - General, the Rail Trail Owner is prepared to pivot on construction of the rail trail, extending the rail trail north of 1.5km, to 0.5km within the District of Sicamous, rather than using the British Columbia Active Transportation (BCAT) grant funding for the Rosemond Lake Bridge repairs. BCAT grant agency will allow the scope change.

Letters will be sent out to individuals who own property within the District of Sicamous, adjacent to the rail trail lands, advising of the date that construction will take place on the 0.5km to 1.5km section of the rail trail, and that Encroaching structures that could compromise the integrity of the rail trail, or interfere with the construction, maintenance, and repair of the rail trail or with future erosion mitigation works, must be removed, or modified prior to construction of the rail trail. The letter also states that where feasible, encroaching infrastructure will be moved by construction crews. Where it is not feasible to move the encroaching infrastructure, it may be damaged.

Summary:

The Provincial Land Use Operational Policy Private Moorage, January 21, 2019, and Crown Land Use – General Permission for Private Moorage – June 1, 2022, the Common Law of Riparian Rights in BC, and CSRD Land Use Bylaws do not support granting Licence and Upland Consent to non-waterfront property owners.

Provincial Ministry staff has now indicated that, consistent with the Provincial Private Moorage Policy, it will not renew tenures or grant new tenures for private moorage facilities without the consent of the adjacent riparian landowner.

The Ministry of Water, Land and Resource Stewardship has jurisdiction over the issuance of leases, licences, and general and specific permissions as they pertain to the development of the Foreshore and Aquatic Crown Land. Therefore, the Province should be provided with a list of individuals **who have not obtained a Dock/Upland Permit for their docks prior to June 30, 2024**, and in accordance with Provincial Land Use Operational Policy Private Moorage, January 21, 2019, ask that the Province take action to remove the Provincially Untenured docks. .

Reference Documents:

- [Provincial Land Use Operational Policy Private Moorage, January 21, 2019](#)
- [Crown Land Use – General Permission for Private Moorage – June 1, 2022](#)
- [Provincial General Permission Requirements Checklist and Interpretive Guide Version February 2023](#)
- [Bylaw No. 5865](#)



The Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong)

BRIEFING NOTE

To: Rail Trail Governance Advisory Committee

From: Technical Operating Committee

Date: April 29, 2024

Re: Local Government Requests to place utility infrastructure within and parallel to the rail trail lands, and register associated Statutory Rights of Way on the Rail Trail Lands.

RECOMMENDATION:

That: the Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to the Boards of the Columbia Shuswap Regional District (CSR) and the Regional District of North Okanagan (RDNO), and to Splat-sin Kukpi7 and Tkwamipla7s, that requests to place utility infrastructure within and running parallel to the rail trail lands, and to register associated Statutory Rights of Way (SROWs), be considered on an individual basis by the Governance Advisory Committee (GAC);

And That: following consideration by the GAC of such requests, that a subsequent recommendation be made to CSR and RDNO Boards and Splat-sin Kukpi7 and Tkwamipla7s.

BACKGROUND:

In 2019, the GAC, when considering the various types of encroachments on the Rail Trail Lands, recommended to the CSR and RDNO Boards, and Splat-sin Kukpi7 and Tkwamipla7s, that Statutory Rights of Way be granted only to local government to replace existing agreements for utility works. The CSR and RDNO Boards and Splat-sin Kukpi7 and Tkwamipla7s subsequently considered and passed the recommendation. During the discussion at the GAC Meeting, the GAC advised that it did not support SROWs for parallel use of the Rail Trail Lands, as such use could hamper future use of these public lands.

1. City of Enderby Request – Future Construction of a trunk Watermain line:

In March of 2021, the TOC forwarded a request from the City of Enderby for a linear SROW for a trunk water main between Mill Avenue and Bass Avenue within the rail corridor, to the GAC for consideration at its March 19, 2021, meeting, along with the sketch provided by the City. The GAC supported the City’s request. (See sketch and Minutes of GAC March 19, 2021, attached).

There was not a formal recommendation made at the March 19, 2021, GAC Meeting, and therefore, there was no subsequent consideration and approval of the City’s request, by the RDNO and CSR Boards, and Splat-sin Kukpi7 and Tkwamipla7s.

However, based on the GAC approval in principle, and subsequent follow-up with the TOC, the City has had a surveyor prepare a plan for the future trunk watermain line (see Plan EPP111993



attached). The Plan has not yet been registered as a charge against the title of the Rail Trail Lands.

2. District of Sicamous Request:

The District of Sicamous (DoS) recently inquired whether the Rail Trail Owner would consider allowing the DoS to register a SROW running parallel with the Rail Trail Lands, through the portion of the Rail Trail Lands located within the DoS, for future utility infrastructure.

DoS staff has not provided additional details regarding the type of utilities that may be placed within the Rail Trail Lands, should it obtain the approval of the GAC (and RDNO and CSR D Boards and Splatsin Kukpi7 and Tkwamipla7s).

Where the GAC and Splatsin Kukpi7 and Tkwamipla7s, and the Boards of the CSR D and RDNO grant approval to local governments, for placement of utility infrastructure within the Rail Trail Lands, it must be made clear to the local governments that if the installation of any utility works will result in the disturbance of soil or excavation, an archaeological assessment is required. The Archaeology Permit (or Heritage Permit) obtained by the Rail Trail Owners applies to construction of the Rail Trail only. Local Governments would be responsible for obtaining their own Heritage Permit, ensuring compliance with all other laws and regulations, and obtaining any and all permits that may be required by any authority having jurisdiction regarding the water lines and drainage course.

The TOC is asking that the GAC recommend that a Policy be adopted by the Rail Trail Owner, regarding requests from Local Governments to place utility infrastructure within and running parallel to the rail trail lands, and to register associated Statutory Rights of Way on the Rail Trail Lands. The Policy would then provide direction to the TOC should it receive similar requests in the future.

Reference Documents:

- [MINUTES Shuswap North Okanagan Rail Trail Governance Advisory Committee, March 19, 2021](#)
- [21 03 31 Gmail – Rail Trail – Trunk Water Line Map Location \(Enderby\)](#)
- [Survey Plan Certification EPP111993 Signed, June 10, 2021](#)



The Shuswap North Okanagan Rail Trail (Sicamous-to-Armstrong)

BRIEFING NOTE

To: Rail Trail Governance Advisory Committee

From: Technical Operating Committee

Date: April 29, 2024

Re: Local Government Requests to place utility infrastructure within and parallel to the rail trail lands, and register associated Statutory Rights of Way on the Rail Trail Lands.

RECOMMENDATION:

That: the Shuswap North Okanagan Rail Trail Governance Advisory Committee recommend to the Boards of the Columbia Shuswap Regional District (CSR) and the Regional District of North Okanagan (RDNO), and to Splatstsin Kukpi7 and Tkwamipla7s, that requests to place utility infrastructure within and running parallel to the rail trail lands, and to register associated Statutory Rights of Way (SROWs), be considered on an individual basis by the Governance Advisory Committee (GAC);

And That: following consideration by the GAC of such requests, that a subsequent recommendation be made to CSR and RDNO Boards and Splatstsin Kukpi7 and Tkwamipla7s.

BACKGROUND:

In 2019, the GAC, when considering the various types of encroachments on the Rail Trail Lands, recommended to the CSR and RDNO Boards, and Splatstsin Kukpi7 and Tkwamipla7s, that Statutory Rights of Way be granted only to local government to replace existing agreements for utility works. The CSR and RDNO Boards and Splatstsin Kukpi7 and Tkwamipla7s subsequently considered and passed the recommendation. During the discussion at the GAC Meeting, the GAC advised that it did not support SROWs for parallel use of the Rail Trail Lands, as such use could hamper future use of these public lands.

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The TOC is asking that the GAC recommend that a Policy be adopted by the Rail Trail Owner, regarding requests from Local Governments to place utility infrastructure within and running parallel to the rail trail lands, and to register associated Statutory Rights of Way on the Rail Trail Lands. The Policy would then provide direction to the TOC should it receive similar requests in the future.

Reference Documents:

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- [21 03 31 Gmail – Rail Trail – Trunk Water Line Map Location \(Enderby\)](#)
- [Survey Plan Certification EPP111993 Signed, June 10, 2021](#)



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Fire Dispatch Agreement – City of Surrey
- DESCRIPTION:** Report From Derek Sutherland, General Manager, Community and Protective Services, October 8, 2024. Fire Services Agreement – City of Surrey.
- RECOMMENDATION:** THAT: the Board empower the authorized signatories to enter into an agreement with the City of Surrey for the provision of fire dispatch services commencing January 1, 2025 for a five year term, at the following remuneration rates, plus an annual call variable allowance and applicable taxes:
- January 1, 2025 – December 31, 2025 \$112,204.00
 - January 1, 2026 – December 31, 2026 \$117,873.00
 - January 1, 2027 – December 31, 2027 \$123,828.00
 - January 1, 2028 – December 31, 2028 \$130,085.00
 - January 1, 2029 – December 31, 2029 \$136,657.00

Corporate Vote Weighted

SUMMARY:

Staff is recommending the Fire Dispatch Service with the City of Surrey be renewed for an additional five year term. CSR D Policy No. F-32 "Procurement of Goods and Services", authorizes that staff may sole source goods or services that have a value of \$10,000 or less. As this service exceeds the \$10,000 sole source limit, Board authorization is required.

The annual dispatch service for the entire CSR D has increased by approximately 22% overall because of increased call volume since the previous agreement was endorsed in 2020. Additionally, the agreement contains an annual cost increase of 3.5% per year over the five year period, which reflects inflation costs for labour and software maintenance to operate the dispatch centre. The new agreement also provides rate bands for call volume, with 10% future call volume increases per band, which is necessary to address escalation in agency call volume increase over the term of the agreement.

The proposal costs have been shared with administration of the member municipalities, who also support the continuation of service with the City of Surrey.

BACKGROUND:

In 2010, the CSR D entered into a five year fire dispatch service agreement with the City of Surrey, on behalf of all recognized structural fire services within its boundaries. In 2014 and 2019 it was renewed for a further five years.

The City of Surrey has been providing fire dispatch services to the CSR D member municipalities since 2010. CSR D staff did complete a simple benchmarking of two other service providers in the area to ascertain the rates being charged to other jurisdictions of similar size to the CSR D's needs. Based on this benchmarking, the City of Surrey still provides the best value and pricing for fire dispatch services.

Over the past 15 years, the CSRD and its member municipal fire services have enjoyed good service and value from the City of Surrey and are in unified support of establishing a new agreement for a further five year term.

POLICY:

CSRD [Policy No. F-32](#), "Procurement of Goods and Services" specifies that procurement above \$10,000 will be processed by a Quotation, Tender, or Request for Proposals.

FINANCIAL:

Funds have and will be adequately allocated to the respective budgets through the development of the five year budget process

KEY ISSUES/CONCEPTS:

The City of Surrey was the lowest cost proposal received in 2010 as a result of a public release of a request for proposals. The City of Surrey has delivered exceptional dispatch service to the CSRD over the past ten years, including the development and implementation of radio over internet protocols in a number of fire halls, which has added efficiency and cost effectiveness to the dispatch program. CSRD staff have worked with the City of Surrey on a Fire Dispatch Records Management System, which will increase the efficiency and accountability with respect to occupational health and safety requirements of the fire departments.

IMPLEMENTATION:

The new service agreement will come into effect on January 1, 2025.

COMMUNICATIONS:

If the Board elects to approve staff's recommendation a notification will be sent to the City of Surrey.

DESIRED OUTCOMES:

The Board will approve the recommendation to endorse the Fire Dispatch Service Agreement with the City of Surrey for a five (5) year term.

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_CPS_Fire_Dispatch_Agreement.docx
Attachments:	
Final Approval Date:	Oct 11, 2024

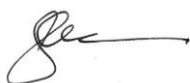
This report and all of its attachments were approved and signed as outlined below:



Jodi Pierce



Jennifer Sham



John MacLean



BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area A: Golden Landfill Scalehouse Operator Contract Award

DESCRIPTION: Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 3, 2024. A report seeking Board authorization for awarding the Golden landfill scalehouse operator contract.

RECOMMENDATION: THAT: the Board endorse the authorized signatories to enter into an agreement, for the operation of the Golden landfill scalehouse, with Euroworld Corporation for a three-year term, including the two, one year options to renew, in the amount of \$473,500 plus applicable taxes and annual CPI adjustments over the term of the agreement.

Corporate Vote Weighted Majority

SUMMARY:

The contract in place for the Golden landfill scalehouse operations expires on October 31, 2024. The purpose of this Board report is to outline the results of the procurement process and the associated recommendation to award three-year contract, plus two, one-year options to renew, to Euroworld Corporation.

BACKGROUND:

In the summer of 2024, in preparation for the expiry of the Golden landfill scalehouse operator contract (five-year agreement) the CSR D conducted a Request for Proposal procurement process, whereby bidders were required to submit proposals that outlined their experience, operations methodology and pricing for a three-year contract, plus two, one year options to renew.

The CSR D received two submissions and submissions were evaluated by the CSR D's Environmental Services department, guided by Pryce Advisory, the CSR D's procurement specialist. A summary of results and recommendations are attached to this report.

POLICY:

[Policy F-32](#), the CSR D Procurement of Goods and Services Policy, states any agreement with a value greater than \$500,000 requires Board approval. Although the recommended value of the contract is less than \$500,000, staff anticipate that the CPI and contract extensions have the potential to put the agreement over the Policy threshold, hence the recommendation for Board approval.

FINANCIAL:

The recommended annual contract value, for the five-year term beginning November 1, 2024, to October 31, 2029, represents an approximate 22% decrease over the existing agreement, an excellent value to the CSR D. The value of the contract is accounted for in the Solid Waste (219) budget.

KEY ISSUES/CONCEPTS:

The procurement process for soliciting and evaluating bids, via a request for proposal process, allowed staff to consider not just price for service but value to the CSRD. Staff are confident that the successful proponents will provide the CSRD with the service required to deliver the effective and efficient operations at the Golden landfill scalehouse.

IMPLEMENTATION:

Based on the Board's endorsement of the recommendation contained in this report, staff will conduct meetings with the successful proponents to ensure that the requirements of the contract are clearly understood; and the contractor will be required to sign off confirming their understanding. Furthermore, a site meeting will be scheduled with the successful proponent's key personnel to review site safety and operational requirements of the Golden landfill.

COMMUNICATIONS:

All bidders will be informed of the results of the procurement process.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_EUS_Golden_Scalehouse_Contract_Award.docx
Attachments:	- Golden Refuse Disposal Site Evaluation Summary Final.pdf
Final Approval Date:	Oct 8, 2024

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



Jodi Pierce



Jennifer Sham



John MacLean



On August 27, 2024 the CSRD posted Request for Proposals 2024-219-0081-03 on BC Bid to receive proposals for Golden Refuse Disposal Site- Scale and Site Attendant Operations. This posting closed on September 23, 2024.

CSRD received 2 compliant Proposals. The proposals were reviewed by 4 evaluators, all staff of CSRD. The evaluation was facilitated by Pryce Advisory Services Inc.

As stated in the request for proposal's the evaluation criteria weighting was as follows in the Matrix below:

Profile, Experience and Qualifications	40%
Approach and Methodology	30%
Pricing Proposal	30%

Through the evaluation process the following ranking was established:

Proponent	Ranking	Annual Price
Euroworld Corporation	1	\$94,700.00
Pet Eagle Contracting Ltd.	2	\$139,290.00

At the end of the evaluation process Euroworld Corporation was deemed the first ranked proposal.

Euroworld Corporation's proposal demonstrated a strong experience in delivering similar services to this project, experienced and skilled staff and provided a general approach that detailed a strong understanding of the work.

Annual rate provided for all services is \$94,700.00 per year and pricing will be reviewed against CPI on an annual basis for a contract term of three years, plus two, one year options to renew.



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area G: Cedar Heights – Lake Pump Failure
- DESCRIPTION:** Report from Tim Perepolkin, Manager, Utility Services, dated October 2, 2024. Emergency repairs and pump replacement funding allocation.
- RECOMMENDATION #1:** THAT: the Board approve reallocation of \$30,750 of surplus funds from the Area G - Community Works Fund originally approved for the 2023 Cedar Heights Valve Replacement Project to cover costs of the emergency repairs.
Corporate Vote Weighted
- RECOMMENDATION #2:** THAT: the Board approve use of \$65,000 from the Strategic Priorities Community Works Funds to cover costs associated with replacement of pumps, motors, piping and electrical cables.
Corporate Vote Weighted

SUMMARY:

Cedar Heights Water System intake pump failures have resulted in the necessary emergency repairs and additional replacement works that were not accounted for in the 2024 budget.

Staff are requesting reallocation of surplus Area G Community Works Funds (CWF) originally approved for the 2023 Cedar Heights Valve Replacement Project to cover costs of the emergency repairs needed to temporarily restore water supply to Cedar Heights.

Staff are further requesting access to Strategic Priorities Funds to cover the costs of supply and installation of new intake components including pumps, motors, piping and electrical cables to replace old aged out infrastructure and restore intake pump supply.

BACKGROUND:

In August 2024 one of the two Cedar Heights lake pumps failed, the second pump failed two weeks later resulting in complete loss of source water supply. After the second pump failure, emergency works were immediately undertaken to provide temporary water supply until the lake pump(s) could be repaired/replaced. In consultation with Interior Health and neighbouring Shuswap Lake Utilities water system, a temporary jumper supply was installed followed by temporary rental pumps to supply water direct from the lake. A temporary outdoor water use restriction and boil water notice were implemented to reduce system demands and advise of potential health risks associated with the temporary supply. Staff were able to source a replacement pump motor out of Kelowna and divers worked late into the night with CSR D electrical/maintenance contractors to restore operation of one pump. The emergency repair works completed are only temporary and do not provide any backup, there is still a need to replace both pumps, motors, piping and electrical cables as they are all beyond their useful life.

Staff have secured 2 new replacement pumps, motors and electrical cables and plan to proceed with installation prior to winter to ensure continued reliable system operation. Lead time on these materials

is approximately 8 weeks. This work is all required as a result of equipment failure and was not planned for in the 2024 budget.

POLICY:

N/A

FINANCIAL:

In 2023, Community Works Funds were allocated to complete system valve replacement work, this work was completed in 2024 and \$30,750 surplus funds remain unused. Staff request Board approval to reallocate these surplus funds to cover the costs of the emergency repair works that have been completed in the temporary restoration of water supply.

Staff request funds from the Strategic Priorities CWF to cover costs estimated to be \$65,000 to replace pumps, motors, pipe, and electrical cables. The uncommitted balance of these funds is approximately \$363,000 on September 30, 2024.

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

N/A

COMMUNICATIONS:

N/A

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

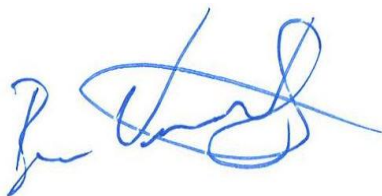
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_EUS_Cedar Heights_Lake Pump Failure.docx
Attachments:	
Final Approval Date:	Oct 4, 2024

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



Ben Van Nostrand



Jodi Pierce



Jennifer Sham



John MacLean



BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area B & Revelstoke: EOF Application – Revelstoke/Area B – Community Economic Development Initiatives

DESCRIPTION: Report from Jodi Pierce, General Manager, Financial Services, dated October 4, 2024. Funding requests for consideration.

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

\$25,000 to the City of Revelstoke for economic and environmental indicator data, analysis and strategy.

\$12,500 to the City of Revelstoke to support the Government of BC's Rural Economic Development & Infrastructure Program (REDIP) grant for investment attraction that includes a land use Feasibility Study for the Westside Lands, which are subject to Section 17 of the BC Land Act.

Corporate Vote Weighted

SUMMARY:

Information relating to this Economic Opportunity Fund (EOF) request is attached and is supported by the Electoral Area B Director. The City of Revelstoke Community provides community economic development services in the Revelstoke and Area B. The attached Council Report provided by the Director of Community Economic Development for the City of Revelstoke identifies how the funding will provide an ongoing economic benefit.

BACKGROUND:

N/A

POLICY:

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

FINANCIAL:

The approximate balance of the Revelstoke/Area B EOF (less commitments) as of September 30, 2024 was \$236,000. The total 2024 distribution of \$568,592 is included in the approximate balance.

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

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

COMMUNICATIONS:

The City of Revelstoke and the Director of Community Economic Development for the City will be advised of the Board's decision.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_FIN Revelstoke Area B EOF Requests.docx
Attachments:	- CED-Request to EOF 2024-10-08.pdf
Final Approval Date:	Oct 8, 2024

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



Jennifer Sham



John MacLean



City of Revelstoke

Council Report

File No.: 4710-01

To: His Worship Gary Sulz and Members of City Council

From: Ryan Watmough, Director of Community Economic Development;
Cat Moffat, Economic Development Coordinator

Date: October 8, 2024

Subject: Request for Economic Opportunity Funds (EOF) to support project initiatives in the Columbia Shuswap Regional District (CSRD)

RECOMMENDATIONS:

1. **THAT** a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$25,000 economic and environmental indicator data, analysis and strategy.
2. **THAT** a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$12,500 to support the Government of BC's Rural Economic Development & Infrastructure Program (REDIP) grant for investment attraction that includes a land use Feasibility Study for the Westside Lands, which are subject to Section 17 of the BC Land Act;

Background:

The Columbia Shuswap Regional District Policy F-29 ([Linked Attachment 1](#)) outlines the apportionment of the BC Hydro Grants in lieu of taxes (Payment in lieu of Taxes (PILT)). A History of EOF funding for Community Economic Development ([Linked Attachment 2](#)) for the City of Revelstoke and the CSRD Area B.

Some of the requests presented for funding include:

- 2022/2023 and 2023/2024 Shuttle Services
- Outdoor Recreational Groups – transition to a year-round destination providing high quality recreation
 - Revelstoke Cycling Association
 - Alpine Club of Canada – Columbia Mountains Section
 - Illecillewaet Greenbelt Society
 - Revelstoke Nordic Ski Club
- Tech Strategy 2.0 and 3.0



City of Revelstoke

Council Report

- Revelstoke Chamber of Commerce – Ambassador Program
- Forestry Sector Transition Planning
- Cultural Planning Process

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

Discussion:

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

1) Economic and environmental indicator data, analysis and strategy

The scope of this initiative includes gathering and analyzing key economic and environmental indicators, such as local employment rates, business growth trends, air and water quality metrics, and energy consumption. We anticipate engaging one or more specialized data collection agencies to ensure that the data is accurate, comprehensive, and reflective of current realities. Additionally, the funding will support strategic analysis to identify actionable insights, align city goals with sustainable development, and improve both short-term and long-term planning.

This investment in data-driven decision-making will equip local stakeholders, the City and CSRD with the tools necessary to address complex challenges and capitalize on opportunities, fostering a resilient and prosperous community. This initiative aligns with the OCP action item in section 3.3.1 action item (1): Collect, share, and mentor local business and economic data to enhance understanding of trends, indicators, track progress on key indicators, and better inform policy and investment decisions. Share business intelligence and best practices with the community through effective use of communications tools, where appropriate.



City of Revelstoke

Council Report

2) Government of BC's REDIP supported Feasibility Study for the Westside Lands and investment attraction project

CED staff and members of the Revelstoke Area Economic Development Commission have identified the priority to understand the economic opportunities for Section 17 lands, this activity is supported in the OCP (section 4.5.14 action item (2)). This activity will support the broad objectives of workforce development, business retention and expansion, economic diversification, and investor readiness. The Rural Economic Development & Infrastructure Program (REDIP) funding would provide up to 80% or \$100,000 in funding. Additional funding of 20% is required to secure the grant application. The City would provide \$12,500 and EOF would provide \$12,500. REDIP would possibly then be used to leverage 50% matching funds towards a CanExport Community Initiatives grant, maximizing between \$200,000 and \$250,000 for land use feasibility studies and investment attraction.

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

CED has reviewed activities to be in alignment with Official Community Plan and recommends the activities to Council for their approval.

Financial Implications:

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

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

Others Consulted:

Director of Columbia Shuswap Regional District Area B, David Brooks-Hill
 City Management Team
 The Ministry of Jobs, Economic Development and Innovation
 BC Hydro

Attachments:

Linked Attachment 1 - Columbia Shuswap Regional District Policy F-29
 Linked Attachment 2 – History of EOF Funding for Community Economic Development
 Appendix A: EOF Allocations and Proposed Allocations 2017–2024



City of Revelstoke

Council Report

A handwritten signature in black ink, appearing to read "Ryan Watmough", is positioned in the middle-left section of the page.

Ryan Watmough
Director of Community Economic Development

Evan Parliament
Chief Administrative Officer



BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Areas A, C, E, F, and G: Grant-in-Aids

DESCRIPTION: Report from Jodi Pierce, General Manager, Financial Services, dated October 4, 2024. Funding requests for consideration.

RECOMMENDATION: THAT: the Board approve the following allocations from the 2024 Electoral Area Grant-in-Aids:

Area A

\$7,500 Golden Food Bank Society (poverty reduction study)

\$2,500 Kicking Horse Country Chamber of Commerce (2024 Business and Community Excellence Awards)

Area C

\$1,900 Eagle Bay Fire Association (fall community event)

\$9,357 Sunnybrae Seniors Society (new flooring)

Area E

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

\$2,000 Eagle River Secondary PAC (ice rink time)

\$500 Kamloops Symphony Society (Salmon Arm concert series)

Area F

\$2,000 Anglemont Fire Fighters' Association (retirement banquet)

Area G

\$20,000 Blind Bay Community Society (Roof replacement)

Stakeholder Vote Weighted – Electoral Area Directors

BACKGROUND:

N/A

POLICY:

These requests meet the requirements of [Policy F-30](#) Electoral Area Grant-in-Aid Funding, and have been supported by the respective Area Directors. The required source documentation for the applications have been received.

FINANCIAL:

These requests are within the Electoral Area's Grant-in-Aid budget from the [2024-2028 Five Year Financial Plan](#).

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

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

COMMUNICATIONS:

Information on Grant-in-Aid is included within the [CSRD Annual Report](#).

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_FIN Electoral Area Grant in Aids.docx
Attachments:	
Final Approval Date:	Oct 8, 2024

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



Jennifer Sham



John MacLean



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area C: Whitehead Road Boat Launch - License of Occupation Tenure Renewal
- DESCRIPTION:** Report from Fiona Barton, Manager, Community Services, dated October 4, 2024. To renew a provincial licence of occupation for the Whitehead Park and Boat Launch in Electoral Area C.
- RECOMMENDATION:** THAT: the Board empower the authorized signatories to obtain a Licence in accordance with the letter dated May 1, 2024, from the Ministry of Water, Land and Resource Stewardship for parks purposes for the Whitehead Road Park & Boat Launch in Electoral Area C.
- AND THAT: the Board will agree to acquire the Licence for the term of 30 years from the Province over that unsurveyed Crown foreshore being part of the bed of Shuswap Lake and fronting on Whitehead Road within the SW1/4 of Section 12, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, containing 0.12 hectares, more or less, for the purposes of community park and boat launch.
- Corporate Vote Weighted*

SUMMARY:

This item was first brought forward for Board consideration on [June 20, 2024](#). It is being brought forward to the Board for further review based on feedback from the Province that the resolution was missing key language – specifically the word ‘acquire’ as opposed to ‘obtain’ and to include the term and legal description of the land in question.

BACKGROUND:

The CSR D, through the Community & Protective Services Department, had held a licence of occupation (LoO) to operate and maintain a 0.14 hectare waterfront parcel, located at 4325 Whitehead Road in Electoral Area C for the purposes of a park and boat launch. The current 30-year LoO expired on May 15, 2020, and requires replacement to continue use of the lands for park purposes.

POLICY:

- [Bylaw Number 5556: Parks \(CSR D\) Regulation \(PDF\)](#)
- CSR D 2017 Area C Parks Master Plan Update

FINANCIAL:

The fee for the term is \$1.00, the receipt of which is acknowledged.

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

The authorized signatories will execute the Agreement, and complete the Management Plan documents, including the Board Resolution on the LoO renewal for an additional 30-year period.

COMMUNICATIONS:

Upon Board approval, Community Services staff will update the Parks Planning and Development page on www.csr.d.bc.ca advising of the project progress.

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:	2024-10-17_Board_CPS_Whitehead_Rd_Boat_Launch_Park_LOC_Renewal_Amendment.docx
Attachments:	- Notice of Final Review.pdf
Final Approval Date:	Oct 11, 2024

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



Derek Sutherland



Jennifer Sham



John MacLean



Ministry of Water, Land and Resource
Stewardship
441 Columbia Street
Kamloops BC V2C 2T3

Telephone No: 778-362-4855
Facsimile No: 250-828-4442

GST Registration No: R107864738

Your contact is: Samantha Finden

Our file: 3412102

Your file: 6140 40 69

NOTICE OF FINAL REVIEW

May 1, 2024

Columbia Shuswap Regional District
P.O. BOX 978, 555 Harbourfront Dr NE
Salmon Arm BC V1E 4P1

Dear Sir or Madam:

Re: Your Application for a Tenure over Crown Land

The review of your application for a Licence for community park and boat launch purposes over:

That unsurveyed Crown foreshore being part of the bed of Shuswap Lake and fronting on Whitehead Road within the SW1/4 of Section 12, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, containing 0.12 hectares, more or less

(the "Land") has reached the stage where we anticipate making our final decision once the various matters described in this letter have been completed.

This is to replace Licence No. 344997 which expired on May 15, 2020.

1. Deadline for Completion of Requirements

We ask that you complete the requirements described below by **July 2, 2024.**

Please complete the Response to Notice of Final Review page attached, indicating whether you will **or** will not proceed with the application and sign and return that page to us for our records.

2. Requirements

Signing and Return of Tenure Documents

You must sign and deliver to us two copies of the Licence document which are enclosed with this letter. You are responsible for ensuring that this is properly completed including, if applicable, obtaining any appropriate corporate authorizations and having any Land Title Act Form C or D witnessed by a solicitor, notary, or commissioner.

Insurance

We confirm receipt from your evidence of insurance. Upon request, you must submit to our office proof of continuation of your insurance.

Management Plan

The attached authorized Management Plan must be signed, dated and returned to us. This Management Plan will be held on file by us, a copy of it will be returned for your records. Any future alterations or additions to the Improvements will require our prior written consent.

Additional Requirements

Board resolution must be passed to acquire the Land. The Board resolution must indicate that the Board will agree to acquire the Licence for the term of 30 years from the Province over that unsurveyed Crown foreshore being part of the bed of Shuswap Lake and fronting on Whitehead Road within the SW1/4 of Section 12, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, containing 0.12 hectares, more or less, for the purposes of community park and boat launch.

3. Process following completion of Requirements

If the requirements set out above are completed within the required time, we expect to make our decision and advise you of that decision within 30 days.

Please note however that this letter does not constitute an offer by us, and we reserve all our rights in connection with the decision making process, including, if appropriate, to disallow your application, to extend the decision making process and to establish additional requirements not set out in this letter.

Upon decision to issue the Licence to you we will sign and return one copy of the Licence to you.

4. Acknowledgments of the Applicant

You represent, acknowledge, and agree that:

- (a) Your application for a Crown land tenure cannot be transferred to another person.
- (b) This Letter does not obligate us to issue the Licence to you and does not give you any right to use or occupy the Land for any purpose.
- (c) You are responsible for, and encouraged to seek, your own legal advice with respect to:
 - (i) any laws, bylaws, orders, directions, ordinances, and regulations associated with your use of the Land,
 - (ii) the terms and conditions set out in this Letter, and
 - (iii) the terms and conditions of, and your rights and obligations that will arise under, the Licence.
- (d) You are responsible for the costs and expenses incurred by you in pursuing your application, including any cost you incur in connection with satisfying the requirements set out in this letter.
- (e) If you sign and return the Licence to us that will constitute your offer to us to enter into the Licence.

Freedom of Information

Personal information is collected under the *Land Act* for the purpose of administering Crown land. Information on your application, and if issued, your tenure, will become part of the Crown Land Registry, from which information is routinely made available to the public under Freedom of Information and Protection of Privacy legislation.

Yours truly,



Authorized Representative

Response to Notice of Final Review

File No. 3412102

Ministry of Water, Land and Resource Stewardship
441 Columbia Street Kamloops BC V2C 2T3

Dear Samantha Finden:

Re: Application for Licence

- I/We wish to proceed to obtain a Licence in accordance with the letter dated May 1, 2024 from the Ministry of Water, Land and Resource Stewardship and enclose all copies of the Licence which I/We have signed.
- I/We do not wish to proceed to obtain a Licence in accordance with the letter dated May 1, 2024 from the Ministry of Water, Land and Resource Stewardship.

DATED the ____ of _____, ____.

Applicant's signature/Applicant's
representative's signature

Applicant's signature/Applicant's
representative's signature

Print name of person signing

Print name of person signing

- 5 -

FOR YOUR INFORMATION

Take all reasonable precautions to avoid disturbing or damaging any archaeological material found on or under the Land and upon discovering any archaeological material on or under the Land, you must immediately notify the ministry responsible for administering the Heritage Conservation Act.



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area D: Silver Creek Community Park – Licence of Occupation Tenure Renewal
- DESCRIPTION:** Report from Fiona Barton, Manager, Community Services, dated October 4, 2024. To renew a provincial licence of occupation for Silver Creek Community Park in Electoral Area D.
- RECOMMENDATION:** THAT: the Board empower the authorized signatories to acquire a Licence in accordance with the letter dated March 14, 2024, from the Ministry of Water, Land and Resource Stewardship for parks purposes for the Silver Creek Community Park in Electoral Area D.
- AND THAT: the Board will agree to acquire the Licence for the term of 30 years from the Province over the land that part of Section 32, Township 18, Range 10, West of the Sixth Meridian, Kamloops Division Yale District, containing 0.50 hectares, more or less, for the purposes of Regional Park use.
- Corporate Vote Weighted*

SUMMARY:

This item was first brought forward for Board consideration on [June 20, 2024](#). It is being brought forward to the Board for further review based on feedback from the Province that the resolution was missing key language – specifically the word ‘acquire’ as opposed to ‘obtain’ and to include the term and legal description of the land in question.

BACKGROUND:

The CSR D, through the Community and Protective Services Department, owns and manages 7.02 hectares (17.35 acres) of dedicated parkland at 1561 Salmon River Road and 2800 Sallenbach Road in Electoral Area D. In addition, the CSR D has held a 0.50 hectares. (1.24 acre) Licence of Occupation (LoO) for portions of the park riding arena that are located outside of the 7.02 hectares of dedicated parkland and within MoTI reserve lands. The current 30-year LoO expired on April 16, 2019, and requires replacement to continue use of the lands for park purposes.

POLICY:

- [Bylaw Number 5556: Parks \(CSR D\) Regulation \(PDF\)](#)
- CSR D Electoral Area ‘D’ Parks Plan Final Report, October 15, 2008

FINANCIAL:

The fee for the term is \$1.00, the receipt of which is acknowledged.

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

The authorized signatories will execute the Agreement, and complete the Management Plan documents, including the Board Resolution on the LoO renewal for an additional 30-year period.

COMMUNICATIONS:

Upon Board approval, Community Services staff will update the Parks Planning and Development page on www.csr.d.bc.ca advising of the project progress.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

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:	2024-10-17_Board_CPS_Silver_Creek_Community_Park_LOC_Renewal_Amendment.docx
Attachments:	- Notice of Final Review.pdf - 20190121_SilverCreekPark_CrownApp_SiteMap.pdf
Final Approval Date:	Oct 11, 2024

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



Derek Sutherland



Jennifer Sham



John MacLean



Ministry of Water, Land and Resource
Stewardship
441 Columbia Street Kamloops BC V2C
2T3

Telephone No: 250-312-7478
Facsimile No: 250-828-4442

GST Registration No: R107864738

Your contact is: Helena Fitzsimmons

Our file: 3409527

NOTICE OF FINAL REVIEW

March 14, 2024

Columbia Shuswap Regional District
PO Box 978
555 Harbourfront Dr NE
Salmon Arm, BC V1E 4P1

Attention: Kim Doussept

Dear Sir/Madam:

Re: Your Application for a Tenure over Crown Land

The review of your application for a Licence for regional park purposes over:

That part of Section 32, Township 18, Range 10, West of the Sixth Meridian,
Kamloops Division Yale District, containing 0.50 hectares, more or less

(the "Land") has reached the stage where we anticipate making our final decision once
the various matters described in this letter have been completed.

This is to replace Licence No. 344626 which expired April 16, 2019.

1. Deadline for Completion of Requirements

We ask that you complete the requirements described below by **May 14, 2024.**

Please complete the Response to Notice of Final Review page attached,
indicating whether you will or will not proceed with the application and sign and
return that page to us for our records.

2. Requirements

Signing and Return of Tenure Documents

You must sign and deliver to us two copies of the Licence document which are enclosed with this letter. You are responsible for ensuring that this is properly completed including, if applicable, obtaining any appropriate corporate authorizations and having any Land Title Act Form C or D witnessed by a solicitor, notary, or commissioner.

Insurance

We confirm receipt from your evidence of insurance. Upon request, you must submit to our office proof of continuation of your insurance.

Management Plan

The attached authorized Management Plan must be signed, dated and returned to us. This Management Plan will be held on file by us, a copy of it will be returned for your records. Any future alterations or additions to the Improvements will require our prior written consent.

Board Resolution

Board resolution must be passed to acquire the Land. The Board resolution must indicate that the Board will agree to acquire the Licence for the term of 30 years from the Province over the land that part of Section 32, Township 18, Range 10, West of the Sixth Meridian, Kamloops Division Yale District, containing 0.50 hectares, more or less, for the purposes of Regional Park use.

3. Process following completion of Requirements

If the requirements set out above are completed within the required time, we expect to make our decision and advise you of that decision within 30 days.

Please note however that this letter does not constitute an offer by us, and we reserve all our rights in connection with the decision making process, including, if appropriate, to disallow your application, to extend the decision making process and to establish additional requirements not set out in this letter.

Upon decision to issue the Licence to you we will sign and return one copy of the Licence to you.

4. Acknowledgments of the Applicant

You represent, acknowledge, and agree that:

- 3 -

- (a) Your application for a Crown land tenure cannot be transferred to another person.
- (b) This Letter does not obligate us to issue the Licence to you and does not give you any right to use or occupy the Land for any purpose.
- (c) You are responsible for, and encouraged to seek, your own legal advice with respect to:
 - (i) any laws, bylaws, orders, directions, ordinances, and regulations associated with your use of the Land,
 - (ii) the terms and conditions set out in this Letter, and
 - (iii) the terms and conditions of, and your rights and obligations that will arise under, the Licence.
- (d) You are responsible for the costs and expenses incurred by you in pursuing your application, including any cost you incur in connection with satisfying the requirements set out in this letter.
- (e) If you sign and return the Licence to us that will constitute your offer to us to enter into the Licence.

Freedom of Information

Personal information is collected under the *Land Act* for the purpose of administering Crown land. Information on your application, and if issued, your tenure, will become part of the Crown Land Registry, from which information is routinely made available to the public under Freedom of Information and Protection of Privacy legislation.

Yours truly,



Danielle Snider

Authorized Representative

Response to Notice of Final Review

File No. 3409527

Ministry of Water, Land and Resource Stewardship
441 Columbia Street Kamloops BC V2C 2T3

Dear Helena Fitzsimmons:

Re: Application for Licence

- I/We wish to proceed to obtain a Licence in accordance with the letter dated March 14, 2024 from the Ministry of Water, Land and Resource Stewardship and enclose all copies of the Licence which I/We have signed.
- I/We do not wish to proceed to obtain a Licence in accordance with the letter dated March 14, 2024 from the Ministry of Water, Land and Resource Stewardship.

DATED the ____ of _____, _____.

Applicant's signature/Applicant's
representative's signature

Applicant's signature/Applicant's
representative's signature

Print name of person signing

Print name of person signing

- 5 -

For Your Information

- You must be aware that at the request of the Ministry of Transportation and Infrastructure – Geo - Tech & Gravel; all hiking traffic must be directed to stay on the Forest Service Road until outside the perimeter of Stoney Creek Pit, which is regulated under the *Mines Act*. No inadvertent access is allowed.

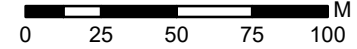






Application to Extend Current LOO Silver Creek Park

Jan 21, 2019

This map was created by the CSR D GIS Department and is for reference only. No warranty, expressed or implied, is made as to the accuracy of this information.

Scale: 1:2,500



-  LOO Extensions
-  Current LOO
-  MoTI Reserve
-  Cadastre



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	Electoral Area C, D, F, and G: Road Rescue Service Establishment in Gap Areas
DESCRIPTION:	Report from Derek Sutherland, General Manager, Community and Protective Services, dated October 9, 2024. Road rescue service establishment in specified fire suppression areas
RECOMMENDATION:	<p>THAT: an assent process for service delivery be undertaken to provide service within the fire suppression boundaries of the South Shuswap sub-regional fire service area in Area C and G, Falkland, and North Shuswap sub-regional fire service boundaries.</p> <p>AND THAT: the Board allocate \$40,000 per service establishment from the Electoral Area feasibility study funds for the purpose of engaging the electorate in a service establishment referendum.</p> <p><i>Corporate Vote Unweighted Majority</i></p>

SUMMARY:

At the August 2024 Committee of the Whole meeting, it was requested that the Board deliberate on road rescue service establishment in the fire suppression areas of Shuswap/Eagle Bay, Falkland, and North Shuswap sub regional fire service area.

BACKGROUND:

The CSRD Protective Services department and the Board have been contemplating the service delivery of road rescue as a function of the fire services in areas that are underserved by current road rescue providers.

Two road rescue reports have been undertaken, the first in 2017 and the second in 2023. These reports identified the following areas as being underserved:

- Sorrento/Blind Bay/Eagle Bay in the South Shuswap fire service area
- Falkland fire service area
- North Shuswap fire service area

Options for service delivery have been presented to the Electoral Area Directors Committee and the Committee of the Whole. The option to provide service through the fire departments was deemed to be the most favourable option for service delivery. This option requires a separate service area for budgetary purposes but would see service provided by existing fire department staff and resources.

Additional options for service delivery can be reviewed in the attached EAD report from April 2024.

If road rescue is a service the Board wishes to pursue, a service area establishment needs to be undertaken. The most appropriate service area establishment process is assent voting/referendum.

The fire departments in the identified areas have been approached and are willing to take on road rescue services if the approval of the electors is obtained.

POLICY:

A-52: Volunteer fire departments under the auspices of the CSRD shall not be granted the authority to provide additional services such as medical first responder, highway rescue, search and rescue and hazardous materials spill response.

This policy will be amended if the fire departments provide road rescue services.

FINANCIAL:

The estimated cost of a referendum is \$40,000. Staff are looking into whether there is a need for three separate service areas or if one road rescue service could be set up with the three separate geographical areas as participants. Currently, staff are working on the assumption that three separate referendums will need to be conducted. If there is only one service, it will be more cost effective to conduct the assent, however the taxation rate would also be blended and the costs would be higher in the North and South Shuswap and less in Falkland, unless a cost apportionment is included in the service establishment bylaw provisions.

If the referendum fails, the feasibility study fund will absorb the cost at a loss. If the service achieves assent, the new service area(s) will have to pay back the actual cost of the referendum in the first fiscal period after the service establishment.

A draft budget for the services has been completed (attached) including feasibility repayment. The first year expenses are higher due to feasibility repayment, equipment purchase and training. Year two costs have been provided to provide a more appropriate expectation of ongoing year-to-year costs and taxation impacts.

Service Area	Budget Yr 1	Taxation per \$1000 of assessment	Budget Yr 2	Taxation per \$1000 of assessment
N. Shuswap	\$123,720	\$.05	\$44,680	\$.02
S. Shuswap	\$134,640	\$.05	\$55,600	\$.02
Falkland	\$118,260	\$.39	\$39,220	\$.13

KEY ISSUES/CONCEPTS:

The Board has expressed concern for the mental wellbeing of the volunteer firefighters attending road rescue calls. Protective Services staff share those concerns and have taken steps to ensure a critical incident stress management system is in place to ensure firefighters have the supports they need to recover from the realities of bad calls.

IMPLEMENTATION:

If the Board agrees with the recommendation, staff will start preparing for a referendum process in the proposed areas. Staff are currently exploring opportunities to create a single sub-regional service consisting of the three geographic areas. Advantages to this approach include:

- Only participants in the service vote on issues affecting the service
- A single referendum for all geographic areas
- Consolidated single budget

Staff will report back to the Board with information on service area options once the feasibility of options is determined.

COMMUNICATIONS:

Upon Board approval a comprehensive communications campaign commensurate with service establishment regulations will be undertaken.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_CPS_Road_Rescue_Services.docx
Attachments:	<ul style="list-style-type: none"> - 2024-05-07_EAD_CPS_Road_Rescue_Feasibility_Study_Update.pdf - CSRD Road Rescue Feasibility Study - TPA Final.pdf - CSRD Road Rescue Feasibility.pdf - Road Rescue costs .pdf
Final Approval Date:	Oct 15, 2024

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



Jodi Pierce



Jennifer Sham

No Signature - Task assigned to John MacLean was completed by assistant Jennifer Sham

John MacLean



ELECTORAL AREA DIRECTORS REPORT

TO:	Chair and Directors
SUBJECT:	Road Rescue Feasibility Study
DESCRIPTION:	Report from Derek Sutherland, General Manager, Community and Protective Services, dated April 29, 2024
RECOMMENDATION #1:	THAT: the Electoral Area Directors' Committee receive the road rescue feasibility study report for information.
RECOMMENDATION #2:	THAT: the Electoral Area Directors' Committee provides a recommendation to the Board of Directors on one of the four options in the staff report.

BACKGROUND:

Overview and Provincial Context

In 2014, the CSR D Board authorized staff to engage in a road rescue feasibility study. Since that time, the CSR D has utilized a number of consultants to help develop an understanding of road rescue services in BC as well as the CSR D, and to identify what opportunities exist for the CSR D to support road rescue services within the region to address service gaps.

The consultants have concluded there is currently no legislative requirement for any governing body to provide road rescue service in the province; however, the legislative void has not eliminated the social need for road rescue as a matter of public safety. The result is the application of an inconsistent approach to service provision in BC. In many areas of the province, road rescue service is delivered by fire departments, while other areas are serviced by road rescue societies and search and rescue organizations that are staffed with (unpaid) volunteers. At one time, as many as twenty three road rescue societies were in operation provincially; currently there are approximately seven. There are several reasons for the decline, including an unsustainable provincial funding model, volunteer recruitment and retention issues, and the absorption of the function by the local tax base through service establishment by local fire departments. When fire departments take on a road rescue service, it is often because of a society's dissolution due to funding and volunteer concerns that affect its ability to sustain operations on its own. This was the case in Sicamous recently with the fire department absorbing the road rescue responsibilities of the Eagle Valley Rescue Society.

Local governments throughout BC have long been critical of the provincial government for not taking full responsibility for road rescue. The province does provide some financial support to fire departments delivering road rescue service, but only to calls that occur outside of the specified service area. This funding mechanism is administered by Emergency Management BC (EMBC), which currently pays \$346 per hour for a road rescue apparatus to respond to a road rescue call. The payment only covers road rescue apparatus and does not cover fire suppression apparatus, or support vehicles such as traffic control/protection units, command units, or the training or stress supports needed of personnel.

The Fire Chiefs Association of BC and EMBC retained consultants to develop a report on the guidelines for provincial oversight, compensation arrangements, and minimum standards for road rescue providers. The report was released and makes much needed recommendations for changes to the governance and reimbursement models.

CSRD Context and Gaps

Within the CSRD boundaries, there is one road rescue society and two fire departments (Revelstoke and Golden) that provide road rescue services. The CSRD also has two fire departments outside the CSRD boundaries (Vernon and Chase) that provide road rescue services to areas within the CSRD. Portions of Electoral Area D are serviced by Vernon Fire and Electoral areas F and G are primarily serviced by Chase Fire. These areas are identified as gaps because of larger than adequate response times. The areas serviced by Revelstoke and Golden that are outside of their fire suppression areas are largely remote and few alternatives for service delivery exist in these areas. The fire department at the Townsite of Field has very recently discontinued road rescue services within the park boundary due to liability and staffing concerns and the Golden Fire Department has partnered with Lake Louise FD to provide road rescue service in the Yoho National Park Boundary.

Considerations of a CSRD Service Delivery

Staff consulted with current service providers to gain a better understanding of their strengths, challenges and needs, as well as their ability and desire to continue offering the service within the CSRD. All road rescue providers in the CSRD have reported that the amounts paid by EMBC do not cover their full cost of operations. Road rescue societies have a strong desire to continue operations and serve their respective communities. The societies expressed concern for their future due to funding and volunteer recruitment and retention challenges. Fire departments in Vernon and Chase have indicated there is significant subsidization given to provide road rescue service to areas outside of their fire suppression boundaries. Vernon Fire has indicated that their interest in servicing CSRD areas is on a temporary basis until a more permanent solution is found.

There are significant social, moral, economic, and political considerations when evaluating the advancement of road rescue service in the CSRD. A legal review conducted in 2019 determined that for the CSRD to advance a road rescue service, the creation of specified service area bylaws requiring the associated public assent to fund related road rescue call outs, capital acquisition, training, critical incident stress management and rehabilitation would be necessary. The service area(s) would require a large enough tax base to provide adequate and acceptable funding support, however the trade-off is that provincial funding would only be available for calls dispatched outside of the service area. Additionally, the boundaries for existing fire suppression service areas would not necessarily mimic the boundaries for a road rescue service.

CSRD Policy A-52, Volunteer Fire Department Involvement in Non-Fire Suppression Activities, 1996 stipulates that fire departments will not deliver non-fire suppression services such as medical first responder, search and rescue service, hazardous waste spill response and road rescue extrication service. The policy preamble indicates these services provide a great risk of liability and that emphasis is best placed on ensuring a uniform level of proficiency and training with respect to fire suppression activities. This policy would need to be rescinded or amended upon CSRD advancing this service.

Potential Solution

Given the social need for the service and the political and economic complications associated with offering the service through the fire departments, staff has explored the interest of fire fighters in Electoral Areas F, the Falkland area of Electoral Area D, and Electoral Area G. These fire department

members have expressed a willingness to establish a road rescue service in their fire suppression areas. However, there are administrative and political considerations to providing this service.

NEXT STEPS:

Policy A-52 (attached) precludes the CSRD Fire Services from road rescue activities. Furthermore, the Service establishment bylaws for the CSRD fire services do not allow for activities other than structural firefighting.

These documents would have to be changed by the Board prior to authorizing the fire departments to undertake road rescue.

The provincial government has not increased rates for road rescue services in the recent policy updates. This was an expected and necessary change to adequately cover costs associated with road rescue services on provincial road networks. Therefore, any road rescue services performed by a CSRD fire service would have to be subsidized by the local taxpayer, including out of jurisdiction response.

The road rescue feasibility study report by Tim Pley and Associates (attached) outlines a process that involves the creation of a new service area that would allow fire departments to undertake road rescue services.

If the Board wishes to pursue road rescue in the gap areas through the local fire department a service area establishment process would have to be completed to provide the service.

Options for Service Delivery

Option 1

An option for all areas that does not require an assent process is to encourage and allow certain fire departments to create a Road Rescue Society that utilizes CSRD Fire Services equipment, facilities, and apparatus. This model would require the Fire Departments to fund raise for equipment specific to Road Rescue and operate out of the fire halls.

Option 2

An assent process for service delivery could be undertaken to provide service within the fire suppression boundaries of Shuswap Fire Department in Area G, Falkland, and Area F sub-regional fire service boundaries.

Option 3 – Specific to Area F

An assent process could be undertaken within the Celistra fire suppression boundaries only. This would allow for provincial reimbursement for responses in Scotch Creek and Anglemont with an approved task number. There is some risk that CFD would respond to those areas without a task number and not be eligible for re-payment.

Option 4

Maintain the current service delivery model and lobby the province to make changes to allow local fire departments to bill the province at an adequate rate to sustain operations.

Financial

Staff are using a preliminary estimate for the cost of service delivery in each new service area at \$60,000 for the first year and \$30,000 per year thereafter.

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



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Columbia Shuswap Regional District Road Rescue Feasibility Study

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Submitted:
November 20, 2023

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1. Executive Summary

The Columbia Shuswap Regional District (the “CSRD”) provides a range of services across a wide geographic area. Road rescue is one service that, for policy reasons, it has elected not to provide. As such, this service is currently provided by a combination of municipal fire departments, road rescue societies and non-CSRD fire departments from neighbouring regional districts. Road rescue is generally provided by local government fire departments. Historically, the CSRD has been unwilling to take on the provision of road rescue services due to the possible impacts of the additional service on its departments and concerns over the Province’s inadequate cost recovery model for out of jurisdiction responses.

Since 2014, the CSRD has engaged a number of consultants to gain a better understanding of road rescue and the potential opportunities for the CSRD to support the service within the region. In early 2023, the CSRD engaged Tim Pley and Associates (“TPA” or the “Consultants”) to conduct a comprehensive feasibility study to determine the options for the provision of road rescue services by CSRD fire departments in the areas currently serviced by the Chase Volunteer Fire Department and the Vernon Fire Rescue Service.

TPA began the process by meeting virtually with CSRD staff followed by a comprehensive document review that included CSRD bylaws, policies and procedures, previous consultant reports and the Province’s road rescue policy. A site visit was conducted by the Consultants, who had separate meetings with representatives of the two road rescue societies, the Fire Chief (or senior officer) from the CSRD fire departments in Anglemont, Celista, Scotch Creek and Shuswap, and with the Fire Chief from the Chase Volunteer Fire Department (Thompson-Nicola Regional District). Virtual meetings were held with the fire chiefs of Falkland, Vernon (Regional District of North Okanagan) and the municipality of Salmon Arm.

The Consultants had virtual meetings with staff in the ministry of Emergency Management Climate Readiness (or “EMCR”) to assess the status of the current work underway to establish a provincial governance and funding structure for road rescue services. A benchmark survey was conducted with three other regional districts that currently have departments providing road rescue services. The resulting information provided administrative and operational information to help inform the review of options for the potential provision of road rescue by CSRD departments.

A draft report, including a proposed operating model, equipment requirements, start up and operating costs, was provided for review by CSRD staff whose feedback was incorporated into the final report. The report includes observations and recommendations that would provide for better service coverage that is delivered in a more timely and reliable manner. It provides the Board a full understanding of the issues and options should it decide to develop a road rescue capability amongst its fire departments.

The CSRD administers and operates 13 paid on call fire departments and has service extension agreements with municipalities and First Nations that collectively cover approximately 80% of the regional district population. There are municipal fire departments located in Golden, Revelstoke, Sicamous and Salmon Arm. In addition to fire protection, the Golden and

Revelstoke departments provide road rescue services that cover portions of Electoral Areas A and B outside of their respective municipal boundaries. The Eagle Valley Rescue Society and Salmon Arm Rescue Unit Society provide road rescue services in portions of Electoral Area E and within the municipalities of Sicamous and Salmon Arm respectively.

Road rescue for portions of Electoral Areas C, D, F and G are provided by fire departments from the Village of Chase and the City of Vernon. There are concerns over the ability of these departments to provide a timely response given the response distances involved, as well as with their availability given the need to maintain adequate coverage in their own jurisdictions. The CSRD is considering the feasibility and options for having CSRD fire departments undertake the provision of road rescue services for those areas currently covered by the Chase and Vernon fire departments. The areas currently covered by Revelstoke, Golden and the two societies were out of scope for this study.

Provincially, road rescue is an optional service that is primarily provided by fire departments and a limited number of societies. There is no requirement for the Province or any fire department to provide this service. Where a fire department has opted to provide road rescue services, the Province has a policy to provide for the reimbursement of some costs related to responses beyond the department's fire protection boundary. Societies are eligible for reimbursement for all responses where there is no local government service area boundary.

This provincial policy, discussed in greater detail in section 5 of this report, is considered by most local governments to be inadequate in terms of recovering the actual costs associated with the provision of road rescue services. The Province has undertaken a review of road rescue with the stated aim of establishing a comprehensive funding and governance framework. To date, however, that process has not yielded any significant change from the current practice. The CSRD has expressed concern over the cost to local taxpayers that would result from providing road rescue services given what is considered inadequate provincial funding in the current model.

The provincial review of road rescue services recommended the formation of an advisory committee to inform the development of a new governance and funding structure which has not yet materialised. The current reimbursement rates and practices remain unchanged, but the Province has created a full time position (Road Rescue Specialist) to manage the road rescue portfolio within the ministry of Emergency Management and Climate Readiness.

We have been advised that the Road Rescue Specialist has proposed several policy changes which await decision by the Province:

- splitting road and medical rescue into separate policies;
- discontinuing use of the rescue truck rate in the Interagency Agreement between the Fire Chiefs' Association of BC and the BC Wildfire Service and creating a new mechanism for setting the response rates for road rescue;
- compensating local governments for out of jurisdiction deployment of apparatus for fire suppression in specified circumstances under task number; and
- allowing for technical rescue deployments under task number.

Currently there is no identifiable timeline for any change to the reimbursement rate or policies by the Province.

If the CSRD decides to provide road rescue services in the areas serviced by the Chase Volunteer Fire Department and the Vernon Fire Rescue Service, the proposed operational model would see the establishment of three road rescue response areas:

1. The existing road rescue boundary in Electoral Area D would be served by the Falkland Volunteer Fire Department.
2. The areas in Electoral Areas C and G that are currently covered by the Chase Volunteer Fire Department, plus the unserved area around White Lake and Eagle Bay, would be covered by the Shuswap Volunteer Fire Department.
3. The north shore of Shuswap Lake would be served by a road rescue service jointly supported by the three area departments of Anglemont, Celistia and Scotch Creek. The host location would need to be determined after further consideration of the fire hall replacement plans for each of those departments. The boundary between the north shore response area and Shuswap response area is suggested as the intersection of Holding Road and Squilax-Anglemont Road.

The CSRD would need to consider the extent of the response area beyond of the core fire protection boundary of each department that is identified as a service provider with the intent of ensuring there are no coverage gaps as compared to the current service areas. The addition of road rescue responses by a selection of CSRD fire departments would not impact the provision of such services by the existing road rescue societies or CSRD municipal fire departments.

The departments identified as potential service providers would need to identify which firefighters would be willing to participate in road rescue responses and the training budget(s) would need to be expanded to cover the initial training of participating members. Each department would need to acquire the necessary rescue equipment at an estimated cost of \$25,000 - \$35,000 and create an operating budget line item to cover testing and maintenance of the related equipment. The CSRD would coordinate the initial training requirements with subsequent maintenance training conducted in-house.

The current call volume does not predict any significant increase to the call loads for the new service providers, however due to the trauma that can be associated with road rescue incidents there is potential for additional use of Critical Incident Stress resources through the established CSRD program. Some firefighters may opt not to be part of the response team due to this potential impact at a personal level.

The Consultants' met with both CSRD staff and the Fire Chiefs of the departments within the area of study. Those meetings indicated that there is support within the departments identified as potential service providers for providing this new service. Concerns were expressed regarding the current service response due to both the long response times involved due to distance (and dispatch protocols) and the lack of available crews by the responding departments at various times. CSRD staff, however, expressed continuing concerns about the

inadequacy of the Province's reimbursement policy and that there is no immediate solution to that issue.

With the lack of any definitive timetable by the Province to address a new framework and funding for road rescue, the most immediate consideration focuses on whether the CSRD Board considers the current response provided by Chase and Vernon meets its expectations in terms of coverage, consistency and timeliness.

While both the Chase and Vernon departments have indicated a willingness to continue to provide road rescue services, a change of policy by either department remains a possibility. If that were to occur, then the CSRD would face the choice of either having no road rescue services in the affected areas or implementing its own services as described in this report. Similarly, if the coverage gaps, response times or crew availability issues are considered problematic, then the Board may wish to develop a road rescue service capability within its fire services.

2. Summary of Recommendations

The following section extracts the recommendations contained within the report. The more expansive discussion in the report contains details regarding each of these recommendations. For convenience, the relevant headings are included as a guide to the section from which the particular recommendation is extracted.

2.1 Recommendations

6. Existing Service Providers

Recommendation #1	Schedule regular meetings with the EVRS to discuss mutual interests and concerns.
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Recommendation #2	Schedule regular meetings with the SARU to discuss mutual interests and concerns.
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7. Other Regional Districts

Recommendation #3	To review call handling protocols with BCAS and RCMP to create a consistent process for CSRD road rescue service providers through their dispatch providers to ensure capture of adequate call data.
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Recommendation #4	Identify and implement the minimum training requirements for extrication and authorized support activities.
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Recommendation #5	Identify solutions to address communication 'dead zones' where radio or cell coverage is inadequate.
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8. Options for CSRD Service Provision

Recommendation #6	<p>If the CSRD decides in favour of providing road rescue services:</p> <ul style="list-style-type: none"> • the service establishment bylaw of each Department providing road rescue services will need to be updated to authorize such service; • the Operation Criteria bylaw will need address this service provision, set relevant service boundaries, and authorize the extra-jurisdictional responses under an EMCR task number; and • the CSRD operational guidelines will require updating to address service provision, training and proficiency requirements, equipment requirements, and processes (e.g., for obtaining the EMCR task number for out-of-jurisdiction responses).
--------------------------	---

Recommendation #7	CSRD Policies A-52 (1996) and A-53 (1996), will need to be modified to permit the provision of road rescue services by the Departments which are selected to provide such services.
Recommendation #8	The Falkland Fire Department become a service provider to replace the VFRS, with a maximum response area that matches the current coverage provided by VFRS.
Recommendation #9	The response boundary to meet with the Shuswap Fire Department and Salmon Arm Rescue Unit response boundaries.
Recommendation #10	The three departments establish a joint road rescue team based at a location to be identified by the CSRD as the service provider for the Shuswap Lake north shore communities in place of the current Chase Fire Department response.
Recommendation #11	Consider defining the southern response boundary as the intersection of Holding Road and Squilax-Anglemont Road to match the proposed Shuswap Fire Department boundary recommendation.
Recommendation #12	The Shuswap Fire Department become a service provider replacing the Chase Fire Department and be based at Hall 2 with a maximum response area defined to ensure no gaps between road rescue provider boundaries.
Recommendation #13	The response boundary to include Electoral Area G, plus Eagle Bay and White Lake.
Recommendation #14	The northern response boundary to meet the proposed North Shore road rescue area boundary and the southern boundary to match the Falkland Fire Department and Salmon Arm Rescue Unit response boundaries.
Recommendation #15	The acquisition of battery powered rescue equipment rather than hydraulic tools with power units.
Recommendation #16	Consider the use of a combi-rescue tool rather than separate spreader and cutter tools.
Recommendation #17	The initial tools and equipment be acquired in alignment with the information provided in Appendix 3.
Recommendation #18	The provision of training meets the EMCR Policy 2.07 requirements for eligibility as an approved service provider.

Recommendation #19	The use of NFPA training standards as guidance without adoption of those standards.
Recommendation #20	That training includes the NFPA requirements for initial, subsequent and advanced training listed in Appendix 2.
Recommendation #21	Develop individual job performance requirements (“JPR”) for road rescue duties or functions.
Recommendation #22	Development of a standardized budget for road rescue services that includes provisions for equipment maintenance and replacement and training requirements.
9. Occupational Health and Safety Issues	
Recommendation #23	Departments identified as possible service providers canvas the membership to confirm there are a sufficient number of firefighters willing to participate in road rescue responses.
Recommendation #24	Develop a CSRD policy and related Operational Guideline that outlines the ability for individual officers/firefighters to opt out of participating in road rescue responses.

3. Scope of Work

The project scope of work included a review of the current CSRD practices with regard to the provision of road rescue services as well as a review of related CSRD bylaws, policies and procedures. Previous staff and external reports were to be reviewed, as well as any legal advice previously provided to the CSRD. The nature of the current provision of road rescue services within the CSRD was to be documented, however, an examination of road rescue services provided in Electoral Areas A and B were out of scope for this study.

A review of standard and best practices in other regional district jurisdictions was to be summarized through the use of a benchmark survey.

The current provincial road rescue policy and reimbursement framework was to be reviewed to identify the current availability of funding, required processes and limitations. The Consultants were to review the existing provincial system and investigate whether there are any changes to the current provincial road rescue governance and funding models being considered that may ameliorate CSRD concerns related to funding.

Consideration to be given to the level of awareness of the CSRD's Critical Incident Stress Management (CISM) program and Employee Assistance Program (EAP) for fire department members and the potential impacts of road rescue services on the current CISM and EAP programs, as well as on WorkSafe BC claims.

Consideration to be given to whether all CSRD fire departments should provide road rescue services in the identified "gap" areas, or if a centralized service model would be more appropriate (and how such a model would operate).

Recommendations to be developed that identify which fire departments could be service providers, and potential associated response boundaries. The feasibility study will investigate whether road rescue service area boundaries should differ from fire protection service boundaries and make related recommendations.

An estimation to be provided of the expected start up costs and annual operating costs for any such service.

Consideration of administrative and operational options, through which the CSRD could, if desired, implement a road rescue service program.

4. Project Methodology

The study was undertaken using a phased approach, which is described below.

4.1 Phase 1 – Project Kick-Off and Background Review

1. A kick-off meeting reviewed the project scope, refined the list of issues being reviewed and analysed, and confirmed responsibilities for different aspects of the Project.
2. A schedule for on-site meetings with relevant stakeholders was determined.
3. The Consultants reviewed background documents and materials that were provided by the CSRD. The materials reviewed included the following:
 - 3.1. Previous staff reports, planning documents, and legal opinions related to road rescue services;
 - 3.2. Relevant reports and reviews relating to road rescue (or related) services, completed for the CSRD by third parties;
 - 3.3. Mutual aid and automatic aid agreements, including those relating to emergency program activities;
 - 3.4. Service agreements that include road rescue or other emergency services;
 - 3.5. Details as to the current providers of road rescue services within the CSRD, including municipal service providers and independent society-operated services;
 - 3.6. Relevant provincial government documents, including current funding program, third party reports in the possession of the CSRD;
 - 3.7. Dispatch data for the past ten years for road rescue responses in the CSRD; and
 - 3.8. List of principal apparatus and any equipment suitable for use in auto extrication held by CSRD fire departments (the “Departments”) which also identifies the year purchased, and the planned replacement date.
4. The CSRD provided direction as to which other regional districts were to be surveyed as part of a cross-jurisdictional scan of common and best practices.

4.2 Phase 2 – Consultations and Benchmark Survey

5. On-site meetings were conducted in CSRD electoral areas on August 2 – 3, 2023. The Consultants met with fire chiefs from several departments located in the study ‘gap areas’ and with leaders from the two societies currently providing road rescue services within the CSRD.

6. A benchmark survey of the selected comparator regional districts was distributed.

4.3 Phase 3 – Development of Options and Draft Report

7. From the background work and consultations, a draft report was developed that included a series of options and recommendations for review with the CSRD.
8. Further research/review and meetings were completed to address remaining issues or concerns.
9. A detailed draft report was crafted to cover the full range of matters set out in the scope of work as refined in Phase 1.
10. A draft report was provided to the CSRD for review and to provide feedback.

4.4 Phase 4 – Development and Presentation of the Final Report

11. Feedback from the CSRD reviewed with further research and review as required.
12. The report was finalized, taking into consideration input received, and submitted to the CSRD.

5. Current State

At the provincial level, the management of road rescue service providers and related issues is the responsibility of the Ministry of Emergency Management and Climate Readiness. The Province, however, does not take responsibility for service delivery, providing instead a process for cost-recovery for service providers in certain circumstances.

5.1 Provincial Policy Framework

The organization previously known as Emergency Management BC (“EMBC”) that resided within the Ministry of Public Safety was recently elevated to form the new Ministry of Emergency Management and Climate Readiness (“EMCR”), with responsibilities that include the road rescue portfolio. The Office of the Fire Commissioner (“OFC”), which previously supported EMBC staff in the management of road rescue policy, did not transition to the new Ministry at the time it was created, has remained within the Ministry of Public Safety, and no longer has any responsibility for road rescue policy. EMCR manages the provision of road rescue services under its Road and Medical Rescue Policy (Appendix 4), which sets out provisions for reimbursements for service providers and other logistical matters.¹

Road rescue services are sometimes likened to ground search and rescue services. In 2019, work began to establish a provincial framework for governance and funding of ground search and rescue services in the province. That program came into full effect in 2022 and appears to have been well received by service providers. The Province also appears satisfied with the program, given that it enables the Province to allocate funding appropriately through the new framework.² In 2018, the Province began exploring the possibility of establishing a similar provincial governance framework for road rescue. This work continued in 2021 with a report completed for the Fire Chiefs Association of BC that examined the provincial context and set out several options for a possible road rescue governance framework.³ In 2022, the Province followed up on the Wall Report by engaging MORR Transportation Consulting Ltd. to conduct a jurisdictional scan across Canada, the United States and internationally in support of the development of a funding and governance model for road rescue in British Columbia.⁴

¹ EMCR, Emergency Management Policies – Road and Medical Rescue Policy (2.07): <https://www2.gov.bc.ca/gov/content/safety/emergency-management/emergency-management/policies>

² Provincial funding provided for the 80 recognized Ground Search and Rescue groups in recent years amounted to the following: 2016 - \$10 million one-time funds; 2017 - \$5 million one-time funds; 2019 - \$18.6 million funding for three years to 2022.

³ Dale Wall, *Review of Current Governance and Funding Model for Out-of-jurisdiction Road Rescue in B.C.* (April, 2021) (the “Wall Report”): https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/reports/fcabc_road_rescue_april_12_2021.pdf

⁴ MORR Transportation Consulting Ltd., *Road Rescue Jurisdictional Scan – Final Report* (November 2022) (the “MORR Report”): https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/reports/road_rescue_jurisdiction_scan_2022.pdf

After consideration of these reports, EMCR created a temporary full-time position (Road Rescue Specialist) to manage the road rescue file within the ministry. It is anticipated that the position will be made permanent in the coming months.

5.2 Anticipated Changes

The Road Rescue Specialist (the “Specialist”) has recently recommended to EMCR a number of changes to the existing system related to the reimbursement and response policies.⁵ Those recommendations are under consideration by EMCR at this time. The current reimbursement rates for road rescue services were previously established by reference to the all-found Rescue Truck rate cited in the Inter-Agency Agreement (settled between the BC Wildfire Service and Fire Chiefs’ Association of BC in relation to rates paid to structure fire departments for out-of-jurisdiction wildfire and interface fire responses).⁶ Given the lack of EMCR involvement in setting these rates, the Specialist has proposed discontinuing use of the Inter-Agency Agreement and establishing a new policy for setting and updating the reimbursement rates for out-of-jurisdiction road rescue responses. It is anticipated that the reimbursement rate will remain unchanged during any policy transition period.

Several other changes have been proposed by the Specialist and are under review related to the existing response policy, including:

1. The new policy would remove references to medical rescue, which would be moved under other policies within EMCR, and policy wording would be amended to update the approved response types.⁷
2. A policy revision has been proposed to cover the possible use of local government fire departments (operating under a provincial funding task number) for out-of-jurisdiction responses to technical rescue incidents (e.g., confined space responses).
3. EMCR is exploring the possibility of including an option for authorizing responses by local government fire departments to incidents not requiring extrication (operating under a provincial task number), to provide fire suppression in certain circumstances such as fires causing significant impact on major highways or infrastructure (e.g., bridges).

The establishment of a comprehensive governance funding framework remains unresolved at this time. However, there are indications that the Province may move towards the creation of an advisory body to guide the development and subsequent management of such a framework.

⁵ The information regarding anticipated changes was relayed verbally during discussions between the Consultants and the Specialist.

⁶ Fire Chiefs’ Association of BC and BC Wildfire Service, “Memorandum of Agreement for Inter-Agency Operational Procedures and Reimbursement Rates,” (2023 – most recent edition). The Inter-Agency Agreement is updated annually.

⁷ The term road rescue (Policy 2.07.02) “is also interpreted to include the use of auto extrication tools and techniques for the release of subjects trapped by other means, such as farm or industrial accidents, train wrecks, or aircraft crashes.” Motor vehicle accidents involving embankment or water rescue can also be approved.

Until the framework is established, and funding allocated, it is anticipated that the current all-found rate policy approach will continue. In the interim, local governments providing road rescue services will have to rely on the current EMCR reimbursement rates, the UBCM Community Emergency Preparedness Fund (“CEPF”) and local taxation to fund the provision of road rescue services.⁸

The UBCM CEPF provides that:⁹

The intent of this funding stream is to build the resiliency of volunteer and composite fire departments in preparing for and responding to emergencies through the purchase of new or replacement equipment and to facilitate the delivery of training. Ongoing operational costs and the purchase of major fire apparatus are not eligible.

The maximum annual grant available is \$30,000 per fire department.

5.3 Current CSRD Approach

As noted in the regulatory section below, by CSRD Board policy, none of the CSRD’s Departments provide road rescue services. Road rescue services are not specifically authorized under the Departments’ establishment or operational powers bylaws. Two municipal fire departments, Golden and Revelstoke, provide road rescue service within their municipal boundaries and also respond out of jurisdiction into CSRD Electoral Areas A and B respectively when authorized to do so by EMCR under a provincial tasking number. Road rescue service is also provided within portions of the unincorporated areas of the CSRD by the Eagle Valley Rescue Society based in Sicamous, and the Salmon Arm Rescue Unit Society located in Salmon Arm. Both of these societies rely on EMCR task numbers to authorize and fund their responses.

Two large geographical areas within the CSRD receive road rescue service from fire departments based in the adjacent Thompson Nicola Regional District and North Okanagan Regional District. The Chase Fire Rescue Department provides road rescue service in Electoral Area F on the northwest side of the Shuswap Lake, part of Electoral Area G (see Figure 1) and in a small area west of Salmon Arm as shown in Figure 5. Similarly, the Vernon Fire Department provides road rescue service in the Falkland area within Electoral Area D. Both fire departments respond under the authorization of EMCR task numbers when conducting these out-of-jurisdiction responses.

⁸ It should be noted that, where the service is provided by the local government, it is not eligible for Community Gaming Grants funding.

⁹ UBCM, “Volunteer and Composite Fire Departments Equipment and Training” at: <https://www.ubcm.ca/cepf/volunteer-and-composite-fire-departments-equipment-and-training>.



Figure 1: Electoral Area G boundary map

In recent years, both Chase and Vernon have experienced challenges in being able to provide timely or sufficient responses to incidents within the CSRD.¹⁰ These challenges have arisen from a combination of available staffing and the travel distances involved, particularly with respect to the need for those departments to ensure their ability to maintain regular response capabilities for emergency incidents in their own jurisdictions.¹¹

Since road rescue services are not an approved service for CSRD Departments, no operational or capital funding has been provided for the training, equipment and apparatus that would be necessary if those Departments were to begin providing road rescue services. Any auto extrication training that is currently conducted within individual departments is at a basic (awareness) level that would enable skills that could be suitable for basic responses to motor vehicle incidents. The inclusion of road rescue as a new service would require increased core funding for the Departments which would provide the service. Where a Department provides

¹⁰ Based on interviews with fire chiefs from the CSRD and Chase.

¹¹ Based on information shared by the respective departments.

road rescue service outside of its fire protection area, it would be eligible for (the limited) reimbursement funding under an EMCR task number for responses outside its core fire protection service area.¹²

5.4 Fire Service Areas

As discussed further below, three Departments – Anglemont, Shuswap and Falkland – were considered as possible candidates to provide road rescue services, if approved by the CSRD. The following maps show those Department’s service areas in context, including fire hall locations (pre-fire in Scotch Creek area).

North Shore

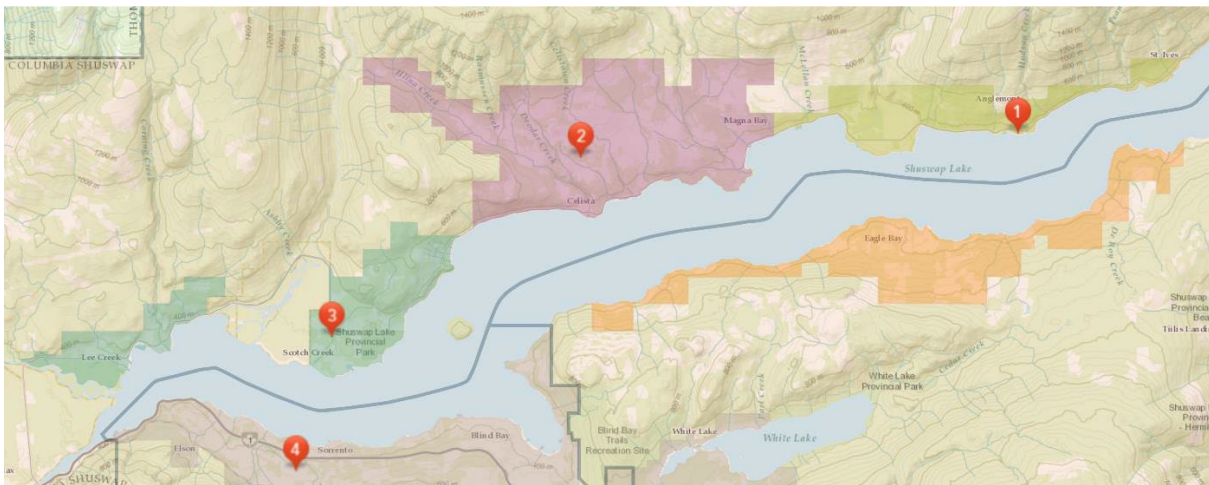


Figure 2: Fire Department Service Areas. Halls: 1=Anglemont, 2=Celista, 3=Scotch Creek.

¹² Core service area is normally the same as the fire service boundary. Areas beyond this boundary are considered “out-of-jurisdiction” and eligible for EMCR reimbursement funding.

Sorrento/Blind Bay

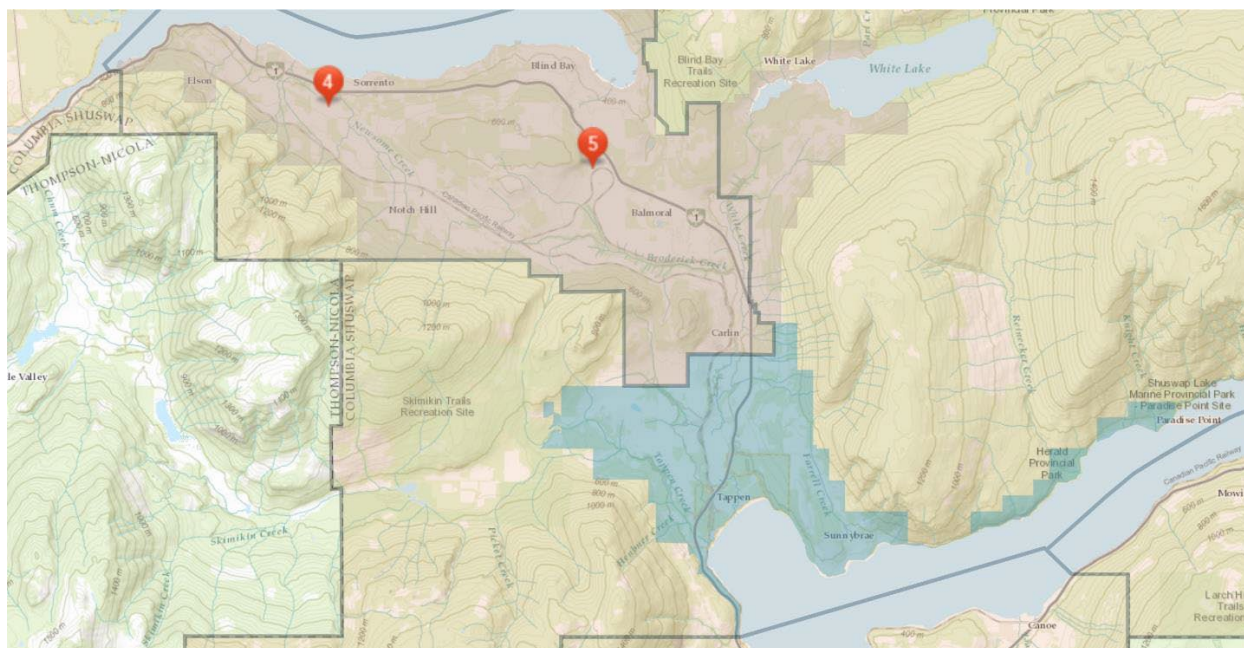


Figure 3: Fire Department Service Area: 4=Shuswap Hall 1, 5=Shuswap Hall 2.

Falkland

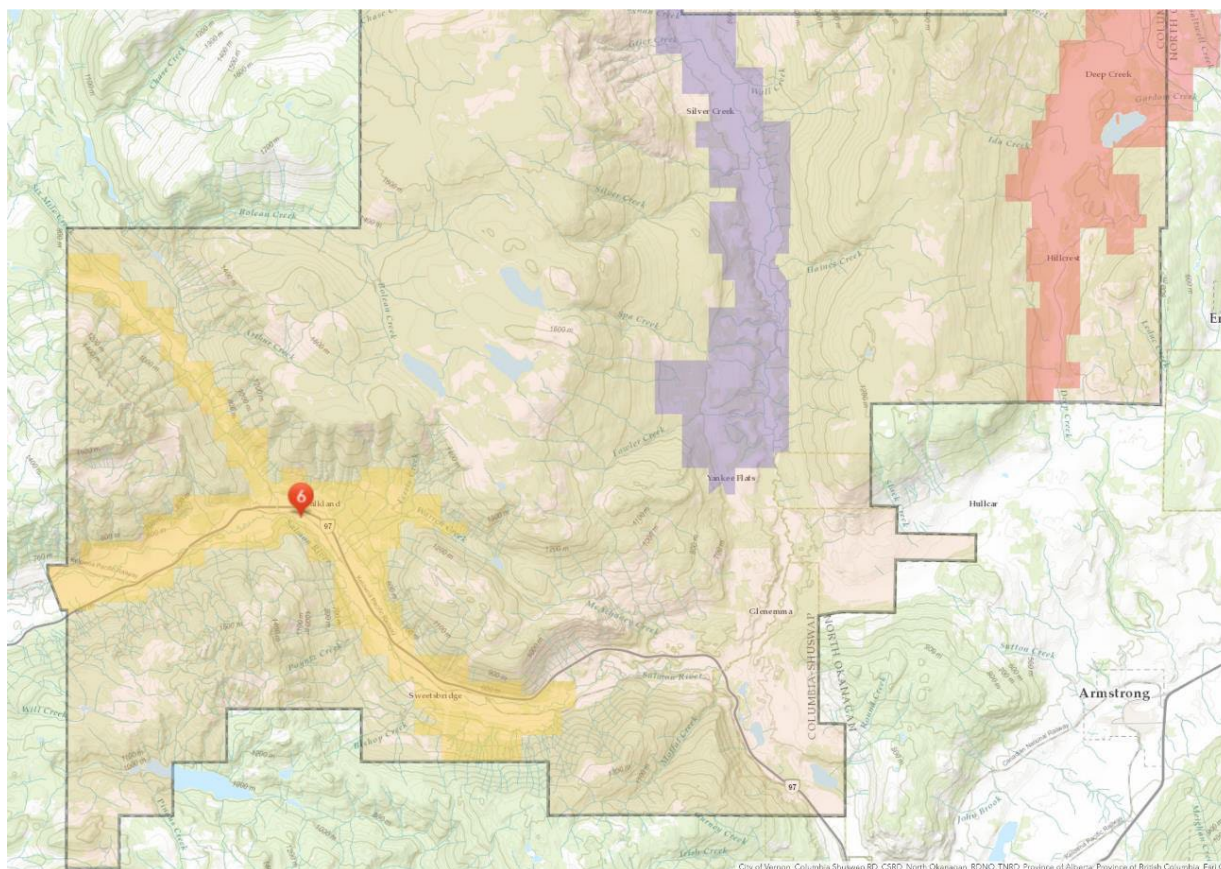


Figure 4: Falkland Fire Service Area (yellow): 6 = fire hall. Large area in border is existing VFRRS road rescue boundary.

5.5 Previous Study

In 2017, the CSRD commissioned a third party report that concluded that there was interest and support within CSRD fire departments to engage in the delivery of road rescue services.¹³ The 2017 Report concluded that the criteria for any decision by the CSRD to add this service should be the same as for all other services and take into account: firefighter availability to respond; financial impacts; additional training requirements; and other operational requirements.

The 2017 Report recommended that the CSRD explore the opportunity to develop road rescue teams in the Falkland service area and create a combined delivery model in the north Shuswap area utilizing the Scotch Creek, Celista and Anglemont Departments.¹⁴ The study did not consider inclusion of the Shuswap Department as a possible service provider, even though it is the CSRD's largest Department and its service area is bisected by Highway 1.

¹³ Firewise Consulting, *CSRD Road Rescue Feasibility Study* (December 2017) (the "Firewise Report").

¹⁴ It should be noted that the current 2023 wildfires in the CSRD have impacted some fire departments – Scotch Creek in particular – and adversely affected their capabilities in the near term.

It was also recommended in the 2017 Report that any decision should be based on addressing gaps in service and take into account whether current service is being delivered in a timely manner given the urgent nature that underlies all extrication responses. The 2017 Report included a caveat that any move to establish CSRD-provided road rescue services should not be at the expense of viable and well-established agencies that are currently providing road rescue services.

6. Existing Service Providers

The existing road rescue response boundaries are shown in Figure 5, along with the entity responsible for road rescue.

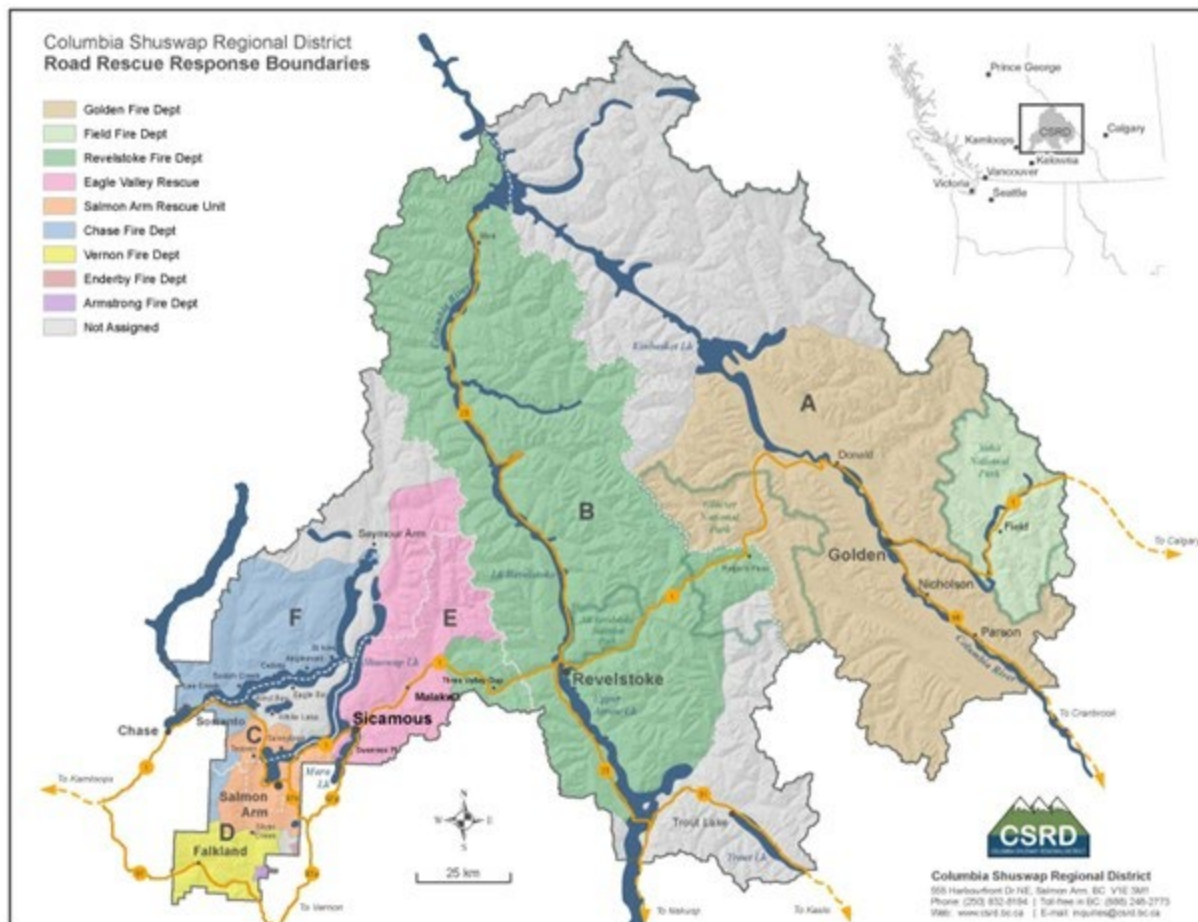


Figure 5: Road Rescue Response Boundaries¹⁵

Only a portion of the CSRD's unincorporated areas were considered in-scope for this review.

In scope	Out of scope for this review	For discussion
<ul style="list-style-type: none"> Electoral Area C: Sorrento, Tappen Electoral Area D: Falkland Electoral Area F: Scotch Creek, Celistia, Anglemont Electoral Area "G" plus Eagle Bay, White Lake 	<ul style="list-style-type: none"> Electoral Area A: Golden Electoral Area B: Revelstoke 	<ul style="list-style-type: none"> Eagle Valley Rescue Society Salmon Arm Rescue Society Chase Fire Department Vernon Fire Department

¹⁵ Note: The response boundary map provided does not show Electoral Area G boundary (refer to Figure 1, above).

The following sections review the current providers of road rescue services within the CSRD and within scope for this project:

- Eagle Valley Rescue;
- Salmon Arm Rescue Unit;
- Chase; and
- Vernon.

6.1 Eagle Valley Rescue Society

The Eagle Valley Rescue Society (the “EVRS”) is one of two societies within the CSRD registered with the province to provide road rescue service.

The EVRS is governed by a volunteer board. Day-to-day operations are managed by a Chief and Deputy Chief. Like many volunteer organizations across the province, the EVRS finds it challenging to recruit, train and retain sufficient members. Despite such challenges, the EVRS has managed to maintain a roster of seven to nine active volunteer members. EVRS members receive no compensation for their services. The EVRS has an annual operating budget of approximately \$30,000, which is funded through a combination of EMBC reimbursements under provincial task number, fundraising efforts and grants (including Gaming Grants and some grant funding from the CSRD).

The EVRS shares facility space with the Sicamous Fire Department, which is provided by the Department at no cost to EVRS. The EVRS and Sicamous Fire Department are doing their best to make this co-habitation arrangement work, however, limitations with the current facility make this situation less than ideal for both parties.¹⁶

Response times have been and continue to be a concern for the EVRS due to the large territory to be covered and topography within its service area.

The EVRS is sufficiently equipped, trained and staffed to manage most passenger vehicle incidents. However, the Society also responds to highway accidents and to incidents requiring rescue from heavy commercial vehicles. Staff indicated that they need to consider adding a “heavy rescue” unit to their fleet as the current vehicle lacks the capacity for any additional equipment, such as air bags, cribbing, and stabilizing struts. The EVRS rescue vehicle is a 2005 Ford F-550 that has been modified for use as a rescue vehicle.

¹⁶ During the on-site visits, it was indicated that plans are in the works to build a new fire hall – the construction date has not yet been set.



Figure 6: EVRS Rescue 1 – 2005 F550

As is the case with many volunteer organizations, maintaining training levels is a challenge for EVRS. EVRS members train once each week and add special training days for new recruits and/or larger training events.

At various times the EVRS has faced challenges in the provision of road rescue services and has recently engaged in discussions with the Sicamous Fire Department about a contingency plan in the event the Society chooses to discontinue service at a point in the future.

The EVRS appears to provide an efficient and cost-effective service.¹⁷

6.2 Salmon Arm Rescue Unit Society

The Salmon Arm Rescue Unit (“SARU”) is one of two CSRD-based societies registered with the province to provide road rescue service within the CSRD.

The not-for-profit society has been in existence since 1977. Day-to-day operations as well as society obligations are managed by the President, Vice-President, and Secretary/Treasurer. Like many volunteer organizations across the province, recruitment and retention of members is a continuing struggle. SARU tries to maintain a roster of 13 to 15 active volunteers. Members receive no compensation for their services. Fundraising covers 80% of the budget, with the remaining 20% being received through reimbursement from EMCR for emergency responses. Grants which are potentially available to SARU are not often pursued due to the associated administrative requirements and lack of personnel. The annual operating budget for SARU is approximately \$30,000.

¹⁷ During the on-site visit, the EVRS indicated that, some four years ago, it was at risk of folding. With renewed interest and support from the community, however, it has managed to remain active. The present EVRS Board and the Sicamous Fire Department, however, have discussed the possibility of integrating the two organizations if the EVRS finds itself unable to provide and maintain an acceptable level of service.

SARU is unique in that it owns the property and building that houses the rescue service. The building appears to be in good condition and there is space for additional apparatus and equipment.



Figure 7: SARU Station – built in 1986.

Response times have been and continue to be a challenge for SARU due to the size and topography of its service area.

SARU is sufficiently equipped and staffed to manage both passenger vehicle rescue incidents and heavy rescue incidents. Staff have indicated that they will be replacing SARU's current front-line truck in 2029 with a heavy rescue. The current rescue truck would then be kept as a back-up unit. They also intend to upgrade their jaws-of-life equipment, replacing current hydraulic tools with battery powered ones.

Historically, the Salmon Arm Fire Department has not engaged in road rescue but has supported the SARU at emergency incidents. The Salmon Arm Fire Department has a limited amount of equipment suitable for vehicle extrication but has an interest in developing its capabilities in the future.

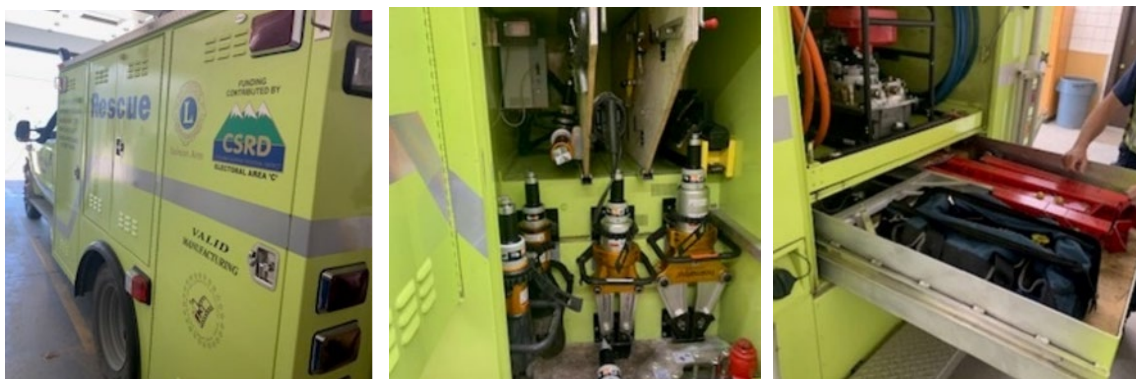


Figure 8: SARU's 2000 - F550 Crew cab

SARU appears to provide an efficient and cost-effective service.

6.3 Chase Fire Rescue Department

The Chase Fire Rescue Department (the “CFRD”) serves a population of 2,399 (2021) within the Village of Chase (the “Village”) in the Thompson-Nicola Regional District.

The CFRD provides road rescue service to the CSRD areas shown in blue in Figure 5 above, which includes parts of Electoral Area F and along the Trans Canada Highway (Highway 1) to Balmoral Road, plus Sorrento, and south to the border with Falkland, and to the border of the SARU response boundary in Electoral Area C. Notification to respond is initiated by BCEHS Dispatch.¹⁸ For liability coverage and reimbursement, a provincial task number is required before the CFRD will respond to an out-of-jurisdiction incident. The CFRD response may be delayed or not provided due to insufficient turnout or if there is a concurrent incident within its municipal boundaries.

The CFRD is appropriately equipped to provide road rescue services, however, recruiting and retention of sufficient trained manpower has been and continues to be a concern for the department.

The CFRD annual road rescue budget is approximately \$70,000 and it recoups approximately 40% of its annual road rescue costs from EMCR through the reimbursement under EMCR task numbers. The Village funds the remaining share of the CFRD’s road rescue program, in part because the provincial task reimbursement program does not adequately cover additional resources (support vehicles and personnel) and/or capital expenditures.

With turnout and travel times being what they are for both the CFRD and for BCEHS, the CFRD identified concerns regarding the BCEHS policy/protocol of not summoning road rescue resources until verified by on-scene ambulance personnel of an entrapment. These delays are

¹⁸ Both BCEHS and the RCMP are authorized to request road rescue services. Requests from other sources are routed through BCEHS dispatch for approval.

seen as potentially negatively impacting patient care and adding additional stress to responding/on-scene emergency personnel.¹⁹

Although its response can be materially delayed and is not always assured, the CFRD indicated that they would continue to provide road rescue services into the CSRD for the foreseeable future if no alternative service provider is available.

6.4 Vernon Fire Rescue Services

Vernon Fire Rescue Services (“VFRS”) serves a population of 44,519 (2021) within the City of Vernon (the “City”) in the North Okanagan Regional District.

The VFRS is sufficiently equipped and trained to provide a road rescue response for the City as well as for out-of-jurisdiction incidents.

The VFRS currently provides road rescue service to the CSRD along Hwy 97 to Monte Lake (Electoral Area D). Notification to respond is primarily through BCEHS Dispatch. For liability and reimbursement, a Provincial task number is required before the VFRS will respond to an out-of-jurisdiction incident. Incidents within the City take priority. As such, an out-of-jurisdiction response may be materially delayed or not provided depending on the availability of staff and apparatus.

Similar to the concerns expressed by the CFRD, the VFRS noted issues with respect to funding shortfalls for service provision and with the BCEHS/EMCR dispatch policies for responding to an out-of-jurisdiction motor vehicle incident.

With respect to funding, the reimbursement funds received from EMCR are insufficient to cover the total cost for the Vernon Fire Rescue Services out-of-jurisdiction road rescue program. What is not covered within the EMCR program is funded by the City (i.e. full cost for staff remuneration, capital equipment costs, as well as the provision of services such as fire suppression and on-scene traffic/flagging activities - which are subject to limitations for reimbursement). To address the out-of-jurisdiction response funding shortfall the VFRS has suggested that a “Contract for Service” model may have to be considered in the future, with the CSRD contracting for service provision.

The VFRS also identified concerns regarding the BCEHS policy/protocol of not calling for road rescue support until an entrapment is confirmed by on-scene ambulance personnel. With turnout and travel times being what they are for both the VFRS and for BCEHS these delays are potentially negatively impacting patient care and add additional stress to responding/on-scene emergency personnel.

¹⁹ A concern about when a response is initiated by BCEHS was expressed in most of the interviews with service providers and by the fire chiefs in areas receiving the service.

Although the VFRS's response can be materially delayed and is not always assured, the VFRS indicated that it would continue to provide road rescue services into CSRD for the foreseeable future.

6.5 Recommendations

Recommendation #1	Schedule regular meetings with the EVRS to discuss mutual interests and concerns.
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Recommendation #2	Schedule regular meetings with the SARU to discuss mutual interests and concerns.
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7. Other Regional Districts

7.1 Benchmark Survey

Four regional districts were identified by the CSRD as comparators from which the road rescue practices should be considered in a benchmark survey;

- Cariboo Regional District (the "CRD"),
- Thompson Nicola Regional District (the "TNRD"),
- Regional District of Kootenay Boundary (the "RDKB") and
- Regional District of East Kootenay ("RDEK").

Discussion with staff at the CRD determined that only one CRD fire department is currently providing road rescue services and the CRD does not exercise any management or control of that service. CRD involvement in that road rescue service is limited to providing an annual grant in support of the department's provision of the service. As a result, the CRD did not participate further in the survey.

The benchmark survey was completed by the remaining three comparator regional districts. The consolidated responses from those three regional districts are provided in a spreadsheet format as an appendix to this report.²⁰

7.2 Summary

The type, severity and quantity of calls for road rescue is often impacted by the size of the response area and presence of highways. Highways routinely see higher traffic volumes with more commercial and large vehicle traffic, and higher traffic speeds on highways can lead to more challenging rescue situations. The participating regional districts were asked to provide road rescue statistics for the past three years (2020 – 2022).

7.2.1 TNRD

Of the nine regional district fire departments in the TNRD, only two (Vavenby and Blackpool) currently provide road rescue services. These departments began providing road rescue services in 2023 and for that reason no annual calls for service data is available.

Table 1: TNRD road rescue departments

Vavenby Fire Department	Not available
Blackpool Fire Department	Not available

²⁰ Reference the appendix where survey data is displayed in spreadsheet format

Historically road rescue response coverage was done by a society. The society had approached the TNRD, asking that the TNRD take over delivery of road rescue services. After examination of the proposed coverage boundaries, the TNRD opted to divide the Society's existing road rescue response area into two separate response areas, one covered by the Vavenby Volunteer Fire Department and the other by the Blackpool Volunteer Fire Department. The out of jurisdiction area for each fire department was defined with the fire service area being considered as its in-jurisdiction area. Many of the firefighters from these fire departments were also members of the society that had been providing road rescue service, making the transition of the service to regional district fire departments operationally seamless.

As part of the changeover, the TNRD received from the Society two response vehicles, various equipment plus one set of hydraulic and one set of battery powered extrication tools. The Society also transferred a sizeable amount of funds that it had earmarked for capital replacements. This enabled the TNRD to update the older of the two vehicles and some equipment at no net cost to the regional district. Each department incorporates a small amount for operating costs in their budget and with the majority of road rescue calls occurring out of jurisdiction the EMCR reimbursement is anticipated to cover those operating costs and there are plans to start a regional district capital replacement fund for future costs.

7.2.2 KBRD

Two municipal fire departments currently provide road rescue services within the boundaries of the KBRD. Three regional fire district departments also provide road rescue services, the most active of those being Kootenay Boundary Regional Fire Rescue. The average road rescue calls for service per year for each of those three KBRD departments is shown in Table 2.

Table 2: Annual number of road rescue calls for service by KBRD departments (averaged over 3-year period)

Kootenay Boundary Regional Fire Rescue	145
Christina Lake Fire Rescue	26
Big White Fire Department	37

7.2.3 RDEK

Two municipal fire departments and one independent society currently provide road rescue services within the boundaries of the RDEK. Seven regional district fire departments also provide road rescue services. The RDEK did not provide road rescue calls for service data for Elko and Baynes Lake, however the average calls per year for the remaining RDEK fire departments currently providing road rescue services are summarized in Table 3.

For the purposes of this report RDEK fire departments currently providing road rescue services are shown in two subregions, Elk Valley and Columbia Valley.

Table 3: Annual number of calls by RDEK departments (averaged over 3-year period)

Regional District East Kootenay - Columbia Valley	
Edgewater Fire Department	5
Fairmont Fire Department	6
Panorama Fire Department	2
Windermere Fire Department	14
Regional District East Kootenay - Elk Valley	
Jaffray Fire Department	12
Elko	u/k
Baynes Lake	u/k

7.3 Benchmark Survey Findings

All of the surveyed regional district fire departments operate with First Responder level 3 training, however medical training is not a requirement to function as a road rescue service provider.

The three regional districts indicated that most road rescue calls for service originate with a request by the BC Ambulance Service (“BCAS”) that a road rescue response be provided.²¹ These requests from BCAS are then channeled through the fire departments’ dispatch provider. This differs from the common practice in the CSRD where road rescue calls for service are mostly sent by BCAS directly to the appropriate road rescue service provider, with only some calls for service being routed through the fire dispatch centre. As a result, dispatch call handling for road rescue services in the CSRD was reported to lack consistency and incident locations were often generalized, without the provision of coordinates suitable for mapping purposes. After review it was determined that the quality/accuracy of the call data for the CSRD area could not be accurately depicted to accurately assess the existing calls. The Chase fire chief did indicate that road rescue calls for service have declined over the past 10 years and that current calls number approximately 24 per year for their response area. Vernon indicated calls for road rescue in the CSRD number less than 10 per year.

The rationale behind the current information flow will need to be examined further. The CSRD area within the scope of this study receives road rescue services from fire departments located in two other regional districts and from two societies that do not utilize a fire dispatch centre.

The survey determined that each regional district determines the boundaries of their road rescue response areas based upon local factors, and the extent of response was very

²¹ In some cases calls come from the RCMP directly as both police and ambulance are authorized by EMCR to request road rescue responses.

department and situation specific. The common practice of the surveyed districts was to direct any 'out of jurisdiction response' funds received from EMCR back to the department that provided the response.

In terms of specialized equipment and training, only the RDEK provides heavy rescue²².

The number of trained Road Rescue responders by regional district and department is shown in Table 4.

Table 4: Road rescue responders by department.

Kootenay Boundary Regional District	
Kootenay Boundary Regional Fire Rescue	55
Christina Lake Fire Rescue	30
Big White Fire Department	35
Regional District East Kootenay - Columbia Valley	
Edgewater Fire Department	7
Fairmont Fire Department	11
Panorama Fire Department	7
Windermere Fire Department	10
Regional District East Kootenay - Elk Valley	
Jaffray Fire Department	10
Elko Fire Department	6
Baynes Lake Fire Department	4
Thompson-Nicola Regional District	
Vavenby Fire Department	15
Blackpool Fire Department	20

The survey response indicated that all of the above departments manage critical incident stress through an established WorkSafeBC program. Only one regional district (RDEK – Columbia

²² Heavy rescue in this context refers to having the equipment and training suitable for extrications from large commercial or industrial vehicles/machinery (example: tractor trailers).

Valley) indicated a concern with respect to a possible negative impact on CISM and/or WorkSafe claims.

From a training perspective, all of the surveyed departments provide responders with Incident Command System (“ICS”) and traffic flagger training, and each department maintains individual training records for its firefighters.

In response to the question on the impact of providing road rescue services on department recruitment, two regional districts indicated that they had experienced no impact, and one regional district reported a perceived positive impact.

When asked to identify the principal challenges faced by departments in providing road rescue as a service, the responses included reference to:

- Increasing cost of the equipment;
- Insufficient EMCR funding relative to costs to provide the service;
- Operational communication challenges outside of radio/cell coverage areas;
- Weekday and summer response availability;
- Concern regarding fire protection service area constituents subsidizing a service provided to constituents outside of that service area;
- Seasonal road/weather conditions; and
- Lack of EMCR coverage for other activities under task numbers (ex. traffic flagging, hazmat, FMR).

Similar to the TNRD situation outlined in the survey, the CSRD also faces the possibility that the current road rescue service providers (Village of Chase and City of Vernon) may choose at some point in time to discontinue the provision of road rescue services within the CSRD. This would then require a determination on whether to undertake the delivery of road rescue services by CSRD fire departments or accept a gap in coverage for the affected area.

7.4 Recommendations

Recommendation #3	To review call handling protocols with BCAS and RCMP to create a consistent process for CSRD road rescue service providers through their dispatch providers to ensure capture of adequate call data.
Recommendation #4	Identify and implement the minimum training requirements for extrication and authorized support activities.
Recommendation #5	Identify solutions to address communication ‘dead zones’ where radio or cell coverage is inadequate.

8. Options for CSRD Service Provision

8.1 Legal and Regulatory Issues

The CSRD has long taken the view that road rescue was outside of the ambit of the services provided by its Departments, and that such services properly fell within the Province's realm of responsibility. In February 1996, policies were established which restricted the authorized services of the CSRD's Departments, excluding any authority to provide, among other things, vehicle extrication and road rescue.²³ At the same time, it passed a policy indicating that the CSRD would "offer encouragement and any available support for the provision of these services under the auspices of an independent, non-profit society."²⁴ The CSRD has maintained this position since that time, though it has periodically reviewed the issue.²⁵ The limitations on services provided is properly reflected in the CSRD's standardized operational guidelines used by each of its Departments.²⁶

If the CSRD decides to provide road rescue through certain of its Departments, the following legal and regulatory issues will need to be addressed:

- CSRD Policies A-52 and A-53 will need to be modified or rescinded. To the extent that they deal with other issues (e.g., medical first responder and hazmat incidents), it may be that modification is appropriate.
- The CSRD will need to decide if all of its Departments are to be authorized to provide road rescue services. If not, for reasons discussed further below, it may be beneficial to maintain the Policy A-52 restrictions regarding road rescue for the non-participating Departments.
- For the participating Departments:
 - It will be necessary to review and update each Department's service establishment bylaw to ensure that it is authorized to provide a broader range of services than simply fire suppression; and
 - When the Operational Criteria bylaw is renewed, the Departments which are participating in the service should be authorized to provide road rescue within certain defined areas, as indicated in this report. The Departments providing the service should be permitted to provide road rescue within their respective service areas. Outside of their service areas, such responses would only be permitted if an EMCR task number is received.

²³ CSRD, Policy A-52, February 1996.

²⁴ CSRD, Policy A-53, February 1996.

²⁵ The issue was canvassed during the governance review conducted by Dave Mitchell & Associates in 2008/09, was raised again in 2012 during the discussion of the new Operational Criteria bylaw, and was the subject of the 2017 Firewise Report reviewed elsewhere in this report.

²⁶ See: OG 2.2.5, "Vehicle Fires," which limits responses to motor vehicle accidents to situations where a fire or risk of fire exists, within the service area boundaries of the particular fire department.

- The CSRD's operational guidelines will need to be updated to address road rescue by the Departments authorized to provide such services. Those operational guidelines should set out the necessary processes, training and proficiency requirements, the process for obtaining of EMCR task numbers, and service boundaries.

As a result of the Province's current approach to reimbursing fire departments for providing road rescue only when those departments are responding outside of their service areas, it would not be advisable for the CSRD to create a region-wide service area to fund the additional service. This approach would potentially result in EMCR denying task numbers for responses within such service area. Instead, the individual Departments providing the service should apply for EMCR task numbers for all calls outside of their immediate service areas (including where they may be responding in a non-participating Department's service area). This approach will maximize the benefit that can be received through the Province in connection with providing this service.

8.2 Recommendations

Recommendation #6

If the CSRD decides in favour of providing road rescue services:

- the service establishment bylaw of each Department providing road rescue services will need to be updated to authorize such service;
- the Operation Criteria bylaw will need address this service provision, set relevant service boundaries, and authorize the extra-jurisdictional responses under an EMCR task number; and
- the CSRD operational guidelines will require updating to address service provision, training and proficiency requirements, equipment requirements, and processes (e.g., for obtaining the EMCR task number for out-of-jurisdiction responses).

Recommendation #7

CSRD Policies A-52 (1996) and A-53 (1996), will need to be modified to permit the provision of road rescue services by the Departments which are selected to provide such services.

The Consultants understand that consideration of road rescue provision has been a long-standing matter within the CSRD. Challenges include:

- the territory and topography to be serviced (i.e., service gaps);
- the disbandment of Falkland Road Rescue Society in 2013;
- the reliance on municipal fire departments from neighbouring regional districts to provide service within the CSRD;
- the reluctance and, at times, lack of availability, of fire departments from neighbouring regional districts to respond to incidents outside of their own jurisdictions;

- extended response times to some areas within the CSRD;
- dispatch delays;
- additional funding requirements (capital equipment and operational budgets); and
- additional training requirements and increased workloads for the CSRD's firefighters and officers.

8.3 Potential Providers and Service Areas

The following map depicts the Electoral areas C, D, E and F with an additional area G not labeled that includes Sorrento and the area near Blind Bay. The area in grey out to Eagle Bay and White Lake is currently not within a response area. The colour coding depicts the current road rescue response boundaries shown below. It should be noted that the service response boundaries do not align with the Electoral Areas which are shown for reference purposes.

For clarity, the discussion of potential service providers assumes that a provider's fire protection area would constitute the core service area with respect to defining 'out-of-jurisdiction' responses under provincial tasking numbers. The mapping polygons that depict a 30-minute driving time are based on normal driving conditions and do not take into account the effects of weather or other conditions that may impact travel routes.

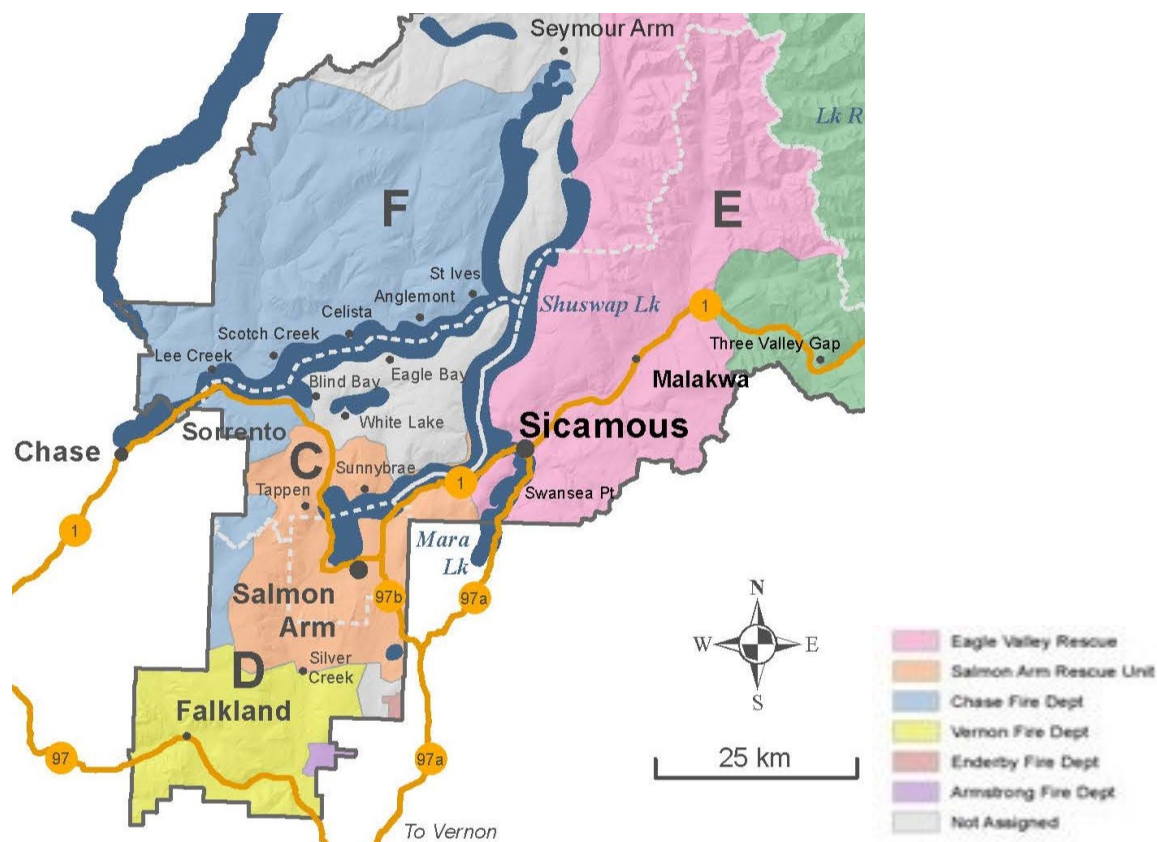


Figure 9: Overview of Current Road Rescue Response areas

8.4 Falkland (Electoral Area D)

Within Electoral Area D, the existing road rescue response area around Falkland, outlined in yellow in Figure 9, is currently serviced by the VFRS (see discussion above). The Falkland Department, which is centrally located within the service area, is the logical choice to take over the provision of road rescue in this response area. The Consultants were unable to meet in person with the Department or view the interior of the fire hall due to scheduling challenges, however, Fire Chief Troy Ricard was able to answer questions and share information through an extended telephone discussion with the Consultants.

The community in Electoral Area D has historically been very supportive of the provision of road rescue services, as demonstrated by successful fund raising by the former society, and the Department also donated money to the society during that period.

The Falkland Fire Chief indicated that it has been some time since the topic of taking on road rescue was last canvassed within the department, but he feels there is support for the idea among some but not all members. If the service was taken over by the Department, the Fire Chief indicated that he felt it would be willing and able to respond beyond their fire protection service area under a provincial task number if requested.

8.4.1 Facility and Equipment

The fire hall was built in 2009 and is described by the Fire Chief as having a proper vehicle exhaust ventilation system and mechanical systems that are in excellent condition. The previous fire hall had been retained for Department use and is located on the same property.



Figure 10: Falkland fire hall

The structure has adequate training space and room for all apparatus and equipment. It is only used by the Department. Although the building is designed to allow for a drive through configuration, the apparatus are not using that approach. If an additional rescue truck were required, there is enough room to reconfigure the apparatus to accommodate it.

The current apparatus consists of: one Engine; two Tenders; and one crew cab pickup with a small water tank and high pressure pump.

The Department has a set of older auto extrication equipment that was acquired when the previous road rescue society ceased operations and Vernon took over road rescue responses. The equipment was described as comprising:

- an older (hydraulic) spreader;
- cutter;
- airbags; and
- miscellaneous other equipment for cribbing and stabilization.

The equipment was tested and found to be operational and in good shape at the time of acquisition, but there has not been regular use or maintenance undertaken in the intervening years.

8.4.2 Response and Training

The Department responds to approximately 20 calls for service per year. Its declared level of service is Interior, in accordance with the CSRD Policy No. W-12.²⁷ Recruitment efforts have resulted in offsetting the attrition rate of an average loss of one to two firefighters per year. Current staffing is 27 members with active response by approximately 24 firefighters. Attendance at calls ranges from eight to 10 members (daytime) and 22 – 24 members (night).

The majority of firefighters are trained to the level of Interior Operations. Currently the Department provides fire suppression but no other technical or specialty services. In line with CSRD Policy A-52, the Department does not provide medical first responder services.

The fire hall is situated on a 3.5 acre site that has more than adequate room to support extrication training. The training program is managed by a Training Officer. Attendance at regular weekly training sessions averages between 14 and 16 members. The Fire Chief stated that additional training for road rescue could be incorporated into the existing schedule, in part as he believes that not all firefighters would want to be involved in extrication which would reduce the impact on the overall training requirements.

The Fire Chief indicated that the membership is aware of the CSRD program for critical incident stress management but have not had occasion to use its services.

The potential response coverage for Falkland is depicted in Figure 11 and the polygons illustrate a 30-minute driving time from the fire hall.

²⁷ CSRD Policy No. W-12 “Fire Department Level of Service”

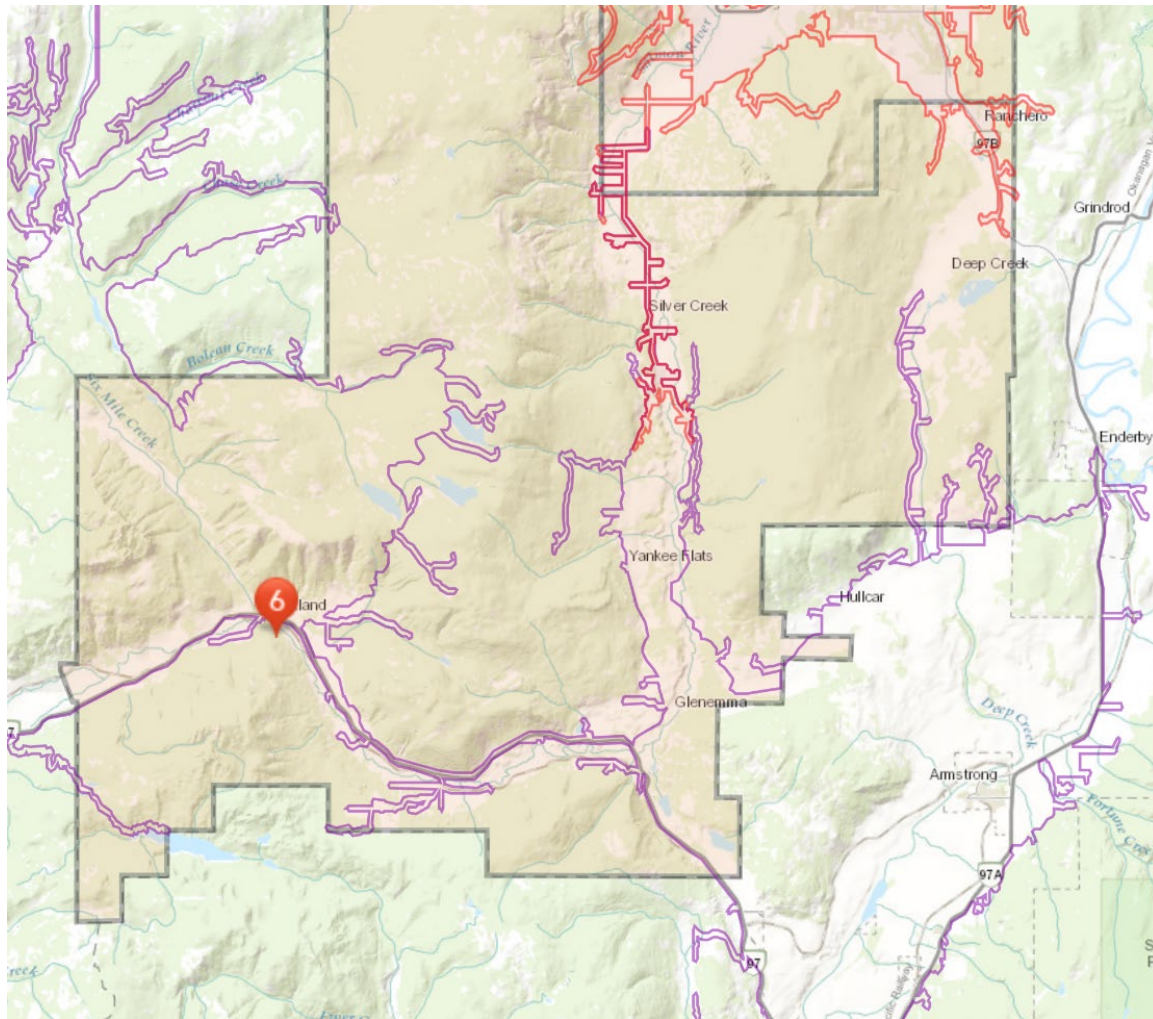


Figure 11: Potential response boundary plus 30 Minute Estimated Drive Times: Purple Polygon from 6 (Falkland); Red Polygon is from Shuswap Hall 2.

8.5 Recommendations

Recommendation #8

The Falkland Fire Department become a service provider to replace the VFRS, with a maximum response area that matches the current coverage provided by VFRS.

Recommendation #9

The response boundary to meet with the Shuswap Fire Department and Salmon Arm Rescue Unit response boundaries.

8.6 Chase Fire Rescue Response Areas

The current response boundary covers two relatively distinct regions consisting of the north shore of Shuswap Lake and Electoral Area G (Sorrento).

8.6.1 Shuswap Lake North Shore (Electoral Area F)

Within the blue highlighted area (see Figure 9) along the north shore of Shuswap Lake which includes the areas from St. Ives to Lee Creek then south past Sorrento, service is provided by the CFRD responding from the Thompson Nicola Regional District. The Consultants met with Chase Fire Chief Brian Lauzon and viewed the rescue truck and equipment used for this service.

The road rescue call load averages about 2 calls per month and that has been trending downward over the past 10 years. Issues of concern have included an absence of common communication frequencies to share information and updates and dispatch related policies that often delay the initial dispatch of resources.

The fire protection area for the CFRD is larger than the service area for road rescue. All road rescue calls within the Department's core service area in the Village are considered to be a regular department service. Road rescue responses beyond the core service area are only undertaken if the CFRD is issued an EMCR task number. The geographical limits of the out-of-jurisdiction road rescue response area is considered fluid and circumstance-driven. There have been challenges to responding into some CSRD areas, the north shore in particular during recent months due to the limited availability of firefighters when calls have been received, plus the significant travel distance to the north shore communities.

As reducing response times to extrication calls is critical to improved patient outcomes, it was considered it would be prudent to create a separate response capacity for the north shore communities. On the South shore, Sorrento and Blind Bay could be combined with the current Electoral Area C (depicted in grey in figure 9), with the addition of Tappen, Eagle Bay and White Lake.

There are three CSRD Departments along the north shore of Shuswap Lake: Anglemont located to the northeast; Celistia in the centre; and Scotch Creek being near the southwestern end of the lake. The Consultants visited and interviewed the Fire Chief (or designate) in each of these Departments.

8.6.2 Scotch Creek

Fire Chief Ben Pellett indicated that there were mixed feelings among the firefighters regarding the idea of undertaking road rescue. He did not feel the Department was in a position to be a road rescue provider but advised that there may be interest in being part of a combined team comprised of the three north shore Departments, if such an option was pursued.

8.6.2.1 Facility and Equipment

At the time of the site visit, the Department's apparatus consisted of one engine, two tenders, one mini-pumper and one command vehicle. There was no dedicated auto extrication

equipment on the apparatus (or in storage). Subsequent to the site visit, the 2023 wildfires in the Shuswap area destroyed the existing firehall and some equipment.²⁸

8.6.2.2 Response and Training

The Department responds to approximately 100 calls per year and its declared level of service is Interior Operations. Recruitment has been adequate to keep up with the average loss of three to four firefighters per year, however the turnover has resulted in members having an average of only three years' service within the Department. Current staffing is 20 members with call attendance ranging from less than 10 members during the daytime to 15 members at night.

Currently the Department provides fire suppression but no other technical or specialty services. In line with CSRD Policy A-52, the Department does not provide medical first responder services.

The (now destroyed) fire hall location was previously cited as a concern by Fire Underwriters and fire hall itself was described as inadequate in size by the Fire Chief so its replacement will need to consider these factors and including adequate outside space for training purposes when rebuilding (ideally locating in such a manner as to optimize response times).

One of the three Captains serves as the Department training officer and with support from the Fire Chief. The attendance for regular weekly training sessions averages 12 - 15 members. The Fire Chief believes that additional training for road rescue would be difficult to incorporate into the existing schedule and that not all firefighters would want to be involved in vehicle extrications.

The Fire Chief indicated that the membership is aware of the CSRD program for critical incident stress management but have not had occasion to use its services. The Department does not have any members trained to support the program.

8.6.3 Celista

Fire Chief Roy Phillips indicated that there were mixed feelings among the firefighters regarding the idea of undertaking road rescue. He advised that the Department could be part of a road rescue response team, but that it lacks adequate space to support a separate rescue unit. The Fire Chief indicated that he felt the Department would support the concept of team members responding beyond their fire protection service area under an EMCR task number if requested.

8.6.3.1 Facility and Equipment

The fire hall was built in 1986 and is described by the Fire Chief as having a proper vehicle exhaust ventilation system and mechanical systems that are in good condition. There are no replacement or renovation plans for the fire hall.

²⁸ The extent of loss was not determined at the time of the report.



Figure 12: Celista fire hall

While the structure has adequate classroom training space, its use is shared with the First Responder Society. Overall, there is inadequate room for all apparatus and equipment resulting in one vehicle currently being stored outside.

The Department's apparatus consists of one Engine, one Tender, one mini-pumper, and one Command unit.

8.6.3.2 Response and Training:

The Department responds to 30 – 40 calls per year and its declared level of service is Interior Operations. The Department has not used recruitment drives, as it has found “word of mouth” recruiting has been adequate to maintain overall staffing levels. The average length of service is for members ranges between six to 10 years. Current staffing ranges from 30 to 40 firefighters with call attendance ranging between 10 – 12 members for both day and nighttime incidents.

Currently the Department provides fire suppression but no other technical or specialty services. In line with CSRD Policy A-52, the Department does not provide medical first responder services.

One of the two Captains serves as the Department training officer with support from the Fire Chief. The attendance for regular training sessions averages 14 - 16 members. The Fire Chief believes that additional training for road rescue would be difficult to incorporate into the existing training night but could be accommodated by having separate training sessions for those firefighters who want to be involved in a vehicle extrication team.

The Fire Chief indicated that the membership is aware of the CSRD program for critical incident stress management but has not had occasion to use its services. The Department has provided awareness training to all members and the program is supported by the members.

8.6.4 Anglemont

Fire Chief Graham Lucas indicated that there is interest by the firefighters in the idea of undertaking road rescue. He discussed the possibilities of either having road rescue equipment and training in each of the three north shore Departments or a joint team based out of one fire hall to cover the north shore area. The Fire Chief indicated that he felt the Department would support the concept of team members responding outside of the Anglemont service area, as far as, but excluding, the highway, under an EMCR task number if requested.

8.6.4.1 Facility and Equipment

The fire hall was built in 1975 and is described by the Fire Chief as having mechanical systems that are in good condition, but it lacks a proper vehicle exhaust ventilation system.



Figure 13: Anglemont fire hall

The training space was described as adequate for classroom and outside areas. Overall, there is adequate room for the existing apparatus and equipment. The Department's apparatus consists of one Engine, one Tender, one mini-pumper, and one Command unit.

The location of the fire hall is considered suitable for its response area, however the existing terrain includes sloping roadways that are a challenge in winter conditions. A new location for a replacement fire hall has been identified and secured with some planning underway for a new fire hall.

Although there is no room for additional apparatus, the Fire Chief identified that the existing apparatus could accommodate the necessary road rescue equipment for responses. The Department has some of the equipment suited for vehicle extrication but lacks the major tools such as cutters, spreaders, air bags and shoring.

8.6.4.2 Response and Training

The Department responds to 50 - 70 calls per year. Its declared level of service is Interior Operations. The Department has not used recruitment drives, as it has found "word of mouth"

recruiting has been adequate to maintain overall staffing levels. The average length of service is five years. The current staffing consists of 28 active firefighters.

Currently the Department provides fire suppression but no other technical services. It does train for marina firefighting and medical rehabilitation as specialty services. In line with CSRD Policy A-52, the Department does not provide medical first responder services.

A Captain is assigned as the Department training officer with support from the Fire Chief. The attendance for regular training sessions averages 20 members. The Fire Chief believes that additional training for road rescue would be difficult to incorporate into the existing training night but could be accommodated by having separate training sessions for those firefighters who want to be involved in a vehicle extrication team. The identified challenges are the logistics related to skills maintenance training and training prop maintenance.

The Fire Chief indicated that the membership is aware of the CSRD program for critical incident stress management and had one occasion to use its services. The Department has provided awareness training to all members and has one trained member. The Department embraces the program and the support it provides.

Of the three north shore fire Departments, Anglemont had the highest level of interest among members to undertake provision of road rescue services. The potential travel distance based on a 30-minute drive time from the Anglemont fire hall is shown in Figure 14.

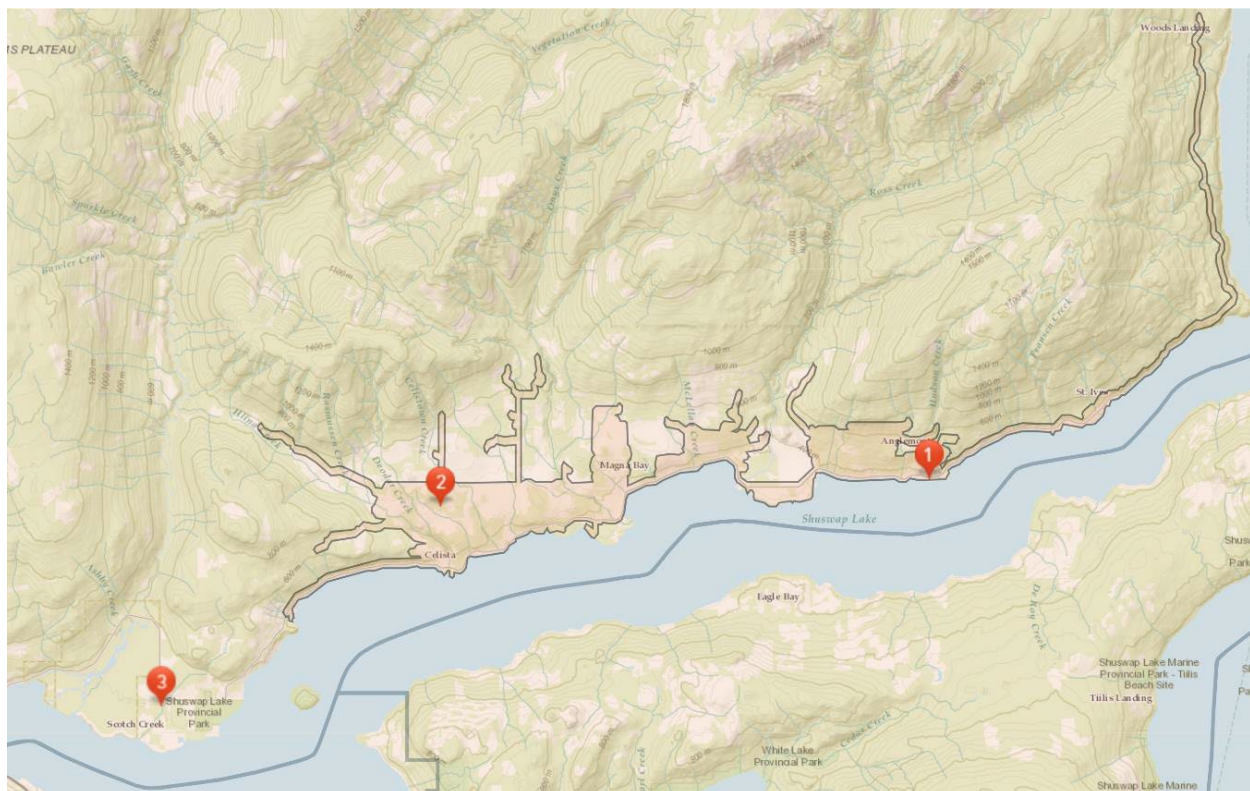


Figure 14: 30 Minute Estimated Drive Time: Black Polygon from 1= Anglemont.

8.7 Shuswap North Shore Summary

Based on the feedback from the three Departments and review of their respective resources, the most likely scenario would be to explore development of a combined road rescue response based at a north shore location to be determined after review of the current and planned fire hall replacements. The core service area would likely mirror the fire protection boundaries of the chosen location with a possible out-of-jurisdiction response (southern) boundary to meet with the proposed response boundary of the Shuswap Department at the intersection of Holding Road and Squilax-Anglemont Road.²⁹

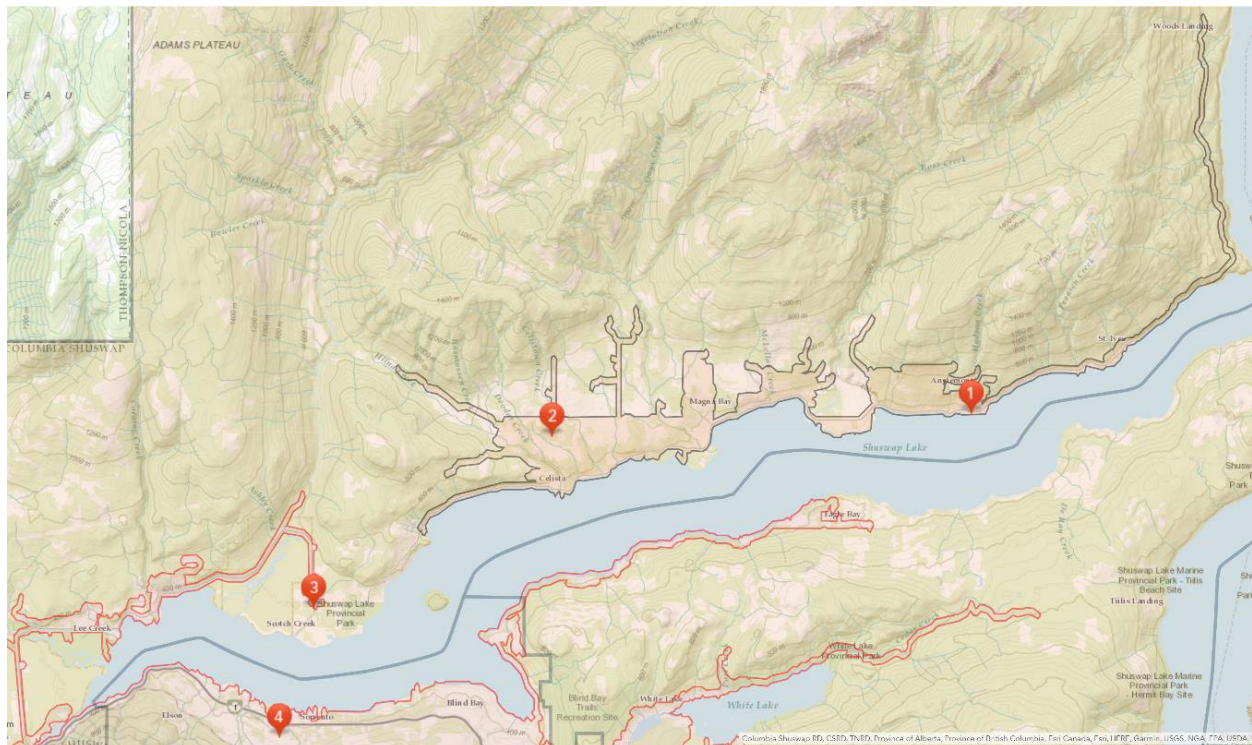


Figure 15: 30 Minute Estimated Drive Times: Black Polygon from 1= Anglemont; Red Polygon from Shuswap Hall 2.

8.8 Recommendations

Recommendation #10

The three departments establish a joint road rescue team based at a location to be identified by the CSRD as the service provider for the Shuswap Lake north shore communities in place of the current Chase Fire Department response.

Recommendation #11

Consider defining the southern response boundary as the intersection of Holding Road and Squilax-Anglemont Road to

²⁹ The actual extent of the response boundary to be determined by the CSRD and provider.

match the proposed Shuswap Fire Department boundary recommendation.

8.9 Electoral Areas G and C (Blind Bay, Eagle Bay and White Lake)

The communities of Sorrento, Blind Bay and Balmoral, located along the southwest portion of Shuswap Lake in Electoral Area G, currently receive road rescue service from the CFRD. There is no service provider covering (portions of) Blind Bay or White Lake and Eagle Bay, which are in Electoral Area C (see Figure 9). The Shuswap Department would be best positioned to provide road rescues to these areas.

8.9.1 Shuswap Volunteer Fire Department

The consultants visited and met with Deputy Chief Ty Barrett and Captain Jeremy Denny (Training Officer) to obtain information and input from the Department regarding the concept of becoming a road rescue provider.

Deputy Chief Barrett indicated that there is a strong interest within the Department members for providing road rescue services. The addition of road rescue is seen as a motivating factor and it was shared that the Department has responded (in a non-extrication capacity) to some 73 motor vehicle incidents within the last five years.

The Department was open to responding outside of its jurisdiction but the extent of such responses would require discussion between the CSRD and the Department. The Deputy Chief indicated that a potential limit for response might equate to approximately 30 minutes of travel time, but that determination was open for further discussion.

8.9.1.1 Facility and Equipment

The Department has two fire halls: Hall #1 was built over 30 years ago, while Hall #2 was built in 2021. The Consultants viewed Hall #2 and were advised on the state of Hall #1, with both considered as being in good condition and equipped with vehicle exhaust systems.



Figure 16: Shuswap Fire Hall #2

The classroom training space is considered adequate for classroom and other is reasonable room for outside training as well. Overall, there is adequate room for the existing apparatus and equipment. The Department's apparatus deployed from the two halls consists of two Engines, two Tenders, one compressed air foam unit, one mini-pumper and one Command unit.

The location of the fire halls is considered suitable for the Department's service area. The Department has plans for to renovate (or replace) its halls at 30 years of service. There is room for additional apparatus in the existing halls.

8.9.1.2 Response and Training

The Department responds to 90 calls per year but pre-Covid the average was 130 responses per year. The declared level of service is Interior. The Department has not needed recruitment drives to maintain overall staffing needs with an average annual turnover of one member. The average length of service is five years. The current staffing consists of 27 active firefighters.

Currently the Department provides fire suppression but no other technical services. The Department does not provide medical first responder services.

One Captain is assigned as the Department's training officer with support from the other Captain. The attendance for regular training sessions averages 20 – 30 members. The Deputy Chief and Training Officer believes that initial training for road rescue would need to be done through separate sessions with skills maintenance training eventually incorporated into the existing training nights. There would be a need for low angle rescue training to support road rescue responses which was viewed as feasible.

The Deputy Chief indicated that the membership is very aware of the CSRD program for critical incident stress management and has had occasion to use its services. The Department has provided third-party and in-house training to all members and has some members trained to provide support. The Department embraces the program and its support resources.

Hall 2 was considered the most likely response location for the Department given its newer construction, proximity to the highway and central location. Figure 17 depicts a coverage area within a 30-minute drive time that would:

- encompass the areas currently covered by the CFRD as far as Scotch Creek;
- extend further to the east to cover White Lake and Eagle Bay, and points beyond;
- overlap with existing coverage provided by the SARU to the east; and
- extend to the proposed Falkland Department boundary to the south.

For the north shore area, the response polygon shows it would easily reach to the intersection of Holding Road and Squilax-Anglemont Road, where it is proposed to meet up with a response boundary for the North Shore road rescue area.

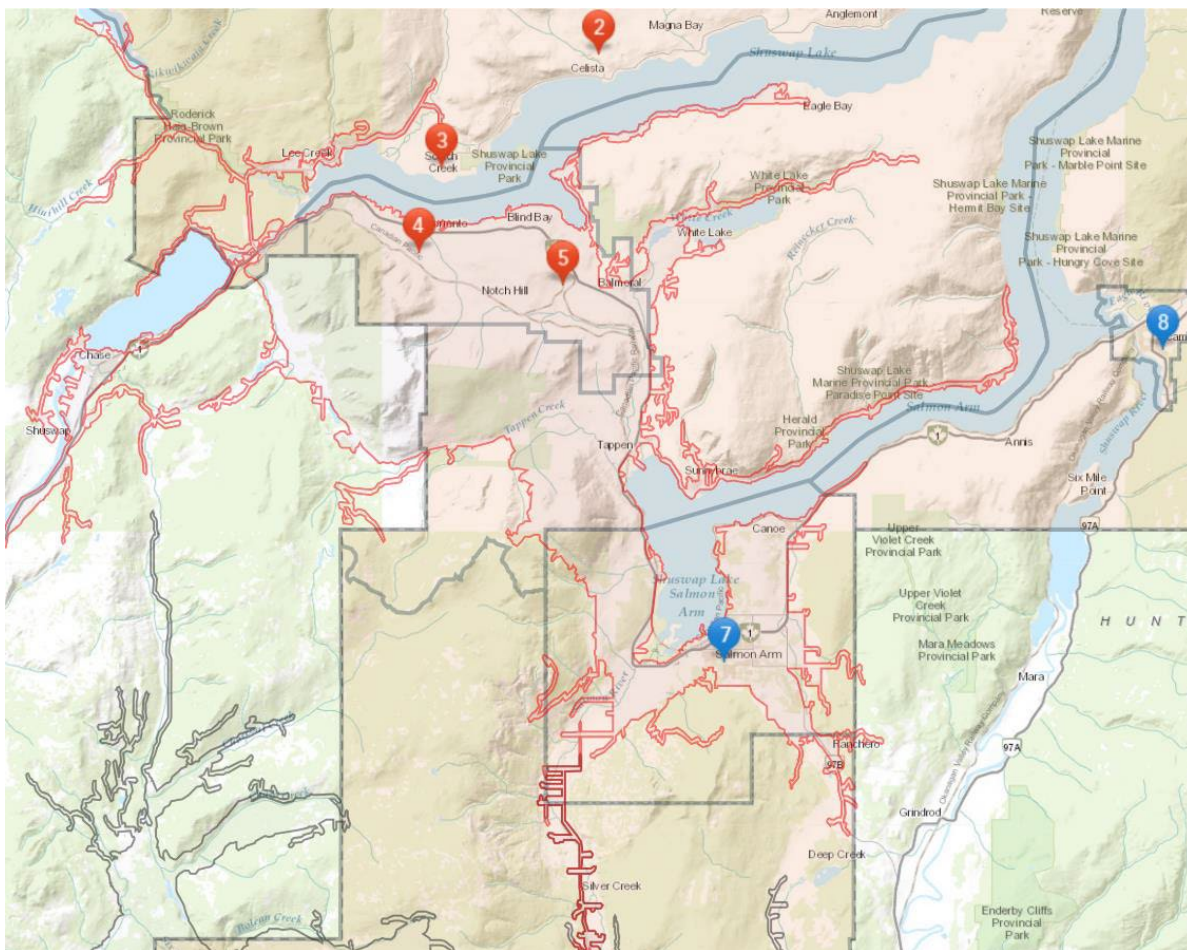


Figure 17: 30 Minute Estimated Drive Time: Red Polygon from 5 (Shuswap Hall 2).

8.10 Recommendations

Recommendation #12	The Shuswap Fire Department become a service provider replacing the Chase Fire Department and be based at Hall 2 with a maximum response area defined to ensure no gaps between road rescue provider boundaries.
Recommendation #13	The response boundary to include Electoral Area G, plus Eagle Bay and White Lake.
Recommendation #14	The northern response boundary to meet the proposed North Shore road rescue area boundary and the southern boundary to match the Falkland Fire Department and Salmon Arm Rescue Unit response boundaries.

The combined coverage that could be provided by the recommended providers is shown shaded in yellow (Figure 18) with the relative locations of the two society-operated rescue services, SARU and EVRS, shown as numbers 7 and 8 respectively.

It should be noted that the depiction of 30-minute drive times is illustrative of potential time/distance from various locations, but the extent of the response areas would be determined by the CSRD.

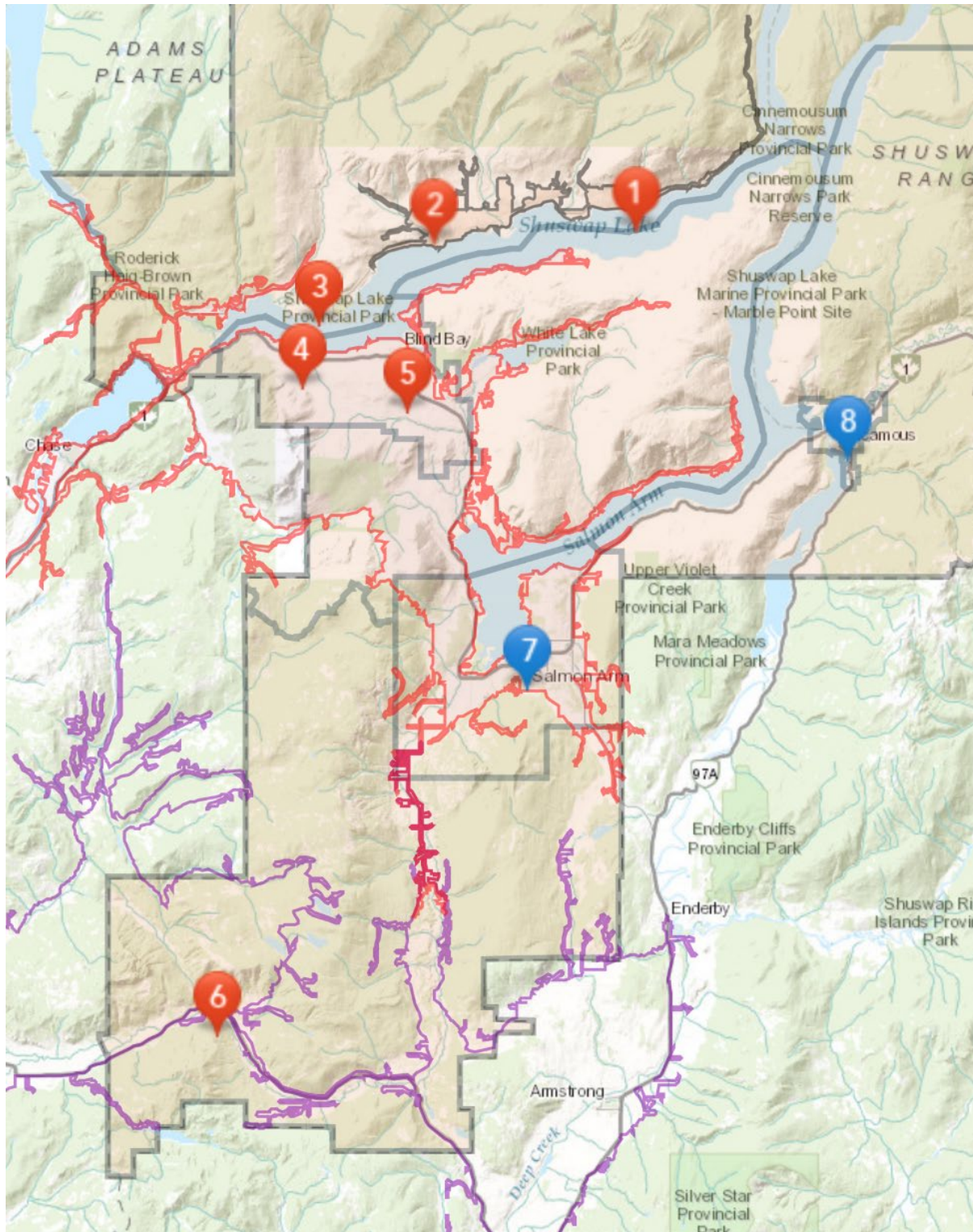


Figure 18: Overall Coverage plus 30 Minute Estimated Drive Times: from 1= Anglemont; Red Polygon from 5= Shuswap Hall 2, Purple Polygon from 6, Falkland.

8.11 Equipment Requirements

Modern auto extrication tools (jaws-of-life) have come a long way. With the introduction of battery-operated tools, space and weight are less of a factor than they were 15 to 20 years ago.

There is a wide array of equipment available for vehicle extrication and related rescue duties – far more than reasonably could be contemplated in a smaller department/regional setting, given the capital and maintenance costs and associated training requirements. The following is a list of basic essential tools and equipment along with estimated costs, that should be available and on which responders should be trained, to successfully manage most road rescue incidents.³⁰ A more fulsome list of basic and additional equipment is shown in Appendix 3.

1. Cribbing

For the benefit of the patient and the safety of responders, cribbing is necessary to stabilize the vehicles prior to any operations. Cribbing can come in a variety of materials and sizes. However, all cribbing serves the same purpose - to stabilize a vehicle or hold an item in position during extrication/road rescue operations.

Approximate cost:

- Wedges \$15 to \$35 (commercial).
- Step Chocks \$130 to \$315 (commercial) or \$800 to \$1000 (full commercial kit).

Alternative - agency supplies – cost of 2x4 / 2x6 / 2x8 / 4x4/ 6x6 wood + labour.

2. Strut System

A strut system (preferably one with the ability to lift) can serve multiple functions. The obvious function is to stabilize a vehicle when it is on its side. Struts can also stabilize a vehicle in a variety of other positions, lift a vehicle or object, and in conjunction with ratchet straps and/or chains, be used for variety of other rescue tactics/operations. Approximate cost: \$2,000 to \$4,000.

3. Patient/Rescuer Protection

The primary concern of any emergency response is the safety of responders and the patient. Prior to commencing operations, responders must wear full department structure firefighting PPE, including safety glasses, ear plugs, and dust masks. During extrication procedures, responders should use hard and soft protection to protect patients and any interior rescuers from potential hazards. Properly preparing the path for patient removal by removing glass and debris, along with protecting the patient with a blanket and/or a spine board, are critical

³⁰ See Appendix 3 for detailed list of suggested equipment

for a successful road rescue operation. Commercial kits are one available option. The other would be for the agency to build their own.

Approximate cost range:

- PPE (structure firefighting protective ensemble, safety glasses, ear plugs, and dust masks) - Department standard equipment;
- Backboard \$450 to \$850;
- Basket stretcher (optional) \$100 to \$200;
- Hard and soft protection equipment such as blankets \$1.50 to \$30; and
- spine board(s) with straps \$350 to \$1,400 per unit.

4. Crash Kit (hand tools)

Crash kits (hand tools) are used for a variety of tasks and set the stage for a safe and efficient operation.

Typical tools included in a crash kit:

- Tempered and laminated glass removal tools (tools designed specifically for this application are more appropriate than traditional forcible-entry tools as they create less shock to the vehicle and limit patient compartment intrusion.
- An assortment of small tools such as: hack saw and blades, battery cable cutter, utility knife, seatbelt cutter, life hammers, centre punch, ratchet straps, bolt cutters, wire cutters, pliers, open-ended wrenches, socket wrenches, screwdrivers, car service jack, oscillating saw, duct tape, come along winch, rated chains, Halligan tool, flathead axe, patient tarps, glass removal tarps, tool staging tarps, step ladder, broom, shovel, spill kit, spine board, rags, spray bottles (with soap and water). Note: most of these items can be purchased at a local auto and/or hardware store.

5. Hydraulic/Battery/Air Powered Rescue Tools

Hydraulic spreader and cutter (or combi-tool) with a hydraulic ram will make quick work of even the most difficult extrication situation. These tools can be either hydraulic, electric, or battery powered units and can be purchased new or used. If stowing these items on a response vehicle is a challenge, consider purchasing a battery-operated combi-tool as well as battery-operated rams.

Approximate cost options:

- a separate spreader/cutter \$27,000 to \$30,000 (new) / \$10,000 (used)
- ram \$10,000 (new) / \$2,500 (used)
- combi tool \$11,000 (new)
- a used set of rams/spreader/cutter and assortment of chains, straps etc. - \$8,000 to \$10,000.

- Pneumatic lifting bags:
 - 3.1 ton 9" x 9" - \$1,400 (new)
 - 10.8 ton 15" x 15" - \$2,600 (new)
 - 22.7 ton 22" x 22" - \$3,700 (new)
 - 27.7 ton 24" x 24" - \$4,500 (new).

8.12 Recommendations

Recommendation #15	The acquisition of battery powered rescue equipment rather than hydraulic tools with power units.
Recommendation #16	Consider the use of a combi-rescue tool rather than separate spreader and cutter tools.
Recommendation #17	The initial tools and equipment be acquired in alignment with the information provided in Appendix 3.

8.13 Training

Road rescue requires specialized training and constant upgrading of these skills as new vehicle technology such as alternative fuels and products are introduced to the consumer market.

For the safety of staff and the public, all road rescue training must be compliant with WorkSafeBC regulations and approved by the Authority Having Jurisdiction (i.e., the CSRD). Additionally, to ensure staff are qualified and able to carry out their necessary job-duties/functions, an effective road rescue program should include Job Performance Requirements (JPRs):

- that conform to current NFPA standards; and³¹
- that have been developed and approved by the Department and its AHJ.

Additionally, training records need to be maintained by the AHJ for each member who is expected to respond to a road rescue incident, showing their training, qualifications and proficiencies.

If a department is responding to an incident that is outside of its jurisdiction, it is important that they are aware of the limitations set out in EMCR Policy 2.07:

2.07.01 General:

“[...] Reimbursement under this policy will only be considered for the delivery of services that fall within the definition of Out of Jurisdiction Response and applies to all Road Rescue Service Providers. [...]”.

³¹ Adoption of NFPA standards in whole or in part is not recommended by the AHJ.

2.07.02 Definitions:

“[...] **Out of Jurisdiction Response:** The service provided is outside the established municipal and/or fire protection area and is not covered under a contract, mutual aid agreement, automatic aid agreement, or extended service by-law. This definition applies to organizations that operate without a defined POLICY 2.07 (e.g., road rescue societies not affiliated with a fire department and search and rescue societies) [...]”.

“[...] **Road Rescue:** Rescue skills that may be called upon in response to a motor vehicle accident including extrication of vehicle occupants and embankment rescue. Water rescue that is required as a direct result of a motor vehicle accident is considered part of the road rescue response, if the Road Rescue Service Provider has the necessary water rescue skills and equipment required. The term Road Rescue is also interpreted to include the use of auto extrication tools and techniques for the release of subjects trapped by other means, such as farm or industrial accidents, train wrecks, or aircraft crashes [...]”.

“[...] **Road Rescue Service Provider** (hereafter service provider): An organized fire rescue service or volunteer rescue society whose members maintain an on-going competence through participation in a training and exercise program that meets the intent of the current National Fire Protection Association (NFPA) standards on operations and training for technical rescue incidents.^[32] For references within the standard to hazmat training, EMBC will recognize the hazmat awareness level as adequate for the purposes of this policy. EMBC may at any time require the service provider to produce evidence that this requirement has been satisfied [...]”.

2.07.03 Policy

To conform with EMCR Policy 2.07 agencies “must maintain an on-going competence that meets the current NFPA standards on operations and training for technical rescue and hazmat awareness (Policy 2.07.03)”.

Suggested minimum required JPR’s to conform with EMCR’s Policy 2.07.3:

Initial training:

- NFPA 1006 Chapter 8 Common Passenger Vehicle Rescue – 8.1 Awareness Level
- NFPA 1006 Chapter 8 Common Passenger Vehicle Rescue – 8.2 Operations Level

³² Training should meet the intent of NFPA standards, however, adoption of NFPA standards by the AHJ is not recommended.

- NFPA 472 / 1072 Hazardous Material – Awareness³³
- NFPA 1006 Chapter 5 Rope Rescue – 5.1 Awareness Level

Advanced training

- NFPA 1006 Chapter 9 Heavy Vehicle Rescue – 9.1 Awareness Level
- NFPA 1006 Chapter 9 Heavy Vehicle Rescue – 9.2 Operations Level
- NFPA 1006 Chapter 5 Rope Rescue – 5.2 Operations Level

The following training should be initially provided to the agency officers with the goal of including additional agency members over time:

- NFPA 1006 Chapter 17 Surface Water Rescue – 17.1 Awareness Level / 17.2 Operations Level
- NFPA 1006 Chapter 20 Ice Rescue – 20.1 Awareness Level / 20.2 Operations Level
- NFPA 1006 Chapter 22 Watercraft – 22.1 Awareness Level / 22.2 Operations Level

There are several organizations, such as the Justice Institute of BC, that can provide accredited road rescue training to staff. Third-party training, however, can be expensive.

One means to offset some of the training costs is to work with the vendors that sell extrication tools. Most will provide training or have a qualified trainer on retainer. If the Department is purchasing used tools from a reputable dealer or from another fire department, they may also provide training.

Finally, it is critical to document all training. Individual training records should be maintained for every Department member and kept on file with the AHJ. Additionally, the AHJ will need to ensure that AHJ enabling bylaw reflects the added level of service and the training standard to be met for this service.

8.14 Recommendations

Recommendation #18	The provision of training meets the EMCR Policy 2.07 requirements for eligibility as an approved service provider.
Recommendation #19	The use of NFPA training standards as guidance without adoption of those standards.
Recommendation #20	That training includes the NFPA requirements for initial, subsequent and advanced training listed in Appendix 2.

³³ Consideration should be given to including additional training in spill confinement.

Recommendation #21	Develop individual job performance requirements (“JPR”) for road rescue duties or functions.
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8.15 Financial

While it is possible that the province or some other identity could fund the full or partial cost for road rescue service within the CSRD, the reality is it is unlikely this will occur within the foreseeable future. Funding for road rescue societies within the CSRD is derived from either one or a combination of the following:

- Fundraising
- Grants (non-profit societies only)
- in-kind contribution (labour and/or equipment).
- Provincial reimbursement – i.e., Ministry of Emergency Management and Climate Readiness - General Policy 2.07 Road and Medical Rescue.

Fundraising, grants, and in-kind contribution are not a reliable and ideal means to fund a road rescue response program as it adds additional demands and stress for the Department and its members. And unless the AHJ agrees that they will provide an out-of-jurisdiction road rescue response the provincial reimbursement program is inaccessible funding source for fire departments (note: if the Department agrees to provide an out-of-jurisdiction road rescue response there are several conditions that have to be met and the funding does not cover the full cost for meeting these conditions and/or for providing this service).

EMCR General Policy 2.07 Road and Medical Rescue defines an “Out-of-jurisdiction Response as:

“[...] The service provided is outside the established municipal and/or fire protection area and is not covered under a contract, mutual aid agreement, automatic aid agreement, or extended service by-law. This definition applies to organizations that operate without a defined POLICY 2.07 (e.g., road rescue societies not affiliated with a fire department and search and rescue societies) [...]”.

For a Department to receive reimbursement funds:

- the Department must develop/maintain a training and exercise program that meets the intent of NFPA standards for technical rescue - EMCR Policy 2.07.03 (1), and
- the Department must obtain an authorized task number as assigned by the Emergency Coordination Centre (ECC) - EMCR Policy 2.07.03 (4) prior to responding to an incident.³⁴

³⁴ Task numbers provide WorkSafeBC compensation and liability coverage for the individuals responding to the out-of-jurisdiction incident as well reimbursement for eligible expenses as defined in EMCR Policy 2.07.

Activities where a Department would not receive reimbursement from EMCR program include:

- An incident where there is no entrapment of a patient(s);
- Traffic control³⁵
- Responders accompanying BCEHS for patient(s) transport
- EMA First Responder calls
- Response to a fire and/or hazmat incident
- Stand-by time at a scene/incident

Additional matters of note with respect to EMCR Policy 2.07:

- Reimbursement rates currently conform with the Inter-Agency Agreement developed and maintained by BC Wildfire Service and the FCABC;
- Rates used are the “All Found Rate” for rescue vehicles (i.e., includes vehicle and staffing);
- Reimbursement is for one rescue vehicle only³⁶; and
- “[...] Costs associated with provision of Critical Incident Stress Management (CISM) may be supported by EMBC for tasked incidents, as approved by the RDM. Incident response time does not include CISM activities. [...]” (EMCR 2.07.3 (9)).

As stated above, EMCR Policy 2.07 is a means for a department to recoup a portion of the cost of operating its road rescue program. However, the financial support is provided on a per-call basis. It is unlikely to be sufficient fully to cover the initial and maintenance training, operating, and capital costs, which will become part of the Department’s budget.

The 2021 Wall Report, prepared for the FCABC, reviewed governance and funding of road rescue services in the province. When originally developed, the report was seen as “one component of a larger project” pursuant to which EMBC, the OFC and the FCABC would assess, develop and implement an improved approach to road rescue services in the province.³⁷ The report provided two recommendations related to funding that are relevant and worth repeating:³⁸

Recommendation: Option 2 (Medium)

Reimbursement of costs for out of jurisdiction road rescue be based on an hourly rate that is determined from actual costs of benchmark fire departments that reflect the medium range cost of service provision. Selection of benchmark fire departments and

³⁵ Traffic control coverage will be provided for emergency response personnel during the extrication procedure, however once the patient(s) have been safely removed, personnel assigned to traffic control will no longer be covered. Exception to no coverage - whereby traffic control is still required for other personnel at the site then WorkSafeBC and liability coverage will still apply.

³⁶ If a Department dispatches additional vehicles and/or personnel, it does so at its own expense.

³⁷ Wall Report, at p. 2.

³⁸ Wall Report, at p. 17 and at pp. 18-19.

the review of costs should be done by the program or advisory committee created under governance model that is ultimately selected from the process.

To make the compensation formula more consistent with operational practice the scope of work and subsequent reimbursement for services providers should be expanded to cover the full range of fire department capabilities that need to be engaged in the course of responding to a motor vehicle incident.

To ensure the post-incident recovery is given the priority it is assigned under the BC Emergency Management System there should [be] a protocol that clearly sets out the procedures for addressing post incident recovery strategies for the individual service providers.

The primary principle governing calibration of costs should be cost neutrality. On the whole, service providers, including local fire departments should neither subsidize [n]or profit from the service. Since the vast majority of service providers are local fire departments the cost to them for their out of service road rescue work should guide the formula. This does not mean [the] fire department's costs of providing the service. To simplify things a small sample of median fire departments can be selected and their cost structure (related to out of jurisdiction road rescue) can inform the compensation policy. [...]

Recommendation – Option 2

Reimbursement payments should be supplemented by annual payments for training and equipment. These payments should be based on a negotiated percentage of the annualized cost for equipment, training and post-incident stress management required to cover the assigned area.

The annual payments would cover an agreed portion of the costs for the equipment, training and recovery required to provide the service to assigned out-of-jurisdiction areas. They could vary depending on the size and complexity of the area covered, taking into account such challenges as significant stretches of highway or a large number of relatively remote resource roads.

The incident payments would be focused on individual incident response and would be based primarily on a funding formula that captures all related costs.

The initial cost for a department to engage in road rescue services will include the delivery of the initial training listed in Appendix 2 and acquisition of the recommended equipment listed in Appendix 3. The equipment has an estimated cost ranging from \$25,000 to \$35,000. The ongoing operating costs that will be required include; equipment repairs, maintenance and scheduled equipment replacements.

8.16 Recommendations

Recommendation #22

Development of a standardized budget for road rescue services that includes provisions for equipment maintenance and replacement and training requirements.

9. Occupational Health and Safety Issues

The CSRD developed and implemented a Critical Incident Stress Management /PTSD program (OG 1.2.2 Critical Incident Stress Management) that meets the intent of the WorkSafeBC regulations (note: in April 2018, the Province introduced presumptive legislation for work-related mental illness for several occupations within the province – paid-on-call and volunteer firefighters were included as eligible occupations).

Staff indicated during site visits that the Critical Incident Stress Management program meets their needs well. A good practice that other fire departments have adopted, which would be in addition to the current practice of the CISM Team meeting/training twice a year, would be to provide mandated CISM awareness training for every Department member at least once a year.

Taking on (or eliminating) a service by a fire department has the potential to be both a positive as well as a negative experience. Initiating new programs will raise both community expectations as well the Department members commitment.

From an occupational health and safety perspective, fire departments considering adding road rescue responses to their service delivery model would be well advised to canvas their members to confirm their support and commitment to the program. The addition of road rescue and vehicle extrication services will increase the call volumes for participating Departments and potentially increase members' exposure to traumatic events. Conversely, for a non-participating Department to have its members told not to help, i.e., "to stand down and/or wait for another agency to arrive" can be similarly traumatic. As such, as part of the roll-out of this service, it would be useful to refresh members' and officers' understanding of the available supports, and perhaps schedule some follow up reviews with participating Departments after the service has been operating for a period of time (e.g., six and 12 months), to assess any impacts that have been experienced.

Studies indicate the rate of Post Traumatic Stress Disorder (PTSD) is a heightened risk for firefighters especially if they respond to medical emergencies and/or motor vehicle accidents. However, even though firefighters may experience a higher risk for stress as result of an incident or an accumulation of incidents, most firefighters will never develop PTSD.

One final financial consideration that is difficult to quantify without access to confidential data is the "WorkSafeBC Experience Rating" for the CSRD (i.e., the annual cost CSRD pays to WorkSafe). Claim costs are a compound of experience rating calculations. On occasion, these costs are adjusted and can affect the experience rate for one or more years" which in turn affects the premiums for those years. Experience ratings are impacted by payroll changes and claim costs. Note WorkSafeBC provides a secure online calculator on their website that employers can access and use to calculate their experience rating in any given year.³⁹

9.1 Recommendations

³⁹ <https://www.worksafebc.com/en/about-us/shared-data/interactive-tools/calculators>

Recommendation #23	Departments identified as possible service providers canvas the membership to confirm there are a sufficient number of firefighters willing to participate in road rescue responses.
Recommendation #24	Develop a CSRD policy and related Operational Guideline that outlines the ability for individual officers/firefighters to opt out of participating in road rescue responses.

Appendix 1: Benchmark Survey Results

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
General				
<p>1. Please provide a short high-level overview of how road rescue responses are delivered within your regional district.</p>	<p>Road rescue services are provided through a mix of municipal and regional district fire services. Three RD and two municipal fire services provide road rescue services both within and out of jurisdiction.</p>	<p>RDEK Columbia Valley (Windermere, Fairmont, Edgewater and Panorama) have members trained in Vehicle Extrication. All 4 departments respond to MVIs in their jurisdictions and provide basic or initial Road Rescue on scene supported by Invermere Fire Rescue who is the registered Road Rescue provider for the overall Columbia Valley area. Fairmont Fire has a full set of hydraulic tools as well as pneumatic bags and tools while Windermere and Edgewater both have hydraulic Combi Tools and Panorama is limited to power tools. All 4 have stabilization equipment and supplies.</p>	<p>Road rescue services is primarily performed by Jaffray Fire Department as they are the registered road rescue group. Elko and Baynes Lake FDs assist Jaffray in performing the road rescue tasks when required. We are dispatched by our dispatch, road rescue is paid by EMCR when Jaffray deploys outside our normal fire protection area. When deployed we will receive a task # from EMCR to which we submit a claim for services provided IAW with Interagency Agreement. If we damage or lose any rescue equipment during that rescue it is claimable and is usually replaced or repaired.</p>	<p>Through Fire Departments Note: There is no historical data as the TNRD is in the first year of providing this service.</p>
Administration				

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
2. Does the Regional District have a written policy (or bylaw) that enables the provision of road rescue services? If yes, please provide a copy of that document.	No	Yes	Yes	Yes
2.1 Please identify the names of local government Fire Departments that provide road rescue services within your RD boundaries. Please indicate if departments are municipal or RD and the level of First Medical (Responder service each provides (N/A = if no	See 2.1	See 2.1	See 2.1	See 2.1
2.2. How many Societies, in addition to Fire Departments, provide road rescue services within your RD boundaries?	0		1	0
Dispatch				
3. Please list each road rescue department/society and corresponding number of calls for road rescue service for the following.	See 3.3	See 3.3	See 3.3	See 3.3
3.1 Describe how calls for road rescue services are received/dispatched for each service provider within your RD (i.e., do calls come from police/ambulance direct to the service providers or through a dispatch service).	Kelowna Fire Dispatch is the dispatch provider for all fire departments within the RDKB.	Kelowna Fire Dispatch	We are dispatched through our dispatch in Kelowna from either BCAS or RCMP.	Through our dispatch (similar to a fire call).
Financial				

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
4. Does your RD provide operating/capital funding to its fire departments for road rescue service provision?	Yes	Yes	Yes	Yes
4.1. Does your RD provide funding to Societies to support road rescue service provision?	No		No	No
4.2. Grant or other (describe)?				
4.3. Does your RD provide funding to municipal fire departments to support road rescue service provision in the electoral areas?	Yes	No	No	No
4.4. If yes, how is this funding provided (e.g., grant funding, service agreement, etc.)	Midway & Grand Forks Fire Departments provide fire rescue services under agreement with the RDKB. Midway & Grand Forks do not receive specific funding to provide road rescue service under the agreements with the RDKB.			
4.5. Who (RD/Fire Department /Society) receives reimbursement from EMBC for out of jurisdiction responses?	RD and Municipal Fire Services bill EMCR directly for out of jurisdiction responses.		Jaffray Fire Department	The specific RD Fire Service that responded .

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
4.6. How is that money retained/used?	For RD Fire Services money goes back into the service that provided the service and is generally used to fund out of district response wages & equipment. The Village of Midway uses the funds to try and offset the costs to provide the service. This includes fuel, wear and tear on the apparatus, and repair/replacement of equipment.		The funds go into our general revenue for Jaffray FD.	Revenue goes back to the specific FD service to offset costs.
4.7. Does your RD provide insurance or indemnity coverage to any road rescue service providers within its boundaries? (if Yes, please identify which Fire Departments/societies and describe)	No		Yes	No
Response Area				
5. If the service is provided by an RD-operated department, does the road rescue response boundary match the fire department's fire protection response area?	No	Yes	No	No

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
5.1. If not, how are response boundaries determined for road rescue?	Response areas were set up to balance out of district response zones travel times between two fire rescue services. Taking into account major landmarks given the lack of cell service in our region.		Our road rescue boundary is different from our fire protection boundaries.	Through an understanding with EMCR.
Equipment				
6. Indicate whether any department or society (if any) that has a mandate and the equipment required to provide:				
6.1. Heavy Vehicle Rescue		Yes	Yes	
6.2. Industrial or farm machinery type extrications				
Personnel				
7. Please list the departments/societies providing road rescue within your RD and indicate the number of trained road rescue responders in each.	See 7	See 7	See 7	See 7
Critical Incident Stress Programs				
8. Does your RD provide a CISM or similar program that is made available to road rescue service providers? (If yes, please describe)	Yes	Yes	Yes	Yes
	We utilize an inhouse Post Incident Review, Debriefing and WorkSafeBC Critical Incident Response Program.	Historically RCMP Victim Services and WorkSafeBC programs have been utilized.	It is available and can be accessed either through EMCR or WorkSafeBC.	WorkSafe Critical Incident Response Program

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
8.1. How many CISM or similar program activations have occurred as a result of the provision of road rescue services in 2020, 2021, and 2022?	See 8.1	See 8.1	See 8.1	See 8.1
8.2. In total, how many WorkSafeBC claims related to or arising from the provision of road rescue services has your RD experienced over the last three years (2020, 2021, 2022)?	See 8.2	See 8.2	See 8.2	See 8.2
8.3. Do you have any concerns that provision of road rescue services has a negative impact on CISM and/or WorkSafe BC claims?	No	Yes	No	No
Training				
9. Do the departments/societies that provide road rescue services meet the EMBC training requirements as stated in the relevant EMBC policies?		Don't know	Yes	Yes
9.1. Please describe how your RD determines compliance with training requirements.	KBRFR - Auto Ex Level 1 & 2 & New Vehicle Technologies	Third party provision from within BC along with joint training with EMBC providers.	Vehicle extrication training is part of our annual training curriculum.	EMCR requirements
9.2. Please describe the type of incident command training that responders have for managing road rescue incidents.	Big White, Midway, Christina Lake & KBRFR have level ICS100-400 trained members.	ICS supported by Command/Duty Officer with NFPA 1021	All firefighters are required to have a minimum of ICS 200, Chief Officers have a minimum of ICS 300/400.	ICS 100/200/300
9.3. Do responders get training for flagging/traffic control?	Yes	Yes	Yes	Yes

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
9.4. Do the service providers conduct their own training (internal instruction) or use third party providers?	Third-party providers	Internal instruction and third-party providers	Internal instruction	Internal instruction
9.5. Do departments/societies maintain individual training records?	Yes	Yes	Yes	Yes
Mutual/Automatic Aid				
10. Do road rescue fire departments within your RD have mutual or automatic aid agreements with other departments?	Yes	Yes	Yes	Yes
Challenges				
11. What impact do you regard road rescue service provision to have on recruitment in departments that provide that service?	No impact	No impact	No impact	Positive
11.1. What are the principal challenges connected with the provision of road rescue services in your RD (please list).	Volunteer retention and recruitment is a challenge for Christina Lake, Midway and Big White. Cost of equipment is increasing with no substantive change in EMCR reimbursement rates. EMCR needs to address recommendations put forward to address cost of service for out of district response and allow for the provision of expanded services on scene under task (First	Cost of Equipment and capacity to respond to region wide weather events impacting road conditions.	Having enough responders to respond during the weekday and summer months. Working with paid on call system you are at the mercy of the responders and if they can respond or not.	Not subsidizing the greater area from the Fire Service area.

Survey Question	Kootenay Boundary Regional District (KBRD)	Regional District East Kootenay - Columbia Valley (RDEK - Columbia Valley)	Regional District East Kootenay - Elk Valley (RDEK - Elk Valley)	Thompson-Nicola Regional District (TNRD)
	Responder/flagging, hazmat). Communications challenges outside radio communications/cell service areas.			
ADDITIONAL NOTES				It would be nice to see the province support Road Rescue in the same way they support SAR.

2.1. Please identify the names of local government Fire Departments that provide road rescue services within your RD boundaries. Please indicate if departments are municipal or RD and the level of First Medical (Responder service each provides (N/A = if not provided).

Kootenay Boundary Regional District		
Kootenay Boundary Regional Fire Rescue	Regional District	FMR 3
Christina Lake Fire Rescue	Regional District	FMR 3
Grand Forks Fire Rescue	Municipal	FMR 3
Midway Volunteer Fire Department	Municipal	N/A
Big White Fire Department	Regional District	FMR 3
Regional District East Kootenay - Columbia Valley		
Invermere	Municipal	N/A
Edgewater Fire	Regional District	FMR 3
Fairmont Fire	Regional District	FMR 3
Panorama Fire	Regional District	FMR 3
Windermere Fire	Regional District	FMR 3
Canal Flats Fire	Municipal	FMR 3
Regional District East Kootenay - Elk Valley		
Jaffray Fire Department (Road Rescue group)	Regional District	FMR 3
Elko Fire Department (supports Jaffray FD)	Regional District	FMR 3
Baynes Lake Fire Department (supports Jaffray FD)	Regional District	FMR 3
Thompson-Nicola Regional District		
Vavenby Fire Department	Regional District	N/A
Blackpool Fire Department	Regional District	N/A

3.3. Please list each road rescue department/society and corresponding number of calls for road rescue service for the following.

Kootenay Boundary Regional District			
	2020	2021	2022
Kootenay Boundary Regional Fire Rescue	133	154	149
Christina Lake Fire Rescue	22	27	29
Midway Volunteer Fire Department	36	39	40
Big White Fire Department	40	38	32
Regional District East Kootenay - Columbia Valley			
	2020	2021	2022
Edgewater Fire Department	3	4	8
Fairmont Fire Department	4	9	4
Panorama Fire Department	3	3	1
Windermere Fire Department	9	19	15
Regional District East Kootenay - Elk Valley			
	2020	2021	2022
Jaffray Fire Department	10	15	12
Thompson-Nicola Regional District			
	2020	2021	2022
Vavenby Fire Department			
Blackpool Fire Department			

7. Please list the departments/societies providing road rescue within your RD and indicate the number of trained road rescue responders in each.

Kootenay Boundary Regional Fire Rescue	
Kootenay Boundary Regional Fire Rescue	15 career / 40 POC at a basic from 1001 training
Christina Lake Fire Rescue	2 career / 28 POC 1001 training
Grand Forks Fire Rescue	3 / 40 POC - 10 members trained to 1001 standard
Midway Volunteer Fire Department	1 career and 17 volunteers trained to 1006 level one. 1006 Level one and two course happening in October 2023.
Big White Fire Department	3 / 24 POC / 8 WEP trained to basic 1001 standard
Regional District East Kootenay - Columbia Valley	
Edgewater Fire Department	7
Fairmont Fire Department	11
Panorama Fire Department	7
Windermere Fire Department	10
Regional District East Kootenay - Elk Valley	
Jaffray Fire Department	10
Elko Fire Department	6
Baynes Lake Fire Department	4
Thompson-Nicola Regional District	
Vavenby Fire Department	15
Blackpool Fire Department	20

	Kootenay Boundary Regional District			Regional District East Kootenay - Columbia Valley			Regional District East Kootenay - Elk Valley			Thompson-Nicola Regional District		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
8.1. How many CISM or similar program activations have occurred as a result of the provision of road rescue services in 2020, 2021, and 2022?	> 5	>5	>5			1	N/A	N/A	N/A			
8.2. In total, how many WorkSafeBC claims related to or arising from the provision of road rescue services has your RD experienced over the last three years (2020, 2021, 2022)?	0	0	0				N/A	N/A	N/A			

Appendix 2: Training Standards

The following standards are recommended to guide the delivery of road rescue/extrication training.

Firefighters Initial Training:

- NFPA 1006 Chapter 8 Common Passenger Vehicle Rescue – 8.1 Awareness Level
- NFPA 1006 Chapter 8 Common Passenger Vehicle Rescue – 8.2 Operations Level
- NFPA 472 / 1072 Hazardous Material – Awareness⁴⁰
- NFPA 1006 Chapter 5 Rope Rescue – 5.1 Awareness Level

Officers Initial Training:

- All the training included listed in the initial training for firefighters, and
- NFPA 1006 Chapter 17 Surface Water Rescue – 17.1 Awareness Level / 17.2 Operations Level
- NFPA 1006 Chapter 20 Ice Rescue – 20.1 Awareness Level / 20.2 Operations Level
- NFPA 1006 Chapter 22 Watercraft – 22.1 Awareness Level / 22.2 Operations Level

Advanced Training for Officers and Firefighters:

- NFPA 1006 Chapter 9 Heavy Vehicle Rescue – 9.1 Awareness Level
- NFPA 1006 Chapter 9 Heavy Vehicle Rescue – 9.2 Operations Level
- NFPA 1006 Chapter 5 Rope Rescue – 5.2 Operations Level

⁴⁰ Consideration should be given to including additional training in spill confinement.

Appendix 3: Vehicle Rescue Equipment List

Note: depending on vendor prices, type, model, and availability the budget amount for the following tools and equipment would be in the approximate range of \$25,000 to \$35,000 (**not including items marked “optional”**).

Safety Equipment

Full PPE (department structure firefighting protective ensemble)

Safety Glasses

Ear plugs

Dust masks

Extrication gloves

Battery Rescue Tools

1 – e-Draulic Combi Rescue Tool (“jaws of life”)

1 - Long ram

1 - Short ram

1 - Reciprocating saw with 6” and 9” fire rescue blades (optional)

1 - Impact wrench (optional)

Hydraulic Rescue Tools

1 – Spreader (optional)

1 – Cutter (optional)

1 – Long ram (optional)

1 – Short ram (optional)

Cribbing

24 – 4” x 4”

24 – 2” x 4”

24 – 2” x 6”

24 – wedges

3 – step chocks

1 – Strut System (with lifting capability)

Air supply and air tools

1-½ impact gun, sockets, extensions and swivels (optional)

1-air chisel and bits (optional)

4 – Pneumatic lifting bags:

- 1- 3.1 ton - 9” x 9” (optional)
- 1- 10.8 ton - 15” x 15” (optional)
- 1- 22.7 ton - 22” x 22” (optional)

- 1 -27.7 ton - 24" x 24" (optional)

Hand tools

- 1 – tempered glass removal tool
- 1 – laminated glass removal tool
- 1 – hack saws and spare blades
- 1 – battery cable cutter
- 1 – utility knives
- 1 – seat belt cutters
- 1 – life hammers
- 1 – centre punches
- 2 – sets of ratchet straps
- 1 – bolt cutter
- 1 – wire cutter
- 1 – set of pliers
- 1 – set of open-ended wrenches
- 1 – set of socket wrenches
- 1 – set of assorted screw drivers
- 1 – car service jack
- 1 - oscillating multi-tool (optional)
- 1 – reciprocating saw (optional)
- 1 – rolls of duct tape
- 1 – 4000 lb come along winch (little mule)
- 1 – rated rescue chains
- 1 – Halligan tools
- 1 – flat head axes
- Jack All
- 2 – patient tarps
- Hard and soft protection
- 2– glass removal tarps
- 1 – tool staging tarps
- 1 – step ladder
- 1 – broom
- 1 – shovel
- 1 – spill kit
- 1-spine boards
- 1 – basket stretcher (optional)
- Rags to wipe down equipment after use.
- 2 – spray bottles with soap and water

Appendix 4: Road and Medical Rescue Policy

2.07 ROAD AND MEDICAL RESCUE

2.07.1 GENERAL

The Policy describes the support provided by Emergency Management BC (EMBC) to all service providers that are recognized pursuant to this policy. Reimbursement under this policy will only be considered for the delivery of services that fall within the definition of Out-of-jurisdiction Response and applies to all Road Rescue Service Providers.

Related Policies:

- 13. 1.01 Task Report
- 14. 1.04 Hepatitis B Prevention/Post Exposure Follow-Up
- 15. 2.02 Task Authorization
- 16. 2.05 Red Flashing Lights and Siren Permits
- 17. 5.01 Task Registration
- 18. 5.02 Expense Reimbursement
- 19. 5.04 Public Safety Lifeline Equipment Repair/Replacement
- 20. 5.07 Workers' Compensation Coverage
- 21. 5.08 Liability Coverage

2.07.2 DEFINITIONS

See Terms and Definitions

Fire Suppression Services: The equipment and staff required to protect response personnel and/or subjects where there is an actual or imminent threat to life due to fire. This definition includes response to structures and hazardous materials (hazmat) incidents for the purposes of rescuing entrapped subjects. This definition does not include response efforts beyond the rescue.

Medical Rescue: A Road Rescue Service Provider or Fire Department response to assist BC Emergency Health Services (operating the BC Ambulance Service, or BCAS) where there is an actual or imminent threat to life and BCAS requires assistance in accessing and moving injured subject(s) to a safe location. Such action can include treating the subject at site. This applies only where no EMBC recognized Search and Rescue (SAR) group is available to respond within a reasonable time frame and/or does not have the specific training and equipment required. The Road Rescue Service Provider or Fire Department must have the specialized rescue skills and equipment required for the response. This definition does not apply to Emergency Medical Assistant (EMA) First Responder assistance to BCAS.

Out-of-jurisdiction Response: The service provided is outside the established municipal and/or fire protection area and is not covered under a contract, mutual aid agreement, automatic aid agreement, or extended service by-law. This definition applies to organizations that operate without a defined

jurisdictional boundary (e.g. road rescue societies not affiliated with a fire department and search and rescue societies).

Police: The police service responsible for the jurisdiction where the incident occurs. In most situations, it is anticipated that this will be the Royal Canadian Mounted Police (RCMP).

Road Rescue: Rescue skills that may be called upon in response to a motor vehicle accident including extrication of vehicle occupants and embankment rescue. Water rescue that is required as a direct result of a motor vehicle accident is considered part of the road rescue response, if the Road Rescue Service Provider has the necessary water rescue skills and equipment required. The term Road Rescue is also interpreted to include the use of auto extrication tools and techniques for the release of subjects trapped by other means, such as farm or industrial accidents, train wrecks, or aircraft crashes.

Road Rescue Service Provider (hereafter service provider): An organized fire rescue service or volunteer rescue society whose members maintain an on-going competence through participation in a training and exercise program that meets the intent of the current National Fire Protection Association (NFPA) standards on operations and training for technical rescue incidents. For references within the standard to hazmat training, EMBC will recognize the hazmat awareness level as adequate for the purposes of this policy. EMBC may at any time require the service provider to produce evidence that this requirement has been satisfied.

All Found Rate: All found rates include all costs associated with a rescue response, with the exception of those items specifically identified in Annex A of this policy. Rates are applicable from the time of response vehicle departure from quarters and continue until return to quarters. For responses where extrication, embankment, or medical rescue services are rendered, an additional quarter-hour will be added to account for clean up after task.

2.07.3 POLICY STATEMENT

- (1) Service providers must maintain an on-going competence through participation in a training and exercise program that meets the intent of the current NFPA standards on operations and training for technical rescue incidents and hazmat awareness.
- (2) The police and BCAS are the EMBC-recognized tasking agencies for road and medical rescue. The BC Coroner's Service and the Joint Rescue Coordination Centre may request extrication support under this policy.
- (3) An EMBC Regional Duty Manager (RDM) may authorize, on the request of the tasking agency, helicopter deployment of a service provider to a remote area. An Air Services Emergency (ASE) number is required.
- (4) The following support is available to service providers for the provision of road and medical rescue services when authorized by a task number assigned by the Emergency Coordination Centre (ECC), subject to the conditions set forth in this policy:
 - a. Workers' compensation coverage.

- b. Liability coverage. Note: EMBC does not provide liability coverage for the organization and/or the local government.
 - c. Reimbursement for eligible expenses defined in this policy.
- (5) Service providers and fire departments will only be approved for tasking in medical rescues where no EMBC recognized SAR group is available to respond and/or does not have the specific training and equipment required.
- (6) The following activities are not covered under this policy:
- a. Traffic control is only authorized for ensuring the safety of the emergency services personnel involved in the removal of the subject(s). Once the subject(s) are safely extricated, traffic control is no longer covered by EMBC. (Note: In a situation where ongoing traffic control is required for the protection of other personnel at site, coverage will only be provided for workers' compensation and liability.)
 - b. Transportation of patients to a medical facility is the responsibility of BCAS and is not covered under the EMBC task number.
 - c. Responders accompanying BCAS in an ambulance. (Note: Task coverage for this situation may be considered by the RDM on a case-by-case basis.)
 - d. EMA First Responder calls.
 - e. Response to fire and hazmat incidents, beyond rescue of entrapped subjects.
 - f. Time waiting at scene for coroner to arrive and/or release deceased subject(s) for extrication.
- (7) Reimbursement rates will conform to:
- a. The current "Interagency Working Group Report: Reimbursement Rates" between the Office of the Fire Commissioner and the Fire Chiefs Association of British Columbia. The rate used shall be the "All Found Rate" for Rescue Vehicles. This rate applies to all attending vehicles that are deemed eligible under this policy.
 - b. Road and Medical Rescue Reimbursement Schedule, for all other equipment.
- (8) Reimbursement under this policy covers one rescue vehicle unless otherwise authorized within this policy. This does not prevent the attendance of additional resources, at the expense of the service provider.
- (9) Costs associated with provision of Critical Incident Stress Management (CISM) may be supported by EMBC for tasked incidents, as approved by the RDM. Incident response time does not include CISM activities.

2.07.4 CONDITIONS/RESPONSIBILITIES

- (1) Fire suppression resources that respond to an incident will only be reimbursed when the response falls under the definition set out in “Fire Suppression Services” in this policy. (Note: this does not prevent the service provider from deploying additional resources, at the expense of the service provider.)
- (2) A local authority fire department must be formally established through bylaw, and have appropriate approval to respond outside their jurisdiction as a service provider. Fire departments must maintain liability/insurance coverage.
- (3) Service providers who are not local authority fire departments must have comprehensive third party liability insurance. Such coverage must be in place within six months of the enactment of this policy.
- (4) Service providers are responsible to ensure adequate insurance coverage is in place for all apparatus and equipment.
- (5) Prior to responding under this policy, service providers must be registered with their EMBC regional office.

2.07.5 AUTHORITIES

Emergency Program Act

Original Signed by

Chris Duffy
A/Assistant Deputy Minister
Emergency Management BC

August 4, 2016

2.07.6 RELATED DOCUMENTS

- 2.07 Road and Medical Rescue Procedures
- 2.07 Road and Medical Rescue Reimbursement Schedule
- 2.07 Road Rescue Service Provider Registration Form
- 2.07 Road Rescue Service Provider Registration Form Instructions
- 2.07 Road and Medical Rescue FAQs
- Inter-Agency Working Group Report Reimbursement Rates

December 29, 2017



ROAD RESCUE FEASIBILITY STUDY

SUBMITTED BY:



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A RESCUE SERVICE DOES NOT EXIST

FOR WHAT IT DOES.

IT EXISTS FOR WHAT IT MAY HAVE TO DO!

LBG

1.0 EXECUTIVE SUMMARY

We live in a mobile society where people travel in vehicles on highways and roads for a variety of reasons. The Columbia Shuswap Regional District (CSRD) is blessed with some of the most spectacular scenery and recreational opportunities in the world. From time to time as the motoring public travel through the CSRD, motor vehicle accidents (MVA) occur which require road rescue emergency responders to come to their assistance to extricate the injured.

Within British Columbia, there is no mandated responsibility for road rescue. Likewise, there is no legislated mandate to have a fire department. By comparison, the British Columbia Ambulance Service (BCAS) does however, have a Provincial mandate to provide pre-hospital care; a service that on occasion they cannot provide without access to patients made possible by road rescue services.

Schedule 1 of the Emergency Program Management Regulation related to the Emergency Program Act, indicates that the Attorney General is identified as the Minister responsible for coordinating government responses to specified hazards. Included in the list of hazards is “motor vehicle crashes”

While the mission of the Attorney General is to administer justice, deliver public safety services and programs, lead emergency management and provide legal advice to Government, the Minister of Public Safety & Solicitor General has assumed responsibility for the oversight of Emergency Management BC (“EMBC”).

No other legislation, nor regulation, addresses the matter of road rescue. A review of the Emergency Program Act, the Local Authority Emergency Management Regulation and the Compensation and Disaster Financial Assistance Regulation does not reveal any mandate for the activities of road rescue service providers.

It is interesting to note that in February 2017, the Fire Chiefs Association of British Columbia (“FCABC”) was awarded funding to conduct research and to develop a proposed framework for the provision of road rescue within the province, including provisions for the FCABC to receive and prioritize funding requests for EMBC registered road rescue providers.

Firewise believes the research emanating from this project will assist in a significantly clearer understanding of how road rescue services at the provincial level might be managed and funded.

Emergency Management BC (EMBC) has taken an interest in rescues of all types including road rescue. They have not, however, taken responsibility for road rescue. The interest EMBC has in the issue is to provide some guidance to road rescue groups through the development of a Road Rescue Safety Program Guide (RRSPG) and by

granting task numbers to registered road rescue providers so they can receive liability protection, WorkSafeBC coverage, and claim for operational expenses for providing the service. The province provides compensation to road rescue service providers but not when the incident occurs within municipal boundaries or a defined fire protection service area or where there is a responding fire department, equipped and trained to provide road rescue service. It is the opinion of FireWise that this practice is purely financial. FireWise has been unable to determine any legislation, regulation or policy that provides any other rationale for such a decision. It is hoped that the province-wide initiative being undertaken to look at road rescue services will bring more clarity to this position.

In the last ten years, there have been two road rescue societies that provided the service in the CSRD disband. A third has opted out of providing road rescue services. The service gap caused the CSRD to look to other groups who could step up and provide the service ensuring a reasonable level of public safety. In each of these cases, a fire department has continued to provide road rescue services. Road rescue in many communities is a service provided by the local fire department within their service area. The CSRD is fortunate to have two road rescue societies who continue to provide the service with support from municipal or CSRD fire departments.

This feasibility study was requested to look at the current service delivery models and the sustainability of the service plus other issues.

Within the CSRD there are five road rescue service providers. Two are municipal fire departments, Golden Fire Rescue, and Revelstoke Fire Rescue Service, two are Societies registered with the Province under the Societies Act and the fifth is Field Fire and Rescue Department Society who provide service under contract to Parks Canada. The two societies are the Eagle Valley Rescue Society and the Salmon Arm Rescue Unit. Two more municipal fire departments from outside the CSRD provide road rescue services to other areas in the CSRD close to their municipalities where they are based. The agencies outside the CSRD are Vernon Fire Rescue Service and Chase Fire Rescue. There is no cost to the CSRD for these fire departments to respond to a MVA in the CSRD but there is no guarantee they will always be available.

Information on where and when a MVA occurred was analyzed to determine if the service provided is acceptable. The biggest concern being the time it takes the trained and equipped rescue personnel to arrive at an incident to extract the victims so that they can receive appropriate medical care.

During the time from November 2016 to October 2017, 230 calls for road rescue service in the CSRD were analyzed. Section 7 of this report provides detail on the location of these incidents and response data. The average time for an incident was 1:14:22 (one hour, 14 minutes and 22 seconds). The average response time to an incident was 30:38 (30 minutes and 38 seconds). Emergency service providers have response time standards they strive to meet, which are expressed in the 90th percentile. A simple explanation of this is, once a benchmark has been established, it can be used as a performance measuring tool. The performance measuring tool will show if the agency

can match or improve on the benchmark 90% of the time? The 90th percentile for road rescue events in the CSRD is two hours, forty-one minutes and forty-four seconds (2:41.44). The best efforts of FireWise to determine a provincial average or benchmark were unsuccessful. However, the experience of the project team suggests the 90th percentile in the CSRD is high. It is hoped that the provincial initiative to examine road rescue holistically throughout the province will create a clearer picture of provincial norms.

Doing more analysis of this CSRD benchmark using the response data that was available reveals some factors explaining why the figure is so high.

It starts with the 9-1-1 system. Callers to 9-1-1 out in the rural areas of the province often have difficulty explaining where they are. Dispatchers will probe for more accurate information so that the appropriate road rescue group can be sent.

That creates another problem. The dispatchers scramble to figure out who is the nearest agency. Then there is travel time. Responding to a MVA in the Roger's Pass, for example, is a lengthy road trip for the crews coming from Golden or Revelstoke. It is assumed that travellers traversing through the Roger's Pass understand that emergency services are going to be a long time coming if there is an accident. Travellers therefore assume and accept that risk. Similarly, it is a long distance from Vernon to the Falkland area and from Chase to Anglemont.

On the south and west sides of the CSRD, things are better. The CSRD has established fire departments who routinely respond inside their specified service areas to a MVA in support of BCAS and road rescue agencies. The response times for rescue units coming from Chase or Salmon Arm can be significant. As a result, some CSRD firefighters have expressed frustration at not being able to provide better service while they wait for the specialized rescue tools and equipment to arrive. It is a best practice in many communities where there is an established fire department to provide some road rescue, resulting in this best practice giving rise to the public expectation that most fire departments, including those in the CSRD, provide an all-hazard mitigation service.

Opportunities for improving or enhancing the road rescue service exist. The fire service in the CSRD is a local government service funded by taxpayers within a defined service area, and it would not be unreasonable to consider adding road rescue to the services some of those departments provide within some of those defined service areas.

A case can be made for the existing fire departments who have sufficient members and resources to acquire basic auto extrication equipment and take the training on their use. Modern auto extrication tools usually can be added to existing fire apparatus. Auto extrication tools of today are often battery operated and come in convenient carrying cases allowing them to be easily added to the inventory of equipment carried on fire apparatus without great expense.

The financial impact on CSRD budgets is manageable and enhancing the level of public safety would be a worthwhile investment. Reimbursement rates for out-of-district

response (the local service area) for fire departments are established by EMBC helping to recover operational expenses.

To provide the equipment and training required to allow firefighters to provide a basic road rescue service, will necessitate an initial investment of approximately \$ 35,000.00 per department or per road rescue team. This should provide the team with an initial supply of stabilization tools, a battery-powered combi tool (spreader/cutter), two batteries to power the unit and a full day of training for 10 to 12 firefighters. Training would be initially provided by the vendor selling the tools and assumes that the firefighters have already been trained in scene assessment from a fire and hazard control perspective.

The addition of services, to those already provided by CSRD fire departments, will not attract additional liability concerns providing the members of the fire departments do not exceed their level of training and/or the services that their AHJ has authorized them to deliver. Mitigation of the perceived risks that come with the introduction of providing road rescue service can be achieved by the CSRD Board of Directors introducing the appropriate policies to protect the CSRD. In most situations it complements the training they currently take and can be a strategy to retain volunteers by giving them new personal growth opportunities but more importantly, reducing frustration from feeling undervalued and ineffective at some MVA's.

The report makes one recommendation. That is to allow those CSRD fire departments, who are willing to commit the time required to be trained to provide an additional service, to be enabled by the CSRD to provide basic road rescue in support of other emergency services.

The recommendation of having some CSRD fire departments provide the service is to support the existing road rescue groups, particularly the Eagle Valley Rescue Society and the Salmon Arm Rescue Unit. At the very least, the CSRD Protective Services department should establish dialogue with the road rescue service providers to gather information on road rescue incidents for analysis now that benchmarks have been established looking for continuous improvement.

Another issue is reciprocity. If most other areas in the Province and other provinces do have road rescue services, is the CSRD obligated in any way to ensure its citizens and visitors from other areas receive similar service when in the CSRD? Our experience from other projects completed across the province has been that the expectation of the public is that all fire departments provide some level of road rescue service. We believe a survey of land-owners in the CSRD would show that they expect their community fire department to attend a MVA to eliminate hazards to public safety, and extricate people, or have a plan in place to provide such a service within the CSRD. While there is no mandate that requires the CSRD to provide the service, it would be deemed prudent from a risk management perspective to seek a legal opinion on the position of the CSRD regarding this public safety issue if many other fire departments are providing road rescue services.

The report provides much more detail on the issues so the CSRD can make an informed decision on what steps they should take to enhance the service and keep it sustainable.

2.0 INTRODUCTION & DISCLAIMER

The Columbia Shuswap Regional District (Regional District) has engaged FireWise Consulting Ltd. to undertake a feasibility study of the current road rescue service within its boundary. The study included determining the best practices surrounding road rescue service delivery, examining the current service delivery models throughout the Regional District, identifying gaps in service delivery and making recommendations as to how the Regional District can support road rescue service delivery throughout the seven Electoral Areas and four municipalities.

2.1 Disclaimer

This report is being submitted for your review and consideration. FWC makes no representation or warranty to the recipient about the information and shall not be liable for any errors or omissions in the information or the use thereof.

3.0 BACKGROUND & HISTORY OF ROAD RESCUE IN B.C.

The history of Road Rescue, also known as auto extrication or highway rescue in British Columbia has not been chronicled due to the fragmented approach to the provision of this service, which has been in existence for many years and which is the current reality.

What is Road Rescue? *It is vehicle extrication defined as the process of removing a vehicle from around a person who has been involved in a motor vehicle accident when conventional means of exit are impossible or inadvisable. A delicate approach is needed to minimize injury to the victim during the extrication. This operation is typically accomplished by using chocks and bracing for stabilization hydraulic powered tools, including the “Jaws of Life,” saws, winches, jacks, airbags or combinations thereof. Standards and regulations are found in NFPA 1006¹ NFPA1670².*

As communities developed and the automobile became increasingly popular, accidents regularly occurred. As more automobiles used the road, the frequency and severity of

¹ NFPA 1006 Standard for Technical Rescue Personnel Professional Qualifications

² NFPA 1670 Standard on Operations and Training for Technical Search and Rescue Incidents

accidents increased resulting in many deaths and serious injuries often due to victims trapped in vehicles involved in accidents.

There is no provincial legislation governing the provision of road rescue services in British Columbia. Road rescue, or highway rescue as it is known in some parts of the province, is a discretionary service, delivered by an array of service providers. The primary agencies that provide the service are fire departments and volunteer road rescue societies. Where there are gaps in the provision of the service by these agencies, road rescue has been, and continues to be, provided by the British Columbia Ambulance Service, Search and Rescue groups and in some extreme cases tow-truck operators.

Within British Columbia, there is no legislated requirement to have a fire department unlike other emergency services such as police and the British Columbia Ambulance Service. Establishing a fire department is purely a local government decision typically made by the local community who support it financially often through taxation. Once the local community decides it would like to have fire protection, some form of governance and oversight structure is created. The governing body then determines what type of services its fire department will provide with firefighting as its core service.

In the same manner, the emergence of road rescue services in many situations has been a result of local governments and volunteer organizations recognizing the need for the service and, through local property taxation or fund-raising, the funding to purchase equipment and provide training.

In most metropolitan and urban areas of the province, the service is provided by municipal fire departments. Within the Columbia Shuswap Regional District, road rescue services are provided by Field Fire and Rescue, Golden Fire-Rescue Services, and Revelstoke Fire Rescue Services within their fire protection boundaries as established by the local Authority Having Jurisdiction (AHJ).

“Whose responsibility is it to provide Road Rescue in British Columbia?”

In other urban and rural areas, where road rescue service is not provided by the local fire department, the service may be provided by a

volunteer road rescue society. Two local examples are the City of Salmon Arm and the District of Sicamous where road rescue services are provided by Salmon Arm Rescue Unit and the Eagle Valley Rescue Society.

For other rural areas of the province, the service is generally provided by agencies which have registered with EMBC as a Road Rescue Service Provider.

EMBC defines a Road Rescue Service Provider as:

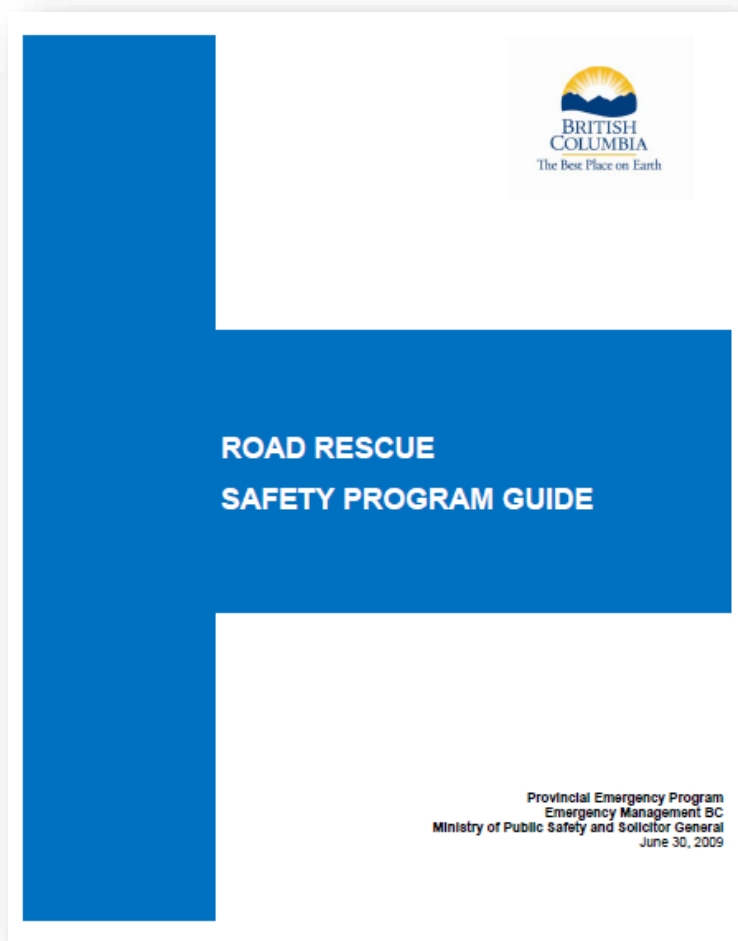
“An organized fire rescue service or volunteer rescue society whose members maintain an on-going competence through participation in a training and exercise program that meets the intent of the current National Fire Protection Association (NFPA) standards on operations and training for technical rescue incidents.”

EMBC, formerly known as the Provincial Emergency Program or “PEP,” provides oversight to the BC Road Rescue program. The program maintains a registry of agencies who may be requested to provide support to people involved in out-of-jurisdiction motor vehicle accidents, where specialized skills, such as vehicle extrication and other rescue services and equipment, are required.

EMBC, in their Policy 2.07, defines an “out-of-jurisdiction response” as:

“The service provided is outside the established municipal and fire protection area and is not covered under a contract, mutual aid agreement, automatic aid agreement, or extended service by-law. This definition applies to organizations that operate without a defined jurisdictional boundary (e.g., road rescue societies not affiliated with a fire department and search and rescue societies).”

A primary function of the EMBC Road Rescue program is to provide WorkSafeBC coverage, including injury, disability, accidental death, and liability coverage for members who are tasked to respond to incidents. EMBC also provides some financial reimbursement for operational cost recovery, to the registered agencies when task numbers have been granted. To ensure the reimbursement and coverage outlined above is in place, an EMBC emergency response task number must be obtained by the responding agency at the commencement of the task.



While EMBC has established policies and a safety guide for those agencies which have chosen to provide road rescue services in the rural areas of the province, the delivery of the service at an incident is contingent upon the availability of trained personnel and the equipment they have at their disposal. There is no one consistent service delivery model in place, either within the CSRD or the Province of British Columbia.

The Road Rescue Safety Program Guide (RRSPG), introduced in June 2009 is a comprehensive document developed by EMBC. The RRSPG outlines best practices and safety-focused guidelines. These guidelines are intended to ensure agencies providing road rescue services, but which are not under the authority of an established fire

department, are aware of and understand the risks and responsibilities that come with the provision of the service.

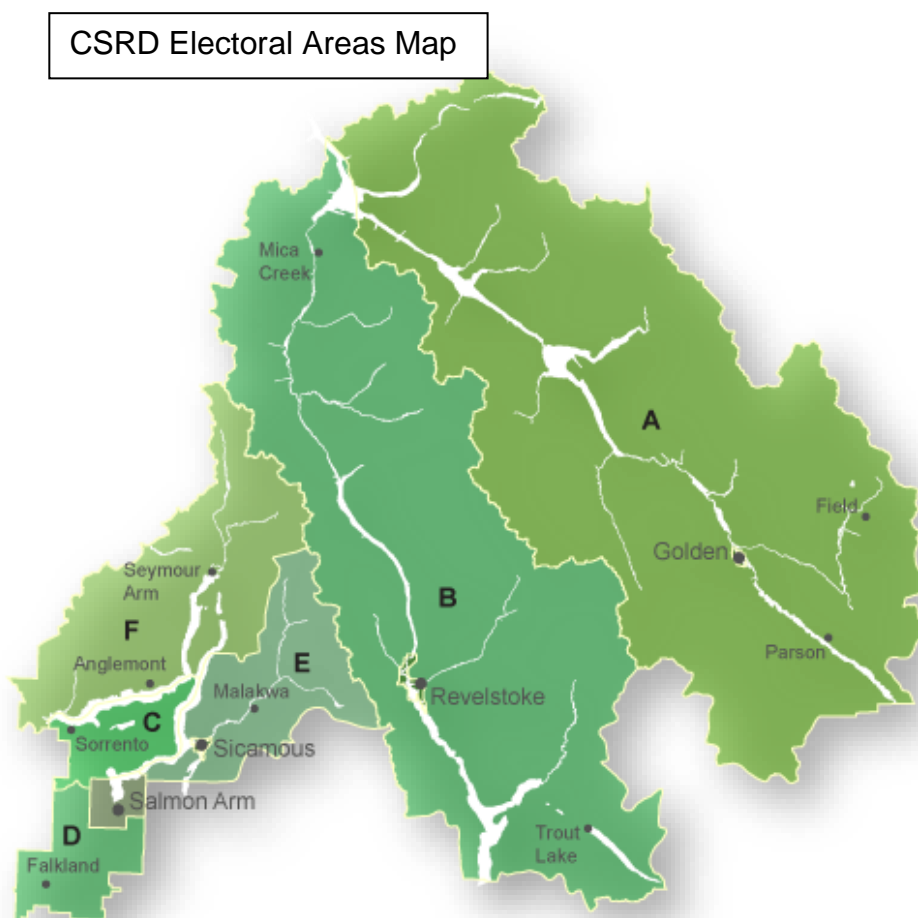
In the CSRD, when a motor vehicle accident occurs within the municipal boundaries of the City of Salmon Arm or the District of Sicamous, the local fire department will be dispatched to support the road rescue service provider by providing standby fire suppression resources and additional personnel.

The costs associated with the response by a fire department, under such circumstances, is borne by the AHJ for the fire department.

The provision of fire suppression resources to incidents, which constitute an “out-of-jurisdiction response,” will not automatically be approved by EMBC for reimbursement. The issuance of an EMBC emergency response task number will be dependent on the facts and the circumstances. The key qualifier for reimbursement is where the fire suppression equipment and personnel are required to protect response personnel and subjects involved in the incident where there is an actual or imminent threat to life due to fire.

A principle of any life-threatening injury is defined as the “Golden Hour.” Victims suffering serious injuries in a motor vehicle accident have higher survival outcomes when they are extricated and receive appropriate medical attention within one hour of being injured.

The CSRD covers a large area which is sparsely populated with mountains, lakes, and streams and with seasonal population fluctuations. As in all reactive emergency services, response times to a Motor Vehicle Incident (MVI) are crucial in saving lives, but it is not practical to provide any emergency service equally and consistently within the CSRD. CSRD has developed the fire service within its jurisdiction and has undertaken this study to understand how it can support road rescue.



The question of whose responsibility it is to provide road rescue remains to be answered.

Any consideration by the CSRD to allow their fire department apparatus and personnel to respond to incidents outside of the defined service area of the fire department will require a policy of the CSRD Board of Directors unless a mutual aid agreement, an automatic aid agreement or some other regional assistance policy is in place. Establishing a new service in the CSRD will require amendments to Bylaw No. 5587. It is important to note that the authority to allow a CSRD Fire Department to provide road rescue service outside its' designated fire service area boundary can be achieved through a CSRD policy and that it does not require the creation of a specific area of the regional district or the need for electorate assent procedures to be implemented, as the Regional District has the authority to create such enabling policy as noted in paragraph 22 of Bylaw No. 5587.

4.0 TRENDS IN ROAD RESCUE DELIVERY

While Road Rescue services continue to vary across BC the trend across the country is for these services to be included within the mandate of organized fire departments. Vehicle rescue has become increasingly technical due to the advances in safety systems, fuel systems, and the design of vehicles. Providers are having to be proactive in both maintaining their skills and learning, to be competent and ensure safety for themselves and victims.

As jobs become more technical the trend is for services to become specialized. This helps to ensure competency and practices and has contributed to the development of special teams and equipment for this purpose. Organized fire departments tend to incorporate this within their existing service mandate. The skills and equipment for road rescue differ from that of search and rescue, or other technical rescues sufficiently enough to require specialized training and support.



From discussions we had with the two rescue societies it would appear they train continuously incorporating new techniques and new vehicle technology.

As detailed in section 7 of this report, response data shows where incidents have occurred. This is another benchmark that should be reviewed annually looking for trends in the frequency of MVA's which could indicate there may be road design flaws or enforcement issues.

5.0 OCCUPATIONAL HEALTH AND SAFETY

EMBC has done a commendable job of documenting the various key aspects of introducing and maintaining a road rescue service that is designed to ensure the safety of all road rescue responders who register with the BC Road Rescue program. The Road Rescue Safety Program Guide is extensive and comprehensive and is designed to contribute to the safety of other people on-scene at incidents that road rescue service providers attend.

The municipal fire service agencies who provide out-of-jurisdiction road rescue services are governed by the OG's that their AHJ have approved for this service. The provincial guide provides road rescue societies, such as the Salmon Arm Rescue Unit and the Eagle Valley Rescue Society, provides clear direction to their members who deliver road rescue services so, they understand and are compliant with WorkSafeBC regulations.

As noted previously, when road rescue service is being provided out-of-jurisdiction the Province through EMBC provides responders with injury, disability, accidental death, and liability coverage through the assignment of an EMBC Task Number. Each incident that road rescue responders are called to requires a specific EMBC Task Number.

For fire departments delivering road rescue service within their defined fire protection boundaries, the coverage for injury, disability, accidental death, and liability is provided by the AHJ responsible for the fire department.

Through telephone interviews with the representatives of the various road rescue service providers, it was confirmed that they have procedures ensuring compliance with the WorkSafeBC Occupational Health and Safety Regulation. The two societies who provide Road Rescue in the CSRD, review safety issues at their management meetings, while the fire departments have either safety committees or a health and safety representative appointed by the Fire Chief as required by WorkSafeBC.

Record-keeping is essential concerning all safety-related issues. Confirmation was provided that all agencies understand the requirements in this regard, particularly as they relate to injuries, training, near-misses and the need for appropriate and relative operational guidelines.

One aspect of health and safety that is important to those who provide road rescue services is to have a robust critical incident stress debriefing program. The need to identify the possibility of post-traumatic stress disorder (PTSD) through knowledge of the signs and symptoms is understood. All agencies have a guideline to conduct debriefing sessions after significant events and are aware of the counseling services available through WorkSafeBC when required.

6.0 ROAD RESCUE SERVICES IN THE CSRD

The delivery of road rescue services in the CSRD reflects a model that is in place in most parts of the Province of British Columbia with a few unique components.

The following CSRD agencies are registered with EMBC provide road services to the rural areas:

- Golden Fire Rescue
- Revelstoke Fire Rescue Services
- Eagle Valley Rescue Society
- Salmon Arm Rescue Unit

Other parts of the CSRD are serviced by the following CSRD-based road rescue agencies which are not registered with EMBC

- Field Fire and Rescue operates under an agreement with Parks Canada and is responsible for the Yoho National Park will provide service outside of the park boundaries upon request
- BC Hydro Mica Dam Fire Department will and has provided service outside of its' defined fire protection boundary under extraordinary circumstances only.

The following agencies, from outside of the CSRD, have agreed to provide road rescue services within designated areas of the CSRD:

- Vernon Fire Rescue Service provides service along Highway 97 in the Falkland area of Electoral Area D.
- Chase Fire Rescue provides service along the western stretches of the Trans-Canada Highway, within CSRD Electoral Area C, and to the north side of Shuswap Lake area of Electoral Area F as far as Seymour Arm.

It is unusual for communities such as Salmon Arm and Sicamous, with established and mature fire departments, not to provide road rescue services within the boundaries of their fire protection districts. In conversation with the Fire Chiefs of those communities, the long-established relationships with the road rescue societies, who service the areas within their municipal boundaries, are solid and there is no suggestion of any recommended change to the current arrangements. The societies respond to these incidents under an EMBC emergency response task number through which they can obtain reimbursement for the services rendered.

The Salmon Arm Rescue Unit and the Eagle Valley Rescue Society currently provide service to large parts of the CSRD's Electoral Areas C, E, and F.

Another reality of the history of road rescue service in the CSRD which is not unlike other regional districts, is the demise of road rescue service societies. Not many years ago

EMBC reported there were 23 societies providing road and other types of rescue services operating in the province. Today EMBC is aware of only eight societies, now dedicated to the provision of road rescue services.

In the CSRD the disbanding of the Falkland Road Rescue Society and the merging of the Chase Firefighters Association into the Chase Fire Rescue are examples of the changes that have occurred.

As discussed in a later section of this report, it is solely the decision of the CSRD whether they wish to request fire departments, operating under their oversight, to undertake the necessary training and commitment to deliver road rescue service.

Analysis of the delivery of road rescue services within the CSRD indicates that service is being provided upon request and there have been no recorded instances where a request for road rescue service has been denied.



It is recognized that in two areas of the regional district, road rescue service is being provided by two municipalities located in neighbouring regional districts. The arrangements with the City of Vernon and the Village of Chase have been reviewed, and it is noted that in both cases, the CSRD is neither funding nor liable for these services. The CSRD appreciates the service these municipalities provide, but the CSRD may withdraw its consent for the provision of road rescue service by either municipality at any time.

We believe that the arrangements with these two municipalities constitutes an acknowledgment by the CSRD of the importance and the need for road rescue service in two areas. The areas are the Falkland area of Electoral Area D and, in the western extremities of Electoral Area C and along the north side of Shuswap Lake in parts of Electoral Area F. Both arrangements were made to provide the service in the areas that road rescue was previously provided by the Falkland Road Rescue Society and the Chase Firefighters Association.

It is also noted that the CSRD has recognized the importance of road rescue services through the Grant-in-Aid funding support it has provided on an annual basis to the Eagle Valley Rescue Society.

7.0 ROAD RESCUE SERVICE IN THE CSRD – EVENT & RESPONSE ANALYSIS

From November 2016 until October 2017, 230 calls for service within the CSRD were analyzed as a part of the study. Seventy-nine (79) of the events did not have a unit arrive leaving 151 events with response times.

Of the 79 calls where no unit arrived, 69 were canceled before a unit left their station. Another ten calls were canceled while units were en route. This can be explained by realizing that often police or BCAS may arrive and determine there is no entrapment and the injuries are not life-threatening so the road rescue services are canceled.

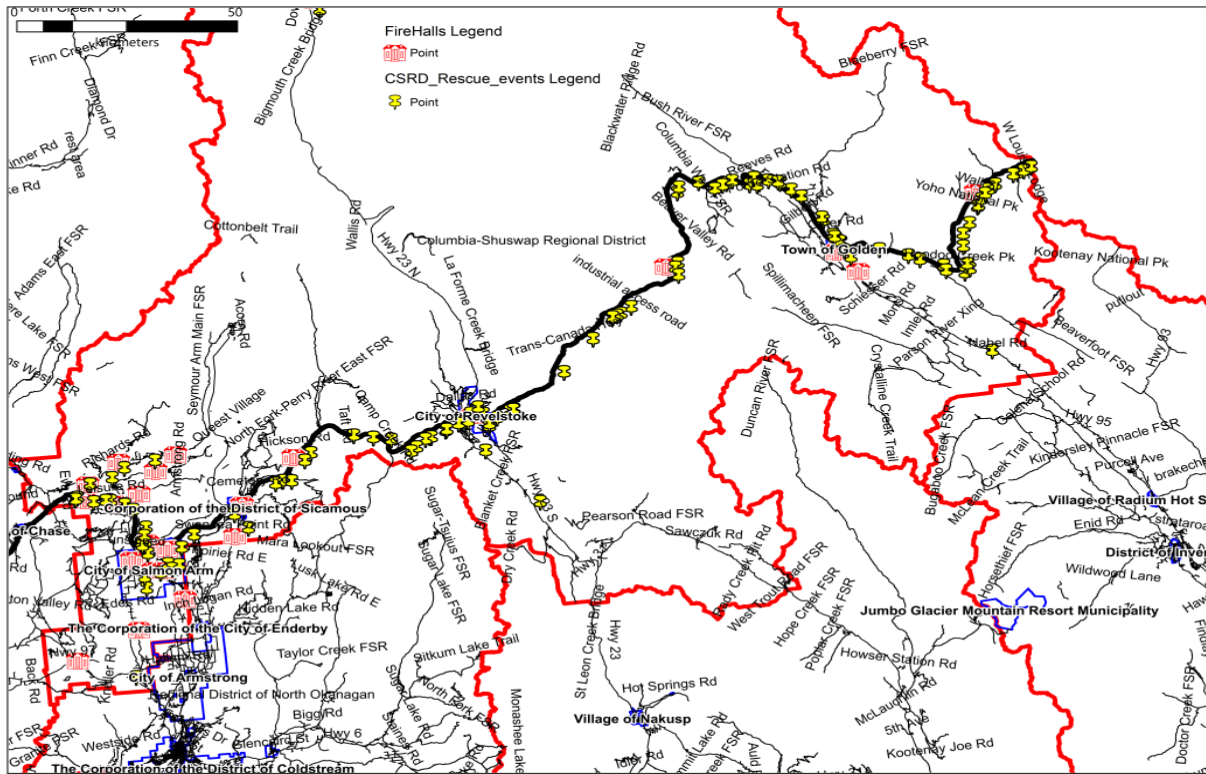
People calling into 9-1-1 see a serious accident and assume there are injuries with possibly people trapped. The 9-1-1 call taker has to assume the information from the caller is accurate and dispatch the appropriate agencies.

Dispatched Events	Number
Event canceled – no response	69
Event canceled en route	10
On scene before complete	151
Total	230

The events include only those cases where Surrey Fire dispatched the call. We are aware the other events may have been dispatched by Kamloops Fire, Vernon Fire or directly by BC Ambulance dispatch to one of the rescue societies. This creates challenges in terms of maintaining event records and is discussed later in the report around dispatch. The map shows that the concentration of events is along the Trans-Canada highway and within the towns along it.

In the process of getting information on where incidents in the CSRD have occurred, FireWise learned that when a call comes directly to the BCAS 9-1-1 dispatch centre for a MVA with possible entrapment, the 9-1-1 call takers often must guess which agency should be sent. This is a significant contributing factor to the dispatch process being delayed and the appropriate road rescue agencies being sent. If a rescue agency is not registered with EMBC or, BCAS is not aware of where the service road rescue agency operates, dispatching delays can occur while BCAS contacts regional fire dispatch centres for assistance. In some situations, BCAS, the police and fire service could arrive but then need to wait for a road rescue crew to arrive.

Figure 1 Map of CSRD Marking Road Rescue Incidents



Figures 2 and 3 provide a look at the patterns of the events indicating that they concentrate around high traffic times and weekends as expected.

Figure 2 Road Rescue Events Count by Time Period

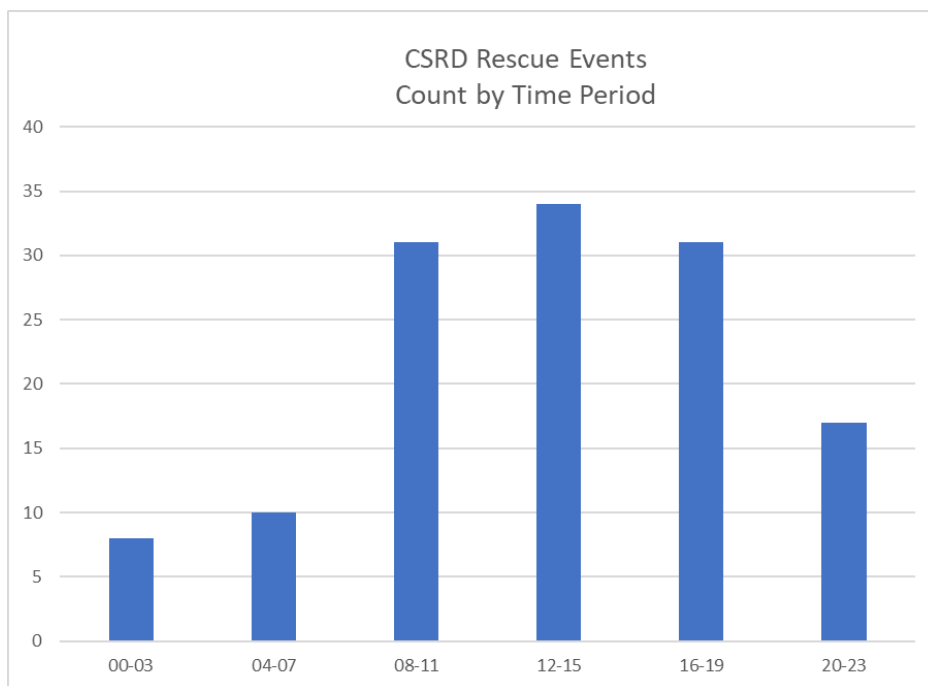
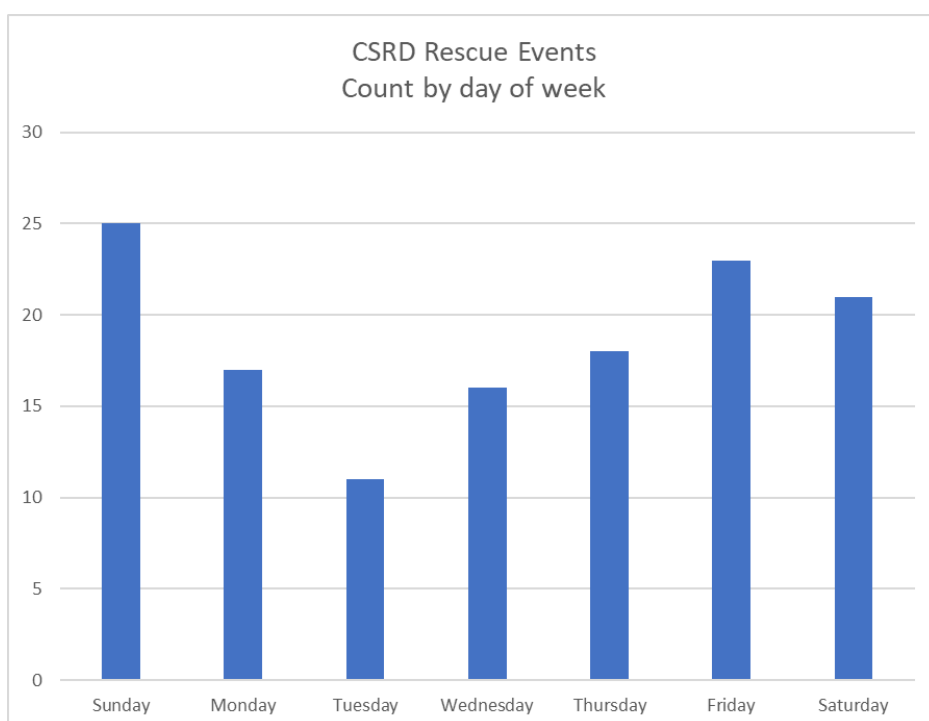
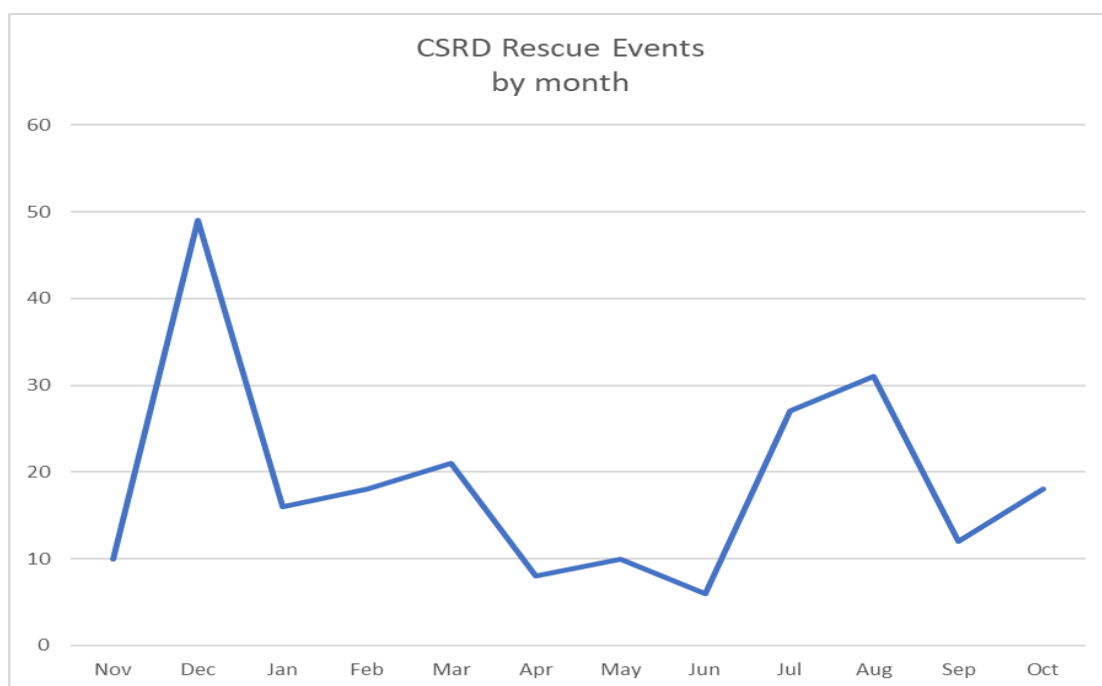


Figure 3 Road Rescue Events Count by Day of the Week



Figures 2 and 3 show road rescue incidents are most likely to occur between noon and 3:00 pm on Sundays or Fridays in the months of November through February with another spike in the summer from June to September. There is a seasonal variation of calls (Figure 4) which shows that a combination of weather and seasonal travel contributes to increased road rescue incidents which has the potential to stretch resources.

Figure 4 Rescue Events by Month



Time Performance Analysis

For the 151 events that reached scene we looked at the elapsed time performance as shown in the table below.

	Turnout	Travel	Response	Trip	Call Processing
Average (230 calls – 79 no arrival at MVA)	0:05:26	0:20:40	0:30:38	1:14:22	0:04:32
90th percentile	0:14:02	0:41:17	0:52:04	2:41:44	0:11:57

Definition of times included for an event are:

Turnout – Time from when Road Rescue Service is called, and first unit rescue unit is enroute to the scene

Travel – Travel time for first rescue unit to arrive at the event

Response – Total time from when 9-1-1 call is received to first road rescue unit arrived at the event

Trip – Overall duration of event from when dispatched until road rescue unit is available

In emergency services, response times are an important performance measuring tool. For example, response standards look at how often a career fire department is able to reach the scene of a fire in under ten minutes. If the fire department can meet that response time standard 90% of the time, then it has met its response time target. If the fire department cannot meet the standard, then new building restrictions come into play. BCAS has response time targets for its ambulance in municipal areas.

By analyzing response data regularly, the AHJ can get a picture of how the service is performing. If the average call response figures are used, one could say the service is performing quite well. When you look at the 90th percentile however, you will note that 90% of the time it takes almost 12 minutes for a road rescue unit to be called. This could be because callers to 9-1-1 do not know precisely where they are, and dispatchers have to quiz them over the telephone to get accurate incident location information. As improvements are made to cell phone technology this issue will get better.

As dispatch centres throughout the province embrace technological advances such as Automatic Vehicle Location (AVL) services it will become easier to identify which rescue unit is nearest the incident. Having AVL is a long-term enhancement that will require additional expense for the AHJ requiring additional equipment on each emergency vehicle and expensive technological upgrades to equipment in the dispatch centres.

It is evident that there are significant variations in performance in most times and opportunities for improvement exist. Figure 5 shows the distribution of response times for the events. Those beyond the 90th percentile when looked at in detail highlight issues with record keeping and dispatch procedure for example. Managing these exceptions

properly has the potential to engender continuous improvement and set realistic benchmarks for performance.

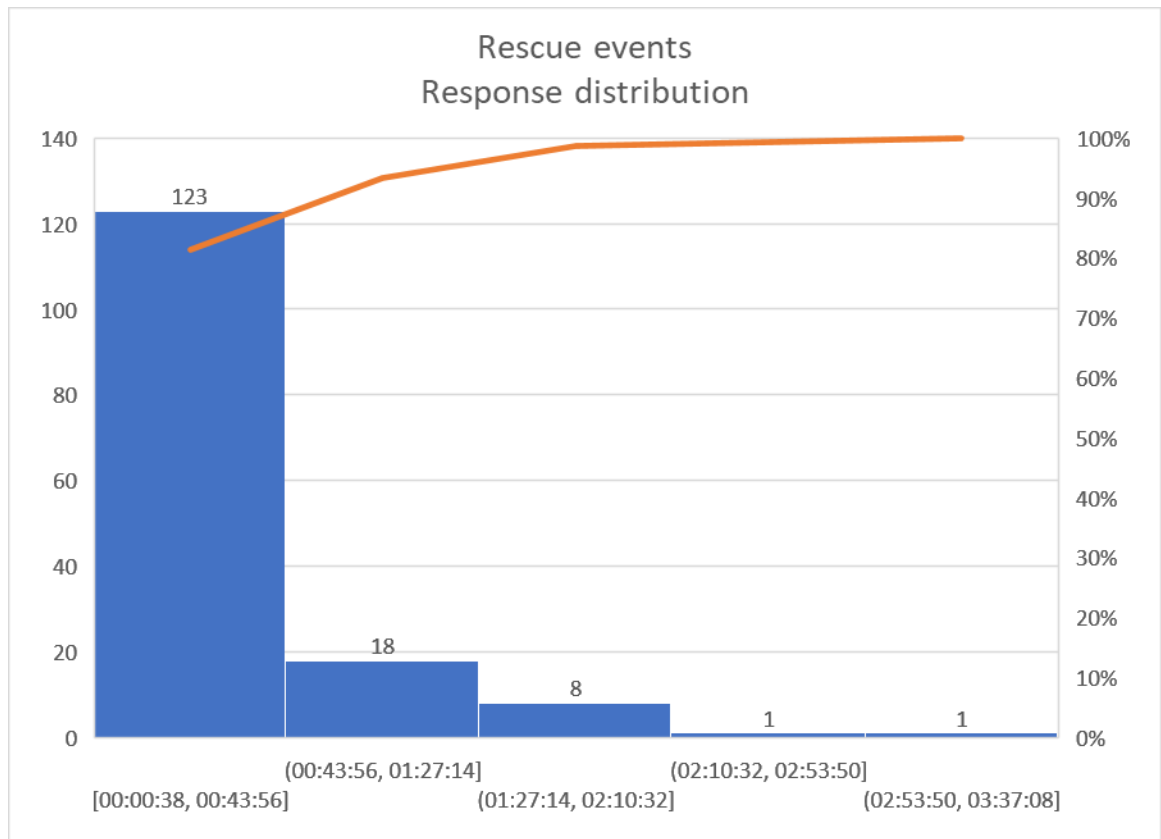


Figure 5 Road Rescue Events Response Distribution

8.0 REGIONAL DISTRICT COMPARISON

A survey of the following Regional Districts was completed:

<u>Regional District</u>	# of Regional District Fire Departments (# providing Road Rescue Service)	Population (2016 Census)	Size of Regional District in Sq. Km	Communities in RD with populations over 5,000
Thompson-Nicola Regional District	3 (0)	132663	44449	Kamloops Merritt
Regional District of East Kootenay	8 (2)	60439	27542	Cranbrook Fernie Kimberley
Regional District of Bulkley-Nechako	4 (1)	37896	73361	Smithers
Regional District of Kootenay Boundary	8 (2)	31447	8085	Trail
Columbia Shuswap Regional District	13 (0)	51366	28929	Revelstoke Salmon Arm

Attempts to connect with the following Regional Districts were unsuccessful in obtaining specific details of their involvement in providing road rescue services.

<u>Regional District</u>	# of Regional District Fire Departments (# providing Road Rescue Service unknown)	Population (2016 Census)	Size of Regional District in Sq. Km	Communities in RD with populations over 5,000
Cariboo Regional District	14	61988	80610	Quesnel Williams Lake
Regional District of Fraser-Fort George	13	94506	50676	Prince George
Regional District of Central Kootenay	12	59517	22095	Castlegar Creston Nelson

The feedback we received suggested that provision of road rescue service is provided in a manner that is similar to what is occurring within the CSRD. The main difference is, in three of the four regional districts that shared information, it is the regional district fire departments that are providing road rescue services.

The ability to provide meaningful benchmarking for this report proved challenging as the spokespersons for the various regional districts we connected with did not know the

history or the rationale behind the decision that road rescue service would be undertaken by regional district fire departments.

It was confirmed that each of the regional districts contacted provide financial support to road rescue societies and search and rescue organizations that provide road rescue. This is done through Grants-in-Aid in the same way that the CSRD supports the Eagle Valley Rescue Society. FireWise has recently learned that this may create a problem for Road Rescue Societies with EMBC and prevent the Society from obtaining a task number. This is based on an interpretation of EMBC Policy 2.07, that an agreement between the Society and a defined fire protection service area exists making the Road Rescue Society no longer eligible to receive an EMBC Task number.

It was also a challenge to determine what the cost is to provide road rescue services by regional district-funded fire departments because analytics have not been tracked for this service. Once the decision is made for road rescue service to be a service provided by a regional district fire department, the capital costs and costs to maintain the specialized equipment, to maintain the training and the compensation of the volunteer firefighters becomes part of the operating budget for the department.

FireWise asked the spokespersons, for the other regional districts, if road rescue services was ever a topic of discussion with their elected and appointed officials. The feedback indicated that the new remuneration rates introduced by EMBC for out-of-jurisdiction responses was seen as an improvement in recognizing the value of the service being provided and that was appreciated.

A challenge in most of the regional districts contacted is the inconsistent approach to dispatching. Where a fire department is being dispatched, the response request is routed through the 9-1-1 dispatch centre for the fire department. However, when a road rescue society in the CSRD is dispatched the request comes from the BC Ambulance Service. When a road rescue is requested from a search and rescue society that provides road rescue, the call is made by the police force responsible for the area in question. The difference being a specific Road Rescue Society as opposed to Search and Rescue Society that also provides road rescue. The dispatching solution to ensure the appropriate agency is requested to attend an incident expeditiously is beyond the scope of this report.

9.0 CSRD RISK ASSESSMENT

Risk assessment is a critical component of any feasibility study. There are several considerations that require analysis when road rescue service is the subject of a study.

One of the prime considerations is identifying the various risks when assessing the impact of the CSRD taking a more direct involvement in the delivery of the service.

The first obvious risks are for the first responders who arrive to assist at an accident scene. Awareness of hazards that could cause harm to the responders and others on the scene must be part of the responders training. Team leaders must be prepared to complete a scene assessment. This is a fundamental requirement and the actions one would expect that individual to follow must be laid out in the procedures developed by the agency responsible for providing the road rescue service. The procedures must be designed to mitigate threats to the first responders and for the safety of all those on scene, including victims.

In addition to the on-scene risk assessment, it is recommended that a general risk assessment, pertaining to issues which are linked to the provision of road rescue services, be conducted by the AHJ, to review risks that could affect the sustainable operational readiness of the road rescue service provider. These risks include the stability of rescue societies. Does the sustainability of the society depend on current leadership? Is funding consistent and where does it primarily come from? Is the equipment well maintained and adequate?

Risk assessment of the ability to deliver road rescue service consistently is fundamental. Factors such as having sufficient and adequately trained personnel available to respond 24/7. Are the qualifications and experience of the team leaders adequate? Are there training records of members? Are maintenance records of the apparatus and equipment kept? Does the agency have appropriate insurance coverages to address worker injuries and potential liability? These are examples of risks that should be considered.

In those instances where the road rescue service is being provided by a fire department, it is reasonable to assume that these issues have already been addressed within the scope of current services being provided by the fire department.

When the service is being provided by a registered society, the AHJ is the society's board of directors. Issues relating to general risk assessment rest with those individuals and they need to be aware of what risks are in play and what steps they can take to ensure they are protected from personal responsibility if the society is cited by WorkSafeBC or if any aspect of the society's operation comes into question.

Once registered with EMBC, if the road rescue society has chosen to be a part of the BC Road Rescue Program, there is no ongoing monitoring or audit of the society's structure and activities to ensure there are no predictable risks evident. Basic requirements such as Directors and Officers Liability insurance, financial reporting practices, appropriate

policies to guide the members in adopting and following a code of conduct plus WorkSafeBC compliant record-keeping are examples of responsibilities that perhaps not all societies are aware of.

It should be noted however that conversations FireWise had with leaders of the Eagle Valley Rescue Society and the Salmon Arm Rescue Unit indicates they are well-organized and have completed risk assessments within the realm of their agency's operations.

The reason for including this commentary in the report is that the CSRD may wish to consider providing the road rescue societies with an offer of management oversight to ensure the sustainability of the societies as they continue to provide a valued service to the taxpayers, residents, and visitors to the regional district. Such oversight might include an offer to provide training in subjects such as incident command currently not included in the societies' training program.

When exploring risks, it is reasonable and desirable to strive for a consistent level of service for road rescue across the whole regional district.

The term "level of service" has become very familiar to most AHJs in British Columbia as it was a key element within the Structure Firefighters Competency and Training Playbook developed by the British Columbia Office of the Fire Commissioner.

"What is an acceptable level of road rescue service in the CSRD?"

The terms "level of service" or "service level" are mentioned throughout this report. In the context of risk assessment, it is important to acknowledge that there is no "rule of thumb" or "best practice" concerning response times for

a road rescue service provider. Every incident is different but the sense of urgency by first responders is consistent throughout.

EMBC refers to a reasonable time frame when addressing response times. To define "reasonable time frame" in minutes is deemed impossible to set and so it is up to the AHJ to determine what it judges to be appropriate in this regard. Some service providers establish what is often referred to as a "chute time" for their agency. A definition of "Chute time" is the length of time from when a call is dispatched, until the time when an emergency vehicle begins continuous travel to a call. Volunteer-staffed first responder emergency services have little control over "chute time" because the volunteers must get to the rescue station to respond. By comparison, a career fire department has staff in the fire station ready to respond.

The question for the CSRD is, considering the current service delivery model, what is an acceptable level of service, (response time, responder safety, specialized training) for road rescue in the CSRD.

It is important that regardless of the structure of the road rescue service provider that the AHJ has policy in place addressing such topics as:

- the training competencies they require their road rescue service providers to have attained
- demonstrated evidence that all occupational health and safety risks have been addressed
- expectations of the AHJ in the event of conflicting priorities where an emergency incident occurs within a fire department's fire protection area at the same time as a request to attend an "out-of-jurisdiction" motor vehicle incident with confirmed entrapment is received.

These examples suggest some of the policies the AHJ should have in place to ensure that the agency delivering the service is provided with adequate direction from the AHJ and that expectations of the AHJ are reasonable.

To assess some of the risks described, FireWise completed interviews with senior members of the two road rescue societies operating within the CSRD. In both cases, the societies appear to have good structure, many years of experience, a solid core of dedicated members, well-organized training programs and a good record of providing dependable service. Both organizations enjoy the respect and support of the fire chiefs in the communities where they are based.

As alluded to previously, it is suggested that representatives of the CSRD form a liaison with the current road rescue service providers. The purpose of the liaison would be to provide support, to address issues facing the agencies that may impact the regional district and to demonstrate that the CSRD is aware of the value of the service being provided within its' boundaries to its' residents and visitors.

A couple of examples of how CSRD may be able to offer important guidance and awareness would be to provide the Salmon Arm Rescue Unit with details of the CSRD Grant-in-Aid program, a financial benefit that the Eagle Valley Rescue Society has enjoyed for many years.

The other example would be to reach out to the leadership of the Field Fire and Rescue Department Society to discuss whether they should consider registering with EMBC so that they might enjoy the remuneration and insurance coverages available when they leave the confines of Yoho National Park as they often do. The contract between the Field Fire and Rescue Department Society and Parks Canada does not appear to address this issue, and it is recommended that the CSRD demonstrate leadership by raising the matter and discussing the implications with the Fire Chief of Field Fire and Rescue.

10.0 FEASIBILITY OF CSRD ROAD RESCUE SERVICE

10.1 Overview

The provision of road rescue services is accepted by many jurisdictions across Canada as a part of their commitment to local public fire and life safety and as a service included in the provision of protective services.

As previously mentioned, the question of who has responsibility for road rescue has not been determined. Why would the CSRD consider road rescue service options within its jurisdiction? The answer would be to demonstrate that the CSRD regularly reviews where there may be real or perceived service gaps with respect to public safety and that they are committed to seeking solutions to such issues. The current road rescue services being delivered in parts of the regional district may not be as adequate as would be desired from reliability and timely response perspectives. To chose to have select CSRD fire departments equipped and trained to provide such service would certainly address such a service gap in the absence of any other viable or available solution.

Such action on the part of the CSRD would improve response times for road rescue services and avoid the current dependence on services from jurisdictions outside of the CSRD. Allowing firefighters in some existing departments to provide road rescue service will show that public safety is a priority to the CSRD and provide the residents and visitors with a sense of security while travelling in the regional district.

Additionally, allowing firefighters to provide this vital service will reduce their frustration, as first responders waiting for another emergency service to respond. It is important for the CSRD to be aware that having their firefighters standing by in situations, which can often have life or death implications, and not being empowered or equipped to act, may create stressful repercussions on those CSRD firefighters. Also, recognizing the value of firefighters learning new skills will aid in recruitment and retention as most volunteers join a volunteer fire department for altruistic reasons and want to be able to help people thereby attaining self actualization.

Before discussing the feasibility of the CSRD considering additional involvement in providing road rescue services, we understand that many small fire departments cannot provide the same services as other fire departments. Community demographics, seasonal population, the number of volunteer firefighters, the tax base, budgets, the demand for the service and the analysis of the return on investment to provide the service, are just some factors preventing a small rural fire department from providing anything more than basic firefighting. Many fire departments are considered all hazard mitigation experts. In rural communities, this expectation is not reasonable, so other emergency responding agencies must provide the mitigation expertise.

A fire department should equip and train for what is most likely to occur but not ignore a worst-case scenario. Motor vehicle accidents are common occurrences and is a service provided by most fire departments. By comparison, a serious hazardous material incident is not a common occurrence, so most fire departments have chosen to provide a hazardous material (hazmat) response at an “awareness” level and call in outside agencies including private contractors to mitigate the incident. Hazmat incidents are often not life threatening and quickly stabilized with considerable time to think things through. A MVA may could be life threatening and as stated elsewhere in this report, patients need to get to appropriate medical treatment facilities quickly.

The level of service that an AHJ may wish to have their fire department provide when considering road rescue can vary from “no service” to “complex vehicle and machinery extrication incidents.” Decision-makers contemplating the introduction of a new emergency response service, such as road rescue, must determine the cost implications of purchasing the appropriate components of the rescue equipment required to deliver the desired level of service and that they are confident that sufficient trained staff can be recruited.

Decision-makers must also research the anticipated costs, so they can be thoroughly evaluated. Will the service add value? Will it be understood in the communities where the primary responsibility of the fire department is to provide fire suppression services? Assurances are required that the introduction of a new service will enhance the value of the fire department, increase public safety and not compromise the safety of the volunteer firefighters in any way.

The requirements for registration with EMBC must be evaluated if the decision is made to ask a fire department or a group of fire departments to form a road rescue team.

If another road rescue service option was to be introduced to replace the service currently being provided in Electoral Areas C, D, and F, by the two municipal fire departments from outside the CSRD, the Salmon Arm Rescue Unit (SARU) could be looked upon to provide supplementary road rescue service. The discussions FireWise had with a representative of the SARU suggested they would be supportive of such an approach. FireWise believes it would be prudent for the CSRD to ensure that any conversation around the introduction of road rescue services include a transparent and open exchange of information with the SARU.

The introduction of additional road rescue response capabilities within select CSRD fire departments should be viewed as complementing the current road rescue service structure. The CSRD has been well-served and well represented by the two road rescue societies, and it is recommended that any decisions made by the CSRD should be designed to enhance the current services provided by these societies and not to replace them.

If a decision is made for certain CSRD fire departments to provide road rescue, it will be a relatively straightforward process to accomplish the goal in the existing well organized and well-managed structure of CSRD fire departments.

10.2 Prime Considerations

To fully analyze the pros and cons of authorizing one or more of their fire departments to start delivering road rescue services, some questions need to be addressed:

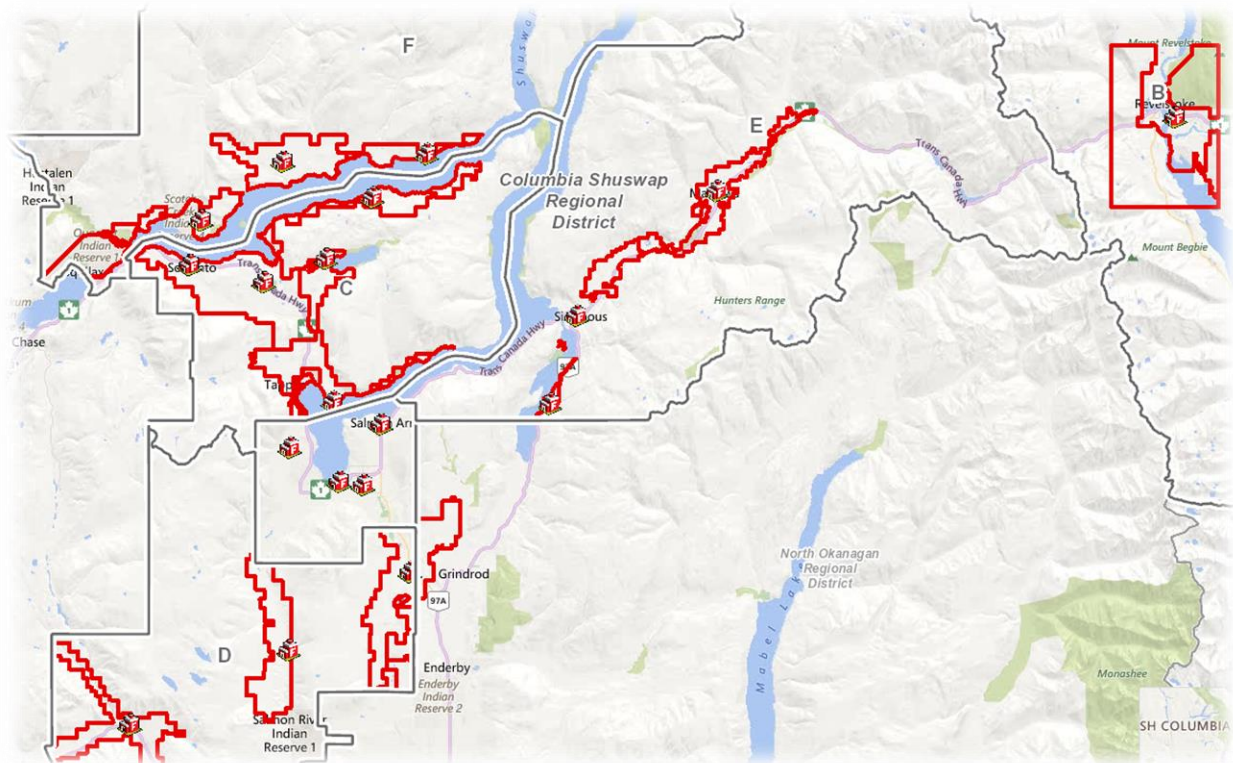
10.2 .1 Service Gap Analysis

If a person looks at a map of the CSRD such as in Figure 1 in this report, or the snippet below showing some of the CSRD fire service areas, it is easy to see where service gaps exist.

For example, it is approximately 148 kilometers from Revelstoke to Golden through the Roger's Pass. MVA's happen along this stretch of road frequently. Road rescue services are provided by the City of Revelstoke Fire Rescue for 74 kilometers from the west and the Town of Golden Fire Rescue Service provides the service for the east half of the Roger's Pass. Figure 1 provides detail of where accidents have occurred and it is easy to figure out which rescue service would have responded and how long it might have taken to arrive. That could be seen as a service gap. Likewise, MVA's have occurred on the shore roads around Shuswap Lake considerable distance from Salmon Arm or Chase where road rescue units are based. This is also easy to identify as a service gap.

However, people must understand and appreciate the risk they are taking when they venture away from metropolitan areas. The services they expect to receive in a city are not going to be the same in rural British Columbia. The public must take responsibility for their safety and consider the risk of getting in an accident when travelling on rural roads.

The apparent service gap example in the Roger's Pass is not easy to improve and it is a risk people seem willing to accept. Conversely, other service gaps in the CSRD have options to consider on how to enhance the service that are more practical.



As seen on the map above, there are several established volunteer fire departments in the CSR. These fire departments are often called to an MVA in their response areas. Volunteer firefighters who are frontline first responders within the CSR have expressed concerns regarding response times from some of the current service providers. These concerns are confirmed by the travel times from the rescue service to the incident. The volunteer firefighters are highly motivated but are frustrated by not having the tools and equipment required to save lives in some situations. Their prime motivation is to help people.

“ Road Rescue service gaps do exist in the CSR ”

It seems logical therefore, that one way to address the service gaps would be to have the fire departments complement the existing road rescue groups by taking basic auto extrication training and acquire basic tools.

Volunteer firefighters in some CSR departments would like the CSR to consider empowering their fire departments to provide the service. It was brought to our attention that some taxpayers expressed surprise that road rescue service is being provided by agencies based outside the CSR. In some areas of the CSR, this makes sense from a public safety perspective. Having firefighters trained and equipped to do basic auto extrication would allow them to be more effective at motor vehicle accidents when lives are at risk. Having firefighters trained in auto extrication principles to a basic level will prevent them from being injured when they attempt to extricate people from modern vehicles including transport trucks.

Other situations that have occurred show the vulnerability of the service. In 2013 the Revelstoke Fire Rescue’s Rescue truck was severely damaged in a motor

vehicle incident jeopardizing their ability to provide out-of-jurisdiction road rescue during the time it took to secure a replacement vehicle. Having additional resources to call upon in such situations is a contingency that is worthy of consideration.

A review of the CSRD fire service completed in 2009 raised the question of expanding the services provided by the fire departments to include road rescue. The question that was raised in the 2009 review has been discussed but no action taken on adding the service to CSRD departments willing to expand the service they provide.

The demise of the Falkland Road Rescue Society, Chase Volunteer Firefighters Association, and the opting out of road rescue service by the Golden District Search and Rescue Society raised the issue of sustainability and posed the question, who has responsibility to provide the service? The issue has caught the attention of the CSRD administration and elected officials.

10.2.2 Availability of Service

The answer to this question is “yes,” the service is available. The next question is *“from where and how long will they take to get here?”*

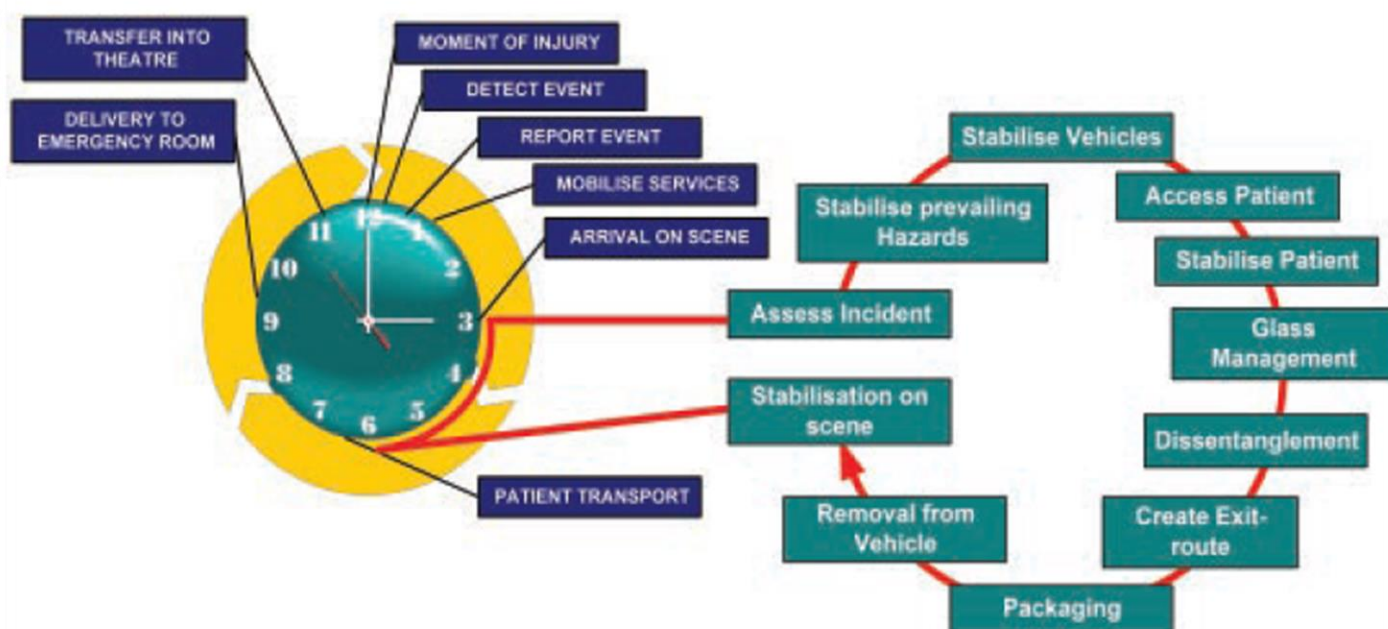
This report has outlined in the section headed “Road Rescue Services in the Columbia Shuswap Regional District” when auto extrication of injured people from vehicles involved in an accident, within the CSRD, one of the eight agencies providing road rescue within the CSRD will be dispatched to attend.

It is believed that in the recent history of road rescue service in the CSRD, a road rescue agency has always responded and there is no record of no agency attending. This seems to be an important point of discussion. The service is available but are there options on how to improve or enhance it?



10.2.3 Adequacy of Service

The opinion of some taxpayers in the CSRD is not that the current service is inadequate but that the ability of some of the current service providers to respond promptly is in question. This feedback was received from reading previous reports, talking to key contacts and from information provided by CSRD fire department personnel. Arrival time of trained and equipped rescue crews appears to be the only issue regarding the adequacy of the service. In any type of accident where someone is injured, getting appropriate medical attention to the victim is critical in saving lives. Some of the lessons from the Korean and Vietnam wars were applied to auto extrication in the seventies and eighties. The most important lesson perhaps, is the “Golden Hour” principle.



The Golden Hour

The concept of the ‘Golden Hour’ was originally promoted by an American medic, Dr. R. Adams Cowley, first in his capacity as a military surgeon and later as head of the University of Maryland Shock Trauma Centre. The data initially used to motivate the concept may have been derived from data collected by the French armed forces during the First World War. The R Adams Cowley Shock Trauma Centre section of the University of Maryland Medical Centre website quotes Cowley as saying, “There is a Golden Hour between life and death. If you are critically injured, you have less than 60 minutes to survive. You might not die right then; it may be three days or two weeks later, but something has happened in your body that is irreparable.”

As previously discussed under the Risk Assessment section of the report, the term “level of service” for fire departments was introduced to a broader audience of AHJs in September 2014 as a component of the Structure Firefighters Competency and Training Playbook (“Playbook”)

The Playbook does not include any reference to road rescue, so determination of a level of service for this service remains at the discretion of the AHJ, if they have approved the service to be delivered by a fire department.

Standards for the road rescue services provided by fire departments within the CSRD do not appear to have been established at this time as FireWise was unable to find any definition or supporting policy of the relative AHJs stating the level that is acceptable to them. It is the responsibility of the AHJ, as noted in the Playbook, to determine service levels for all services provided by their fire departments.

It is evident that the CSRD is aware of their responsibilities to establish a level of service for their fire departments. CSRD Policy No. W-12 has established a level of service for CSRD fire departments to provide concerning fire suppression. The CSRD has declared in this policy that it strives to have all fire service members trained and competent to an Interior Operations service level.

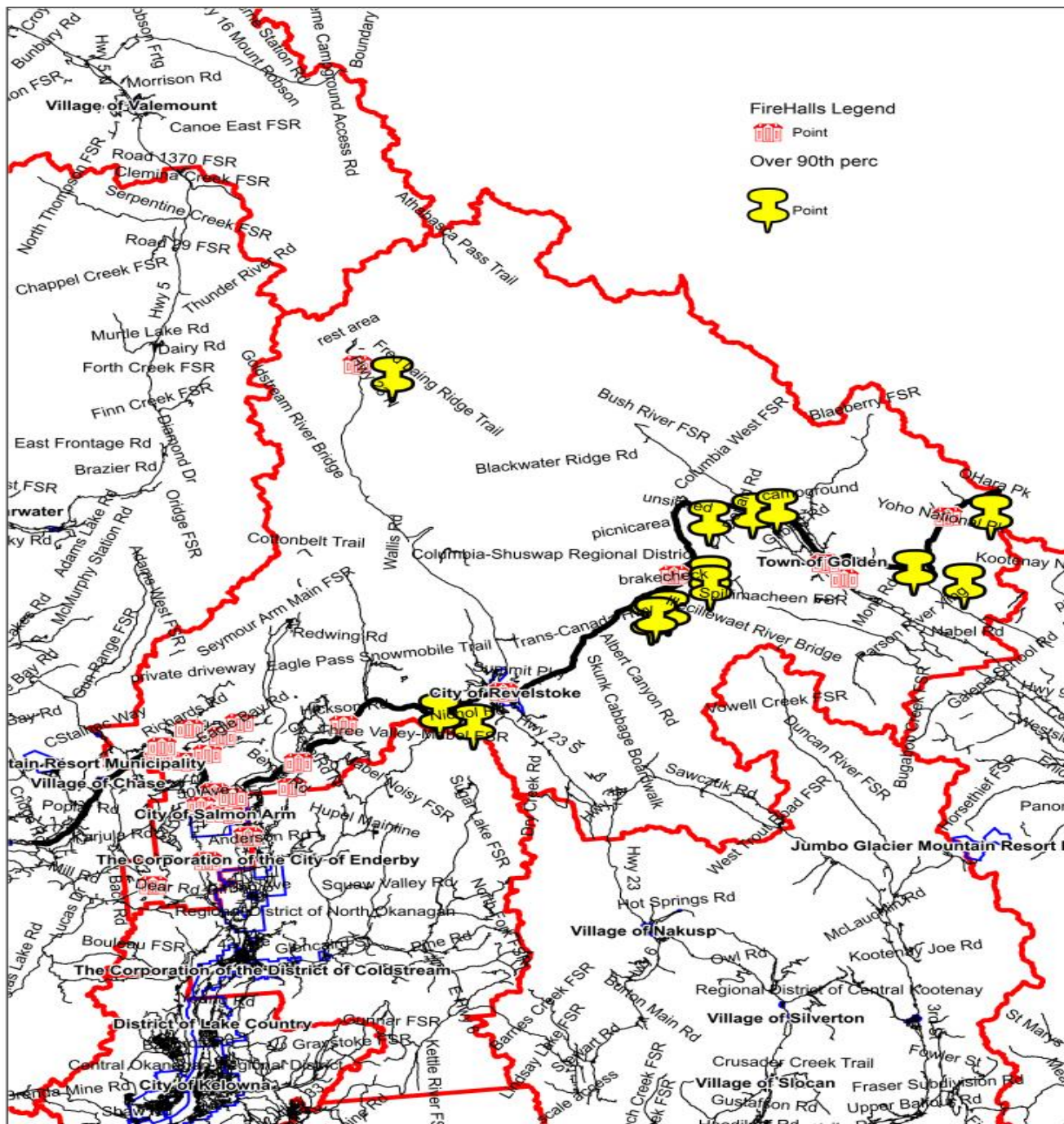
It is suggested that should the CSRD proceed to introduce road rescue as a service that they link their level of service to ensuring their firefighters are trained to the competencies outline in NFPA 1670 Technician Level 1 (Auto component).

Many of the competencies CSRD firefighters must have to meet the declared level of service for interior operations would apply to auto extrication or other type of rescue. Some of the competencies would be size-up, establishing command, developing an incident action plan, safety, rehab, debrief plus many more.

Figure 6 on the following page shows those events where the response time exceeded the 90th percentile. The locations suggest that a combination of factors contributed to these responses.



Figure 6 Road Rescue Events Over the 90th Percentile



10.2.4 Support for the Service

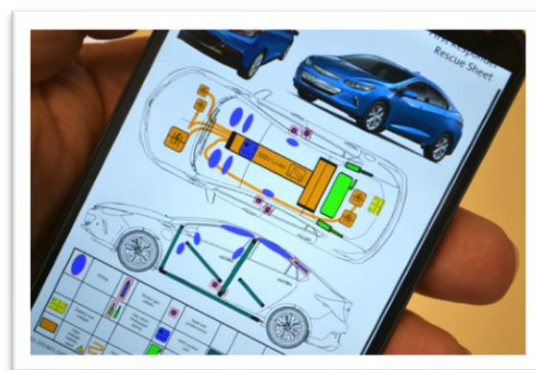
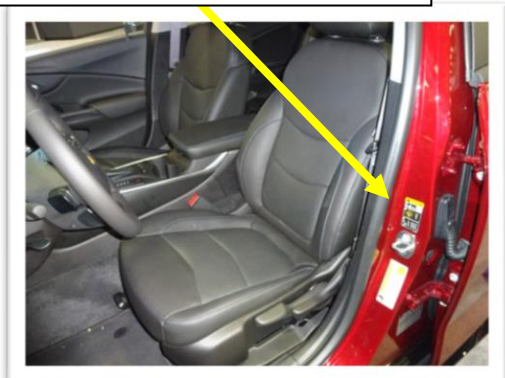
Currently, volunteer firefighters in the CSRD regularly respond to motor vehicle incidents that occur within their defined fire protection districts. They are often the first on scene but are limited by their mandate as to what they can do to assist victims of motor vehicle incidents. It has been reported to FireWise during our research that many of the firefighters feel frustrated that they are unable to assist in the extrication of trapped occupants beyond assuring that “help is on the way.”

CSRD firefighters routinely take action at scenes to mitigate the threat of fire, identify the presence of potentially hazardous materials or, provide emergency scene traffic control to protect their personnel and other on-scene first responders. Their training and OG’s prevent them from doing much more due to lack of training and equipment. Auto extrication can be dangerous to both the victim and the rescuer with the advanced technology in vehicles. Giving firefighters who arrive at a MVA knowledge of vehicles and the technology of that vehicle will prevent injury to the rescuers, ambulance personnel, victims and firefighters. We live in a technological advanced society. Firefighters, particularly the millennials embrace technology. One of the recent advancements in auto extrication technology is the addition of QR Codes on vehicles that can be scanned, and important vehicle information displayed on a phone or tablet. This information should be used to develop and incident action plan to prevent the deployment of secondary restraint systems (airbags) or cutting high voltage cables in hybrid and electric vehicles.

WorkSafeBC require all workers, including volunteer firefighters to do a job hazard analysis. Without some knowledge of the complexities of modern vehicles, firefighters could inadvertently be injured by not having enough information to adequately analyze the hazards at a MVA. Having basic information in the hands of firefighters will improve safety and support other rescue agencies building mutual respect and confidence in the process.

The inability to provide a basic extrication service is a cause for volunteer firefighters to feel ineffective, undervalued and responsible for a delay in those who are injured receiving timely medical intervention. This

QR Code on door post and display on smart phone



sentiment was communicated to us during the interviews with some fire department members.

The survey conducted with the CSRD fire departments indicated some departments have personnel, in sufficient numbers, who are interested and willing to take on the provision of road rescue services.

Comments were made referencing time delays and inadequate staffing by current road rescue service providers. For example, one CSRD department indicated on one incident it took the responding road rescue agency ninety minutes to arrive on scene. Other examples were that the road rescue service provider had arrived with only 2 or 3 personnel.

Some of the respondents indicated that the introduction of new services such as vehicle rescue would assist them with their recruitment and retention of volunteer firefighters. This topic is more fully discussed later in the report.

It was also mentioned that the equipment previously owned by the Falkland Road Rescue Society has been purchased by a CSRD fire department and that residents of that community have questioned firefighters why the equipment has not been put back into service by their community fire department.

The CSRD fire departments are in a position to support and enhance the existing service. Allowing those who choose to be involved should be allowed to do so if only to provide a safer work environment for the firefighters.

At a minimum, vehicle technology training should be provided to all CSRD firefighters as a work place safety initiative.

10.2.5 CSRD Benefit Analysis

The primary benefit to the taxpayers of the CSRD would be improved response times by road rescue crews to motor vehicle incidents in certain parts of the regional district where past experiences resulted in lengthy delays.

As referred to previously, one of the other major benefits of introducing a new service, such as vehicle rescue, would be the value it has in assisting CSRD fire departments in the recruitment and retention of their volunteer firefighters.

The recruitment and retention of volunteer firefighters is an issue for many fire departments across North America, and smaller communities especially have difficulty because the pool of potential recruits is not as large.

The introduction of the new service is not the be-all-end-all for recruitment and retention as there will continue to be barriers which are beyond the ability of the fire department and the AHJ to overcome. Some of these barriers are family-related, some are work-related. Others relate to the time commitment and competing interests and some are a result of aptitude and attitude to fit the demands of being a member.

It is evident that the CSRD is making a significant investment in equipping and training their firefighters. It is obvious that they have understood that while recruiting volunteers is essential, retaining volunteers can also present a significant challenge. The labour that volunteers provide to the community through their fire department is a gift and it is important that every strategy and idea on how to retain volunteers should be explored to keep CSRD fire departments sustainable.

It has been stated that the most successful fire departments are those willing to adapt to the realities of a new kind of volunteer and evolving expectations about volunteering. Examination of successful fire departments with members who serve many years has shown that the provision of a structured, certified, and challenging training program is a key element of successful retention strategies. A well-planned, consistent training program demonstrates that the time volunteers invest in the department is highly valued.

Providing training for new recruits skills maintenance of veteran firefighters is demanding both of time and financial resources. The CSRD has recognized this and has put in place the appropriate human resources and financial resources to reflect how important the training of firefighters is. The investment in the training of volunteer firefighters also reflects the high standards of risk management set by the CSRD to ensure the health and welfare of the volunteer firefighters. Having a stable work force is critical to achieve the service deliverables that the CSRD wishes to provide and to ensure they meet the declared Level of Service.

Another recognized strategy for both recruitment and retention is to offer to provide new skills to the volunteer firefighters. The ability to provide an enhanced list of service deliverables, at a modest cost to the taxpayers, by introducing a new service can bring more value to the regions served by the fire departments.

Road rescue is such a service. There are many fire departments around the province who provide this service, because their AHJs have seen the importance of providing this potentially life-saving service. When a serious motor vehicle incident occurs both the CSRD's taxpayers and their visitors expect that road rescue service will be provided in a timely and professional manner. As previously mentioned, changes that have occurred in the manufacture of vehicles, require



trained, knowledgeable personnel to take charge when a motor vehicle incident occurs with entrapment. The introduction of electric and hybrid vehicles, the inherent danger of undeployed air-bags and the exposures that can occur from injuries sustained by trapped vehicle occupants requires careful scene management by qualified emergency responders.

A challenge that occurs is well-meaning citizens who arrive on scene, may put themselves at significant personal risk if they take matters into their own hands without the knowledge of the hazards that may be present. Having a trained firefighter on scene may prevent adding to the victim count by establishing a safe zone on the scene and helping other authorities on scene keep everyone safe from harm.

10.2.6. Road Rescue Service and Liability

FireWise cannot provide a legal opinion but it does recommend that legal counsel be consulted whenever a new service is being introduced for a fire department to deliver as good risk management.

While the CSRD is not currently directly funding the provision of road rescue services, their actions in some ways may suggest they have an interest in ensuring a viable road rescue service is being provided in all parts of their regional district.

As mentioned previously in the risk assessment section of the report, the provision of grants-in-aid to emergency service providers and the engagement with the City of Vernon and Village of Chase are examples of where the CSRD has been actively involved.

Legal opinions may suggest that an unacceptable risk exists and that those risks may have legal implications to stakeholders associated with any motor vehicle incident to which a road rescue service provider responds. Having an area of the regional district underserved by virtue of its location from the base of a road rescue service provider or having service provided by agencies managed by AHJs that fall outside the CSRD may constitute an unacceptable risk. An example would be where those agencies may not be able to respond due to conflicting interests in their jurisdictions. A structure fire in Chase may not allow Chase Fire Rescue to respond to a rollover motor vehicle incident with trapped occupants in Anglemont.

Motor vehicle incidents can certainly present a hazard and the delayed response of an agency, with the capacity to mitigate the impact of the hazard must be assessed as to whether such a situation is acceptable or unacceptable for the CSRD in terms of life safety.

Additionally, while attending out-of-jurisdiction incidents the insurance coverages provided under the EMBC task number cover most of the key aspects, it is unclear

whether indemnification is automatically in place for fire departments providing service outside of their defined boundaries without clear policies of the AHJ granting authority and fire department OG's for out-of-district response.

10.2.7 Other Risk Factors

Most of the discussion on risk appears previously in the report. There are a few other considerations for the CSRD to think about.

Firstly, as has been seen with the examples previously cited with respect to Falkland and Chase, the leadership and recruitment and retention history of road rescue societies providing road rescue service must be considered to determine if they are sustainable. A drop in the number of calls, impacts members interest in maintaining their skills through training which can lead to members resigning and investing their disposable volunteer time elsewhere.

Not having a reliable funding source for road rescue societies could be detrimental to their survival although that does not appear to be an issue in the CSRD at this time. Fund raising activities put demands on volunteers and having people who are capable and experienced in fund raising is important for societies. New government reporting rules for registered societies requires administrative support which can be a challenge in some situations.

Secondly, it must be respected that some volunteer firefighters join the fire service to provide fire suppression services only. They wish to help their neighbours when a fire occurs. They do not wish to deal with situations which often result in post traumatic stress. They will accept the stress brought upon by fire but do not wish to increase the percentage of calls where images of badly injured individuals, particularly children, will impact their day-to-day lives. The risk would be the loss of valuable firefighters if a department took on the added responsibility for road rescue and insisted that all members of the department must take the required training and be prepared to respond to road rescue calls. It is recommended that if road rescue is deemed viable for a CSRD fire department to deliver, the choice be given to the current firefighters to opt out of being trained to deliver such a service.

Respect and appreciation of current road rescue societies may be in the minds of some firefighters and they do not want to jeopardize the good working relationship they have with existing groups. It was expressed to us that the fire departments do not want to be viewed as wanting to take over the service, just support it and enhance it where opportunities may exist.

Many volunteer fire departments have gone through a similar dilemma when they chose to engage in providing a medical first response service. Members of the fire departments who did not wish to commit to the additional training or to increase

their time commitment to the fire department elect to not participate in the new service. First medical response does have specific training and licencing requirements with regular recertification. First medical response certainly adds to the call volume of a fire department and there are no cost recovery opportunities, so it is not recommended for the CSRD to take on that additional service. Pre-hospital care is a provincially mandated service of the BCAS unlike road rescue which is not.

10.3 Governance and Authority Implications

Throughout this report it has been stated that there is currently no provincial legislation, nor are there any related provincial regulations that directly address the matter of who has responsibility for road rescue services

The Emergency Program Act defines an "emergency" as *"a present or imminent event or circumstance that is caused by accident, fire, explosion, technical failure or the forces of nature, and requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property."*

This reference is too broad to draw the conclusion or to raise the expectation that the Province through EMBC has assumed responsibility to provide oversight for the provision of road rescue services. Through the development of policy, the Province has established a process to provide financial reimbursement and injury, disability, accidental death, and liability coverage to agencies who have registered to deliver out-of-jurisdiction responses. Agencies engaged in providing road rescue services are responsible for ensuring that their AHJ has provided them, by means of a Bylaw, the authority to provide the services and through Policy to define a level of service.

The starting point in a feasibility study is to examine the bylaws, policies and records of the AHJ to determine if any agency under the auspices of the AHJ has the authority to provide road rescue services or, as it is sometimes referred to, Highway Rescue services.

In the case of the CSRD there is currently no agency operating as a department of the CSRD that is sanctioned through policy or funding to deliver road rescue service other than by grants-in-aid.

While the CSRD is under no obligation to undertake the provision of road rescue service, the fact is that road rescue services are being provided within the CSRD. Despite having no direct cost to the CSRD, there is an implied expectation on the part of the taxpayers that in the event that a current service provider is unable to continue to provide the service, that the CSRD will take the necessary actions to ensure the service is available. In the last ten years, three service providers in the CSRD ceased operations and fire departments have filled in the service gap. In

two of these circumstances the CSRD made arrangements with fire departments outside of the CSRD (Vernon and Chase) and in the third, the Town of Golden Fire Rescue added the service. The implied expectation of road rescue services being available resulted in the CSRD taking affirmative action in the matter ensuring reasonable level of public safety.

The resolution passed by the Board of Directors on October 13, 2013 provides consent to the City of Vernon to provide road rescue service within the jurisdiction of the CSRD. It should be noted that the service being provided by Vernon Fire Rescue Services will be at no cost to the CSRD, may be canceled at any time and that the City of Vernon will indemnify and hold harmless the CSRD.

A similar resolution had been passed in April 2010 when the Village of Chase assumed responsibility to continue to provide the service previously provided by the Chase Firefighters Association.

Although no cost analysis was done, it is possible that the Vernon and the Village of Chase taxpayers are subsidizing road rescue in the CSRD. Even if these two fire departments do get reimbursed by EMBC for cost recovery, they do not get any funding through the rate structure process for capital costs.

The CSRD does have Board policies relating to the delivery of highway rescue services.

The CSRD has declared through Policy No. A-52, dated February 1996, that volunteer fire departments under the auspices of the CSRD shall not be granted the authority to provide "highway rescue" services.

The CSRD has also determined through Policy A-53, dated February 1996 that they will offer encouragement and any available support for the provision of "highway rescue" under the auspices of an independent, non-profit society.

The CSRD is a regional district as defined by Part 6 of the Local Government Act from which it derives authority to deliver specified services as determined by its elected Directors. The CSRD Board of Directors have chosen to exercise their discretionary powers to establish and maintain fire departments providing fire protection to parts of the CSRD not covered by the municipal fire departments.

In addition to the policies, referred to above, the CSRD through Bylaw No. 5587 has stated that the authorized service, that their fire departments shall provide, shall be fire suppression and all related, ancillary or necessary services in connection therewith, including suppression of Interface Fires.

It is noted however that under Paragraph 22 of Bylaw No. 5587, the Area Directors of the CSRD may, by separate Bylaw, approve the provision of such other services, including rescue, by one or more Fire Departments, on the recommendation of the CSRD Fire Services Coordinator.

It appears that the reference to these sections of Bylaw No. 5587 outlines the steps that the CSRD should follow if the introduction of road rescue services, for one or more of their fire departments, was deemed to be in the best interest of public safety in the CSRD.

The authority to amend the services delivered by CSRD fire departments lies solely in the hands of the CSRD's elected officials.

10.4 Operational Structure Options

There appears to be only two choices concerning the operational structure that can deliver road rescue.

One is to have the AHJ, in this case the CSRD, provide direction to one or more of their volunteer fire departments to be equipped and trained to deliver the service. The other is to find a group of community-minded residents who would be willing to form a registered society to provide road rescue services within a specified service area of the CSRD.

This report will limit discussion to the first of these two options as that option seems to make the most sense for the CSRD to consider.

When the feasibility of adding services to the fire departments operating under the administration of the CSRD is considered, it is important to do so in the context of the obligation to meet a duty of care and simultaneously, a corresponding standard of care.

Currently the CSRD fire departments owe a duty of care to those within their defined service area. In plain terms, this means that the CSRD must take reasonable steps to equip and train its fire department and that the firefighters must take reasonable measures when implementing their activities, which are currently limited to fire suppression as outlined above.

The standard of care is measured against what is reasonable in the circumstances based upon standards of training and available resources. On the provision of road rescue services, this may allow for greater risks to be taken, but it will also require heightened vigilance. Any change to the services provided by a fire department will require careful consideration of both the duty of care and standard of care implications.

If the CSRD determines that there are areas of the regional district that may be underserved with respect to road rescue services, or areas that they feel should be serviced by agencies based within the regional district, the impact on current fire departments is obviously a primary concern.

The current members of the fire departments, from where it makes the logical sense to develop a road rescue team, should be given the opportunity to become

a road rescue team member but their continuing membership in their current fire department should not be contingent upon them doing so.

If a new service is instituted in certain CSRD fire departments, the job profile of a volunteer firefighter job profile should be included so they can decide at that time if they wish to join. Regardless if a new service is implemented, the opinions of the current experienced and dedicated firefighters should be respected. Recognition of their continuing value to the fire department should be acknowledged including those who may decide not to “sign-up” for training in the new service.

10.5 Administrative Requirements

The primary responsibility from an administrative support perspective would be to ensure records are maintained in a similar manner to how they are kept for fire departments.

Personnel records, training records, incident reports, occupational health and safety documents, paid-on-call related data, operational guidelines, equipment service records, report compilation, personnel management and correspondence are some of the aspects of administrative support that are already in place for a fire department. To add a new service would have limited impact to the work-load.

If not already in place, a robust records management system is recommended to keep all the pertinent records, including those outlined above. It is further recommended that the administrative support be provided by the CSRD and that the volunteer firefighters focus on keeping their fire departments operationally ready.

An annual report from all service providers should be received by the Protective Services department of the CSRD so the matter of road rescue can be analyzed regularly looking trends and methods for continuous improvement.

10.6 Financial Issues

There are many options available to the CSRD if they choose to expand the services provided by some of their fire departments. Before identifying the specific budget line items, consideration must be given to the type of rescue truck or apparatus to carry the necessary road rescue equipment. It would be assumed that when the service is introduced, a vehicle within the fleet of apparatus owned by the AHJ could be identified to be a rescue unit. Alternatively, many fire departments have rescue engines that carry basic rescue tools, those being hydraulic spreaders, cutters, chains and perhaps low-pressure air bags.

The initial purchase of equipment should be appropriate for the level of service that the fire department, as a first response unit to a motor vehicle incident, is authorized to provide. Based on what is the most likely scenario to occur, the past experience of the fire department responding to motor vehicle incidents inside their current response boundaries should help in this regard, the equipment purchased should fit within one or two re-configured compartments of an existing apparatus. Having one multi-purpose fire/rescue unit arrive at a MVA is a common practice. The multi-purpose unit should be able take care of the threat of fire providing some protection to personnel at the scene.

FireWise contacted two rescue tool suppliers and both suggested a basic tool package with some firefighter training, included in the pricing. Both felt that the proposed approach would be appropriate for a new road rescue team. Both vendors indicated that the equipment and training required to allow firefighters to provide a basic road rescue service, will necessitate an initial investment of approximately \$35,000.00 per department or per road rescue team. Such a budget should provide the team with an initial supply of cribbing and stabilization tools, a battery-powered combi tool (spreader/cutter), two batteries to power the tool and a full days training for 10/12 firefighters. Training would be initially provided by the vendor selling the tools. The vendors assume that the firefighters will have already been trained in scene assessment from a fire and hazard control perspective. The costs outlined above do not include the minimal alterations required to allow a piece of existing fire apparatus to carry the road rescue equipment, nor do they include the costs to compensate the paid-on-call firefighters for the training.



Many rescue units have been originated from a general-purpose utility truck providing a solution for the space necessary for road rescue equipment and accommodation for a team of four firefighters.

Sources that may be looked at to assist with this expense are discussed later in the report under the cost-recovery considerations.

The financial implications of undertaking the provision of road rescue are closely aligned to the current budgets of the fire departments.

Key line items that would be impacted are as follows:

Enhancements to Personal Protective Equipment.

It is expected that the fire department might have all the appropriate items to ensure the personal safety of their firefighters during a road rescue incident. An operation guideline should provide details of the policy and procedures to be followed. The EMBC operational guideline suggests that at a minimum, the personal protective equipment for road rescue will consist of helmet with face shield/approved eye protection, Nomex or similar material coveralls, and rescue approved boots and gloves.

Training

Training is discussed later in the report, but the costs associated with the specialized training required to provide firefighters with the required competencies would be less than those that would be incurred to acquire fire suppression skills. This is because many of the same competencies will be used in the new service.

Firefighter Compensation

The anticipated increase in costs associated with the rates outlined in CSRD Policy No. F-12 would be modest as it is anticipated that the call outs for road rescue would be unlikely to exceed one per quarter based on the statistical information made available to FireWise in the areas of the CSRD where introduction of road rescue service is most likely.

Out-of-Jurisdiction Call-outs

It is recommended that if a decision is made to enter the “road rescue service” as an employer, the CSRD register the chosen fire departments with EMBC. The rationale for doing so is referred to earlier in the report.

The CSRD would be eligible for provincial reimbursement only for call-outs which require the CSRD fire department to travel outside its’ established fire service area. There is no eligibility under the current EMBC structure and policy to access provincial reimbursement for call-outs to provide road rescue within a CSRD fire department’s established fire service area. At the present time, the province **will** reimburse road rescue providers, including road rescue societies, registered with EMBC, who respond to road rescue incidents within the defined service areas of CSRD fire departments.

The ability to respond to out-of-jurisdiction call-outs will allow the CSRD to submit a claim for reimbursement at the rates outlined in the following link:

https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/policies/inter-agency_working_group_report_reimbursement_rates_2016.pdf

The current all-found rate for a rescue vehicle responding under an EMBC Task Number, with a maximum of four rescue team members, is \$300.00 per hour.

CSRD Administrative Costs

Direct costs to the CSRD, outside those discussed above are estimated to be minimal.

As indicated previously the increase in call-outs will be minimal and the cost-recovery process for calls out-of-jurisdiction is deemed reasonable for the service being provided.

One aspect that the CSRD may wish to explore is any increase in insurance premiums related to adding road-rescue to the services provided by the CSRD. The comprehensive liability insurance coverage considerations and the vehicle insurance for responding out of defined fire protection boundaries are worthy of investigating as are any WorkSafeBC cost implications for providing the service inside current fire protection districts.

It is the experience of the FireWise team that it is unlikely that insurance costs will change but it is recommended that the CSRD's insurance broker be made aware of any change to the services being provided.

Financial Responsibility of the CSRD

Regional District Boards have been elected by the taxpayers to manage their tax dollars in the most cost-effective manner. The Directors and the CSRD Administration have the responsibility to compare the actual performance of the services they provide with the potential performance of their service providers. Fire departments are expensive to establish and maintain so occasionally a review needs to be done to ensure the service offered is performing at a reasonable level for the money spent before the introduction of any additional services is evaluated.

There is little argument that the current staffing model of the CSRD fire departments is within the financial capacity of the taxpayer. When looking at performance measures, the CSRD fire departments of today provide excellent value to the taxpayer. However, in terms of equity, do the taxpayers assume their local CSRD fire department can provide auto extrication and that they believe they are already invested in the provision of this service through the payment of their taxes?

In addition, consideration must be given to whether the introduction of any additional services being provided by a fire department will be seen as an effective risk management strategy and whether the CSRD administration can provide the necessary oversight.

FireWise believes that the CSRD has the capacity both financial and structurally to introduce road rescue services, in some form.

10.7 Training Demands

The CSRD has an extensive and impressive manual of Standard Operating Guidelines. Section 3 of that manual is dedicated to Fire Service Training Standards.

The manual indicates that the fire department will train all fire department members on a regular basis to applicable Provincial standards. The manual also defines what those standards are.

When submitting a registration request to EMBC to become a part of the BC Road Rescue program the following question is asked: *“Does your organization’s training meet the intent of the current NFPA standards on operations and training for technical rescue incidents?”*

Any amendments to the CSRD Standard Operating Guidelines manual should be straightforward.

The EMBC Road Rescue Safety Program Guide is an excellent source of information on all aspects of road rescue, particularly in the operational guidelines they have established. The EMBC standard for training to the Operations Level refers to Chapter 8 Vehicle Search and Rescue of NFPA 1670, Standard on Operations and Training for Technical Search and Rescue Incidents, specifically the section dealing with Vehicle Extrication. This standard identifies and establishes levels of functional capability for efficiently and effectively conducting operations at technical road rescue incidents while minimizing threats to rescuers.

For the CSRD to contemplate becoming a road rescue service provider, the content of NFPA 1670 outlines some of the decisions that must be made with respect to the level of service they may wish their fire departments to provide. FireWise suggests that the goal of NFPA 1670 is to outline how to manage an incident efficiently and effectively, to maximize personal safety, and to bring about the successful rescue of victims and the eventual termination of the incident.

EMBC also recommends that the road rescue training described above be complemented with Hazardous Materials training to the Awareness Level, training that some CSRD firefighters already have.

In discussion with the current road rescue service providers operating within the CSRD, they have indicated that they subscribe to the EMBC requirement outlined above. Specifically, their training programs align with NFPA 1006 which is the Standard for Technical Rescue Personnel Professional Qualifications. This standard identifies the minimum job performance requirements (JPRs) for fire service and other emergency response personnel who perform technical rescue operations. Chapter 8 of this standard addresses Vehicle Rescue.

The CSRD Fire Departments have a well organized and focused training program and if the decision is made to add road rescue to the services some of them provide, the CSRD should modify its' established policy and training standards to reflect the level of service they have chosen to deliver.

Access to accredited training should not present a challenge. There are several respected training sources in the province of British Columbia. These include the Justice Institute of British Columbia, the College of the Rockies, as well as several well-established vendors who, in addition to selling vehicle rescue equipment, provide excellent training programs which meet the relative NFPA Standards.

Consideration should also be given to having joint training sessions with the two road rescue societies operating within the CSRD. These agencies have many years of experience and lessons could certainly be learned for those entering the field of road rescue.

10.8 Cost Recovery Options

As discussed earlier the decision for a CSRD department to offer road rescue services is discretionary. There is no automatic funding agency who will provide financial assistance to purchase the equipment required to effectively and efficiently deliver the service.

The federal government cancelled the Joint Emergency Preparedness Program (JEPP) a number of years ago and has not replaced it with any alternate sources of funding.

Registered societies in BC, who offer road rescue service, may be eligible for government community gaming grants to support their programs and services. A review of the gaming grants paid to community organizations in the last fiscal year identifies a number of rescue-related organizations who have been successful with their applications.

The representatives of the CSRD road rescue societies spoke highly of the program and the benefits provided by gaming grants.

If the CSRD has access to someone with grant-writing skills, there may be an avenue they could explore on behalf of registered societies to access the equipment required to establish a road rescue program.

Where it is determined that the initial cost of purchasing road rescue equipment will put undue budgetary pressure on the fire departments, many road rescue services have been established as a result of community fund-raising efforts. These efforts are often driven by the volunteer firefighters who wish to provide the service. Such initiatives frequently have attracted support from community service clubs and businesses who value the fire department and wish to show their support. Community events of this nature have proven to have the added benefit of being unofficial recruitment opportunities.

FireWise has reviewed the list of grants-in-aid distributed by the CSRD in the past year and has reviewed CSRD Policy F-30 – Electoral Area Grants in Aid. It is unsure if this mechanism can be used to assist in the purchase of the road rescue equipment. Many emergency response organizations, search & rescue, first responder & fire departments have benefited from this program but, recently strict and narrow interpretation of EMBC Policy 2.07 has jeopardized this source of funding for Road Rescue Societies.

FireWise is aware that the CSRD was able to fund the introduction of Structure Protection Unit trailers without impacting their fire department budgets and such out-of-the-box thinking may assist in seeking options to assist in covering the cost of road rescue equipment.

The issue of cost recovery for agencies providing road rescue services has been a point of discussion and debate for many years.

In eight Canadian jurisdictions (province/territory) vehicle insurance companies are billed in at least some circumstances for road rescue services. For example, service providers in Saskatchewan may bill Saskatchewan Government Insurance (SGI) for all vehicle fires, and road rescue calls whether inside or outside the established fire protection boundaries if the service is being provided by a fire department. In Ontario, the Ministry of Transportation reimburses fire departments for road rescue calls on provincial highways. Insurance companies of vehicle owners are billed directly for extrication service in four provinces.

In British Columbia some agencies can charge ICBC for services rendered in connection with motor vehicle incidents. These are the same incidents that fire departments respond to within their fire protection districts.

Police can assess a fee for providing ICBC with copies of their motor vehicle incident reports.

The British Columbia Ambulance Service bills the patient, not the insurer for services they provide to victims of accidents, and the patient then gives the bill to the insurance claims office as part of their claim. It is understood that ICBC and BCAS have developed a cooperative agreement whereby BCAS provides periodic reports of billings to ICBC so that they may check their files to ensure payment has been made.

Towing Companies are at a distinct advantage when dealing with billings to ICBC; they can hold the vehicle as collateral until their fees have been settled.

Road rescue service providers in British Columbia have no access to a cost recovery process through ICBC. Ironically ICBC will pay invoices received in connection with out-of-province motor vehicle incidents where an ICBC insured party has incurred costs assessed by a road rescue service provider in that province or territory. This is not an option in our province.

Proposals for introducing a cost-recovery process within BC have been developed, but at the current time, neither the Province of British Columbia nor ICBC have initiated any changes to legislation, regulation or policy that would adopt such a proposal.

In the opinion of FireWise, the efforts of local governments to come together under the auspices of the Union of British Columbia Municipalities should be renewed to bring the matter to the attention of government.

11.0 CONCLUSIONS

This report has been designed with two primary goals in mind.

It has tried to provide an overview of today's road rescue program in British Columbia and more importantly, the structure of the road rescue service within the CSRD. One outcome of this effort has been to provide a benchmark for response times. This benchmark can be used as a performance measuring tool for continuous improvement and to assess the effectiveness of the service delivery model.

Secondly, the report has attempted to lay out the many and varied implications that the CSRD must consider if it chooses to enhance the services provided by volunteer firefighters in the regional district through the introduction of road rescue service.

To determine whether to add road rescue to the services provided requires careful evaluation of the risks by adding this service. Providing a higher level of public safety would be the highest benefit and would likely offset any perceived risk.

Our experience in matters like road rescue is that the public lacks understanding on how complex the issue is. When we have had opportunity to discuss the issue with people, they assume someone is providing this service but do not know for sure who that is. This lack of understanding is complicated by the universality of 9-1-1. Police and ambulance are provincially mandated and funded services. Fire departments are a local government service supported financially by taxpayers who have given authority to the local government to provide that service. They operate in defined service areas and have been criticized for refusing to leave the defined service area. Calling 9-1-1 outside of a fire department service area does not mean a fire department will attend like the police and ambulance. During some conversations with people they express surprise that fire departments do provide road rescue and have the mistaken understanding that they are an all hazard service provider.

As the Russian playwright Anton Chekhov put it, *“never put a gun on the wall in the second act of a play without using it by the end of the third - for the audience will be expecting gunshots.”*

Perhaps this same principle applies when a fire department is established. What does the public expect the fire department to do?

The CSRD has been prudent in not taking on this additional service. The CSRD elected officials and management team are responsible to manage the services they provide both mandated and optional. Taking on an additional service like road rescue will have consequences and it is hoped this report will provide more information on ensuring there is a sustainable level of public safety in the CSRD.

The following pages provide a SWOT and PEST analysis on the issue.



11.0.1 SWOT Analysis:

	FUNDAMENTAL	ROAD RESCUE RELATED
Strengths	<ul style="list-style-type: none"> The CSRD has strong and experienced management in their Protective Services Department The CSRD has a well-established fire service supported by a robust training program 	<ul style="list-style-type: none"> The elected officials and senior management have access to knowledge and experience in delivering road rescue services. The mechanism and structure to provide the service is in place
Weaknesses	<ul style="list-style-type: none"> Reliance on current service providers based outside the regional district Very limited number of trained firefighters to deliver service 	<ul style="list-style-type: none"> Timeliness of responses is unpredictable Need to evaluate, select and train volunteer firefighters
Opportunities	<ul style="list-style-type: none"> Recruitment and Retention of Firefighters To improve level of service in parts of the regional district 	<ul style="list-style-type: none"> Firefighters are keen to learn new skills Current arrangements in Falkland and North Shore of Shuswap Lake areas not ideal
Threats	<ul style="list-style-type: none"> Current service providers elect to discontinue service Volunteer firefighters leave departments Volunteer firefighters might consider the introduction of road rescue as a first step to adding more services, such as first response medical aid. 	<ul style="list-style-type: none"> Vernon and Chase may choose to discontinue current arrangements. Road rescue societies are forced to disband. Firefighters who do not wish to participate in road rescue skills training may chose to retire. In conversations with stakeholders no expression of interest to be involved in providing medical aid was expressed

11.0.2 PEST Analysis

	ROAD RESCUE RELATED
Political	<ul style="list-style-type: none"> • The Board of Directors must be fully aware of the implications of taking on a new service. • They must understand the service under consideration is road rescue not patient care. • They must be convinced that the introduction of road rescue serves the best interests of the regional district as a whole
Economic	<ul style="list-style-type: none"> • The cost of introducing the service is reasonable. • Once the initial cost of equipment is determined and approved, the year-to-year operational costs are modest. • Planning to replace equipment and to configure new apparatus can be strategically incorporated with the current long-term capital cost plans for the CSRD fire service
Socio-Cultural	<ul style="list-style-type: none"> • The residents, taxpayers and visitors have expectations of road rescue service being provided in a timely manner. • The early intervention to provide medical treatment to occupants of motor-vehicle incidents is the objective of road rescue service as long as it is accomplished in a manner that is safe for all persons on scene.
Technological	<ul style="list-style-type: none"> • The management of the protective services team have the ability and knowledge to select the most appropriate equipment for the level of service chosen by the CSRD. • The support for servicing the equipment and the availability of accredited training are primary considerations and must be costed in evaluating the most appropriate equipment. • There is a need to review the dispatching procedures relating to road rescue calls as there are currently some inconsistencies being experienced as to dispatchers selecting the closest agency to the incident.

1. Determining the appropriate Level of Service

The CSRD's decision in this regard should be based upon the same criteria as they considered when establishing the level of service for fire suppression.

Issues such as input from the management and current leadership of the CSRD fire departments, the availability of firefighters to provide the service and their ability to respond. The ability of the CSRD to financially support its fire department to enable it to meet all applicable training, safety and operational requirements for the chosen Service Level and the assessment of the communities under consideration in terms of demographics, risks, travel distances, fire hall locations and apparatus.

2. Where and when to introduce the service

The focus throughout this report has been to look at the relationship between the CSRD and the current delivery of road rescue services throughout the regional district.

As has been identified, the provision of road rescue service is a time sensitive issue and when an AHJ identifies parts of its jurisdiction that are not receiving a reasonable level of service as compared to other areas, it requires assessment to determine if the service can be improved and if it can, what service delivery model makes the most sense.

Once gaps are identified the risk assessment analysis must occur and the various cost implications evaluated.

In the opinion of FireWise, the CSRD should explore the opportunity to develop road rescue teams in the Falkland area, using the resources of the Falkland Volunteer Fire Department and in the Celista area using the resources of the Celista, Scotch Creek/Lee Creek and Anglemont Volunteer Fire Departments.

Before any decision is undertaken on whether road rescue should be provided by CSRD fire departments where service gaps exist, the CSRD should consult with taxpayers plus other stakeholders to ensure that the reason for the initiative is fully explained and understood. The primary reason is to upgrade public safety in the areas where service gaps have been identified.

From the research completed by FireWise it is clear that other CSRD fire departments are keen to become involved in road rescue, particularly in the Shuswap sub-region. It is important that any actions taken by the CSRD are not at the expense of current viable and well-established agencies but by entering the arena of providing road rescue service the CSRD is mitigating some of the risks that have been documented previously in the report.

11.1 Recommendation

The CSRD should enable those fire departments within the regional district who are willing to provide road rescue services to indeed provide the service in support of emergency services and to improve the safety of the public and firefighters.

As stated above the opinion of FireWise suggesting the development of road rescue teams in the Falkland area, using the resources of the Falkland Volunteer Fire Department and in the Celista area using the resources of the Celista, Scotch

Creek/Lee Creek and Anglemont Volunteer Fire Departments would be a logical first step to ensure a reasonable level of road rescue is provided.

12.0 SUMMARY

Providing road rescue in the CSRD is challenging. This is due to the terrain of the CSRD which has large mountains, beautiful large lakes but a relatively small population that is located predominantly in small communities throughout the district. Many of the small communities have major seasonal population variances compounding the issue at times throughout the year.

Incidents requiring road rescue as defined in this report, occur throughout the year. The peak time for a MVA is from November until the end of January with another spike occurring in the summer. The frequency of road rescue incidents occurs along the Trans Canada Highway with most those in the Roger's Pass where there are very few emergency services. More specifically, some of these incidents occur in one of the National Parks which raise another jurisdictional issue.

The first question asked is "who has responsibility for road rescue." EMBC has taken limited interest in the greater issue of rescue of people from all types of life threatening issues including road rescue. The CSRD also taken some interest to ensure the service is available and has contributed financially by a grant in aid to support one society providing the service.

In many communities, fire departments provide road rescue and it has become an accepted best practice. CSRD is an exception to what is expected of fire departments elsewhere. By enabling some fire departments in the CSRD to provide even basic road rescue services, public safety would be improved.

It is hoped that this report provides enough information for the CSRD to consider the recommendation made on how to enhance the service and keep it sustainable.

It has been a privilege to provide this report for the CSRD.

Respectfully,

Dave Ferguson

Dan Bishop

13.0 GLOSSARY

AHJ -	Authority Having Jurisdiction
AVL -	Automatic Vehicle Locator
BCAS -	British Columbia Ambulance Service
CSRD -	Columbia Shuswap Regional District
EMBC -	Emergency Management BC formerly known as the Provincial Emergency Program or PEP
JEPP -	Joint Emergency Preparedness Program
MVA/MVI -	Motor Vehicle Accident or Motor Vehicle Incident
OG -	Operating Guideline
Playbook -	Structure Firefighters Competency and Training Playbook (“Playbook”)
PTSD -	Post Traumatic Stress Disorder
RRSPG -	Road Rescue Safety Program Guide
SARU -	Salmon Arm Rescue Unit
SGI -	Saskatchewan Government Insurance

Costs for Vehicle Extrication Program

Year 1

Area F	
Equipment	\$59,040.00
Training	\$8,200.00
Operational	\$16,480.00
Feasibility repayment	\$40,000.00
GRAND TOTAL	\$123,720.00

Area G and Eagle Bay	
Equipment	\$59,040.00
Training	\$8,200.00
Operational	\$27,400.00
Feasibility repayment	\$40,000.00
GRAND TOTAL	\$134,640.00

Falkland	
Equipment	\$59,040.00
Training	\$8,200.00
Operational	\$11,020.00
Feasibility repayment	\$40,000.00
GRAND TOTAL	\$118,260.00

Year 2 & 3

Area F	
Equipment	\$20,000.00
Training	\$8,200.00
Operational	\$16,480.00
GRAND TOTAL	\$44,680.00

Area G and Eagle Bay	
Equipment	\$20,000.00
Training	\$8,200.00
Operational	\$27,400.00
GRAND TOTAL	\$55,600.00

Falkland	
Equipment	\$20,000.00
Training	\$8,200.00
Operational	\$11,020.00
GRAND TOTAL	\$39,220.00



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	CSR D Policy P-26, Building Permit Geohazard Information Use and Procedure
DESCRIPTION:	Report from Marty Herbert, Manager, Building and Bylaw Services, dated October 3, 2024. Policy amendments for Board consideration.
RECOMMENDATION:	<p>THAT: that the Board endorse amendment to Policy P-26 "Building Permit Geohazard Information Use and Procedure" and approve its inclusion into the CSR D Policy manual, this 17th day of October, 2024.</p> <p><i>Corporate Vote Unweighted Majority</i></p>

SUMMARY:

Policy P-26 is a risk-based policy that enshrines staff actions for processing building permits within geohazard areas that utilize a site specific geohazard report from qualified professionals noting "safe for the used intended" along with a save harmless covenant for geohazard areas ranging from moderate to very high. Through adoption of this policy, the CSR D has absorbed risk as the policy provides a lesser requirement for a simple save harmless covenant, without a geohazard report, applicable for broadly acceptable lower hazard areas identified by a geohazard report as low or very low.

Since adoption date of October 2022, this policy experienced substantial usage by staff for a considerable number of developments within numerous geohazard areas, including rebuilding in wildfire areas and geohazards exacerbated by wildfire.

During this period, this policy has been utilized and measured against a considerable number of development projects ranging from small to large, and consequently staff have observed some opportunities for outright policy exclusions aimed at smaller projects, regardless of the hazard level, that doubly aligns with foundational legislation components of the current policy and supports the development process within geohazard areas.

BACKGROUND:

The October 13, 2022, [Board report](#) for CSR D Policy P-26, provides guidance to Building Officials as to when to require a report from a qualified professional and when a voluntary covenant option in lieu of a professional report may be appropriate

On August 15, 2024, staff presented a [report](#) which outlined the recent information from the Bush Creek East, BGC Geohazard Post-Wildfire Report, dated June 11, 2024, and is utilized within Policy P-26, Geohazard Information and Use Procedure implemented to guide development within geohazard areas.

POLICY:

- [BC Community Charter, Chapter 26, Part 3, Div. 8-Building Regulations, s.56 Requirement for Geotechnical Report.](#)
- [Building Act, S.B.C. 2015, c.2, s3. British Columbia Building Code Part 9, s.9.12.2.2.\(6\)\(b\)\(i\)\(ii\)\(iii\)\(iv\).](#)

FINANCIAL:

There are no direct financial implications to the CSRD regarding the implementation of geohazard report information since policy implementation October 2022, as one purpose of the policy attempts to minimize legal liability to both Building Officials and the CSRD regarding the issuance of building permits in hazard areas.

KEY ISSUES/CONCEPTS:

To be clear, any exclusion to Policy P-26, means no professional geohazard report or covenant indemnifying the CSRD is required from an owner regardless of the geohazard rating.

For any development excluded by policy, an owner would still need to obtain a requisite building permit, appropriate development permit while adhering to pertinent CSRD zoning bylaws if applicable.

For further clarity, geohazard policy P-26 is specifically aimed at one single pillar; life safety/potential for casualties, and does not encompass, express, or imply that permit issuance prevents economic loss or damage to residents' homes or structures because of a geohazard event. When a s.219 geohazard covenant is triggered by policy, s. 3. of the CSRD geohazard indemnification covenant, (see below), clearly outlines to an owner that buildings or other structures may still be damaged by a geohazard event.

3. RELEASE AND INDEMNIFICATION

3.1 The Owner acknowledges that the Regional District does not represent to the Owner or any other person that any building or structure constructed or located in accordance with section 2.1 of these Terms will not be damaged by any Designated Event.

Should the Board provide such direction, a much more fulsome discussion in the 2025 workplan may be considered with investigation of incorporating additional geohazard policy protective pillars such as:

- Economic Damage, (Monetary Loss),
- Intangibles, (Personal Suffering),
- Social and Cultural,
- Ecological, (Flora and Fauna).

Legal:

From a legal perspective, given the nominal risk associated with a "Low" or "Very Low" geohazard risk rating it is appropriate that the landowner seeking a building permit in such areas that they be given the option of submitting a report from a qualified professional and registering a covenant with regards to the known geohazard, or, in lieu of the report, register a s.219 save harmless covenant on their title which recognizes the known risk and saves harmless the CSRD from any liability arising from the building permit approval. Either option meets the Building Official's requirements under s.56 of the BC Community Charter.

Building Inspectors' statutory role in reviewing the construction of structures and buildings with regard to their compliance to the BC Building Code also extends to the review of the proposed building site to determine if the site may be used safely for the use intended. Section 56 of the BC Community Charter provides Building Inspectors the authority to require a report from a certified qualified professional for a building permit application if the Building Inspectors considers the land to be prone to natural hazards

such as landslides. The ensuing report must state that the "land may be used safely for the use intended" otherwise the Building Inspector cannot issue the building permit.

The authority granted to Building Inspectors under section 56 is a discretionary authority and not a mandatory responsibility. In other words, the statute confers discretion upon Building Inspectors in determining when to exercise the section 56 authority. Under Canadian law, where a municipal decision-maker has a discretionary authority, the applicable legal standard is that such discretion should be exercised reasonably.

The purpose of the proposed exemptions is to balance the need to protect public safety with the need to optimize administrative burdens upon permit-seekers and CSRD staff. Because the ultimate goal of seeking section 56 geohazard reports is to seek assurance that the lands may be used safely for the use intended, the requirement may be relieved where permits are sought for non-occupancy uses. Because the exemptions would be limited to permits for non-occupancy uses, the risk to personal safety is minimal or non-existent in the event a landslide or similar natural hazard occurs. As such, such exemptions would be a reasonable exercise of discretion allowed under section 56 and therefore may be reasonably deemed as broadly acceptable for inclusion to the existing risk-based policy.

Policy Exemptions:

No geohazard report or covenant required when building permit is triggered within any identified geohazard area.

(4) Exemptions:

1. Detached accessory building;

- i) Not more than 55 sq. m. / 592 sq. ft. in *building area*, defined by BC Building Code (BCBC), with no residential or combined occupancy,
- ii) The entire building must be a single occupancy only utilized for storage (F3). Partial use of the building for all other uses is not applicable to the policy exemption.

2. Outdoor Recreation Structure:

- i) Covered or uncovered structure that is constructed at grade level and has an open view of the surrounding area and is used for relaxation.
- ii) Not more than 14 sq. m. / 150.69 sq. ft. in *building area*, defined by BC Building Code.

3. Uncovered deck;

- i) Any portion of a deck covered by a roof is not applicable to the policy exemption,
- ii) Not more than 18.58m²/200 sq. ft. in *building area*, defined by BC Building Code.

4. Interior or exterior renovation:

- i) Renovation applicable to construction within existing structure or envelope only,
- ii) Does not increase building footprint or additional occupant load.

IMPLEMENTATION:

Policy P-26 provides the necessary language to enable the immediate receipt and implementation of added information obtained from geohazard reports. Subsequently, upon approval of the amendments to the policy, staff will immediately apply these exclusions to new building permits without delay.

COMMUNICATIONS:

If approved, the policy amendment will be provided on the CSRD website, in building permit material, provided to qualified professionals, Shuswap Construction Industry Professionals, Canadian Home Builders Association, and will also be discussed with applicants as required.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_DS_Geohazard_Info_Use_Policy_P-26_Amendment .docx
Attachments:	- 2024_10_17_P-26_Policy_Amendment_Change_Matrix.pdf
Final Approval Date:	Oct 8, 2024

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

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

Gerald Christie



Jennifer Sham



John MacLean

Page #	Current Section	Recommended Change	Rationale
3	Exemptions	<p>add, "Detached Accessory Building";</p> <p>i) Not more than 55 sq. m. / 592 sq. ft. in building area, defined by BC Building Code (BCBC), with no residential or combined occupancy,</p> <p>ii) The entire building must be a single occupancy only utilized for storage (F3). Partial use of the building for all other uses is not applicable to the policy exemption.</p>	Up to 55 sq. m. in building area for a detached accessory building used for storage matches exactly for below frost footing requirement in BCBC Part 9, s.9.12.2.2, and therefore, provincial legislation has established a broadly acceptable risk threshold for a building potentially affected by frost movement.
4	Exemptions	<p>add, "Outdoor Recreation Structure";</p> <p>i) Covered or uncovered structure that is constructed at grade level and has an open view of the surrounding area and is used for relaxation.</p> <p>ii) Not more than 14 sq. m. / 150.69 sq. ft. in <i>building area</i>, defined by BC Building Code.</p>	Exemption aimed at gazebos, pergolas, small saunas.
4	Exemptions	<p>add: "Uncovered Deck";</p> <p>i) Any portion of a deck covered by a roof is not applicable to the policy exemption,</p> <p>ii) Not more than 18.58 m² / 200 sq. ft. in building area, defined by BC Building Code.</p>	The idea behind this circumstance is that we have many RV's in geohazard areas. Many of these structures requiring a permit are proposed from an owner within a "shared interest" type property located within a geohazard area. Ownership in shared interest properties can number in the hundreds, and as every single owner of a shared interest property is required to sign off on an applicable geohazard covenant, this proposed exemption eliminates this almost impossible task especially as this exemption is chiefly aimed at smaller uncovered deck/landing/stairs typically minor in nature and used for a modular home or seasonal RV.
4	Exemptions	<p>add: Interior or Exterior Renovation</p> <p>i) Renovation applicable to construction inside the existing structure or building envelope.</p> <p>ii) Does not increase the building footprint or additional occupant load.</p>	Small interior or exterior renovation that does not create additional building footprint/additional occupant load. Examples: but not limited to, adding a roof only on an existing deck, adding an exterior window/needling a structural beam.



BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area D: Agricultural Land Commission (ALC) Application Section 21 (2) Subdivision LC2610D

DESCRIPTION: Report from Ken Gobeil, Senior Planner, dated September 27, 2024 5672 Lashburn Rd, 6015 Shaw Rd, Ranchero

RECOMMENDATION: THAT: Application No. LC2610 Section 21(2) - Subdivision for the South half of the Northwest Quarter of Section 32 Township 19 Range 9 West of the 6th Meridian Kamloops Division Yale District Excluding (1) Parcel A (2) Plan 29147; and Lot 1 Section 32 Township 19, Range 9 West of the 6th Meridian Kamloops Division Yale District Plan KAP47991 Excluding Plan KAP87174 be forwarded to the Agricultural Land Commission recommending approval, this 17th day of October, 2024.

Corporate Vote Unweighted Majority

SUMMARY:

The Shuswap National Golf Course is located on two properties (5672 Lashburn Rd and 6015 Shaw Rd). 5672 Lashburn Rd contains a single detached dwelling and the driving range for the Shuswap National Golf Course; 6015 Shaw Rd contains the Shuswap National Golf Course and club house. The owners are applying for a boundary adjustment subdivision so that the driving range and golf course are on one property and the existing single detached dwelling is on a separate property. Both properties are in the Agricultural Land Reserve (ALR) and approval from the Agricultural Land Commission (ALC) is required for the proposed subdivision to proceed.

This subdivision will not create any new lots. 5672 Lashburn Rd (existing dwelling) would be reduced from 7.63 ha to 3.9 ha, and 6015 Shaw Rd (golf course) will be increased from 92.66 ha to 97.38 ha.

This is the owners' second attempt at subdivision. In 2023, the owners applied for a similar boundary adjustment that would have created a 1 ha lot for the single detached dwelling and a 99.92 ha lot for the golf course and driving range. The Board recommended the application be forwarded to the Agricultural Land Commission recommending approval on their April 20, 2023 Board meeting. However, that application was denied by the ALC due to concerns regarding the limited agricultural potential on a 1 ha lot.

BACKGROUND:

ELECTORAL AREA:

D

LEGAL DESCRIPTION:

1. South half of the Northwest Quarter of Section 32 Township 19 Range 9 West of the 6th Meridian Kamloops Division Yale District Excluding (1) Parcel A (2) Plan 29147
2. Lot 1 Section 32 Township 19, Range 9 West of the 6th Meridian Kamloops Division Yale District Plan KAP47991 Excluding Plan KAP87174

PID:

1. PID: 013-970-011
2. PID: 017-896-215

CIVIC ADDRESS:

1. 5672 Lashburn Rd (Residential Lot and Driving Range)
2. 6015 Shaw Rd (Golf Course)

SURROUNDING LAND USE PATTERN:

North = Residential
South = Rural
East = Agriculture
West = Residential/Rural

CURRENT USE:

1. Single Detached Dwelling and Driving Range
2. Club House and Golf Course

PROPOSED USE:

1. Single Detached Dwelling
2. Club House Golf Course and Driving Range

PARCEL SIZE:

1. 7.63 ha
2. 92.66 ha

PROPOSED PARCEL SIZE

1. 3.9 ha
2. 97.38 ha

DESIGNATION:

[Ranchero/Deep Creek Official Community Plan Bylaw No. 750](#)

AG – Agriculture

PROPOSED DESIGNATION:

NA – No changes proposed

ZONING:

[Ranchero/Deep Creek Zoning Bylaw No. 751](#)

GC – Golf Course

PROPOSED ZONING:

NA – No changes proposed

AGRICULTURAL LAND RESERVE (ALR):

1. 100%
2. 60%

SOIL CAPABILITY:

7:5TM – 3:4TM – All of Property No. 1 (6752 Lashburn Rd – Residential Lot) and a majority of Property No. 2 (6015 Shaw Rd – Golf Course)

6:4MW – 4:6W – Northeastern corner of Property No. 2 (includes a large pond)

7 TC – Southwestern corner of Property No. 2 (portions of the property not in the ALR)

The improved agricultural capability ratings for both subject properties are Class 4 and Class 5. Class 4 soils are low to medium in productivity with a narrow range of suitable crops. There are severe limitations to Class 5 soils for sustained production of annual field crops.

Class 6 soils can provide sustained natural grazing for domestic livestock but is not suitable for annual field crops,

Class 7 soils have no capability for arable or sustained natural grazing and are generally not included in the ALR.

The limitations associated with both properties are M (moisture deficiency), and T (topographic limitations). W limitation is for excess water and is common in or around waterbodies (marshes, ponds, marshes, etc).

See "LC2610D_Maps_Plans_Photos.pdf" attached for a copy of the soil capability map and orthophotos of both subject properties.

HISTORY: SUBJECT PROPERTIES

See "LC2610D_Maps_Plans_Photos.pdf" attached.

6015 Shaw Rd – LC2296 (2003) and LC2328 (2005)

The owner of 6015 Shaw Rd applied to use the property as a golf course and club house. The ALC approved the application in 2004 on the condition that 6015 Shaw Rd and 5672 Lashburn Rd are consolidated into one property.

In 2005, the ALC revised their decision and confirmed that the golf course and club house could be developed on 6015 Shaw Rd without consolidating the two properties.

5672 Lashburn Rd – LC2327 (2005)

The owners applied to utilize approximately 3.4 ha of the property as a driving range for the golf course. This application was approved under the condition that the driving range and golf course related activity be restricted to the 3.4 ha portion of the property.

[5672 Lashburn Rd and 6015 Shaw Rd – LC2596D \(2023\)](#)

The owners of the subject properties applied for a boundary adjustment subdivision to consolidate the driving range onto the same property as the rest of the golf course and separate the single detached dwelling onto a separate parcel. The proposed subdivision was denied by the ALC. This application is reviewed in more detail in the "Key Issues/Concepts" section of this report.

HISTORY: NEARBY PROPERTIES

See "[LC2596D Maps Plans Photos.pdf](#)" attached.

5880 Hwy 97B – H-38011 (2008)

The owners of 7775 and 7665 Cambie Rd applied to subdivide a portion of their property to create one new parcel for one of their children (5880 Hwy 97B). This subdivision was approved as a homesite severance subdivision.

6024 Hwy 97B – LC2521 (2016)

A second residence on 6024 Hwy 97B was approved for the owner's parents with several conditions, including a restrictive covenant in favour of the ALC, and the CSRD that names the specific people permitted to occupy the dwelling; that the house be removed when the house is no longer occupied with these specific people; and the owners provide a \$10,000 irrevocable letter of credit to the ALC.

7775 and 7665 Cambie Rd – LC2585 (2021)

The owners of 7775 and 7665 Cambie applied for another subdivision in 2021 to separate 7775 Cambie Rd and 7665 Cambie Rd onto two separate parcels. The owners applied to subdivide as a homesite severance. However, this subdivision did not qualify as a homesite severance and was denied by the ALC.

SITE COMMENTS:

Both subject properties have the same owner. Both properties are in the Agricultural Land Reserve, however, they are not used for agricultural purposes.

Property No. 1 (5672 Lashburn Rd) is a treed property with a single detached dwelling and accessory building on the northwestern corner of the property. and a driving range on the south eastern side of the property. The property has gentle slopes and is assessed as residential by BC Assessment.

Property No. 2 (6015 Shaw Rd) contains the Shuswap National Golf Course, club house, and service buildings. The southwestern portion of the property is heavily treed and not used as part of the golf course. This property is assessed as a golf course by BC Assessment.

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

For relevant excerpts from the Rancho/Deep Creek Official Community Plan Bylaw No. 750 (Bylaw No. 750) and the Rancho/Deep Creek Zoning Bylaw No. 751 (Bylaw No. 751) see attached "LC2610D_Excerpts_BL750_BL751.pdf" attached.

[Rancho/Deep Creek Official Community Plan Bylaw No. 750](#)

- Section 1 Introduction
- Section 3 The Development Strategy

[Rancho/Deep Creek Zoning Bylaw No. 751](#)

- Part 1 Administration
- Part 2 Definitions
- Part 3 General Regulations
- Part 4 Zones

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:History

The subject properties were part of a cattle farm, with the owner living on 5672 Lashburn Rd. in 2007 the properties were developed into a golf course (Canoe Creek Golf Course). The golf course was developed in a way that the single detached dwelling on 5672 Lashburn Rd was preserved and was screened from the driving range. Public access to the golf course club house is via a separate road. (The golf course is accessed by Shaw Rd). In 2017, both properties were sold, and the new (current)

owner took possession in 2018 and changed the name of the golf course to Shuswap National Golf Course.

When the current owners took possession of both properties the single detached dwelling and associated accessory buildings were vacant. The current owners then boarded up the dwelling to keep out squatters in the fall of 2018 (see "LC2610_Maps_Plans_Photos.pdf" attached for a picture of the dwelling).

Proposed Campground - Amending Bylaws 750-05 and 751-04

The owners would like to develop a campground on the southwestern corner of the property (not in the existing golf course and outside of the ALR). During their September 22, 2022, meeting the Board gave first reading to Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-05 (Bylaw No. 750-05) and Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-04 (Bylaw No. 751-04). These amending bylaws would permit a campground for temporary accommodation of the travelling public. This would not include park models, and campsites would not have decks or other accessory buildings as seen in RV resorts (see [Item No. 17.3 in the September 22, 2022 Board Meeting Agenda](#) for a copy of the staff report and all attachments of the amending bylaws).

If the amending bylaws are adopted and a campground is constructed, the proposed campground development would not impact the portions of the property in the ALR, or the golf course itself. As such, these applications are being processed independently from one another.

Proposed Subdivision

As noted above the owners want to consolidate the golf course and driving range onto one property and separate the single detached dwelling from the golf course. The owners have no business plans for the single detached dwelling, and it would be sold as a private property with no connection to the golf course.

Previous Subdivision Application – ALC File LC2596 (2023)

The owners first applied for a subdivision application in the Agricultural Land Reserve (ALR) that would consolidate the golf course and driving range into one lot (6015 Shaw Rd – 99.29 ha) and have the single detached dwelling on a separate property (5672 Lashburn Rd - 1 ha).

The Board reviewed the proposed subdivision and recommended the application be forwarded to the Agricultural Land Commission recommending the application be approved at their April 20, 2023 Board meeting (see [Item 14.1 in the April 20, 2023 Board Meeting Agenda](#) for a copy of the staff report and all attachments for ALC Subdivision File LC2596D).

In that application, the owners' agent noted that if the proposed subdivision was approved, the owners would submit a bylaw amendment to rezone 5672 Lashburn Rd to Agriculture 1 (AG1) to be consistent with other properties in the ALR (see "LC2596D_Applicant_Submission_2022-04-13.pdf" attached).

The ALC reviewed the proposed subdivision and noted reducing a lot to 1 ha would greatly reduce the potential agricultural uses for the Lashburn Rd property and denied the application.

Current Application – ALC File LC2610D

After the proposed subdivision was denied, the owners revised the subdivision plan to address the ALC's concern and submitted a new application. The revised subdivision plan increases the size proposed for 6752 Lashburn Rd from 1 ha to 3.9 ha. The revised layout would create a larger lot for the proposed single detached dwelling and could offer more agricultural potential in the future. The proposed golf course and driving range property is reduced from 99.29 to 97.38 ha.

The owners' agent confirmed that if this application is approved, the owners also plan to submit a bylaw amendment application to rezone 5672 Lashburn Rd to Agriculture 1 as they did in their previous application. The owners' agent also noted that the golf course has no future plans for 6752 Lashburn Rd.

Official Community Plan

The subject properties are designated AG - Agriculture in the Rancho-Deep Creek Official Community Plan Bylaw No. 750 (Bylaw No. 750), which is common for nearly all properties in the ALR. The Official Community Plan specifically recognizes the existing golf course and driving range in the Agriculture Designation. Policies encourage maintaining the agricultural land base from activities that may diminish agricultural value and potential, and that lands have a minimum lot area of 60 ha. The Official Community Plan also reiterates that approval of the ALC is required for subdivisions within the ALR. The specific regulations for subdivision are implemented through the zoning bylaw.

Zoning Bylaw

Boundary adjustment subdivisions are subject to the minimum lot size requirements of the zoning bylaw. The subject properties are zoned GC-Golf Course in the Rancho-Deep Creek Zoning Bylaw No. 751. The minimum parcel size in the GC Zone is 60 ha, aligning with the Agriculture official community plan land use designation. Also, a single detached dwelling is not a permitted use in the Golf Course Zone. 5672 Lashburn Rd does not meet the minimum lot size or permitted use regulations of the Golf Course Zone. 6015 Shaw Rd does meet the minimum lot size requirements of the Golf Course Zone.

The owners' agent recognized this potential issue and has confirmed that if the ALC approves the subdivision they will apply for a bylaw amendment to rezone the property from Golf Course to Agriculture 1 (AG1). The Agriculture 1 Zone includes "single detached dwelling" as a principal permitted use and would also allow the property to be used for agriculture. However, the minimum lot size for subdivision in the Agriculture 1 Zone is 60 ha.

Bylaw No. 751 includes regulations for an exemption from the minimum parcel size requirements for a boundary adjustment subdivision which facilitates an existing development. If the ALC approves the subdivision application, this mechanism in Bylaw No. 751 could allow the CSRD to approve the proposed subdivision to create parcel sizes less than 60 ha without site specific official community plan and zoning amendments being approved.

Subdivision in the Agricultural Land Reserve

Final approving authority for subdivisions in the CSRD is with the provincial government. Any subdivision that affects the ALR boundary must be approved by the ALC before it is reviewed by the CSRD and Ministry of Transportation and Infrastructure (MOTI). The Provincial Approving Officer (PAO) with MoTI is the final approving authority for subdivision in the CSRD.

The CSRD will include this Board report and attachments when forwarding a recommendation to the ALC for reference. However, the ALC's review of a subdivision application will focus on the ALC Act, ALC Regulations and policies, not local government bylaws.

If the ALC approves the proposed subdivision, the owners will be able to submit a subdivision application to the MoTI and then the CSRD. CSRD Staff will review the subdivision application for compliance with relevant bylaws and policies for the Provincial Approving Officer. For this subdivision relevant CSRD bylaws include the Rancho/Deep Creek Official Community Plan, Rancho/Deep Creek Zoning Bylaw and the Subdivision Servicing Bylaw.

Technical requirements of the Subdivision Servicing Bylaw are related to road access, the assessment and demonstration of potable water, and a review of the sewage disposal system or feasibility of a new sewage disposal system.

Analysis

Typically, staff do not support the subdivision of ALR lands as it fragments the agricultural land base and diminishes potential agricultural activity. However, no additional parcels are being created in this application and the ALC has previously approved the portion of 5674 Lashburn Rd to be used as a driving range limiting potential agricultural activity on the properties.

The proposed subdivision will not create any visible changes to the subject properties or require any changes to the road access. The driving range is part of Shuswap National Golf Course and is accessed by golfers through the golf course (6015 Shaw Rd). There is also a separate existing access driveway on Lashburn Rd if required. 5672 Lashburn Rd is screened and separated by a buffer of approximately 120 m of forest to the driving range and golf course.

ALC Files LC2327 and LC2328 are non-farm use applications which authorized the driving range and golf course on the subject properties. ALC File LC2327 approved the driving range to be conducted on a specific portion of 5672 Lashburn Rd which is delineated as a separate portion of the property from the existing dwelling on 5672.

The proposed plan of subdivision is close to the delineation of ALC File No. 2327; however, the plan of subdivision creates a slightly smaller parcel than the area delineated for a single detached dwelling in the non-farm use approval in ALC File No. LC2327D. See "LC2610D_Maps_Plans_Photos.pdf" attached for a map of the current subdivision plan (ALC Files LC2610D, LC2596D and LC2327D).

If the ALC supports this application (ALC File LC2610D) and approves the subdivision, the owners will still have to submit a subdivision application to the CSRD and Ministry of Transportation and Infrastructure and submit a bylaw amendment application to rezone 5672 Lashburn Rd to Agriculture 1. If this application is approved by the ALC and the owners apply to rezone the property as noted above, the Official Community Plan would support rezoning from the Golf Course Zone to Agriculture 1 because it increases the land that could be used for agriculture and promotes farming. Rezoning to a residential zone would not be supported because the property is in the Agricultural Land Reserve. A bylaw amendment must be adopted in order for the owners to complete their subdivision as the Golf Course Zone does not permit a single detached dwelling as a principal permitted use.

Staff will review the official community plan in more detail when a complete bylaw amendment application is received. Staff will prepare the amending bylaw with a separate report for the Board's consideration.

Technical details of the subdivision are established in the Subdivision Servicing Bylaw. Technical details will be reviewed in more detail by staff when a complete subdivision application is received. Subdivision review and processing subdivision applications is a technical process delegated to staff, and as such, the Board will not receive additional reports regarding technical review of the subdivision.

Rationale For Recommendation

The owners of 6015 Shaw Rd and 5672 Lashburn Rd are applying for a subdivision (boundary adjustment) to separate an existing single detached dwelling from the Shuswap National Golf Course and driving range. Staff are recommending that the Board forward the ALC Application LC2596 to subdivide in the ALR to the ALC with a recommendation to approve the application for the following reasons:

- While the official community plan doesn't support subdivision in the ALR, the golf course is a recognized use in the ALR for the subject properties.
- As a boundary adjustment, no new additional parcels would be created.
- The ALC approvals for the golf course and driving range specifically identify an area not to be associated with the golf course which can be used for agriculture.
- The proposed subdivision can meet the exemption from minimum parcel size criteria applicable to facilitate an existing development in the zoning bylaw.
- The proposed subdivision and pending rezoning of 5672 Lashburn Rd would increase potential land for agriculture.

IMPLEMENTATION:

If the proposed subdivision is approved by the ALC, the property owner will then be able to make an application to the CSRD for a bylaw amendment to rezone 5672 Lashburn Rd from Golf Course to Agriculture 1) and make applications to the CSRD and MOTI for a boundary adjustment subdivision of the subject properties.

COMMUNICATIONS:

The recommendation of the Board, staff report, and supporting documents will be forwarded to the ALC for consideration during its review of the application.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

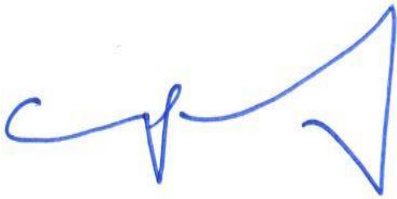
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_DS_LC2610D.docx
Attachments:	<ul style="list-style-type: none"> - LC2610D_ALC_Application_Redacted.pdf - LC2610D_Excerpts_BL750_BL751.pdf - LC2596D_Applicant_Submission_2022-04-13.pdf - LC2610D_Maps_Plans_Photos.pdf
Final Approval Date:	Oct 8, 2024

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



Corey Paiement

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

Gerald Christie



Jennifer Sham



John MacLean



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 101346
Application Type: Subdivide Land in the ALR
Status: Submitted to L/FNG
Applicant: JGS golf group et al.
Local/First Nation Government: Columbia Shuswap Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description LOT 1 SECTION 32 TOWNSHIP 19 RANGE 9 WEST OF THE 6TH MERIDIAN
 KAMLOOPS DIVISION YALE DISTRICT PLAN KAP47991 EXCEPT PLAN KAP87174
Approx. Map Area 93.08 ha
PID 017-896-215
Purchase Date Mar 27, 2017
Farm Classification No
Civic Address 6015 shaw road
Certificate Of Title 63345 TITLE-CA5893545-PID-017-896-215 for Parcel 2.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
██████████	JGS golf group	██████████	██████████ ██████████	63345 Corporate Summary.pdf

Parcel #2

Parcel Type	Fee Simple
Legal Description	THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 32 TOWNSHIP 19 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT: (1) PARCEL A (2) PLAN 29147
Approx. Map Area	7.59 ha
PID	013-970-011
Purchase Date	Jun 26, 2018
Farm Classification	No
Civic Address	5672 lashburn road
Certificate Of Title	title-1247953.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
██████████	JGS golf group	██████████	██████████ ██████████	63345 Corporate Summary.pdf

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? No

3. Primary Contact

Type	Third-Party Agent
First Name	David
Last Name	Sonmor
Organization (If Applicable)	Lawson Engineering
Phone	2508323220
Email	dsonmor@lawsonengineering.ca

4. Government

Local or First Nation Government: Columbia Shuswap Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).

no current agricultural use

Describe all agricultural improvements made to the parcel(s).

lot largely undeveloped.
NW section cleared for single family dwelling.
SW section cleared for existing driving range.
approximately 50% - 75% of lot has dense tree coverage.

Describe all other uses that currently take place on the parcel(s).

1 existing residence onsite with 2 outbuildings. onsite septic, onsite water.
1 existing driving range onsite.
lot is heavily treed with approximately 50%-75% tree coverage.
NW corner of lot is cleared for existing single family dwelling.
SE corner of lot is cleared and landscaped for existing driving range.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Residential	rural residential lots
East	Recreational	golf course
South	Recreational	golf course
West	Residential	rural residential lots

6. Proposal

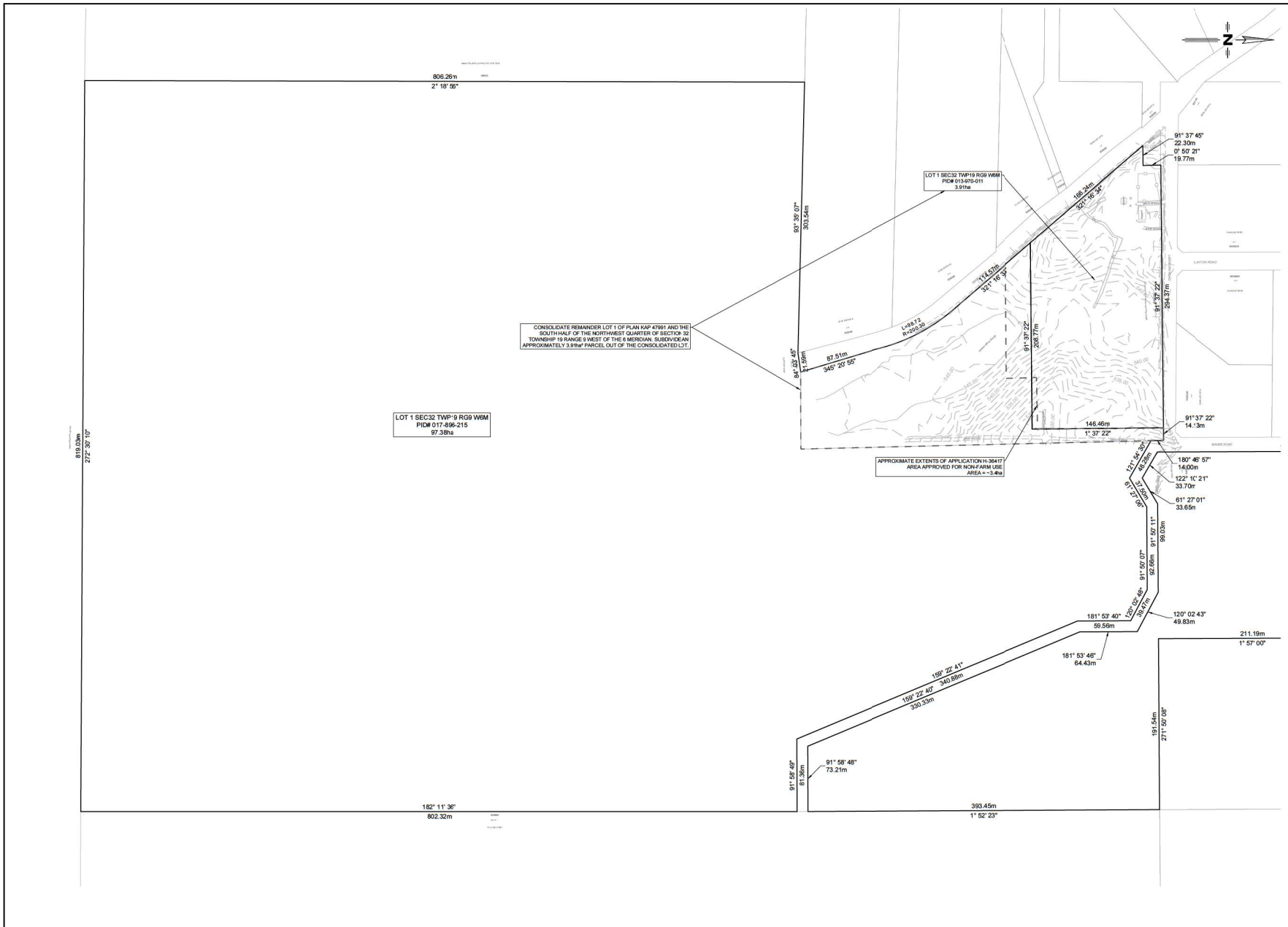
Proposed Lot Areas

#	Type	Size
1	Lot	3.91
2	Lot	96.76

What is the purpose of the proposal?	<p>subdivide an approximately 3.9 hectare lot (lot 1) off the west side of the subject property that would include the existing house, existing services, and existing lot access routes.</p> <p>consolidate the remainder into adjacent Shuswap National Golf Course. remainder includes existing driving range. driving range is currently accessed through and operated by Shuswap National Golf Course.</p> <p>the purpose of the proposed property line adjustment is to create 1 salable lot approximately 3.9 hectares in size (lot PID# 013-970-011) and to consolidate the remaining property into the existing golf course (lot PID# 017-896-215) such that the existing driving range becomes part of the golf course lot.</p>
Why do you believe this parcel is suitable for subdivision?	<p>the subject property is suitable for subdivision as it has an easily defined interior boundary condition where-in existing infrastructure can be easily divided geographically. the existing single family residence in the west along with all existing servicing infrastructure can be easily identified and isolated from the existing driving range and associated infrastructure to the east. the existing driving range is operated exclusively by the Shuswap National Golf Course making consolidation of the driving range portion of the subject property, into the neighboring Golf Course property, a reasonable next step in development.</p> <p>the golf course property and the subject property hold identical zoning and OCP land use designations which will facilitate consolidation of the eastern portion with the existing golf course lot. lot sizing and layout was based on maximizing the size of lot 1 (3.9 hectare) to support potential future agricultural use while still incorporating the driving range into the golf course property.</p>
Does the proposal support agriculture in the short or long term? Please explain.	<p>the proposed subdivision of lot PID# 013-970-011 does not directly affect or support agriculture in either the short or long term. the proposed subdivision streamlines property ownership by creating a single parcel for the existing golf course and driving range as opposed to the current 2 lot framework.</p>
Proposal Map / Site Plan	81-3 - Subdivision plan - 2023-09-25 - r01.pdf
Are you applying for subdivision pursuant to the ALC Homesite Severance Policy?	No

7. Optional Documents

Type	Description	File Name
Other files that are related	subdivision plan	81-3 - Subdivision plan - 2023-09-25 - r01.pdf



CONSOLIDATE REMINDER LOT 1 OF PLAN K4F 47961 AND THE SOUTH HALF OF THE NORTHWEST QUARTER OF SECTION 32 TOWNSHIP 19 RANGE 9 WEST OF THE MERIDIAN SUBDIVISION APPROXIMATELY 3.81ha PARCEL OUT OF THE CONSOLIDATED LOT.

LOT 1 SEC32 TWP-9 R99 W6M
PID# 017-899-215
97.38ha

LOT 1 SEC32 TWP19 R99 W6M
PID# 013478-011
3.81ha

APPROXIMATE EXTENTS OF APPLICATION H-36417
AREA APPROVED FOR NON-FARM USE
AREA = 3.8ha

LEGEND

EXISTING

- HYDRO TELEPHONE POLE OR CHAFT
- HYDRO TELEPHONE POLE
- HYDRO POLE
- HYDRO POLE OF TRANS
- POST FOR STREET LIGHT
- GV
- SAWTOOTH MANHOLE
- STORM MANHOLE
- CHOKERMAN
- FIRE HYDRANT
- GATE VALVE
- SAWTOOTH SEWER
- STORM MAN
- WATER MAN
- GAS
- BACKGROUND TELEPHONE
- FENCE
- DECKHOUSE/SPRINGER
- HECSE

PROPOSED

- SAWTOOTH MANHOLE
- STORM MANHOLE
- CHOKERMAN
- GATE VALVE
- FIRE HYDRANT
- SAWTOOTH SEWER
- STORM SEWER
- WATER MAIN
- ETCHLINE
- POST/OUTLET HEADWALL
- END CAP
- WHEEL CHAIR RAMP
- DRIVEWAY LAYOUT

NOTES:

- CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
- CONTRACTOR TO COORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES REQUIRED.
- ALL CONSTRUCTION TO BE IN ACCORDANCE WITH COLUMBIA SHUSWAP REGIONAL DISTRICT DEVELOPMENT BY-LAW # 541.

NO.	DATE	DESCRIPTION	BY	APPD.
1	2020/05	ISSUED FOR REVIEW	JWK	FDS
2	2021/10/27	ISSUED FOR REVIEW	DLP	FDS

REVISIONS

NO.	DATE	DESCRIPTION	BY	APPD.
1	2020/05	ISSUED FOR REVIEW	JWK	FDS
2	2021/10/27	ISSUED FOR REVIEW	DLP	FDS

DRAFT (ISSUED FOR REVIEW)

DESIGN	FDS
DRAWN	DLP
DATE	2021-10-27
CHECKED	FDS

PERMIT # 1001279

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H=1:2000

LAWSON ENGINEERING LTD.
#201 2110 11 AVE NE
PO BOX 109 SALMON ARM, BC V1E 1E4

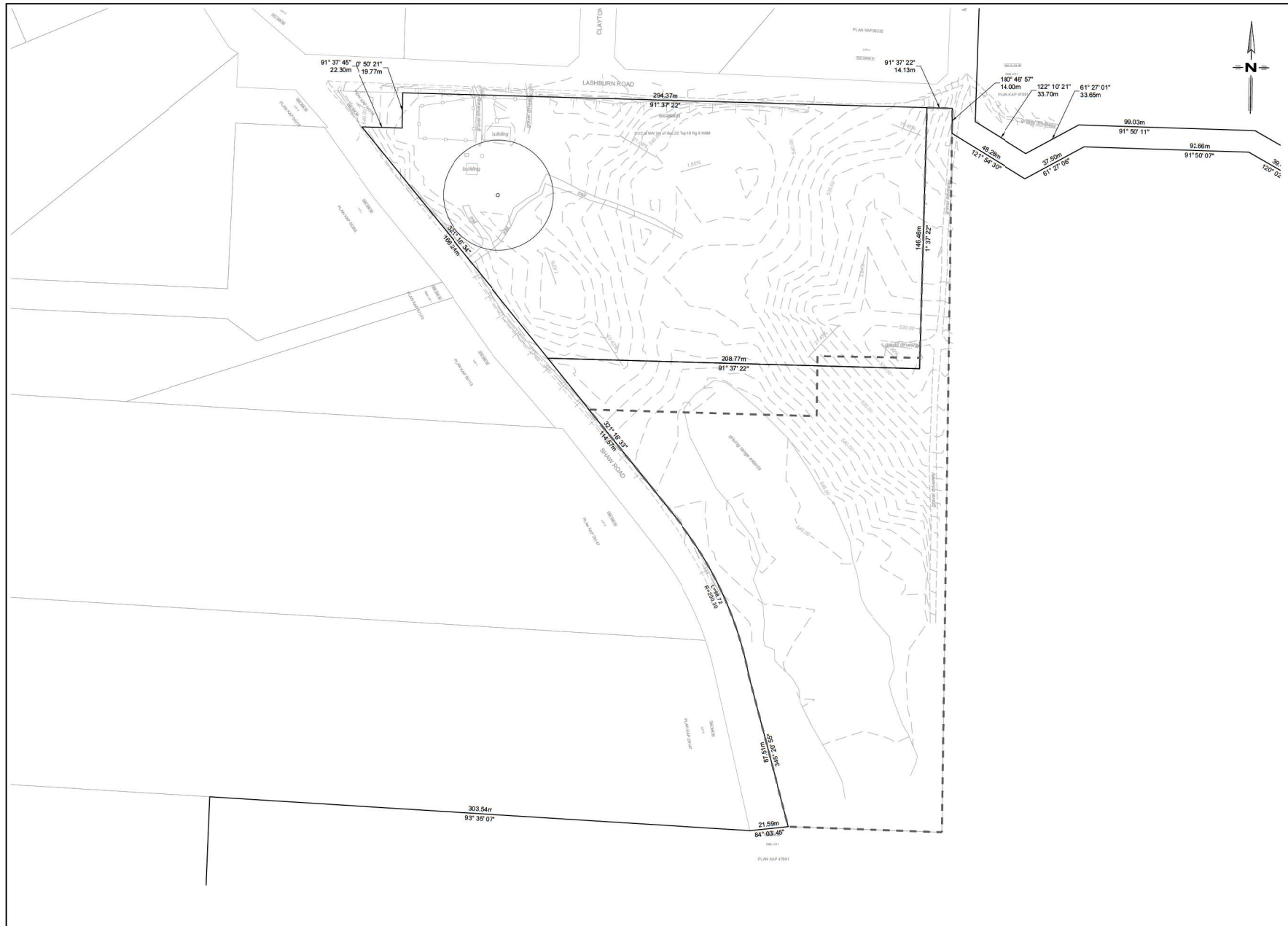
6015 SHAW ROAD SALMON ARM, BC

PRELIMINARY SUBDIVISION PLAN

PROJECT No. **81-3**

SHEET **1** OF **3**

DWG. No. **C-100** REV. No. **1**



LEGEND

EXISTING

- HYDRO TELEPHONE POLE OR DRAFT
- TELEPHONE POLE
- HYDRO POLE
- HYDRO POLE OF TRANS
- POST FOR STREET LIGHT
- GV
- SAWYRY MANHOLE
- STORM MANHOLE
- CHORDMAN
- FIRE HYDRANT
- GATE VALVE
- SAWYRY SEWER
- STORM SEWER
- WATER MAIN
- GA
- UNDERGROUND TELEPHONE
- FENCE
- DECKHOUSE/DECKPIT
- HESE

PROPOSED

- SAWYRY MANHOLE
- STORM MANHOLE
- CHORDMAN
- GATE VALVE
- FIRE HYDRANT
- SAWYRY SEWER
- STORM SEWER
- WATER MAIN
- STITCHLINE
- INLET/OUTLET HEADWALL
- END CAP
- WHEEL CHAIR RAMP
- DRIVEWAY LAYOUT

NOTES:

- 1) CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
- 2) CONTRACTOR TO CO-ORDINATE U'ILITY RELOCATION WORKS WITH UTILITY COMPANIES REQUIRED.
- 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH COLUMBIA SHUSWAP REGIONAL DISTRICT DEVELOPMENT BY-LAW # 541.

NO.	DATE	DESCRIPTION	BY	APP'D
1	2020/05	ISSUED FOR REVIEW	JW	FDS
2	2021/10/27	ISSUED FOR REVIEW	DLP	FDS

NO.	DATE	DESCRIPTION	BY	APP'D
REVISIONS				
		DESIGN	FDS	
		DRAWN	DLP	
		DATE	2021-10-27	
		CHECKED	FDS	

PERMIT # 1001279

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ENGINEERING LTD.
#201 2110 11 AVE NE
PO BOX 109 SALMON ARM, BC V1E 1E4

**6015 SHAW ROAD
SALMON ARM, BC**

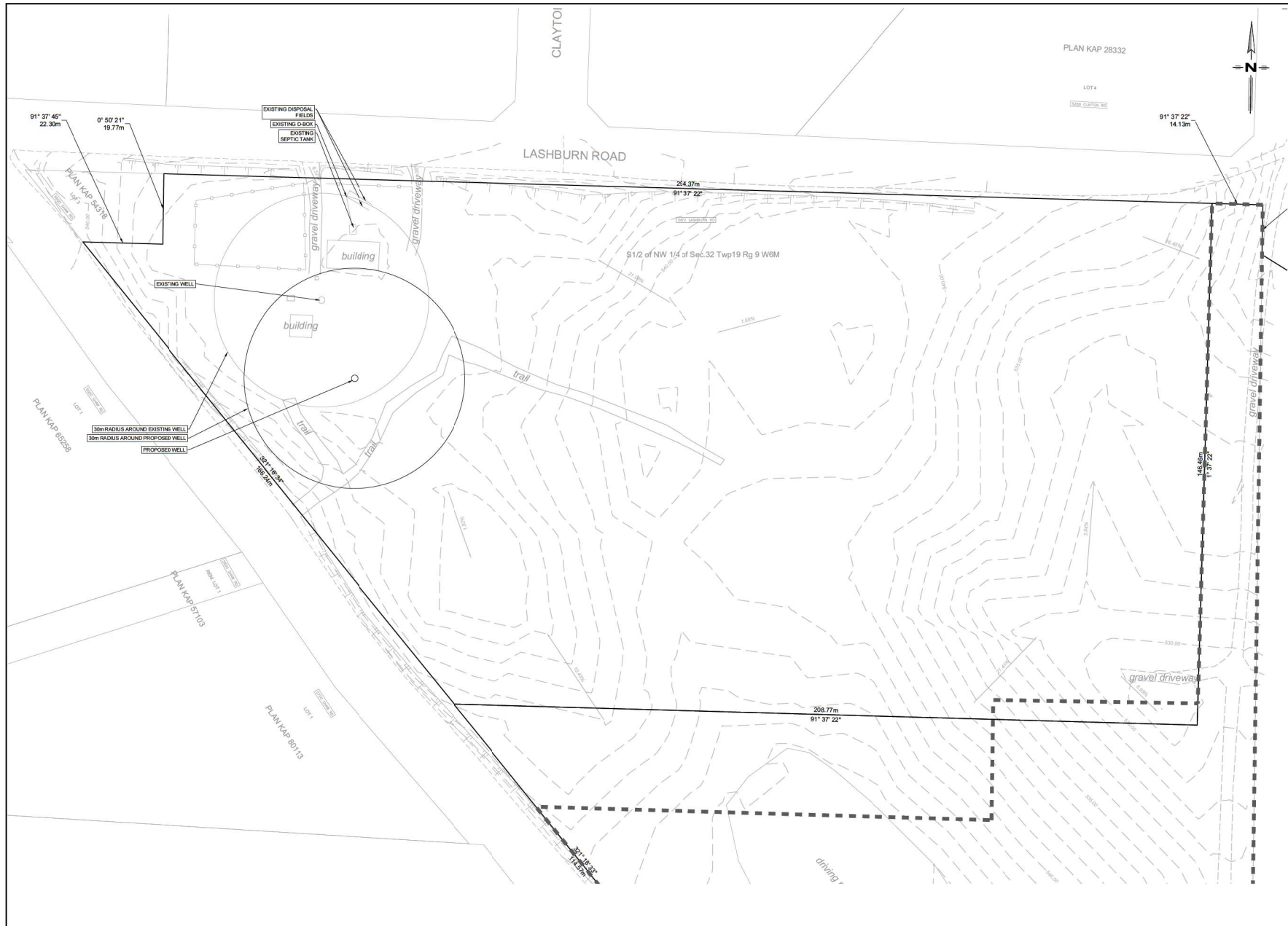
**EXISTING
GROUND SITE
PLAN**

PROJECT No. **81-3**

SHEET **2** OF **3**

DWG. No. **C-101** REV. NO. **1**

PLOT NUMBER: 25, 2021, COLUMBIA SHUSWAP REGIONAL DISTRICT DEVELOPMENT BY-LAW # 541, ENGINEERING PLAN - EXISTING GROUND SITE PLAN - 2021/10/27 (REVISED)



LEGEND

EXISTING

- HYDROPHONE POLE ON CHART
- TELEPHONE POLE
- HYDRO POLE
- HYDRO POLE OF TRANS
- POST FOR STREET LIGHT
- GV
- SAWTOOTH MANHOLE
- STORM MANHOLE
- CHOKESAM
- FIRE HYDRANT
- GATE VALVE
- SAWTOOTH SEWER
- STORM SEWER
- WATER MAIN
- GV
- UNDERGROUND TELEPHONE
- FENCE
- DEVELOPER'S PROPERTY
- HEX

PROPOSED

- SAWTOOTH MANHOLE
- STORM MANHOLE
- CHOKESAM
- GATE VALVE
- FIRE HYDRANT
- SAWTOOTH SEWER
- STORM SEWER
- WATER MAIN
- GV
- INLET/OUTLET HEADWALL
- ENCLOSURE
- WHEEL CHAIR RAMP
- DRIVEWAY LIGHTING

NOTES:

- CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
- CONTRACTOR TO COORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
- ALL CONSTRUCTION TO BE IN ACCORDANCE WITH COLUMBIA SHUSWAP REGIONAL DISTRICT DEVELOPMENT BY-LAW # 541.

NO.	DATE	DESCRIPTION	BY	APP'D
1	2021/05/03	ISSUED FOR REVIEW	JHW	FDS
2	2021/10/27	ISSUED FOR REVIEW	DLP	FDS

REVISIONS

NO.	DATE	DESCRIPTION	BY	APP'D
1		DESIGN	FDS	
2		DRAWN	DLP	
3	2021-10-27	CHECKED	FDS	

DRAFT (ISSUED FOR REVIEW)

PERMIT # 1001279

SCALE: 0 5 10 15 20 Meters
H=1:500

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6015 SHAW ROAD SALMON ARM, BC

EXISTING SEPTIC PLAN

PROJECT No. **81-3**
SHEET **3** OF **3**
DWG. No. **C-102** REV. NO. **1**

Relevant Excerpts from Rancho/Deep Creek Official Community Plan Bylaw No. 750

(See [Bylaw No. 750](#) for all policies and land use regulations)

SECTION 1- INTRODUCTION

1.4 COMMUNITY VALUES

Rancho/Deep Creek is made up of distinct neighbourhoods that have a diverse range of activities and interests but share many common values. The combination of temperate climate, spectacular natural environment, outdoor recreation opportunities, water resources, entrepreneurial spirit, and the progressive attitude of residents has resulted in a highly desirable and vibrant community. The area accommodates a broad mix of: agricultural, rural, residential, recreational, limited tourism, small scale commercial, small scale industrial, home businesses and resource uses with an emphasis on mutual respect and diversity.

The residents of Rancho/Deep Creek recognize that there will be pressure for change and development in their neighbourhoods. Residents are seeking to define a level of compatible development, while at the same time maintaining the values that are fundamental to the health and prosperity of the community.

These following values have been generated from the input and priorities of the residents who make up the neighbourhoods of Rancho/Deep Creek and will be used to help guide future decisions on development proposals, environmental protection initiatives, and infrastructure development for the community, by the CSRD and senior government agencies. These values include:

7. Recognition of the importance of agriculture in the local economy;

SECTION 2- PLANNING STRATEGY

2.2 SETTLEMENT AREAS

Rancho/Deep Creek consists of a large agricultural base and a number of unique neighbourhoods. The compositions of these neighbourhoods differ in terms of geographic characteristics, relationship to adjacent municipalities and parcel sizes, but share a similar history and socio-economic profile.

The identification of neighbourhoods has been provided by participants in the planning process, and it is understood that these areas are only generally defined. These neighbourhoods, as shown on Schedule 'E', within the Plan Area are:

- Shaw Road

Shaw Road

Shaw Road is accessible only through the City of Salmon Arm's Industrial Park. The majority of residential lots are between 0.6 and 2.02 ha, while some are as large as 8 ha. There is one manufactured home park. A golf course and driving range exist southeast of Shaw Road.

SECTION 3 - THE DEVELOPMENT STRATEGY

The Development Strategy is a key component of the Rancho/Deep Creek OCP and sets the parameters for development within the plan area. The development strategy provides a framework for directing development to appropriate locations within the Plan Area or to adjacent municipalities in order to minimize urban sprawl.

The strategy for this Plan is driven by the Community Values Statement. The Development Strategy is illustrated through mapped 'Land Use Designations' that match the written objectives and policies to land uses, densities and parcel sizes. The designations reflect both current and future land uses. These Land Use Designations are shown on Schedule 'B'.

Taking into consideration the other values identified in this OCP, this plan supports the provision of affordable housing, rental housing and special needs housing in any land use designation that allows residential uses.

3.1 DEVELOPMENT CRITERIA

In the Rancho/Deep Creek plan area, when considering an application to amend the OCP, rezone or subdivide land to accommodate a development, an applicant must show that the proposal:

2. preserves and protects the rural character of the area and directs higher density development to the Rancho and Shaw Road areas;

3.2 GENERAL PLANNING POLICIES

2. On land outside the ALR, zoning will establish the minimum size for parcels that may be subdivided pursuant to LGA section 514. Any new parcels created by subdivision under this section, and the remainder, be at least 1 ha or larger in size, unless approved by the Environmental Health Officer.

4. All new development will be required to include provisions for surface water runoff management and the collection and treatment of domestic wastewater in accordance with all Provincial requirements and best management practices.

LAND USE DESIGNATIONS

3.5 AGRICULTURE (AG)

This land use designation applies to lands that are used and valued for agriculture. All lands within the ALR are in this land use designation. The objectives and policies relating to these matters are intended to serve as indicators of community preference and assist senior levels of government in planning and decision making.

OBJECTIVES

1. Maintain the agricultural land base and protect it from activities that may diminish agricultural value and potential.
2. Encourage suitable agritourism opportunities and value-added agriculture.
3. Support development that is compatible with the Community Values (Section 1.4) and Development Criteria (Section 3.1).
4. Encourage farmers in the Plan Area to follow the measures described in the Farm Practices Guidelines as outlined by the Ministry of Agriculture.

POLICIES

1. Lands within the Agriculture designation are shown as "AG" on Schedule 'B'.
2. Lands within the Agriculture designation shall be maintained as parcels of at least 60 ha.
3. One secondary dwelling unit may be considered in the Agriculture designation, subject to zoning and proof of adequate water and sewer services that meet Provincial regulations.
4. For lands within the ALR, the regulations and policies of the Agricultural Land Commission (ALC) apply. Approval must first be obtained from the ALC where land in the ALR is proposed for subdivision, a second dwelling unit, or a non-farm use.
5. The Agriculture land use designations encompass agricultural uses, and uses accessory to agriculture. Subject to the guidelines of the Agricultural Land Commission and the zoning bylaw, the following uses are appropriate in lands designated Agriculture: agritourism operations, and uses which will not affect the long-term agricultural capability of the land.
6. Recognize the existing Canoe Creek Golf Course in the current zoning bylaw.

Relevant Excerpts from Rancho/Deep Creek Zoning Bylaw No. 751

(See [Bylaw No. 751](#) for all land use regulations)

Part 1. Administration

1.3 Compliance with Other Legislation

Nothing in this *Bylaw* shall be taken to relieve any person from complying with the provisions of any other bylaw of the Columbia Shuswap Regional District (CSRD) or applicable provincial or federal statute or regulation.

1.4 Conformity

- .1 Land, including the airspace above it and the surface of water, *buildings* and *structures* may only be used, constructed, altered and located in compliance with this *Bylaw*. For certainty, in a *zone* every *use* is prohibited that is not expressly permitted in the *zone*.
- .2 *Subdivision* must be in compliance with this *Bylaw*.

Part 2. Definitions

2.1 Definitions

The following words and phrases wherever they occur in this *Bylaw*, shall have the meaning assigned to them as follows:

AGRICULTURE is the *use* of land, *buildings* or *structures* for conducting a farm operation as defined by the Farm Practices Protection (Right to Farm) Act (FPPA);

ALR means Agricultural Land Reserve;

GOLF COURSE is the *use* of land, *buildings* or *structures* for playing golf and may include an administration *office*, *driving range*, clubhouse, *eating and drinking establishment*, pro shop, and other accessory facilities necessary for the operation of the golf course;

Part 3. General Regulations

3.9 Exemptions from Minimum Parcel Size Requirements

- .1 The minimum *parcel* size regulations for new *subdivisions* stated in Part 4 do not apply if all the requirements of this subsection are met:
 - (a) *parcel boundaries* are relocated to facilitate an existing development or improve a *subdivision* pattern;
 - (b) no additional *parcels* are created;
 - (c) the siting of existing *buildings* and *structures* is not rendered unlawful;

- (d) all *parcels* are contiguous;
 - (e) the *subdivision* does not result in a *parcel* in two or more zones;
 - (f) no *parcel* shall be enlarged to a size permitting further *subdivision*;
 - (g) no *parcel* shall be reduced to a size less than 1 ha; and
 - (h) the *parcels* were not registered as part of a reference, explanatory or *subdivision* plan in the Land Title Office after the adoption of this *Bylaw*.
- .2 The minimum parcel size regulation for new subdivisions does not apply where a portion of the parcel is physically separated from the remainder of the parcel by a highway or other titled land provided that:
- (a) no *parcel* created (including the remainder) has a *parcel* area of less than 1 ha;
 - (b) the *subdivision* is restricted to dividing the *parcel* along the *highway* or other titled land that physically separates the *parcel*;
 - (c) the *subdivision* does not result in a *parcel* in two or more zones;
 - (d) each *parcel* created must consist of the entire area isolated by the *highway* or other titled land;
 - (e) the siting of existing *buildings* and *structures* is not rendered unlawful; and
 - (f) the *parcels* were not registered as part of a reference, explanatory or *subdivision* plan in the Land Title Office after the adoption of this *Bylaw*.
- .3 Minimum parcel size regulations for new subdivisions do not apply to parks, civic facilities, or public utilities for which on-site water and septic servicing is not required.
- .4 Any homesite severance must be consistent with the ALC Act and the regulations of the ALC.

3.18 Agricultural Land Reserve Land

- .1 In addition to the regulations established in this Bylaw, all lands within the Agricultural Land Reserve are also subject to the provisions of the Agricultural Land Commission Act, regulations and orders of the Agricultural Land Commission (thereby not permitting the subdivision of land or the development of non-farm uses unless approved by the Agricultural Land Commission).
- .2 Screening vegetation, fencing and building setbacks on the non ALR side of the residential/ALR interface shall be provided in accordance with the "Landscaped Buffer Specifications" prepared by the Agricultural Land Commission in 1993. Buffering requirements shall be considered as a condition of subdivision approval.

Part 4. Zones

4.1 Establishment of Zones

The Rancho / Deep Creek Zoning Bylaw area is divided into *zones* with the titles and symbols stated in Table 1. Column 1 lists the title of each *zone* and Column 2 states a descriptive symbol for each *zone* that is for convenience only.

4.6 **AG1** Agriculture 1 Zone

.1 Intent

To accommodate agricultural uses and agri-tourism on large parcels which are primarily located in the Agricultural Land Reserve. All uses on ALR land are subject to the ALC Act policies and regulations.

.2 Principal Uses

The *uses* stated in this subsection and no others are permitted in the AG1 *zone* as *principal uses*, except as stated in Part 3: General Regulations:

- (a) *agriculture*
- (b) *cannabis production facility* (only permitted in the ALR)
- (c) *forestry*
- (d) *single detached dwelling*

.3 Secondary Uses

The *uses* stated in this subsection and no others are permitted in the AG1 *zone* as *secondary uses*, except as stated in Part 3: General Regulations:

- (a) *accessory use*
- (b) *agri-tourism*
- (c) *bed and breakfast*
- (d) *childcare facility, in-home*
- (e) *guest ranch*
- (f) *home occupation*
- (g) *secondary dwelling unit*

.4 Regulations

On a *parcel* zoned AG1, no land shall be *used*; no *building* or *structure* shall be constructed, located or altered; and no plan of *subdivision* approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 5: Parking and Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel size</i> created by <i>subdivision</i>	60 ha
(b) Minimum <i>parcel width</i> created by <i>subdivision</i>	100 m
(c) Maximum <i>parcel coverage</i>	25%
(d) Maximum number of <i>single detached dwellings</i> per <i>parcel</i>	<ul style="list-style-type: none"> ▪ On parcels less than 8 ha (19.76 ac):1 ▪ On parcels equal to or greater than 8 ha (19.76 ac);2
(e) Maximum number of <i>secondary dwelling units</i> per <i>parcel</i>	Subject to Section 3.16 of this bylaw
(f) Maximum <i>height</i> for: <ul style="list-style-type: none"> ▪ <i>principal buildings and structures</i> ▪ <i>accessory buildings</i> 	<ul style="list-style-type: none"> ▪ 11.5 m ▪ 10 m
(g) DELETED	DELETED
(h) Maximum <i>floor area, gross</i> of a <i>home occupation</i>	Shall be in accordance with Section 3.17
(i) Minimum <i>setback</i> from all <i>parcel boundaries</i> :	<ul style="list-style-type: none"> ▪ 5 m

4.15 GC

Golf Course Zone

.5 Intent

To accommodate private commercial golf courses and associated uses such as driving range and clubhouse.

Principal Uses

The *uses* stated in this subsection and no others are permitted in the GC zone as *principal uses*, except as stated in Part 3: General Regulations:

agriculture, permitted only on those *parcels* within the *Agricultural Land Reserve*
golf course

Secondary Uses

The *uses* stated in this subsection and no others are permitted in the GC zone as *secondary uses*, except as stated in Part 3: General Regulations:

accessory use
agri-tourism (permitted only on those *parcels* within the *Agricultural Land Reserve*)
clubhouse

Regulations

On a *parcel* zoned GC, no land shall be *used*; no *building* or *structure* shall be constructed, located or altered; and no plan of *subdivision* approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 5: Parking and Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	60 ha
Minimum <i>parcel width</i> created by <i>subdivision</i>	20 m
Maximum <i>parcel coverage</i>	25%
Maximum <i>height</i> for: principal <i>buildings</i> and <i>structures</i> <i>accessory buildings</i>	11.5 m 10 m
Minimum <i>setback</i> from all <i>parcel boundaries</i> :	5 m

Screening

All outside industrial storage, including the storage of garbage, shall be completely contained within a *landscape screen* of not less than 2 m in height.

April 13, 2022

PROJECT OUTLINE FOR SUBDIVISION AND REZONING APPLICATION

**PREPARED FOR: JGS GOLF GROUP LTD. &
COLUMBIA SHUSWAP REGIONAL DISTRICT**



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Kamloops Office
1648 Valleyview Drive
Kamloops, BC V2C 4B5

Revelstoke Office
209 1st Street
Suite 200
Revelstoke, BC V0E

EXECUTIVE SUMMARY

This Report outlines the proposed lot boundary adjustment of lots PID's 013-970-011 and 017-896-215, and the proposed rezoning of lot PID 013-970-011. The proposed lot boundary adjustment would incorporate the existing driving range into the current golf course lot reducing lot PID 013-970-011 to approximately 1 hectare inclusive of existing house, well, and septic disposal system. The proposed rezoning of lot PID 013-970-011 would mimic existing zoning of lots located in whole or in part within ALR lands.



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 PO Box 106
 Salmon Arm, BC V1E 4N2

Kamloops Office
 1648 Valleyview Drive
 Kamloops, BC V2C 4B5

Revelstoke Office
 209 1st Street
 Suite 200
 Revelstoke, BC V0E

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Salmon Arm, BC V1E 4N2

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Revelstoke, BC V0E

1. INTRODUCTION

The following report outlines the proposed subdivision and rezoning of property located at 5672 Lashburn Road in Columbia Shuswap Regional District (CSRD) Area D. The existing parcel is approximately 7.62 hectares in size and zoned GC Golf Course. The existing parcel contains 1 private residence with 2 existing access's off Lashburn Road, and 1 driving range with existing access off interior roads located within Shuswap National Golf Course PID# 017-896-215. It is the owners intention to perform a boundary adjustment relocating the existing eastern property line west, incorporating the driving range into the adjacent golf course property, and leaving an approximately 1 hectare western lot which would include the existing residence. Due to its location within Agricultural Land Reserve (ALR), the western lot created by way of property line adjustment would be rezoned to Agricultural (AG1). No Official Community Plan (OCP) amendments are proposed at this time. The proposed western lot will maintain an OCP land use designation of agricultural. Table 1-1 below provides relevant legal, OCP and zoning information for the subject property.

Street Address	Legal Description	Parcel Area	Zoning	OCP Designation	PID
5672 Lashburn Road	The S ½ of the NW ¼ of Sec. 32, Twp. 19, Rge. 9, W6M KDYD Exc (1) PCL A (2) PL 29147	7.62 (ha)	GC	AG	013-970-011

Table 1-1 Property Description

2. SITE DESCRIPTION

The Subject property is located at 5672 Lashburn Road, PID# 013-970-011 and is approximately 7.62 hectares in size. Existing development includes 1 single family residence, 1 driving range, multiple accessory buildings, and two gravel access's for the existing house off of Lashburn Road. The site is currently serviced by an onsite well and onsite septic system. The well is located in the north western corner of the property as shown on the attached drawing. The septic tank and field were located January 17th 2022 and are located north of the existing house as shown on the attached drawing. Approximately 75% of the site is heavily treed with the majority of clearing occurring in the southern portion of the property for the driving range, and the north western corner of the property for the single family residence. The site is currently zoned GC for golf course use with an OCP land use designation of agricultural.

2.1. STEEP SLOPES

A desktop review of existing topography suggest that the site is generally flat with moderate slopes ranging up to approximately 10% generally directing surface flows north east. A desktop review of CSRD slope banding data supports these findings and has been included as Appendix B to this report. It is not anticipated that a steep slopes development permit will be required prior to approval of the proposed boundary adjustment and rezoning.

2.2. EXISTING WATER COURSES

A desktop review of CSRD mapping data suggests an existing water course runs generally west to east originating in crown land west of Shaw road. The assumed water course crosses Shaw Road approximately at the intersection of Shaw Road and Lashburn Road, then roughly parallels the subject properties northern property line eventually terminating in Gardiner Lake roughly 500 meters east of the subject property. a Riparian Assessment of the property was performed by ECOscape Environmental Consultants on October 13th 2021 in which no visible channel or water course were identified. A memo suggesting the site be exempt from obtaining a RAR DP was produced by ECOscape and is attached as Appendix C.

3. PROPOSED BOUNDARY ADJUSTMENT

The proposed boundary adjustment would shift the existing eastern property line of the subject property west by approximately 175 meters, reducing the total area of lot PID# 013-970-011 from approximately 7.62 hectares, to approximately 1.0 hectares. Lands to the east of the adjusted property line would become part of the existing Shuswap National Golf Course lot PID# 017-896-215 and would include the existing driving range and approximately 4.0 hectares of heavily treed, undeveloped land. For further details on existing property lines and proposed property lines see Appendix A.

4. ZONING

Lot PID# 013-970-011 is currently zoned GC Golf Course in order to accommodate the driving range for the adjacent Shuswap National Golf Course. After the proposed boundary adjustments are made, the remaining parcel will include 1 single family house, 1 well, and 1 septic field with all existing golf course development being consolidated into the easterly adjacent lot PID# 017-896-215. A review of existing lots located within Section 32, Township 19, Range 9 determined the most suitable zoning to be Rural Residential 1, however, due to the subject property being located entirely within the Agricultural Land Reserve (ALR), a zoning designation of Agricultural (AG1) is recommended. A review of AG1 zoning indicate the proposed lot layout would meet all criteria outlined in Bylaw #751 section 4.6 with the exception of minimum parcel size. Bylaw #751 stipulates a minimum parcel size created by subdivision of 60 hectares (148.26 acre). The

proposed boundary adjustment would create 1 parcel to be rezoned from GC to AG1 with a total area of approximately 1 hectare (2.47 acre). Adjacent similarly zoned properties located within ALR lands were then reviewed for compliance to the minimum parcel size requirement outlined in Bylaw #751. A total of 17 properties were reviewed within sections 29,32, & 33 of Township 19, Range 9 with no existing parcels meeting the minimum parcel size requirements of Bylaw #751. The results of the review have been included in table 4-1 below. It is in Lawson Engineering's opinion that after the proposed boundary adjustment has been completed, the proposed 1 hectare north western lot be rezoning to Agricultural AG1 due to the ALR status of the property. The proposed boundary adjustment has been designed to meet all Agricultural AG1 zoning requirements identified in section 4.6.4 of Bylaw #751 with the exception of minimum parcel area.

EXISTING ZONING AND OCP LAND USE DESIGNATION					
PID	Zoning	OCP Land Use Designation	portion within ALR (%)	Total lot area (acres)	Meets Bylaw #750/751 minimum lot area requirement (Y/N)
Section 32 Township 19 Range 9					
013-917-412	AG1	AG	100%	10.00	N
013-917-471	AG1	AG	82%	11.97	N
011-787-511	AG1	AG	92%	146.58	N
027-772-918	AG1	AG	100%	5.19	N
Section 29 Township 19 Range 9					
005-133-548	AG1	AG	39%	32.67	N
002-762-196	AG1	AG	24%	9.36	N
030-932-114	AG1	AG	100%	81.55	N
Section 33 Township 19 Range 9					
009-339-523	AG1	AG	100%	17.68	N
005-523-541	AG1	AG	100%	19.18	N
015-613-143	AG1	AG	100%	1.12	N
007-932-987	AG1	AG	100%	27.26	N
006-437-079	AG1	AG	88%	2.06	N
010-350-101	AG1	AG	100%	10.05	N
010-423-974	AG1	AG	100%	10.03	N
013-966-405	AG1	AG	100%	11.42	N
008-805-393	AG1	AG	100%	4.75	N
007-221-665	AG1	AG	99%	0.75	N
Section 31 Township 19 Range 9					
CrownLand – No Zoning – NO ALR status					
Section 5 Township 20 Range 9					
City of Salmon Arm zoning not reviewed					

Table 4-1 – Existing Agricultural Zoning & Land Use Designation Lot Areas

5. OFFICIAL COMMUNITY PLAN

Both the subject property and Shuswap National Golf Course currently hold an OCP land use designation of agricultural (AG) and are situated entirely within the Agricultural Land Reserve (ALR). The proposed boundary adjustment would maintain the existing OCP land use designation for all parcels created and meet all criteria outlined in Bylaw #750 section 3.5 with the exception of minimum parcel size. Bylaw #750 section 3.5 policy 2 states "Land within the Agriculture designation shall be maintained as parcels of at least 60 ha.". As discussed in section 4 of this report, a desk top review of similar lots located on the subject section and adjacent sections, and



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located wholly or in part within the ALR was performed to determine local compliance with zoning and OCP land use designation. None of the 17 properties reviewed meet the 60 hectare requirement of Bylaw #750. It is in Lawson Engineering's opinion that upon completion of the proposed boundary adjustment, all parcels maintain the current OCP land use designation of Agricultural (AG).

6. SITE ACCESS

The subject property currently has 2 defined gravel surfaced driveway access's connecting to Lashburn Road. Both driveway access's are located in the north western portion of the property within approximately 65 meters of the existing house. Upon completion of the proposed boundary adjustment, all 3 access's will remain within the proposed 1 hectare western lot. the eastern section of lot PID# 013-970-011 will be consolidated with the existing Shuswap National Golf Course lot and have access by way of existing Shuswap National Golf Course access off Shaw Road. A site investigation performed on LEL on June 18th 2021 determined the 2 existing access's off Lashburn road meet the criteria for private access's stipulated in Bylaw #641.

7. SITE SERVICES

7.1. WATER

The existing house located in the north western corner of the subject property is serviced by an onsite well with an assumed location approximately 9m south of the south west corner of the existing house. a site investigation performed by LEL on June 18th 2021 confirmed the assumed location of the existing well. Subsequent survey shows that the well is within 30 meters of the existing septic. It is the owners intention to drill a new well outside the 30 meter setback requirement from known sources of contamination upon conditional approval of the subdivision and rezoning application.

7.2. SANITARY

The existing house located in the north western corner of the subject property is serviced by an existing septic system located north of the existing house. the existing septic tank and ground disposal field are located less than 30 meters from the existing well as outlined in section 7.1 of this report. The proposed boundary adjustment has been designed to ensure the existing septic system remains within the proposed 1 hectare north western lot.

8. AGRICULTURAL LAND RESERVE

The subject property PID# 013-970-011 is located entirely within the ALR and as such, any proposed subdivision is subject to ALC approval. An application for subdivision has been submitted by way of the ALC online application portal in tandem with applications to the CSRD for boundary adjustment and rezoning.

9. CONCLUSION

The proposed boundary adjustment and rezoning application meet the intent of the land use designation for the existing lot and comparable surrounding lots located within the ALR. The proposed rezoning will not meet the required lot area however as noted in section 4 of this report, no similarly zoned lots within the vicinity of the subject property currently meet this requirement. The subject property is currently serviced by an existing well and existing septic system which are located within 30 meters of each other. It is in LEL's opinion that the proposed lot boundary adjustment and rezoning meet the criteria outlined in Bylaws #750 and #751 and be approved conditional on development of a new well located more than 30 meters from the existing septic



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Suite 200
Revelstoke, BC V0E

tank.

We trust that this report adequately addresses the deliverables requested by Global Union Investments.

Should you have any questions or comments, please contact our office at your earliest convenience.

Sincerely;

Lawson Engineering Ltd.

Prepared by:

A handwritten signature in blue ink, appearing to read "D. Sonmor", is written over the "Prepared by:" text.

David Sonmor, P.Eng
Project Manager

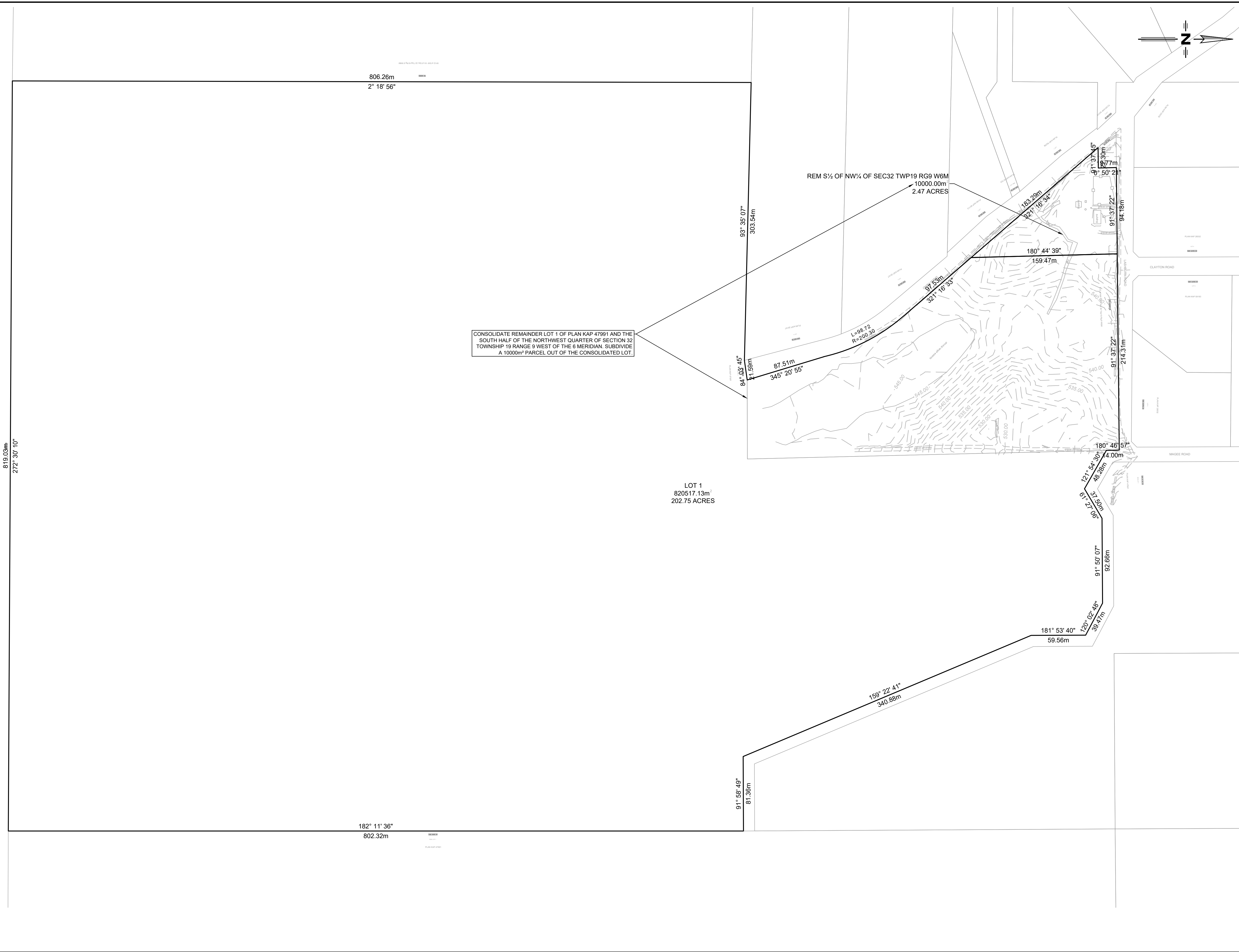


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APPENDIX A: PROPOSED LOT BOUNDARY ADJUSTMENT



CONSOLIDATE REMAINDER LOT 1 OF PLAN KAP 47991 AND THE SOUTH HALF OF THE NORTHWEST QUARTER OF SECTION 32 TOWNSHIP 19 RANGE 9 WEST OF THE 6 MERIDIAN, SUBDIVIDE A 10000m² PARCEL OUT OF THE CONSOLIDATED LOT.

819.03m
272° 30' 10"

806.26m
2° 18' 56"

LOT 1
820517.13m²
202.75 ACRES

182° 11' 36"
802.32m

LEGEND

EXISTING

- HYDROTELEPHONE POLE
- HYDRO TELEPHONE POLE CW DAVIT
- TELEPHONE POLE
- HYDRO POLE
- HYDRO POLE CW TRANS
- POST TOP STREET LIGHT
- GUY
- SANITARY MANHOLE
- STORM MANHOLE
- CATCHBASIN
- FIRE HYDRANT
- GATE VALVE
- SANITARY SEWER
- STORM MAIN
- WATER MAIN
- GAS
- UNDERGROUND TELEPHONE
- FENCE
- DECIDUOUS/EVERGREEN
- HEDGE

PROPOSED

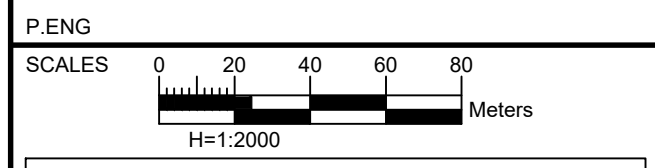
- SANITARY MANHOLE
- STORM MANHOLE
- CATCHBASIN
- GATE VALVE
- FIRE HYDRANT
- SANITARY SEWER
- STORM SEWER
- WATER MAIN
- DITCHLINE
- INLET/OUTLET HEADWALL
- END CAP
- WHEEL CHAIR RAMP
- DRIVEWAY LETDOWN

- NOTES:**
- CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
 - CONTRACTOR TO CO-ORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
 - ALL CONSTRUCTION TO BE IN ACCORDANCE WITH COLUMBIA SHUSWAP REGIONAL DISTRICT DEVELOPMENT BYLAW N. 641

NO.	DATE YEAR/M/DD	DESCRIPTION	BY	APPD
0	2021/10/27	ISSUED FOR REVIEW	DLP	FDS

REVISIONS

DESIGN	FDS
DRAWN	DLP
DATE	2021-10-27
CHECKED	FDS



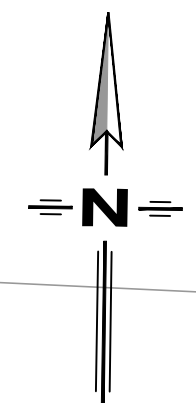
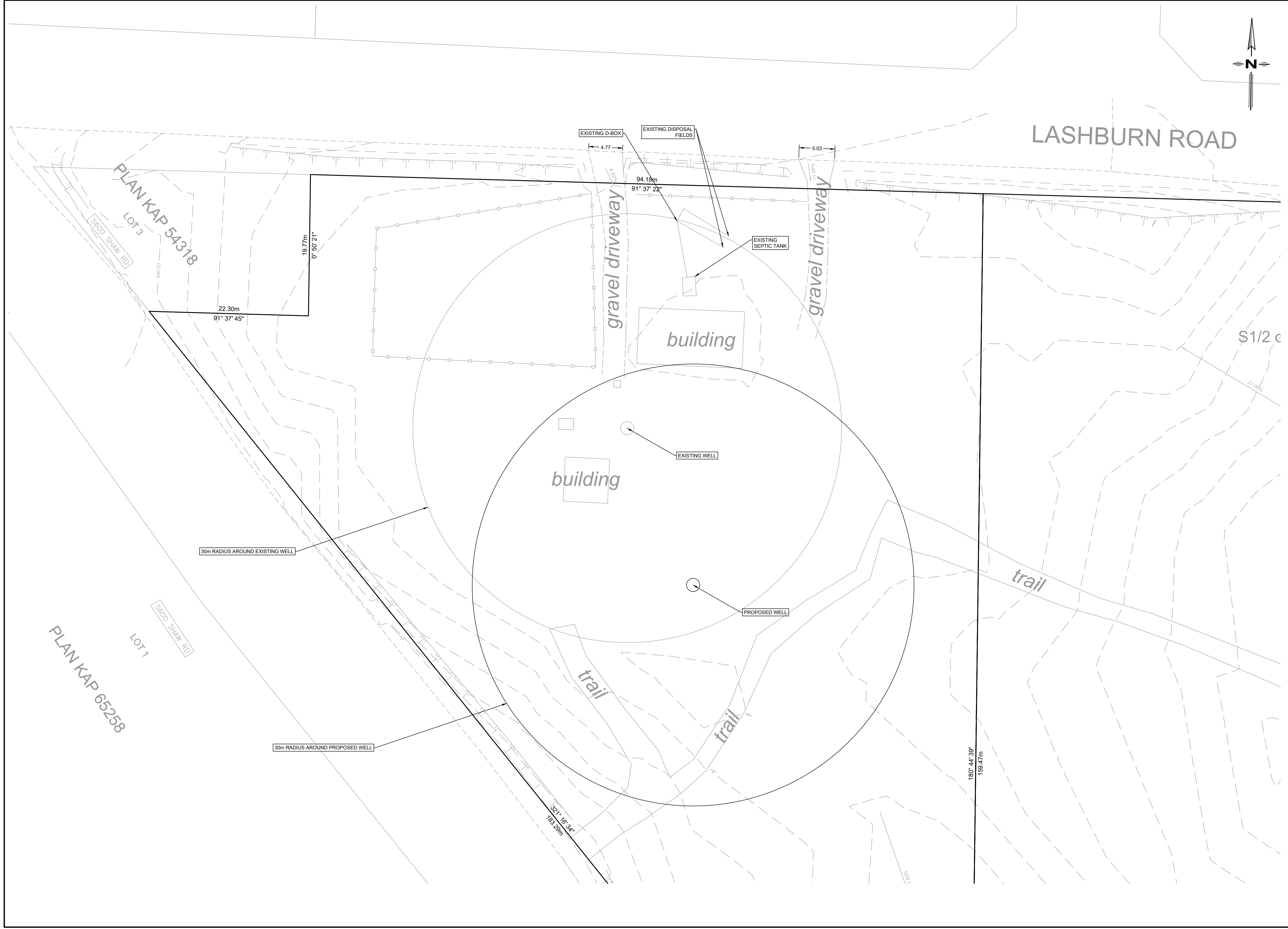
825C LAKESHORE DRIVE W
PO BOX 106 SALMON ARM, BC V1E 4N2

**6015 SHAW ROAD
SALMON ARM, BC**

**PRELIMINARY
SUBDIVISION PLAN**

PROJECT No.	81-3
SHEET	1 OF 3
DWG. No.	C-100
REV. No.	0

PLOT April 13, 2022 COMPUTER-12/PROJECTS/81-3 - SUBDIVISION1 - CIVIL ENGINEERING/DRAWINGS/81-3 - SUBDIVISION PLAN - JLDWG (REF: DWG-NAMES)



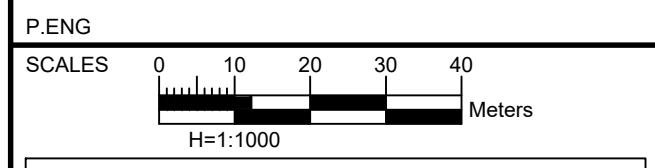
LEGEND

- EXISTING**
- HYDROTELEPHONE POLE
 - HYDROTELEPHONE POLE CW DAVIT
 - TELEPHONE POLE
 - HYDRO POLE
 - HYDRO POLE CW TRANS
 - POST TOP STREET LIGHT
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- SANITARY MANHOLE
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- NOTES:**
- 1) CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
 - 2) CONTRACTOR TO CO-ORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
 - 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH COLUMBIA SHUSWAP REGIONAL DISTRICT DEVELOPMENT BYLAW N. 641

NO.	DATE YEAR/MO/DD	DESCRIPTION	BY	APPD
0	2021/10/27	ISSUED FOR REVIEW	DLP	FDS

REVISIONS	
DESIGN	FDS
DRAWN	DLP
DATE	2021-10-27
CHECKED	FDS



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ENGINEERING LTD.

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**6015 SHAW ROAD
SALMON ARM, BC**

EXISTING SEPTIC PLAN

PROJECT No.	81-3
SHEET	3 OF 3
DWG. No.	C-102
REV. No.	0

PLOT April 13, 2022 COMPUTER-12/PROJECTS/81-3 - SUBDIVISION-1 - CIVIL ENGINEERING/DRAWINGS/81-3 - SUBDIVISION PLAN - JLD (DWG) (REF: DWG-NAMES)

APPENDIX B: CSRD MAPPING – STEEP SLOPES

CSRD Slope Banding

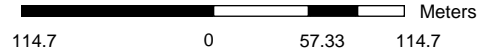


Jun 10, 2021

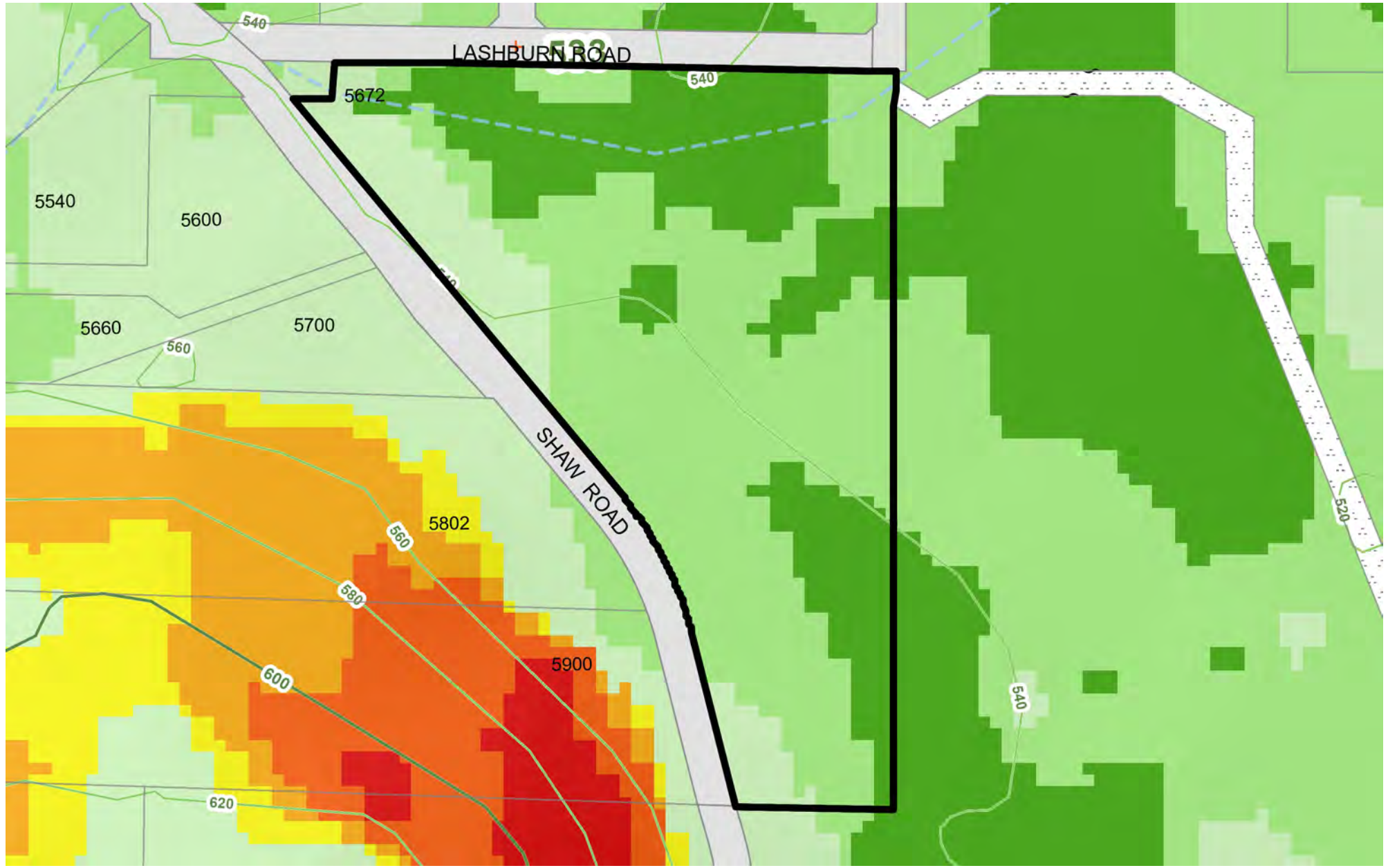
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. Not to be used for navigation.



Scale 1: 4,514



Map Notes



APPENDIX C: RIPARIAN AREA PROTECTION REGULATION ASSESSMENT



Naturally, A Higher Standard

Technical Memorandum

Date: October 28, 2021
To: Dave Sonmor, Lawson Engineering
From: Leanne McDonald, B.Sc., P.Ag., B.I.T. and Theresa Loewen, M.Sc., P.Ag.
File: 21-3937
Subject: Summary of Riparian Areas Protection Regulation Assessment at 5672 Lashburn Road, CSRD, BC.

1.0 INTRODUCTION

Ecoscope Environmental Consultants Ltd. (Ecoscape) was retained by Dave Sonmor of Lawson Engineering (client) to complete a Riparian Areas Protection Regulation (RAPR) assessment of 5672 Lashburn Road, Salmon Arm legally described as S 1/2 of the NW 1/4 of Section 32 Township 19 Range 9 W of the 6th Meridian Kamloops Division Land District except Plan PCL A and 29147 (subject property). The client is seeking to subdivide the property into a 1 ha parcel (**Appendix A**). On the Columbia Shuswap Regional District (CSRD) interactive mapping (CSRD, 2021), there is a stream mapped as running east-west through the northern subject property boundary. In the CSRD, a Riparian Areas Regulation Development Permit Area (RAR DPA) is triggered when a subdivision is proposed within 30 m of the high-water mark (HWM) of a watercourse.

The purpose of this memo is to summarize the riparian areas assessment that was completed by a qualified environmental professional (QEP), certified in the Riparian Areas Protection Regulation as per Section 7.0 of the CSRD Ranchero/Deep Creek Official Community Plan (CSRD, 2018).



2.0 RIPARIAN AREAS ASSESSMENT RESULTS

A site visit was conducted on October 13, 2021 by Leanne McDonald, B.Sc., P.Ag., B.I.T., Natural Resource Biologist with Ecoscape. The mapped stream is not mapped on the Provincial Habitat Wizard interactive mapping (BC MLNRORD, 2021), only on the CSRD interactive mapping (CSRD, 2021). The primary focus of the assessment was determining the presence or absence of the mapped watercourse, and if present, conduct an assessment as per the RAPR and Technical Manual. The subject property is situated within the Interior Cedar – Hemlock biogeoclimatic zone in the moist warm subzone (ICHmw). The ICHmw zone spans from the valleys of the southern Monashee, Selkirk, Purcell and Rocky Mountains, to the Shuswap Lake-Thompson River region (Ketcheson et al., 1991).

The subject property was comprised of a yard with an abandoned single-family home, shed and some yard waste. This area was largely comprised of lawn and non-native vegetation such as knapweed species (*Centaurea* sp.). To the south and east of the yard, was comprised of a mesic forest with a closed stand of Western redcedar (*Thuja plicata*), Western white pine (*Pinus monticola*), Interior Douglas-fir (*Pseudotsuga menziesii*), Paper Birch (*Betula papyrifera*), and Western Hemlock (*Tsuga heterophylla*). The understory consisted of moderately developed shrub layer of snowbrush (*Ceanothus velutinus*), tall Oregon-grape (*Berberis aquifolium*), common snowberry (*Symphoricarpos albus*), and falsebox (*Paxistima myrsinites*), and herb layer comprised of primarily birch leaved spirea (*Spirea betulifolia*), Prince's pine (*Chimaphila umbellata*), thimbleberry (*Rubus parviflorus*), bunchberry (*Cornus canadensis*) and twin-flower (*Linnaea borealis*) and a very well-developed and continuous moss layer. The far southern subject property boundary is comprised of a golf course.

The entire mapped stream was walked and the surrounding area was also assessed for any potential watercourses. No visible channel or watercourse was identified on the subject property. There were no culverts observed across Lashburn Road or across the road along the eastern subject property boundary by the golf course. Site photos are included in **Appendix B**.

3.0 CONCLUSION

This report has been prepared for the exclusive use of Dave Sonmor of Lawson Engineering. The purpose of the memo was to provide a summary of the summarize the riparian areas assessment that was completed and document that **no visible channel or watercourse was identified on the subject property, and consequently, the proposed subdivision should be exempt from obtaining a RAR DP.**

4.0 CLOSURE

Ecoscope has prepared this memo with the understanding that all available information on the present and proposed condition of the site has been disclosed. The client has acknowledged that in order for Ecoscope to properly provide its professional service, Ecoscope is relying upon full disclosure and accuracy of this information.

If you have any questions or comments, please contact the undersigned at your convenience.

Respectfully Submitted,

ECOSCAPE Environmental Consultants Ltd.

Prepared by:



Leanne McDonald, B.Sc., P.Ag., B.I.T.
Natural Resource Biologist
Direct Line: (250) 491-7337 ext. 217



Theresa Loewen, M.Sc., P.Ag.
Agroecologist
Direct Line: (250) 491-7337 ext. 214

5.0 REFERENCES

- British Columbia Ministry of Forests, Lands, Natural Resource Operations and Rural Development (MFLNRORD). 2021. BC Habitat Wizard [web application]. <https://maps.gov.bc.ca/ess/hm/habwiz/>
- Columbia Shuswap Regional District (CSRD). 2018. Columbia Shuswap Regional District Ranchero/Deep Creek Official Community Plan Bylaw No. 750.
- Columbia Shuswap Regional District (CSRD). 2021. Columbia Shuswap Regional District Mapping and Property Information [web application]. <https://web.csr.bc.ca/maps/?viewer=public>
- Ketcheson, M.V., T.F. Braumandl, D. Meidinger, G. Utzig, D.A. Demarchi, and B.M. Wikeem. 1991. Chapter 11: Interior Cedar - Hemlock Zone in Ecosystems of British Columbia Eds. Meidinger, D. and J. Pojar British Columbia Ministry of Forests, Research Branch, Victoria, British Columbia.

APPENDIX A – Subdivision Plan Provided By: Lawson Engineering Ltd.

APPENDIX B – Site Photos



Photo 1. View of abandoned house, shed, and yard waste in the disturbed yard area of the subject property along the CSRD mapped stream. Photo looking west. (All photos taken October 13, 2021).



Photo 2. View of abandoned house in the disturbed yard area of the subject property along the CSRD mapped stream. Photo looking east.



Photo 3. View of no visible channel or watercourse along the CSRD mapped stream at the eastern boundary of the cleared area. Photo looking east.



Photo 4. View of no visible channel or watercourse along the CSRD mapped stream approximately 50 m east of the boundary of the cleared area. Photo looking west.



Photo 5. View of no visible channel or watercourse along the CSRD mapped stream approximately 100 m east of the boundary of the cleared area. Photo looking east.



Photo 6. View of no visible channel or watercourse along the CSRD mapped stream approximately 100 m west of the eastern subject property boundary. Photo looking west.



Photo 7. View of no visible channel or watercourse along the CSRD mapped stream approximately 50 m west of the eastern subject property boundary. Photo looking east.



Photo 8. View of no visible channel, watercourse, or culverts along the CSRD mapped stream at the road along the eastern subject property boundary. Photo looking north.



Photo 9. View of no visible channel, watercourse, or culverts along the CSRD mapped stream at the road along the eastern subject property boundary. Photo looking south.



Photo 10. View of no visible channel, watercourse, or culverts within the golf course to the immediate east of the eastern subject property boundary. Photo looking east.

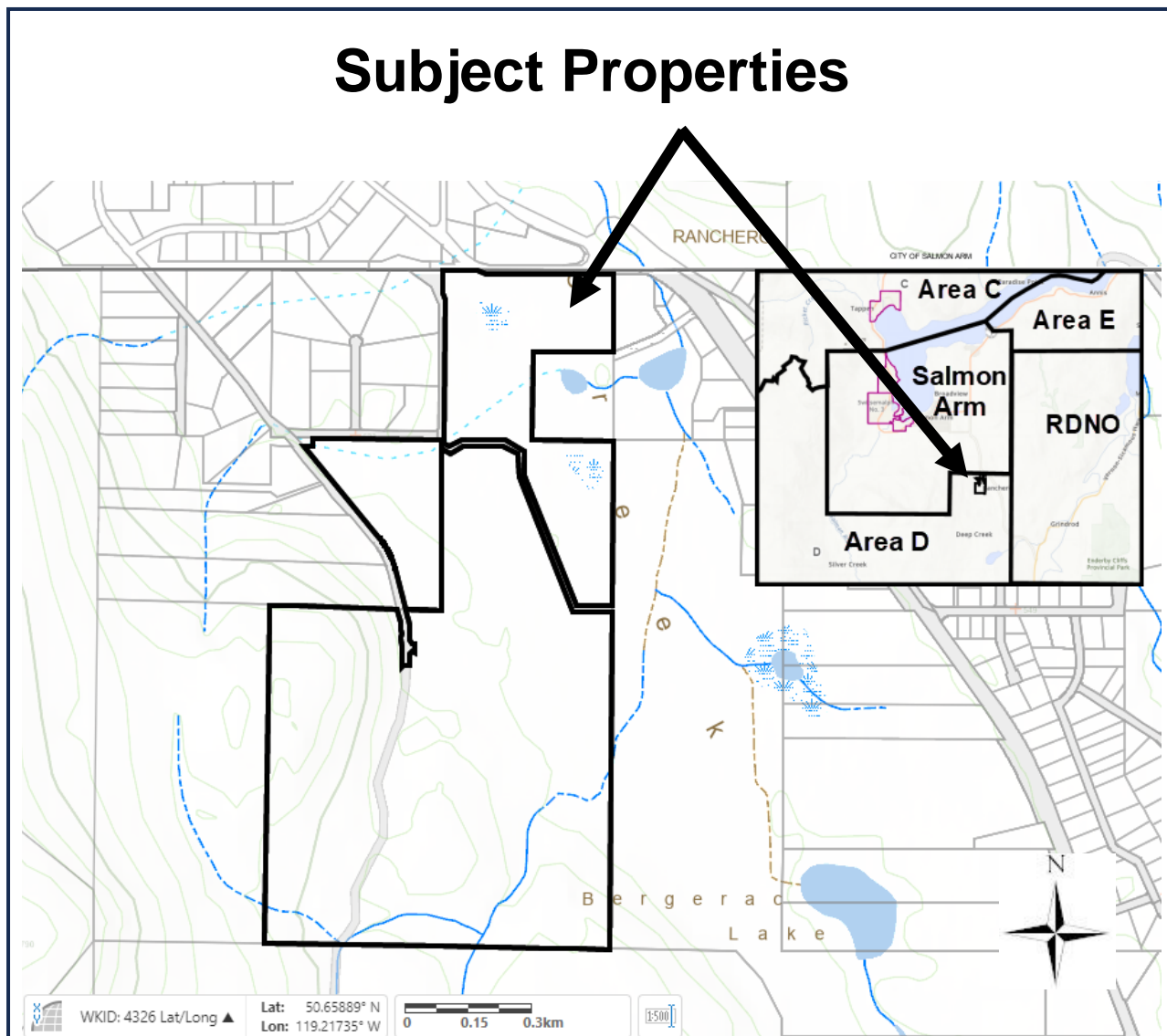


Photo 11. View of no visible channel, watercourse, or culverts within the ditch along Lashburn Road to the immediate north of the abandoned house. Photo looking west.

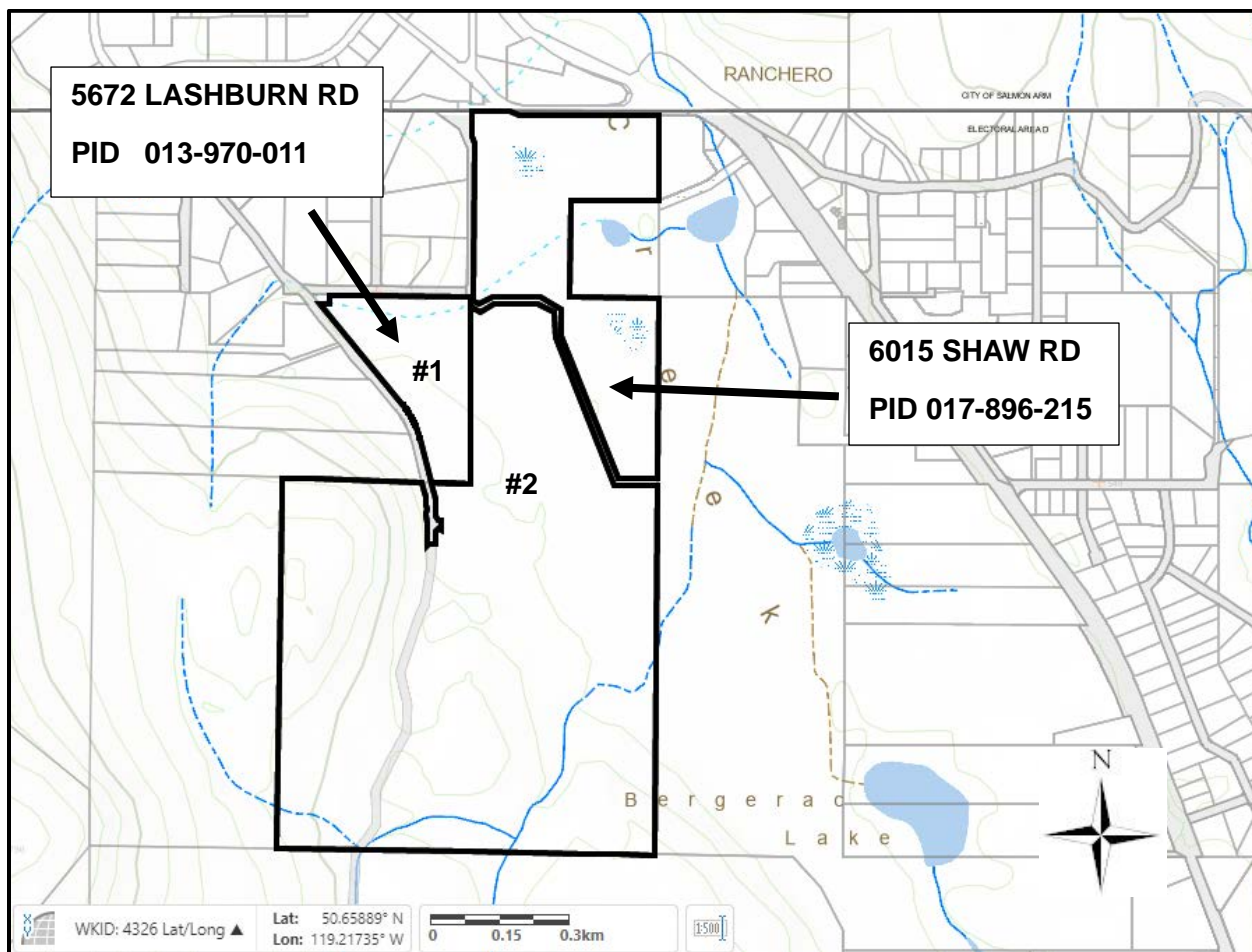


Photo 12. View of no visible channel, watercourse, or culverts within the ditch along Shaw Road to the west of the subject property. Photo looking west.

LOCATION MAP

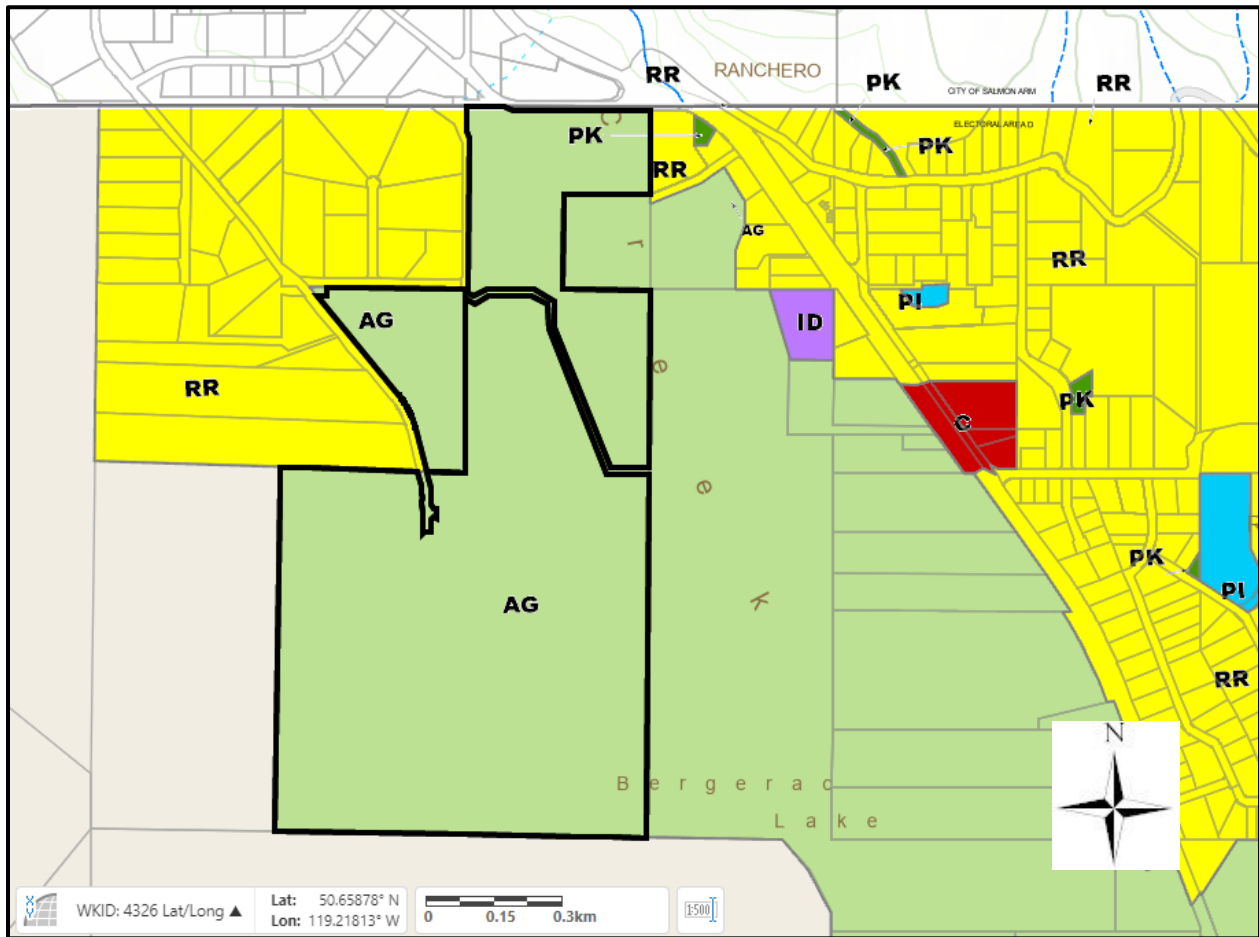


SUBJECT PROPERTIES



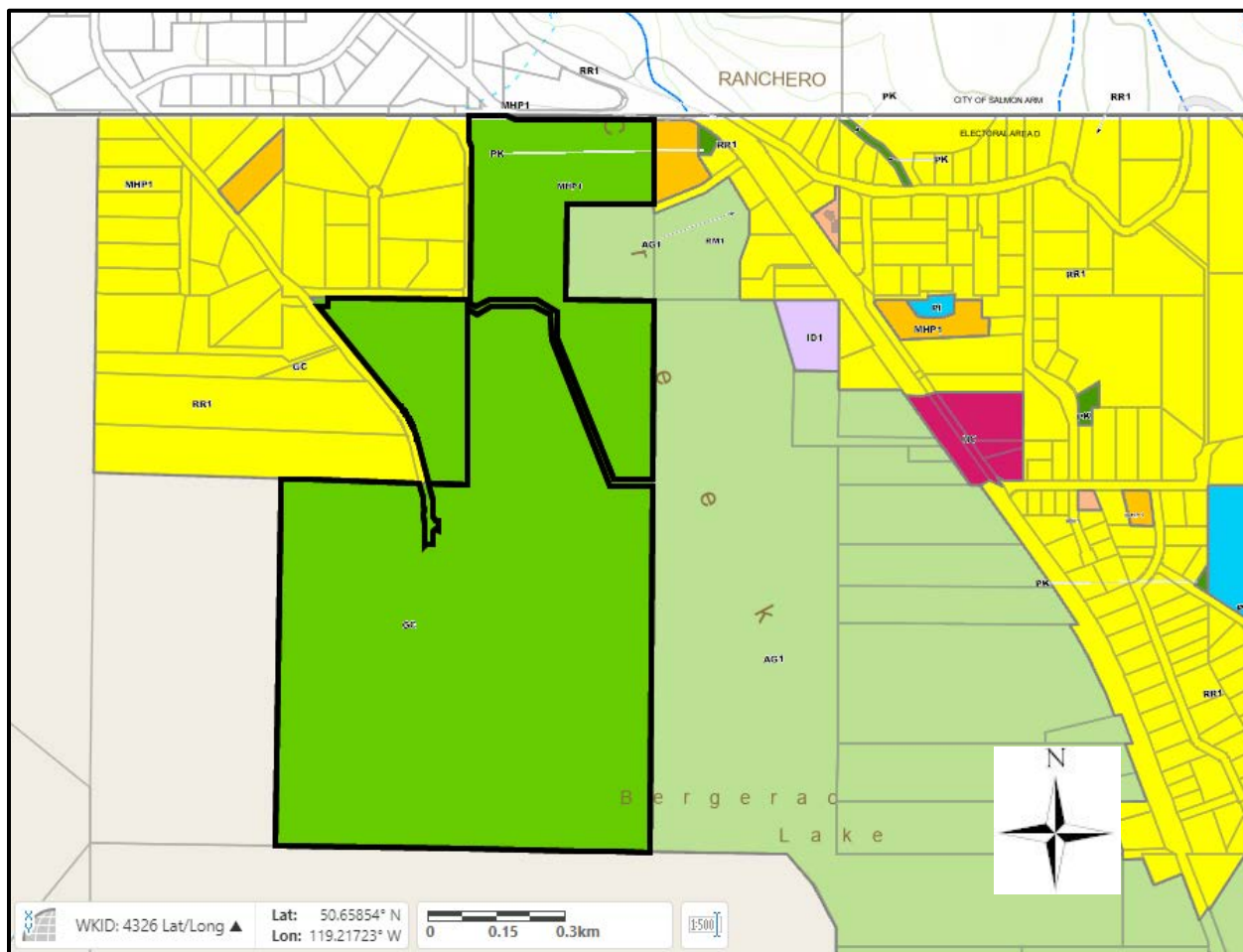
RANCHERO/DEEP CREEK OFFICIAL COMMUNITY PLAN BYLAW NO. 750

AG - Agriculture



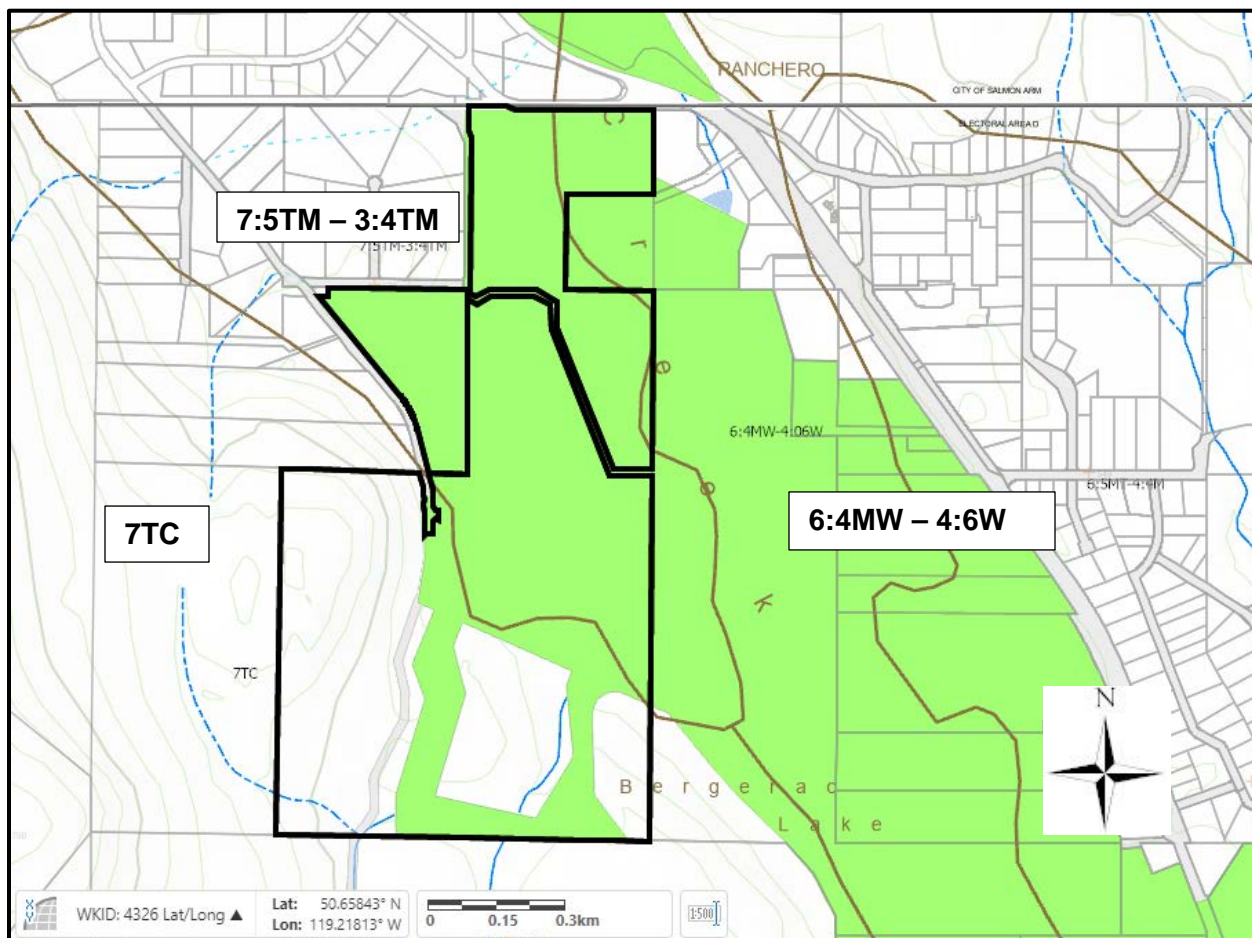
RANCHERO/DEEP CREEK ZONING BYLAW NO. 751

GC – Golf Course



AGRICULTURAL LAND RESERVE

Soil Capability – 7:5TM-3:4TM



AGRICULTURAL LAND COMMISSION APPLICATIONS

LC2296 (2004) & LC2328 (2005) Golf Course

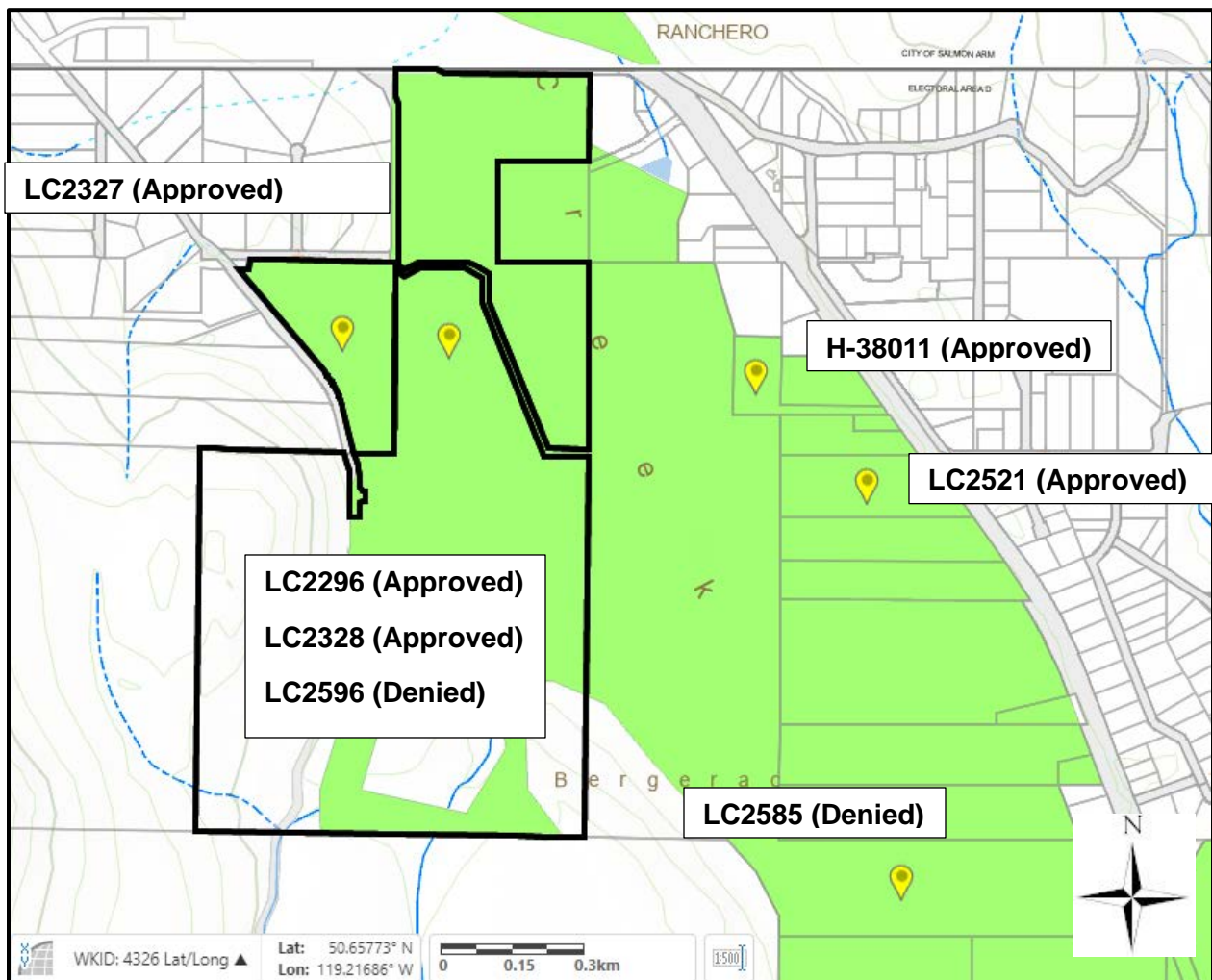
LC2327 (2006) Driving Range

H-38011 (2008) Subdivision

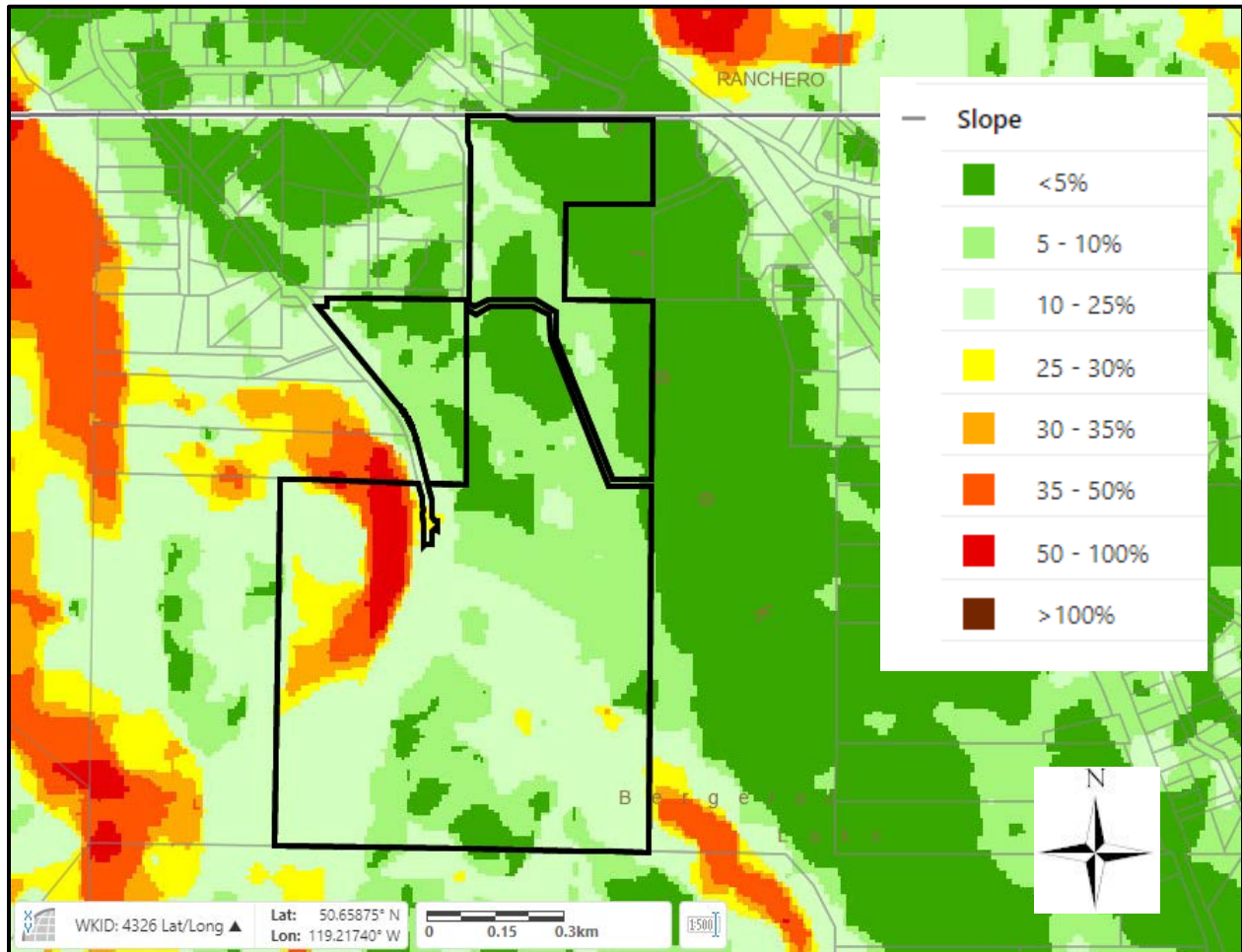
LC2521 (2016) Second Dwelling

LC2585 (2021) Subdivision

LC2596 (2022) Subdivision



SLOPE



ORTHO IMAGERY – CSRD 2023

Approximate Subdivision/Boundary Adjustment (Red)



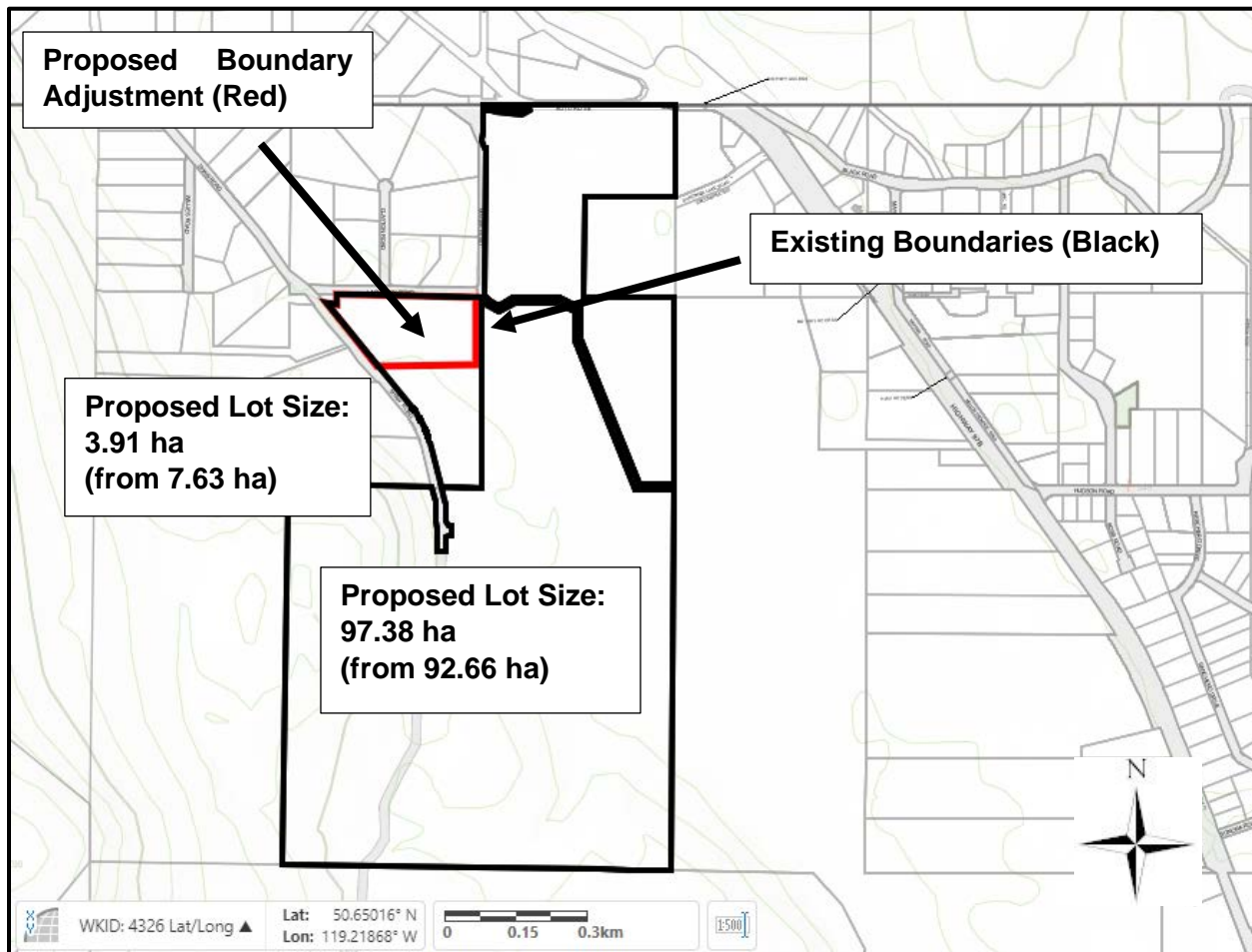
ORTHO IMAGERY – CSRD 2023

Approximate Subdivision/Boundary Adjustment (Red)



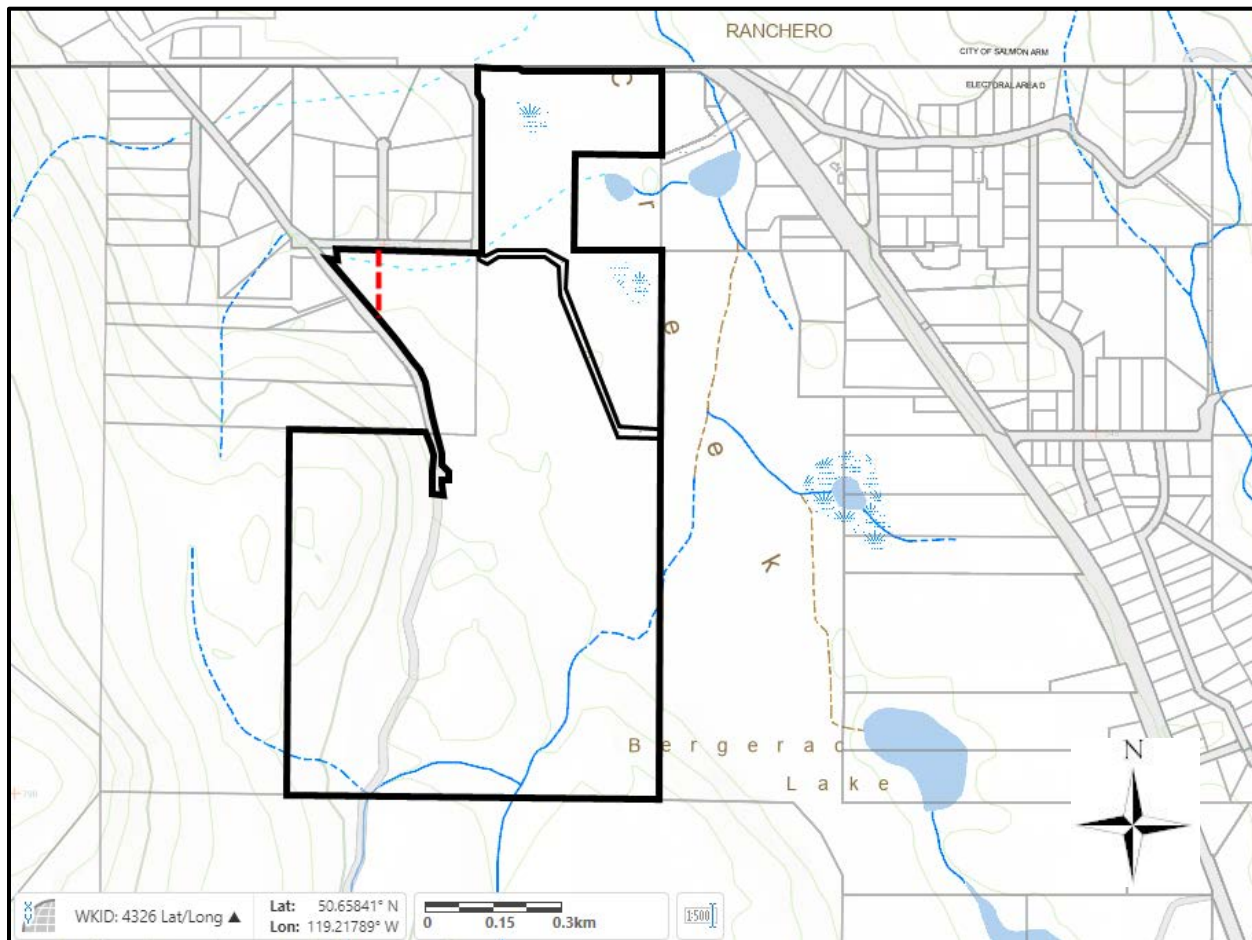
PROPOSED SUBDIVISION & LOT SIZES

APPROXIMATE

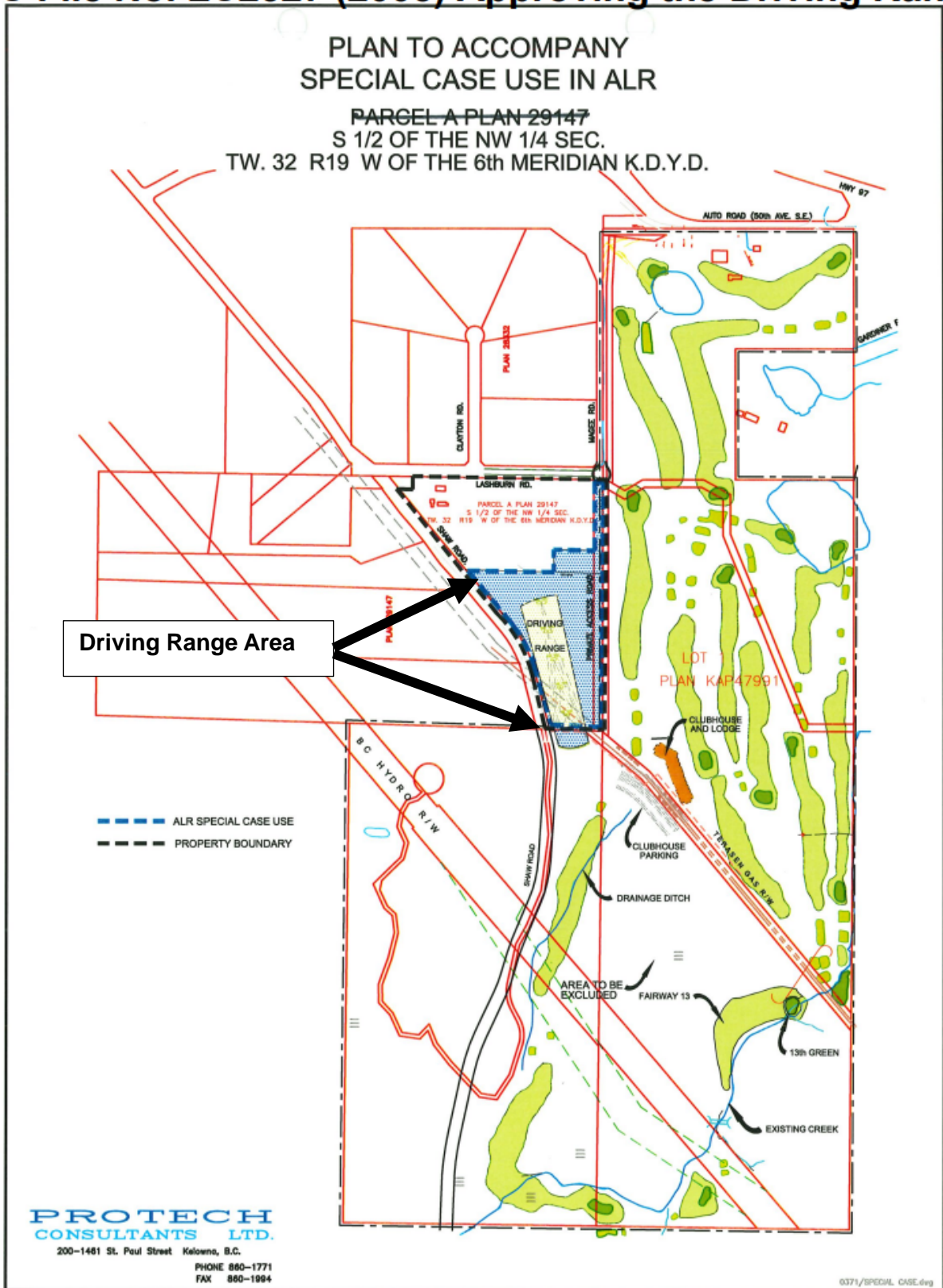


PROPOSED SUBDIVISION LC2596D

Denied by the ALC



ALC File No. LC2327 (2005) Approving the Driving Range





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area D: Agricultural Land Commission (ALC) Application
Section 21 (2) Subdivision LC2611D

DESCRIPTION: Report from Ken Gobeil, Senior Planner, dated September 27, 2024.
3033 and 3045 McTavish Rd, Glenemma

RECOMMENDATION: THAT: Application No. LC2611 Section 21(2) - Subdivision for Lot 1, Section 30, Township 17, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan 40938 be forwarded to the Agricultural Land Commission recommending approval, this 17th day of October 2024.

Corporate Vote Unweighted Majority

SUMMARY:

The owners of 3033 and 3045 McTavish Rd are applying for a subdivision to separate the two single detached dwellings on the subject property onto their own separate lots.

In 2018 the owners were issued a Temporary Use Permit (TUP2500-02) for placement of a second dwelling (3045 McTavish Rd) to provide a residence for their son to live on the property and care for the parents (who live at 3033 McTavish Rd). The Permit was renewed in 2021 and expired September 17, 2024. The owners are now applying for subdivision to provide their son with a separate lot for their existing dwelling.

Since the Temporary Use Permit was issued, Salmon Valley Land Use Bylaw No. 2500 has been updated and permits the placement of two dwellings on the subject property. However, staff note that this application is only reviewing the proposed subdivision and is not regarding the placement of single detached dwellings on the property.

BACKGROUND:

ELECTORAL AREA:
D

LEGAL DESCRIPTION:
Lot 1, Section 30, Township 17, Range 10, West of the 6th Meridian, Kamloops Division Yale District

PID:
013-519-115

CIVIC ADDRESS:
3033 and 3045 McTavish Road, Glenemma

SURROUNDING LAND USE PATTERN:
North= McTavish Road, Residential, Rural, ALR
South= Agriculture, Rural, ALR
East= McTavish Road, Residential, Rural Holdings, ALR
West= Glenemma CSR D Transfer Station, Rural, ALR

CURRENT USE:

Residential, agricultural

PROPOSED USE:

Residential, agricultural

PARCEL SIZE:

2.79 ha

PROPOSED PARCEL SIZE:

1 ha

1.79 ha

DESIGNATION & ZONE:

[Salmon Valley Land Use Bylaw No. 2500](#)

RR –Rural Residential

PROPOSED DESIGNATION & ZONE

NA – No changes proposed

AGRICULTURAL LAND RESERVE:

100%

SOIL CAPABILITY:

5 MT (6:4TP – 4:5TM)

The improved agricultural capability ratings for the property are Class 4 and 5. Class 4 soils are low to medium in productivity with a narrow range of suitable, or sustainable crops. There are severe limitations to Class 5 soils for sustained production of annual field crops.

The limitations associated with this parcel are topographic limitations (T), stoniness (P) and moisture deficiency (M).

HISTORY: SUBJECT PROPERTY

ALC File 21-H-85-19501 (CSRD File 1985-D)

Prior to 1989, the subject property was joined with 2992/3038 McTavish Rd on the north side of McTavish Rd (Legal Subdivision 15, Section 30, Township 17, Range 10, West of the 6th Meridian, Kamloops Division Yale District). Legal Subdivision 15 was bisected by McTavish Rd and in 1985 the owners applied for subdivision to separate portions of the property bisected by McTavish Rd. The CSRD supported this application based on a review of the agricultural capability of the property (which was their policy at the time). The application was approved by the Agricultural Land Commission in 1987 and the subdivision was completed in 1989. See "LC2611D_Maps_Plans_

Photos.pdf" attached for maps showing the subject property in relation to McTavish Rd and 2992/3038 McTavish Rd.

This subdivision was completed prior to adoption of the Salmon Valley Land Use Bylaw No. 2500. When the Salmon Valley Land Use Bylaw No. 2500 was adopted on April 19, 1991, the property was zoned RR – Rural Residential.

HISTORY: SURROUNDING PROPERTIES

There have been no ALC applications within in the last 10 years (2014) for surrounding properties.

SITE COMMENTS:

The subject property is located south of McTavish Road in Glenemma. Most of the property is open

fields. There are two single detached dwellings on the property. The first dwelling is 3033 McTavish Rd, it is near the centre of the property. The second dwelling is 3045 McTavish Rd it is a modular home with addition at the northwest corner of the property. The property is assessed as residential by BC Assessment (not agricultural).

The property is surrounded by open fields to the south and east. Immediately west of the subject property is a gravel pit, the Glenemma Transfer Station is to the south-west. To the north is densely treed rural residential land.

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

For relevant excerpts from the Salmon Valley Land Use Bylaw No. 2500 see attached "LC2611D_Excerpts_BL2500.pdf" attached.

[Salmon Valley Land Use Bylaw No. 2500](#)

- 1.7 Rural and Agricultural Character
- 1.8 Land Resource Capability
- 1.9 Land Use Patterns
- 2.2.19 Secondary Dwelling Unit
- 2.2.5 Agricultural Land Reserve
- 2.2.5.1 Additional Residences within the ALR
- 2.6 RR - Rural Residential
- 3.1 Interpretation

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

[Temporary Use Permit No. 2500-02](#)

In 2018 the owners applied for and were issued a three year Temporary Use Permit to allow a second single detached dwelling (mobile home with an addition and attached deck 182 m² in size) to be placed on the subject property for the owners' son to provide health support and assistance to the owners who live on the property.

- The owners live at 3033 McTavish Rd, the second dwelling proposed in this application is located at 3045 McTavish Rd

At the time of the application, the Salmon Valley Land Use Bylaw and provincial regulations regarding dwellings in the Agricultural Land Reserve were different than they are today.

- (CSRD) Salmon Valley Land Use Bylaw No. 2500
 - The Rural Residential Zone permitted one 'single family dwelling' (updated to single detached dwelling) and one "guest cottage" (a cottage dwelling accessory to the primary dwelling on a parcel, and not exceeding 50 m² in gross floor area).
- (Province) Agricultural Land Reserve

- The Agricultural Land Commission permitted one modular home for immediate family (in addition to a single family dwelling on a parcel). However, the modular home must be removed from the parcel if it is no longer occupied by an immediate family member.

Staff supported the application because the Rural Residential Zone permits two dwellings (one single family dwelling and one guest cottage) on the property and the owners only proposed to have a maximum of two dwellings on the property.

Temporary Use Permit No. 2500-02 was issued with the TUP stipulating that:

- a) A cottage is not permitted to be placed on the subject property while the modular home is located on the property; and
- b) If the modular home is no longer occupied by a member of the property owners' immediate family who is providing health support assistance to the owners of the property, it will be removed from the parcel.

See [Item 14.3 of the September 20, 2018 Board of Directors Meeting](#) for a copy of the Board Report and all attachments of Temporary Use Permit No. 2500-02.

Temporary Use Permits are valid for three years and can only be renewed one time for an additional three years. Temporary Use Permit No. 2500-02 was issued September 20, 2018, renewed on September 17, 2021 for an additional three years and expired September 17, 2024.

Current Salmon Valley Land Use Bylaw

Since the Temporary Use Permit No. 2500-02 was renewed, the Salmon Valley Land Use Bylaw has been amended and the number of dwellings on the property (two) is permitted by the Salmon Valley Land Use Bylaw.

At their June 20, 2024 meeting, the CSRD Board of Directors adopted Salmon Valley Land Use Amendment Bylaws No. 2565 and 2566. These amending bylaws were in response to changes in provincial legislation (Bill 44). Bill 44 required all local governments in the province to change their zoning bylaws and official community plans to permit secondary dwelling units on all residential properties.

- Salmon Valley Land Use Amendment Bylaw No. 2566
 - All references to "single family dwelling" were replaced by "single detached dwelling".
 - References to "guest cottage" were deleted and replaced with "secondary dwelling unit".
 - Authorizes an attached and detached secondary dwelling unit on the subject property. The floor area, net (living space of the secondary dwelling, and does not include decks or carports) of the secondary dwelling unit must be a maximum of 140 m².
- Salmon Valley Land Use Amendment Bylaw No. 2565
 - Established definitions of net floor area and gross floor area
 - Net is regarding a specific use (such as home occupation or secondary dwelling unit) and does not include additional space such as parking areas and decks.
 - Gross is regarding the total area of a building and includes parking areas and decks.
 - Increased the size of accessory buildings in in the Rural Residential Zone to authorize a maximum gross floor area (including decks) of 250 m² on the subject property when it contains a secondary dwelling unit.

See "LC2611D_Excerpts_BL2500.pdf" attached for relevant excerpts of the Salmon Valley Land Use Bylaw.

Staff explained these amendments to the owners and the owners noted that the floor area (182m²) that was used in their Temporary Use Permit application (182m²) was gross floor area (total size of the building with decks and covered areas). Orthophotos indicate the net floor area (living space) of the secondary dwelling (3045 McTavish Rd) would be approximately 165 m² exceeding the 140 m² net floor area requirement of the Salmon Valley Land Use Bylaw. The total size of the building is less than the 250 m² floor area, gross requirement. See "LC2611D_Maps_Plans_Photos.pdf" attached for a copy of maps and orthophotos of the subject property.

A development variance permit would be required for the second dwelling (3045 McTavish Rd) to be permitted as a secondary dwelling unit on the property. The owners were informed of the floor area regulations and they would like to focus on the subdivision application.

Current Regulations for additional dwellings in the Agricultural Land Reserve

In addition to the Salmon Valley Land Use Bylaw, all properties in the Agricultural Land Reserve (ALR) are administered by the Agricultural Land Commission (ALC) and the provincial regulations regarding land use and subdivision regulations also apply to the subject property and supersede the CSRD.

At the time the second dwelling (3045 McTavish Rd) was built on the property the ALC permitted a second dwelling for the use of the owners' family. However, since then the regulations for additional dwellings in the ALR were updated and the provision regarding a second dwelling for an immediate family member no longer exists. When the new regulations regarding residential use in the ALR were enacted, the ALC provided guiding documents for the continuation of pre-existing dwellings. In ALC Bulletin 05 (Residences in the ALR) the ALC confirmed that where an additional dwelling used as a residence of an immediate family member was lawfully established it may continue to be used as a residence for an immediate family member at its current size if the size and siting are not altered.

If this subdivision application is not approved the second dwelling (3045 McTavish Rd) may continue to be used in its current configuration and would not require additional approvals from the ALC. However, this must be confirmed by the ALC. The CSRD does not have authority over the Provincial regulations and staff cannot confirm whether the existing dwelling meets the ALC criteria. The ALC has sole discretion in confirming whether the second dwelling (3045 McTavish Rd) met provincial regulations when it was first constructed.

Proposed Subdivision

The owners are proposing to subdivide the property and separate each single detached dwelling onto a separate lot. 3033 McTavish Rd would be 1.79 ha and 3045 McTavish Rd would be a 1 ha lot. Each lot would have its own independent on-site water system, sewage disposal system and access to McTavish Rd.

The Salmon Valley Land Use Bylaw promotes residential development and subdivision in established communities (Falkland, Silvernails, Silver Creek and Glenemma) and on properties which are zoned for residential development (see LC2611D_Excerpts_BL2500.pdf" for all relevant bylaw excerpts).

The subject property is in Glenemma – one of the established communities referenced in the Land Use Bylaw; and zoned Rural Residential – a zone which permits further subdivision (the minimum lot size for subdivision in the Rural Residential zone is 1 ha).

The proposed subdivision complies with the minimum lot size for new lots created by subdivision, and buildings will meet the minimum setback requirements in the proposed subdivision. There is no maximum size for principal dwelling units and if the subdivision is approved, the dwelling at 3045 McTavish Rd can maintain its current size without any additional permits from the CSRD or provincial authorizations.

Subdivision of the Agricultural Land Reserve

Final approving authority for subdivisions in the CSRD is with the provincial government. Any subdivision that affects the ALR boundary must be approved by the ALC before it is reviewed by the CSRD and Ministry of Transportation and Infrastructure (MOTI). The Provincial Approving Officer (PAO) with MoTI is the final approving authority for subdivision in the CSRD.

The CSRD will include this Board report and attachments when forwarding a recommendation to the ALC for reference. However, the ALC's review of a subdivision application will focus on the ALC Act, ALC Regulations and policies, not local government bylaws.

If the ALC approves the proposed subdivision, the owners will be able to submit a subdivision application to MoTI and then the CSRD. CSRD Staff will review the subdivision application for compliance with relevant bylaws and policies for the Provincial Approving Officer. For this application relevant bylaws include the Salmon Valley Land Use Bylaw No. 2500, as amended, and the Subdivision Servicing Bylaw No. 680, as amended.

As noted above, the proposed subdivision complies with the Salmon Valley Land Use Bylaw. However, the application has not been compared to the Subdivision Servicing Bylaw. Technical requirements of the Subdivision Servicing Bylaw are related to road access, the assessment and demonstration of potable water, and a review of the sewage disposal system or feasibility of a new sewage disposal system.

Staff will review the proposed subdivision in more detail when a complete subdivision application is received.

Rationale For Recommendation

Staff recommend that the Board forward the ALC Application LC2611D to subdivide in the ALR to the ALC with a recommendation to approve the application because the proposed subdivision complies with the Salmon Valley Land Use Bylaw No. 2500, as amended.

IMPLEMENTATION:

If the proposed subdivision is approved by the ALC, the property owner will then be able to make applications to the CSRD and MOTI for subdivision of the subject property.

COMMUNICATIONS:

The recommendation of the Board, staff report, and supporting documents will be forwarded to the ALC for consideration during its review of the application.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_DS_LC2611D.docx
Attachments:	- LC2611D_ALC_Application_Redacted.pdf - LC2611D_Excerpts_BL2500.pdf - LC2611D_Maps_Plans_Photos.pdf
Final Approval Date:	Oct 8, 2024

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



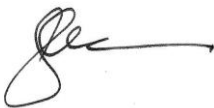
Corey Paiement

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

Gerald Christie



Jennifer Sham



John MacLean



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 101274
Application Type: Subdivide Land in the ALR
Status: Submitted to L/FNG
Applicant: [REDACTED]
Local/First Nation Government: Columbia Shuswap Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description LOT 1 SECTION 30 TOWNSHIP 17 RANGE 10 WEST OF THE 6TH MERIDIAN
KAMLOOPS DIVISION YALE DISTRICT PLAN 40938
Approx. Map Area 2.79 ha
PID 013-519-115
Purchase Date Mar 31, 2004
Farm Classification No
Civic Address 3033 McTavish Road
Certificate Of Title Land Title STSR4022263.2024.06.18.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
[REDACTED] and [REDACTED] [REDACTED]	Not Applicable	[REDACTED]	[REDACTED] [REDACTED]	Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? No

3. Primary Contact

Type	Land Owner
First Name	██████████ and ██████████
Last Name	██████████
Organization (If Applicable)	No Data
Phone	██████████
Email	████████████████████

4. Government

Local or First Nation Government: Columbia Shuswap Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).

Parcel 1. The property is mainly coarse gravel with minimal top soil. The land cannot be tilled due to the extent of the gravel. Reviewing the ALC Capability Classification guideline the parcel should be considered in Class 7 Subclass D.

There are areas on the parcel that are over 30 percent slope and are not safe for farm equipment to traverse.

Does not support natural grass and there is no ability to provide irrigation. Over the years we have had horses and must purchase and feed hay year round as the land cannot sustain any viable pasture.

All of the manure has been composted and added to some areas and the soil is still unable to hold moisture or grow viable grass.

We have picked rocks and made banks in areas.

In order to grow a garden we have purchased soil several times and had

hauled to the site. Last year was over \$500 and we have purchased soil several times.
We have purchased soil and spread on field also.

Proposed Parcel 2. The proposed Lot 2 has essentially the same gravel and rock formations. There are some areas with slope over 30 percent. A new well was drilled on this parcel to try to find sufficient water to supplement the water source on parcel 1. The well is 700 feet deep, cost over \$30,000 and provides domestic water only. There is insufficient soil or water to sustain any grass or agriculture.

Describe all agricultural improvements made to the parcel(s).

Since purchasing the property in 2004 we have composted the manure from our horses and spread on the land.

We have purchased soil several times over the years and hauled to property.

We have harrowed and tried to enhance the ground to sustain grass. It is impactable and impossible to till the land. There is no top soil that can be turned or enhanced. We have picked rocks for 20 years. If we were to plow or rototill the land the minimal top soil would be turned under and rock and gravel on the surface.

There is insufficient top soil to grow a vegetable garden. We purchase soil and have it hauled to the property in order to grow a garden.

The water source for the main residence is a shallow well located approximately 1/2 km away on a different property. There is a 1 and 1/4 inch pipe crossing 2 properties. There is insufficient water to provide irrigation.

Describe all other uses that currently take place on the parcel(s).

Primary use is residential home and we have a horse. There is a 145 m² house, a shed row barn and shop. Due to [redacted] and [redacted] of the owners, [redacted] has [redacted] and [redacted] and can no longer [redacted] is [redacted] and has [redacted] purchased a modular home and moved on the property to provide assistance.

An engineered septic system was designed and installed.

A well was drilled and although it is 700 feet deep and provides sufficient water for one domestic residence there is no capability to provide irrigation to sustain any grass or vegetation.

Land Use of Adjacent Parcels

Main Land Use Type	Specific Activity
--------------------	-------------------

North	Other	Residential. Small acreage with some timber. Owner has no agricultural endeavors on the land.
East	Industrial	Gravel Pit. Ministry of Transportation McTavish Pit and CSRD Glenemma Resource Recovery & Residential Management Facility. Also newly developed Regional Park for recreation use for area.
South	Other	Residential. Small acreage, hobby farm. Similar gravel rock conditions. No agricultural activity
West	Other	Residential

6. Proposal

Proposed Lot Areas

#	Type	Size
1	Lot	1.79
2	Lot	1

What is the purpose of the proposal? The residence for family member to provide assistance for parents is currently a Temporary Use Permit. By sub dividing the 1 ha parcel will provide security to the family member and parents that it does not have to be removed. The land base in the ALR remains the same as the property is on a existing road and no loss of land is necessary for access purpose.

Why do you believe this parcel is suitable for subdivision? The property is adjacent to an existing gravel pit. It is also adjacent to a recycling facility and crown land . The potential for agriculture is minimal. The proposed lot 2 and the remainder of existing lot 1 are course gravel and no top soil. Both parcels have insufficient water sources for irrigation. The sub division supports the goal and mandate of government to encourage affordable housing by having 2 smaller parcels that both have homes for families.

Does the proposal support agriculture in the short or long term? Please explain. In the long term, yes, with the possibility of new technology for small scale agriculture becoming available the potential will be enhanced. The price of land or property is continuing to increase. By having smaller plots that may be more affordable to an individuals or young families to afford and try new technology.

The smaller parcels may also afford younger families to become involved in 4H activities and other types of agriculture.

Proposal Map / Site Plan

Sub division Plot Plan McTavish Road.jpg

Are you applying for subdivision pursuant to the ALC Homesite Severance Policy?

No

7. Optional Documents

Type	Description	File Name
Other files that are related	Composting material	Sub division compost material.jpg
Photo of the Application Site	Slope on part of Lot 1	Sub division slope on Lot 1.jpg
Photo of the Application Site	gravel profile	Soil profile pic McTavish Road.jpg
Other files that are related	Location	Sub division Location map McTavish Road.jpg







Relevant Excerpts from [Salmon Valley Land Use Bylaw No. 2500](#)

(See Salmon Valley Land Use Bylaw No. 2500 for all policies and zoning regulations.)

1.7 Rural and Agricultural Character

Objective

- 1.7.1 An objective of the Regional Board is to generally preserve the rural and agricultural character of the area and ensure the continued viability of economic activities based on agriculture and forestry resources.

Policies

- 1.7.2 The policies of the Regional Board are as follows:

- .1 On Schedule A, the OCP Designation Maps, the rural and agricultural areas are designated as R (Rural);
- .2 Existing rural areas include parcels greater than 60 ha in area and land under resource or agricultural use. Rural areas shall be preserved to the greatest extent possible to provide for continued agricultural and resource production as the main elements of the local economy;
- .5 The Regional Board wishes to discourage residential intrusion in agricultural areas. The Board sees the creation of 8 hectare parcels from larger parcels of good agricultural land (including land within the Agricultural Land Reserve and Class 4 or better agricultural land) as the first step toward residential intrusion on agricultural land. To prevent this intrusion, the Regional Board discourages new Rural Holding designations (8 ha minimum parcel size) on good agricultural land;
- .6 The Regional Board may consider new Rural Holding designations not located on good agricultural land;
- .7 The Regional Board prefers to see rural residential use concentrated on parcels approximately 1 ha (2.5 acres) in size and located in areas where the residential use clearly will not have a negative impact on agricultural uses;

1.8 Land Resource Capability

Objective

- 1.8.1 An objective of the Regional Board is to generally encourage a pattern of land use that respects the capability of the land-based resources to support various uses.

Policies

- 1.8.2 The policies of the Regional Board are as follows:

- .1 Agricultural activities shall be encouraged on land with moderate to excellent agricultural capability in the valley bottoms;
- .2 Agricultural activities shall also be encouraged to locate away from streams. If agricultural activities were located adjacent to streams, a buffer should be provided between streams and agricultural activities;
- .3 Residential, commercial, industrial and institutional uses shall be encouraged to locate on land with low agricultural resource, or wildlife capability, and on land with soils suitable for sewage disposal.

1.9 Land Use Pattern

Objective

- 1.9.1 An objective of the Regional Board is to generally maintain the area's historical pattern of land use in which small-lot residential, commercial, and institutional uses concentrate in the rural communities, leaving the majority of the land for agricultural uses as well as forestry, fishery, and wildlife uses.

Policies

- 1.9.2 The policies of the Regional Board are as follows:

- .1 On Schedule A, the OCP Designation Maps, the rural residential areas, with a minimum parcel size of 1 ha are designated as RR (Rural Residential);
- .2 Future rural residential uses with a minimum parcel size of 1 hectare shall be limited to areas within the communities of Falkland (Shown on Map 2), Silvernails Bench Area (subject to mitigation of fire interface issues) (shown on Map 2(a)), Silver Creek (Shown on Map 3), and Glenemma.

.3 On Schedule A, the OCP Designation Maps, single family and multiple family residential areas within the community of Falkland are designated as RS (Single family Residential) and RM (Multiple Family Residential) respectively;

.9 New local commercial development will be accommodated in Falkland, Silver Creek and Glenemma provided it serves local residents;

2.2.19 Secondary Dwelling Unit

.1 Where permitted in a zone, the number and type of *secondary dwelling unit* (SDU) is determined by the *parcel* size and level of service:

Parcel Size	Level of Service	SDU Regulation	Total Dwelling Units Permitted	Number of Residential Buildings
Any	<i>Community Sewer System**</i>	1 attached* <u>and</u> 1 detached SDU	3	2
< 1 ha	On-site Sewage Disposal	1 attached* <u>or</u> 1 detached SDU	2	1-2
1 ha – 8 ha	On-site Sewage Disposal	1 attached SDU* <u>and</u> 1 detached SDU	2-4	2-3
>8 ha	On-site Sewage Disposal	1 attached* <u>or</u> 1 detached SDU per single detached dwelling	2-4 depending on whether a property is in the ALR	2-4

*Attached SDU is a *secondary dwelling unit* that shares at least one common wall with the single detached dwelling.

**For an SDU, despite the definition in Part 1 of this bylaw, the number of connections for a community sewer system may be less than 50 provided written confirmation from the sewer system operator that the system has the capacity to service the proposed SDU is received.

.2 A *secondary dwelling unit* must:

- a) have a *floor area, net* no greater than 140 m²;

- b) have a door direct to the outdoors without passing through any part of the *single detached dwelling unit*;
 - c) remain under the same legal title as the principal *single detached dwelling unit*, and not be stratified;
 - d) be serviced by an on-site sewerage disposal system in accordance with the Sewerage System Regulations of the Public Health Act and it must be demonstrated that there is a suitable back up field area on the *parcel*/unless a *community sewer system* is available in which case connection to the *community sewer system* is required. For lots less than 1 ha the back up field area is required to be protected by a Section 219 covenant.
 - e) be serviced with potable water from either a *domestic water system* or a *community water system*;
 - f) not be used as a *vacation rental* unless expressly permitted by this *Bylaw*;
 - g) not be used as a *bed and breakfast*; and,
 - h) Off-street parking shall be provided in accordance with Schedule B of this *Bylaw*.
- .3 Notwithstanding 2.2.19.1 and 2.2.19.2, *secondary dwelling units* on property within the Agricultural Land Reserve (ALR) must be in accordance with Agricultural Land Commission regulations for residential dwelling units in the ALR.

Agricultural Land Reserve (ALR)

- 2.2.5 In addition to the regulations established in this Bylaw, all lands within the Agricultural Land Reserve are also subject to the provisions of the Agricultural Land Commission (ALC) Act, regulations and orders of the ALC (thereby not permitting the subdivision of land or the development of non-farm uses unless approved by the ALC).

Additional Residences within the ALR

- 2.2.5.1 Any properties located within the ALR and in land use zones that permit two single detached dwellings must have the approval of the ALC, prior to establishing the second residence.

In the event that a farm requires more than two single detached dwellings on the property, either issuance of a Temporary Use Permit or a successful rezoning is required, after approval from the ALC is received.

2.6 RR Rural Residential
Permitted Uses

2.6.1 The following uses and no others are permitted in the area zoned as RR:

- .1 agriculture;
- .2 secondary dwelling unit;
- .3 church;
- .4 home occupation;
- .5 single detached dwelling;
- .6 accessory use.

Regulations

2.6.2 On a parcel located in an area zoned as RR, no land shall be used; no building or structure shall be constructed, located or altered; and no plan of subdivision approved which contravenes the regulations set out in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations.

	<u>Column I</u>	<u>Column II</u>
.1	maximum number of single detached dwellings	1 single detached dwelling per parcel
.2	maximum number of single detached dwellings	in accordance with Section 2.2.19
.3	minimum siting of the following buildings, structures or uses from any parcel line or watercourse:	
	*a structure for the keeping of animals (does not include a fence):	30 m
	*feeding or drinking trough:	15 m
.4	minimum siting of other buildings, structures or uses from parcel lines:	
	*front and rear parcel lines:	10 metres
	*side parcel lines:	2 metres
	*exterior side parcel lines:	4.5 metres
.5	Minimum area of parcels created by subdivision:	1 hectare
.6	Minimum servicing standard	on-site sewage disposal on-site water supply
.7	Maximum height for:	
	*principal buildings and structures	11.5 m (37.73 ft)

	*accessory buildings containing a dwelling unit	10 m (32.81 ft)
	*all other accessory buildings and structures	8.5 m (27.89 ft)
.8	Maximum floor area, gross of an accessory building:	
	1. on a parcel less than 0.4 ha	
	a. accessory building containing a dwelling unit	250 m ² (2690.98 ft ²)
	b. all other accessory buildings and structures.	150 m ² (1614.59 ft ²)
	2. on a parcel greater than 0.4 ha and less than 2.0 ha	250 m ² (2690.98 ft ²)

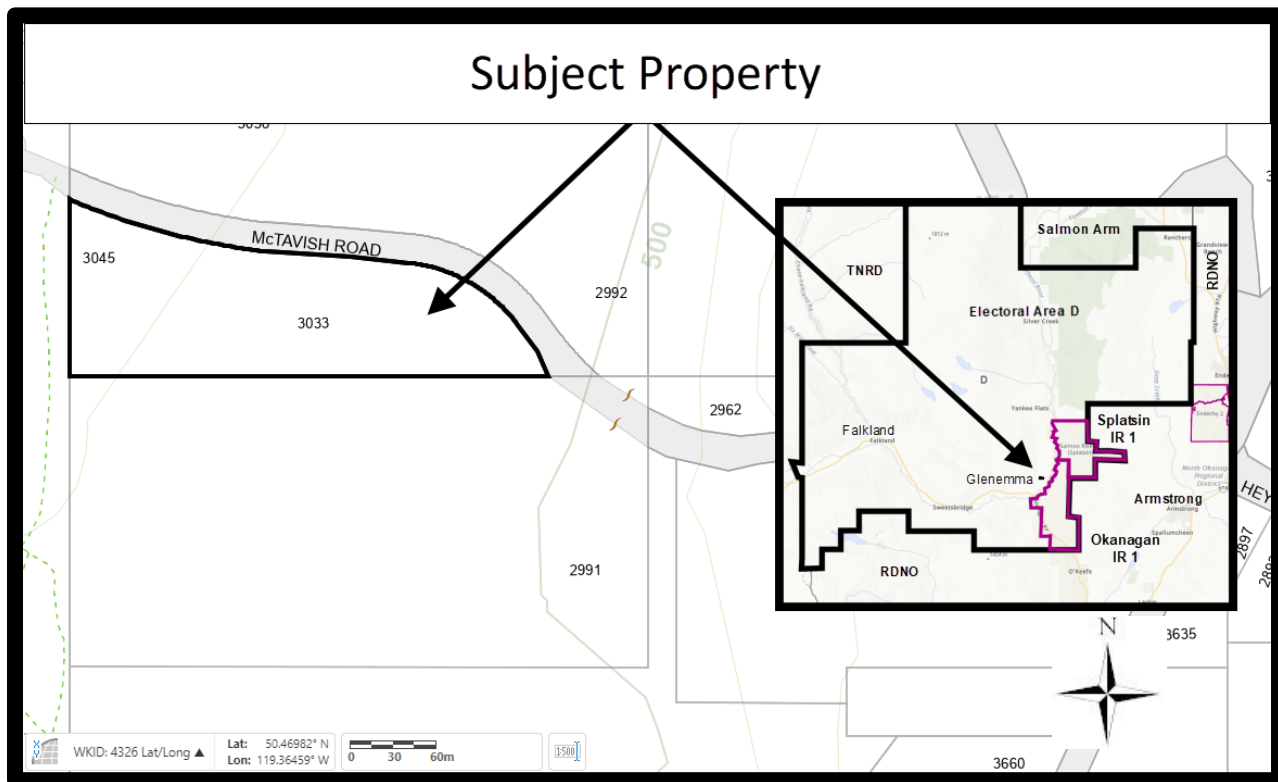
3.1 Interpretation

3.1.1 In this Bylaw all words or phrases shall have their normal or common meaning except where this is changed, modified or expanded by the definitions set forth below:

“floor area, gross” is the total area of all storeys in a building and attached decks and balconies, whether at, above, or below established grade, measured to the outside face of the exterior walls, windows, roof or floor as applicable, or the area in a portion of a building as applicable. For structures or portions of structures without walls, floor area, gross is measured from the outside edges of posts. Where a roof extends more than 1.3 m beyond a wall or post floor area, gross is measured to the outermost edge of the roof or eave. For buildings, structures or portions thereof without a roof floor area, gross is measured from the exterior face of a wall, post or edge of floor. Floor area, gross includes balconies, decks and parking areas but does not include unenclosed exterior stairs;”

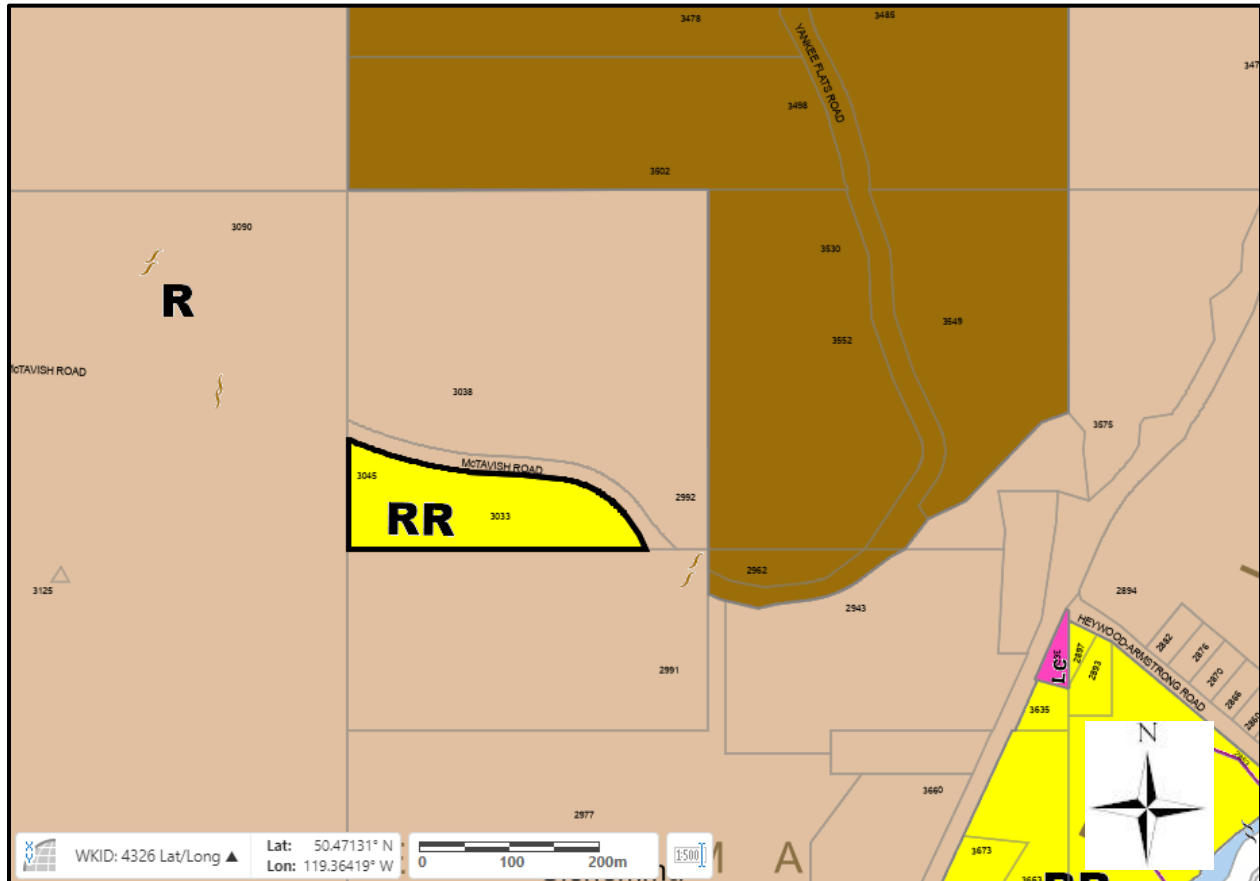
“floor area, net” is the total area of all storeys in a building measured to the outside face of exterior walls, or, as applicable, the area associated with each specific use measured to the outside face of the walls of the area. For portions of buildings without walls, the floor area is measured from the outside edges of posts. Floor area, net does not include balconies, decks, and parking areas

Location Map



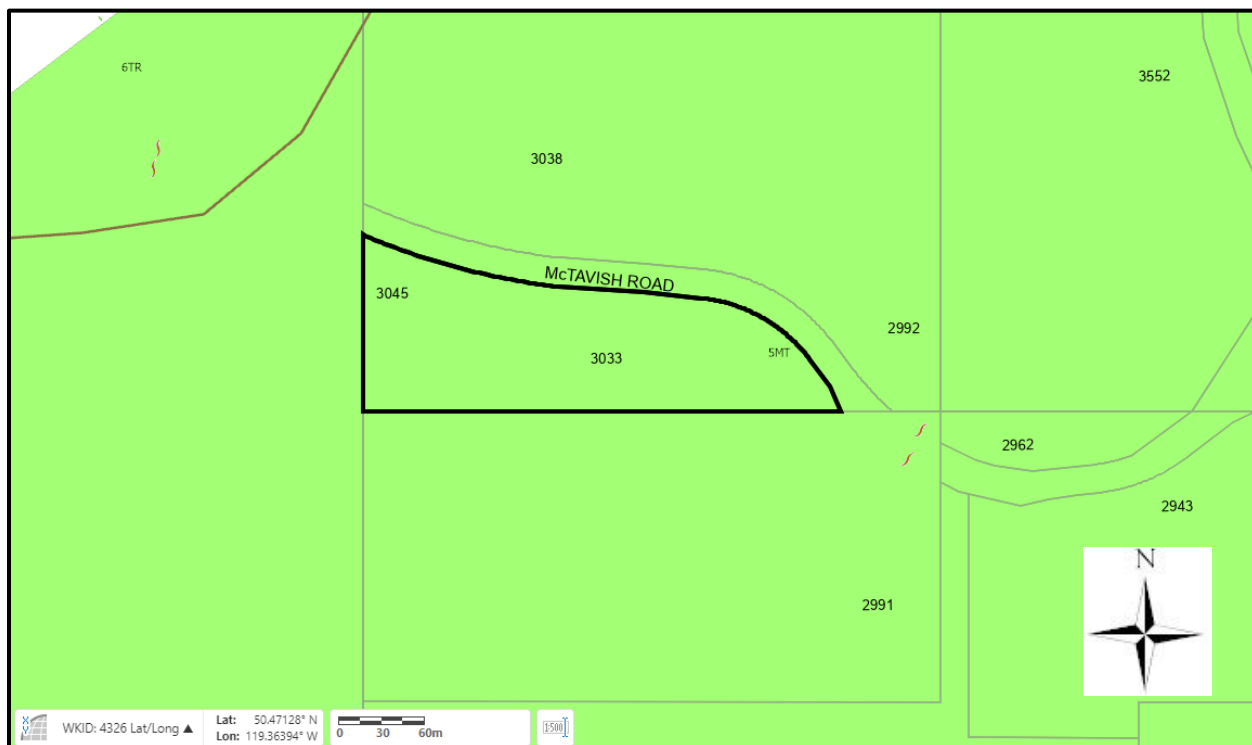
Salmon Valley Land Use Bylaw No. 2500

RR – Rural Residential

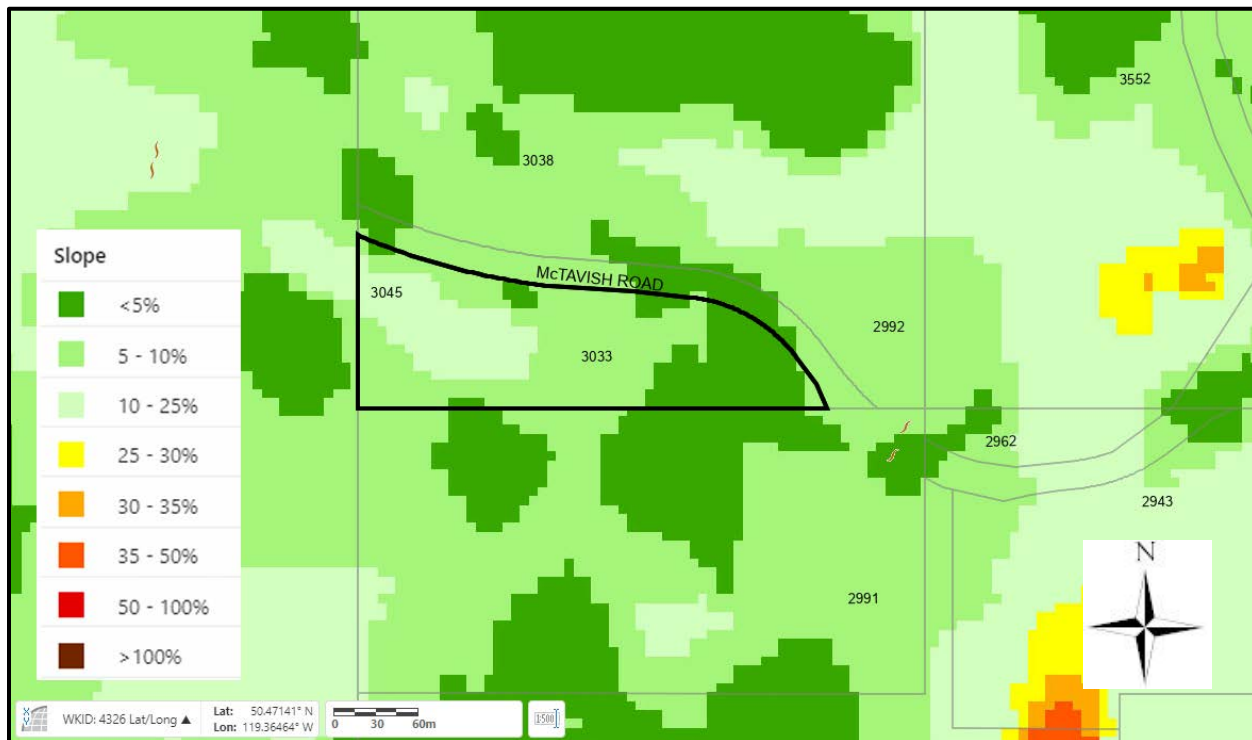


Agricultural Land Reserve

Soil Capability: 5MT (6:4TP – 4:5TM)



Slope



Ortho Imagery - CSRD 2023



Ortho Imagery - CSRD 2023

Approximate Subdivision

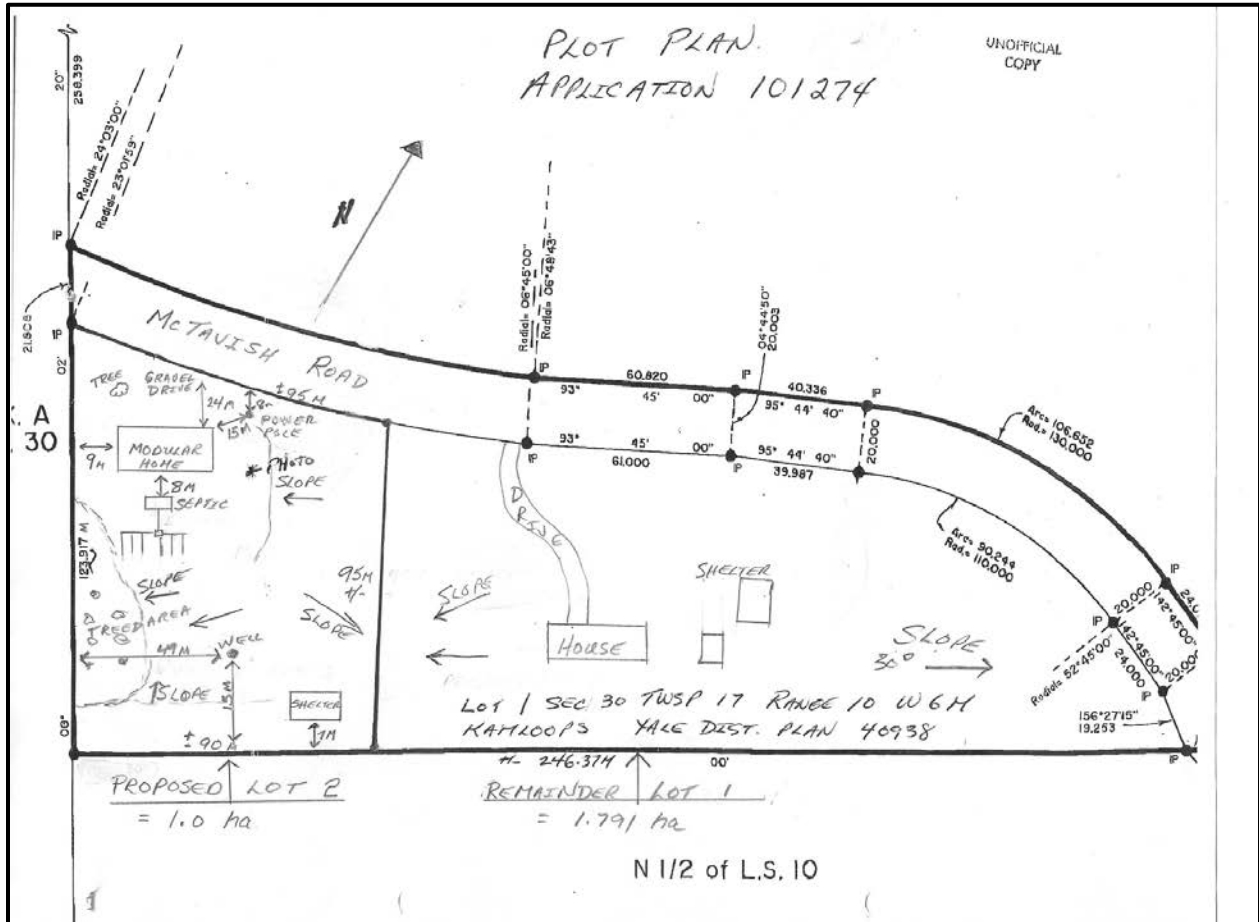


Ortho Imagery – CSRD 2023

Approximate Size of Secondary Dwelling Unit (3045 McTavish Rd)



Site Plan (Submitted by Applicant)



Google Streetview:
3033 McTavish Rd



Google Streetview:
3045 McTavish Rd





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area F: ALR Exclusion Application No. LC2612F

DESCRIPTION: Report from Laura Gibson, Planner II, dated October 2, 2024
PIDs 008-596-051 and 008-596-042, Lee Creek

RECOMMENDATION: THAT: ALR Exclusion Application No. 2612F proceed to Stage 2 - Public Consultation as per the requirements of CSRD ALR Exclusion Policy P-24, this 17th day of October 2024.

Corporate Vote Unweighted Majority

SUMMARY:

This Agricultural Land Reserve (ALR) exclusion application is for two properties in Lee Creek (15.1 and 16.4 ha), which are accessed by a private road off the end of Lee Creek Drive and are entirely located within the ALR. The properties are a shared interest, meaning each property has multiple owners. There are seven owners on title for the west property and seven owners on title for the east property. The Bush Creek East wildfire in summer 2023 destroyed eight of the dwellings that formerly existed on the properties. Five dwellings remain on the east property and two remain on the west property. The Agricultural Land Commission (ALC) will not allow the owners to rebuild the dwellings that were lost to the wildfire as the current ALC regulations only allow for one primary dwelling and one secondary dwelling per parcel. The properties were included into the ALR in 1981 following a request made by the property owners. The owners are now seeking an ALR Exclusion to facilitate rebuilding their dwellings. Scotch Creek/Lee Creek Zoning Bylaw No. 825, as amended (Bylaw No. 825), has site specific regulations for each subject property, allowing the east property to have eight dwelling units and the west to have six dwelling units. This totals a permitted 14 dwellings between the two properties, one less dwelling than what existed prior to the wildfire. A zoning amendment will be required to Bylaw No. 825 if more than seven homes are proposed to be rebuilt.

BACKGROUND:

ELECTORAL AREA:
F

LEGAL DESCRIPTION:

East property: Block A of North East $\frac{1}{4}$ of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

West property: Block A of North West $\frac{1}{4}$ of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

PID:

East property: 008-596-051

West property: 008-596-042

CIVIC ADDRESS:

East property: 1787, 1802, 1804, 1810, 1837, 1854, 1866, and 1900 Lee Creek Drive, Lee Creek

West property: 1875, 1885, 1888, 1902, 1904, 1-1904, 1935, and 1937 1940 Lee Creek Drive, Lee Creek

SURROUNDING LAND USE PATTERN:

North = Vacant crown land

South = Vacant crown land, Rural Residential

East = Rural Residential (vacant)

West = Vacant crown land

CURRENT USE:

East property: Five single detached dwellings, two accessory buildings (shop, mill), some small gardens.

West property: Two single detached dwellings, one accessory building (community centre), two small orchards and some small gardens.

PROPOSED USE:

East property: Rebuild up to three single detached dwellings

West property: Rebuild up to five single detached dwellings

PARCEL SIZE:

East property: 15.06 ha (37.22 ac)

West property: 16.4 ha (38.44 ac)

DESIGNATION:

[Electoral Area F Official Community Plan Bylaw No. 830](#)

AG – Agriculture

ZONE:

[Scotch Creek/Lee Creek Zoning Bylaw No. 825](#)

AG - Agriculture

AGRICULTURAL LAND RESERVE:

100%

SOIL CAPABILITY:

East property: 80% Class 6 limited by Topography and Stoniness and 20% Class 7 limited by Shallow Soil Over Bedrock/Bedrock Outcroppings and Topography. Not indicated as improvable.

West property: Approximately 86% of the property is 80% Class 6 limited by Topography and Stoniness and 20% Class 7 limited by Shallow Soil Over Bedrock/Bedrock Outcroppings and Topography; the remaining 14% of the property is 70% Class 7 limited by Topography and Adverse Climate and 30% Class 6 limited by Topography and Stoniness. Not indicated as improvable.

See attached "Agricultural_Capability_Classification.pdf" for information on interpretation of soil classification mapping.

HISTORY:

CSRD File No. 1553-F (1978) – Request from subject property owners to be included in the ALR. Inclusion was eventually successful, and the land was included into the ALR in 1981. See Key Concepts/Issues below for more details.

SITE COMMENTS:

A site visit was completed by Planning staff for this application on June 14, 2024 (see attached "LC2612F_Maps_Plans_Photos_Redacted.pdf"). The subject properties have varied topography with steep slopes on the north sections and bedrock outcroppings throughout. On the west property, there are five sites where single detached dwellings were lost to the wildfire. The foundations that remain reflect that the homes were very modest in size. Three single detached dwellings remain on the west property, as well as a community centre which is shared by all the property owners (which contains a recreation area and kitchen). On the east property, two single detached dwellings were lost to the wildfire and six single detached dwellings remain standing. There is also an accessory building (shop) and a small pond on the east property, as well as two small orchards with fruit trees, each approximately 0.2 ha. On both the east and west properties, some of the dwellings have or had small personal gardens.

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

See attached "LC2612F_BL830_BL825_Excerpts.pdf".

[Electoral Area F Official Community Plan Bylaw No. 830](#)

- 1.2 Sustainable Planning Principles
- 6.0 A Well-Housed Community
- 6.1 Housing Affordability and Special Needs
- 11.3 Agriculture

[Scotch Creek/Lee Creek Zoning Bylaw No. 825](#)

- 1.0 Definitions
- 3.19 Secondary Dwelling Unit
- 5.3 Agriculture Zone

See attached "LC2612F_ALC_Policy_Excerpts.pdf".

- House Legislation in the ALR
- ALC Policy I-26 – Non-adhering Residential Use Applications
- ALC Exclusion Application Guide

ALR Exclusion

As a result of Bill 15-2019, as of September 30, 2020, private landowners are no longer able to make an application to the ALC for exclusion from the ALR; only the Provincial Government, local or First Nation governments or prescribed public bodies may make such applications.

The CSRD adopted [ALR Exclusion Policy P-24](#) on December 9, 2021, to establish a procedure to follow when reviewing requests for exclusion from private landowners. [ALR Exclusion Policy P-24](#) (see attached

"ALR_Exclusion_Policy_Graphic_P-24.pdf") establishes a set of considerations for the CSRD to consider when reviewing an application for exclusion from the ALR. The purpose of these considerations is to provide some guidance for the CSRD Board and staff in evaluating an ALR exclusion application as well as give insight to property owners to evaluate the likelihood of their application for exclusion being supported by the CSRD and, if supported, the likelihood of the ALC approving exclusion.

The considerations, like most OCP policies, are guidelines to inform the Board's consideration of the application. The Board will determine its support, or not, for an application based on the details of the specific application for a property. The initial application fee is \$650. If this application proceeds to public consultation, the property owner will be charged a subsequent fee of \$1000. If the CSRD Board ultimately motions to send the application to the ALC, the applicants will also be charged the \$750 ALC application fee.

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

History

According to the agent's letter included with the application, the subject properties were originally occupied in the 1970s through a lease from the Province of British Columbia as part of the Homestead Act (see attached "LC2612F_Letters_of_Rationale_redacted.pdf"). The Homestead Act allowed persons to improve and eventually claim crown land. The original lessee, who invited others to live on the land with him, forming the "Lee Creek Village" which still exists today, applied to include the land in the Agricultural Land Reserve in 1978.

The following history is summarized from letters in the CSRD's historic paper file for the ALR inclusion application, which may be incomplete (see attached "LC2612F_Historic_ALR_Inclusion_File_Documents_redacted.pdf"). The Province's Lands Management Branch, who leased out the land, had no objections to the land being included in the ALR. The CSRD reviewed the application and supported the request for inclusion and commented, "Most of the site is capable of agricultural development requiring intensive effort, such as now being undertaken on this property by the Lee Creek commune." According to the application form for the ALR inclusion request, at the time, the land was used for two or more acres of orchards, one acre of garden, four pigs, four to six sheep, and two colonies of bees.

In 1980, as part of reviewing the inclusion application, the Agricultural Land Commission (ALC) requested that a soil report be prepared by a Professional Agrologist. A Provincial Agrologist concluded that most of the acreage has limitations for agriculture due to topography, stoniness, and shallowness to bedrock, but also determined that a small acreage of Class 5 soil could be designated on an area referred to as the Lee Creek Bench, and the agrologist ultimately supported inclusion into the ALR (see attached "LC2612F_Soils_Report_1980-02-07_redacted.pdf"). The ALC wrote a letter to the Ministry of Agriculture stating that the dedication and hard work of the commune brought the somewhat marginal land into a relatively high level of agricultural productivity and that those efforts proved that the land, if intensively managed, had capabilities which merited its inclusion in the ALR. The ALC requested that the Ministry of Agriculture support the inclusion.

The Ministry of Agriculture did not initially support the inclusion on the grounds that the land under application did not conform with the guidelines used to dedicate Agricultural Land Reserves (generally,

Class 1 to 4 soils) and stated that “in this instance, the land has an agricultural capability of 5, 6 and 7 with no opportunity for an improved rating.” The ALC wrote another letter to appeal this decision and drew attention to the fact the present agricultural use and good farm management were evidence of the capability of the land to support agriculture. The Ministry of Agriculture subsequently provided approval for the land to be included in the ALR. The CSRD received notification from the ALC of the land’s inclusion into the ALR on June 4, 1981.

The CSRD does not have a record of how many single detached dwellings existed on the property at the time of the inclusion into the ALR. The agent indicates there were five dwellings on the west property and four on the east property at the time of inclusion. The Scotch Creek/Lee Creek Zoning Bylaw No. 825, which was adopted in November 2005, recognized what was existing on the subject properties at the time of the zoning bylaw adoption through two special regulations which permit the east property to have eight dwelling units and the west to have six dwelling units. The agent indicates that by August 2023, there were seven single detached dwellings on the west property and eight on the east property, and a total of eight dwellings were destroyed by the Bush Creek East Wildfire. The owners want to rebuild the dwellings that were lost.

The properties currently remain 100% in the ALR. The ALC currently regulates how many dwellings can be on a property in the ALR. Only one principal residence (maximum floor area of 500 m²) and one additional residence (maximum floor area of 90 m²), are permitted for each parcel (see attached “LC2612F_ALC_Policy_Excerpts.pdf”). This means the property owners cannot rebuild the homes they lost to the wildfire. The ALC has a route to apply for a Non-Adhering Residential Use (NARU) application to seek approval for additional residences, however, the Commission is bound by legislation that only allows them to approve a NARU application if the additional residence is necessary for farm help. This is not the case for the subject property.

The letter of rational submitted by the agent notes that the property owners are primarily seniors who are incapable of continuing to intensively manage the land to make it suitable for agriculture. Therefore, they are seeking exclusion from the ALR in order to rebuild the dwellings that were lost to the wildfire.

ALR Exclusion Policy P-24 Considerations

The CSRD’s ALR Exclusion Policy P-24 contains a series of considerations for the CSRD Board to consider when deciding to support an exclusion application.

1. Official Community Plan Policies

The subject properties are designated Agriculture in the Electoral Area F Official Community Plan Bylaw No. 830 (adopted June 2009). The land would have been designated Agriculture because it was in the ALR at the time the plan was written. There are no other properties designated Agriculture in the vicinity of the subject properties. If the properties were not in the ALR, they would have likely been designated RR – Rural Residential like the surrounding parcels. The maximum density permitted in the RR designation is 1 unit per hectare (0.4 units per acre). If the owners were to rebuild the dwellings that were lost to the wildfire, neither property would exceed 1 unit per hectare the proposed density of each is approximately 1 per 2 hectares).

OCP Bylaw No. 830 only speaks to ALR exclusions in Scotch Creek and in the defined Settlement Areas, which the subject properties are not in. However, the CSRD has created ALC Exclusion Policy P-24 to establish conditions to review ALR exclusion requests on a case-by-case basis.

OCP policies include in Section 6, A Well-Housed Community, to provide a range of housing types and tenures to meet the needs of the community and to encourage affordable, appropriate housing for seniors to allow North Shuswap residents to age in place, close to friends and family.

Furthermore, Section 6.1, Housing Affordability and Special Needs, specifically states that the Regional District strongly supports innovative approaches to creating affordable housing such as rent-to-own, cooperatives, mixed market and non-market projects, and public-private partnerships.

2. *Zoning*

The subject properties are zoned AG - Agriculture in the Scotch Creek/Lee Creek Zoning Bylaw No. 825 (adopted November 2005). As with the Agriculture designation in Bylaw No. 830, this zone would have been applied to the properties because they were in the ALR and not because of their agricultural potential. None of the other properties in the vicinity of the subject properties are zoned Agriculture.

The subject properties have site specific regulations to allow for more dwellings than the AG zone typically permits. The east property is permitted a density of one dwelling per 1.7 ha, which equals eight dwellings. The west property is permitted a density of one dwelling per 2.5 ha which equals six dwellings. The site specific regulation also allows the public assembly facility (community centre) on the west property.

The philosophy of the zoning bylaw was to identify what existed on properties at the time the zoning bylaw was adopted, which was in November 2005.

If the ALR exclusion is successful, the owners will be able to rebuild up to a total of seven single detached dwellings as per the site specific regulation in Bylaw No. 825. A zoning bylaw amendment would be required to rebuild the eighth dwellings on the east parcel.

3. *Soil Capability*

According to the Land Capability Classification for Agriculture in British Columbia (see soil classification in attached "LC2612F_Maps_Plans_Photos_Redacted.pdf" and "Agriculture_Capability_Classification.pdf"):

Approximately 92% of the properties are 80% Class 6 limited by Topography and Stoniness and 20% Class 7 limited by Shallow Soil Over Bedrock/Bedrock Outcroppings and Topography; the remaining 8% of the properties are 70% Class 7 limited by Topography and Adverse Climate and 30% Class 6 limited by Topography and Stoniness. The soils are not indicated as being improvable.

Class 6 soils are considered nonarable but capable of producing native or uncultivated perennial forage crops. Land in Class 6 provides sustained natural grazing for domestic livestock and is not arable in its present condition. Land is placed in this class because of severe climate, or the terrain is unsuitable for cultivation or use of farm machinery, or the soils do not respond to intensive improvement practises. Some unimproved Class 6 lands can be improved by draining and/or diking.

Class 7 land may have limitations equivalent to Class 6 land but they do not provide natural sustained grazing by domestic livestock due to climate and resulting unsuitable natural vegetation. Also included are rockland, other non-soil areas, and small water-bodies not shown on maps. Some unimproved Class 7 land can be improved by draining or diking.

A.B. Dawson, P. Ag., did a site visit to the property to further assess the soils and prepared a Soils Report dated February 7, 1980 (see attached "LC2612F_Soils_Report_1980-02-07_redacted"). A copy of the soils report was in the historic CSRD ALR inclusion file. Dawson refers to an area as the Lee Creek Bench, which much of the two properties fall into and which,

when cleared, has potential for agriculture due to its south aspect, low elevation, and Class 1a climate. However, Dawson notes that most of the acreage has limitations for agriculture due to topography, stoniness, and shallowness to bedrock. The conclusion for soil classification by Dawson was (for both the east and west properties combined):

Approximately 17.5% of the properties are 70% Class 7, limited by Shallow Soil or Bedrock Outcroppings and Topography, and 30% Class 6 soils, limited by Topography and Shallow Soil or Bedrock Outcroppings. The other 82.5% of the properties are 60% Class 5 soils, limited by Topography and Stoniness, 20% Class 6 soils, limited by Topographic and Stoniness, and 20% Class 6 soils, limited by Shallow Soil or Bedrock Outcroppings and Topography.

This means approximately 50% of the properties could be considered Class 5 soils.

Land in Class 5 is generally limited to the production of perennial crops or other specially adapted crops. Productivity of these suited crops may be high. Some Class 5 lands can be used for cultivated field crops provided unusually intensive management and/or the use of particularly well-adapted crops. Where adverse climate is the main limitation, a broader range of cultivated field crops may be grown, but periodic crop failure can be expected under average conditions. Note that in areas that are climatically suitable for growing tree fruits and grapes, stoniness and/or topography are not significant limitations.

Generally, land with Class 1 to 4 soils is included in the ALR, as Class 5 has limitations that restrict its capability to producing perennial forage crops or other specially adapted crops.

4. *Farm Classification*

The east parcel currently has farm classification from BC Assessment.

Farm classification is a voluntary program. Owners of land who want all or part of it classified as farm must apply to the local assessor. Farm Classification is a benefit which is intended to encourage the farming of land, and production of local food sources. The Classification of Land as a Farm Regulation sets out income thresholds, which are to be achieved in order to obtain farm classification. BC Assessment is required to confirm a farm continues to meet the income thresholds, to ensure a property should maintain its farm classification, and the associated benefits - such as regulated land rates, which result in lower assessed values on which property taxes are based.

Due to privacy reasons, BC Assessment was not able to share specific details regarding the farm classification for the east parcel. In the agent's letter of rationale, the agent describes the farm class being a result of a "you-pick" orchard and some garden produce sales at the local farm markets. However, as noted by the other owners, the orchards were failing to produce much fruit, and the gardens required intensive management which is not able to be sustained by the older residents of the properties. The agent has indicated that the two previous owners who had farmed some of their share of the property passed away in 2022. Other owners have indicated they do not plan on taking over these limited agricultural activities. Therefore, it is likely that the farm class status will be removed from the property in the near future.

5. *Surrounding Uses*

There are no agricultural uses occurring on any adjacent parcels and no adjacent ALR land.

North = Vacant crown land

South = Vacant crown land; Rural-1, Rural-2, and Country Residential zoned properties

East = Vacant. Was redesignated from Rural and Resource to Rural Residential and rezoned from Rural 1 to Country Residential in April 2021 to facilitate a proposed subdivision to 9 lots with a minimum parcel size of 2 ha. (Subdivision not yet completed.)

West = Vacant crown land

6. *Slopes and Hazards*

The topography of the property varies greatly, with much of the north portions of the properties steep-sloped (35-100% grade).

Both properties have overlap with an area identified as a low risk of rockfall or shallow landslide hazard in the BGC 2023 report because of the wildfire burn. This potential hazard would need to be evaluated by a Qualified Professional as part of the building permit process, if the owners are able to proceed with rebuilding.

7. *Public Interest*

Public interest would mean there is a community benefit that could not be realized without the successful exclusion of the property from the ALR. There is no corporate CSRD strategic public interest if the exclusion is successful or not; for example, using the subject properties for a CSRD project such as a recreational facility, sewage treatment plant, etc. However, there is a community public interest in allowing eight families to rebuild their homes that were lost to the wildfire, most of which were constructed decades prior.

8. *Is another ALC approval more suitable?*

No, the alternative is a Non-Adhering Residential Use application which would not be approved as the proposed additional dwellings are not for farm help.

Letters of Rationale

A series of Letters of Rationale prepared by the individual property owners and the agent for the application were submitted along with this application for exclusion (see attached "LC2612F_Letters_of_Rationale_redacted.pdf"). In the letters, most of the owners state they do not use or have plans to use the property for agriculture. The orchards and gardens that do exist never produced on a large scale, just enough for local farm markets, and have been negatively impacted by climate change in recent years. A lack of water is a specific challenge and that has only been exacerbated by the loss of tree cover from the wildfire.

The owners describe how they worked together as the original homesteaders and have established a strong community over the last several decades. While they used to do lots of work to manage the land and grow their own food, they are now seniors who are less fit to do so. All they hope for is to rebuild what they lost to the wildfire. Most of them have nowhere else to go and limited incomes.

Analysis

The properties would have been designated Agriculture in Bylaw No. 830 and zoned Agriculture in Bylaw No. 825 because they were in the ALR at the time the bylaws were adopted. The properties would have been given other designations and zones if they were not in the ALR, similar to the adjacent properties which are not in the ALR.

The subject properties were not initially included in the ALR because of their soil classification (Class 6 and Class 7 that are not improvable). The general practice was to include lands having a Canada Land Inventory agricultural rating of Class 1 to 4. In the soils report which was prepared for the original

inclusion application in 1980, the best soils identified were, if irrigated, Class 5 soils (not indicated to be improvable), still below the rating usually included in the ALR. These Class 5 soils accounted for approximately half of the subject properties. The intensive management by the lessee/owners at the time, which created some agricultural potential, was seen as justification for including the land. The intensive management cannot be maintained by the current owners, who are now much older. Furthermore, the challenges faced by climate change and lack of water will continue to limit agricultural potential of the land.

In reviewing the history of the ALC regulations it appears that historically, residences were permitted only for those engaged in the operation of the farm, but there was no maximum number of residences for a parcel. The ALC rules are now much stricter, specifically limiting the number of residences to one primary residence and one secondary residence per parcel. As this property has a long history of being a shared interest, the residents likely never would have opted for inclusion into the ALR if they had known what the future restrictions would be.

OCP Bylaw No. 830 policies encourage a range of housing types and tenures to meet the needs of all residents in the community and specifically states that the Regional District will strongly support innovative approaches to creating affordable housing such as cooperatives like the Lee Creek Village. When it comes to seniors housing projects specifically, however (i.e. group housing, assisted living projects, and residential complex care facilities), those are directed to Scotch Creek where there are already services and amenities, and the terrain provides for pedestrian-friendly environment. However, while most of the owners of the subject properties are seniors, this proposal is not considered a seniors specific housing project.

During the site visit to the subject properties, several of the residents of the subject properties who lost their homes to the wildfire noted that they have been living temporarily with friends or family members, some in other communities. They expressed that they are seniors who are not capable of intensively managing the land for agricultural use and who do not have the funds to purchase or rent elsewhere.

Rationale for Recommendation

Staff are recommending that the Board support this application for exclusion and that the application proceeds to Stage 2 – Public Consultation for the following reasons:

- The subject land was never intended to be placed in the ALR by the ALC and was only added by request of the residents, and not without hesitation by the Ministry of Agriculture,
- The residents have now lost their homes to a wildfire that was out of their control and wish to rebuild what they lost so they can return to their home and properties,
- According to the agent, 9 dwellings existed prior to inclusion into the ALR in 1981, and the Scotch Creek/Lee Creek Zoning Bylaw No. 825 includes a special regulation to recognize the 14 dwellings that existed prior to the zoning bylaw's adoption in 2005,
- If the ALC will not allow them to rebuild what they lost while the land is in the ALR, it seems reasonable for the land to be excluded from the ALR to facilitate rebuilding given that the land would never have been included in the ALR were it not at the request of the residents over 40 years ago, and,
- There is no suitable alternative application through the ALC to seek another approval for the dwellings.

IMPLEMENTATION:

If the Board supports the staff recommendation to proceed to Stage 2 - Public Consultation requirements for an ALR exclusion application, the landowner will be charged a subsequent fee of \$1000, staff will create an ALR exclusion application in the ALC Portal, and staff will move forward with

the public consultation requirements for an ALR exclusion application, as established by the ALC Act. Public consultation will include posting a notice of application sign on the property, mailing copies of the application to affected First Nations, and holding a public hearing, including advertising for the public hearing in two issues of a local newspaper.

COMMUNICATIONS:

If the Board supports the staff recommendation to proceed with the public consultation requirements for an ALR exclusion application, CSRD staff will send a copy of the application to affected First Nation governments, have a sign advising of the application prepared and posted at the driveway entrance to the subject properties, advertise a public hearing in at least two issues of a local newspaper, and host a public hearing for the subject application.

Planning staff reached out to the ALC to request that they waive the requirement for a sign given that the property is so rural and only traffic proceeding up the Adam Plateau Forest Service Road would see the sign, but the ALC said the requirement could not be waived. The ALC said one sign for both properties instead of one for each property would be acceptable.

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:	2024-10-17_Board_DS_LC2612F.docx
Attachments:	<ul style="list-style-type: none"> - LC2612F_Letters_of_Rationale_redacted.pdf - LC2612F_Maps_Plans_Photos_Redacted.pdf - ALR_Exclusion_Policy_Graphic_P-24.pdf - LC2612F_BL830_BL825_Excerpts.pdf - LC2612F_ALC_Policy_Excerpts.pdf - LC2612F_Historic_ALR_Inclusion_File_Documents_redacted.pdf - Agriculture_Capability_Classification.pdf - LC2612F_Soils_Report_1980-02-07_redacted.pdf
Final Approval Date:	Oct 8, 2024

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



Corey Paiement

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

Gerald Christie



Jennifer Sham



John MacLean

Introduction:

On 26 May 2024 I was appointed as Agent, by all Village owners, to collaborate with Columbia Shuswap Regional District planning staff , with the primary goal; ‘exclude my lands from the ALR’.

Subsequently, Corey Paiement, Haley Johnson, Laura Gibson and I (in daily contact with my community), traded emails and had in-person meetings, which resulted in an ‘exclusion strategy’. Villagers¹ understand this strategy to mean:

NO FARM WITHOUT DEDICATION AND HARD WORK

The intent of this report is to summarize the Owner’s history and submissions to show that the years of effort, dedication and hard work to turn marginal farmland into production has passed. What has evolved is a resilient residential Community on the Village lands and on immediate surroundings. Tying the Community together is the Community Center managed by the Lee Creek Arts and Sports Society.

According to French philosopher and sociologist Henri Lefebvre, the idea of place is socially produced. So rather than just a collection of natural features and prescribed uses, places are imbued with meanings ascribed by the people who experience them, producing a shared code that fosters a sense of belonging.

Some personal history: I first visited the Village in the summer of 1985. I bought property here, first in 1986, then traded up to a larger lot in 1990, where I commenced the construction of my present home in 1994. I have been an active member of the Lee Creek Community for over thirty years. The history which I recount in my report is comprised of my first hand knowledge supplemented by stories from my friends who were here from the beginning; friends plural meaning the stories are collaborative.

British Columbia must preserve as much productive farmland as possible. The Agricultural Land Commission, through the Agricultural Land Reserve, is to be lauded for their efforts. Villagers regret that they can no longer contribute.

My report, respectful submitted, follows.

██████████ ██████████

¹ Owners and families of PID 008-596-042 & PID 008-596-051.

Report Encouraging ALR Exclusion

The rules don't match the reality. Agricultural Land Commission rules² permit two residences on each of the subject parcels. On May 21, 1981 when the BC Executive Council approved both parcel's inclusion in the Agricultural Land Reserve, there were five residences on the NW parcel and four residences on the NE parcel. By 17 August 2024 there were seven residences, a large shop and a sawmill on the East parcel. There were seven residences and a Community Center on the west parcel. Then came the 'Fire Dragon'!

Seven residences, homes to ten Villagers, burned to the ground.

In the early 1970's, [REDACTED] and [REDACTED] with their three young children along with [REDACTED] and [REDACTED] journeyed by old school bus from California, searching for a new home. They wintered in Meadow Creek where they were joined by [REDACTED] and his partner [REDACTED]. While there, they learned that they could apply for 'Homestead' lands. [REDACTED] took the lead, as he continued to do until his death in 2022. In 1973 he leased the lands which now constitute the Village, subject to terms requiring land clearance.

[REDACTED], [REDACTED] and their families were joined by others looking to establish new homes during 1974 through 1976. [REDACTED], his partner [REDACTED], [REDACTED] and his friend [REDACTED] arrived from [REDACTED] as did [REDACTED], [REDACTED] and his partner [REDACTED] arrived from the USA. They worked together as land partners to construct residences. They purchased a saw mill and obtained a contract to manufacture railway ties so they could earn a living. They all tended gardens to produce food for themselves and to sell at the Celista market. They survived without electricity or telephones, heated their homes and baths with firewood and amongst them, raised fourteen children. [REDACTED] and [REDACTED] planted many fruit trees. Others only a few. Most had their own horse which were useful in bringing supplies up the hill. Having satisfied the terms of the homestead lease, [REDACTED] was declared owner of both parcels.

During the late 1970's, after being encouraged by the fledging ALC at a meeting in the hall in Celista, [REDACTED] applied to include his lands in the ALR. He was initially turned down. Since inclusion would reduce property taxes, important for financially struggling families, [REDACTED] appealed. In another effort to reduce property taxes, BC Assessment approved his request to declare the lands as farms. In finally approving ALR inclusion in 1981, the ALC noted, "Mr. [REDACTED]'s dedication and hard work have brought this somewhat marginal land into a relatively high level of agricultural productivity. His efforts have proven that the land, if intensively managed, has capabilities which merit its inclusion in the ALR." Yes, [REDACTED] and [REDACTED] (now both deceased) with the assistance of their three children, were able to intensively manage the land. Yes [REDACTED] was able, and at 82, is less able to manage a failing "You Pick' orchard and a garden, some of the produce going to market. But NO, as the attached owner comments confirm, this 'somewhat marginal land' no longer has anyone who is willing to commit to 'intensely manage' it. THE LANDS CANNOT, NOW, BE CALLED A FARM.

² ALC Act; 20.1 (1)(a) and (b) and recent revisions.

The Villagers are poised to rebuild; to rebuild homes infrastructure and community spirit. Poised but unable. The road to recovery is blocked because the Village is in the ALR. The plans of the Mennonite Disaster Service, to rebuild five homes are on hold. Recovery efforts by the North Shuswap Disaster Society, as charity allocators for the Shuswap Community Foundation have been curtailed. The incentive to clean up the mess left by the fire and the subsequent remedial logging is lacking. The homeless are living in a variety of temporary accommodation.

If ALR exclusion is not forthcoming;
ten people will be left homeless,
seven properties will become worthless,
a thriving community will be further destroyed,
and the still remaining trauma of a disastrous wildfire will be prolonged.

Excluding the Village from the ALR is not a scheme to reap profit; but a plan to save the works of a lifetime for families whose assets were destroyed as well as the life enjoyment of neighbours who were luckier.

It is very difficult for me to believe that ‘the rules’ will be allowed to destroy a very good example of a close, committed, resilient and joyful community. On behalf of the Village families, I petition exclusion.



Lee Creek Lights

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: [REDACTED] E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/6 interest as joint tenant with [REDACTED] on BLOCK A OF NORTHWEST 1/4 OF SECTION 31 TOWNSHIP 22 RANGE 11 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT

Parcel Identifier (PID): 008-596-042 Size of property (hectares): 2.74

Current method of water supply: Ground Water Well Surface Water Other

Current method of sewerage disposal: Septic System Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

The current use is residential. There are 2 small houses and a community centre remaining after the fire of August 2024

[REDACTED]

[REDACTED]

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

The land is not suitable for agricultural use. We have occupied the land since 1975 as a residential community. The fire of 2023 destroyed almost all the homes that were built by hand and over many years as an expression of art. In order to receive help from any sources we need to be removed from the ALR for permit reasons. Most members of the community are in their senior years and it is important to house them sooner than later. Most had no insurance and could not rebuild on their own given financial and physical standing.

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

Name of Owner:

Signature of Owner:

July 19/2024
Date (mm/dd/yy)

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/6 interest on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

Parcel Identifier (PID): 008-596-051

Size of property (hectares): 2.51

Current method of water supply:

 Ground Water Well

Current method of sewerage disposal:

 Septic System

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

The original homestead burned to the ground during the wildfire. It had been occupied by my [REDACTED] and [REDACTED].
[REDACTED] The use was residential.

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary).

We have had a community on these lands for 50 years. In that time we have built a beautiful community along with many lovely homes where we brought up our families, created productive gardens and slowly turned the land unto a very happy village.

During the last 50 years we have built a community centre {LEE CREEK COMMUNITY CENTRE} where much theatre, music, dance classes and yoga has been held. In the beginning we bought a small sawmill and as we cut down the trees we cut them into railroad ties and sold them to the railroad in Grinrod. We rented a D 8 bulldozer to clear the land as was required by the land commissioner. We are one of the last homesteads in B C and are very proud of the fact that for many years we lived without hydro, running water or a maintained road. It has taken a lot of years and sacrifice to get to the community we had. I'm writing this to let you know that it was not easy to build a community and hold it together for all these years but we are a very proud bunch to have succeeded in this adventure.

On august 17th 2023 this all changed. Of 16 structures on the land, 11 burned to the ground, eight of them being homes of families for many decades. We sincerely want to rebuild our community and our main problem is being in the ALR. We have reviewed some of the documents of our inclusion in the ALR and it says the land is barely agricultural. Our request is for you to remove us from the ALR. With the help of our local and other organizations we can once again rebuild our vibrant community. We are very proud of the houses we saved from the fire but need your help with our request to rebuild the homes that were lost.

Neither my [redacted] nor I has any intention of farming my lands.

Thank you for your attention.

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[redacted]
Name of Owner: [redacted]

[redacted]
Signature of Owner [redacted] 07/20/2024
(mm/dd/yy)

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/3 interest with [REDACTED] and [REDACTED] as Joint Tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

Parcel Identifier (PID): 008-596-051

Size of property (hectares): 2.15

Current method of water supply:

Ground Water Well

Surface Water

Other

Current method of sewerage disposal:

Septic System

Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

House, BARN, outer sheds,

Decision:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of fact, and I hereby agree to submit further information as may be deemed necessary for processing the application. I consent to publishing the ALC to include and publicly disclose personal information, which does not include contact information as defined in the Freedom of Information and Protection of Privacy Act of BC, in state reports, meeting agendas, application file names, typewritten and printed related to this application. Signature of Owner (Agent, Date (mm/dd/yyyy))

[REDACTED]

[REDACTED]

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 5/6 interest with [REDACTED] & [REDACTED] on BLOCK A OF NORTHWEST 1/4 OF SECTION 31 TOWNSHIP 22 RANGE 11 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT

Parcel Identifier (PID): 008-596-042

Size of property (hectares): 13.68

Current method of water supply: Ground Water Well Surface Water Other

Current method of sewerage disposal: Septic System Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

No buildings on my piece.

[REDACTED SIGNATURE]

[REDACTED SIGNATURE]

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

The land is too steep + Rocky for agricultural purposes.

We lost seven houses to forest fire + [redacted] cannot rebuild till we are out of the A.L.R. [redacted]

The Mennonite Disaster Relief society is promising to rebuild our houses but it is not possible to get building permits in our current situation with the A.L.R.

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[redacted]

Name of Owner:

[redacted signature]

Signature of Owner:

July/30/2024
Date (mm/dd/yy)

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/6 interest as joint tenant with [REDACTED] on BLOCK A OF NORTHWEST 1/4 OF SECTION 31 TOWNSHIP 22 RANGE 11 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT

Parcel Identifier (PID): 008-596-042

Size of property (hectares): 2.74

Current method of water supply: Ground Water Well Surface Water Other

Current method of sewerage disposal: Septic System Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

Residential there are 2 small houses and a community centre on the property of which I have a joint tenancy with my [REDACTED]

[REDACTED]

[REDACTED]

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

We need to be removed from the ALR .50 that we can rebuild our homes which have been destroyed by the August 2023 fire. The land is not suitable for agriculture I built my home over many years starting in 1975 and would like to be able to rebuild

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[Redacted]

Name of Owner:

[Redacted Signature]

Signature of Owner:

July 15 2024

Date (mm/dd/yy)

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code): [REDACTED]

[REDACTED]

Phone: [REDACTED] E-mail: None

Property Information

Legal Description: As to an undivided 1/3 interest with [REDACTED] and [REDACTED] as Joint Tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

Parcel Identifier (PID): 008-596-051

Current method of water supply: 2 ACRES RESERVOIR OWNED BY 11 PEOPLE

Current method of sewerage disposal: ON SITE SEPTIC

Existing Land Use

 (i.e. How is the land used? What buildings and structures are on the property?)

2 to 3 ACRES FRUIT TREES,
 LARGE GARDEN PERSONAL + FOR FARMERS MARKET } ALL COMPLETELY ORGANIC
 BARN, BURNED IN MASSIVE FIRE OF 2023.

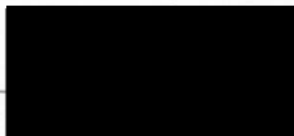
Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

Name of Owner:



Signature of Owner:



Date (mm/dd/yy)

6-29-2024
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Editor

Third in a Series

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/3 interest with [REDACTED] and [REDACTED] as Joint Tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

Parcel Identifier (PID): 008-596-051

Size of property (hectares): 2.15

Current method of water supply:

 Ground Water Well Surface Water Other

Current method of sewerage disposal:

 Septic System Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

The land is used for a garden and orchards.
One single detached Home and Shop.

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

Orchards and garden don't produce enough to cover the cost of raising and producing. Animal damage due to climate change makes production limited as well. Sub. far soil makes it hard for agriculture production as well.

Property Information

Legal Description: As to an undivided 1/3 interest with [redacted] as joint tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yds District

Parcel Identifier (PID): 008-586-081

Size of property (hectares): 2.12

Current method of water supply: Ground water Well Surface Water Other

Current method of sewage disposal: Septic System Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

The land is used for a garden and orchards. One single detached home and shop.

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[Redacted]

Name of Owner:

[Redacted]

Signature of Owner

[Redacted]

Date (mm/dd/yy)

07/08/2024

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/3 interest with [REDACTED] as Joint Tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

Parcel Identifier (PID): 008-596-051

Size of property (hectares): 2.51

Current method of water supply:

Ground Water Well

Surface Water

Other

Current method of sewerage disposal:

Septic System

Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

I do not currently reside on (PID) 008-596-051.

Decision:

I, the undersigned, hereby certify that the attached information provided with respect to this application is full and complete and a true statement of fact, and I hereby agree to submit further information as may be deemed necessary for processing the application. I consent to authorizing the CARD to include and publicly disclose personal information which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in all reports, meeting agendas, application file name, bylaws, and permits issued to this application. Signature of Owner/Agent Date (month/year)

08/05/2022

[REDACTED]

[REDACTED]

Date (month/year)

Signature of Owner

Name of Owner

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

Owner Information (Required)

Full Name: [REDACTED]

Mailing Address (House number, street name, city, province, postal code): [REDACTED]

Phone: [REDACTED] E-mail: [REDACTED]

Property Information

Parcel Identifier (PID): 008-588-051

Legal Description: As to an undivided 1/3 interest with Block A of Lot 14 of Section 31 Township 22 Range 11 West of the 1st Meridian, British Columbia Year District [REDACTED]

Current method of water supply: Ground Water Well Surface Water Other

Current method of sewerage disposal: Septic System Other

Existing Land Use (i.e. how is the land used? What buildings and structures are on the property? Do not currently reside on (PID) 008-588-051)

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[REDACTED]

[REDACTED]

08/03/2024

Name of Owner:

Signature of Owner:

Date (mm/dd/yy)

Reasoning for ALR exclusion,

July 30, 2024

The reason these two properties, of which my name is on the title of one, need to be excluded from the ALR is because tragically eight homes of relatives and close friends were lost last year to the Bush Creek East fire and they cannot be rebuilt under current ALR rules. These two properties (the two 40-acre pieces) were part of an intentional community project starting in the early 1970's. My [REDACTED] and [REDACTED] applied for, and were granted, the properties through a homesteading government program long since discontinued. They invited four other couples to join them, and the group set about clearing the land and building homes cooperatively. It is worth noting that neither property had water, sewage or electrical services, and maintaining the road from the end of the public road has always been handled by the residents. The result was a community where people worked hard, helped each other out, lived largely self-sufficiently or did without. This self-sufficiency extended even to my own birth as I was born nearly 50 years ago at home with three neighbours acting as midwives, two of whom are now homeless after the fire. Each of the houses that burned was owner-built, each was a unique construction, and most were built with hand-tools.

For myself growing up, gardening, preserving food, and growing and harvesting hay for our horse was a big part of the year's work. Later my [REDACTED] and [REDACTED] purchased a large number of fruit trees as their "retirement plan". However, our gardens and hay field growing on sloping land could never have produced food on a large scale. In some years the water reservoir ran low making keeping the garden alive difficult. Lately climate change has wreaked havoc on the fruit trees leading to three years of die-off and almost no yield. Although with enough effort one can grow food pretty much anywhere, most of the 80 acres would be considered very low quality land in terms of agricultural potential.

I do not know if the rules have changed since our families opted into the ALR, if their intent was to ignore the rules, or if the families were not aware of the rules when the properties were included, but the intent was always for the 80 acres to be home to the same families who built the community starting in the '70's. Obviously nobody could have foreseen a devastating fire destroying eight homes, but had they known that in the case of a fire destroying the community only a couple homes could be rebuilt, there is no way they would have entered into the ALR. I can guess that a lower tax rate was part of the attraction of joining the ALR for people living simply; almost all of the residents have always lived below the poverty line, accepting living without electricity for many years, and to this day living without a plowed road in the winter. But I don't know the exact reason why the group decided to join the ALR originally. However, in spite of living simply, these families created and contributed to the immediate and greater community by building a community centre,

hosting annual events, sharing artistic talents and volunteering. My [REDACTED] sold eggs to her neighbours for years before her death last year, and my [REDACTED] and [REDACTED] have sold vegetables and tree fruit at local farmers' markets for close to 20 years, but only on a very small scale of production and sales.

I understand the importance of protecting farmland and know that my family planned to grow food on our share of the property for as long as they were physically able. My [REDACTED] [REDACTED] and [REDACTED] always supported the spirit of the ALR even if they were unaware of the regulations that came with being included in it. However the priority now is bringing my friends and relatives home, able to live once again on the land where they worked so hard to build homes and create a community. If we remain in the ALR this can't happen and most will be homeless, probably for the rest of their lives, relying on family members living elsewhere to charitably house them. The tragedy of the loss of their humble but beautiful homes is cruelly compounded by rules preventing rebuilding.

Please accept our request to be allowed to leave the ALR in order to allow the eight homes to be rebuilt.

[REDACTED]

Thank you,

[REDACTED]

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/3 interest with [REDACTED] and [REDACTED] as Joint Tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

Parcel Identifier (PID): 008-596-051

Size of property (hectares): 2.15

Current method of water supply:

 Ground Water Well Surface Water Other

Current method of sewerage disposal:

 Septic System Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

Single dwelling, detached, home

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

Fruit trees

We found it isn't a "viable" business to farm them with today's costs, etc!

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[Redacted Name]

[Redacted Signature]

JULY 10 2024

Name of Owner:

Signature of Owner:

Date (mm/dd/yy)

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):

[REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 5/6 interest with [REDACTED] [REDACTED] [REDACTED] & [REDACTED] on BLOCK A OF NORTHWEST 1/4 OF SECTION 31 TOWNSHIP 22 RANGE 11 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT

Parcel Identifier (PID): 008-596-042

Size of property (hectares): 12.96

Current method of water supply:

Ground Water Well

Current method of sewerage disposal:

Septic System

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

Previous to the wildfire a residence and storage shed existed. Both burned to the ground. My property was used as a residence. It was not farmed.

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.)

I was born in [REDACTED] Ontario in [REDACTED]. I graduated with an honours standing in Psychology from Guelph University and as a young adult I headed west and found my way to the North Shuswap where I joined a partnership on an Agricultural Homesite Lease for the two 40 acre parcels previously mentioned. This required clearing and cultivating 30 of the 80 acres within a 10 year period. I cannot underline strongly enough that there were absolutely no offsite services nor barely a road to this land. It was dry.... We worked diligently to find and provide water to it. Eventually I drilled a 220 ft well to gain enough to water my garden. We fell and moved the trees with horses. We made a deal to provide all the necessary work and payment to bring hydro onto the land. We helped each other build our houses ... and they were strong, creative and unique. I learned a huge amount and suffered a lot of work and stress as well to achieve these things. When I finished building my house I wanted to pay it forward and so I took a position as [REDACTED] of the [REDACTED] in Salmon Arm and developed and spearheaded the application for a 3.5 million dollar housing project called Clover Court that offers affordable housing to the disabled, mentally ill, seniors, mentally challenged, and low income families. The success of this endeavour is directly connected to and a result of my love of my owner built home on Lee Creek Drive. Sadly, through no fault of mine... it has burned in the fires And I am now [REDACTED] years old. This is my home, my life blood... I cannot afford, nor wish to live anywhere else. Our homes were grandfathered in and we paid taxes on them for 50 years as we completed them. I simply ask to be allowed to rebuild what was mine. Thank you for your consideration.

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

Name of Owner:

Signature of Owner:

July 22/24
Date (mm/dd/yy)

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):
[REDACTED]

Phone: _____

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 5/6 interest with [REDACTED] & [REDACTED] on BLOCK A OF NORTHWEST 1/4 OF SECTION 31 TOWNSHIP 22 RANGE 11 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT

Parcel Identifier (PID): 008-596-042

Size of property (hectares): 12.96

Current method of water supply:

Ground Water Well

Surface Water

Other

Current method of sewerage disposal:

Septic System

Other *composting toilet*

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

Residence

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

I have never farmed my land, nor do I plan to in the future.

Property Information

Parcel Identifier (PID): 005-005-042
Current method of water supply: Surface Water Ground Water Well Other
Current method of wastewater disposal: Septic System Other
Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[Redacted]

Name of Owner:

[Redacted]

Signature of Owner:

[Redacted]

Date (mm/dd/yy)

07/11/24

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).	
Full Name: [REDACTED]	
Mailing Address (house number, street name, city, province, postal code): [REDACTED]	
Phone: [REDACTED]	E-mail: [REDACTED]

Property Information	
Legal Description: As to an undivided 5/6 interest with [REDACTED] [REDACTED] [REDACTED] & [REDACTED] on BLOCK A OF NORTHWEST 1/4 OF SECTION 31 TOWNSHIP 22 RANGE 11 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT	
Parcel Identifier (PID): 008-596-042	Size of property (hectares): 12.96
Current method of water supply:	<input type="checkbox"/> <input checked="" type="checkbox"/> Ground Water Well <input type="checkbox"/> Surface Water <input type="checkbox"/> Other
Current method of sewerage disposal:	<input type="checkbox"/> <input checked="" type="checkbox"/> Septic System <input type="checkbox"/> Other
Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)	

My residence burned to the ground in the wildfire. Prior, the land was used as a residence.

My [REDACTED] and I moved to Lee Creek in the early 1970's upon recommendation from some friends. We were interested in the potential opportunity to purchase land and eventually build a house. Our friend [REDACTED] had been granted a land lease through the Homestead Act. This agricultural lease required potential property owners to clear a specific amount of the land before any individual titles would be granted.

We set about complying to these lease requirements. We dug a shallow well , cleared property and built our log home which we moved into the fall of 1977. By 1981 five families had built their houses on the West 40 and settled on the land. We did not receive individual title to our property until 1985 and by then [REDACTED] had placed both 40 acre parcels in the ALR.

There are several reasons why it is imperative that we seek exclusion from the ALR. Specifically on our property is the lack of water. The shallow well that we dug supplied an unreliable source and although we had some fruit trees and a garden , there were many years where the well water was so low we had to haul water in to meet our needs.

There is also the age factor . I am [REDACTED] years old and my [REDACTED] is [REDACTED]. We do not have the physical ability to put in the effort to maintain our property in the manner we did when we were younger. However the land is still our home where, over fifty years, children were raised, gardens were grown, precious memories made. Now that the devastating Bush Creek fire of 2023 has erased all that we had built, we hope to realize our vision of a smaller home on our property, one where the physical demands to maintain a place are more suited to a retirement lifestyle.

One of our biggest concern is our limited financial resources. We do not have the financial ability to purchase another house . There is also a severe shortage of affordable long term rentals in the Shuswap especially when we are living on a senior's pension

We have been offered and approved by the Mennonite Disaster Service to build us a replacement home on our burned property. We would have been able to move back this year if our property was not in the ALR. If we are able to get out of the ALR, the Mennonite Disaster Service is still committed to building a modest home for us, one of five in the burned area by next year. This offer answers all our dreams of moving back to our property and living our remaining years in familiar comfort and peace.

We would appreciate your timely attention to our application.

Sincerely

[REDACTED]

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).	
Full Name: [REDACTED]	
Mailing Address (house number, street name, city, province, postal code): [REDACTED]	
Phone: [REDACTED]	E-mail: [REDACTED]

Property Information	
Legal Description: As to an undivided 5/6 interest with [REDACTED] [REDACTED] & [REDACTED] on BLOCK A OF NORTHWEST 1/4 OF SECTION 31 TOWNSHIP 22 RANGE 11 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT	
Parcel Identifier (PID): 008-596-042	Size of property (hectares): 12.96
Current method of water supply:	<input type="checkbox"/> Ground Water Well <input checked="" type="checkbox"/> Surface Water <input checked="" type="checkbox"/> Other <i>NONE</i>
Current method of sewerage disposal:	<input type="checkbox"/> Septic System <input type="checkbox"/> Other <i>NONE</i>

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

As of Aug, 2023, There is no structures on the land as the fire burned everything. There was a home, a fenced yard and a dog pen. There was a out house. The land is steep and rocky so not much was growing there, a few flowers and a small strawberry patch.

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

The land is steep and rocky with thin rocky soil. The water source (The creek) is unreliable. The steepness of the land make the use of farming equipment difficult. Since the fire, 85% of the trees and shade cover is gone and the soil is highly exposed to the elements, wind & sun. The tree root system is gone and the soil is much dryer. The land never was good for farming and is even less useful now.

We ~~are~~ want to rebuild our homes and strive to put the land back to a beautiful area as it was before.

5 people lost their home to the fire. We are all seniors and low income people. Relocating is not reachable for us. There is no financial gain, we just want our homes back.

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

Name of Owner:

Signature of Owner:

Date (mm/dd/yy)

July 28 / 2024

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).

Full Name: [REDACTED]

Mailing Address (house number, street name, city, province, postal code):

Phone: _____

E-mail: [REDACTED]

Property Information

Legal Description: As to an undivided 1/3 interest with [REDACTED] and [REDACTED] as Joint Tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District

Parcel Identifier (PID): 008-596-051

Size of property (hectares): 2.51

Current method of water supply: Ground Water Well Surface Water Other

Current method of sewerage disposal: Septic System Other

Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)

Residence.

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CRRB to include and publicly release personal information which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in their reports, meeting agendas, application file notes, bylaws, and permits related to this application. Signature of Owner/Agent: [REDACTED] Date (month/day/year): [REDACTED]

[REDACTED] Signature of Owner [REDACTED] Name of Owner

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

I am employed in other than farm work. This is a residential community. Those who lost their homes to the fire should be allowed to rebuild.

Full Name: [Redacted]

Mailing Address (house number, street name, city, province, postal code): [Redacted]

[Redacted]

Phone: [Redacted] E-mail: [Redacted]

Property Information

Legal Description: As to an undivided 1/2 interest with Eric Keener, Lillian and Larissa Angeline Lujan as Joint Tenants on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Year District

Parcel Identifier (PID): 008-886-021 Size of property (hectares): 2.81

Current method of water supply: Ground Water Well Surface Water Other

Current method of sewage disposal: Septic System Other

Existing Land Use (i.e. how is the land used, what buildings and structures are on the property):

Residence

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[Redacted]

Name of Owner:

[Redacted Signature]

Signature of Owner

Date (mm/dd/yy) 08/03/24

SUPPLEMENTARY ALC EXCLUSION APPLICATION FORM

Owner Information (Registered owner(s) information required).	
Full Name: [REDACTED]	
Mailing Address (house number, street name, city, province, postal code): [REDACTED]	
Phone: [REDACTED]	E-mail: [REDACTED]

Property Information	
Legal Description: As to an undivided 1/6 undivided interest on Block A of North East 1/4 of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District	
Parcel Identifier (PID): 008-596-051	Size of property (hectares): 2.51
Current method of water supply:	<input type="checkbox"/> Ground Water Well
Current method of sewerage disposal:	<input type="checkbox"/> Septic System
Existing Land Use (i.e. How is the land used? What buildings and structures are on the property?)	

Residence.

Reasoning for ALR Exclusion (i.e. Explain your proposal and explain why your application is necessary.) (Please attach separate pages if necessary). Additional page(s) attached.

To whom it may concern

I lived on this property for 46 years until the Bush Creek wildfire burned my house down in August of 2023. Currently, ALR rulings prohibit me from rebuilding creating a hardship for me. While we have had some limited crops such as fruit trees, residential gardens and chickens, the land is not really capable of supporting major crops especially since the fire tore through. Further, the water supply is not reliable for the growing of crops once the freshet supply has run dry.

Please consider these points in your decision.

Declaration:

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application. Further, I consent to authorizing the CSRD to include and publicly disclose personal information, which does not include contact information, as defined in the Freedom of Information and Protection of Privacy Act of BC, in staff reports, meeting agendas, application file names, bylaws, and permits related to this application. Signature of Owner/ Agent Date (mm/dd/yy)

[Redacted Name]

[Redacted Signature]

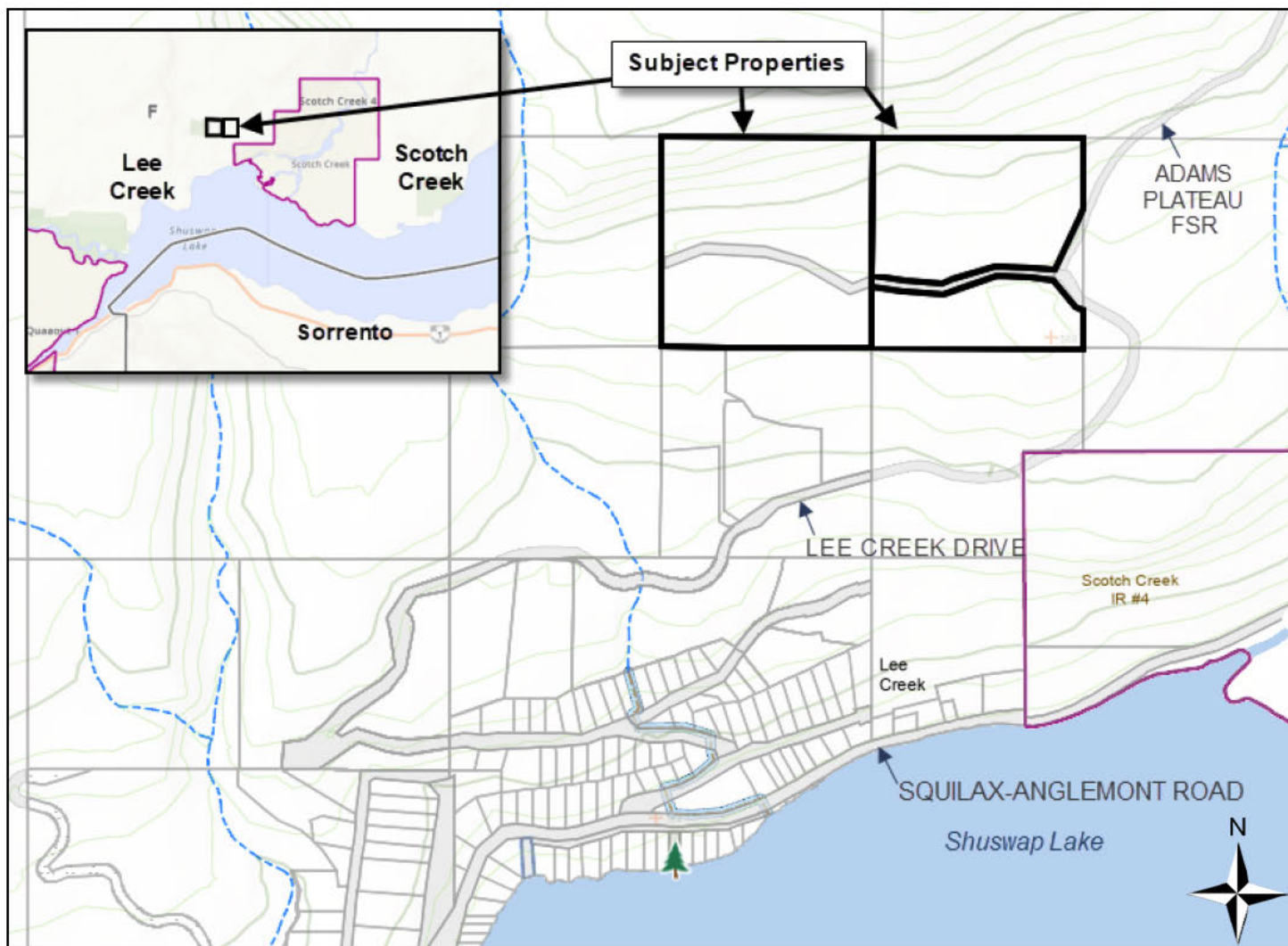
07/20/24
10/2

Name of Owner:

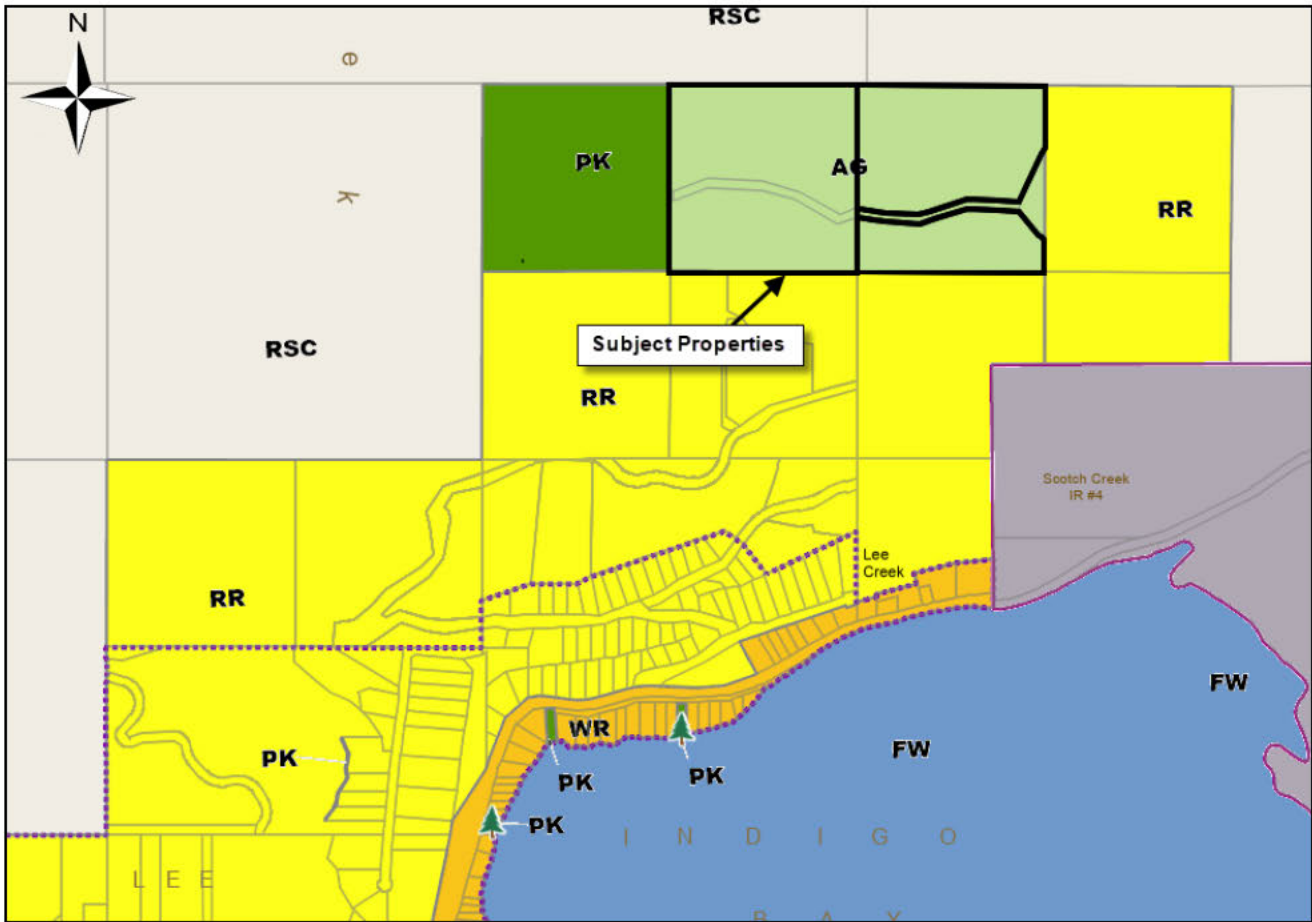
Signature of Owner:

Date (mm/dd/yy)

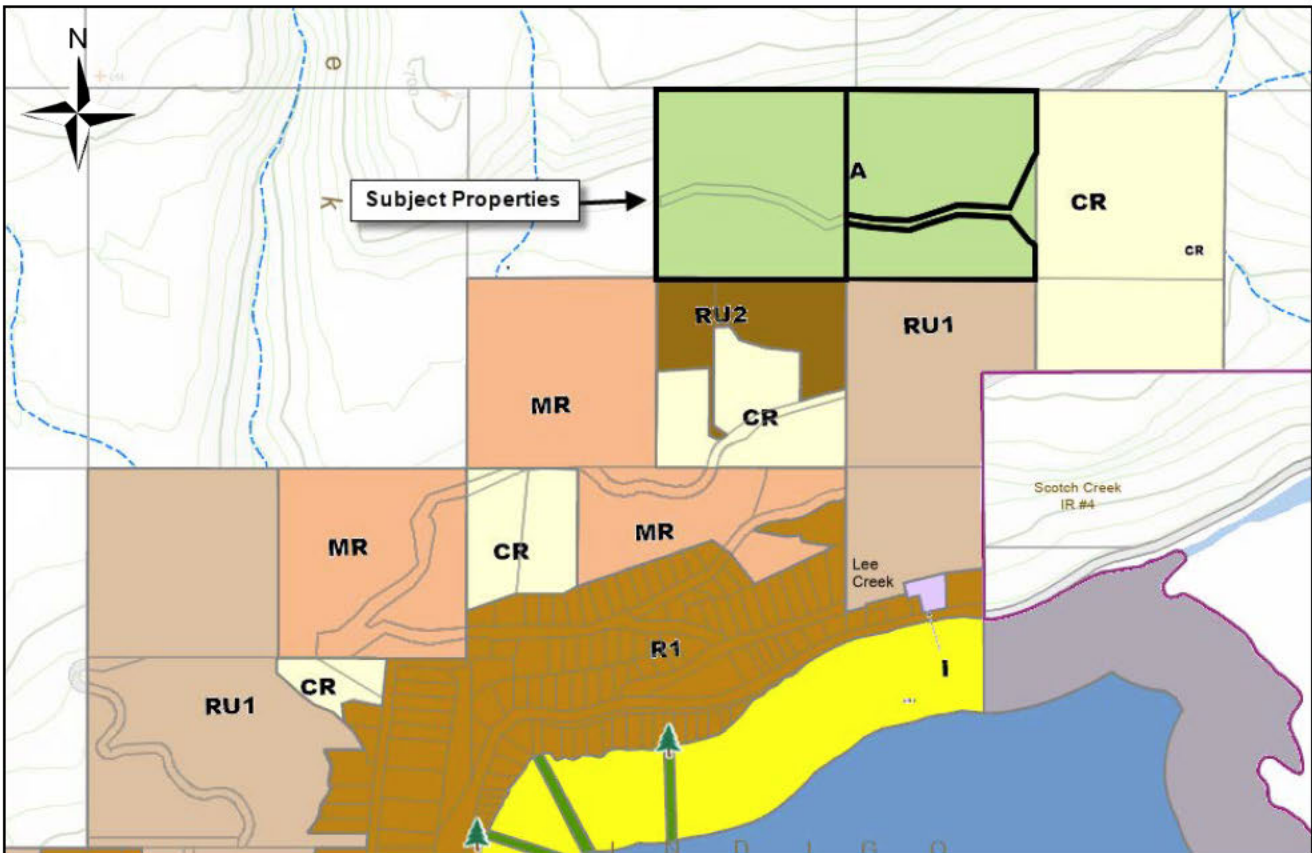
Location



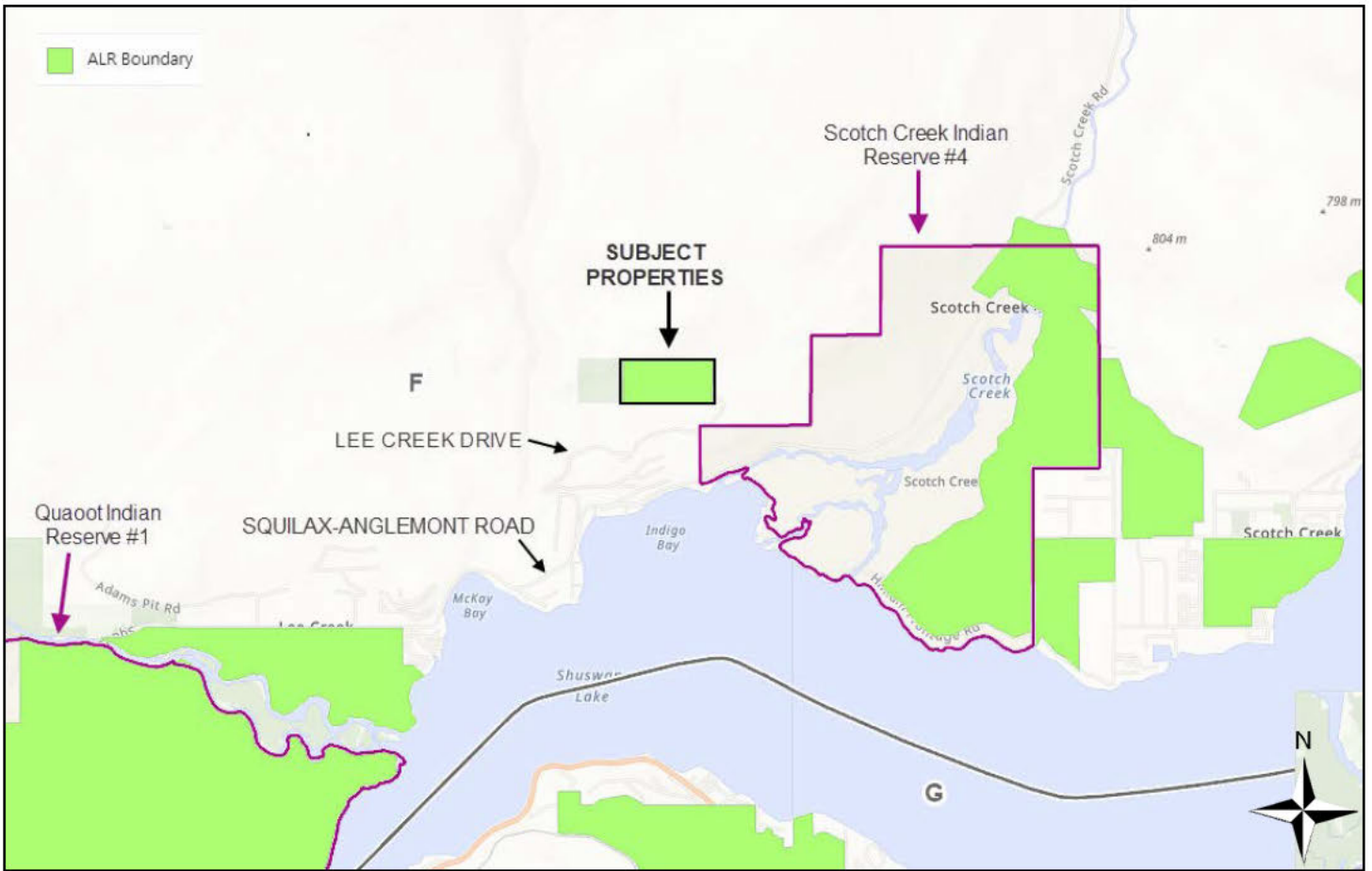
Electoral Area F Official Community Plan Bylaw No. 830



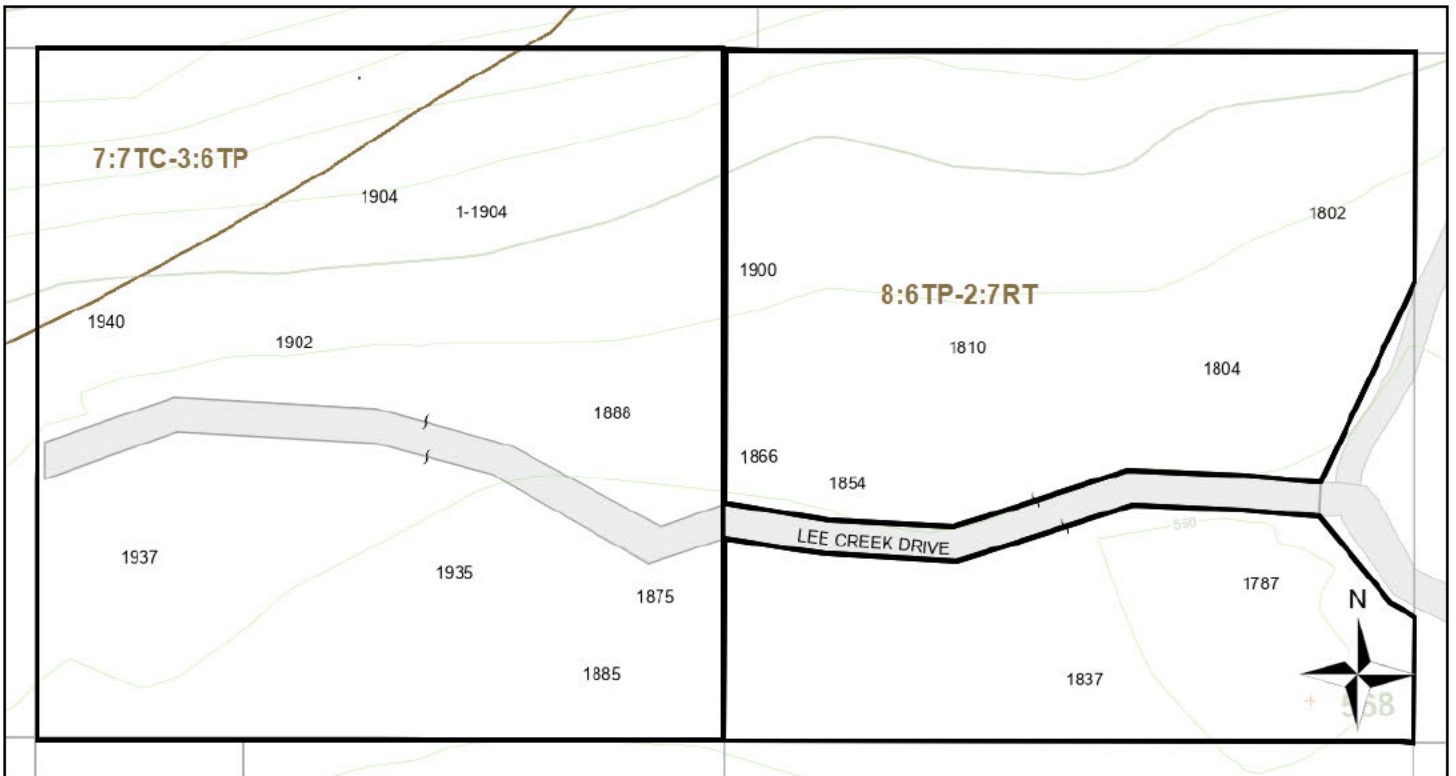
Scotch Creek/Lee Creek Zoning Bylaw No. 825



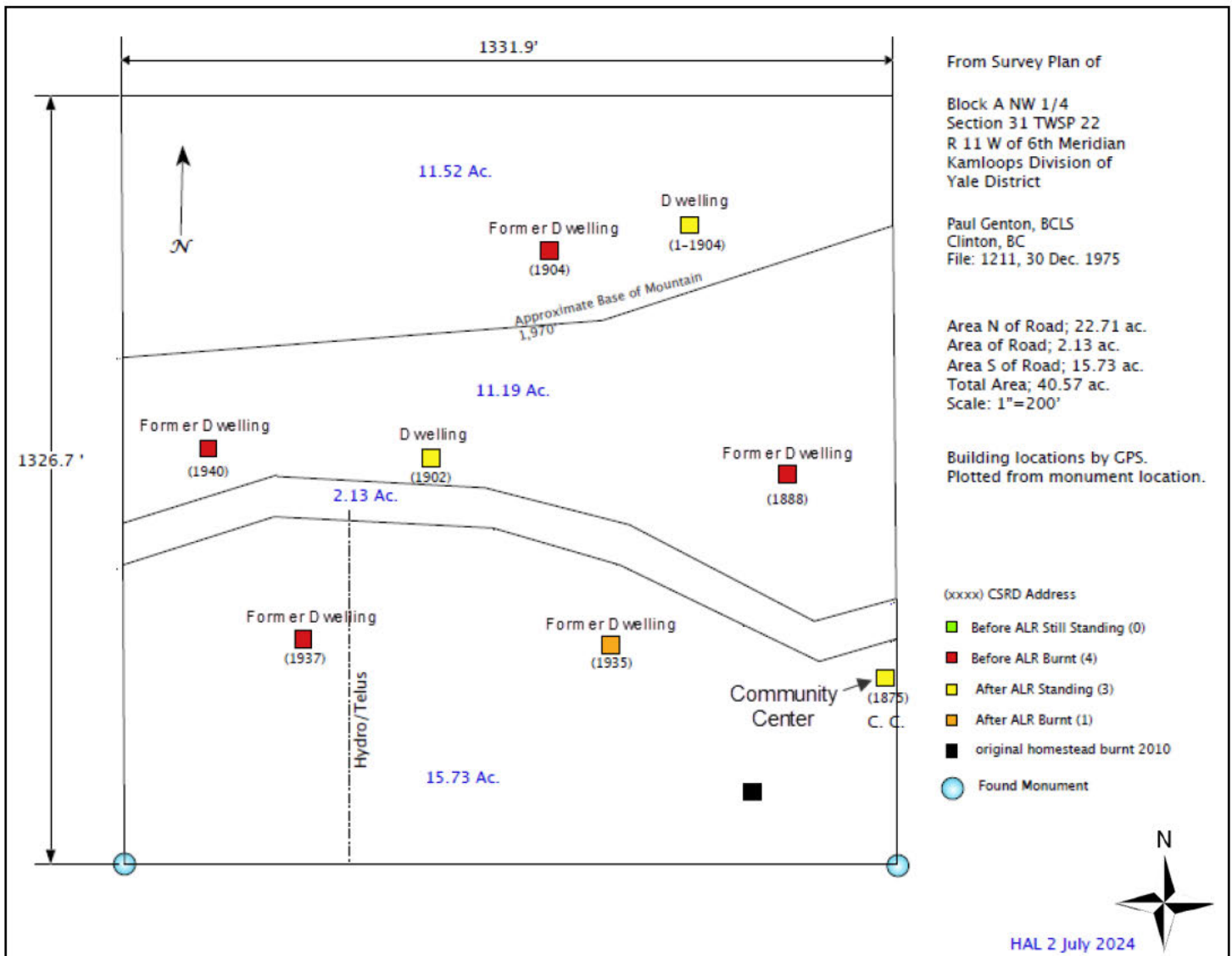
ALR



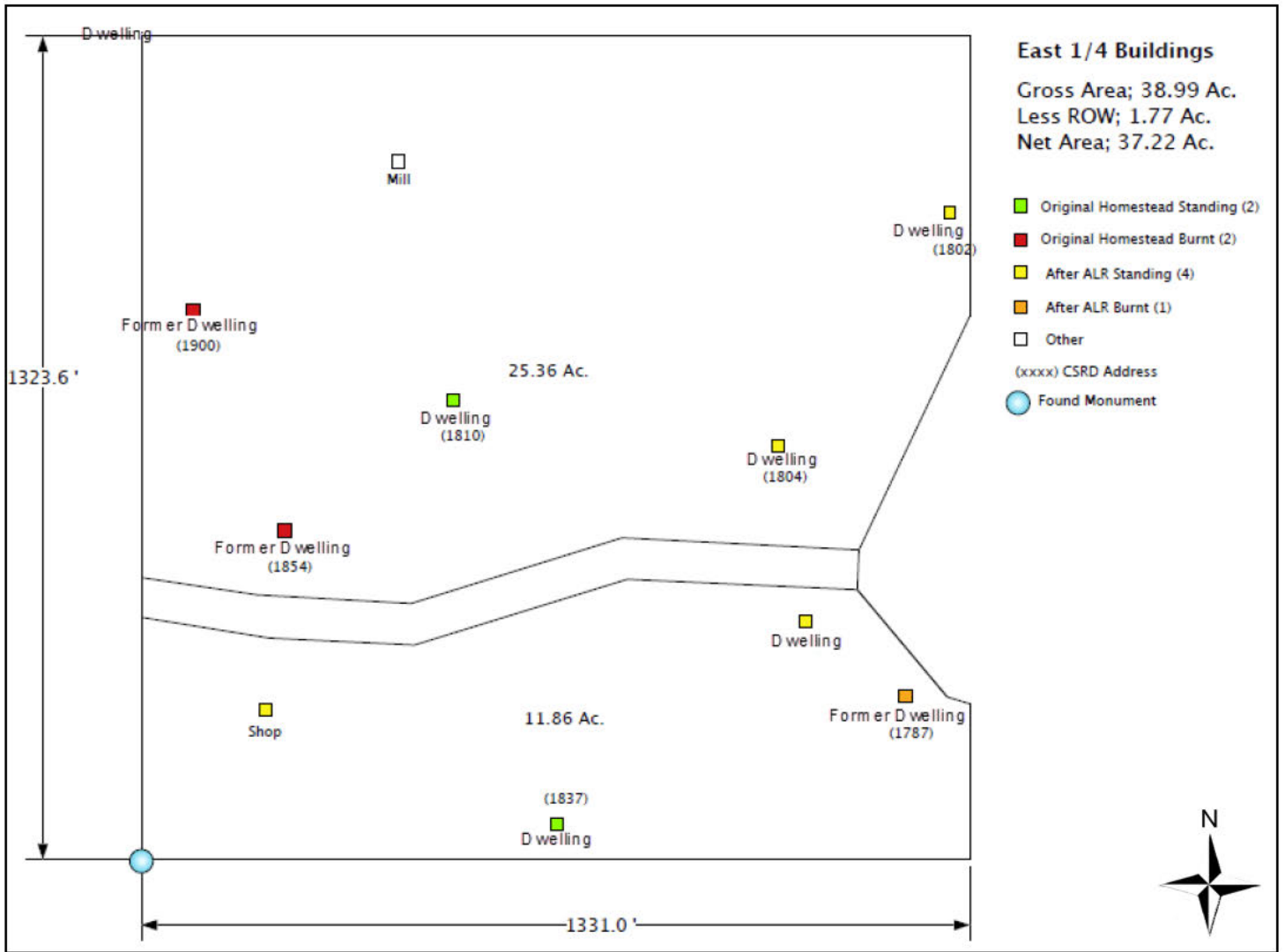
Soils



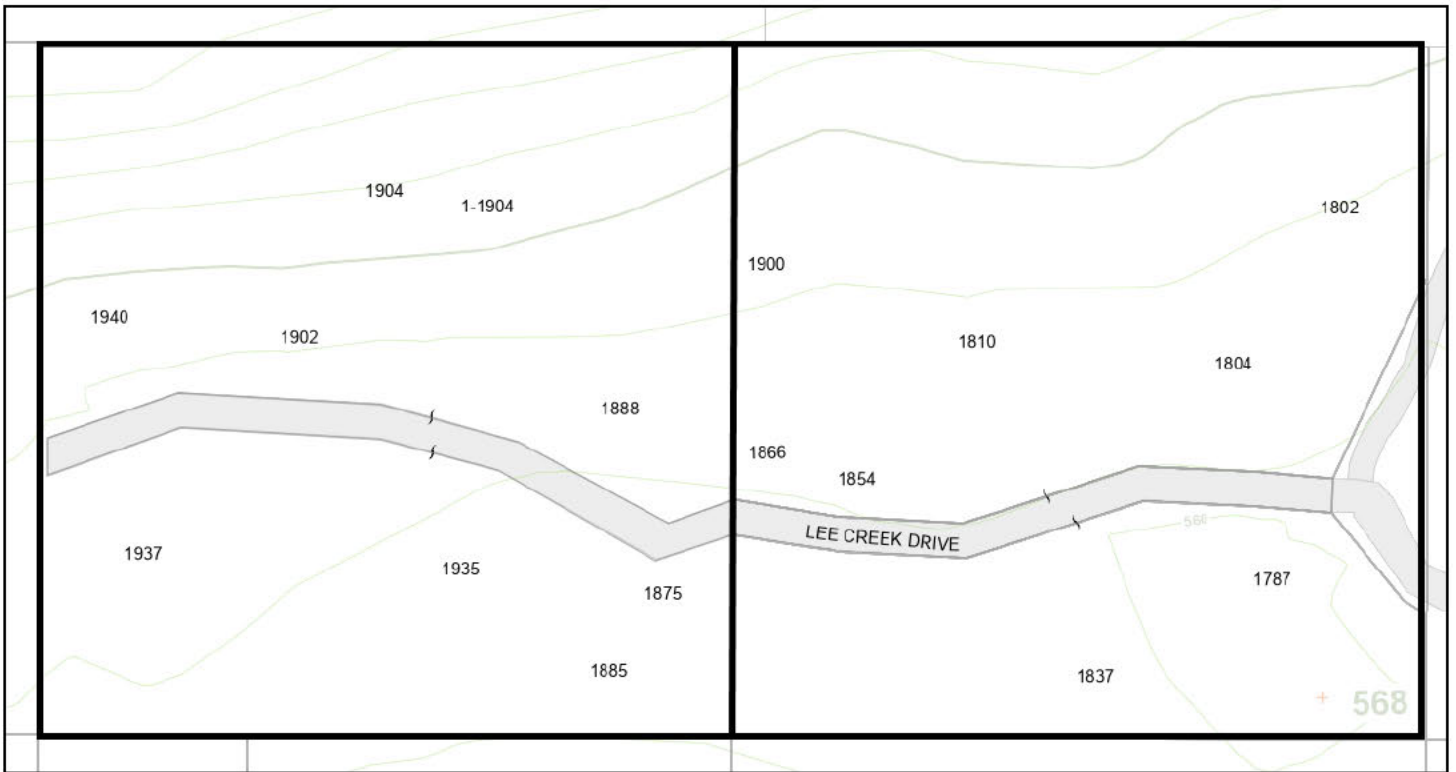
Site Plan Submitted by Agent – West Property



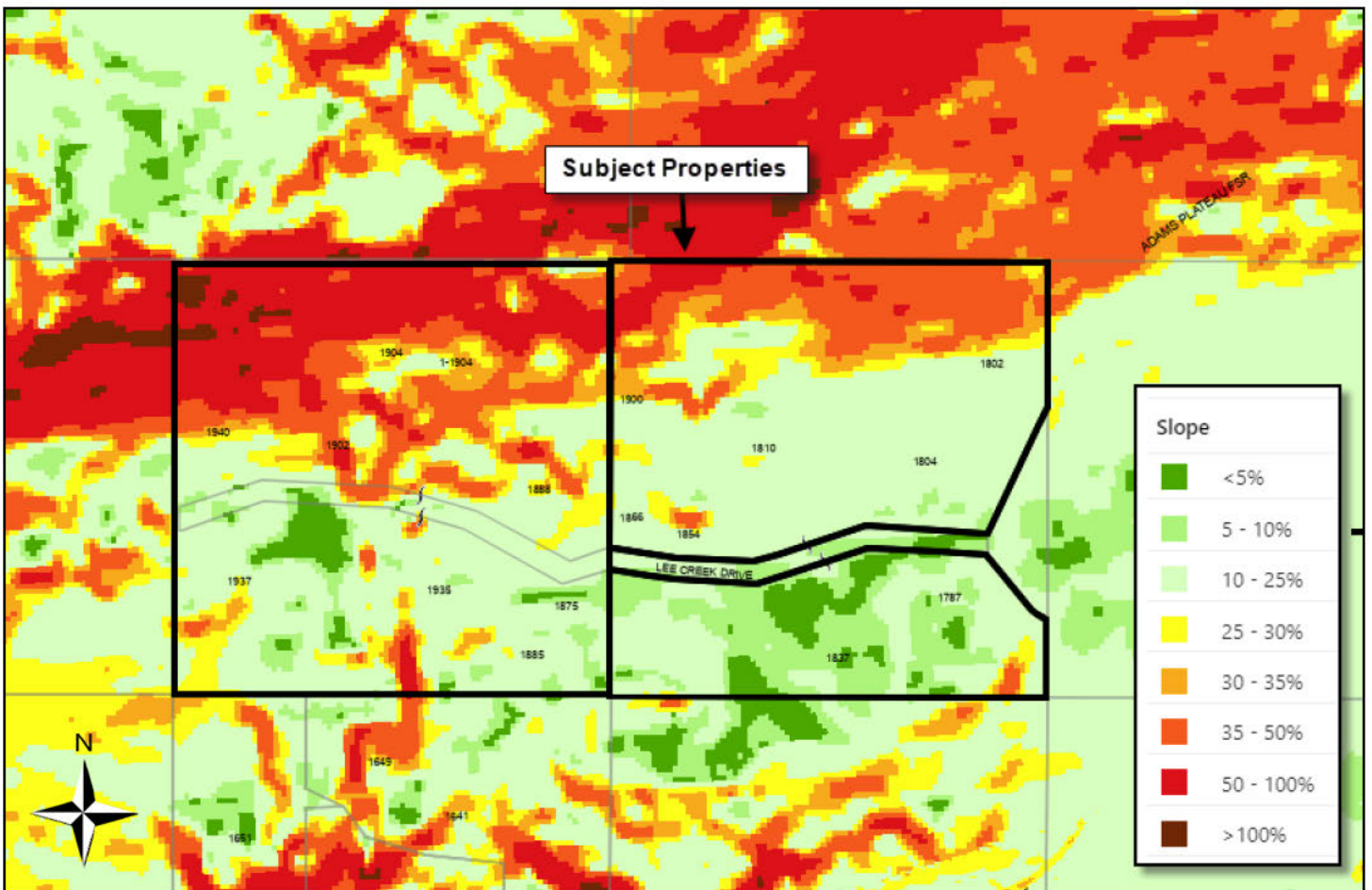
Site Plan Submitted by Agent – East Property



CSRD Addresses



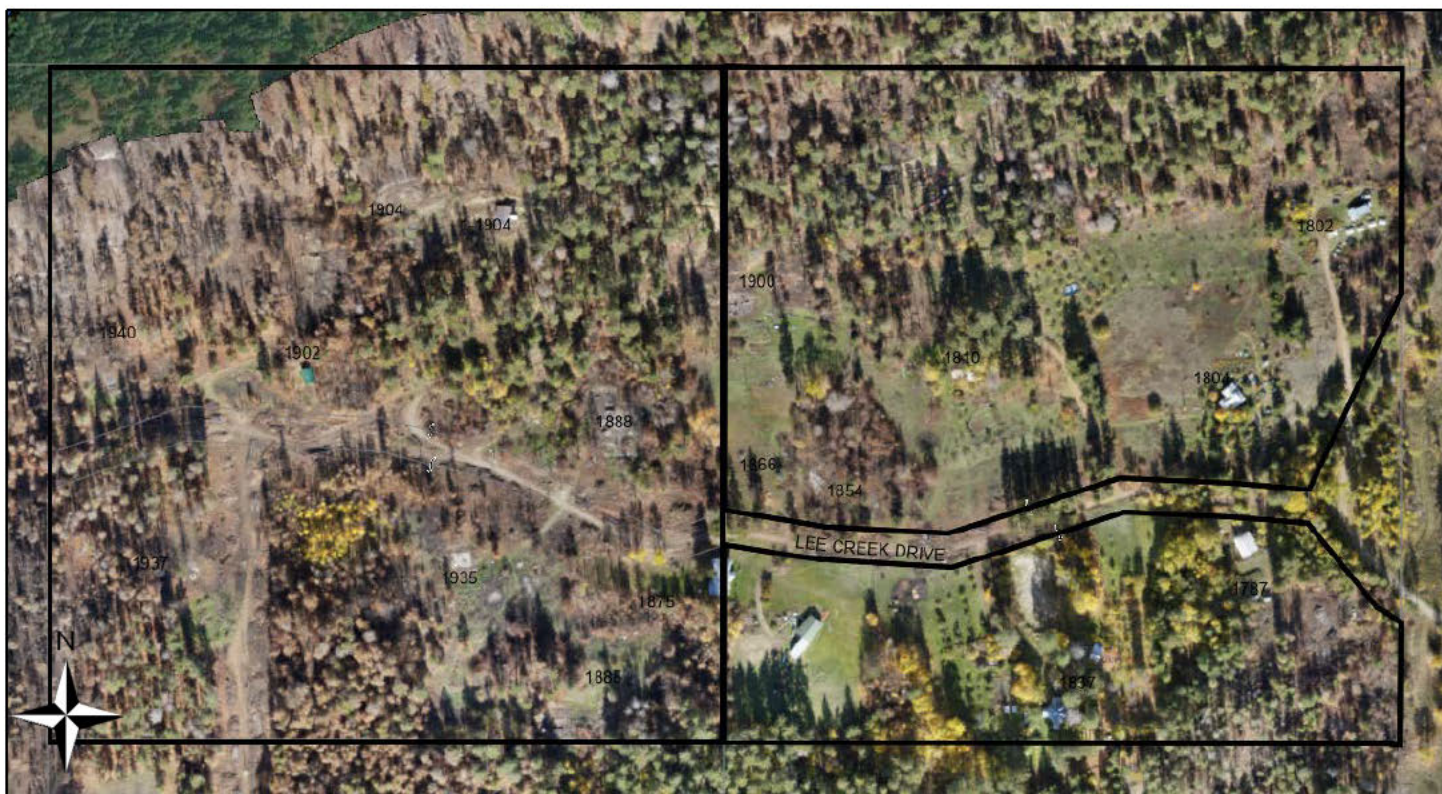
Slopes



June 2023 Orthophoto (pre-wildfire)

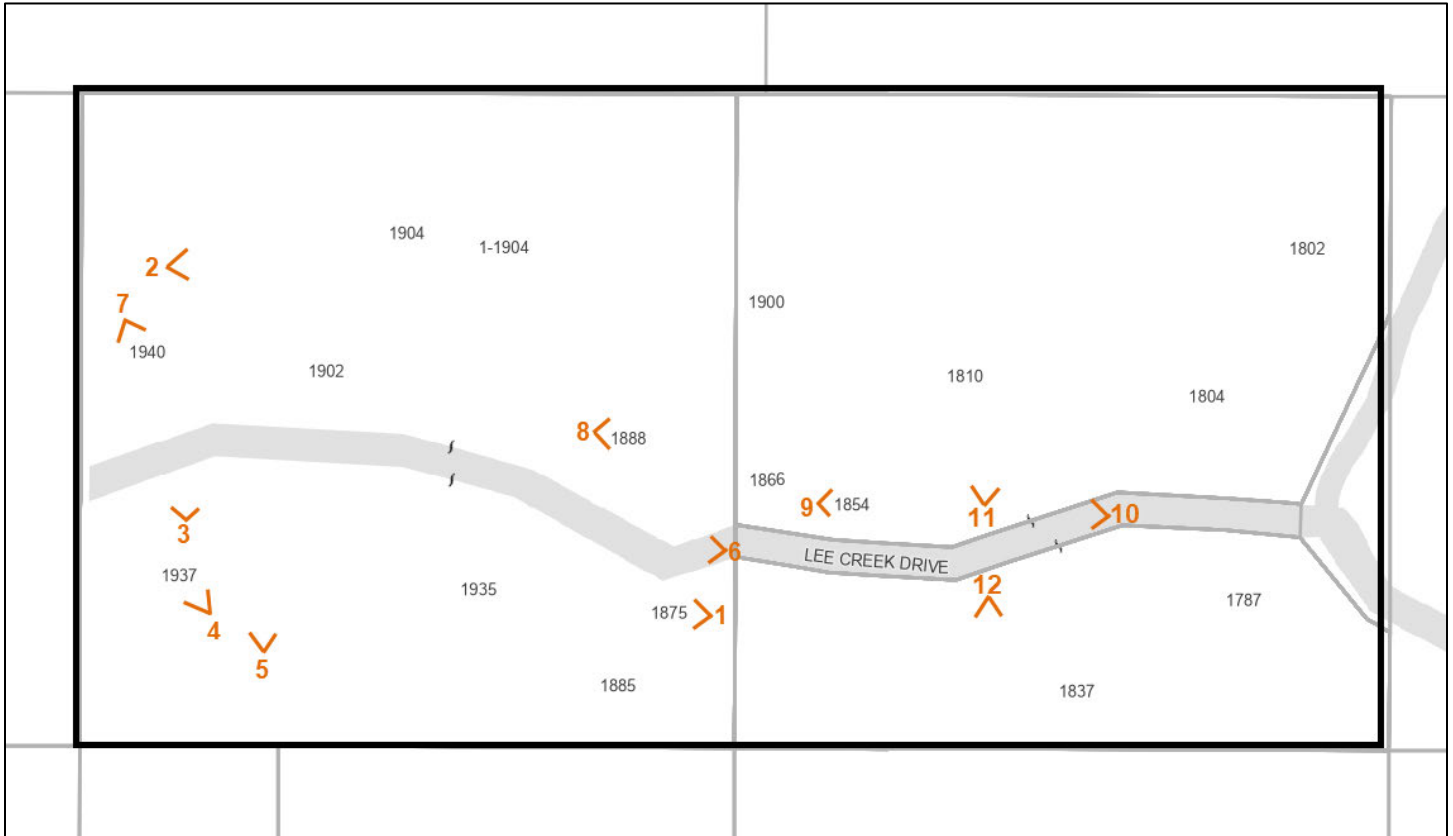


October 2023 Orthophoto (post-wildfire)



Photos (taken by staff during June 14, 2024 site visit)

Map showing approximate photo locations



1. Community Center



2. Slopes on West property



3. West property



4. West property



5. West property



6. West property



7. Former dwelling site on west property



8. Former dwelling site on west property



9. Former dwelling site on east property



10. East property

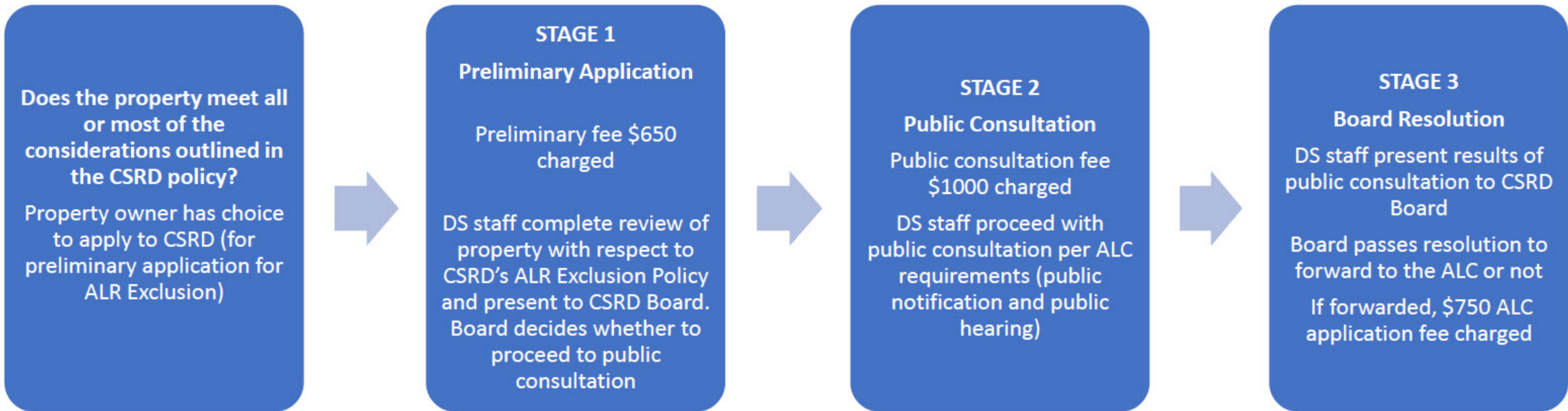


11. East property field



12. East property orchard





Relevant Excerpts from Electoral Area F Official Community Plan Bylaw No. 830 and Scotch Creek/Lee Creek Zoning Bylaw No.825

(See [Electoral Area F Official Community Plan Bylaw No. 830](#) and [Scotch Creek/Lee Creek Zoning Bylaw No.825](#) for all policies and zoning regulations)

Electoral Area F Official Community Plan Bylaw No. 830

1.2 Sustainable Planning Principles

Principle 3 To encourage a range of housing choices for all age groups, taking into account affordability choices for existing residents, particularly young families. Only ground-oriented housing is appropriate near Shuswap Lake.

Section 6 – A Well-House Community

Objective 1 To provide a range of housing types and tenures to meet the needs of all residents of the community.

Objective 2 To encourage affordable, appropriate housing for seniors to allow North Shuswap residents to age in place, close to friends and family.

6.1 Housing Affordability and Special Needs

Policy 1 The Regional District will:

1. Strongly supports innovative approaches to creating affordable housing such as rent-to own, cooperatives, mixed market and non-market projects, and public-private partnerships.

11.3 Agriculture

Objective 1 To support the long-term viability of the agricultural industry in the North Shuswap and to ensure valuable agricultural lands are preserved for agricultural purposes and protected from inappropriate fragmentation through subdivision.

Policy 1 The lands designated as Agriculture are shown on Schedules B & C. Agriculture is the primary and dominant land use, with a full range of crop and livestock production activities permissible, as well as homes, buildings and structures associated with agricultural operations. Lands within the Provincially-designated Agricultural Land Reserve (ALR) at the time of writing of this Plan are shown on Schedule D.

Policy 4 No exclusions of the Scotch Creek ALR lands are recommended, with the following potential exceptions:

a) Land that may be required to improve the right angle intersection of the Squilax Anglemont road (for example, through the construction of a roundabout).

b) Land directly adjacent to the Scotch Creek Village Core, and only for the purposes of development for civic or community uses, subject to consultation with the ALC through a community planning exercise that will examine both non-ALR and ALR site options.

Policy 8 Exclusion or subdivision of ALR lands within Settlement Areas will be reviewed on a case-by-case basis. ALR lands in Settlement Areas should not be presumed to be excludable or subdividable. An Agriculture Strategy or Agriculture Plan should be developed to help determine when exclusions or subdivisions are appropriate.

Scotch Creek/Lee Creek Zoning Bylaw No.825

1.0 Definitions

SINGLE DETACHED DWELLING means a detached building containing only one (1) principal dwelling unit and, where permitted by this Bylaw, one (1) secondary dwelling unit. For the purposes of this Bylaw, a manufactured home is considered a single detached dwelling

SECONDARY DWELLING UNIT is an additional, self-contained, dwelling unit that is accessory to the single detached dwelling on a parcel. For clarity, duplexes, multiple dwellings, boarding rooms and rooming houses are excluded from the definition of secondary dwelling unit;

3.19 Secondary Dwelling Unit

.1 Where permitted in a zone, the number and type of secondary dwelling unit (SDU) is determined by the parcel size and level of service:

Parcel Size	Level of Service	SDU Regulation	Total Dwelling Units Permitted***	Number of Residential Buildings Permitted
Any	Community Sewer System**	1 attached* <u>and</u> 1 detached SDU	3	2
< 1 ha	On-site Sewage Disposal	1 attached* <u>or</u> 1 detached SDU	2	1-2
1 ha – 8 ha	On-site Sewage Disposal	1 attached SDU* <u>and</u> 1 detached SDU	2-4	2-3
>8 ha	On-site Sewage Disposal	1 attached* <u>or</u> 1 detached SDU per single detached dwelling	2-4 depending on whether a property is in the ALR	2-4

5.3 Agriculture Zone

5.3 (1) Principal Uses

- (a) Agriculture
- (b) Aquaculture
- (c) Single detached dwelling
- (d) Standalone residential campsite

(2) Secondary Uses

- (a) Accessory use
- (b) Bed and breakfast
- (c) Secondary dwelling unit
- (d) Home business
- (e) Kennel
- (f) Residential campsite

(3) Regulations

(e) Maximum number of single detached dwellings per parcel

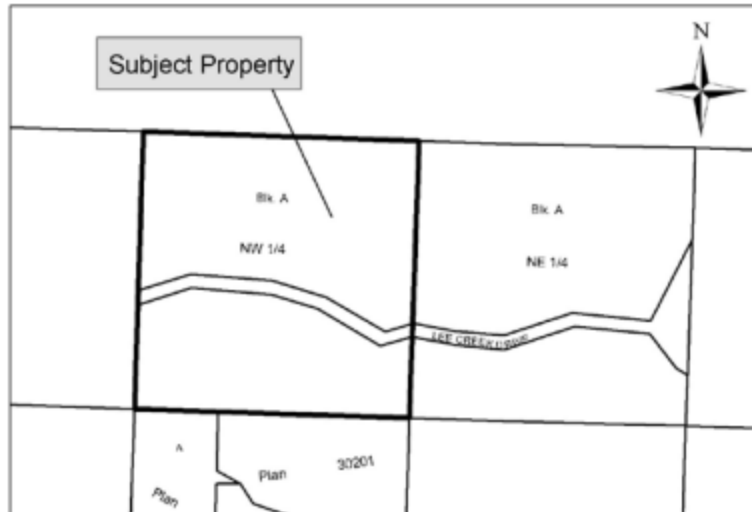
- On parcels less than 8 ha (19.76 ac): 1
- On parcels equal to or greater than 8 ha (19.76 ac): 2

(h) Maximum number of secondary dwelling units per parcel

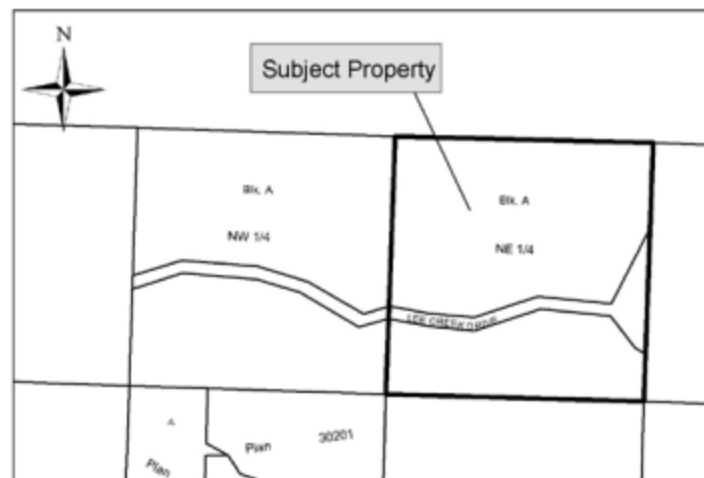
- Shall be in accordance with Section 3.19

(4) In this subsection, lands are described by legal description and by map and in the event of any discrepancy between the legal description of the lands and the map, the map governs.

(a) Notwithstanding subsection (3)(e) the maximum number of single detached dwellings on Part NW $\frac{1}{4}$, Section 31, Township 22, Range 11, W6M, KDYD as shown on the map below is one per 2.5 ha (6.2 ac); and on this parcel one public assembly facility shall be permitted as a secondary use.



(b) Notwithstanding subsection (3)(e) the maximum number of single detached dwellings on Block A, Part NE $\frac{1}{4}$, Section 31, Township 22, Range 11, W6M, KDYD as shown on the map below is one per 1.7 ha (4.2 ac.); and on this parcel permitted secondary uses shall include mills for production of lumber, shingles, and other wood products; welding shop; greenhouse; storage of vehicles and boats; storage of mechanical equipment; and storage of equipment related to communications, water storage and pumping, welding, and woodworking.



Housing Legislation in the ALR

July 16, 2024

In 2023, the B.C. Government introduced several new statutes to create more housing for people in B.C., including the *Housing Supply Act*, *Short-Term Rental Accommodations Act*, *Housing Statutes (Residential Development) Amendment Act* and *Housing Statutes (Transit Oriented Areas) Amendment Act* (the “Housing Statutes”). The Housing Statutes do not expressly refer to, or expressly exclude, the Agricultural Land Reserve (“ALR”); however, the *Agricultural Land Commission Act* (“ALCA”) is paramount to the Housing Statutes and there are no changes to the ALCA or its regulations. This document provides guidance for local governments and the public on how the Housing Statutes apply to the ALR.

1. Housing Supply Act

The [Housing Supply Act](#) (“HSA”) provides the B.C. Minister of Housing the ability to establish targets for the availability and affordability of housing in specific communities. The HSA does not have primacy over the ALCA and does not direct housing developments into the ALR as a strategy to meet its targets. If land in the ALR is proposed for housing development, the Agricultural Land Commission (the “Commission” or “ALC”) must continue to consider agriculture under [section 6 of the ALCA](#).

2. Small Scale Multi Unit Housing

The [Housing Statutes \(Residential Development\) Amendment Act](#), i.e., Small Scale, Multi-Unit Housing (“SSMUH”) legislation was introduced to encourage more small-scale, multi-unit housing for people in B.C. The SSMUH legislation requires local governments to allow multiple residential units on a parcel subject to criteria and exceptions. In particular, SSMUH legislation aims to allow more small scale, multi-unit housing in ‘restricted zones’ which are land use zones that are restricted to single-family dwellings or duplexes.

The SSMUH legislation does not apply in certain circumstances that may coincide with the ALR such as rural land use bylaws and Islands Trust.

Where the SSMUH does apply to an ALR parcel, the following considerations must be taken into account.

The ALCA and the ALR Use Regulation already permit up to three residential units on an ALR parcel:

- a principal residence up to 500 m² total floor area,
- a secondary suite within that principal residence, and
- an additional residence up to 90 m² total floor area for parcels 40 ha or less, or up to 186 m² for parcels larger than 40 ha.

The ALR Use Regulation allows all of the above; however, the SSMUH differentiates between areas where a local government *may* allow all or some of the above housing in the ALR, and areas where a local government *must* allow all of the above residential units. A local government cannot permit more housing

Housing Legislation in the ALR

on an ALR parcel than what is permitted by the ALCA and ALR Use Regulation regardless of the SSMUH legislation (i.e., a bylaw may not allow up to 6 units on an ALR parcel). Any bylaw that permits more housing than what is permitted by the ALCA and ALR Use Regulation is of no force and effect to the extent of inconsistency. The SSMUH also refers to several different types of possible multi-unit housing; however, duplexes, triplexes, townhomes, etc. are not permitted in the ALR. In addition, bare land stratas and “building” stratas are a form of subdivision and are not permitted outright in the ALR, and as such, ALC permission is required (see [ALC Information Bulletin 09: Subdivision and Plans that Cause Subdivision in the ALR](#)).

A. Where a local government *may* restrict or allow a secondary suite or additional residence in the ALR

Where the SSMUH legislation does not apply, local governments may continue to allow neither, one, or both the secondary suite and/or additional residence.

B. Where a local government *must* allow a secondary suite or an additional residence in the ALR

If the ALR parcel is in a certain type of ‘restricted zone’, a local government *must* allow at least a secondary suite or an additional residence. See section [481.3\(3\) of the LGA](#).

C. Where a local government *must* allow a suite and an additional residence in the ALR

If the ALR parcel is in another type of ‘restricted zone’, and the parcel is smaller than 4,050 m² (~1 acre) or in a zone which has a minimum lot size of less than 4,050 m² for the purposes of subdivision, a local government *must* allow both a secondary suite and additional residence *if* the ALR parcel is:

- partly or wholly within an urban containment boundary established by a regional growth strategy, or
- is within an urban containment boundary established by an Official Community Plan and in a municipality with a population greater than 5,000, or
- is within a municipality with a population greater than 5,000 that does not have an urban containment boundary.

See section [481.3\(4\) of the LGA](#) as well as s. 481.4, which also sets out certain additional exemptions.

Landowners should seek guidance from their local government on whether the SSMUH legislation applies to their property, whether their property is within a ‘restricted zone’ within the ALR, and how many dwellings are permitted for that specific property.

More information on SSMUH and the ALCA can be found in section 7.1 of the [Provincial Policy Manual & Site Standards: Small Scale, Multi-Unit Housing](#).

Housing Legislation in the ALR

3. *Short Term Rentals Accommodations Act*

Effective May 1, 2024 the *Short Term Rental Accommodations Act* ("STRAA") limits short-term rentals of certain residences, in certain areas of B.C. The STRAA was introduced to regulate short-term rentals and encourage long-term rentals to address B.C.'s housing crisis.

The ALCA and ALR Use Regulation permit a principal residence, a suite within that principal residence, and an additional residence subject to criteria. A local government may prohibit or permit the suite and/or additional residence per the SSMUH legislation (see Section 2 above). Depending on where the property is and whether it includes farmland (BC Assessment Class 9), the STRAA may allow the use of a lawful principal residence including the secondary suite and/or an additional residence in the ALR for short-term rental accommodation subject to criteria.

A parcel in the ALR is subject to the ALCA and ALR Use Regulation and may also be subject to restrictions or exemptions from the STRAA. However, the STRAA does not exempt a landowner from complying with the ALCA and ALR Use Regulation with respect to Tourist Accommodation and Agri-Tourism Accommodation.

Landowners should seek guidance from their local governments on whether the STRAA applies to their property and potential restrictions.

More information on the STRAA can be found at [Overview: B.C.'s short-term rental accommodations legislation](#).

More information on permitted tourist and agri-tourism accommodation in the ALR can be found in the ALC's [Information Bulletin 06: Tourist and Agri-Tourism Accommodation in the ALR](#).

4. Transit Oriented Areas

The *Housing Statutes (Transit Oriented Areas) Amendment Act* facilitates high-density mixed-use development within walking distance to certain transit services. If a transit-oriented area overlaps with the ALR, the transit-oriented densities and regulations do not apply to ALR lands.

5. Areas Without Zoning Bylaws

Note that some areas of the province do not have zoning bylaws. The absence of local zoning bylaws does not relieve a landowner from complying with the restrictions in the ALCA and ALR Use Regulation. In other words, a landowner must not exceed what the ALCA and ALR Use Regulation provide for, regardless of whether any zoning bylaws apply to their property, without seeking and obtaining approval from the Commission first. For example, an ALR parcel that is not subject to a zoning bylaw may construct a maximum of a principal residence including a secondary suite within the principal residence, and a permitted additional residence in accordance with the ALCA and ALR Use Regulation. If a local government chooses to introduce a zoning bylaw to an area in the ALR that is presently without a zoning

Housing Legislation in the ALR


bylaw, it will need to comply with the new requirements of the SSMUH legislation.

6. Urban Agricultural Interface

The ALC encourages residential densification in areas outside of the ALR and for local governments to mitigate impacts of housing development near the ALR by employing strategies from the ALC and Ministry of Agriculture and Food (“MAF”) [Subdivision Near Agriculture: A Guide for Planners and Approving Officers in B.C.](#) and the MAF [Guide to Edge Planning: Promoting Compatibility Along Agricultural Urban Edges](#). Although the *Provincial Policy Manual & Site Standards: Small-Scale, Multi-Unit Housing* document encourages local governments to implement modest setbacks in an effort to accommodate additional density on the urban side, edge planning for parcels adjacent to the ALR that are actively farmed or may be farmed in the future, is still critically important to mitigate conflict between urban and agricultural land uses. At the residential/agricultural interface, farmers often experience trespass, property and equipment vandalism, crop damage and theft, livestock harassment, and litter. Residential neighbours may be impacted by odour, noise, dust, flies, spray drift, and other disturbances resulting from farm practices. Edge planning such as fencing, buffering, and setbacks on the residential side of the ALR boundary are long-standing land use tools to promote compatibility, shared health, safety, and peaceful enjoyment, as well as a farmer’s right to farm under the *Farm Practices Protection (Right to Farm) Act*.

Have more questions about the Housing Statutes? Contact the Ministry of Housing PLUM@gov.bc.ca

Have more questions about housing in the ALR? Contact the ALC ALCBurnaby@Victoria1.gov.bc.ca

 <p>Agricultural Land Commission</p>	<p>NON-ADHERING RESIDENTIAL USE APPLICATIONS FOR HOUSING IN THE ALR</p>	<p>POLICY L-26</p> <p>Amended June 2024 Adopted April 2020</p>
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On February 22, 2019 the ALCA was amended by the Provincial Government to directly address - principal residences and requiring that the Agricultural Land Commission (the "Commission") not grant permission for additional residences unless it is necessary for a farm use as explained in the Minister of Agriculture's [February 23, 2019 news release](#).

This policy outlines general guidelines for the Commission's consideration of non-adhering residential use applications which request residential uses in excess of those residential uses permitted by the Agricultural Land Commission Act (the "ALCA") or its regulations. This includes applications for temporary farm worker housing, and other housing for farm labour, as well as applications to construct or alter a principal residence which will exceed 500m² in total floor area.

For more information on the kinds of factors the ALC may consider when deciding on applications, please see the ["What the Commission Considers"](#) page on the ALC's website.

Principal Decision-Making Considerations:

1.0 Additional Residences

Section 20.1 of the ALCA provides that unless permitted by the Commission or the regulations, an owner of agricultural land who constructs, alters or uses a residential structure on the land may have no more than one residence per parcel. The Agricultural Land Reserve Use Regulation (the "ALR Use Regulation") may permit an additional residence if certain conditions are met. If an owner wishes to construct an additional residence not permitted by the ALR Use Regulation, the owner must make a Non-Adhering Residential Use ("NARU") application to the Commission for permission.

Section 25(1.1)(b) of the ALCA states that the Commission must not grant permission for an additional residence unless the additional residence is necessary for a farm use. The Commission may consider the number of residences currently on the property, and the contribution of those their occupants to the farm operation when considering whether an additional residence is necessary to support the farm operation.

2.0 Housing for temporary farm workers under a federal agricultural worker program

In considering whether a non-adhering residential use is necessary for a farm use, the Commission will assess the scale and intensity of the farm operation. As such, the Commission's determination of a NARU application for temporary farm worker housing ("TFWH") as part of a federal agricultural worker program will be based on the agricultural operation's need. In addition to the information outlined below in Section 4.0 'Housing to reflect agricultural activity', applicants can provide other documentation associated with a

federal agricultural worker program application (e.g. previous or current Labour Market Impact Assessment “LMIA”).

The Commission prefers that temporary housing for farm workers, including foreign workers, should be in an existing building, or a residential structure constructed or manufactured to be moved from one place to another, and installed on a temporary foundation with no basement.

On April 26, 2019, the Commission delegated decision-making authority to the Chief Executive Officer (“CEO”) to streamline the process of NARU applications for TFWH registered in a federal agricultural worker program that meets specific criteria outlined in CEO Delegated Decision-Making Criterion 15. If the application does not meet the criteria (including because the applicant cannot or prefers not to meet all the requirements), then the application will be referred to the Commission for a decision.

The circumstances in which the CEO’s delegated decision-making authority applies are as follows:

CEO Delegated Decision-Making Criterion 15:

Based on an assessment of the intensity and scale of the farm operation, non-adhering residential use applications for temporary farm worker housing (TFWH) for workers registered in a federal temporary worker program that comply with the following criteria:

- i. The parcel where the TFWH is to be located is classified as ‘farm’ under the BC Assessment Act;
- ii. The minimum size of the farm operation* on which the TFWH can be located is 4 ha;
- iii. The maximum number of workers requested in each application for a farm operation* is limited to no more than:
 - a. 130 workers for greenhouse, mushroom, tree fruit, and berry/vegetable production
 - b. 40 workers for all other commodities
- iv. The workers are housed in a temporary residential structure designed to be moved from one place to another;
- v. Siting and placement of the TFWH minimizes the residential impacts on agricultural land taking into consideration topography, agricultural capability, access, and encourages the clustering of residential structures;
- vi. The registration of a restrictive covenant stating that the TFWH will only be used by temporary farm workers and that the owner will remove the TFWH and restore the land to agricultural use if the TFWH is vacant for two consecutive years; and
- vii. The receipt of an ILOC sufficient to remove the TFWH provided to the ALC upon approval of the NARU.

**Clarification: farm operation means an area of land used for a farm operation consisting of one or more contiguous or non-contiguous lots, that may be owned, rented or leased, which forms and is managed as a single farm.*

3.0 Principal Residences Larger than 500 m²

Section 25(1.1)(b) of the ALCA (the requirement that an additional residence must be necessary for a farm use) does not apply to a NARU application for a principal residence larger than 500 m². This means that the Commission has discretion to permit a larger principal residence even if it is not necessary for a farm use.

However, the necessity for farm use of the proposed principal residence is still a relevant factor in the Commission's determination of whether a size over 500 m² should be allowed. The Commission will generally consider whether the requested increase in total floor area would be supportive of the current farming operation and necessary for farm use. The Commission may also consider unique or extenuating circumstances that do not negatively impact the agricultural use of the property. An applicant should provide evidence of such circumstances if it wants them to be considered by the Commission.

4.0 Housing to reflect agricultural activity

In considering whether a non-adhering residential use is necessary for a farm use, the Commission will assess the scale and intensity of the farm operation. Where an applicant can demonstrate that the scale and intensity of the farm operation has exceeded the labour capacity of the owner/residents, the Commission may determine that an additional residence would be necessary to support the farm operation.

The Commission may not be supportive of housing proposals which "intend" to expand or intensify the farm operation unless it considers there to be a satisfactory mechanism to ensure that expansion is undertaken after the new housing is constructed.

NARU applications must include an appropriate level of information to aid the Commission in its determination of whether the proposed use is consistent with the purposes of the ALCA set out at section 6 and, if applicable, that an additional residence is necessary for a farm use. The following are examples of the information that may be submitted with an application:

- i. Size (ha) of the current farming operation (including leased lands)
- ii. Type(s) and amount of commodity(ies) produced on the property
- iii. Description and number of current farm labourers with details of roles and responsibilities
- iv. Rationale for additional farm labour requirements based on the applicant's agricultural operation or commodity(ies)
- v. Proposed number of farm workers to reside in the additional residence or principal residence >500 m²
- vi. Proposed length of occupancy of farm workers (e.g. seasonal, temporary, year-round)
 - a. Include date ranges, if applicable
 - b. Include expected work hours (part-time or full-time)

- vii. Details of the proposed residence
 - a. Size of residence and total residential footprint
 - b. Foundation type
 - c. Site map
 - d. Associated infrastructure requirements
- viii. Farm plan or farm business plan (support future expansion, if applicable)
- ix. Professional reports (e.g. report by a professional agrologist, geotechnical report)
- x. Farm succession plan, if applicable
- xi. Expense receipts demonstrating equipment, start-up, or infrastructure costs
- xii. Lease agreements for other properties associated with the farm operation
- xiii. Farm quota records

5.0 Limiting housing's physical impact on the productive parcel

The type of non-adhering residential structure should reflect the agricultural use of the property. Preference will be provided to residential uses which utilize existing structures and/or residences that are sized appropriately and located in an area which minimizes negative impacts to the agricultural land or can easily be removed from the property, such as a manufactured home.

The total residential footprint, meaning the portion of a property used for the principal residence, additional residence(s), and the accessory residential facilities (e.g. yard, driveway, servicing, etc.), should maintain a viable agricultural remainder and should not unnecessarily infringe upon the productive farming area of the property. Unless a more restrictive local government bylaw is in place, the following parameters, consistent with the Minister's Bylaw Standards, will inform the Commission's consideration of the appropriate total residential footprint:

- a) **Principal Residence:** The total residential footprint for a principal residence should not be more than 2,000 m².
- b) **Additional Residence:** The total residential footprint for an additional residence should not be more than 1,000 m².
- c) **Temporary Farm Worker Housing:** The total residential footprint for each permitted temporary farm worker housing space should not be more than 35 m² per worker.
- d) **Siting:** The setback from the front lot line to the rear or opposite side of the total residential footprint should not be more than 60 metres. Lots narrower than 33 metres are exempted from the 60 metre maximum setback guideline (for the total residential footprint) from the front lot line, however, the footprint should fill the front of the lot to a maximum of 2,000 m².

- e) The following exceptional circumstances may also apply to the siting of residential footprints and may be considered by the Commission:
- i) **Existing Footprints:** The clustering of a residence with other existing non-agricultural uses on the property to limit the fragmentation of ALR land and avoid the restriction of agricultural activities.
 - ii) **Commodity-Specific Needs:** The strategic placement of a residence to benefit or optimize the agricultural operation (e.g. monitoring of livestock on a large property).
 - iii) **Topographic Features:** Siting of a residence as appropriate to reduce the use of potentially productive farming land for residential purposes (e.g. sited on a non-farmable area of the property).

If the Commission approves a NARU application to place or construct an additional residence, to construct or alter a principal residence, or to reside in a residence while constructing another residence, its permission may be granted with limits or conditions. Examples of conditions may include:

- a) Siting of the residence in accordance with specified criteria
- b) A requirement that farm help must be contributing to the farm operation as described within the application
- c) Registration of a restrictive covenant requiring the removal or “decommissioning” of the additional residence should the residence not be used for the purpose of farm labour requirements or should the residence be unoccupied for a certain length of time
- d) The posting of a financial security in the form of an Irrevocable Letter of Credit in the amount of \$50,000 or as otherwise determined to ensure “decommissioning” of a residence being used during construction of another residence. Without limiting other potential repercussions to the applicant or property owner, the Commission may access some or all of the financial security upon a failure to comply with any or all aspects of the conditions of permission ordered by the Commission
- e) Consolidation with neighbouring parcel(s) and/or restrictions on the future residential use of other parcels included within the farm operation.

“decommission” pursuant to Commission Resolution No. 113N/2024 requires the removal of:

- (a) all kitchen facilities including cabinets, counter tops, sinks and associated plumbing;
- (b) all kitchen appliances (including stoves, fan hoods, microwaves, hotplates, etc);
- (c) all 220 volt electrical connections for the kitchen and/or gas piping;
- (d) all laundry facilities and associated plumbing; and
- (e) all bathroom fixtures including toilets, bathtub/shower facilities and associated plumbing.

6.0 Building a New Principal Residence While Occupying an Existing Residence

It is the Commission's preference that the original principal residence be removed prior to the construction of a new principal residence, so that the new principal residence can be constructed in the same location as the original residence, thus minimizing the impact on the land base. However, the Commission recognizes that in some circumstances this may not be feasible. Applicants seeking to continue living in the existing residence while constructing a new residence should explain why they are required to do so, or why the new principal residence cannot be constructed in the same location as the existing principal residence.

On October 23, 2019, the Commission delegated its decision-making authority to the CEO to streamline the process of NARU applications which propose to build a new residence while occupying an existing residence, when the proposal meets the criteria outlined in CEO Delegated Decision-Making Criterion 17. If the application does not meet the criteria (including because the applicant cannot or prefers not to meet all the requirements), then the application will be referred to the Commission for a decision.

If an application is required and approved, the Commission may require conditions such as a covenant, siting, removal or decommissioning of the original residence. See Section 5.0 'Limiting housing's physical impact on the productive parcel' above for the definition of "decommission".

The circumstances in which the CEO's delegated decision-making authority applies are as follows:

CEO Delegated Decision-Making Criterion 17:

Non-Adhering Residential Use applications for building a new principal residence while occupying an existing residence that complies with the following criteria:

- i. At the time of the application there is only one residence on the parcel;
- ii. Siting* of the new principal residence has a maximum 60 metre setback from the front lot line to the rear or opposite side of the total residential footprint, with the total residential footprint being a maximum of 2,000 m². Lots narrower than 33 metres are exempted from the 60 metre maximum setback (for the total residential footprint) from the front lot line; however, the footprint must fill the front of the lot to a maximum of 2,000 m²; and,
- iii. Receipt/confirmation of the following within 30 days of the date of a decision to approve is issued:
 - a. registration of a restrictive covenant requiring the removal of the original residence;
 - b. a signed affidavit committing to removal of the original residence;
 and,

- c. an ILOC sufficient to ensure removal of the original residence within 60 days of completion of the new principal residence.

* The following exceptional circumstances may also be considered with respect to the siting of the new principal residence:

- a. Clustering with Existing Residential Structures: The clustering of the new principal residence with other existing non-agricultural uses on the parcel to limit the fragmentation of ALR land and avoid the restriction of agricultural activities.
- b. Commodity-Specific Needs: The strategic placement of the new principal residence to benefit or optimize the agricultural operation (e.g. monitoring of livestock on a large parcel).
- c. Topographic Features: Siting of the new principal residence as appropriate to reduce the use of potentially productive farming land for residential purposes (e.g. sited on a non-farmable area of the parcel).

Role of the Local Government:

Local governments must review NARU applications and either provide comments and recommendations for the Commission's consideration or, in some cases, authorize the application to proceed to the Commission: ALCA, ss. 25(3), 34(4)-(5). For applications in relation to settlement lands, the First Nation Government must authorize the application to proceed to the Commission: ALCA, s. 25(3.1).

An absence of local zoning bylaws does not relieve a landowner of complying with the restrictions in the ALCA and ALR Use Regulation.

Local government bylaws can be more restrictive of residential use of the ALR than the ALCA: ALCA, s. 46(6). The ALR Use Regulation identifies certain designated farm uses and permitted non-farm uses that local governments must not prohibit, but places no limitation on local government powers to prohibit or otherwise restrict residential uses of ALR land.



EXCLUSION APPLICATION GUIDE

EFFECTIVE SEPTEMBER 30, 2020

Published August 6, 2020

Purpose: this guide is intended to outline the process for submitting a local or First Nation government initiated or prescribed body initiated exclusion application to the Agricultural Land Commission as of September 30, 2020.

Table of Contents:

1. Local or First Nation Government Initiated Exclusion Applications
2. Prescribed Body Initiated Exclusion Applications

Attachment A: Applicable Act and Regulation Sections for Local or First Nation Government Initiated Exclusion Applications

Attachment B: Applicable Act and Regulation Sections for Prescribed Body Initiated Exclusion Applications

LOCAL OR FIRST NATION GOVERNMENT INITIATED EXCLUSION APPLICATIONS

STEP 1: Local or First Nation Government Fills out the Application

- Log into the ALC Application Portal using your local or First Nation government's BCeID Business account, found here: <https://a100.gov.bc.ca/pub/oatsp/>
 - Please contact the ALC if your local or First Nation government does not currently have an account registered with the Portal
 - The ALC must also assign a local or First Nation government 'role' to every local or First Nation government staff BCeID used to submit a local or First Nation government initiated application
- Create the exclusion application
- Complete the application up to Step 7 and save (do not submit the application). You can move between the steps, save and exit the application multiple times
- Download a copy of the application

STEP 2: Local or First Nation Government Gives Notice of the Application

❖ **Sign:**

- Post a sign on the affected parcel(s) advising of the exclusion application
 - Contact the ALC to confirm where to place signs if multiple parcels are involved
- The Sign must be:
 - at least 60 cm x 120 cm in size
 - located at the midpoint boundary of the parcel fronting a roadway
- Provide a summary of the application and a map showing the subject parcel(s)

Figure 1: Sample Sign

NOTICE TO MAKE APPLICATION TO EXCLUDE LAND FROM THE AGRICULTURAL LAND RESERVE	
EXCLUSION APPLICATION INFORMATION:	
Application ID: 68513	
Applicant: City of Smithton	
Posting Date: Sept 12, 2017	
Proposal: To exclude 11 hectares from 4 properties on Carbunkle Road for industrial needs as identified in ABC planning report.	
Civic Address: 4512, 4518, 4588 & 4620 Carbunkle Road	
PID: 123-456-789, 123-123-321, 456-789-123 & 987-654-321	
TO SUBMIT COMMENTS:	
Local Government: City of Smithton	Insert Map Here
Phone: 1-800-555-1234	
Email: planning@smithton.ca	
Local Government File Number: 88D-2017	
NOTE: ALL CORRESPONDENCE RECEIVED WITH RESPECT TO THIS APPLICATION FORMS PART OF THE PUBLIC RECORD, AND IS DISCLOSED TO ALL PARTIES, INCLUDING THE APPLICANT	

❖ **Notice of Public Hearing:**

- Provide notice of the public hearing in at least two issues of a local newspaper, with the last notice appearing not less than 3 days and not more than 10 days before the public hearing. Should your area not have a local newspaper, please contact the ALC to discuss alternative notice options
- Notice must identify:

- Time and place of the public hearing
- Parcel(s) affected
- Intent of the application
- When and where application will be reviewed

❖ **Notice of Application:**

- Provide a copy of the application to adjacent or affected local or First Nation governments, where applicable

STEP 3: Local or First Nation Government Holds the Public Hearing

- Hold the public hearing in accordance with s. 465 of the *Local Government Act*
 - At the public hearing:
 - All persons must be afforded an opportunity to speak
 - Public hearing may be adjourned from time to time
 - A Council/Board member who did not attend public hearing may vote on the application if provided with a written or oral report of public hearing

STEP 4: Local or First Nation Government Passes a Resolution on the Application

- Council/Board passes a resolution to forward or not forward the application to the ALC
 - If forwarded, the application proceeds to the ALC for consideration (see Step 5 below)
 - If not forwarded, the application is refused.
- Local or First Nation government will update the application status in the ALC Application Portal to reflect the outcome of the Council/Board's resolution

STEP 5: Local or First Nation Government Submits the Application

- Proof of notice must be submitted with your application including a copy of the newspaper advertisement and photographs of the sign showing the location of posting in relation to the road or other public access
- Upload public hearing report and any other public comments received
- Upload a copy of the local or First Nation government Council/Board resolution
- Include any other application materials

STEP 6: Local or First Nation Government Pays the Application Fee

- Submit the \$750 application fee to the ALC
 - Fees can be paid by cheque (made out to the Minister of Finance) or by credit card over the phone or in person

STEP 7: ALC Holds the Exclusion Meeting

- Once a completed application and prescribed fee is received, ALC processing of the application will begin

- The ALC must offer an exclusion meeting with written notice to the local or First Nation government not more than 30 days before the meeting
- If the ALC considers it advisable, the ALC may notify adjacent or affected landowners of the parcel(s) subject to the application
- In advance of the exclusion meeting, the ALC must give notice of the materials that will be considered at the meeting, and any new information received
- At the exclusion there may be:
 - representations from the local or First Nation government (e.g. a presentation)
 - written submissions and other forms of evidence to be considered by ALC
 - representations, evidence, opinions of any person present at meeting
- Following the exclusion meeting, the ALC will provide a draft summary of the exclusion meeting proceedings (the “exclusion meeting report”) for verification and sign-off by the local or First Nation government

STEP 8: ALC Makes a Decision on the Application

- The ALC must make a decision on the application taking in consideration its mandate under s. 6(1) and the priorities it must consider in doing so under s. 6(2) of the ALC Act. More information about what the ALC generally considers when making a decision on applications can be found here: <https://www.alc.gov.bc.ca/application-and-notice-process/applications/what-the-commission-considers/>
- The ALC must provide a decision in writing, whether to refuse, approve (with or without conditions), or approve as an alternate use, such as a non-farm use
- The ALC strives to communicate most of its decisions, in writing (electronic or mail), within 60 business days of an application being received and the majority of its decisions in 90 business days. Please be advised that the 60 and 90 business day application process timeline may not be consecutive given the specifics of an application; the ALC may “pause” the business day timelines should any of the following be required:
 - The exclusion meeting
 - A site visit
 - A request for additional information (from the local government or any other person considered appropriate)

PRESCRIBED BODY INITIATED EXCLUSION APPLICATIONS

A “prescribed body” is defined in s. 16 of the ALR General Regulation as:

- Regional Health Board
- Educational Body
- Improvement District
- BC Transit Corporation
- BC Housing Management Commission
- BC Hydro and Power Authority
- South Coast BC Transportation Authority
- BC Transportation Financing Authority
- Columbia Power Corporation

STEP 1: Prescribed Body Fills out the Application

- Create a Basic or Business BCeID account
- Logon to the ALC Application Portal found here:
<https://a100.gov.bc.ca/pub/oatsp/>
- Create the exclusion application
- Complete the application up to Step 7 and save (do not submit application)
 - Note: You can move between the steps, save and exit the application multiple times
- Download a copy of the application

STEP 2: Prescribed Body Gives Notice of the Application

- As the applicant, you are responsible for ensuring the notice requirements are fulfilled prior to filing your application with the local or First Nations government and for all costs arising from providing the notice
- ❖ **Sign:**
 - Post a sign on each of the affected parcel(s) advising of the exclusion application
 - The Sign must be:
 - at least 60 cm x 120 cm in size
 - located at the midpoint boundary of the parcel(s) fronting a roadway
 - Provide a summary of the application and a map showing the subject parcel(s)

Figure 2: Sample Sign

NOTICE TO MAKE APPLICATION TO EXCLUDE LAND FROM THE AGRICULTURAL LAND RESERVE

EXCLUSION APPLICATION INFORMATION:

Application ID: 68513
 Applicant: City of Smithton
 Posting Date: Sept 12, 2017
 Proposal: To exclude 11 hectares from 4 properties on Carbunkle Road for industrial needs as identified in ABC planning report.

Civic Address: 4512, 4518, 4588 & 4620 Carbunkle Road
 PID: 123-456-789, 123-123-321, 456-789-123 & 987-654-321

TO SUBMIT COMMENTS:

Local Government: City of Smithton
 Phone: 1-800-555-1234 Email: planning@smithton.ca
 Local Government File Number: 88D-2017

Insert
Map
Here

NOTE: ALL CORRESPONDENCE RECEIVED WITH RESPECT TO THIS APPLICATION FORMS PART OF THE PUBLIC RECORD, AND IS DISCLOSED TO ALL PARTIES, INCLUDING THE APPLICANT

❖ **Notice of Public Hearing:**

- Provide notice of the public hearing in at least two issues of a local newspaper, with the last notice appearing not less than 3 days and not more than 10 days before the public hearing
- Notice must identify:
 - Time and place of the public hearing
 - Parcel(s) affected
 - Intent of the application
 - When and where application will be reviewed
- Send any comments received from the public to the local or First Nation government

❖ **Notice of Application:**

- Provide a copy of the application to a local or First Nation government that shares of common boundary to the parcel, where applicable

STEP 3: Prescribed Body Holds the Public Hearing

- Hold the public hearing
 - At the public hearing:
 - All persons must be afforded an opportunity to speak
 - Public hearing may be adjourned from time to time
 - A member who did not attend public hearing may vote on the application if provided with a written or oral report of public hearing

STEP 4: Prescribed Body Submits the Application

- Photographs of the sign showing the location of posting in relation to the road or other public access must be submitted with the application
- Upload proof of notice of public hearing (newspaper)
- Include all other application requirements
- Public comments received by prescribed body and forwarded to local or First Nation government must be uploaded

STEP 5: Prescribed Body Pays the Local or First Nation Government Portion of Application Fee

- Pay the local or First Nation government their portion of the application fee (\$750)

STEP 6: Local or First Nation Government Board/Council Passes a Resolution on the Application

- Local or First Nation government may choose to hold a public information meeting

- Local or First Nation government may refer application to adjacent local or First Nation government where applicable. Adjacent local or First Nation government may provide comment on the application
- Council/Board resolves to either forward or not forward the application to the ALC
 - If forwarded, the application proceeds to the ALC for consideration
 - If not forwarded, the application is refused and the ALC portion of the fee is not required
- Local or First Nation government will update the application status in the ALC Application Portal to reflect the outcome of the Council/Board's resolution

STEP 7: Prescribed Body Pays the ALC Portion of the Application Fee

- If the Council/Board resolves to forward the application to the ALC, the applicant must now pay the ALC portion of the application fee (\$750)
 - Fees can be paid by cheque (made out to the Minister of Finance) or by credit card over the phone or in person

STEP 8: ALC Holds the Exclusion Meeting

- Once a completed application and prescribed fee is received, ALC processing of the application will begin
- The ALC must offer an exclusion meeting with written notice to the applicant and local or First Nation government not more than 30 days before the meeting
- If the ALC considers it advisable, the ALC may notify adjacent or affected landowners of the parcel(s) subject to the application
- In advance of the exclusion meeting, the ALC must give notice of the materials that will be considered at the meeting, and any new information received
- At the exclusion there may be:
 - representations from the local or First Nation government (e.g. a presentation)
 - written submissions and other forms of evidence to be considered by ALC
 - representations, evidence, opinions of any person present at meeting
- Following the exclusion meeting, the ALC will provide a draft summary of the exclusion meeting proceedings (the "exclusion meeting report") for verification and sign-off by the applicant

STEP 9: ALC Makes a Decision on the Application

- The ALC must make a decision on the application taking in consideration its mandate under s. 6(1) and the priorities it must consider in doing so under s. 6(2) of the ALC Act. More information about what the ALC generally considers when making a decision on applications can be found here: <https://www.alc.gov.bc.ca/application-and-notice-process/applications/what-the-commission-considers/>
- The ALC must provide a decision in writing, whether to refuse, approve (with or without conditions), or approve as an alternate use, such as a non-farm use
- The ALC strives to communicate most of its decisions, in writing (electronic or mail), within 60 business days of an application being received and the majority of its decisions in 90

business days. Please be advised that the 60 and 90 business day application process timeline may not be consecutive given the specifics of an application; the ALC may “pause” the business day timelines should any of the following be required:

- The exclusion meeting
- A site visit
- A request for additional information (from the local government or any other person considered appropriate)

ATTACHMENT A:**APPLICABLE ACT AND REGULATION SECTIONS FOR LOCAL OR FIRST NATION
GOVERNMENT INITIATED EXCLUSION APPLICATIONS****ALC Act**

Note: These sections of the ALC Act come into force and effect September 30, 2020. See [Bill 15-2019](#) for text until BC Laws is updated.

- s. 29** (1) A person may apply to the commission to have land excluded from the agricultural land reserve if the person is
- (a) the owner of the land and is
 - (i) the Province, a first nation government or a local government, or
 - (ii) a prescribed public body,
 - (b) a local government, and the land is within the local government's jurisdiction, or
 - (c) a first nation government, and the land is within the first nation's settlement lands.
- (2) Subject to subsection (3),
- (a) an applicant must give notice, in the prescribed form and manner and before making the application, of the application and of a public hearing respecting that application, and
 - (b) the public hearing must be held in the prescribed manner.
- (3) On request of an applicant described in subsection (1) (a), the commission may waive one or more of the requirements of subsection (2).
- (4) An application made by an applicant described in subsection (1) (a) may not proceed unless authorized as follows:
- (a) by a resolution of a local government if the application is made by a person other than a first nation government and, on the date the application is made, the application
 - (i) applies to land within the local government's jurisdiction that is zoned by bylaw to permit farm use, or

(ii) requires, in order to proceed, an amendment to an official settlement plan, official community plan, official development plan or zoning bylaw of the local government;

(b) by a law of a first nation government if the application applies to settlement lands over which the first nation has legislative authority.

s. 29.1 (1) In this section, "**decision respecting proposed settlement lands**" means a decision of the commission made under subsection (2) (b) or (c) of this section on receiving an application under section 29

(a) by an applicant described in subsection (1) (a) of that section, and

(b) in relation to proposed settlement lands.

(2) On receiving an application under section 29, the commission may do one of the following:

(a) refuse permission to have land excluded from the agricultural land reserve;

(b) grant permission, with or without limits or conditions, to have land excluded from the agricultural land reserve;

(c) permit, with or without limits or conditions, a non-farm use, non-adhering residential use, soil or fill use or subdivision of land.

(3) A decision respecting proposed settlement lands is not effective unless and until

(a) those lands are established, in whole or in part, as settlement lands, and

(b) the first nation government that has jurisdiction over those settlement lands enacts a law approving the commission's decision and provides a certified copy of the law to the commission.

(4) Unless a decision respecting proposed settlement lands first becomes effective under subsection (3), the decision expires on the earlier of the following dates:

(a) the date the decision expires according to its terms;

(b) the date a notice to suspend negotiations takes effect.

(5) The commission must deliver its written decision to the applicant.

s. 34 (1) This section applies to the following types of applications:

- (a) an application made by a first nation government as the owner of proposed settlement lands, other than an inclusion application under section 17;
- (b) an exclusion application made by a person referred to in section 29 (1) (b) or (c);
- (c) an application for which review would be required under section 34.1, but the application is made by the local government or first nation government that would be responsible for the review;
- (d) an application for a specific type of use prescribed by regulation as an application that must be filed directly with the commission;
- (e) an application made under section 58.3 (1) (e), unless a regulation made under that section provides otherwise.

(2) A person may make an application described in subsection (1) by submitting the application and paying the prescribed application fee to the commission.

(3) In respect of an application described in subsection (1) (d), the commission

- (a) may request comments and information from the local government or first nation government for the area in which the land described in the application is located, and
- (b) if a request is made under paragraph (a) of this subsection, pay a prescribed portion of the fee received under subsection (2) to the local government or first nation government.

(4) A local government or first nation government that is paid a fee under subsection (3) (b) may retain the fee, and the *Financial Administration Act* does not apply in relation to that fee.

s. 34.1 (1) A person may make an application to which section 34 does not apply by submitting the application and paying the prescribed application fee, if any, to the following, as applicable:

- (a) the municipality, if the land described in the application is in a municipality;
- (b) the regional district, if the land described in the application is in a regional district but not in a municipality or a local trust area;

- (c) the Islands Trust, if the land described in the application is within a local trust area under the *Islands Trust Act*,
 - (d) the first nation government, if the land described in the application is in the settlement lands of a first nation.
- (2) A local government or first nation government that receives an application must review the application and do one of the following:
- (a) forward to the commission
 - (i) the application, and
 - (ii) the comments and recommendations of the local government or first nation government respecting the application;
 - (b) notify the applicant that the application will not be forwarded to the commission if
 - (i) the application is refused, or
 - (ii) the application may not, under this Act, proceed unless authorized by a resolution of the local government or a law of the first nation government and the required resolution or law is refused.
- (3) If a local government or first nation government forwards an application under subsection (2) (a) to the commission, the applicant must pay the prescribed application fee, if any, to the commission.
- (4) The application fee that must be paid under subsection (3) is in addition to the application fee, if any, paid under subsection (1).
- (5) A local government or first nation government that collects a fee under subsection (1) may retain the fee, and the *Financial Administration Act* does not apply in relation to that fee.

ALR General Regulation – Effective September 30, 2020

Note: These sections of the ALR General Regulation (BC Reg. 57/2020) come into force and effect September 30, 2020. See [OIC 131/2020](#) for text until BC Laws is updated.

Procedures at meetings and public hearings

- s. 9 (1)** a local government or a first nation government that holds a public hearing with respect to an application may, without limiting any other powers of the commission, local government, first nation government or public body applicant,
- (a) designate the date, time and place for the meeting or public hearing, and
 - (b) adjourn the meeting or public hearing
- (2) a local government or a first nation government holding a public hearing
- (a) must give all persons present an opportunity to be heard on matters related to the proposal or application that is the subject of the public hearing, and
 - (b) may, without further notice, allow a proposal or application that is the subject of the public hearing to be amended to accommodate representations made at that public hearing
- (3) a local government or a first nation government who was not present at a public hearing may vote on the proposal or application that was the subject of the public hearing if an oral or written report of the public hearing has been given to the member

Applications by local or First Nation government applicants

- s. 14 (1)** If a local or first nation government applicant is applying to include land in, or exclude agricultural land from, the agricultural land reserve, the applicant must do all of the following:
- (a) give notice of the application not less than 3 days and not more than 10 days before the date of the public hearing;
 - (b) give a copy of the application to the following:
 - (i) if the land that is the subject of the application is adjacent to an area over which a different local government or first nation government has jurisdiction, that different local government or first nation government;
 - (ii) each local government or first nation government whose interests, the local or first nation government applicant believes, will be affected by the application;
 - (c) include with the application
 - (i) a report of the public hearing and any additional public comments,

and

(ii) any other supporting material the commission may require;

(d) post a sign, in a form and manner acceptable to the commission, on the land that is the subject of the application.

(2) Despite subsection (1) (b), a local or first nation government applicant is not required to give a copy of an application to a first nation government referred to in paragraph (b) of the definition of “first nation government” in section 1 of the Act.

Notice of public hearing

s. 15 (1) A notice of a public hearing must be given in accordance with this section by

(a) the commission, in respect of a proposal on the commissions’ own initiative to include land in, or exclude agricultural land from, the agricultural land reserve, and

(b) a local or first nation government applicant, in respect of an application by the applicant to include land in, or exclude agricultural land from, the agricultural land reserve.

(2) The notice must do all of the following:

(a) state the general intent of the proposal or application;

(b) identify the land affected, whether by using the legal description or by describing the land generally;

(c) state the date, time and place of the public hearing;

(d) state when and where a copy of the proposal or application may be inspected.

(3) The notice must be published as follows:

(a) publication must be in at least 2 issues of a newspaper within the meaning of the *Community Charter*;

(b) the newspaper must be circulated in the municipality, regional district or settlement lands within which the land that is the subject of the proposal or application is located;

- (c) the last publication must be circulated not less than 3 days and not more than 10 days before the date of the public hearing.
- (4) Despite subsection (3) of this section, if the requirements of that subsection are not practical, the commission or local or first nation government applicant, as applicable, may give notice in the same manner as a council may give notice under section 94 (4) and (5) of the *Community Charter*.

Commission meeting

s. 20 (1) The commission must do all of the following:

- (a) hold a meeting to determine an exclusion application;
 - (b) not more than 30 days before the meeting, give written notice of the meeting to
 - (i) the applicant,
 - (ii) the local government or first nation government that has jurisdiction over the agricultural land that is the subject of the application, and
 - (iii) if the commission considers it advisable, each owner of agricultural land that shares a common boundary with, or is separated by a public road right of way from, the agricultural land that is the subject of the application;
 - (c) before the meeting, give notice to the applicant of the following:
 - (i) the information, if any, related to the application that will be considered at the meeting;
 - (ii) any new information that becomes available.
- (2) At the meeting, the commission may do one or more of the following:
- (a) hear representations from the applicant;
 - (b) accept written submissions or any other form of evidence, whether or not it would be admissible as evidence in a court of law;
 - (c) hear representations, evidence and opinions the commission considers

relevant of

- (i) any person present or represented at the meeting, and
- (ii) the local government or first nation government that has jurisdiction over the agricultural land that is the subject of the application.

Evidence presented at meeting

s. 21 (1) This section applies if

- (a) evidence is presented at a meeting of the commission held to determine an exclusion application, and
- (b) a statement or summary of that evidence has not been given to the applicant before the meeting.

(2) If the applicant is present at the meeting, the commission may

- (a) hear further representations in respect of the evidence, or
- (b) adjourn the meeting to enable the applicant to answer the evidence.

(3) If the applicant is not present at the meeting, the commission must notify the applicant personally or by registered or electronic mail of

- (a) the evidence, and
- (b) the date by which the additional evidence may be answered.

ATTACHMENT B:**APPLICABLE ACT AND REGULATION SECTIONS FOR PUBLIC BODY INITIATED EXCLUSION APPLICATIONS****ALC Act**

Note: These sections of the ALC Act come into force and effect September 30, 2020. See [Bill 15-2019](#) for text until BC Laws is updated.

- s. 29** (1) A person may apply to the commission to have land excluded from the agricultural land reserve if the person is
- (a) the owner of the land and is
 - (i) the Province, a first nation government or a local government, or
 - (ii) a prescribed public body,
 - (b) a local government, and the land is within the local government's jurisdiction, or
 - (c) a first nation government, and the land is within the first nation's settlement lands.
- (2) Subject to subsection (3),
- (a) an applicant must give notice, in the prescribed form and manner and before making the application, of the application and of a public hearing respecting that application, and
 - (b) the public hearing must be held in the prescribed manner.
- (3) On request of an applicant described in subsection (1) (a), the commission may waive one or more of the requirements of subsection (2).
- (4) An application made by an applicant described in subsection (1) (a) may not proceed unless authorized as follows:
- (a) by a resolution of a local government if the application is made by a person other than a first nation government and, on the date the application is made, the application
 - (i) applies to land within the local government's jurisdiction that is zoned by bylaw to permit farm use, or

(ii) requires, in order to proceed, an amendment to an official settlement plan, official community plan, official development plan or zoning bylaw of the local government;

(b) by a law of a first nation government if the application applies to settlement lands over which the first nation has legislative authority.

s. 29.1 (1) In this section, "**decision respecting proposed settlement lands**" means a decision of the commission made under subsection (2) (b) or (c) of this section on receiving an application under section 29

(a) by an applicant described in subsection (1) (a) of that section, and

(b) in relation to proposed settlement lands.

(2) On receiving an application under section 29, the commission may do one of the following:

(a) refuse permission to have land excluded from the agricultural land reserve;

(b) grant permission, with or without limits or conditions, to have land excluded from the agricultural land reserve;

(c) permit, with or without limits or conditions, a non-farm use, non-adhering residential use, soil or fill use or subdivision of land.

(3) A decision respecting proposed settlement lands is not effective unless and until

(a) those lands are established, in whole or in part, as settlement lands, and

(b) the first nation government that has jurisdiction over those settlement lands enacts a law approving the commission's decision and provides a certified copy of the law to the commission.

(4) Unless a decision respecting proposed settlement lands first becomes effective under subsection (3), the decision expires on the earlier of the following dates:

(a) the date the decision expires according to its terms;

(b) the date a notice to suspend negotiations takes effect.

(5) The commission must deliver its written decision to the applicant.

s. 34 (1) This section applies to the following types of applications:

- (a) an application made by a first nation government as the owner of proposed settlement lands, other than an inclusion application under section 17;
- (b) an exclusion application made by a person referred to in section 29 (1) (b) or (c);
- (c) an application for which review would be required under section 34.1, but the application is made by the local government or first nation government that would be responsible for the review;
- (d) an application for a specific type of use prescribed by regulation as an application that must be filed directly with the commission;
- (e) an application made under section 58.3 (1) (e), unless a regulation made under that section provides otherwise.

(2) A person may make an application described in subsection (1) by submitting the application and paying the prescribed application fee to the commission.

(3) In respect of an application described in subsection (1) (d), the commission

- (a) may request comments and information from the local government or first nation government for the area in which the land described in the application is located, and
- (b) if a request is made under paragraph (a) of this subsection, pay a prescribed portion of the fee received under subsection (2) to the local government or first nation government.

(4) A local government or first nation government that is paid a fee under subsection (3) (b) may retain the fee, and the *Financial Administration Act* does not apply in relation to that fee.

s. 34.1 (1) A person may make an application to which section 34 does not apply by submitting the application and paying the prescribed application fee, if any, to the following, as applicable:

- (a) the municipality, if the land described in the application is in a municipality;
- (b) the regional district, if the land described in the application is in a regional district but not in a municipality or a local trust area;

- (c) the Islands Trust, if the land described in the application is within a local trust area under the *Islands Trust Act*,
 - (d) the first nation government, if the land described in the application is in the settlement lands of a first nation.
- (2) A local government or first nation government that receives an application must review the application and do one of the following:
- (a) forward to the commission
 - (i) the application, and
 - (ii) the comments and recommendations of the local government or first nation government respecting the application;
 - (b) notify the applicant that the application will not be forwarded to the commission if
 - (i) the application is refused, or
 - (ii) the application may not, under this Act, proceed unless authorized by a resolution of the local government or a law of the first nation government and the required resolution or law is refused.
- (3) If a local government or first nation government forwards an application under subsection (2) (a) to the commission, the applicant must pay the prescribed application fee, if any, to the commission.
- (4) The application fee that must be paid under subsection (3) is in addition to the application fee, if any, paid under subsection (1).
- (5) A local government or first nation government that collects a fee under subsection (1) may retain the fee, and the *Financial Administration Act* does not apply in relation to that fee.

ALR General Regulation – General Procedures that apply to all Application Types

Note: These sections of the ALR General Regulation (BC Reg. 57/2020) come into force and effect September 30, 2020. See [OIC 131/2020](#) for text until BC Laws is updated.

Local or first nation government review

- s.8** (1) A local government or first nation government that receives an application under section 34.1 [application procedure if local government or first nation government review required] of the Act must, in accordance with this section, forward to the commission
- (a) the application, and
 - (b) the comments and recommendations of the local government or first nation government in respect of the application.
- (2) The application, comments and recommendations must be forwarded within the following period after the local government or first nation government receives the application:
- (a) 90 days, if a public information meeting is held under section 19 (b) [public hearing and public information meeting];
 - (b) 60 days, if paragraph (a) does not apply.
- (3) The comments and recommendations must be in a form acceptable to the commission and address all of the following that apply:
- (a) in the case of an exclusion application made by a public body applicant,
 - (i) whether the notice required under section 17 (a) [exclusion applications by public body applicants] of this regulation has been given,
 - (ii) whether the resolution or law required under section 29 (4) [exclusion applications] of the Act has been made, and
 - (iii) any responses the local government or first nation government received
 - (A) under section 18 [responses to exclusion applications], and
 - (B) through a public information meeting held under section 19 (b), if any;
 - (b) in the case of a use or subdivision application, whether
 - (i) the resolution, if required under section 25 (3) [applications by owner] of the Act, has been made, or
 - (ii) the law required under section 25 (3.1) of the Act has been made.
- (4) The comments and recommendations may include any other information the local government or first nation government wants the commission to consider concerning the application.

Procedures at meetings and public hearings

- s. 9** (1) The commission, a local government, a first nation government or a public body applicant that holds a meeting, public information meeting or a public hearing with respect

to an application may, without limiting any other powers of the commission, local government, first nation government or public body applicant,

- (a) designate the date, time and place for the meeting or public hearing, and
- (b) adjourn the meeting or public hearing.

(2) The commission, a local government, a first nation government or a public body applicant holding a public hearing

- (a) must give all persons present an opportunity to be heard on matters related to the proposal or application that is the subject of the public hearing, and
- (b) may, without further notice, allow a proposal or application that is the subject of the public hearing to be amended to accommodate representations made at that public hearing.

(3) A member of the commission, a local government or a first nation government who was not present at a public hearing may vote on the proposal or application that was the subject of the public hearing if an oral or written report of the public hearing has been given to the member.

Public body applicants

s. 16 (1) An applicant to exclude agricultural land from the agricultural land reserve is a public body applicant if the applicant is the owner of the agricultural land and is

- (a) the Province, a local government or a first nation government, or
- (b) a person or body listed in subsection (2).

(2) The following are prescribed for the purposes of section 29 (1) (a) (ii) [*exclusion applications*] of the Act:

- (a) a regional health board designated under section 4 (1) of the *Health Authorities Act*;
- (b) an educational body within the meaning of the *Freedom of Information and Protection of Privacy Act*;
- (c) an improvement district within the meaning of the *Local Government Act*;
- (d) BC Transportation Financing Authority;

- (e) British Columbia Housing Management Commission;
- (f) British Columbia Hydro and Power Authority;
- (g) South Coast British Columbia Transportation Authority;
- (h) British Columbia Transit Corporation;
- (i) Columbia Power Corporation.

Exclusion applications by public body applicants

s. 17 If a public body applicant is applying to exclude agricultural land from the agricultural land reserve, the public body applicant must do all of the following:

- (a) give notice of the application not less than 3 days and not more than 10 days before the date of the public hearing;
- (b) give a copy of the application to any local government or first nation government that has jurisdiction over land that shares a common boundary with the agricultural land that is the subject of the application;
- (c) include with the application a copy of the notice required under paragraph (a);
- (d) post a sign, in a form and manner acceptable to the commission, on the land that is the subject of the application.

Responses to exclusion applications

s. 18 (1) If a public body applicant receives a response to a notice given under section 17 (a) [*exclusion applications by public body applicants*], the applicant must promptly forward the response to the local government or first nation government that has jurisdiction over the agricultural land that is the subject of the application.

(2) A local government or first nation government that receives a copy of an application under section 17 (b) may respond to the application by giving comments and recommendations to the local government or first nation government that has jurisdiction over the agricultural land that is the subject of the application.

s. 19 If a public body applicant is applying to exclude agricultural land from the agricultural land reserve,

(a) the applicant must give notice of a public hearing in accordance with section 15 (2) to (4) [*notice of public hearing*] as if the applicant were a local or first nation government applicant, and

(b) the commission, or the local government or first nation government that has jurisdiction over the agricultural land that is the subject of the application, may, in addition to the public hearing, hold a public information meeting with respect to that application.

Commission meeting

20 (1) The commission must do all of the following:

(a) hold a meeting to determine an exclusion application;

(b) not more than 30 days before the meeting, give written notice of the meeting to

(i) the applicant,

(ii) the local government or first nation government that has jurisdiction over the agricultural land that is the subject of the application, and

(iii) if the commission considers it advisable, each owner of agricultural land that shares a common boundary with, or is separated by a public road right of way from, the agricultural land that is the subject of the application;

(c) before the meeting, give notice to the applicant of the following:

(i) the information, if any, related to the application that will be considered at the meeting;

(ii) any new information that becomes available.

(2) At the meeting, the commission may do one or more of the following:

(a) hear representations from the applicant;

(b) accept written submissions or any other form of evidence, whether or not it would be admissible as evidence in a court of law;

(c) hear representations, evidence and opinions the commission considers relevant of

- (i) any person present or represented at the meeting, and
- (ii) the local government or first nation government that has jurisdiction over the agricultural land that is the subject of the application.

Evidence presented at meeting

s. 21 (1) This section applies if

- (a) evidence is presented at a meeting of the commission held to determine an exclusion application, and
- (b) a statement or summary of that evidence has not been given to the applicant before the meeting.

(2) If the applicant is present at the meeting, the commission may

- (a) hear further representations in respect of the evidence, or
- (b) adjourn the meeting to enable the applicant to answer the evidence.

(3) If the applicant is not present at the meeting, the commission must notify the applicant personally or by registered or electronic mail of

- (a) the evidence, and
- (b) the date by which the additional evidence may be answered.

THE REGIONAL DISTRICT
of COLUMBIA - SHUSWAP



Page 528 of 685

P.O. BOX 978, SALMON ARM,
BRITISH COLUMBIA V0E 2T0

TELEPHONE 832-3086
832-7059

December 19, 1978.

Land Management Branch,
348 Tranquille Road,
KAMLOOPS, B.C.
V2B 3G6

ATTENTION: Mr. H.K. Kidd, Administrative Officer.

RE: Files 0315542 and 0320788.

We are in receipt of an application under the Agricultural Land Commission Act, by [REDACTED], to include the above parcels within the Agricultural Land Reserve.

Since the Crown is still the owner of these parcels we wish to confirm that you have no objections to this proposal. The applicant has included your letter of October 4, 1978, however, the applicants letter referenced in yours has not been included and we are not sure that you are referring to the application for inclusion.

Yours very truly,

A. Black,
Technician.

AB/th

MUNICIPALITIES :

TOWN of GOLDEN
CITY of REVELSTOKE
DISTRICT of SALMON ARM

ELECTORAL AREAS :

A - GOLDEN · COLUMBIA
B - REVELSTOKE · COLUMBIA
C - SOUTH SHUSWAP

D - FALKLAND · SALMON RIVER VALLEY
E - SICAMOUS · MALAKWA
F - NORTH SHUSWAP



Land Management Branch
REGIONAL LAND MANAGER

Our Files: 0315542 & 0320788
Attention: H. K. Kidd
Phone No.: 554-3144

January 8, 1979

Regional District of Columbia-Shuswap
P. O. Box 978
Salmon Arm, B. C.
VOE 2T0

Attention: A. Black, Technician

Dear Sir:

Reference is made to your letter of December 19, 1978 relative to an application by [REDACTED], to include certain lands in the Agricultural Land Reserve.

This will confirm that [REDACTED] holds two agricultural leases from the Crown, details of which are:

- File 0315542 - Lease No. 27193 - dated 73/10/17 for 20 years - covers Block A of NE $\frac{1}{4}$, Section 31, Township 22, Range 11, W6M - 37.22 Acres;
- File 0320788 - Lease No. 28198 - dated 74/06/15 for 20 years - covers Block A of NW $\frac{1}{4}$, Section 31, Township 22, Range 11, W6M - 38.44 Acres.

These leases are in good standing, and insofar as the Land Management Branch is concerned, we have no objection to them being included in the Agricultural Land Reserve.

Yours truly,

for D. I. Snider
Regional Land Manager

HKK/lar

RECEIVED	
JAN 10 1979	
REGIONAL DISTRICT OF	
COLUMBIA-SHUSWAP	
RE	_____
STA	_____

FILE	_____

[Handwritten initials and signatures in the stamp area]

REGIONAL DISTRICT OF COLUMBIA-SHUSWAP

Date 17 Mar 79 1979

Moved by Director J.H. Crake

Seconded by Director W. Batt

THAT: Application # 1553-F submitted
by [REDACTED]
under Section 8(14) of the
Land Commission Act be recommended
for: APPROVAL / ~~REFUSAL~~

Carried: Walter Zepeda Chairman

(20)

APPLICATION FOR INCLUSION OF LAND IN THE AGRICULTURAL LAND RESERVE PURSUANT TO SECTION 8 (14) OF THE AGRICULTURAL LAND COMMISSION ACT

A.L.C. File No. _____

R.D. File No. _____

SCHEDULE D

(To be completed by the applicant)

REGIONAL DISTRICT OF COLUMBIA - SIKUSUAP

1. Property owner's name: _____ (Please print) Authorized agent of the owner: _____ (Please print)

Address of owner: _____ Address of agent: _____

City/Town/Village: _____ City/Town/Village: _____

Postal Code: _____ Postal Code: _____

Telephone No.: SEE ATTACHED LETTER FROM LAND MGT. BRANCH JUN 8/99 Telephone No.: _____

2. Please complete the appropriate chart or charts below, depending on whether the subject properties are Crown land, private land, or a combination of both.

(a) PRIVATE LAND

Full Legal Description of Each Existing Land Registry Parcel of Private Lands Under Application	Approximate Total Acreage of Each Existing Legal Parcel of Land	Cleared or Improved Acreage of Each Lot
BLK "A"; NE 1/4; OF SEC 31; TWN 22; RANGE 11; W6.M; KDYD	37.22	16 ACRES
Total acreage	37.22	

(b) CROWN LAND

Full Legal Description of Each Existing Land Registry Parcel of Crown Land Under Application	Type of Crown Lease	Approximate Total Acreage of Each Existing Legal Parcel of Land	Cleared or Improved Acreage of Each Lot
BLK "A"; NW 1/4; SEC 31; TWN 22; RANGE 11; W6.M; KDYD	AGRICULTURE LEASE	38.44	4
BLK A, NE 1/4 Sec 31/22/11	Agricultural Lease	37.22	16
Total acreage		75.66 38.44	20

NOTE—If there are any Crown leases, please provide a copy of each lease.

3. In support of the application, please submit a survey plan or plans (which may be obtained from the Land Registry Office) or alternatively a sketch plan identifying individual parcels by legal description and dimensions. The plan or plans of appropriate scale should also show:

- (i) the location of each of the subject properties in relation to surrounding legal parcels; and
- (ii) the location of other land owned, leased, or rented by the applicant where that land is in immediate vicinity of the subject properties.

4. Describe the existing use of the subject properties 10 ACRES OF PASTURE, 100 LAYING HENS, 6 SHEEP, 4 GOATS, 1 ACRE ORCHARD, 2 ACRES GARDEN, 1 ACRE ASPARAGUS, 4 COLONIES OF BEES, BERRY PATCHES, VINEYARDS

NOTE—Wherever possible, provide photographs of the subject property which also shows buildings.

5. Describe the existing use of those properties which are not the subject of this application but are owned or leased by the applicant in the immediate vicinity, including the acreage, location, and legal description of each:

NONE

6. Describe the existing land use and buildings on all lots adjacent to and neighbouring the subject property or farm unit:

North CREWEN LAND

East CREWEN LAND

South CREWEN LAND

West CREWEN LAND

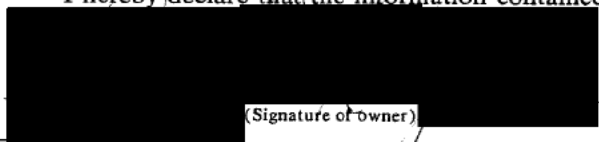
7. Describe the proposed use of the subject property 2 MORE ACRES OF ORCHARDS, 1 ADDITIONAL ACRE OF GARDEN, 4 PIGS, 4-6 MORE SHEEP, 2 ADDITIONAL COLONIES OF BEES

8. Clearly state the reasons for requesting inclusion of the subject property in the Agricultural Land Reserve:

BEFORE THE INTRODUCTION OF THE ALR WE APPLIED FOR INCLUSION. WE WERE ACCEPTED BY THE REGIONAL DISTRICT AREA "C" BUT TURNED DOWN BY THE ENTIRE BOARD BEHIND CLOSED DOORS. WE HAVE TRIED EVER SINCE FOR INCLUSION INCLUDING THIS APPLICATION. WE SINCERELY BELIEVE IN THE ALR CONCEPT AND WANT INCLUSION.

9. Any other information or comments WE HAVE HAD AGRICULTURAL LEASES ON DESCRIBED LANDS AND IT SEEMS HYPOCRITICAL THAT WE CAN'T GET INCLUDED INTO THE ALR.

I hereby declare that the information contained herein is, to the best of my knowledge, factual and correct.


(Signature of owner)

March 2, 1979
(Date)

* If agent is handling application, please supply authorization from owner.

APPLICATION FOR INCLUSION OF LAND IN THE AGRICULTURAL LAND RESERVE PURSUANT TO SECTION 8 (14) OF THE AGRICULTURAL LAND COMMISSION ACT

A.L.C. File No. _____

R.D. File No. 1553 - F

Name of applicant _____

Air photo BC 7741, #084, 085

SCHEDULE E

(To be completed by the regional district and municipality, if applicable.)

NOTE—Prior to filling in Schedule E, please verify the following information provided by the applicant:

- (1) Legal description and acreage of the subject properties.
(2) Description of existing use of the subject property.
(3) Description of surrounding land uses and buildings.

10. On a map, please locate each of the subject properties in relation to the Agricultural Land Reserve, if applicable.

11. The Official Regional Plan designation of the subject property, with some details No. O.R.P. _____

12. Any applicable community or other plan or study designations, with some details first-draft plan
contemplates rural-residential development of the bench on which this property
lies, with no development on the steep side-hill at the north. Approval of this
application will necessitate re-thinking of these draft policies.

13. The zoning classification governing the subject property at the date of application (please attach map):

ZONING No zoning _____

(a) Uses permitted _____

(b) Minimum lot size permitted _____

(c) Other relevant regulations under zoning by-law (if applicable) _____

14. Was the property included by the regional district in the recommended Agricultural Land Reserve?

Yes [] No [x]

15. Recommendations for the inclusion of the subject properties in the Agricultural Land Reserve:

(a) Municipality's N/A _____

(b) Regional District's - most of site is capable of agricultural development requiring
intensive effort, such as now being undertaken on this property by the Lee
Creek commune

16. (a) Are there any lands adjacent to the subject properties, worthy of inclusion in the Agricultural Land
Reserve? Yes [x] ? No []

(b) If so, please give details on adjacent properties. Map identifies similar soils on the balance
of the bench. Map also identifies higher bench where lush grazing under powerline
suggests an on-site inspection might locate some soils of agricultural (or at
least range-land) interest.

[Signature]
(Secretary-Treasurer or Administrator)

April 9, 1979
(Date)

THE REGIONAL DISTRICT
of COLUMBIA - SHUSWAP



Page 534 of 685
P.O. BOX 978, SALMON ARM,
BRITISH COLUMBIA V0E 2T0
TELEPHONE 832-3086
832-7059

April 3, 1979

Our File: 1553 - F

[REDACTED]

RE: Appeal No. 1553

The Regional Board has considered your application under Section 8(14) of the Land Commission Act, and has recommended to the Land Commission that your appeal be:

- (x) Approved
- () Rejected
- () Other:

The policy of the Regional Board is to base their recommendation on a review of the agricultural capability of your parcel. This recommendation is in no way binding on the Land Commission, who will notify you, in writing, of their decision. A favourable recommendation by the Board will not guarantee that a subdivision may take place. You should familiarize yourself with current legislation which may apply to your property, (explanatory pamphlet enclosed).

Should you have any further questions do not hesitate to contact the undersigned.

Yours truly,

E. Lalonde,
Administrator

Encl.
EL/lis

MUNICIPALITIES :

TOWN of GOLDEN
CITY of REVELSTOKE
DISTRICT of SALMON ARM

ELECTORAL AREAS :

A - GOLDEN - COLUMBIA
B - REVELSTOKE - COLUMBIA
C - SOUTH SHUSWAP

D - FALKLAND - SALMON RIVER VALLEY
E - SICAMOUS - MALAKWA
F - NORTH SHUSWAP

British Columbia
Agricultural
Land Commission

Telephone (604) 294-5211

4333 Ledger Avenue, Burnaby, B.C., V5G 3T3

May 1, 1979

Reply to the attention of:
Shirley Brightman

[Redacted]

Dear [Redacted]:

Re: Application #I-H-79-08563

Please be advised that the Provincial Agricultural Land Commission has received and considered your request to have included in the Agricultural Land Reserve the 75.66 acres described as Block "A", N.W. 1/4 Section 31, Township 22, Range 11, W6M and Block "A", North-east 1/4 Section 31, Township 22, Range 11.

The Commission has tabled this application because it wishes verification of the agricultural capability of the subject property. The Soils Branch, Ministry of Agriculture, has been asked to do an On-site Inspection of your property and to prepare a detailed agricultural capability map.

Once the Commission has received this information it will give further consideration to your proposal.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

J. Glen

per
A.C. Kinnear, Chairman

SB/dj

cc: Regional District of Columbia Shuswap (#1553F)

RECEIVED	
MAY 4 1979	
REGIONAL DISTRICT OF COLUMBIA-SHUSWAP	
MEETING	_____
STAFF	_____
FILE	<i>J. Clarke</i>

British Columbia
Agricultural
Land Commission

Telephone (604) 294-5211

March 25th, 1980

Hon. James J. Hewitt
Minister of Agriculture
Parliament Buildings
Victoria, B.C.

RECEIVED	
APR - 3 1980	
REGIONAL DISTRICT OF COLUMBIA-SHUSWAP	
MEETING	_____
STAFF	_____
FILE	ALL 1553.

4333 Ledger Avenue, Burnaby, B.C., V5G 3T3

Dear Mr. Minister:

Re: Request for Inclusion of Land Leased by [REDACTED]
into the Agricultural Land Reserve by the Regional District of Columbia
Shuswap pursuant to Section 8(14) of the Agricultural Land Commission
Act - Application #I-H-79-08563

Pursuant to Section 8(14) of the Agricultural Land Commission Act, please be advised that the Agricultural Land Commission hereby intends to seek the approval of the Lieutenant-Governor in Council to designate 75.66 acres as part of the Agricultural Land Reserve of the Regional District of Columbia Shuswap. The 75.66 acres outlined and hatchured in green on the attached map (Exhibit 1) is the subject of an application for inclusion by [REDACTED] to the Agricultural Land Commission.

Location - Northeast of Squilax on the north side of Shuswap Lake; East of Corning Creek

Area Requested for Inclusion - 75.66 acres

Agricultural Capability onsite

6 2 2 7 3
5T - 6_T - 6R (+ 66 acres); 7_T - 6_R (+ 14.0 acres)
P T T T R

Existing Use

10 acres pasture, 100 laying hens, 6 sheep, 4 goats, 1 acre orchard
2 acre garden, 1 acre asparagus, 4 colonies of bees, berry patches, vineyards

Intended Use increase size of farm operation by adding 2 more acres of orchards,
1 additional acre of garden, 4 pigs, 4 - 6 more sheep, 2 additional colonies of bees

Official Regional Plan Designation

No Official Regional Plan

Community Plan Designation

First draft plan contemplates Rural Residential Development of the bench on which this property lies, with no development on the steep side-hill at the north. Approval of this application will necessitate re-thinking of these draft policies.

Zoning

No zoning

Hon. James J. Hewitt
 March 25/80
 Page 2

Owner's Reasons for the Request

██████████ holds these 75.66 acres under two agricultural leases. He has gone to considerable effort to bring this land into production and strongly supports the concept of Agricultural Land Preservation. He feels that his property is worthy of the protection offered by the Agricultural Land Commission Act.

Regional District Comments

"Most of the site is capable of agricultural development requiring intensive effort, such as now being undertaken on this property by the Lee Creek Commune" Recommend approval of inclusion.

Municipality Comments (if applicable)

Not applicable

Public Comments

No known objections

Agricultural Land Commission Comments

The Commission acknowledges that ██████████'s dedication and hard work have brought this somewhat marginal land into a relatively high level of agricultural productivity. His efforts have proven that the land, if intensively managed, has capabilities which merit its inclusion in the ALR.

Agricultural Land Commission Decision

That the area outlined in green (+ 75.66 acres) on the attached map be included within the Agricultural Land Reserve Plan of the Regional District of Columbia Shuswap as per Resolution #462/80 of the Commission dated February 21, 1980.

Agricultural Land Commission therefore respectfully requests the Environment and Land Use Committee to support its request to the Lieutenant-Governor in Council for approval to designate the area outlined in green on the attached map as part of the Agricultural Land Reserve of the Regional District of Columbia Shuswap.

Yours truly

PROVINCIAL AGRICULTURAL LAND COMMISSION



per: M. F. Clarke, Chairman
 SB/tr

cc: Regional District of Columbia Shuswap
 Denis O'Gorman, Director ELUC

██████████, ██████████
 Land Management Branch, Kamloops (Attention: D.I. Snider & H.K. Kidd)
 (your file #0315542 & 0320788)

- (Encl.) Exhibit 1 - 82L/13 ALR Base Map
 2 - Onsite Report - Agricultural Capability Map (7 pages)
 3 - Schedule D - Application Form (2 pages)
 4 - Schedule E (3 pages)
 5 - Resolution of Regional District
 6 - Letter from Land Management Branch



OFFICE OF THE MINISTER

June 2, 1980

Dr. M.F. Clarke
Chairman
Provincial Agricultural
Land Commission
4333 Ledger Avenue
Burnaby, British Columbia
V5G 3T3

RECEIVED	
JUN 9 - 1980	
REGIONAL DISTRICT OF COLUMBIA SHUSWAP	
FILE NO.	
SEARCHED	<i>A. KAP</i>
SERIALIZED	
INDEXED	
FILE	<i>J.C. Clarke</i>

Dear Dr. Clarke:

Re: Application #I-H-79-08563

I have reviewed the contents of your letter of March 25 in reference to the above noted request for inclusion of land into the Agricultural Land Reserve of the Regional District of Columbia Shuswap pursuant to Section 8(14) of the Agricultural Land Commission Act.

Please be advised that I am unable to support this application on the grounds that the land under application for inclusion does not conform with the guidelines used to designate Agricultural Land Reserves. The general practice is to include land having a Canada Land Inventory agricultural rating of Class 1 to 4 in the Reserves. Other classes have been included in some instances where minor portions exist in association with Class 4 or better. Some Class 5 land has also been included in the Reserves where climate is the only limitation or where, through improvements (irrigation or drainage), the land can obtain an improved rating of Class 4 or better.

Dr. M.F. Clarke

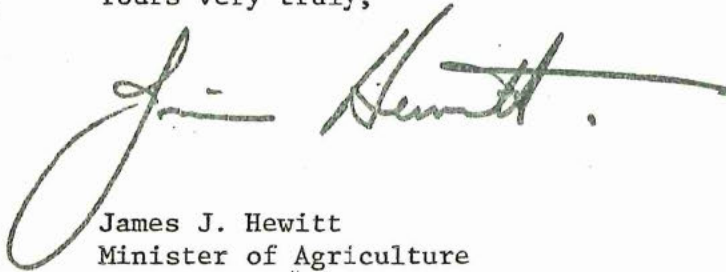
- 2 -

June 2, 1980

Clearly in this instance the land has an agricultural capability rating of 5, 6 and 7 with no opportunity for an improved rating. I therefore have no alternative but to reject this application for inclusion in the Agricultural Land Reserve on the basis of the agricultural capability ratings.

I assume you will advise [REDACTED] and the Regional District of Columbia Shuswap on the decision regarding this application.

Yours very truly,



James J. Hewitt
Minister of Agriculture

cc: Regional District of Columbia Shuswap
Mr. D.K. O'Gorman, ELUC Secretariat
Honourable Stephen Rogers

[REDACTED]
Land Management Branch, Kamloops - Attention D.I. Snider and H.K. Kidd
- Your File 0315542 and 0320788

British Columbia
Agricultural
Land Commission

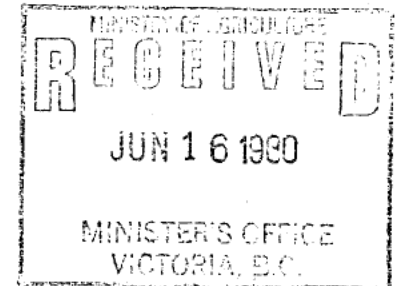
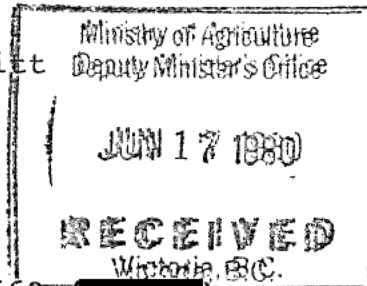
Telephone (604) 294-5211

4333 Ledger Avenue, Burnaby, B.C., V5G 3T3

Reply to attention of G. D. Gram

12 June 1980

The Honourable James J. Hewitt
Minister of Agriculture
Parliament Buildings
Victoria, B. C.



Dear Mr. Hewitt

Re: Application #I-H-79-08563 ()
and #I-S-80-10227 ()

We are in receipt of your 2 June 1980 letters concerning the [] application for the inclusion of 75.66 acres on the north side of Shuswap Lake, and the [] application for the inclusion of 9 hectares on the west side of Beck Lake in the Cranberry Land District of Vancouver Island. We respectfully draw your attention to Section 10(5) of the Agricultural Land Commission Act (R. S. Chapter 9) formerly Section 8(14) which makes provision for a private owner of land to make an application to the Commission for the inclusion of land into an Agricultural Land Reserve. It is the responsibility of the Commission to consider the merits of such individual inclusion applications and where appropriate, and with the approval of the Lieutenant-Governor in Council, add such lands to an Agricultural Land Reserve.

Where the Commission supports an individual's application for inclusion within an Agricultural Land Reserve, it has been common practice to document the reasons for support and then to forward a letter of information to the responsible minister. The application then goes directly to the Lieutenant-Governor in Council or to the Environment and Land Use Committee for review and a recommendation to the Lieutenant-Governor in Council.

In the case of [] (I-S-80-10227) we have, as you suggested, prepared an Order-in-Council which is attached for presentation to Cabinet. With regard to [] (I-H-79-08563) you have expressed concern regarding the CLI rating for agricultural capability. The Commission has supported the inclusion application because the present agricultural use and good farm management is evidence of the capability of this land to support agriculture, and this is a case perhaps illustrating the caution with which one must approach BCLI agricultural capability rating when considering an individual parcel of land. It is this very problem

continued

The Honourable James J. Hewitt
Page 2
12 June 1980

of using a land classification system designed for large area assessment, as a decision making tool for, relatively small parcels of land that the Commission wishes to review with members of the Environment and Land Use Committee.


Section 10(5) permits the Commission to request approval of the Lieutenant-Governor in Council to designate land which the Commission supports for inclusion in the Agricultural Land Reserve.

We therefore respectfully ask that this request for approval to designate this land as Agricultural Land Reserve be presented to the Lieutenant-Governor in Council for a decision. However, in view of your concerns perhaps this matter should first be discussed by the Environment and Land Use Committee as has been done with many previous applications.

Yours truly

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per


M. F. Clarke
Chairman

GDC/pr



OFFICE OF THE MINISTER

June 20, 1980

Honourable Stephen Rogers
Minister of Environment
Parliament Buildings
Victoria, British Columbia
V8V 1X4

RECEIVED	
JUL - 7 1980	
REGIONAL DISTRICT OF COLUMBIA-SHUSWAP	
MEETING	_____
STAFF	_____
FILE	<i>J. C. I. Clarke</i>

My dear Colleague:

Re: Application # 1-H-79-08563 ([REDACTED])

The above noted application is submitted by the Provincial Agricultural Land Commission pursuant to Section 10(5) of the Agricultural Land Commission Act (R.S. Chapter 9).

I am referring this application to the Environment and Land Use Committee for consideration. The Provincial Agricultural Land Commission has recommended 75.66 acres be included into the Agricultural Land Reserve of the Regional District of Columbia Shuswap.

I would appreciate this application being placed on the agenda at the earliest possible opportunity.

Yours very truly,

James J. Hewitt
Minister of Agriculture

cc: Regional District of Columbia Shuswap
Mr. D.K. O'Gorman, ELUC Secretariat
Dr. M.F. Clarke, Provincial Agricultural Land Commission
[REDACTED]
Land Management Branch, Kamloops - Attention D.I. Snider and H.K. Kidd
- Your File 031542 and 0320788

BRITISH COLUMBIA
MAY 27 1981



1196

BRITISH COLUMBIA
DEPARTMENT OF AGRICULTURE
MAY 1 1981
FARMLAND RESOURCES BRANCH
Victoria, B.C.

APPROVED AND ORDERED
MAY 21. 1981

[Signature]
~~Lieutenant Governor~~
Administrator

EXECUTIVE COUNCIL CHAMBERS, VICTORIA MAY 21. 1981

On the recommendation of the undersigned, the ~~Lieutenant Governor~~ ^{Administrator}, by and with the advice and consent of the Executive Council, orders that approval be given to the Provincial Agricultural Land Commission to add Block "A", N.W. 1/4, Section 31, Township 22, Range 11, W6M, KDYD, lying within the Regional District of Columbia Shuswap and shown hatched in green on the attached plan as an addition to the Agricultural Land Reserve Plan of the Regional District of Columbia Shuswap approved August 30, 1974, by B.C. Reg. #602/74 and designated by Resolution #187/74 of the Commission dated September 3, 1974.

[Signature]
Minister of Agriculture and Food

[Signature]
Presiding Member of the Executive Council

COPY

FILED
MAY 25 1981
B.C. REG No. 205/81

(This part is for administrative purposes and is not part of the Order.)

Authority under which Order is made:

Act and section Agricultural Land Commission Act, Section 10(3)

Order-in-Council #2856

Statutory authority checked by

(Signature and typed or printed name of Leg. Officer)

11/2/81

RANGE
RANGE

36
R12

Rem N 1/4
of SE 1/4
(403.00)

Pct A
DDH5562
(403.00)

5/2 of SE 1/4
(412.00)

26693

B 5162

3/2 of NW 1/4
(75.00)

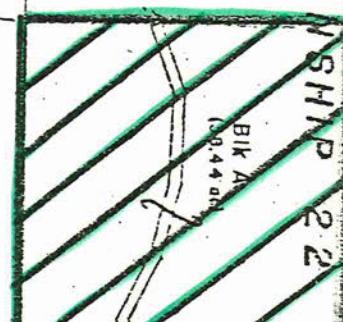
Rem SW 1/4

SEC 31
TP22
R11
M11604

Rem SE 1/4
(18.3200)

SCOTCH CREEK INDIAN RESERVE
No. 4

TOWNSHIP 23
TOWNSHIP 22



Blk A
(10.4400)

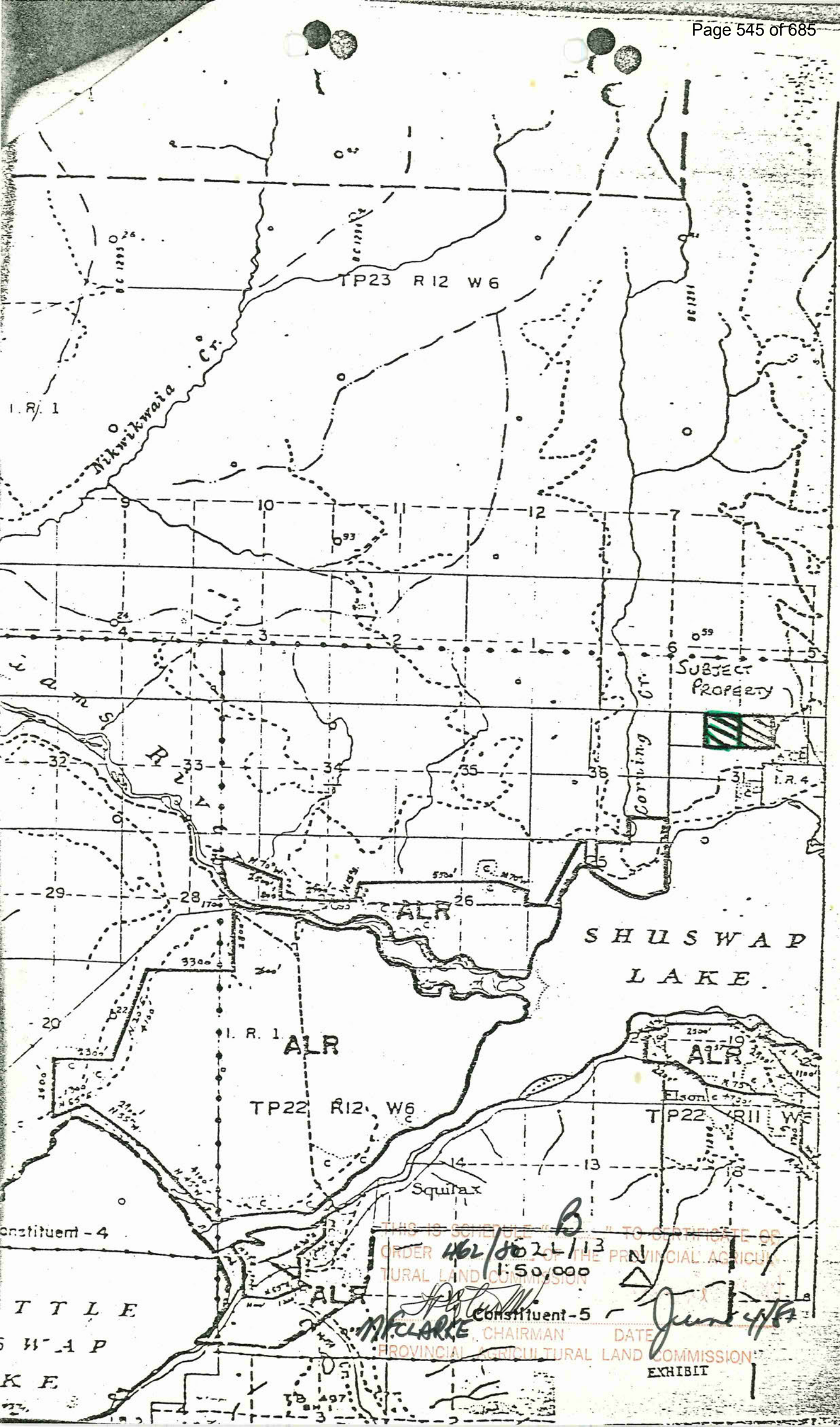
LS 16

LS 9

SHUSWAP LAKE

THIS IS SCHEDULE " B " TO CERTIFICATE OF
ORDER 462 780 OF THE PROVINCIAL AGRICULTURAL
LAND COMMISSION
M. CLARKE CHAIRMAN
PROVINCIAL AGRICULTURAL LAND COMMISSION
June 4/81

RESERVE B



TP23 R12 W6

I. R. 1

Mikwikaia Cr.

SUBJECT PROPERTY

Corving Cr.

SHUSWAP LAKE

ALR

TP22 R12 W6

TP22 R11 W6

THIS IS SCHEDULE "B" TO CERTIFICATE OF
 ORDER 462/80 24/13
 OF THE PROVINCIAL AGRICULTURAL LAND COMMISSION
 1:50,000

McCl Clarke
 McCLARKE, CHAIRMAN
 CONSTITUENT-5

DATE *June 4/81*

PROVINCIAL AGRICULTURAL LAND COMMISSION

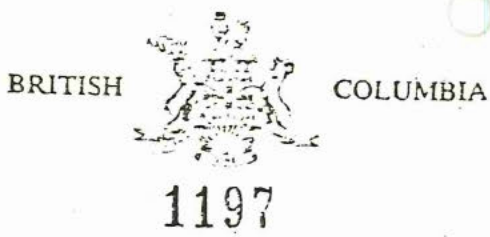
EXHIBIT 1

T T L E

S W A P

K E

BRITISH COLUMBIA
MAY 27 1981



BRITISH COLUMBIA
DEPARTMENT OF AGRICULTURE
MAY 1 1981
FARMLAND RESOURCES BRANCH
Victoria, B.C.

APPROVED AND ORDERED
MAY 21 1981

[Signature]
Administrator
~~Lieutenant Governor~~

EXECUTIVE COUNCIL CHAMBERS, VICTORIA MAY 21 1981

On the recommendation of the undersigned, the ^{Administrator}~~Lieutenant Governor~~, by and with the advice and consent of the Executive Council, orders that on the application of [REDACTED], Application #I-H-79-08563, approval is given to the Provincial Agricultural Land Commission to designate Block "A", N.E. 1/4, Section 31, Township 22, Range 11, W6M, KDYD, lying within the Regional District of Columbia Shuswap and hatched in green on the attached plan as an addition to the Agricultural Land Reserve of the Regional District of Columbia Shuswap, approved August 30, 1974, by B.C. Reg. #602/74 and designated by Resolution #187/74 of the Commission dated September 3, 1974.

[Signature]
Minister of Agriculture and Food

[Signature]
Presiding Member of the Executive Council

COPY

FILED
MAY 25 1981
B.C. REG. NO. 206/81

(This part is for administrative purposes and is not part of the Order.)

Authority under which Order is made:

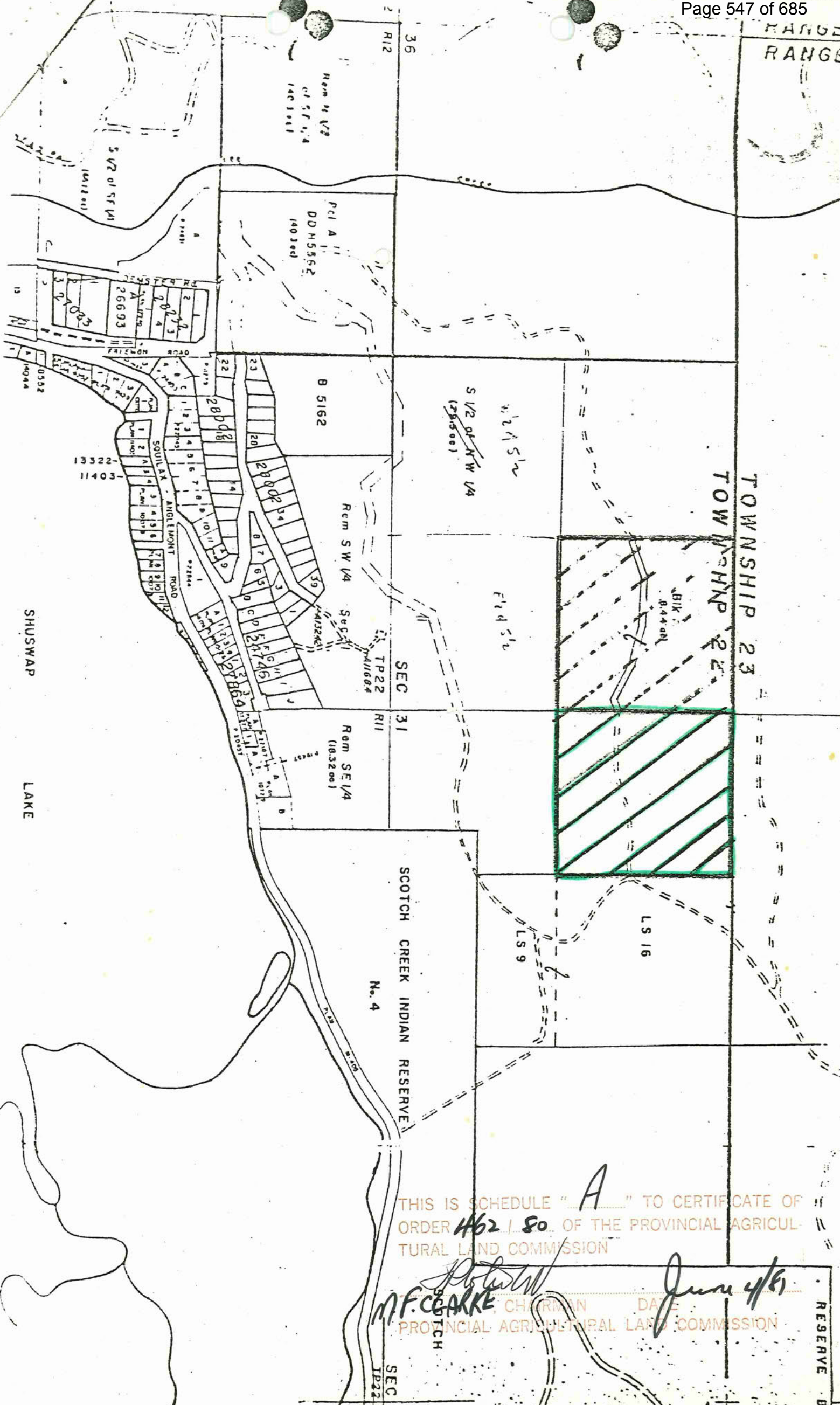
Act and section Agricultural Land Commission Act, Section 10(5)

Order (specify) Order-in-Council #2856

Statutory authority checked by

(Signature and typed or printed name of Legal Officer)

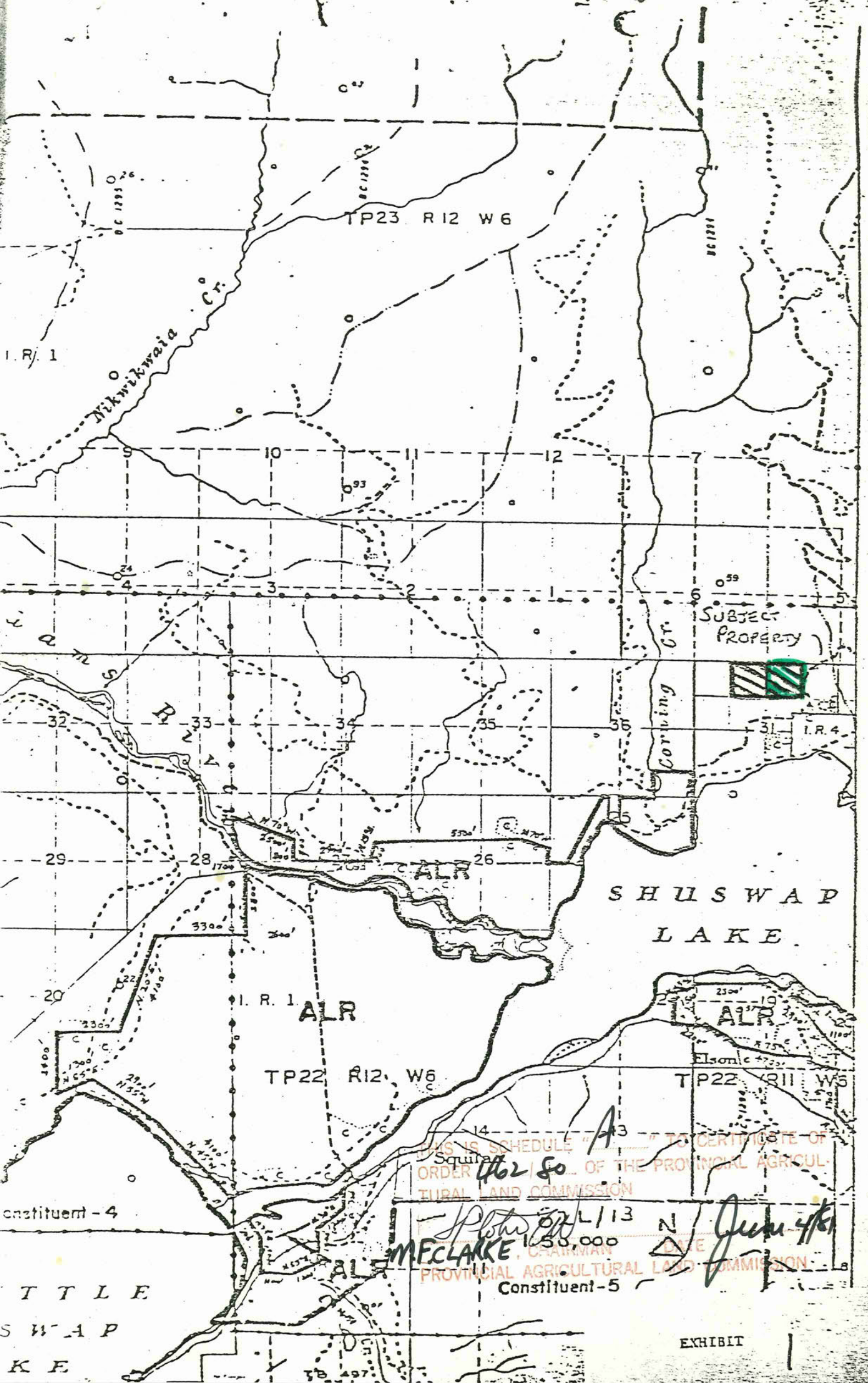
RANGE
RANGE



THIS IS SCHEDULE "A" TO CERTIFICATE OF
 ORDER 462 / 80 OF THE PROVINCIAL AGRICULTURAL
 LAND COMMISSION

Potter
M.F. GARKE CHAIRMAN DATE *June 4/81*
 PROVINCIAL AGRICULTURAL LAND COMMISSION

RESERVE DO



TP23 R12 W6

Nikwikaia Cr.

SUBJECT PROPERTY

Corving Cr.

SHUSWAP LAKE

TP22 R12 W6

TP22 R11 W5

THIS IS SCHEDULE "A" TO CERTIFICATE OF ORDER OF THE PROVINCIAL AGRICULTURAL AND COMMISSION

Peter McCLAKE, CHAIRMAN
PROVINCIAL AGRICULTURAL LAND COMMISSION
Constituent-5

John [Signature]

EXHIBIT

TTLE
SWAP
KE

British Columbia
Agricultural
Land Commission

Telephone (604) 294-5211

4940 Canada Way
Burnaby, B.C. V5G 4K6~~4333 Ledger Avenue, Burnaby, B.C., V5G 3T8~~

June 4, 1981

Regional District of Columbia Shuswap
Box 978
Salmon Arm, B.C.
VOE 2T0

Dear Sirs:

Re: Application under the Agricultural Land Commission Act,
by [REDACTED] for the inclusion of land into the Regional District
of Columbia Shuswap Agricultural Land Reserve - Application #I-H-79-08563

Please be advised that the Executive Council (Cabinet) has considered an additional amendment to the Agricultural Land Reserve Plan of the Regional District of Columbia Shuswap.

Copy of Orders-in-Council #1196 and 1197 approved May 21, 1981, being B.C. Regulation #205/81 and #206/81 are attached for detailing the areas that were approved for inclusion into the Agricultural Land Reserve.

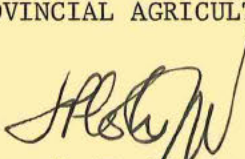
Note that these parcels may not conform exactly to the original area requested. I would recommend that you closely compare the legal description and maps on the attached Orders-in-Council to the original application to ascertain the area legally approved for inclusion.

Also enclosed for your information is a copy of Certificate of Order #462/80 which designates the land as part of the Agricultural Land Reserve Plan of the Regional District of Columbia Shuswap.

I trust this clarifies the final disposition of this application.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION


Per: M. F. Clarke, Chairman

c.c. Registrar of Titles - Kamloops

[REDACTED]
Hon. J. J. Hewitt
B.C. Assessment Authority, Vernon
Ministry of Lands, Parks & Housing, Kamloops (File 0315542 and 0320788)

RECEIVED	
JUN 16 1981	
REGIONAL DISTRICT OF COLUMBIA-SHUSWAP	
MEETING	_____
STAFF	_____
FILE	<i>M. F. Clarke</i>

KM/kj

#462/80

CERTIFICATE OF ORDER OF THE PROVINCIAL AGRICULTURAL LAND COMMISSION

Re: (1) Block A, N.E. 1/4, Section 31, Township 22, Range 11, W6M, KDYD
(2) Block A, N.W. 1/4, Section 31, Township 22, Range 11, W6M, KDYD

shown hatched in green on the attached plans marked Schedule "A" and Schedule "B", hereinafter referred to as the "land".

WHEREAS the Agricultural Land Commission received an application pursuant to Section 10(3) and 10(5) of the Agricultural Land Commission Act to include the land within the Agricultural Land Reserve Plan of the Regional District of Columbia Shuswap;

AND WHEREAS the Lieutenant-Governor in Council, as evidenced by Orders-in-Council #1197 and 1196 approved the application;

NOW THEREFORE be it resolved that the land is hereby designated as part of the Agricultural Land Reserve Plan of the Regional District of Columbia Shuswap.

Dated at Burnaby, British Columbia, this 4th day of June 1981.



M. F. Clarke, Chairman
Provincial Agricultural Land Commission



AGRICULTURAL CAPABILITY CLASSIFICATION IN BC

Not all agricultural lands are created equal and not all agricultural land are capable or suitable for producing all agricultural products, regardless of the level of management applied. The main limiting factors in British Columbia are climate and topography. Climate determines the heat energy and moisture inputs required for agricultural production. Topographic limitations mostly restrict the ability to use cultivation equipment. Soils with all their variability are also a key limiting factor. Depending upon their properties and characteristics they may be appropriate for sustaining the production of certain agricultural products, but not others.

In BC agricultural capability ratings and limitations are assessed through a classification system known as the "Land Capability Classification for Agriculture in British Columbia"¹. The classification system describes seven land capability classes for agriculture (Classes 1 to 7). Class 1 land has minimal limitations when associated with the most amenable climates in the Province. In Class 2 to Class 5 lands the limitations increase. Class 6 lands have limitations that preclude arable agricultural activities yet are capable of sustaining native and/or perennial uncultivated agriculture. Class 7 lands have limitations that preclude all arable and natural grazing agricultural systems, regardless of the climate. Increasingly, new innovations in drainage and irrigation, tillage, nutrient replenishment (whether organic or inorganic), pest management, as well as closed environmental systems, allow for agricultural production on agricultural land once deemed too limited or unsuited for producing specific products. The recognition of 'arable' agricultural activities is also significant in that Class 6 and 7 lands may still be agriculturally productive, where topography and climate allows, and where the agricultural activities are dedicated to closed environmental systems (i.e. greenhouses).

The land capability classification for agriculture has two main components; the capability [class](#) and the capability [subclass](#). The class identifies potential for agriculture. **The best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.** As the class numbers increase from Class 1 to Class 7, the range of crops decreases. Associated with each class is a subclass that identifies limitations or special management practices needed to improve the soil, such as topography, stoniness, soil moisture deficiency, low fertility, etc. Regular management practices required to make land productive include, drainage, irrigation, stone picking, fertilization etc.



AGRICULTURAL CAPABILITY CLASSIFICATION IN BC

LAND CAPABILITY CLASSES FOR MINERAL SOILS

The seven land capability classes for mineral soils are defined and described as follows:

CLASS 1 LAND IN THIS CLASS EITHER HAS NO OR ONLY VERY SLIGHT LIMITATIONS THAT RESTRICT ITS USE FOR THE PRODUCTION OF COMMON AGRICULTURAL CROPS.

Land in Class 1 is level or nearly level. The soils are deep, well to imperfectly drained under natural conditions, or have good artificial water table control, and hold moisture well. They can be managed and cropped without difficulty. Productivity is easily maintained for a wide range of field crops.

CLASS 2 LAND IN THIS CLASS HAS MINOR LIMITATIONS THAT REQUIRE GOOD ONGOING MANAGEMENT PRACTISES OR SLIGHTLY RESTRICT THE RANGE OF CROPS, OR BOTH.

Land in class 2 has limitations which constitute a continuous minor management problem or may cause lower crop yields compared to Class 1 land but which does not pose a threat of crop loss under good management. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.

CLASS 3 LAND IN THIS CLASS HAS LIMITATIONS THAT REQUIRE MODERATELY INTENSIVE MANAGEMENT PRACTISES OR MODERATELY RESTRICT THE RANGE OF CROPS, OR BOTH.

The limitations are more severe than for Class 2 land and management practises are more difficult to apply and maintain. The limitations may restrict the choice of suitable crops or affect one or more of the following practises: timing and ease of tillage, planting and harvesting, and methods of soil conservation.

CLASS 4 LAND IN THIS CLASS HAS LIMITATIONS THAT REQUIRE SPECIAL MANAGEMENT PRACTISES OR SEVERELY RESTRICT THE RANGE OF CROPS, OR BOTH.

Land in Class 4 has limitations which make it suitable for only a few crops, or the yield for a wide range of crops is low, or the risk of crop failure is high, or soil conditions are such that special development and management practises are required. The limitations may seriously affect one or more of the following practises: timing and ease of tillage, planting and harvesting, and methods of soil conservation.

CLASS 5 LAND IN THIS CLASS HAS LIMITATIONS THAT RESTRICT ITS CAPABILITY TO PRODUCING PERENNIAL FORAGE CROPS OR OTHER SPECIALLY ADAPTED CROPS.

Land in Class 5 is generally limited to the production of perennial crops or other specially adapted crops. Productivity of these suited crops may be high. Class 5 lands can be cultivated and some may be used for cultivated field crops provided unusually intensive management is employed and/or the crop is particularly adapted to the conditions peculiar to these lands. Cultivated field crops may be grown on some Class 5 land where adverse climate is the main limitation, but crop failure can be expected under average conditions. Note that in areas which are climatically suitable for growing tree fruits and grapes the limitations of stoniness and/or topography on some Class 5 lands are not significant limitations to these crops.

CLASS 6 LAND IN THIS CLASS IS NONARABLE BUT IS CAPABLE OF PRODUCING NATIVE AND OR UNCULTIVATED PERENNIAL FORAGE CROPS.

Land in Class 6 provides sustained natural grazing for domestic livestock and is not arable in its present condition. Land is placed in this class because of severe climate, or the terrain is unsuitable for



AGRICULTURAL CAPABILITY CLASSIFICATION IN BC

cultivation or use of farm machinery, or the soils do not respond to intensive improvement practises. Some unimproved Class 6 lands can be improved by draining and/or diking.

CLASS 7 LAND IN THIS CLASS HAS NO CAPABILITY FOR ARABLE OR SUSTAINED NATURAL GRAZING.

All classified areas not included in Classes 1 to 6 inclusive are placed in this class. Class 7 land may have limitations equivalent to Class 6 land but they do not provide natural sustained grazing by domestic livestock due to climate and resulting unsuitable natural vegetation. Also included are rockland, other nonsoil areas, and small water-bodies not shown on maps. Some unimproved Class 7 land can be improved by draining or diking.

Agriculture Capability Subclasses

The subclass indicates lands with similar kinds but varying intensities of limitations and hazards. It provides information on the kind of management problem or use limitation. Except for Class 1 lands, which have no significant limitations, the capability classes are divided by subclasses on the basis of type of limitation to agricultural use. Each class can include many different kinds of soil, similar with respect to degree of limitation: but soils in any class may require unlike management and treatment as indicated by the subclasses shown.

A & M	Soil moisture deficiency	N	Salinity
C	Adverse climate (excluding precipitation)	P	Stoniness
D	Undesirable soil structure	R	Shallow soil over bedrock and/or bedrock outcroppings
E	Erosion	T	Topography
F	Low fertility	W	Excess water (groundwater)
I	Inundation (flooding by streams, etc.)	S & X	Cumulative and minor adverse conditions



AGRICULTURAL CAPABILITY CLASSIFICATION IN BC

Table 1: ALR Area by Region

Region	ALR Area (hectares)*	ALR Area (percent)
Okanagan	224,977	5
Island	116,207	2
South Coast	148,207	3
Interior	1,528,968	33
Kootenay	392,557	8
North	2,210,783	49
Total	4,621,699	100

* ALC GIS Database as of April 2013

Table 2: Total CLI Agriculturally Classified and ALR Lands in British Columbia (hectares)

CLI Agricultural Classification	Total Area Classified (hectares)	Land in the ALR	ALR as a Percent of Land Classification
Class 1	69,989	52,920	75.6%
Class 2	397,634	289,079	72.7%
Class 3	999,644	692,090	69.2%
Class 4	2,131,581	1,409,080	66.1%
Class 5	6,137,470	1,468,100	23.9%
Class 6	5,357,781	431,560	8.1%
Class 7	14,898,572	167,540	1.1%
Water		88,890	
Total	29,992,071	4,599,259	

Source: Select Standing Committee on Agriculture, 1978, Inventory of Agricultural Land Reserves in British Columbia, Phase 'I' Research Report.

Table 3: Agriculture Capability (BC Land Inventory) by Region

Committee Region (Current Region)	Total ALR Area	BCLI Class 1-4 Lands (hectares)	BCLI Class 1-4 Lands (percent)
Cariboo (Interior)	947,000	335,000	37
Island (Island)	112,000	83,000	74
Kootenay (Kootenay)	429,000	232,000	54
Mainland (South Coast)	175,000	130,000	74
Okanagan (Okanagan)	238,000	140,000	59
Omineca (North)	504,000	217,000	43



AGRICULTURAL CAPABILITY CLASSIFICATION IN BC

Peace (North)	1,336,000	960,000	72
Skeena (North)	277,000	147,000	53
Thompson (Interior)	580,000	181,000	31
British Columbia	4,599,000	2,425,000	53

Source: Select Standing Committee on Agriculture, November 1978, Land Productivity in BC; Phase 1 Research Report,

**Table 4: British Columbia Agricultural Capability
(Percent of BC's Land Base)**

Land Capable of a Range of Crops (CLI Class 1-4)	2.70%
Prime Agricultural Land (CLI Class 1-3)	1.10%
Class 1 Agricultural Capability	0.06%
Land Suitable for Tree Fruit Production in the ALR	0.04%

Source: Smith, B.E. 1998. Planning for Agriculture - Resource Materials, Provincial Agricultural Land Commission, Burnaby

References

1. Agricultural Land Commission Website November 2013. http://www.alc.gov.bc.ca/alr/What_is_Ag_Land.htm and http://www.alc.gov.bc.ca/alr/Ag_Capability.htm
2. Canada Land Inventory. 1972. Reprint. Soil Capability Classification for Agriculture. Report No. 2. Department of the Environment. Ottawa, Ontario. 16 pp. [[Available here](#)]
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4. Kenk, E. and I. Cotic. April, 1983. Land Capability Classification for Agriculture in British Columbia. MOE Manual 1. Surveys and Resource Mapping Branch, Ministry of Environment and Soils Branch, Ministry of Agriculture and Food. Kelowna, B.C. 68 pp. ISSN 0821-0640 [[Available here](#)]
5. Runka, G.G. 1973. Methodology — Land Capability for Agriculture — British Columbia Land Inventory (CLI). Soil Survey Division, British Columbia Department of Agriculture. Kelowna, B.C. 25 pp. [[Available here](#)]
6. Smith, B.E. 1998. Planning for Agriculture - Resource Materials, Provincial Agricultural Land Commission, Burnaby https://www.alc.gov.bc.ca/assets/alc/assets/library/land-use-planning/planning_for_agriculture_1998.pdf
7. B. Smith. 2006. ,A Work In Progress The British Columbia Farmland Preservation Program http://www.smartgrowth.bc.ca/Portals/0/Downloads/AWorkinProgress_Smith.pdf
8. Select Standing Committee on Agriculture, November 1978, Land Productivity in BC; Phase 1 Research Report
9. Select Standing Committee on Agriculture, 1978, Inventory of Agricultural Land Reserves in British Columbia, Phase 'I' Research Report



Province of
British Columbia

Ministry of
Agriculture

District Office
1873 Spall Road
Kelowna
British Columbia
V1Y 4R2

February 7th, 1980

Provincial Agricultural
Land Commission
4333 Ledger Avenue
Burnaby, B.C.
V5G 3T3

Attention: Shirley Brightman

Dear Madam:

Re: Application #I-H-79-08563 ([REDACTED])
Regional District: Columbia-Shuswap
Legal: (1) Block "A", NW $\frac{1}{4}$ Sec. 31, Twp. 22, Range 11,
W6M, K.D.Y.D.
(2) Block "A", NE $\frac{1}{4}$ Sec. 31, Twp. 22, Range 11,
W6M, K.D.Y.D.
(3) plus the balance of the Lee Creek Bench as
outlined and shaded green on the map marked
Exhibit "A".

Approximate Location: Northwest and North of Scotch Creek
Indian Reserve #4. North of Indigo Bay-Shuswap Lake.

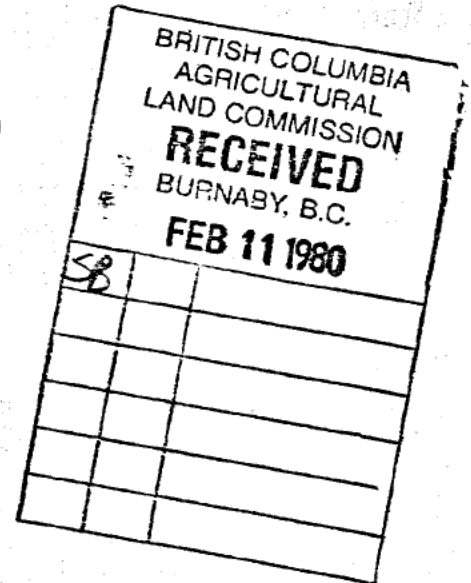
As requested in your May 1st, 1979, correspondence concerning the above application, an on-site inspection has been conducted by the writer who was accompanied by Mr. K. A. Pellett, Planning Director, Regional District of Columbia-Shuswap.

After reviewing various scales of air photos on file, recent reconnaissance soil maps, and the soil capability for agriculture maps, the findings are as follows:

1.0 Landform and Soils

The acreage in the above application forms part of an extensive acreage of glacial till deposits which occur in the Shuswap Lakes area.

The glacial till covers the underlying bedrock to variable thickness, with bedrock at or near the surface in places.



EXHIBIT

2

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Land Commission
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The topography varies from strongly to very steeply sloping (10 to 30% or more) with the latter occurring along the northwest and north sides. Stoniness and gravel content is variable due to the origin of the glacial till from the Sicanous limestone bedrock. Solum textures are mainly sandy loam and loam with a variable content of gravel.

A very minor acreage of glacial outwash occurs in the southwest corner. Gravelly outwash occurs where it has been deposited as part of the glacial delta from Lee Creek. The topography is moderately sloping with a steeply to very steeply sloping delta front. Solum textures vary from gravelly sandy loam to gravelly loamy sand with variable stoniness.

2.0 Soil Capability for Agriculture

The application acreage is included in a large acreage mapped as $\begin{matrix} 6T^8-7R^2 \\ P \quad T \end{matrix}$ (Scale 1:50,000).

However, a small acreage of Class 5 can be designated on the Lee Creek Bench.

The following table presents the soil capability for agriculture classes (with irrigation) for the application acreage on the Lee Creek Bench:

<u>Class</u>	<u>Color</u>	<u>Approximate Acreage</u>	<u>% of Total</u>
$\begin{matrix} 7T^7-6T^3 \\ C \quad P \end{matrix}$	Pink	6.5	2.2
$\begin{matrix} 7R^7-6T^3 \\ T \quad R \end{matrix}$	Pink	25.5	8.6
$\begin{matrix} 5T^6-6T^2-6R^2 \\ P \quad P \quad T \end{matrix}$	Green	255.0	85.7
$\begin{matrix} 5^P \\ M \end{matrix}$	Green	4.0	1.3
$\begin{matrix} 6^T \\ P \end{matrix}$	Dark Green	6.5	2.2
Total		297.5	100.0

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Classes 7-6 (pink) were assigned in the northwestern and northern part due to steep topography, shallow depth to bedrock and stoniness.

Classes 5-6 (green) were classified for most of the acreage due to topography, stoniness and shallow depth to bedrock.

The small acreage of glacial outwash in the southwest corner was designated as Classes 5 and 6 due to coarse texture, stoniness and topography.

Within the two Blocks leased by [REDACTED], the soil capability classes are as follows:

<u>Class</u>	<u>Color</u>	<u>Approximate Acreage</u>	<u>% of Total</u>
7R ⁷ -6T ³ T R	Pink	14.0	17.5
5T ⁶ -6T ² -6R ² P P T	Green	66.0	82.5
Total		80.0	100.0

3.0 Land Use

3.01 Present Land Use

Most of the Lee Creek Bench is in forest which has been selectively logged in places. However, a fair amount of clearing has occurred in the two Block A's leased by [REDACTED].

3.01 Potential Land Use

Only a minor acreage of glacial till soils are currently used for arable agriculture in the Shuswap Lakes area and the acreage used for grazing is not extensive due to the forest vegetation which occurs. However, when cleared, the Lee Creek Bench has potential for agriculture due to its south aspect, low elevation and Class 1a climate (as indicated on climate maps prepared by the Resource Analysis Branch). However, as indicated previously, most of the acreage has limitations for agriculture due to topography, stoniness and shallowness to bedrock.

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3.03 Surrounding Land Use

North - forested.
East - forested.
South and southwest - rural and urban residential proposed
and potential.
- Scotch Creek Indian Reserve to the southeast.
West - forested.

4.0 Observations and Summary

The Provincial Agricultural Land Commission has been asked to recommend the inclusion of the lands leased by [REDACTED] (described as Blocks A, NW $\frac{1}{4}$ and NE $\frac{1}{4}$ of Section 31) in the A.L.R.

As indicated in the file of correspondence received, this has been recommended by the Regional District and the Land Management Branch. Similarly, after the on-site inspection, the writer would also recommend the inclusion of [REDACTED]'s two leases in the A.L.R.

As for the rest of the Lee Creek Bench, the Land Commission should consider including most of the remainder of the N $\frac{1}{2}$ of Section 31 in the ALR (green acreage).

The higher bench (outlined as the Upper Bench - Rangeland?) has potential for grazing under the presently cleared power-line and probably will continue to have grazing potential as long as the brush clearing on the right-of-way is maintained. However, due to the terrain and the forest vegetation, this Upper Bench is located in a large acreage classified as 7T7-6T3. As the capability classes indicate, a limited amount of C^P grazing potential is available which is associated with the forest vegetation that has developed (due to previous forest fires), aspect, shallowness to bedrock, etc.

- 5.0 Soil boundaries and their respective soil capability classes have been outlined on air photos BC-7741 - 84-86 (Scale 1:20,000) and plotted on a photocopy of a base map (Scale 1:10,000), which was originally received from the Provincial Agricultural Land Commission, and is enclosed. The subsequent acreage calculations outlined in Section 2.0 were obtained from this base map and should be considered as approximate acreages.

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In addition, air photos BC-5257 - 236-238 (Scale 1:30,000)
and BC-5378 - 61 & 62 (Scale 1:40,000) were all used in the
preparation of this on-site report.

- 6.0 The soil capability for agriculture ratings in this on-site
report have been determined according to soil survey procedures
as outlined by the Canadian System of Soil Classification and
The Canada Land Inventory Soil Capability Classification for
Agriculture.

Yours very truly,



A. B. Dawson, P.Ag.
Soil Specialist
Soils Branch

ABD:em

Enclosures

Upper Bench
(Range-land?)

SEC. 6, TP 23, R. 11

SEE OTHER
EXHIBIT "A"
MAP

SEC. 5, TP 23, R. 11

leases

TOWNSHIP 23

TOWNSHIP 22

Bk A
(38 24 00)

Bk A
(27 7 20)

LS 16

rural residential potential

Balance of Lee Creek Bench

LS 9

rural residential potential
SEC 31

SCOTCH CREEK INDIAN RESERVE

No. 4

urban-density residential proposed
Rem SW 1/4
B 5162

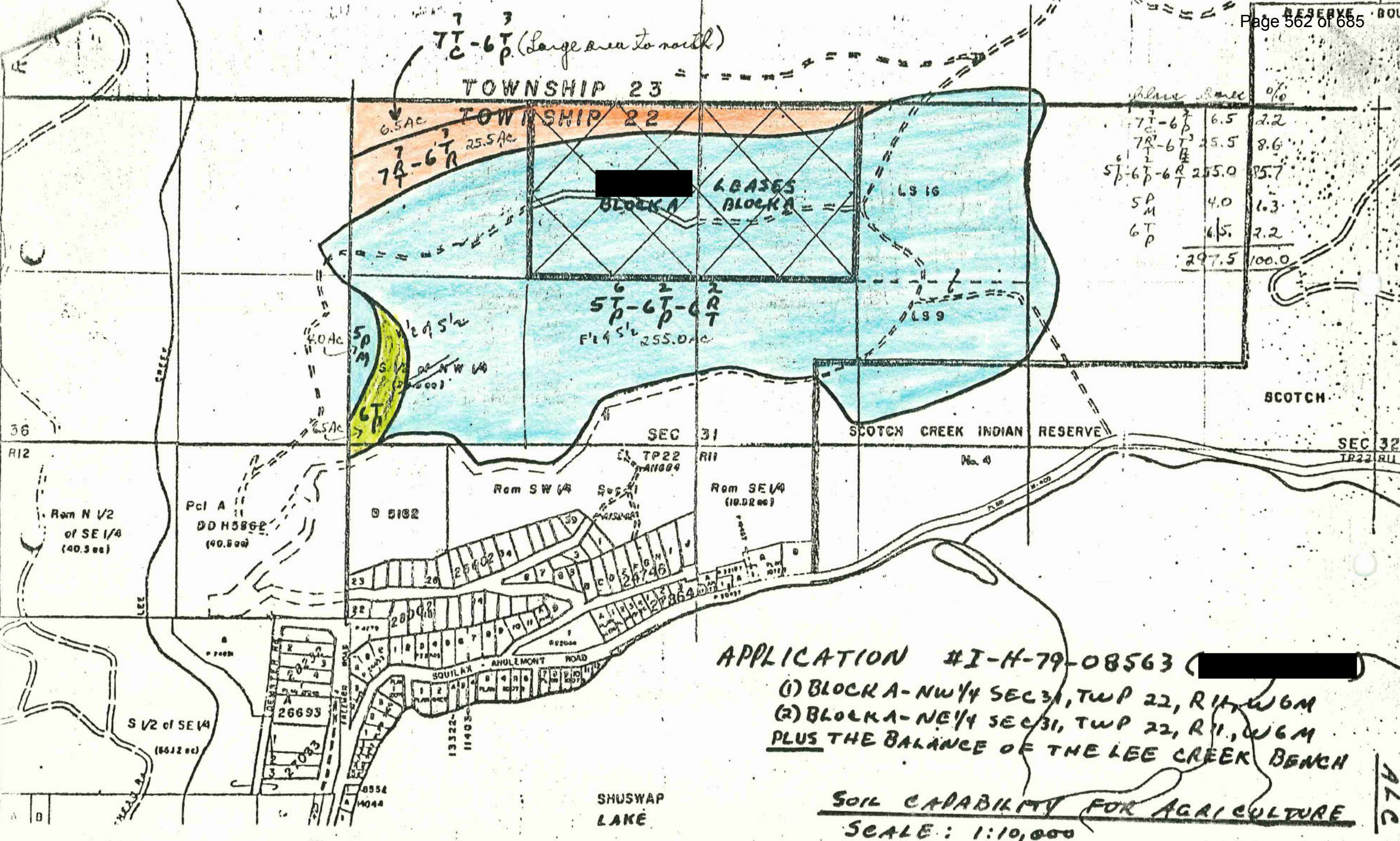
urban-density residential potential
Rem SE 1/4
C 11168
D 11324

Pct A
DDH 562
(40.30)



Indigo Bay
SHUSWAP LAKE

EXHIBIT "A"



Parcel	Acres	%
7 ^T -6 ^P	6.5	2.2
7 ^R -6 ^T	25.5	8.6
5 ^P -6 ^T -6 ^R	255.0	85.7
5 ^P M	4.0	1.3
6 ^T P	6.5	2.2
Total	297.5	100.0

APPLICATION #I-H-79-08563

(1) BLOCK A - NW 1/4 SEC 31, TWP 22, R11, W6M
 (2) BLOCK A - NE 1/4 SEC 31, TWP 22, R11, W6M
PLUS THE BALANCE OF THE LEE CREEK BENCH

SOIL CAPABILITY FOR AGRICULTURE
 SCALE: 1:10,000

ALC

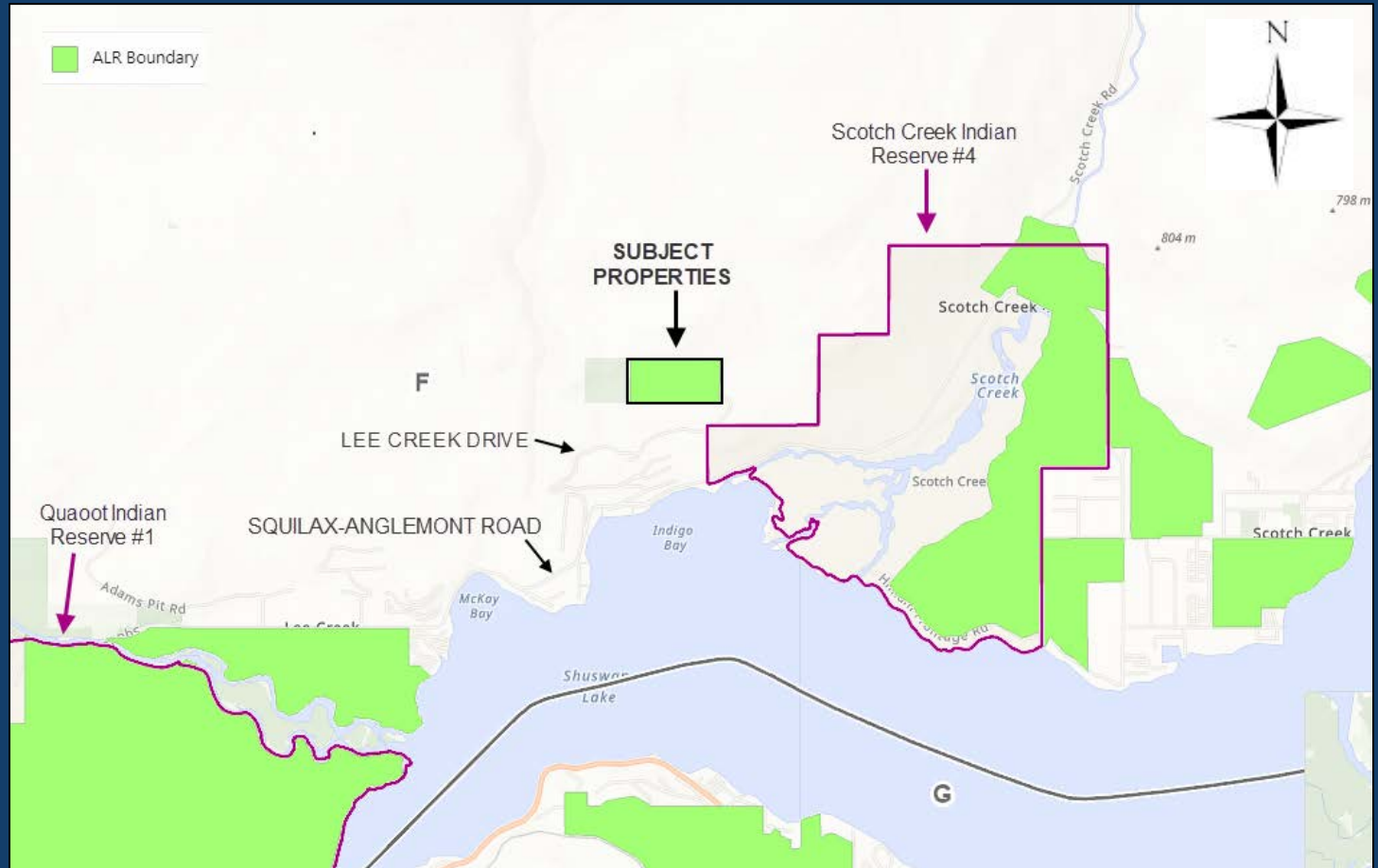
Electoral Area F:

ALR Exclusion Application No. LC2612F

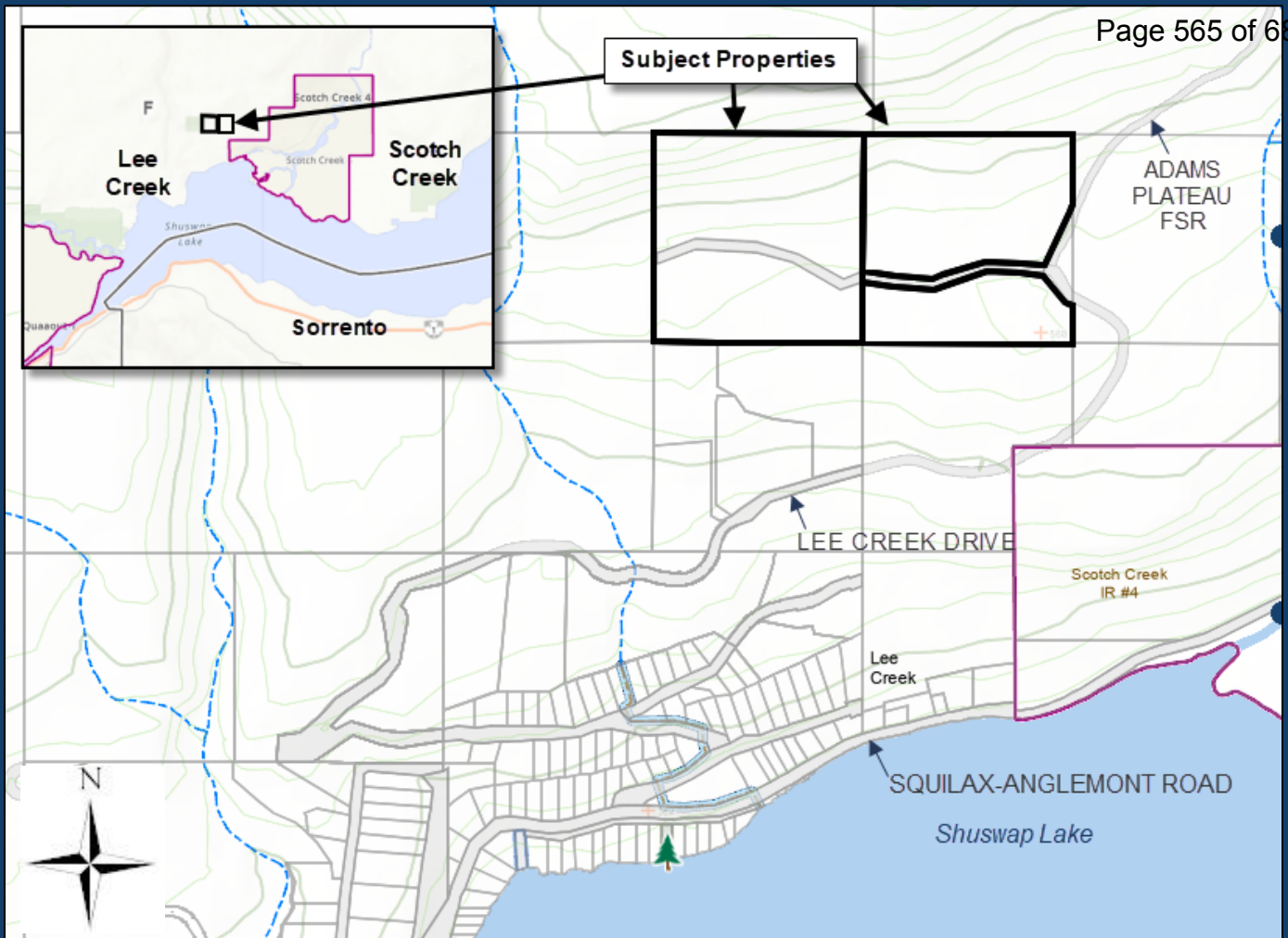


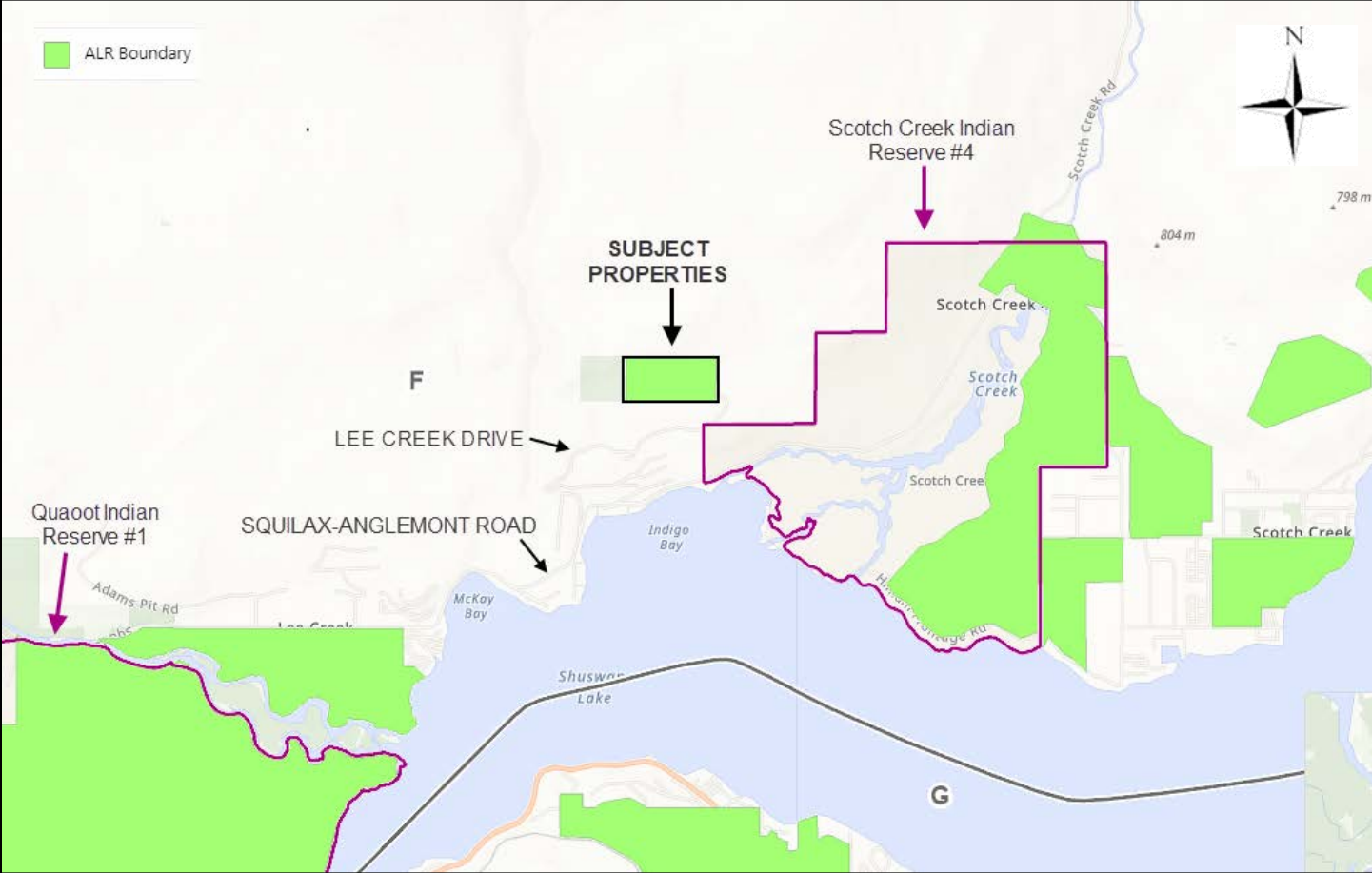
Development Services

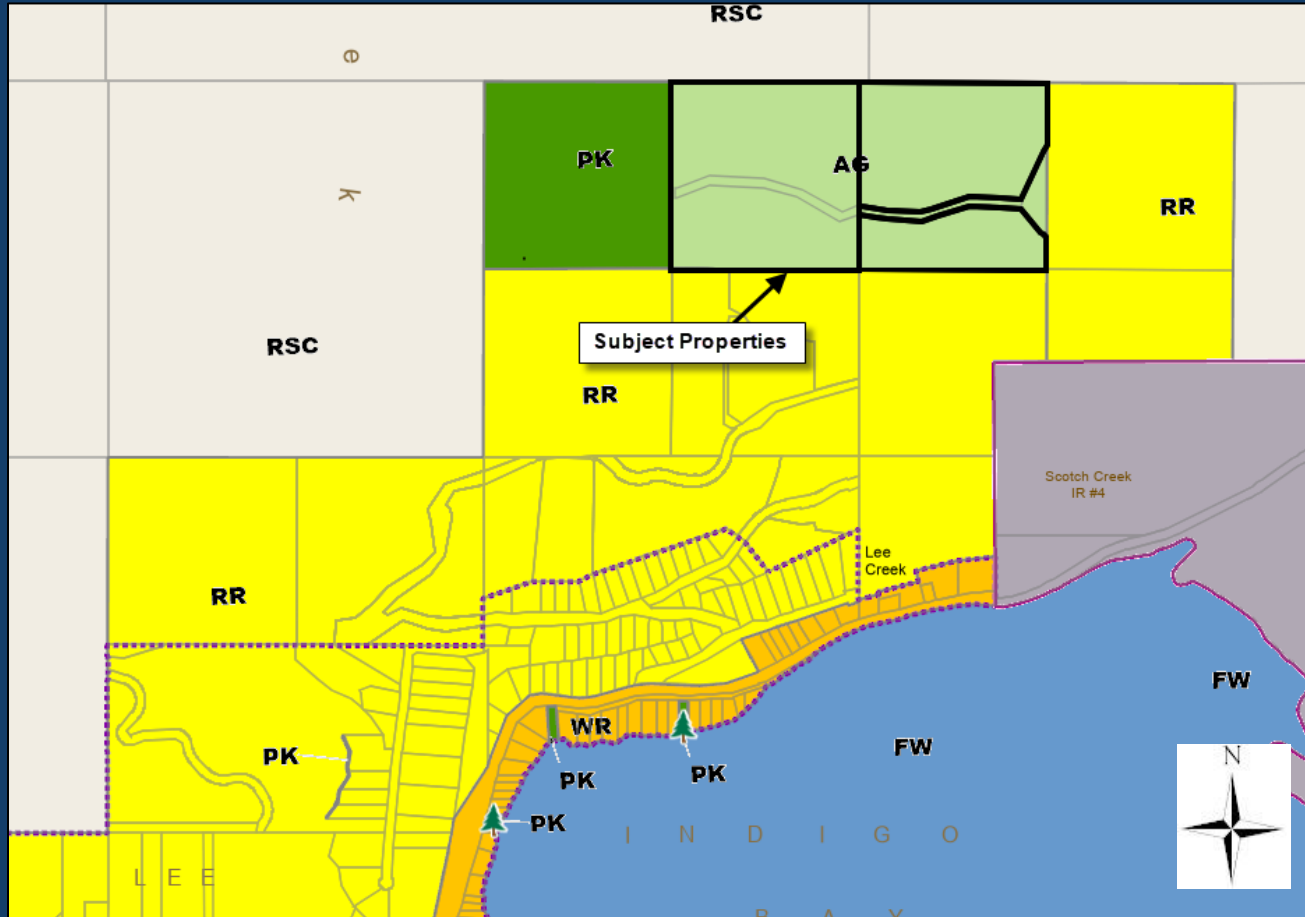
Proposal



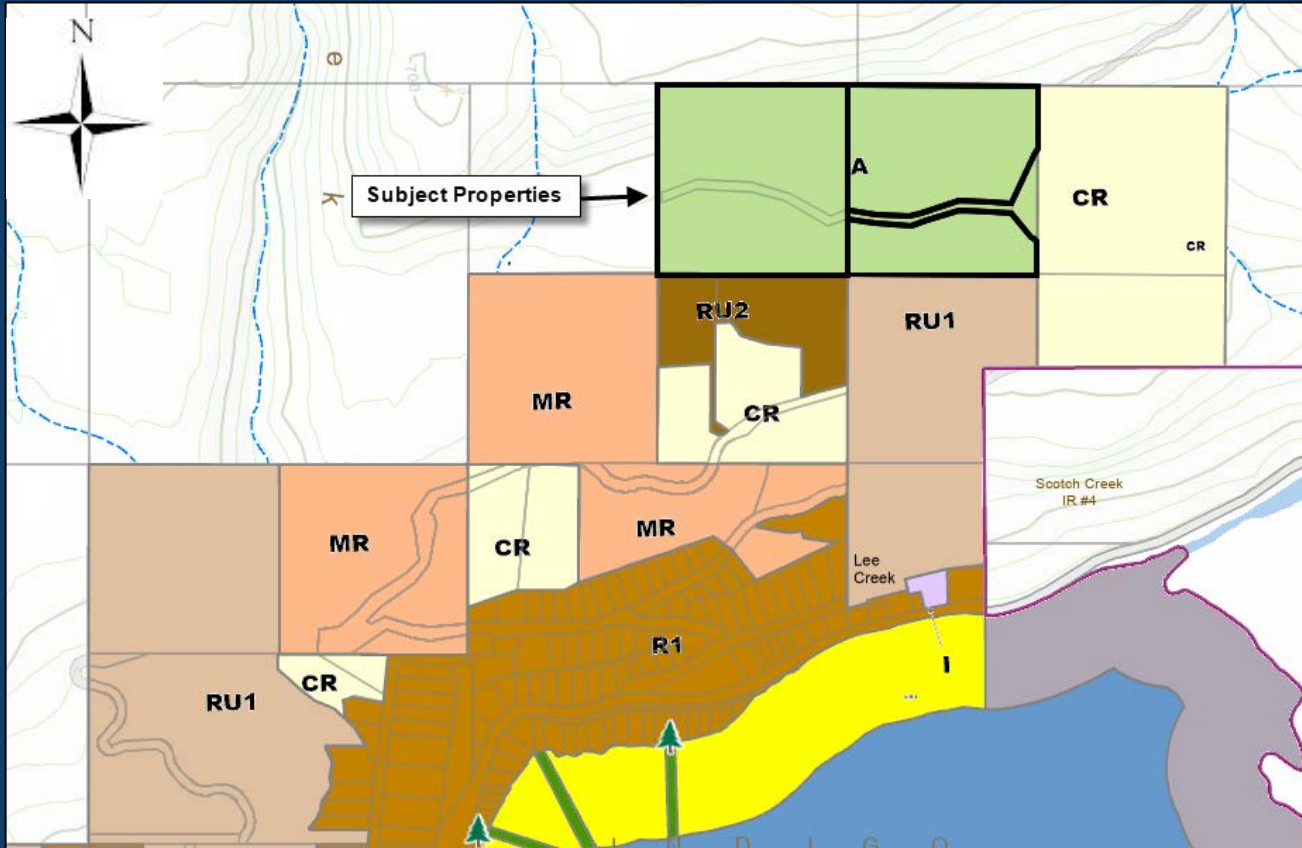
Location



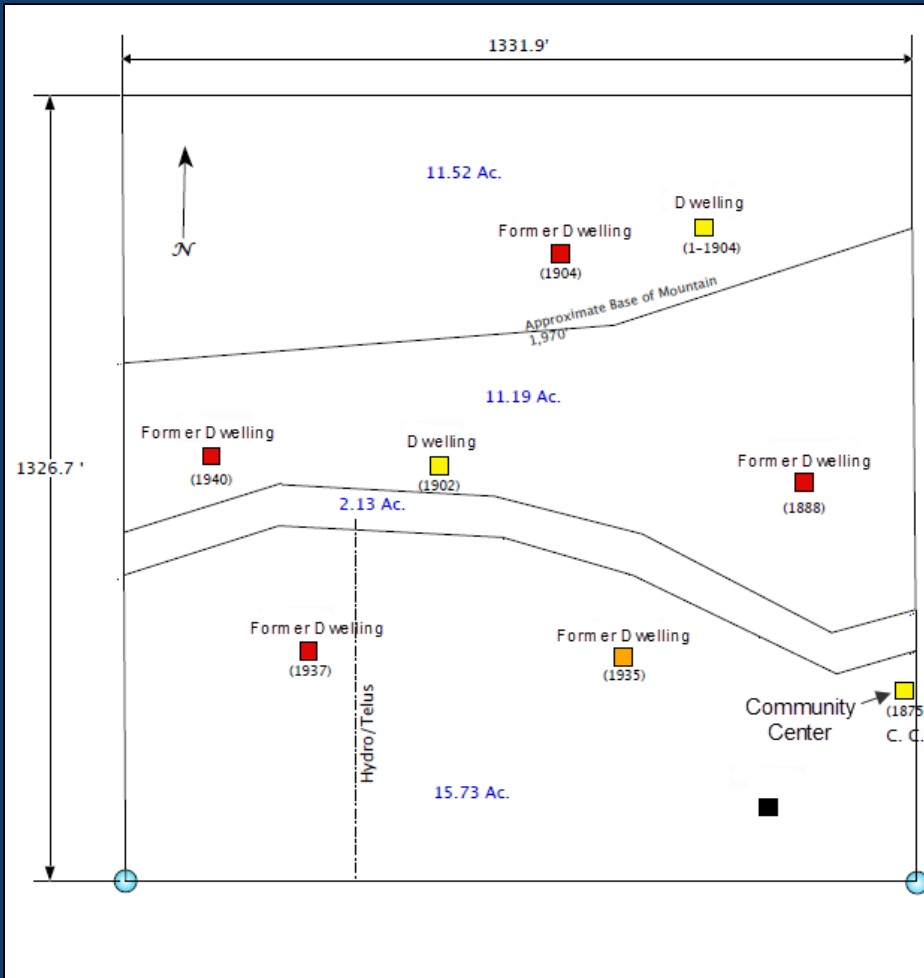




Scotch Creek/Lee Creek Zoning Bylaw No. 825



Site Plan West Property



From Survey Plan of
Block A NW 1/4
Section 31 TWSP 22
R 11 W of 6th Meridian
Kamloops Division of
Yale District

Paul Genton, BCLS
Clinton, BC
File: 1211, 30 Dec. 1975

Area N of Road; 22.71 ac.
Area of Road; 2.13 ac.
Area S of Road; 15.73 ac.
Total Area; 40.57 ac.
Scale: 1"=200'

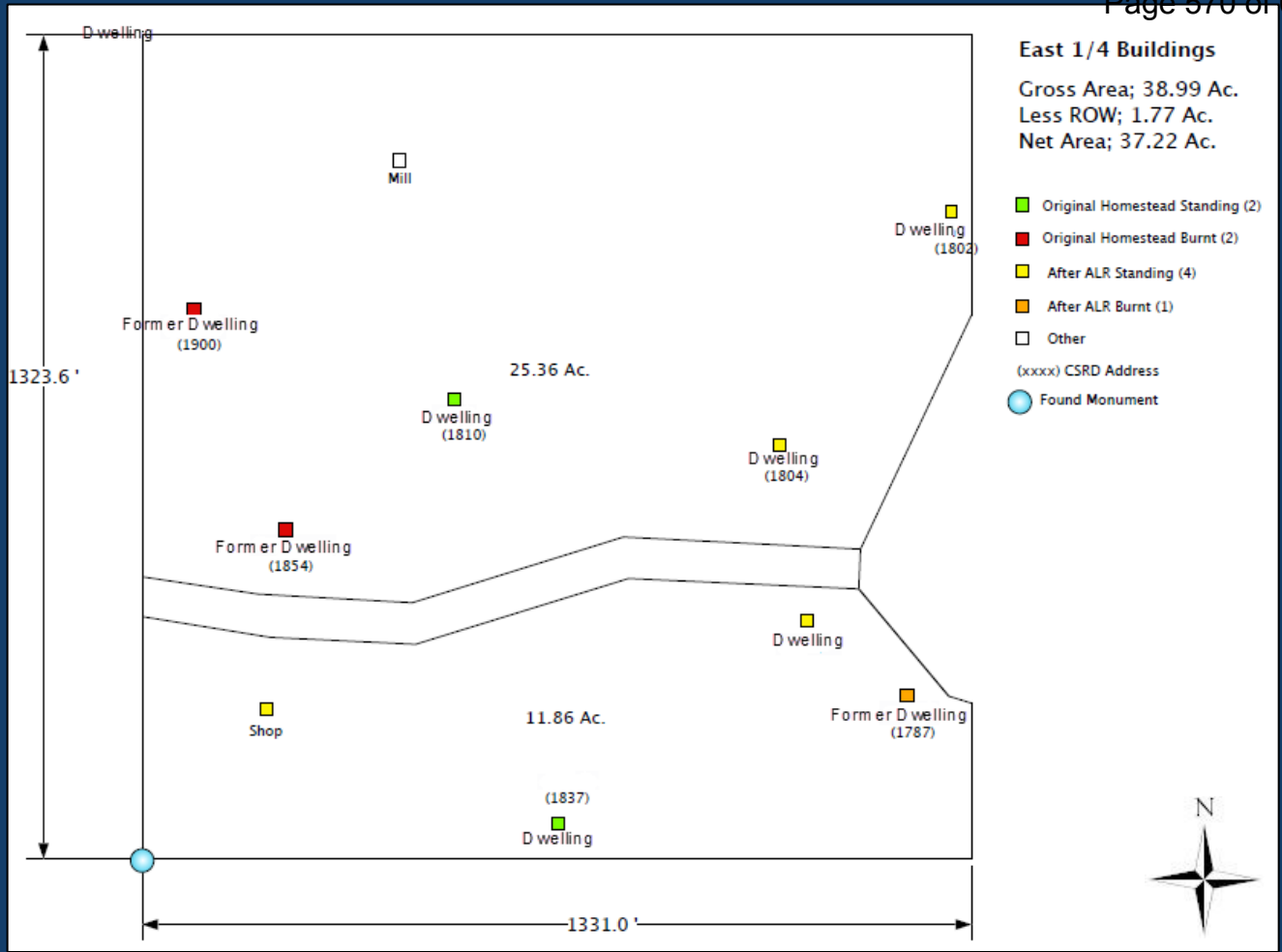
Building locations by GPS.
Plotted from monument location.

- (xxxx) CSRD Address
- Before ALR Still Standing (0)
- Before ALR Burnt (4)
- After ALR Standing (3)
- After ALR Burnt (1)
- original homestead burnt 2010
- Found Monument

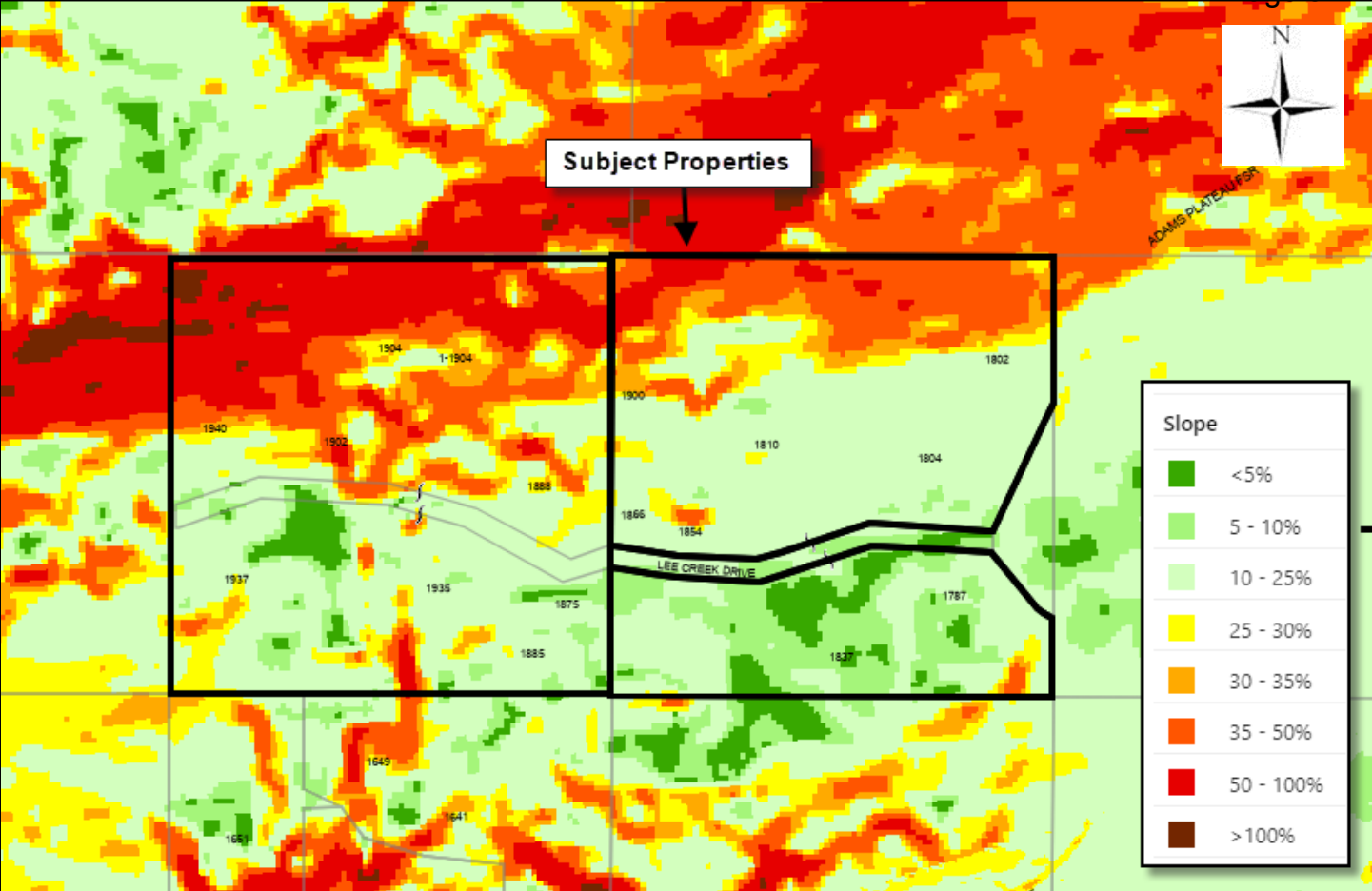


HAL 2 July 2

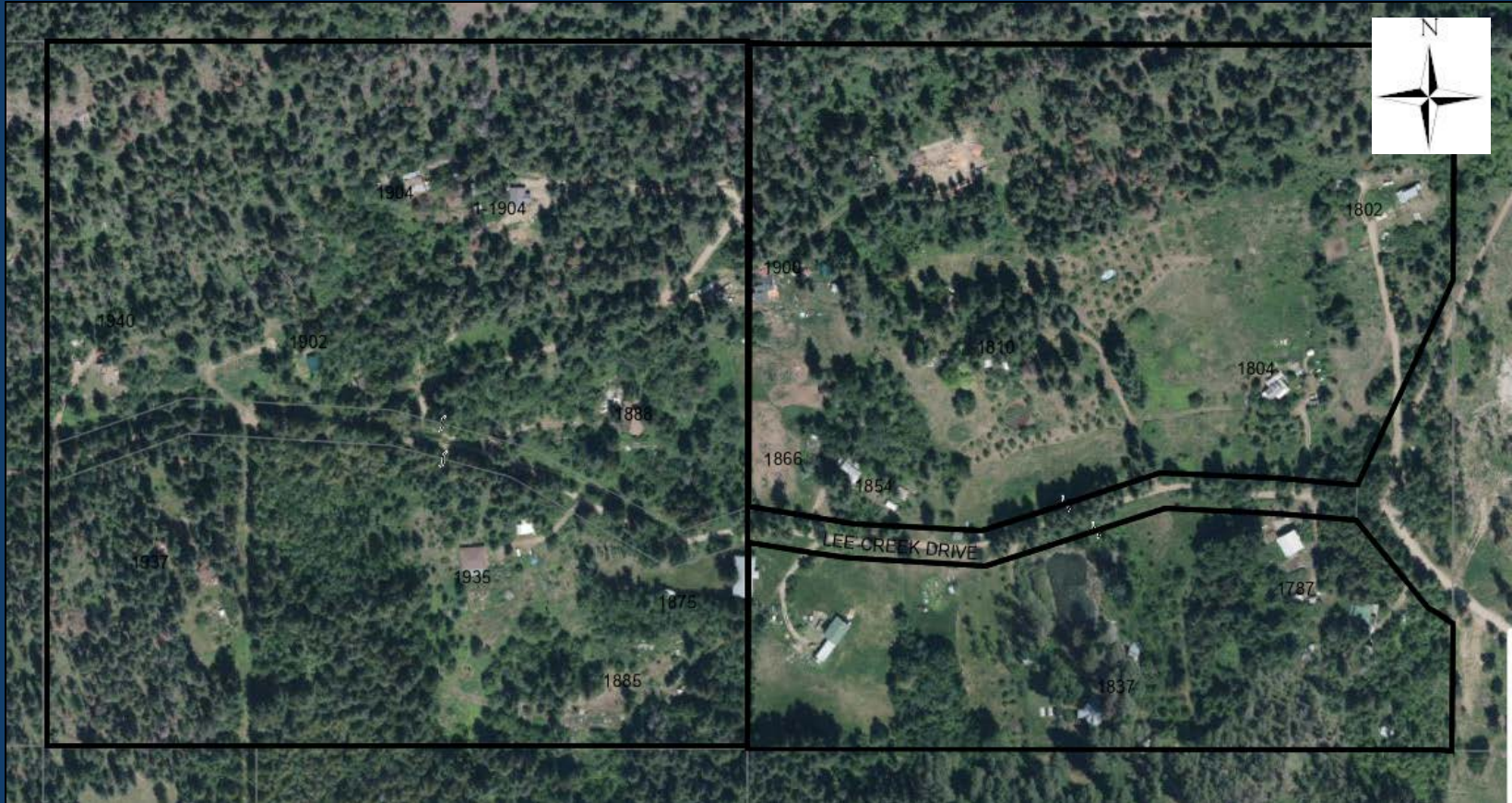
Site Plan East Property



Slopes



Orthophoto (Pre-wildfire)

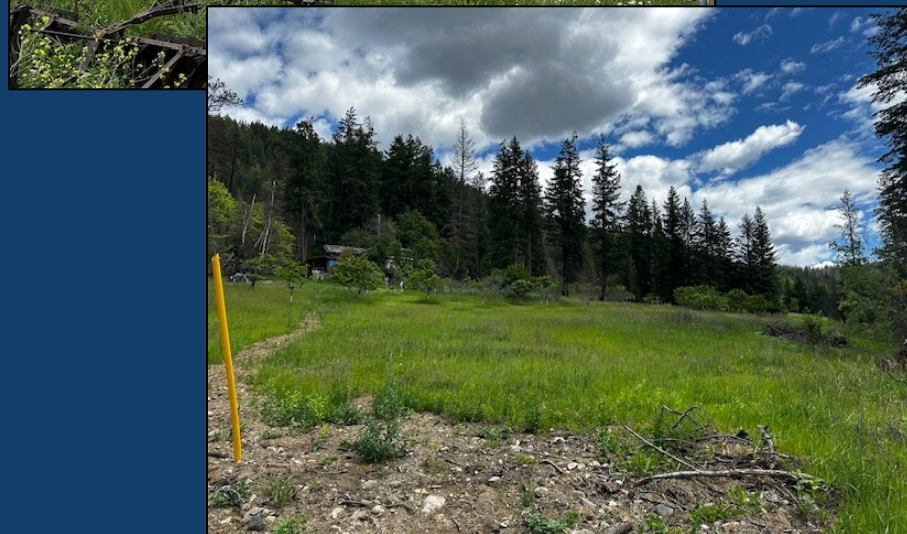


Orthophoto (Post-wildfire)





East property

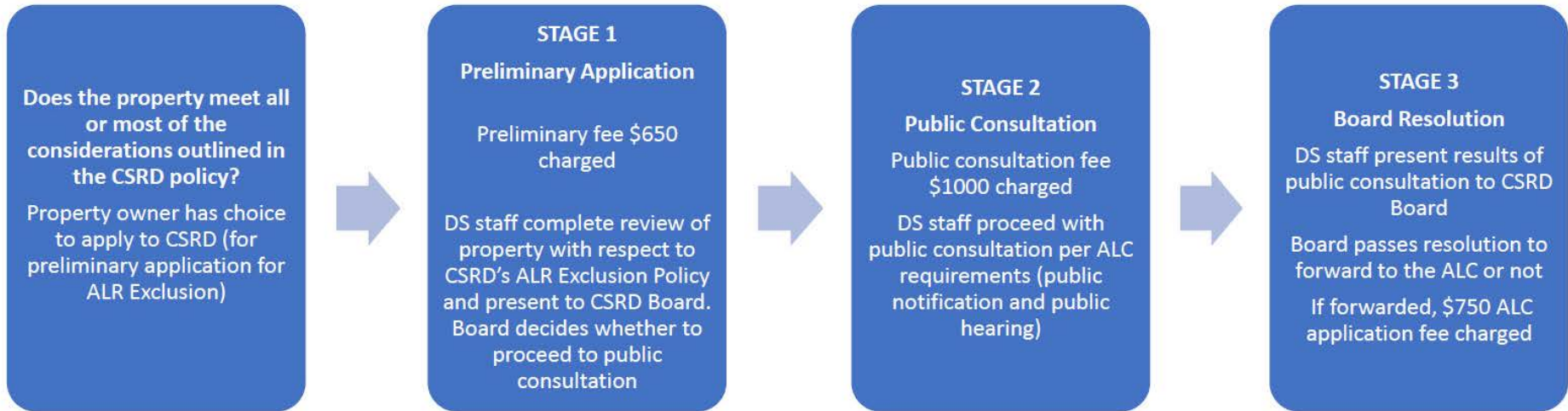


Former dwelling sites



Policy P-24 Considerations

1. OCP Policies – Agriculture (but only because it was in ALR)
2. Zoning – Agriculture (but only because it was in the ALR)
3. Soil Capability – Class 6 and 7
4. Farm Classification – East parcel (but likely not for long)
5. Surrounding Uses – Not farmland or ALR
6. Slopes and Hazards – Steep Slopes on north portions
7. Public Interest – No corporate interest, but community interest
8. Is another ALC approval more suitable? No



RECOMMENDATION:

THAT: ALR Exclusion Application No. 2612F proceed to Stage 2 - Public Consultation as per the requirements of CSRD ALR Exclusion Policy P-24, this 17th day of October 2024.



BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area G: Development Variance Permit No. 701-144

DESCRIPTION: Report from Laura Gibson, Planner II, dated September 27, 2024.
2495 Rocky Point Road, Blind Bay

RECOMMENDATION: THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 701-144 for Lot 10 Block 2 Section 30 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 9989, varying South Shuswap Zoning Bylaw No. 701 as follows:

- 1) Section 7.2.5, exterior side parcel line setback, from 4.5 m to 1.5 m, only for the new accessory building with secondary dwelling unit,

be approved for issuance this 17th day of October, 2024.
Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located a 2495 Rocky Point Road in Blind Bay in Electoral Area G. The property owners are proposing to construct a new accessory building (garage) with a secondary dwelling unit on the upper floor. This Development Variance Permit (DVP) proposes to vary the east exterior side parcel line setback from 4.5 m to 1.5 m, only for the accessory building.

BACKGROUND:

ELECTORAL AREA:
G

LEGAL DESCRIPTION:
Lot 10 Block 2 Section 30 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 9989

PID:
009-630-619

CIVIC ADDRESS:
2495 Rocky Point Road, Blind Bay

SURROUNDING LAND USE PATTERN:
North = Shuswap Lake
South = Rocky Point Road
East = McArthur Road (unconstructed)
West = Residential property

CURRENT USE:
Single detached dwelling

PROPOSED USE:
New accessory building with upper floor secondary dwelling unit

PARCEL SIZE:
0.17 ha (0.38 ac)

DESIGNATION:
[Electoral Area C Official Community Plan Bylaw No. 725](#)
RR2 - Rural Residential 2

ZONE:
[South Shuswap Zoning Bylaw No. 701](#)
Land = RR1 - Rural Residential (0.4ha)

[Lakes Zoning Bylaw No. 900](#)
Foreshore = FR1 - Foreshore Residential 1

AGRICULTURAL LAND RESERVE:
0%

SITE COMMENTS:
A site visit has not been completed for this property. The subject property is waterfront to Shuswap Lake and McArthur Road, which is unconstructed, borders the property to the east. The property is accessed by an easement through the adjacent parcel to the west, 2495 Rocky Point Road. The property is flat.

BYLAW ENFORCEMENT:
There is no bylaw enforcement related to this file.

POLICY:

[South Shuswap Zoning Bylaw No. 701](#)

1.0 Definitions

ACCESSORY BUILDING or STRUCTURE is a detached building or structure located on the same parcel as the principal building and the use of which is customarily ancillary to that of the principal use.

PARCEL LINE, EXTERIOR SIDE means a parcel line, other than a front parcel line, common to the parcel and a highway other than a lane.

SECONDARY DWELLING UNIT is an additional, self-contained, dwelling unit that is accessory to the single detached dwelling on a parcel. For clarity, duplexes, multiple-dwellings, townhouses boarding rooms and rooming houses are excluded from the definition of secondary dwelling unit.

SINGLE DETACHED DWELLING means a detached building containing only one (1) principal dwelling unit and, where permitted by this Bylaw, one (1) secondary dwelling unit. For the purposes of this Bylaw, a manufactured home is considered a single detached dwelling.

3.0 General Regulations

3.22 Secondary Dwelling Units

- .2 a secondary dwelling unit must
 - (d) be serviced by an on-site sewerage disposal system in accordance with the Sewerage System Regulations of the Public Health Act and it must be demonstrated that there is a suitable back up field area on the parcel unless a community sewer system is available in which case connection to the community sewer system is required. For lots less than 1 ha the back up field area is required to be protected by a Section 219 covenant.

3.5 Setback Exceptions

- .8 eaves and gutters, provided they are not closer than 1 m from any parcel line

7.0 RR1 – Rural Residential 1 zone

7.1 Permitted Uses

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

7.1 Regulations

- .4 Maximum height for:
 - Accessory buildings containing a dwelling unit: 10 m
- .5 Minimum setback from:
 - Exterior side parcel line: 4.5 m
- .7 Maximum floor area, gross of an accessory building:
 - On parcels less than 0.4 ha
 - Accessory buildings containing a dwelling unit: 250 m²

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

Proposal

The property owners are proposing to vary the east side parcel line setback from 4.5 m to 1.5 m for a proposed accessory building (garage) with a secondary dwelling unit on the upper floor. The eaves of the proposed building will be as close as 1.06 m from the side parcel line. See attached "DVP701-144_Maps_Plans_Photos.pdf" for site plan and drawings of the property building.

There is a garage door at the rear of the building (facing the parcel line adjacent to the unconstructed McArthur Road). The agent has confirmed this is not intended to be vehicle access (no proposal to utilize McArthur Road, which would require clearing of trees) but rather allows for the ability to move larger items (e.g. kayak) in and out of the back of the garage.

Analysis

The subject property is currently developed with a single detached dwelling. A Development Variance Permit (DVP) was issued to the previous property owners on October 9, 2019, also for a variance for a proposed accessory building (garage) to reduce the exterior side parcel line setback from 4.5 m to 1 m, but that garage was never constructed and the DVP lapsed. The new owners are proposing a garage with a different footprint and height, and containing an upper floor secondary dwelling unit, which the original proposal did not include. A new DVP is required for this proposal.

The new accessory building will have a main floor area of 93.9 m² and the upper floor will be 75.7 m², for a total gross floor area of 169.6 m². The proposed height of the new building is 7.5 m. Therefore, the new accessory building will be below the maximum height (10 m) and gross floor area (250 m²) permitted by South Shuswap Zoning Bylaw No. 701.

The subject property (Lot 10) is accessed by an easement through the neighbouring property to the west, Lot 9 (2495 Rocky Point Road). There is covenant on the subject property (Lot 10) for Lot 9 to have a septic system (see "DVP701-144_Maps_Plans_Photos.pdf"). The covenant for Lot 9's septic system makes it challenging to situate the garage elsewhere on the subject property.

The parcel line proposed to be varied is the east side parcel line, which is an exterior side parcel line as it is adjacent to McArthur Road. The unconstructed McArthur Road is approximately 20 m wide and is currently covered in trees (see attached "DVP701-144_Maps_Plans_Photos.pdf"). East of McArthur Road is Carmel Cove Resort, which will not have a view of the new garage due to the trees on McArthur Road. There should be no impact to nearby property owners if this variance is approved.

Eaves are permitted to project into the setback provided they are no closer than 1 m from any parcel line. The eaves are proposed to be as close as 1.06 m to the side parcel line and do not require a variance.

Ministry of Transportation Setback Permit

A setback permit is required from the Ministry of Transportation and Infrastructure (MOTI) to locate the proposed building within 4.5 m of McArthur Road. A setback permit was previously issued for the garage that was proposed by the former property owners. The applicants have made an application to the MOTI for a new setback permit.

Building Permit

A building permit is required for the proposed building. A building permit application has been received. Because the property is less than 1 ha, prior to issuance of the building permit for the secondary dwelling unit, a backup septic field area must be identified and protected through registration of a covenant in accordance with Section 3.22.2(d) in South Shuswap Zoning Bylaw No. 701.

Development Permit

Development Permit (DP) No. 725-230 (Lakes 100 m and Riparian Areas Regulation) was issued January 31, 2020, for the construction the single detached dwelling and installation of the septic system.

A new Lakes 100 m DP is required for the proposed building as it will increase the impervious surface area within 100 m of Shuswap Lake. A Hydrogeology Report prepared by Ecoscape Environmental Ltd., dated August 20, 2024, was submitted along with the Lakes 100 m DP application and confirms the proposed building should have no negative impacts to Shuswap Lake nor underlying groundwater quality. Lakes 100 m DP725-560 may be approved by the Manager, Planning Services.

Rationale for Recommendation:

Staff are recommending approval of DVP701-144 for the following reason:

- There should be no impact to nearby property owners as the setback being varied is adjacent to McArthur Road and not another private property.

IMPLEMENTATION:

If DVP No. 701-144 is approved, staff will prepare a notice to be sent to the Land Title and Survey Authority for registration on title.

COMMUNICATIONS:

Notices of the proposed variance were sent out to property owners and tenants in occupation of properties within 100 m of the subject property. No written submissions have been received as of the date of this report. Any written submissions received before the submission deadline (October 15, 2024, at 4 PM) will be included and attached to the Late Agenda Board package.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

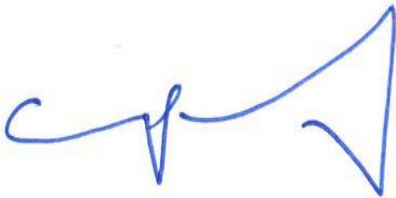
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_DS_DVP701-144.docx
Attachments:	- DVP701-144_Redacted.pdf - DVP701-144_Maps_Plans_Photos.pdf
Final Approval Date:	Oct 8, 2024

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



Corey Paiement

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

Gerald Christie



Jennifer Sham



John MacLean



DEVELOPMENT VARIANCE PERMIT NO. 701-144

OWNER:



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

Lot 10 Block 2 Section 30 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 9989 (PID: 009-630-619), which property is more particularly shown outlined in bold on the Location Map attached hereto as Schedule A.
3. The South Shuswap Zoning Bylaw No. 701 is hereby varied as follows:
 - a. Section 7.2.5, exterior side parcel line setback, from 4.5m to 1.5 m, only for the new accessory building with secondary dwelling unit,

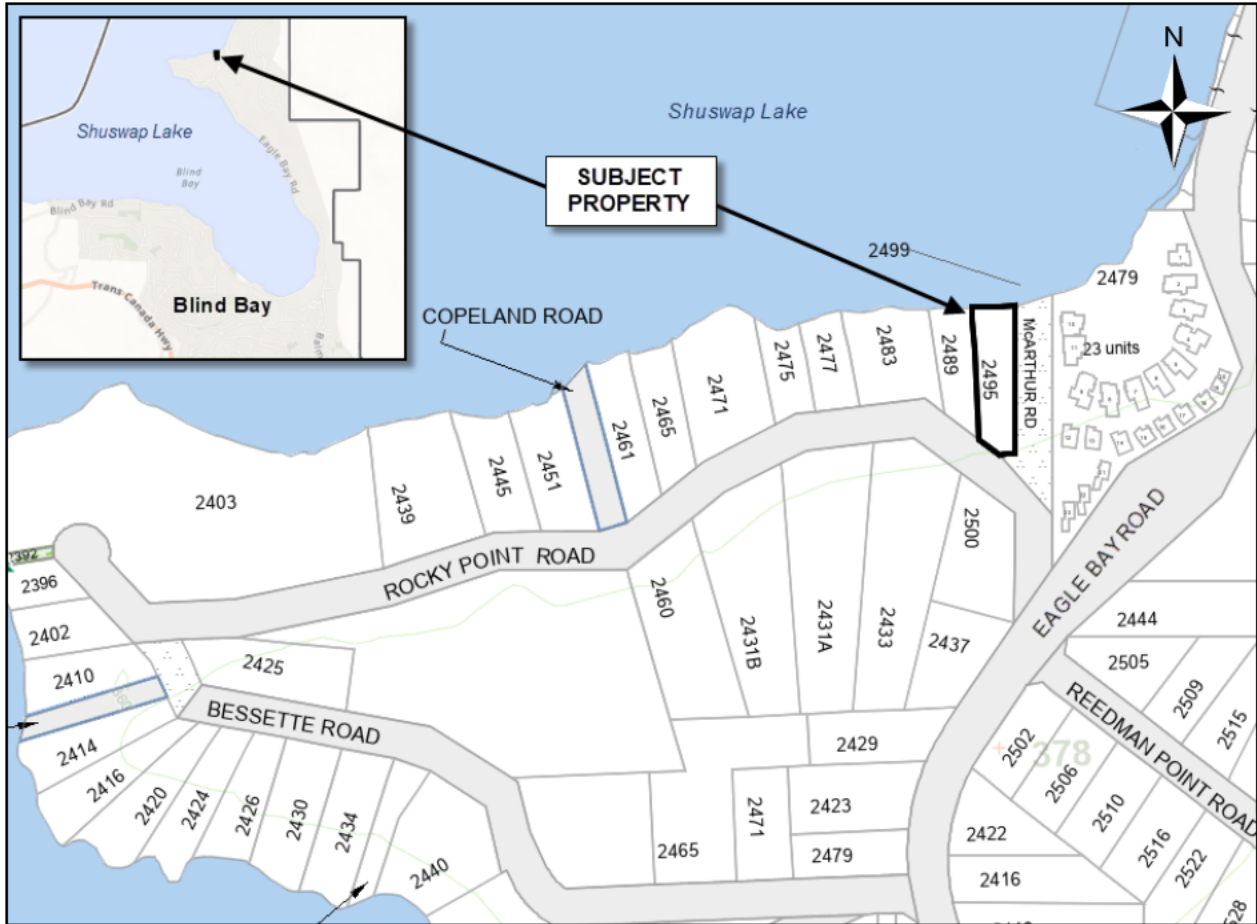
as more particularly shown on the site plans attached hereto as Schedule B and drawings attached hereto as Schedule C.
3. This Permit is NOT a building permit.

AUTHORIZED AND ISSUED BY RESOLUTION of the Columbia Shuswap Regional District Board on the _____ day of _____, 2024.

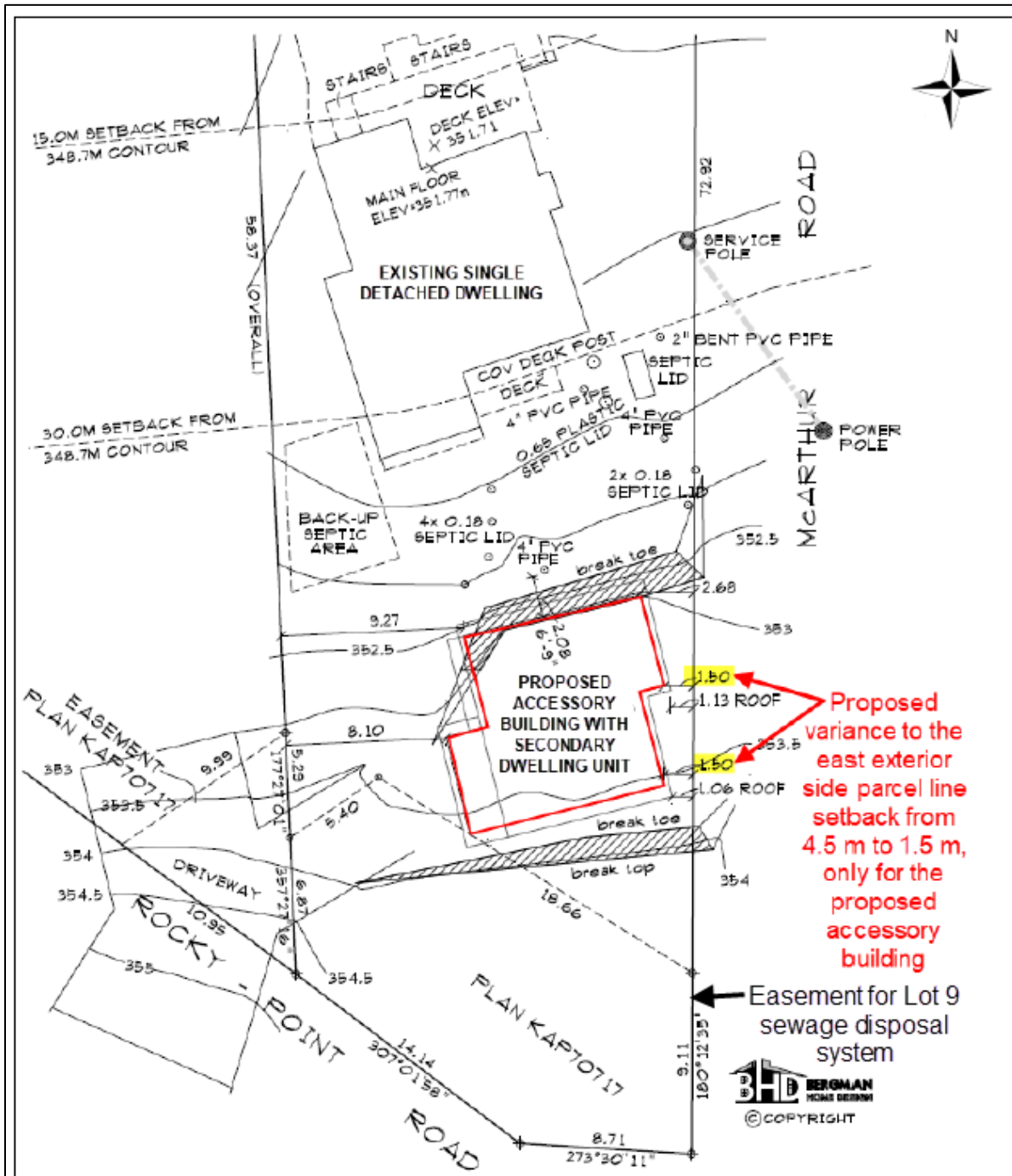
CORPORATE OFFICER

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

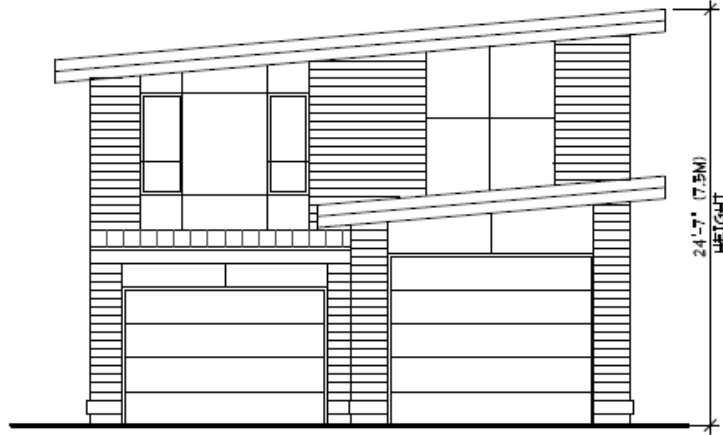
Schedule A Location Map



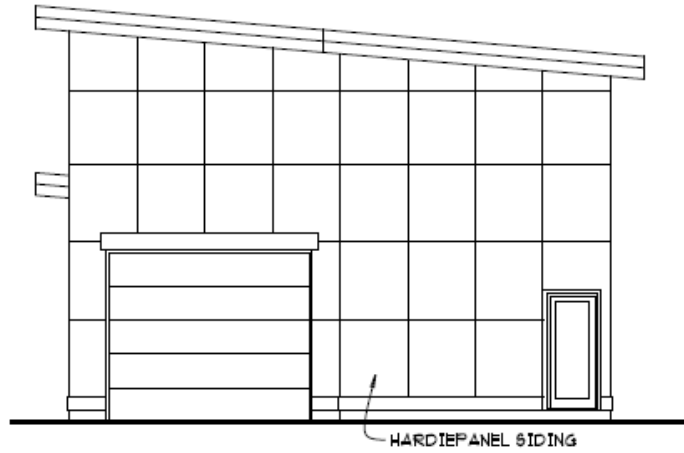
Schedule B Site Plan



Schedule C
Drawings



**WEST
ELEVATION**

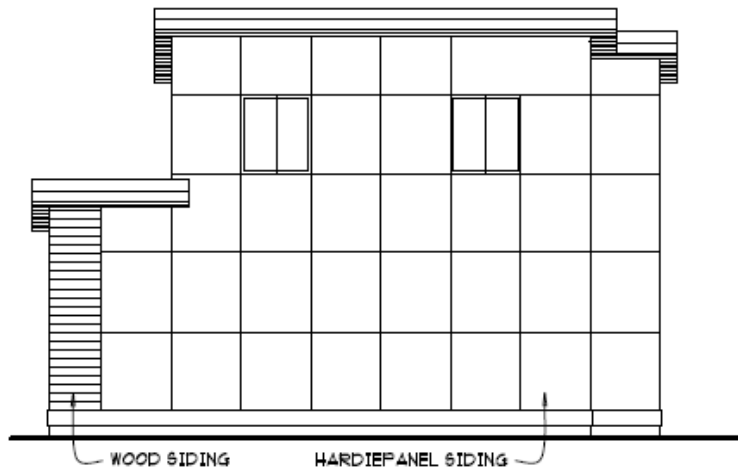


**EAST
ELEVATION**





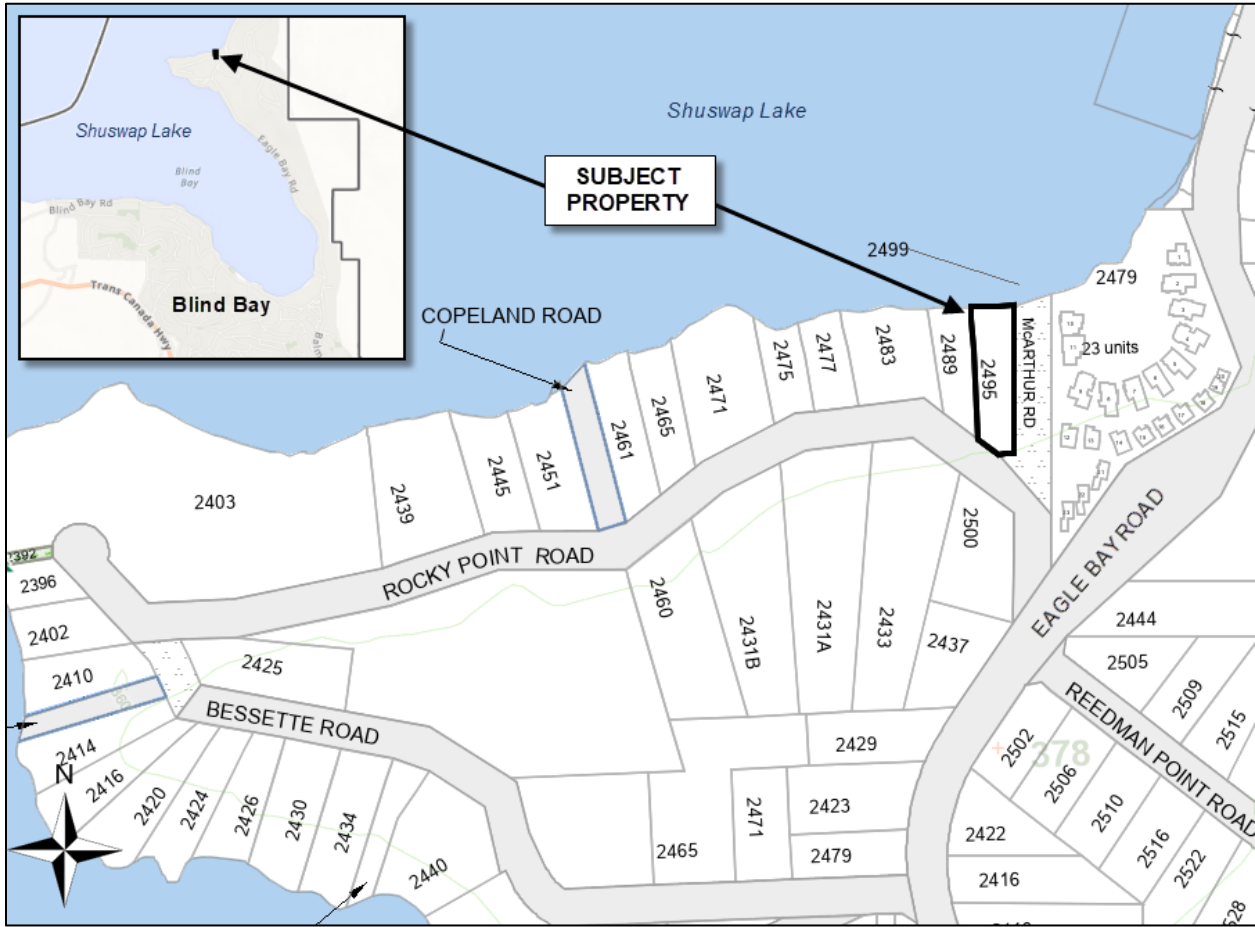
NORTH ELEVATION



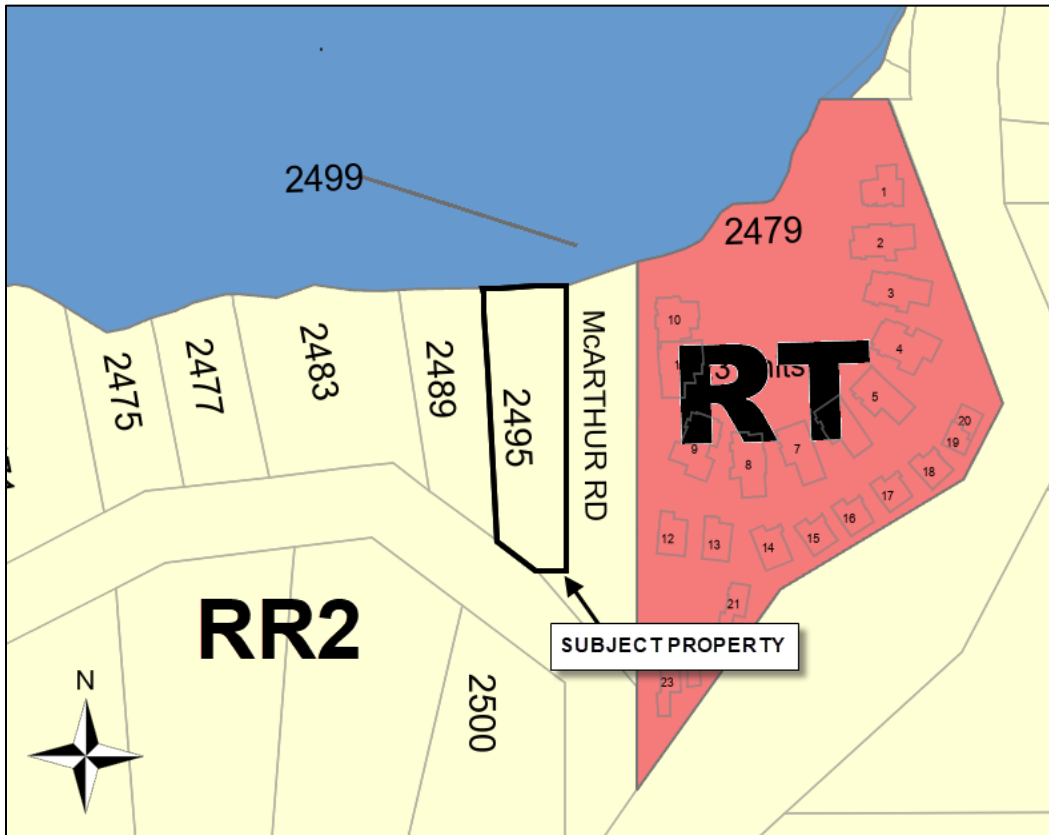
SOUTH ELEVATION



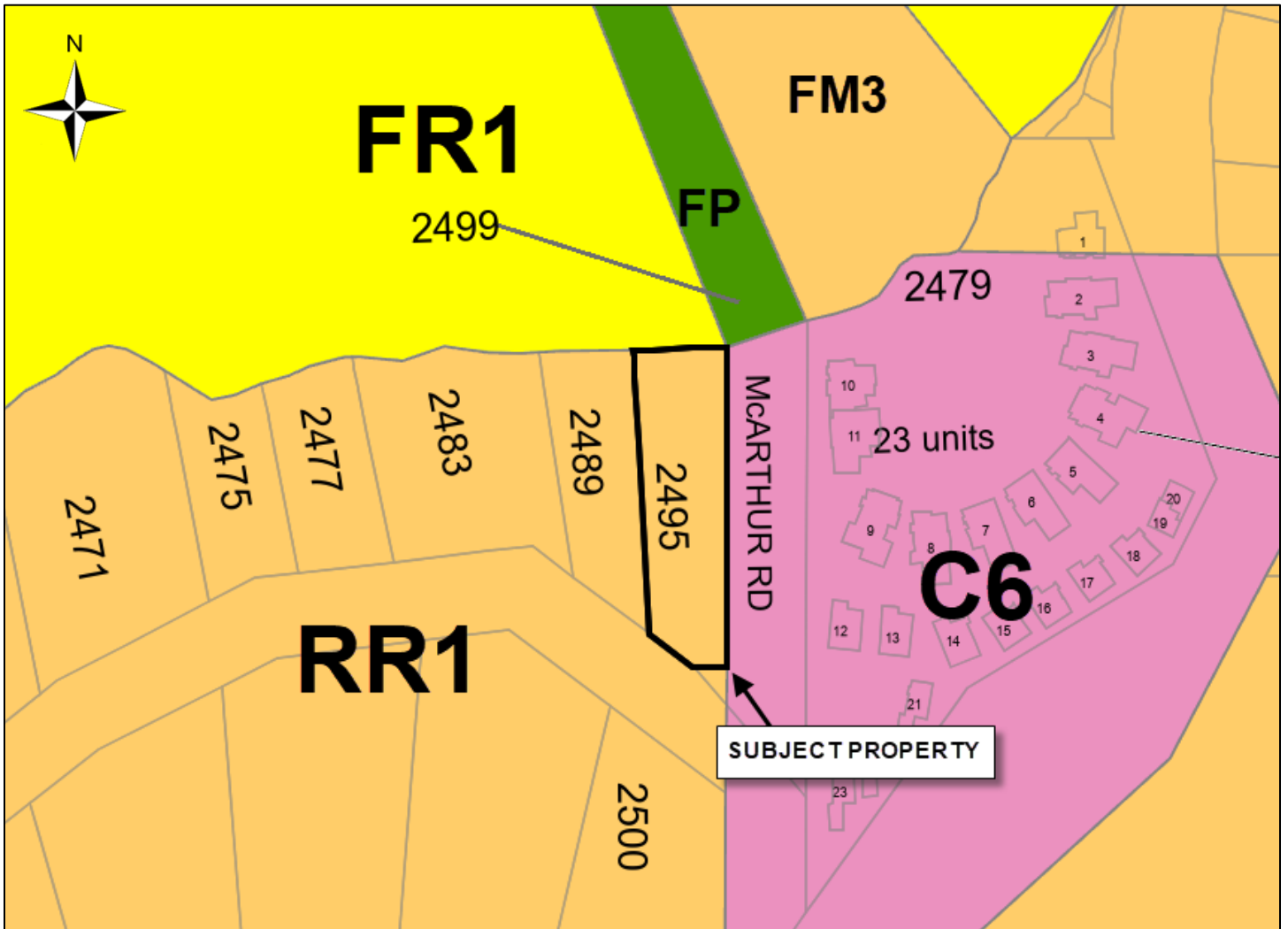
Location



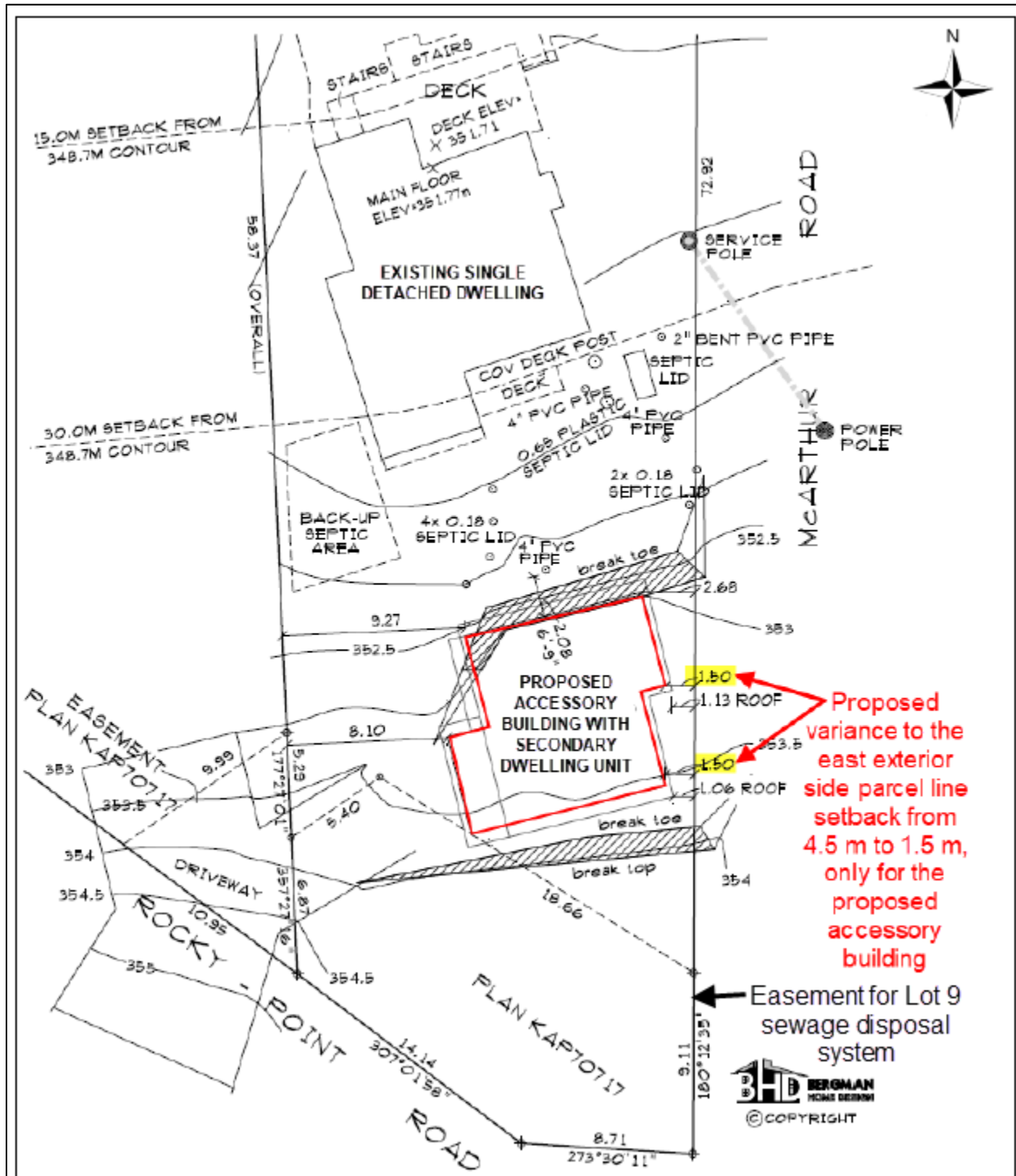
Electoral Area C Official Community Plan Bylaw No. 725

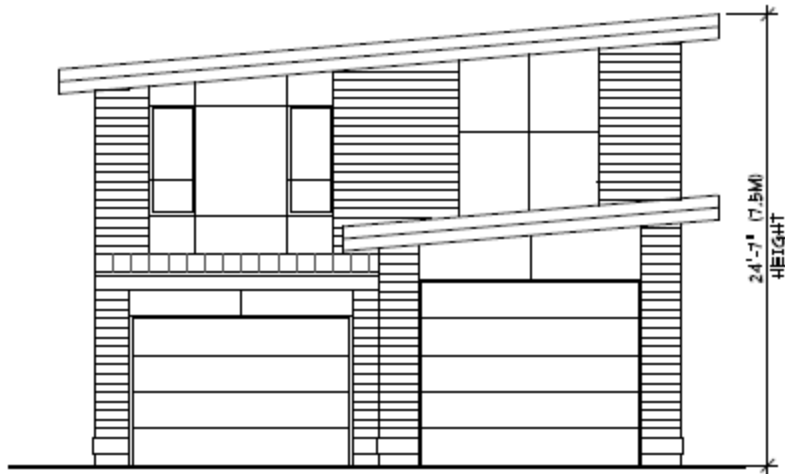


South Shuswap Zoning Bylaw No. 701

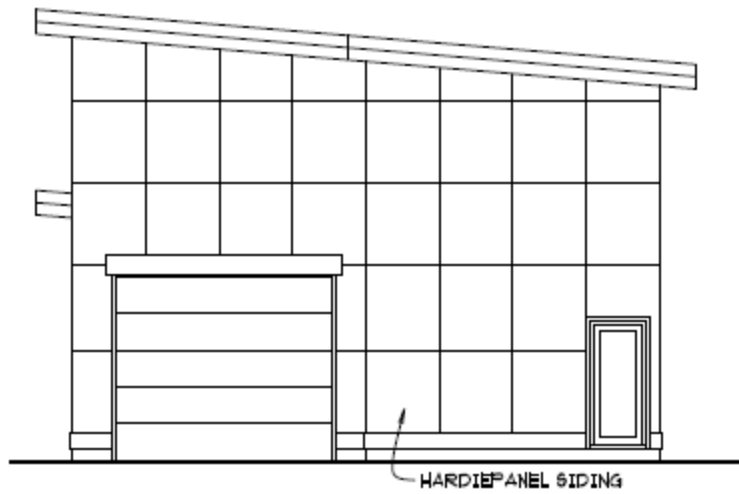


Site Plan





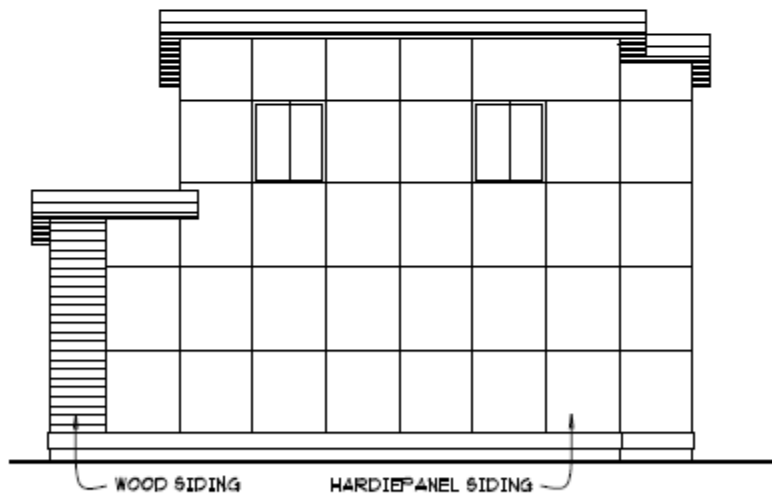
**WEST
ELEVATION**



**EAST
ELEVATION**



NORTH ELEVATION

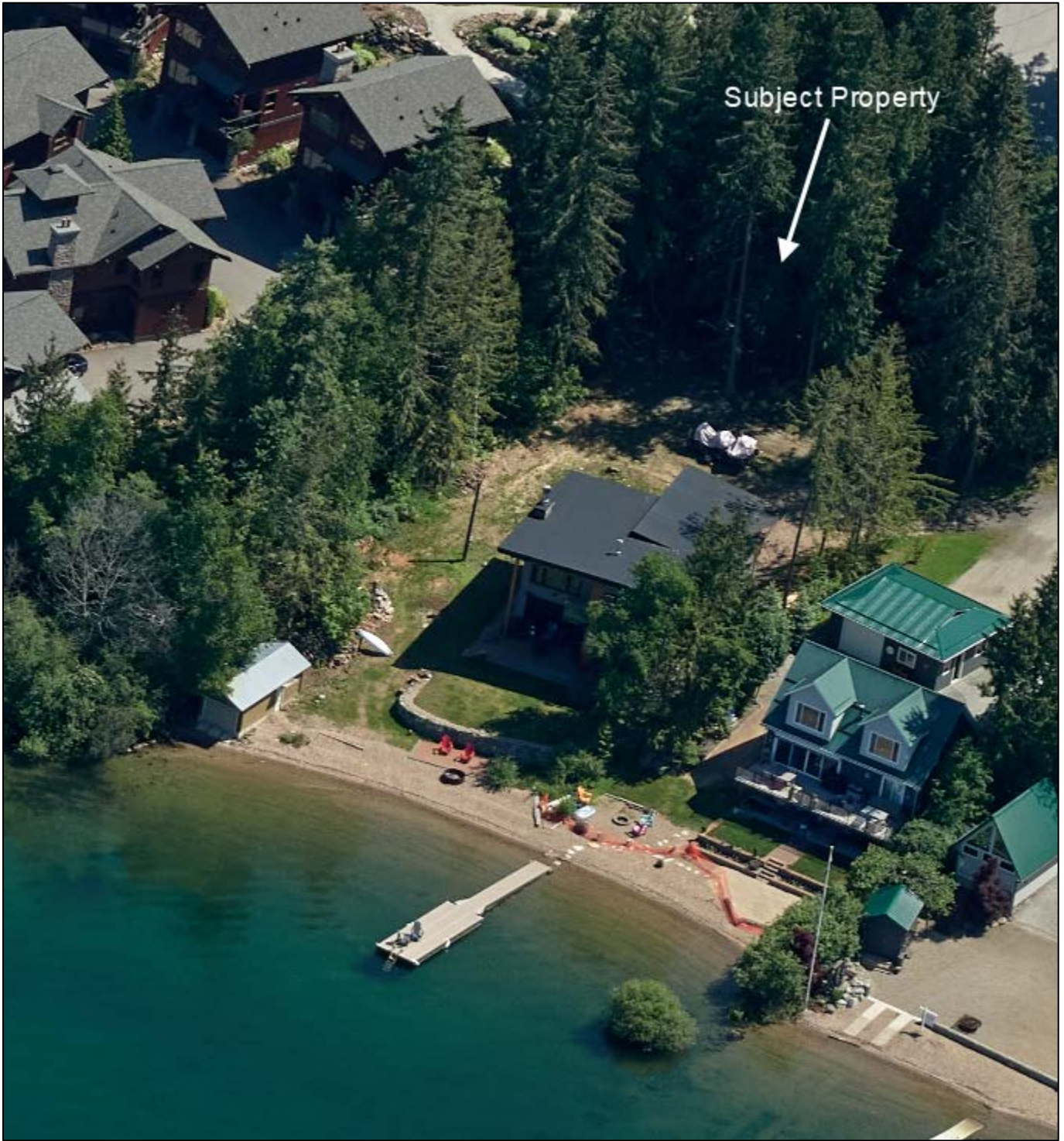


SOUTH ELEVATION

2023 Orthophoto



2023 Oblique Photo





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area D: Development Variance Permit No. 2500-23

DESCRIPTION: Report from Laura Gibson, Planner II, dated September 25, 2024.
4333 Colebank Road, Falkland

RECOMMENDATION: THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 2500-23 for the East ½ of the Northwest ¼ of Section 16 Township 17 Range 11 West of the 6th Meridian Kamloops Division Yale District Except Plans A322 and 29247, varying Salmon Valley Land Use Bylaw No. 2500 as follows:

- 1) Section 2.4.3 minimum siting of other buildings and structures or uses from the front parcel line from 10 m to 0 m, only for the east pumphouse (including eaves) and from 10 m to 2 m, only for the west pumphouse (including eaves),

be approved for issuance this 17th day of October 2024.

Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located at 4333 Colebank Road in Falkland in Electoral Area D and is zoned R – Rural in the Salmon Valley Land Use Bylaw No. 2500 (Bylaw No. 2500). The property owners are proposing to relocate two accessory buildings (pumphouses for irrigation wells) within the front parcel line setback. Bylaw No. 2500 requires a 10 m setback for buildings and structures from the front parcel line. The recently constructed accessory buildings are currently located in a FortisBC gas transmission line right-of-way and must be relocated. The property owners are seeking approval to relocate the pumphouses to 0 m and 2 m from the front parcel line (along Colebank Road).

BACKGROUND:

ELECTORAL AREA:
D

LEGAL DESCRIPTION:

The East ½ of the Northwest ¼ of Section 16 Township 17 Range 11 West of the 6th Meridian Kamloops Division Yale District Except Plans A322 and 29247

PID:

013-970-607

CIVIC ADDRESS:

4333 Colebank Road, Falkland

SURROUNDING LAND USE PATTERN:

North = Colebank Road, Canada Pacific Railway

South = Rural private property

East = Rural private property
West = Rural private property

CURRENT USE:

Agriculture (barn and three other accessory buildings, plus the two pumphouses)

PROPOSED USE:

Relocating two accessory buildings (pumphouses) within the front parcel line setback

PARCEL SIZE:

18.25 ha (50.36 ac)

DESIGNATION:

[Salmon Valley Land Use Bylaw No. 2500](#)

R – Rural

ZONE:

[Salmon Valley Land Use Bylaw No. 2500](#)

R – Rural

AGRICULTURAL LAND RESERVE:

100%

SITE COMMENTS:

The subject property is large and primarily flat. The southern third of the subject property is treed while the northern two thirds are cleared for hay crops. There is no dwelling on the property. There is a hay barn and three small accessory buildings in the trees. The wells and two associated pumphouses are for irrigation of the fields.

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

[Salmon Valley Land Use Bylaw No. 2500](#)

2.4 R – Rural

2.4.1 Permitted Uses

.1 agriculture

.14 accessory use

2.4.2 Regulations

.3 minimum siting of other buildings, structures, or uses from parcel lines:

* front and rear parcel lines: 10 metres

.6 maximum height for:

* accessory buildings: 10 metres

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:Background

The subject property owners use the property for agriculture (hay crops). There is no dwelling on the property, only a hay shed and three small accessory buildings (outbuildings), plus the two new accessory buildings (pumphouses for wells). The fields were previously irrigated by water from Salmon River, but the owners were finding that small fish would get stuck in the hoses and, with permission from the Province, decided to drill wells to source water for irrigation instead.

A FortisBC gas transmission line runs through the property on a slight angle, approximately 20 m south of the front parcel line on the west and approximately 13 m from the front parcel line on the east. The FortisBC right-of-way surrounding the gas transmission line is 60 ft wide, which is approximately 9 m north and south of the gas transmission line.

The two wells were drilled near the front parcel line. The west well was drilled outside of the right-of-way. However, the owners and well-driller, not realizing the gas transmission line and right-of-way runs on an angle and not parallel to Colebank Road, mistakenly drilled the east well inside the right-of-way. The pumphouse buildings that were constructed for the wells were also placed on the FortisBC right-of-way (see locations on attached "DVP2500-23_Maps_Plans_Photos.pdf"). FortisBC came across the pumphouse buildings and notified the property owners that the pumphouse buildings need to be relocated outside the right-of-way. FortisBC is has yet to confirm whether the well that is placed in the right-of-way can remain or needs to be relocated.

In the Salmon Valley Land Use Bylaw No. 2500, the required front parcel line setback is 10 m for accessory buildings in the R - Rural zone. The property owners are seeking a variance to the front parcel line setback from 10 m to 0 m for the east pumphouse and from 10 m to 2 m for the west pumphouse. The reason for the difference in distance is the angle of the FortisBC transmission line and associated right-of-way.

Analysis

The principal use on the subject property is agriculture (hay crops) and the pumphouse buildings are permitted accessory buildings. The property owners are applying for a Development Variance Permit (DVP) to reduce the front parcel line setback for the two pumphouse buildings because they are currently situated in a FortisBC gas transmission line right-of-way, which is not permitted by FortisBC. The buildings cannot be placed further south because they would be too far from the wells, which are drilled near the front parcel line (see "DVP2500-23_Maps_Plans_Photos.pdf"). The only other option would be to remove the pumphouse buildings from the subject property.

The subject property is located along a straight section of Colebank Road. There are access driveways to adjacent properties directly to the east and west of the subject property. The subject property's access is along the east parcel boundary. The west pumphouse is proposed to be situated approximately 30 m from the west parcel line and 2 m from the front parcel line, and the east pumphouse is proposed to be situated approximately 25 m from the east parcel line and 0 m from the front parcel line. Both buildings are 3.05 m (10 feet) in height, below the 10 m maximum height permitted in the Rural zone by Bylaw No. 2500. The buildings are 6 feet by 8 feet (4.45 m²).

Although not included in Bylaw No. 2500, other CSRD zoning bylaws include regulations for 'sight triangles', which is a term used by the Province in the Transportation Act to describe a triangular area on parcels that are at the corner of two intersecting public roads. The sight triangle is created by measuring 6 m along each parcel boundary from the corner at the road intersection and connecting

those points. No fences, plants or structures higher than 0.6 m should be placed in the sight triangle. If you were to apply the same principles to the nearby driveways off Colebank Road, the proposed buildings are well away from the sight triangle and therefore should not provide any obstruction to drivers.

There should be no negative impacts to nearby property owners as a result of the proposed variance given the proximity from the side parcel lines. The buildings will not interfere with neighbouring views. There should also be no adverse impact to the natural environment as there are no nearby watercourses or slopes.

Building Permit and BC Building Code

The subject property is in Electoral Area D which currently has no CSRD Building Regulation and Inspection. This means building permits were not required for the pumphouse buildings. BC Building Code still applies to the subject pumphouses. With regard to fire spatial separation setbacks for buildings, the distance is measured from the centre of the road, and the buildings are outside this required setback.

Ministry of Transportation

The property owners have been advised to apply for a setback permit from the Ministry of Transportation as the accessory buildings will be situated in the 4.5 m setback from the front parcel line required by the Ministry.

Rationale for Recommendation

The property owners have applied for a Development Variance Permit to vary the front parcel line setback for two accessory buildings (pumphouses), in order to relocate the buildings outside of an existing FortisBC right-of-way. The proposed variance is from 10 m to 0 m, only for the east pumphouse (including eaves) and from 10 m to 2 m, only for the west pumphouse (including eaves). Staff recommend approval of DVP2500-23 for the following reasons:

- The location of the accessory buildings (pumphouses) should not block sightlines from driveways for adjacent properties; and,
- There should be no negative impact to nearby property owners as a result of the proposed variance.

IMPLEMENTATION:

If DVP2500-23 is approved, staff will prepare a notice to be sent to the Land Title and Survey Authority for registration on title.

COMMUNICATIONS:

Notices of the proposed variance were sent out to property owners and tenants in occupation of properties within 100 m of the subject property. No written submissions have been received as of the date of this report. Any written submissions received before the submission deadline (October 15, 2024, at 4 PM) will be included and attached to the Late Agenda Board package.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

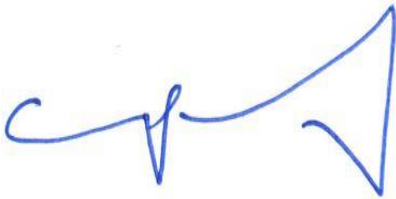
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_DS_DVP2500-23.docx
Attachments:	- DVP2500-23_Redacted.pdf - DVP2500-23_Maps_Plans_Photos.pdf
Final Approval Date:	Oct 8, 2024

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



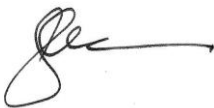
Corey Paiement

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

Gerald Christie



Jennifer Sham



John MacLean



DEVELOPMENT VARIANCE PERMIT NO. 2500-23

OWNERS:

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

As joint tenants

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

2. This Permit applies only to the lands described below:

The East ½ of the Northwest ¼ of Section 16 Township 17 Range 11 West of the 6th Meridian Kamloops Division Yale District Except Plans A322 and 29247 (PID: 013-970-607), which property is more particularly shown outlined in bold on the Location Map attached hereto as Schedule A.

3. The Salmon Valley Land Use Bylaw No. 2500 is hereby varied as follows:

- a. Section 2.4.3 minimum siting of other buildings and structures or uses from the front parcel line from 10 m to 0 m, only for the east pumphouse (including eaves) and from 10 m to 2 m, only for the west pumphouse (including eaves), as more particularly shown on the site plans attached hereto as Schedule B and photo attached hereto as Schedule C.

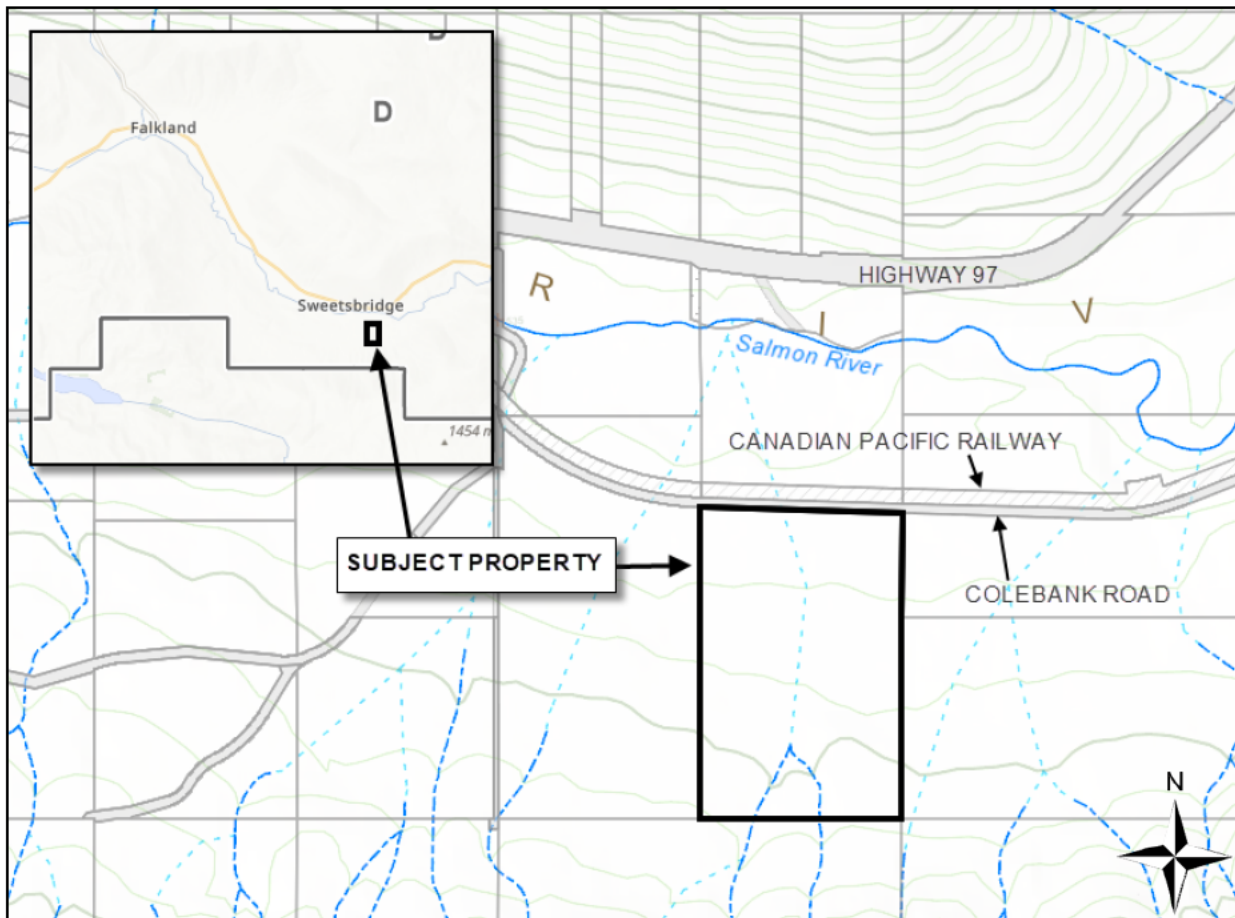
3. This Permit is NOT a building permit.

AUTHORIZED AND ISSUED BY RESOLUTION of the Columbia Shuswap Regional District Board on the _____ day of _____, 2024.

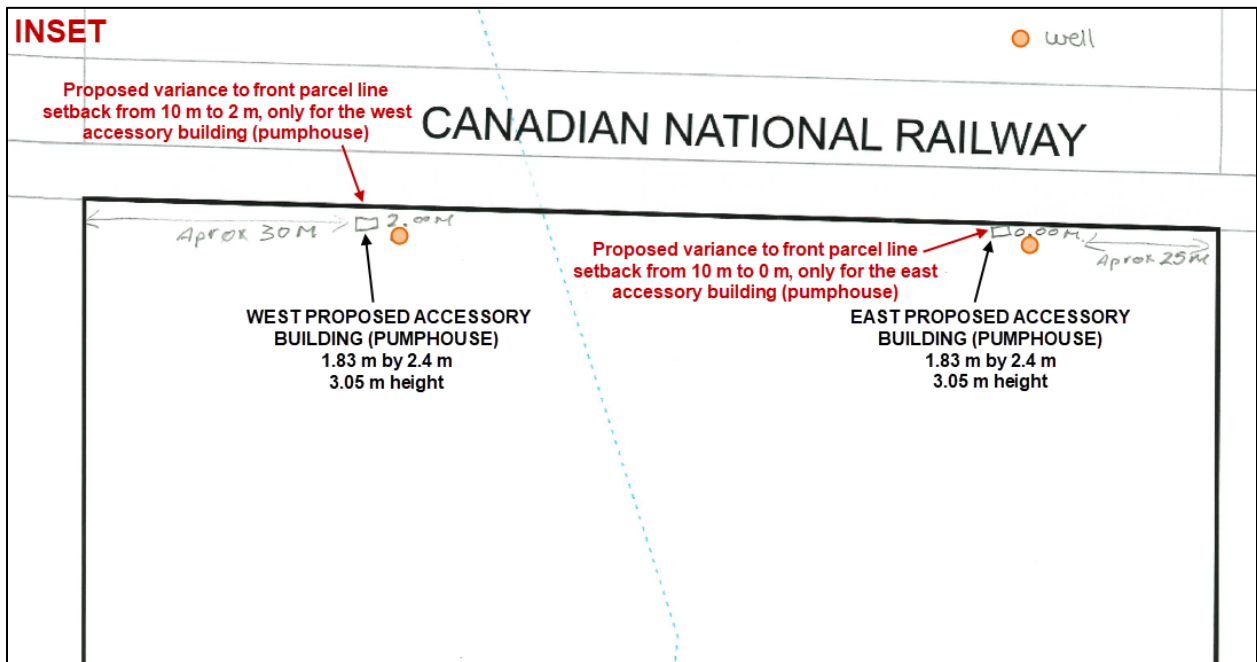
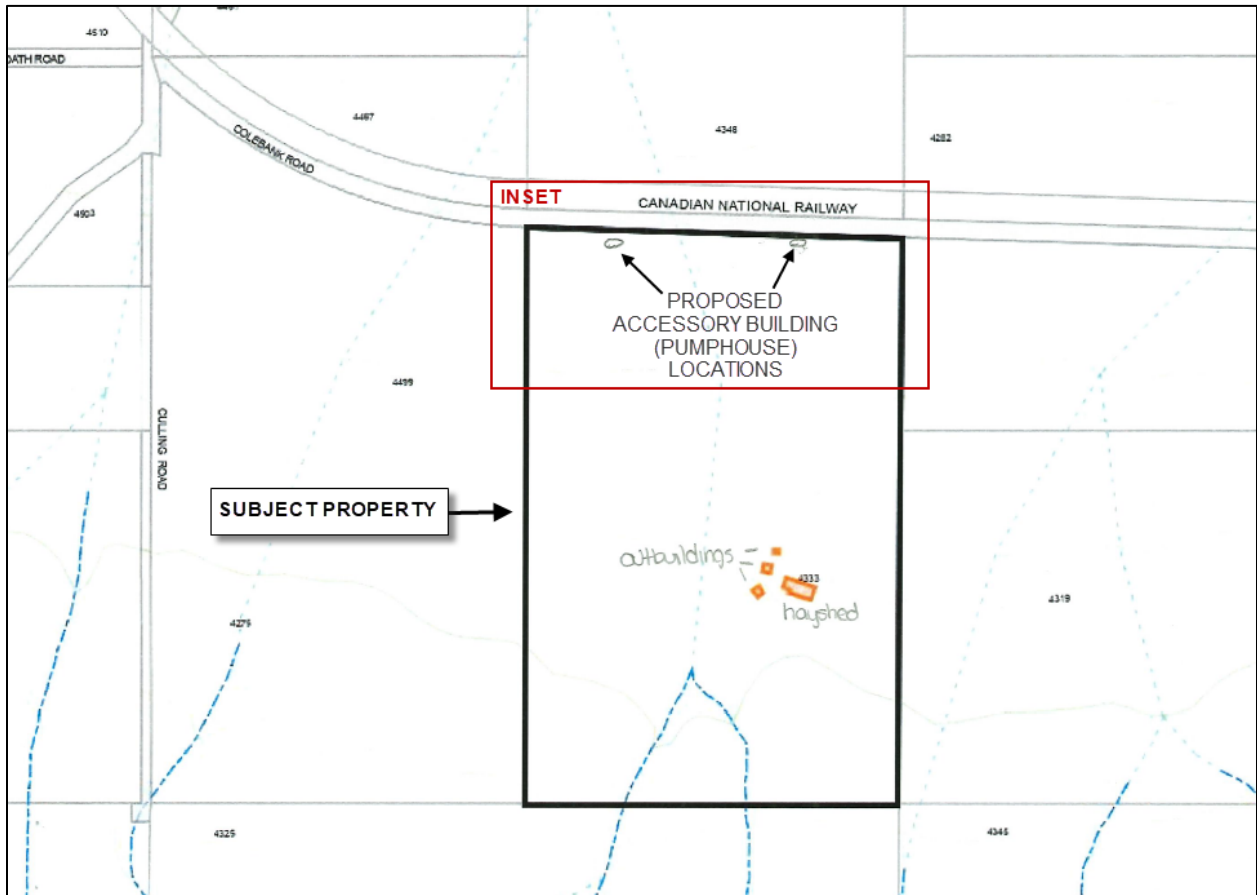
CORPORATE OFFICER

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

Schedule A Location Map



Schedule B Site Plan

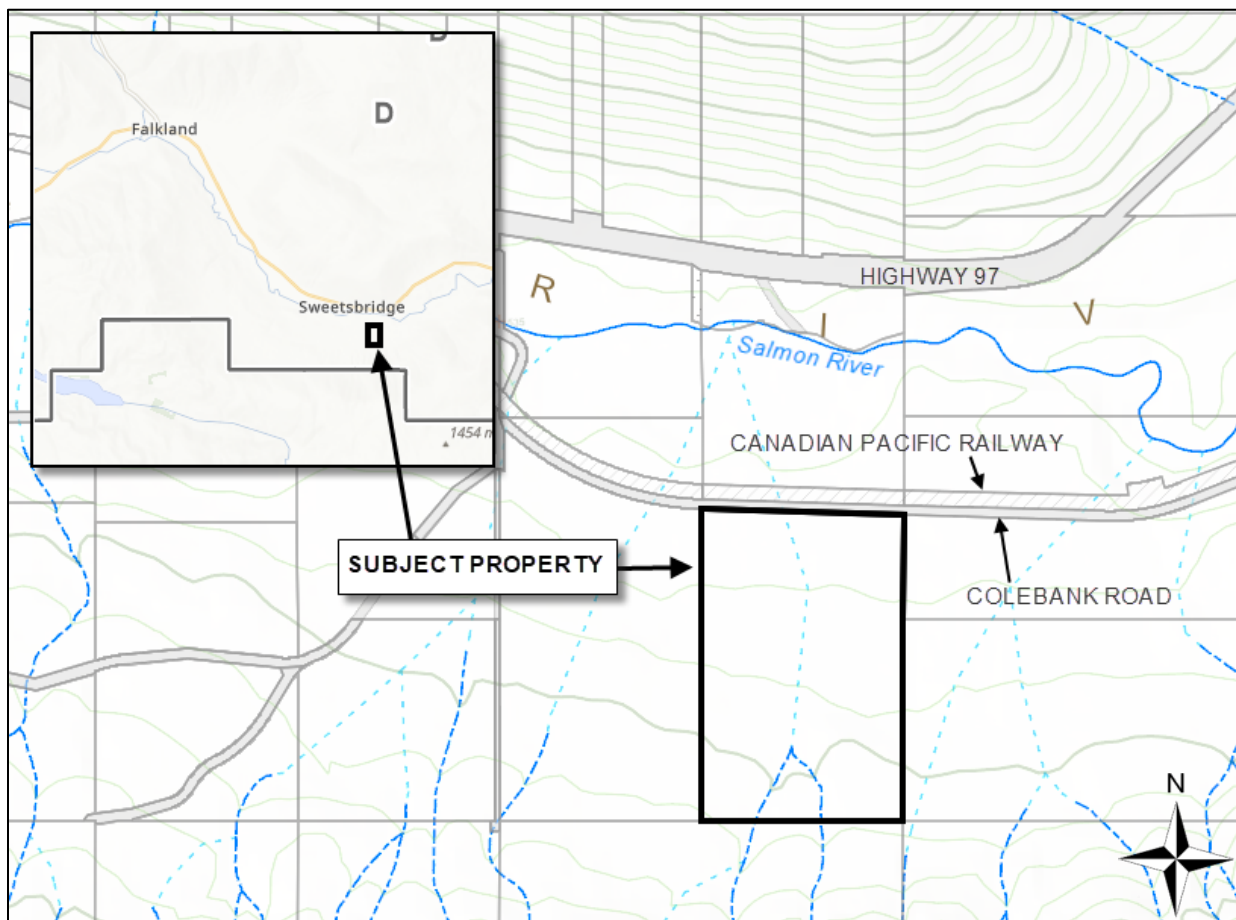


Schedule C

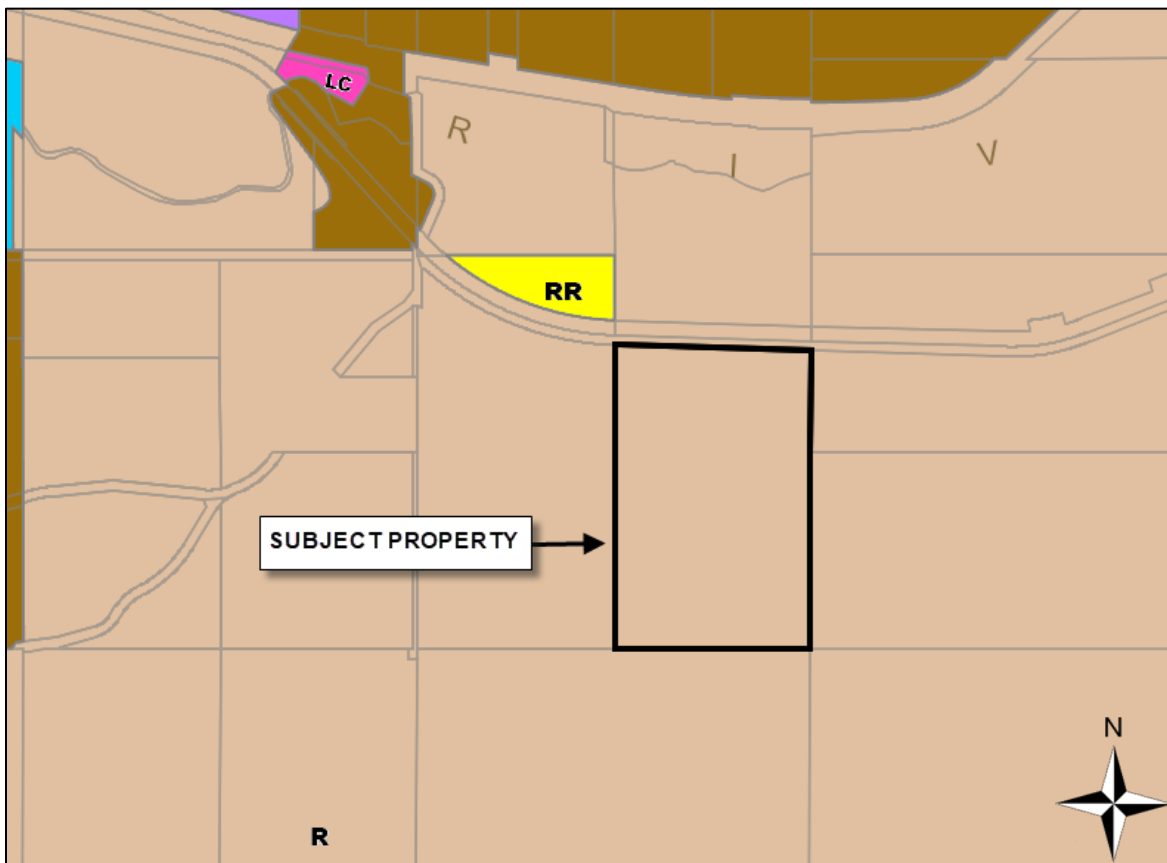
Photo of pumphouse building



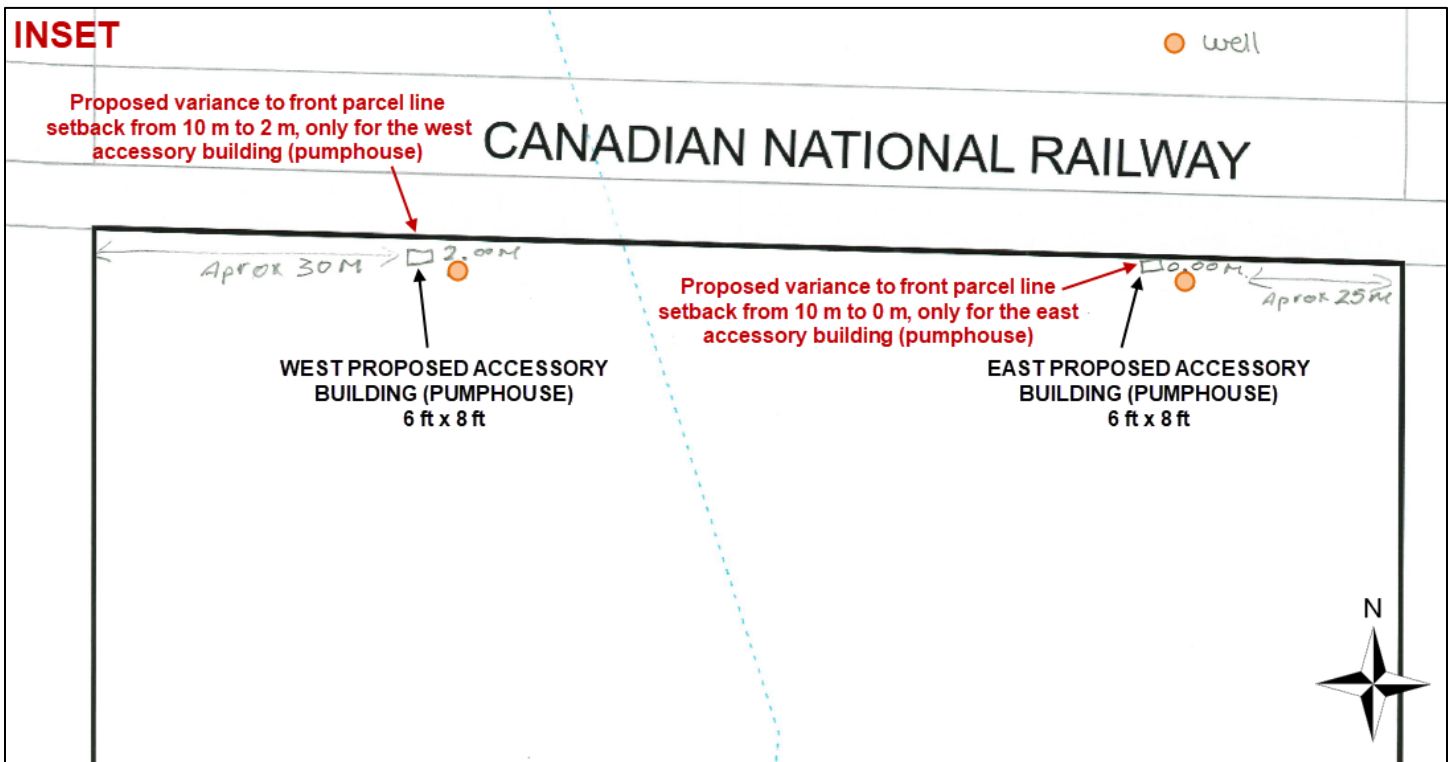
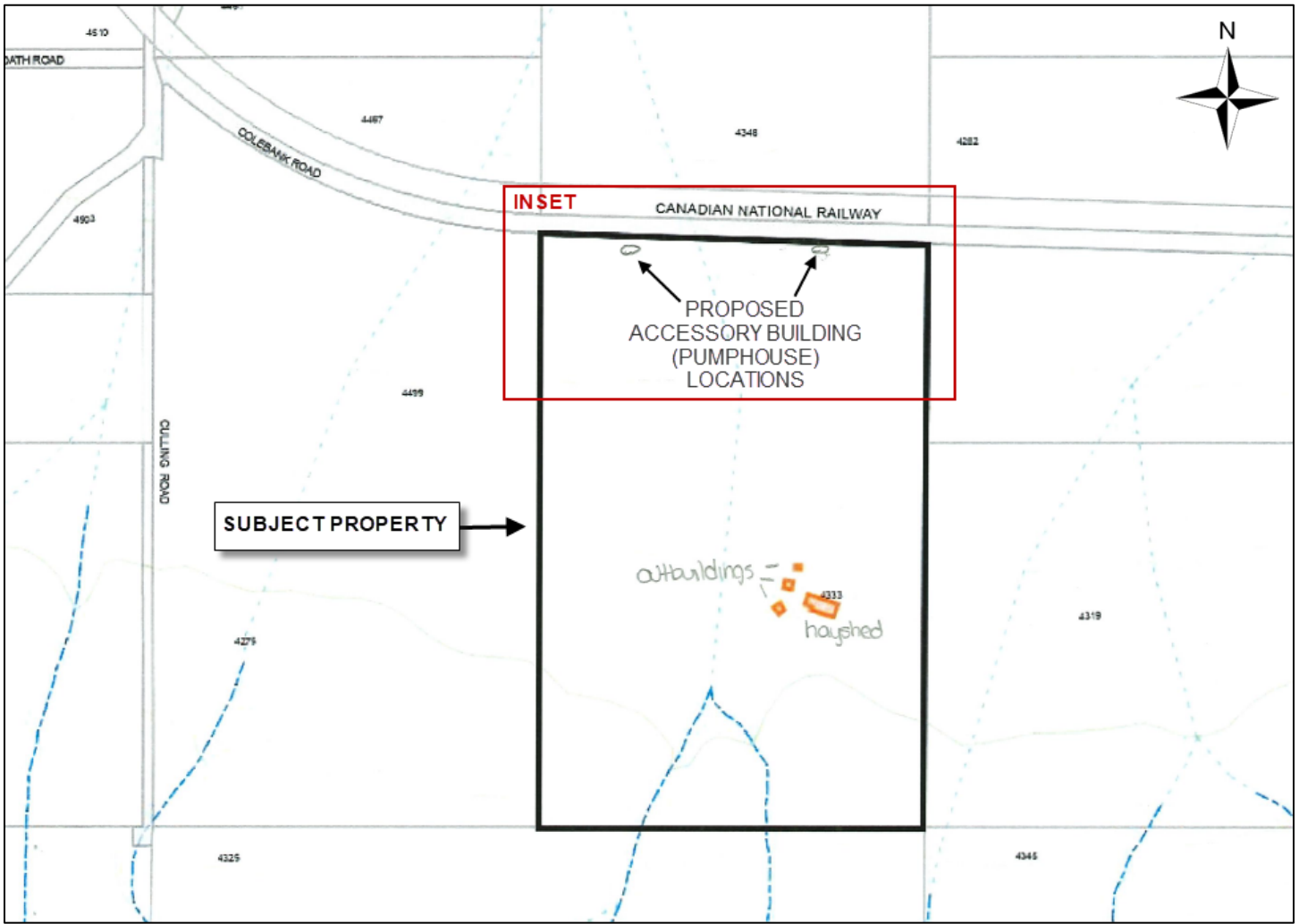
Location



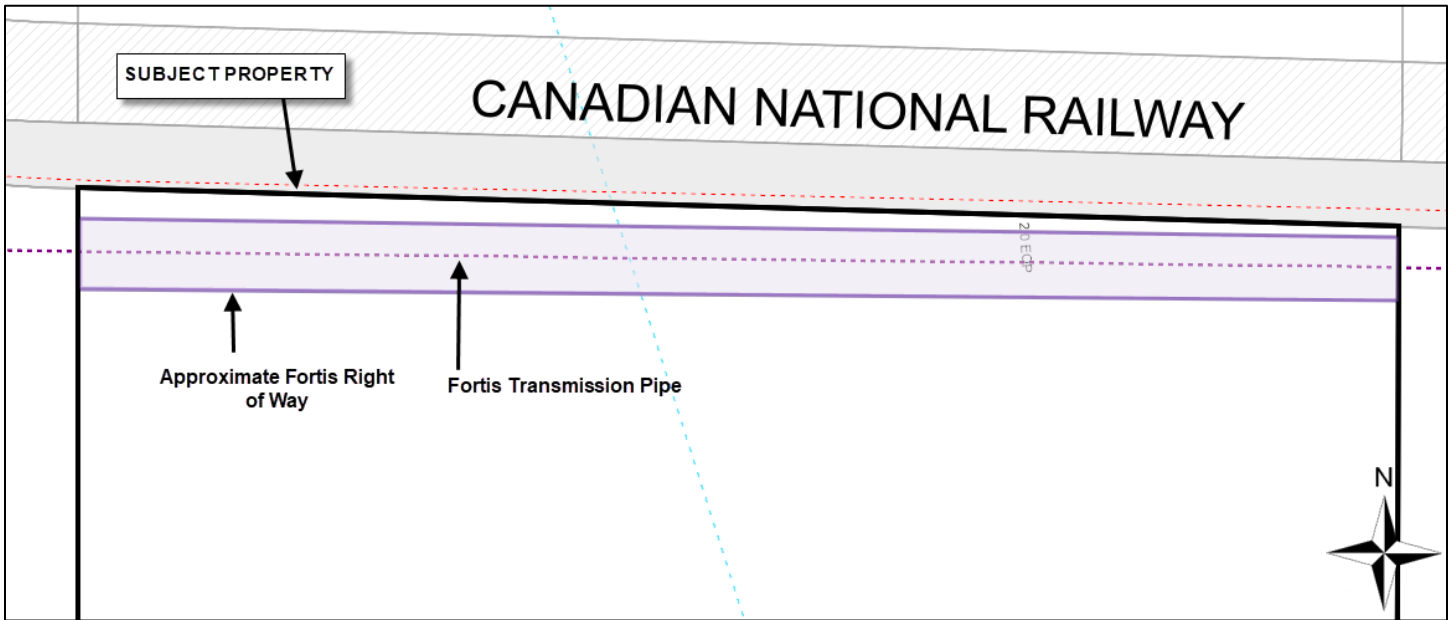
Salmon Valley Land Use Bylaw No. 2500



Site Plan



Fortis Gas Right of Way



2023 Orthophotos





Photo from Applicant of Accessory Building (Pumphouse)





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area F: Temporary Use Permit No. 830-13

DESCRIPTION: Report from Laura Gibson, Planner II, dated September 25, 2024.
7630 Hudson Road, Anglemont

RECOMMENDATION: THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-13 for Lot 57 Section 22 Township 23 Range 9 West of the 6th Meridian Kamloops Division Yale District Plan 19710 be approved for issuance this 17th day of October, 2024 for the temporary use of a recreational vehicle for seasonal accommodation (March 1 to October 31) for the property owners during construction of the single detached dwelling,

AND THAT: issuance be withheld until the owners have provided financial security in the amount of \$5000 in the form of a bank draft, certified cheque, or irrevocable letter of credit, compelling the owners to remove the recreational vehicle if the single detached dwelling has not been granted occupancy by the CSR D Building Official by the date the TUP expires.

Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located at 7630 Hudson Road in Anglemont in Electoral Area F. The property owners are in the process of building a single detached dwelling on the subject property. The owners are seeking approval of a Temporary Use Permit to allow seasonal accommodation (March 1 to October 31) for the property owners in a recreational vehicle (RV) on the subject property while they build. Anglemont Zoning Bylaw No. 650 only permits use of an RV as part of a campsite in conjunction with a single detached dwelling constructed on the property. If approved, the Temporary Use Permit will allow the RV property owners to use the RV from March 1 to October 31 for 2024 and 2025. A financial security of \$5000 is recommended by staff as a condition of issuance of the TUP, to help ensure the RV is removed from the property if the construction of the single detached dwelling is not completed by the date this TUP expires (October 31, 2025).

BACKGROUND:

ELECTORAL AREA:
F

LEGAL DESCRIPTION:

Lot 57 Section 22 Township 23 Range 9 West of the 6th Meridian Kamloops Division Yale District Plan 19710

PID:

006-241-999

CIVIC ADDRESS:

7630 Hudson Road, Anglemont

SURROUNDING LAND USE PATTERN:

North = Hudson Road

South = Vacant rural

East = Vacant residential

West = Residential (single detached dwelling)

CURRENT USE:

Single detached dwelling under construction. RV use which is not compliant with Anglemont Zoning Bylaw No. 650.

PROPOSED USE:

Property owners are seeking approval to use an RV for seasonal accommodation while building the single detached dwelling

PARCEL SIZE:

0.18 ha (0.43 ac)

DESIGNATION:

[Electoral Area F Official Community Plan Bylaw No. 830](#)

SSA - Secondary Settlement Area

ZONE:

[Anglemont Zoning Bylaw No. 650](#)

RS-1 Residential

AGRICULTURAL LAND RESERVE:

0%

SITE COMMENTS:

The subject property is cleared in the centre where the single detached dwelling is under construction and is treed around the east, west and south property lines. The RV is located on a terraced area of the property between the road and the location of the single detached dwelling.

BYLAW ENFORCEMENT:

Yes, this application stems from a bylaw contravention for use of an RV without an existing single detached dwelling, which does not comply with Anglemont Zoning Bylaw No. 650 (Bylaw No 650).

Bylaw enforcement began in June 2021 for the unpermitted camping (RV) use on the subject property. The TUP application was not made by the property owners until February 22, 2022. The delay in bringing the TUP application to the Board was primarily due to a lack of initiative from the property owners, as well as a period of time where the property owners requested the application be put on hold as construction was delayed. On July 5, 2024, Bylaw Enforcement staff issued a fine to the property owners following an investigation that concluded the owners were still camping on the subject property in contravention of Bylaw No. 650. The owners paid the fine and satisfied the outstanding information

required for the application by August 11, 2024. This was not enough time to prepare and post the required Notice of Application sign on the property 30 days before the September 12, 2024, Board meeting, which is why the application is now on the Board agenda for the October 17, 2024, Board meeting.

On September 13, 2024, the property owners contacted Bylaw Enforcement (BE) staff to discuss the rationale for the TUP permit since their single detached dwelling is almost complete and ask what the implications will be should they continue to use the property contrary to zoning without a TUP. Once BE staff explained the subject property's historical non-compliance, enforcement process and implications of continued non-compliance, the owners agree to proceed with the TUP application despite expressing they feel it is unnecessary but want to move forward so they can (eventually) enjoy their new home.

POLICY:

Anglemont Zoning Bylaw No. 650

Part 1 - Definitions

CAMPING is the use of a recreational vehicle or camping tent for temporary accommodations.

CAMPING UNIT is one recreational vehicle, or one camping tent.

CAMPSITE is a use of land for a camping unit, for temporary, rent free accommodation on a non-commercial basis.

SINGLE DETACHED DWELLING means a detached building containing only one (1) principal dwelling unit and, where permitted by this Bylaw, one (1) secondary dwelling unit. For the purposes of this Bylaw, a manufactured home is considered a single detached dwelling

Part 3 - General Regulations

3.0 Uses Permitted in Each Zone

(c) issuance of a Temporary Use Permit to authorize the construction or conditional occupancy of a second dwelling unit, or seasonal recreational vehicle use, on a parcel.

3.13 Campsite

.1 The maximum area of a campsite is 45 m² (484.38 sq. ft.);

.2 A campsite must be located on the same parcel as a single detached dwelling and that single detached dwelling must be the principal use on the parcel; and

.3 Where a campsite is permitted, a maximum of one campsite is permitted on a parcel.

Part 5 – Zones

5.6 Residential

.1 Permitted Uses

- (a) Single detached dwelling
- (b) Campsite
- (c) Secondary dwelling unit
- (d) Home business
- (e) Place of religious worship
- (f) Limited agriculture
- (g) Accessory use

FINANCIAL:

Security payment in the amount of \$5000 will be required to be paid to the CSRD prior to issuance of this TUP. The payment may be in the form of a bank draft, cheque, or irrevocable letter of credit.

This application is a result of CSRD Bylaw Enforcement action. Future Bylaw Enforcement involvement will be required if there is future non-compliance with the issued Temporary Use Permit or after it expires.

KEY ISSUES/CONCEPTS:Background

The property owners have been camping in a recreational vehicle (RV) on the subject property while they build their single detached dwelling. Anglemont Zoning Bylaw No. 650 (Bylaw No. 650) only allows an RV to be used as part of a campsite when there is a single detached dwelling as a principal use on a parcel. An RV is not permitted while a single detached dwelling is under construction. As a result of action from bylaw enforcement staff, the owners have applied for a Temporary Use Permit to seek approval to seasonally occupy the RV while they complete building the single detached dwelling. When the single detached dwelling is complete (meaning it has been granted occupancy from a CSRD Building Official) the use of the RV will be permitted by Bylaw No. 650.

In June 2022, the CSRD updated the Development Services Procedures Bylaw No. 4001-2 to include an option to delegate specific Temporary Use Permits to the General Manager of Development Services. See item 9.1 on the [June 16, 2022, Board agenda](#). Temporary Use Permits may be considered and renewed by the General Manager to authorize the construction or conditional occupancy of a second dwelling unit, or seasonal recreational vehicle use:

- Whereby the second dwelling unit or recreational vehicle is serviced by an approved sewer system and potable water source; and,
- Where the second dwelling or recreational vehicle is utilized for the purposes of the landowner's accommodation during the construction of a principal dwelling.

This TUP application is being brought to the Board because of the bylaw enforcement history.

Analysis

RVs do not comply with the BC Building Code housing standards, which are in place to protect health and safety. For example, RVs do not meet code requirements for required insulation, ventilation, heating, and snow loads. Therefore, if approved, the TUP will permit only seasonal use of the RV, specifically from March 1 to October 31. The owners are aware that they are not permitted to occupy the RV between November 1 and April 30.

It is proposed that this TUP expire on October 31, 2025, as the owners have confirmed that they anticipate construction of the single detached dwelling to be complete this fall (2024). Establishing an expiry of October 31, 2025, will accommodate potential unforeseen circumstances that may delay completion of the single detached dwelling. If the owners require an extension of the TUP beyond October 31, 2025, they have the option to apply to renew the TUP. The issuance of a renewal is delegated to the General Manager of Development Services.

The general regulations in Bylaw No. 650 permit a campsite to be up to 45 m². A campsite is use of land for a camping unit (RV or tent) for temporary, rent free accommodation on a non-commercial basis. The RV, including its awning area, is approximately 43 m² in area.

The subject property is serviced by the Anglemont Waterworks System and a Type 1 onsite septic system. The RV is connected to the existing septic system. The single detached dwelling under construction is connected to the Anglemont Waterworks System and the RV is connected by a hose to the single detached dwelling.

A financial security of \$5000 is recommended by staff as a condition of issuance of the TUP, to help ensure the RV is removed from the property if the construction of the single detached dwelling is not completed by the date this TUP expires (October 31, 2025). Completion of the single detached dwelling means that a CSRD building official has granted occupancy of the building. The financial security amount is consistent with other TUPs that have been issued for use of an RV during construction of a single detached dwelling.

The subject property is bordered by trees to the east and west and is sloped down from the road. There should be little impact to adjacent property owners as a result of the RV being seasonally occupied by the property owners.

Rationale for Recommendation

The applicant has made an application for a Temporary Use Permit (TUP) to seek approval for the temporary use of a recreational vehicle for seasonal accommodation (March 1 to October 31) for the property owners during construction of the single detached dwelling. If approved, the TUP will allow the property owners to occupy the RV from March 1 to October 31 during construction of the single detached dwelling on the property. It is recommended the TUP expire October 31, 2025. This application was made as a result of bylaw enforcement. Staff are recommending the Board approve TUP830-13 for the following reasons:

- The property owners have a building permit issued for the single detached dwelling and are actively building;
- The subject property is connected to the Anglemont Water System and the RV is connected to an existing septic system;
- The financial security will help ensure that the campsite use is discontinued (the RV is removed) if the single detached dwelling is not completed as proposed; and,
- It is not expected that the use of the RV on the property will have significant negative impacts to the neighbouring properties.

IMPLEMENTATION:

If the Board authorizes the issuance of TUP830-13, the property owners will be notified of the Board's decision and, upon receipt of the financial security, the TUP will be issued.

COMMUNICATIONS:

Neighbouring property owners will have become aware of the proposal when the applicant posted a notice of development sign on the subject property for the TUP and when required CSRD notification letters were received by property owners within 100 m of the subject property. An advertisement will be placed in the October 3 and 10 editions of the Shuswap Market News regarding the TUP application. Copies of any written submissions received by the deadline of 4 PM on Tuesday, October 15, 2024, will be provided to the Board on the revised agenda.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

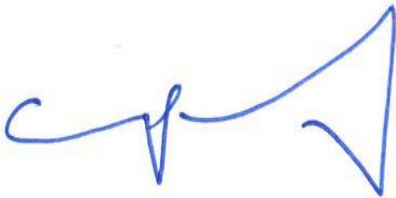
BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_DS_TUP830-13.docx
Attachments:	- TUP830-13_Redacted.pdf - TUP830-13_Maps_Plans_Photos.pdf
Final Approval Date:	Oct 8, 2024

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



Corey Paiement

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

Gerald Christie



Jennifer Sham



John MacLean



TEMPORARY USE PERMIT NO. 830-13

Registered Owner:

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

As joint tenants

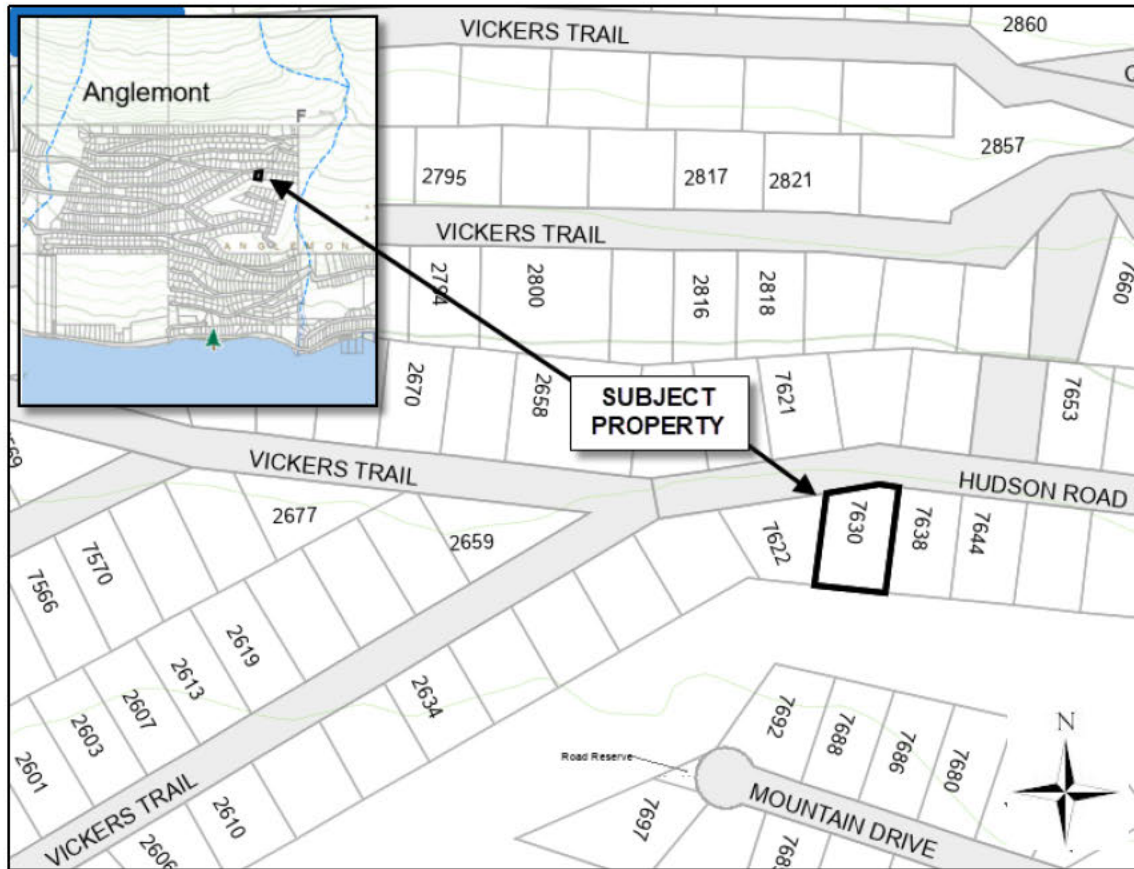
1. This Temporary Use Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described as Lot 57 Section 22 Township 23 Range 9 West of the 6th Meridian Kamloops Division Yale District Plan 19710 (PID: 006-241-999), which property is more particularly shown on the Location Map attached hereto as Schedule A.
3. The owner has applied for a Temporary Use Permit for the temporary use of a recreational vehicle for seasonal accommodation (March 1 to October 31) for the property owners during construction of the single detached dwelling, as 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. Despite the General Regulations in the Anglemont Zoning Bylaw No. 650, Section 3.13.2, which states that a campsite must be located on the same parcel as a single detached dwelling and that the single detached dwelling must be the principal use on the parcel, the subject property may be used for a campsite while the single detached dwelling is being constructed, subject to compliance with the following conditions:

- a) The campsite is limited to one recreational vehicle (RV);
 - b) The RV is only used seasonally, between March 1 and October 31;
 - c) The RV must be connected to an on-site sewerage system authorized by Interior Health Authority;
 - d) The RV must only be used by the owners of the subject property and must not be rented to others, including as short term rental (vacation rental),
 - e) The RV use must discontinue (must not be used for accommodation) if the single detached dwelling has not been granted final occupancy by October 31, 2025.
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, until October 31, 2025, only. This permit may be extended only up to 3 years in duration, upon application and subsequent approval by the CSRD Board of Directors or General Manager of Development Services.

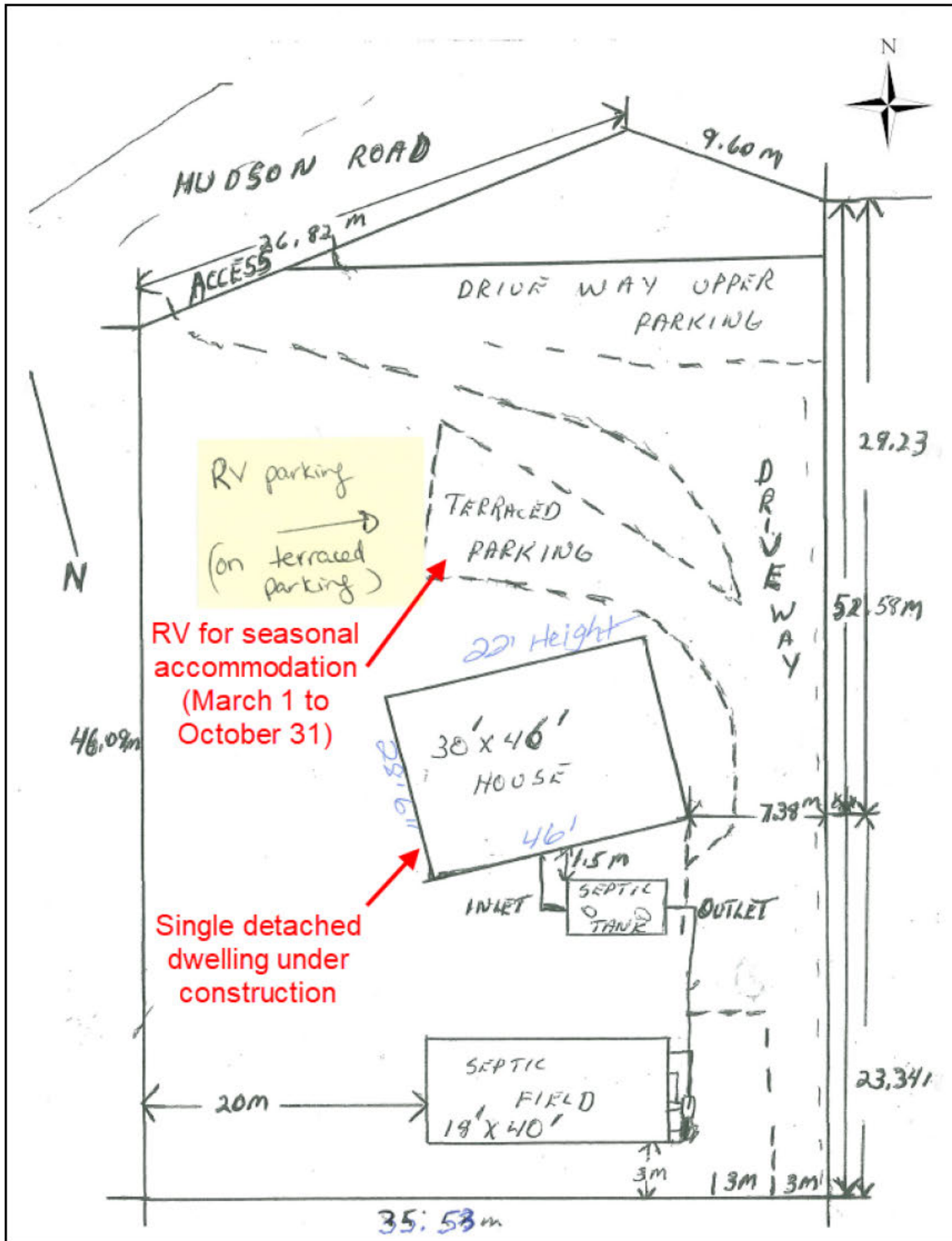
AUTHORIZED FOR ISSUANCE by resolution of the Columbia Shuswap Regional District Board on the _____ day of _____, 2024,
and ISSUED on the ____ day of _____, 2024.

CORPORATE OFFICER

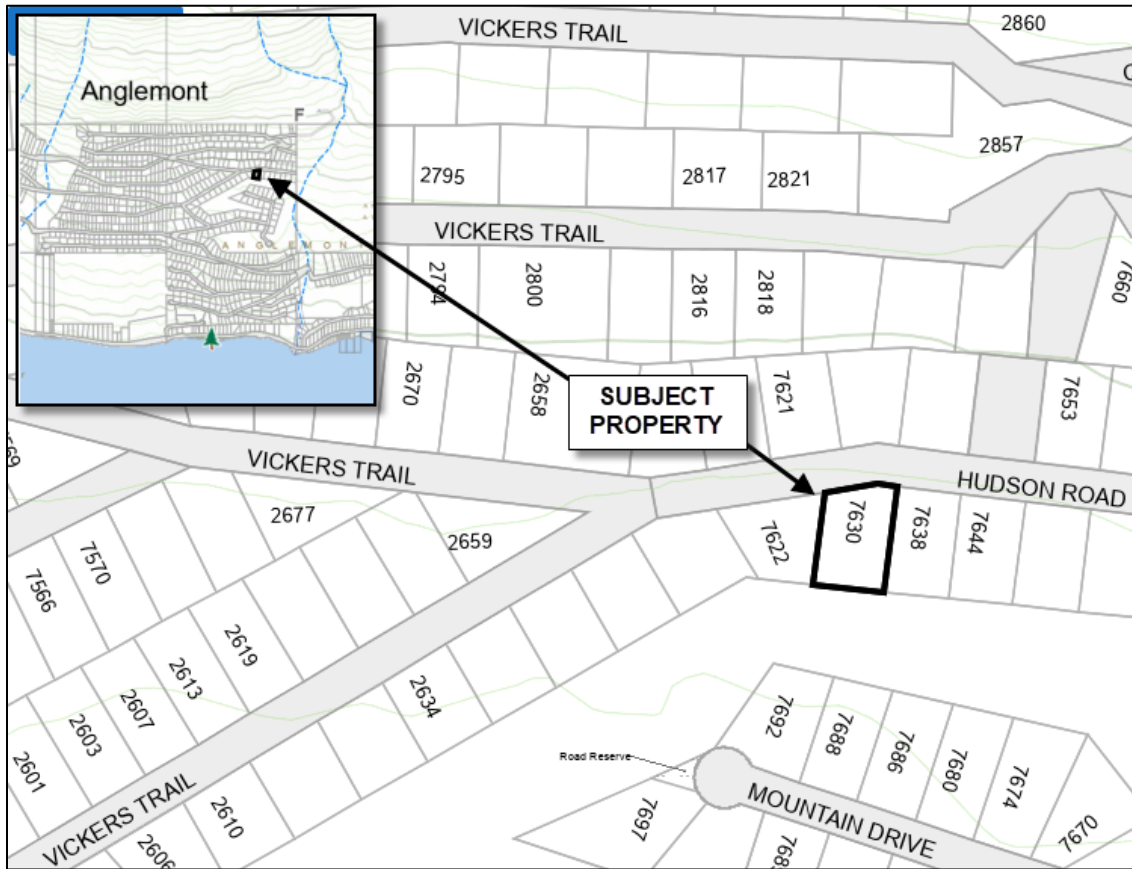
Schedule A Location Map



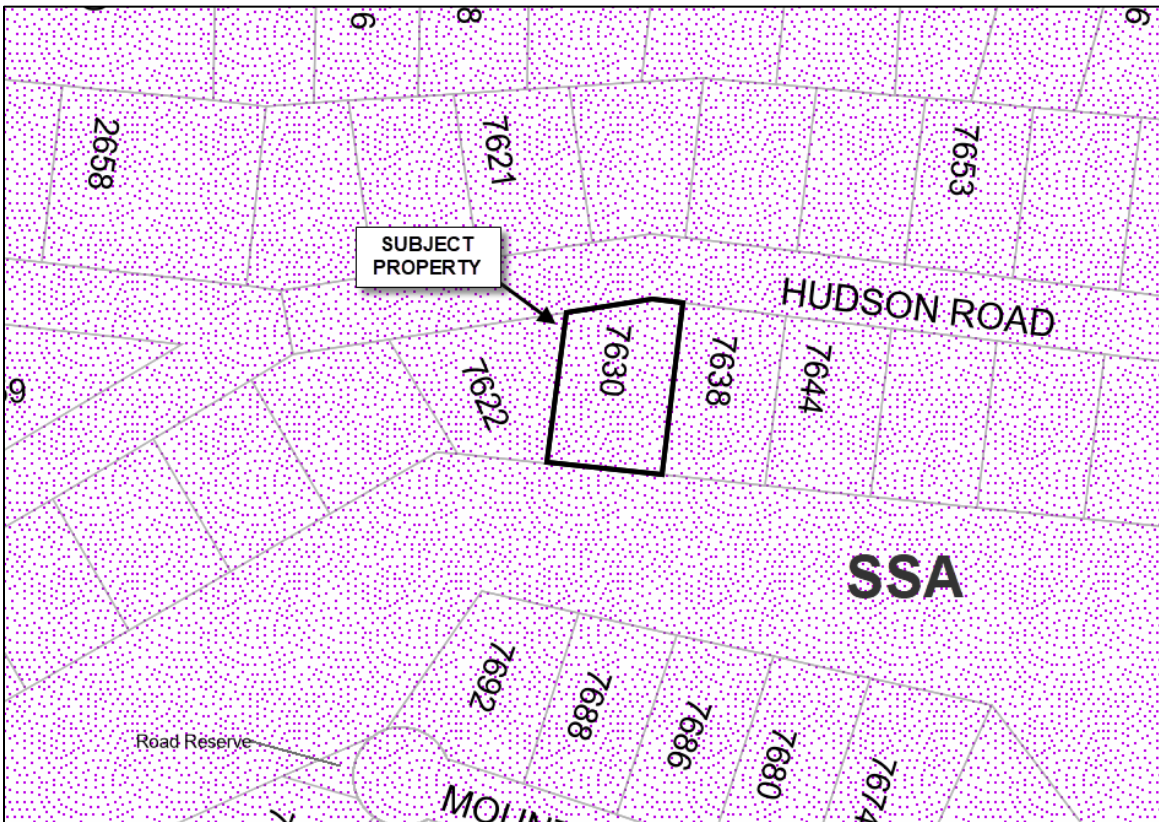
Schedule B
Site Plan



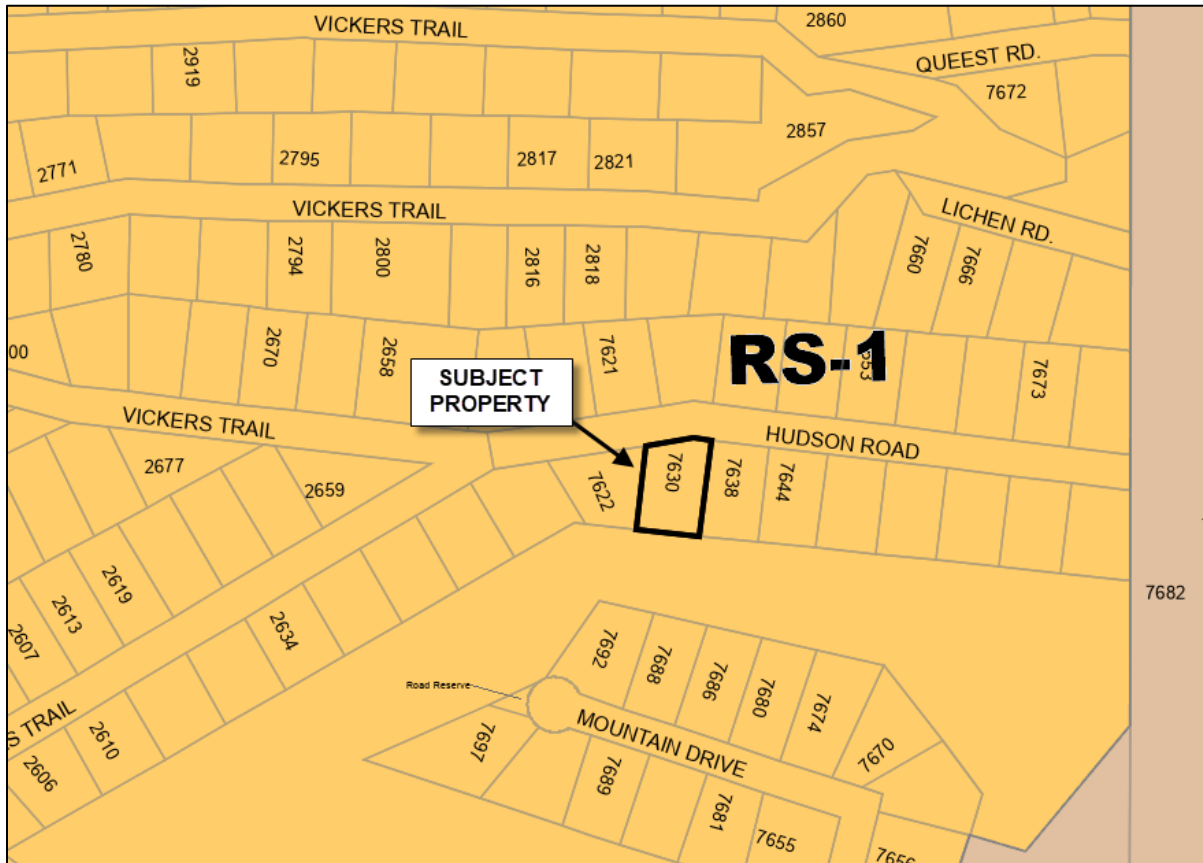
Location



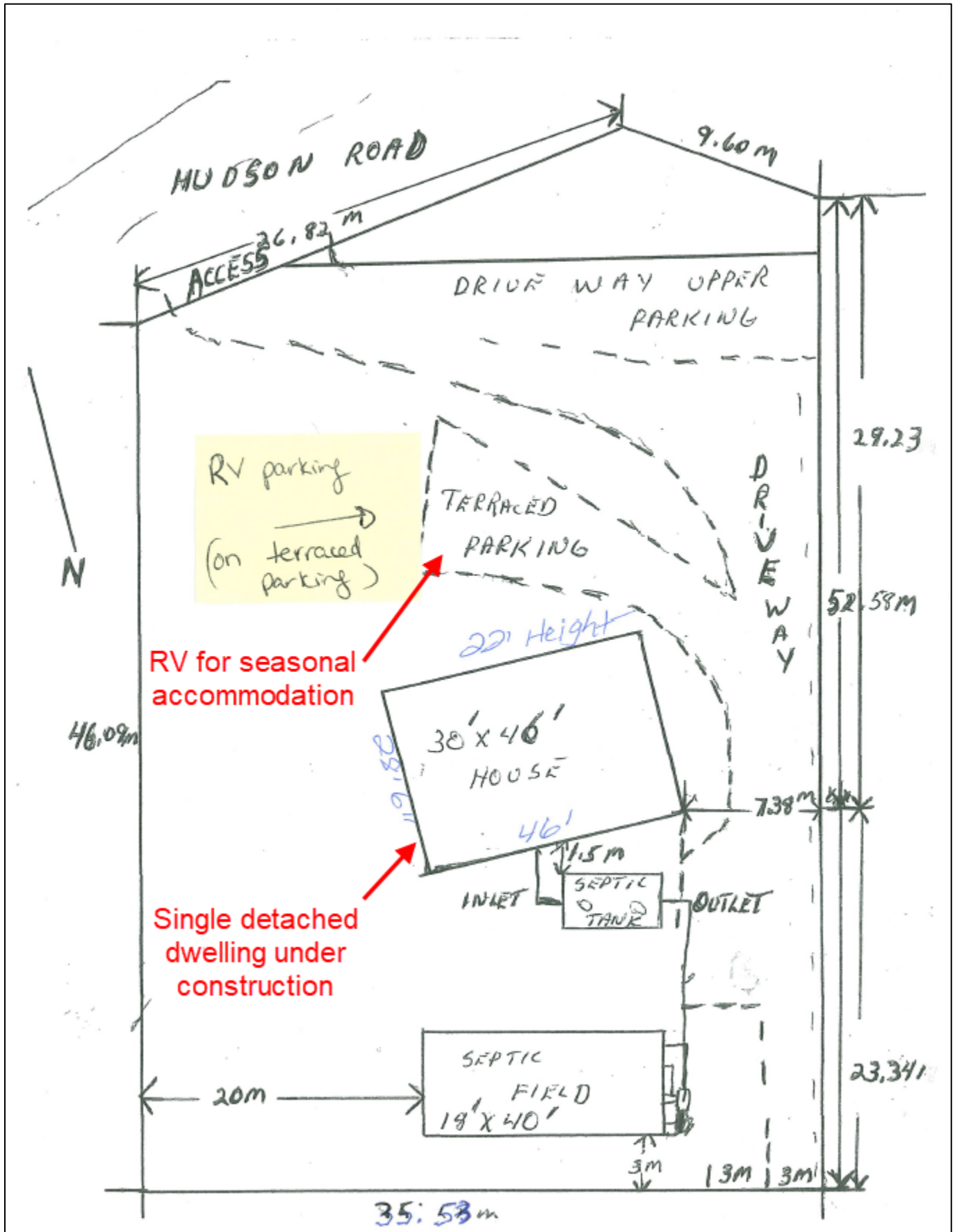
Electoral Area F Official Community Plan Bylaw No. 830



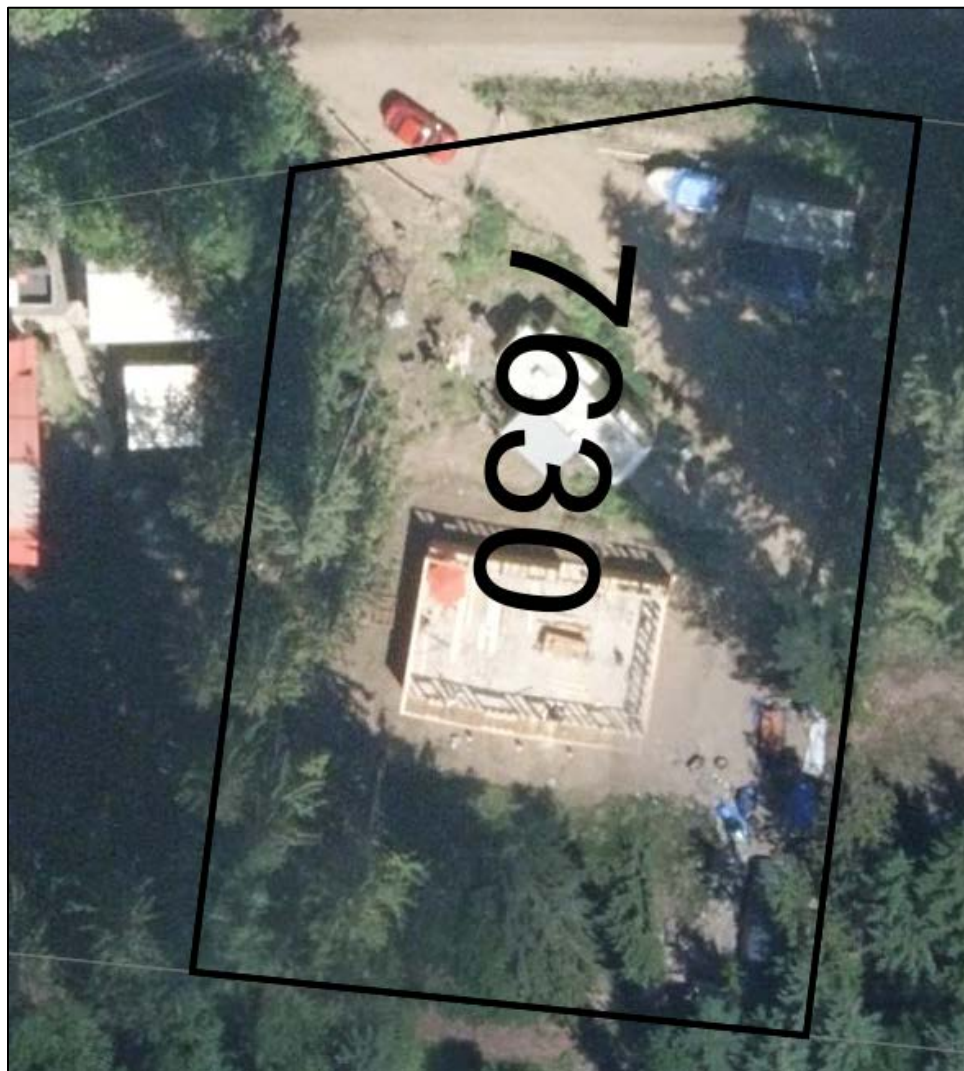
Anglemont Zoning Bylaw No. 650



Site Plan



2023 Orthophotos







BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area D: Ranchoero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08 and Ranchoero/Deep Creek Zoning Amendment Bylaw No. 751-09
- DESCRIPTION:** Report from Christine LeFloch, Planner III, dated October 2, 2024. 7601 Highway 97B, Ranchoero.
- RECOMMENDATION #1:** THAT: "Ranchoero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08" be read a first time, this 17th day of October, 2024.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #2:** THAT: "Ranchoero/Deep Creek Zoning Amendment Bylaw No. 751-09" be read a first time, this 17th day of October, 2024.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #3:** THAT: the Board utilize the complex consultation process for "Ranchoero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08" and "Ranchoero/Deep Creek Zoning Amendment Bylaw No. 751-09" and the bylaws be referred to the following agencies and First Nations:
- CSR D Financial Services;
 - CSR D Community and Protective Services;
 - CSR D Environmental and Utility Services;
 - Regional District North Okanagan;
 - Interior Health Authority;
 - Ministry of Transportation & Infrastructure;
 - Agricultural Land Commission;
 - Ministry of Forests – Archaeology Branch;
 - All applicable First Nations and Bands.
- Stakeholder Vote Unweighted (LGA Part 14) Majority*

SUMMARY:

The applicant is proposing to redesignate the portion of the subject property that is outside of the ALR from Agriculture to Rural Residential and rezone the same portion of the property from AG1 Agriculture 1 to RR1 Rural Residential 1 to facilitate future subdivision which could create up to nineteen lots with a minimum lot size of 1 ha. Staff are recommending the amending bylaws be read a first time, the complex consultation process be used, and referrals be sent to applicable agencies and First Nations seeking comments.

BACKGROUND:

ELECTORAL AREA:
D

LEGAL DESCRIPTION:

THE NE ¼ OF SEC 28 TWP 19 RGE 9 W6M KDYD EXC PLANS 22804, 23760, 23998, 33877, 36785, 10220, KAP57130, KAP83296 AND EPP48745

PID:

013-914-791

CIVIC ADDRESS:

7600, 7601, 7602 Highway 97B; and 1118, 1122 Grandview Bench Road

SURROUNDING LAND USE PATTERN:

North = Rural Residential

South = Medium Holdings, Agriculture

East = RDNO – Non-Urban, Country Residential

West = ALR, Agriculture

CURRENT USE:

The subject property has 5 residences located on the portion of the property that is not proposed to be redesignated/rezoned. The portion proposed to be redesignated/rezoned is vacant.

PROPOSED USE:

Rural Residential subdivision on the portion of the property that is not within the ALR.

PARCEL SIZE:

56.66 ha

PROPOSED PARCEL SIZE:

Proposed RR1 Zone has a minimum parcel size of 1 ha

DESIGNATION:

[Ranchero/Deep Creek Official Community Plan Bylaw No. 750](#)

AG Agriculture

ZONE:

[Ranchero/Deep Creek Zoning Bylaw No. 751](#)

AG1 Agriculture 1

PROPOSED DESIGNATION:

RR Rural Residential – portion outside of the ALR

AG – portion in the ALR

PROPOSED ZONE:

RR1 Rural Residential – portion outside of the ALR

AG1 – portion in the ALR

AGRICULTURAL LAND RESERVE:

64%

SITE COMMENTS:

The subject property's eastern property line is the boundary between the CSRD and the Regional District North Okanagan (RDNO). The property is divided by Highway 97B and is partially located within the ALR. A mapped tributary to Canoe Creek runs through the property from north to south. There are 2 residences located on the west side of the highway and 3 residences located on the east side of the highway. The western part of the ALR portion of the property is used for pasture while the rest is forested. The portion of the property proposed to be redesignated and rezoned for rural residential use is forested hillside that is located outside of the ALR.

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

Please see "BL750-08_BL751-09_BL750_BL751_Excerpts.pdf" attached for applicable policies and regulations. See bylaws linked below for all policies and regulations.

[Ranchero/Deep Creek Official Community Plan Bylaw No. 750](#)

- 1.4 Community Values
- 2.2 Settlement Areas
- 3.1 Development Criteria
- 3.2 General Planning Policies
- 3.5 Agriculture (AG)
- 3.7 Rural Residential (RR)
- 5.1 Natural Resource Management – Agriculture
- 6.1 Parks and Protected Areas
- 6.5 Transportation
- Section 7 – Riparian Areas Regulation (RAR) Development Permit Area

[Ranchero/Deep Creek Zoning Bylaw No. 751](#)

- 3.18 Agricultural Land Reserve Land
- 4.6 AG1 Agriculture 1 Zone
- 4.8 RR1 Rural Residential 1 Zone

FINANCIAL:

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

KEY ISSUES/CONCEPTS:Proposal

The applicant is proposing to redesignate the portion of the subject property that is outside of the ALR from Agriculture to Rural Residential and rezone the same portion of the property from AR1 Agriculture 1 to RR1 Rural Residential 1 so that it may be subdivided into lots with a minimum parcel size of 1 ha. Subject to approval of this application, the owners intend to first subdivide the subject property along the ALR boundary to create two lots. A proposed sketch plan of subdivision has been provided by the

applicant showing the potential future subdivision of up to 19 lots on the non-ALR lands. See "BL750-08_BL751-09_Maps_Plans_Photos.pdf".

The applicant has provided a letter outlining their proposal and rationale for the proposed bylaw amendments. See "BL850-08_BL851-09_Applicant_Letter_2024-04-25_redacted.pdf" attached. Staff note a correction to information provided regarding a previous application to the ALC. The letter notes that an application to the ALC in 2015 resulted in the exclusion of the portion of the property that is the subject of this proposal. This is incorrect. ALC Resolution #456/2015 refused a proposal to subdivide the subject property into 3 lots of 1.0 ha, 5.5 ha and a Remainder. This proposal was refused, but an alternate subdivision to create a homesite severance of 0.6 ha was approved. This approval was not acted upon by the owners and the approval expired 3 years following the date of the decision.

Ranchero/Deep Creek Official Community Plan Bylaw No. 750

The subject property lies immediately south of the area outlined on Schedule 'E' – Local Areas and Road Network, of the Ranchero/Deep Creek Official Community Plan and identified as 'Ranchero'. See "BL750-08_BL851-09_Maps_Plans_Photos.pdf" which includes Schedule 'E'. Historical development in this area includes lots ranging from around 0.15 ha to 0.4 ha, with more recent subdivisions having a minimum lot area of 1 ha in accordance with current policy. The Ranchero area also includes lands designated for Commercial and Institutional uses that provide local services including a grocery store, gas station, elementary school, private school and other amenities. The proposed OCP amending Bylaw No. 750-08 includes an amendment to Schedule 'E' to include the portion of the subject property that is not in the ALR as part of the area identified as Ranchero.

The property is currently designated AG Agriculture in the Ranchero/Deep Creek OCP. Lands in the plan area that are entirely or partially within the ALR have been assigned this designation. The subject property is partially within the ALR, however the lands proposed for redesignation are outside of the ALR. This designation includes a policy stating that lands within the AG designation shall be maintained as parcels of at least 60 ha. The proposed development would result in the portion of the property that is in the ALR being retained as one parcel, and it would be about 36 ha. Staff are proposing to add a new policy to Section 3.5 that would apply to the subject property only, allowing this parcel to be \pm 36 ha for the land in the ALR only. OCP Amendment Bylaw No. 850-08 includes this new policy.

The portion of the subject property that is not in the ALR is proposed to be redesignated to RR Rural Residential. Lands immediately to the north of the subject property are located in the Ranchero Local Area and designated RR Rural Residential. The Rural Residential policies note that this designation recognizes the existing pattern of smaller lots distributed throughout the plan area and the relatively higher density lots located primarily in the Ranchero and Shaw Road areas, and around Gardom Lake. This proposal would expand the Ranchero Rural Residential area to include the proposed non-ALR lands within the subject property south to Grandview Bench Road. The Rural Residential designation has a minimum parcel size of 1 ha which would support future subdivision.

The Community Values and Development Strategy sections of the OCP set the parameters for development within the Plan Area. Section 3.1 Development Criteria states that when considering an application to amend the OCP, rezone or subdivide land to accommodate a development, an applicant must show that the proposal:

- reflects the Community Values Statement and objectives and policies of the OCP,
- preserves and protects the rural character of the area and directs higher density development to the Ranchero and Shaw Road areas,
- protects watersheds and aquifers from degradation and pollution,
- protects and promotes natural, environmental, and geographic features,

- preserves, enhances, and provides useable parkland that provides access and linkages to public lands where appropriate,
- proposes a comprehensive approach to the management and disposal of sewage and septage,
- proposes a comprehensive approach to drainage including management of stormwater, and prevention of slope instability – in accordance with Provincial best management practices,
- preserves archaeological areas through adherence to the Provincial Heritage Conservation Act, and
- includes best practice interface forest fire mitigation techniques for building and landscaping.

See "BL750-08_BL751-09_BL750_BL751_Excerpts.pdf" for a summary of the OCP policies applicable to this application.

Policy 3.1.8 of the Development Criteria states that the applicant must show that the proposal preserves archaeological areas through adherence to the Provincial Heritage Conservation Act. The applicant has contacted the Archaeology Branch to obtain information regarding archeological potential of the subject property. The Branch provided the applicant with mapping indicating that there are no known archaeological sites on the subject property; and the portion of the property that generally lines up with the lands within the ALR has high potential for unrecorded archaeological sites. The portion of the property proposed for future development is not in the area identified as having high potential for unrecorded sites. This is the same information that would normally be obtained through the CSRD's referral process following first reading. The Archaeology Branch is still included on the list of referral agencies. It's noted that even where an area does not have high potential for unidentified archaeological sites to exist, a developer must stop work immediately and contact the Archaeology Branch for direction should they encounter heritage objects or sites during development activities.

As per policy 3.2.1 in the General Planning Policies, prior to supporting any OCP redesignation or rezoning that will increase water use on a property, the CSRD may require a hydro-geological impact review and assessment on the quality and quantity of water resources to verify the long term reliability of the water supply for the proposed development and verify that there will be no significant negative impacts on other water supplies and properties. Further, policy 3.2.4 states that all new development will be required to include provisions for surface water runoff management and the collection and treatment of domestic wastewater in accordance with all Provincial requirements and best management practices. Staff recommend that a preliminary hydro-geological assessment prepared by a Qualified Professional be submitted by the applicant to the CSRD prior to second reading of the proposed bylaw amendments, to review the potential water resources for the proposed lots. As the OCP also includes policies around management of stormwater and sewage disposal, it is suggested that the Qualified Professional report also address how stormwater will be managed for the proposed subdivision. The Qualified Professional shall be an engineer or geoscientist with proven knowledge and experience in groundwater and stormwater management. Further, a report outlining the feasibility of soils on the subject property to accept sewage generated by the potential buildout as per the proposed zoning, prepared by a Registered Onsite Wastewater Practitioner or P. Eng. with experience in sewage disposal is also recommended. This may be the same Qualified Professional who completes the hydrogeology report.

Policy 3.1.3 of the General Planning Policies indicates that all development will be strongly encouraged to use best practice interface forest fire mitigation techniques for building and landscaping. In their letter describing the proposal, the applicant has stated that they intend to create residential lands consistent with the OCP values and development criteria but do not specifically address wildfire mitigation measures. Staff strongly suggest that the applicant utilize Firesmart principles and practices

upon property development. This application will be referred to CSRD Community and Protective Services who may have additional comments that will be provided in a future Board report.

Development Permits

OCP Bylaw No. 750 designates all lands within 30 m of a watercourse as a Riparian Areas Regulation Development Permit Area. The proposed subdivision will require a Riparian Areas Regulation (RAR) Development Permit (DP) as a tributary to Canoe Creek is mapped on the subject property. The development permit would be a condition of subdivision approval. A Riparian Areas Assessment Report will need to be prepared by a Qualified Environmental Professional and submitted to the Province through the Riparian Areas Regulation Notification System. Once approved by the Province the CSRD would be able to process and issue the development permit.

Ranchero/Deep Creek Zoning Bylaw No. 751

The entire subject property is currently zoned AG1 Agriculture 1. This includes lands both in the ALR and outside of the ALR. The proposed bylaw amendment would rezone the portion of the subject property that is outside of the ALR to RR1 Rural Residential 1. If rezoning is successful, the applicant would then apply to subdivide the parent parcel along the ALR boundary (which would now be the new zone boundary) to create two parcels.

The minimum parcel size for new subdivision in the AG1 Zone is 60 ha. Subdivision to separate the portion of the property that is not in the ALR from the portion in the ALR would result in a parcel of approximately 36 ha in the AG1 Zone, which would not meet the minimum parcel size. Therefore, a special regulation for the subject property which allows the portion of the subject property in the ALR to be a minimum of 36 ha is proposed. This special regulation is included in amending Bylaw No. 751-09.

The proposed RR1 Zone permits 1 single detached dwelling plus 1 attached and 1 detached secondary dwelling unit for properties between 1-8 ha. The hydrogeological impact review and assessment along with the servicing brief regarding septic should include the potential build out of the proposed development in their calculations. Depending on the results of the studies, staff may recommend in a future Board report that the number of secondary dwellings permitted for the proposed 1 ha lots be limited through a special regulation or Section 219 covenant.

Subdivision Servicing

The CSRD's Subdivision Servicing Bylaw No. 680, as amended (Bylaw No. 680), sets the standards and requirements for servicing of all subdivisions in the CSRD Electoral Areas. It includes requirements for provision of adequate sewage disposal and potable water for each proposed lot along with building sites and driveways that meet minimum standards for grades and width. While the studies required at the time of OCP amendment and rezoning are higher level feasibility studies meant to provide information regarding the potential for servicing a future subdivision, when an application for subdivision is made, the requirements set out in Bylaw No. 680 will need to be met. Studies completed at the OCP amendment/rezoning stage should include these requirements in their calculations.

Agricultural Land Reserve

ALC approval of the proposed subdivision is not required if the new subdivision is along the ALR boundary.

Parks and Trails

The Ranchero/Deep Creek OCP includes policies and objectives for Parks and Protected Areas in Section 6.1 and 'Schedule F' of the OCP outlines the Park Classification System and Implementation Strategy. Among other things, the objectives related to parks and trails include ensuring that parks and recreational uses form an integral part of the community infrastructure and improving paths and walkway alternatives which link roadways to provide safe walking, bicycling, horseback riding, and other

non-motorized transportation opportunities. Further, Policy 3.1.5 in the Development Criteria section states that an applicant must show that the proposal preserves, enhances and provides usable parkland that provides linkages to public lands where appropriate.

Transportation and Access

Access to the proposed Rural Residential area and future subdivision would be from Grandview Bench Road. The applicant's proposed plan indicates that a road would be constructed through the proposed subdivision to MOTI standards to the northern property boundary where there would be the potential for a future connection to Tatlow Road upon development of the property to the north. This potential future road connection could provide an alternate route for residents in the Black Road area to Highway 97B. Road requirements are part of the subdivision process and are determined by the Provincial Approving Officer .

Section 6.5 of the OCP outlines objectives and policies related to transportation routes in the Plan Area. These objectives include planning for the provision of a road network capable of safely servicing existing and future development and acquiring land and encouraging greenways and alternatives to motor vehicles such as cycling, walking and horse trails when considering rezoning or subdivision. This section further states that roads should be designed for safety and enhanced to accommodate use by pedestrians, cyclists and horses. Further, similar to the parks policies, it is encouraged that additional lanes, alternative trails or pathways are developed to accommodate non-motorized traffic in a safe manner.

Analysis

The area known as 'Ranchero' shown on Schedule 'E' of Official Community Plan Bylaw No. 750 is based on a general area identified by the local residents who participated in the creation of the OCP. The Ranchero area is designated RR Rural Residential. As this boundary is generalized; it is possible for the pink area on the map labeled as "Ranchero" to be considered for expansion to include the proposed non-ALR portion of the subject property. An amendment to the OCP is required to show this expanded area on Schedule 'E'. This proposed amendment is included in amending Bylaw No. 750-08.

Protection of the Plan Area's rural character and containment of urban development is the first value in the list of Community Values outlined in Section 1.4. The applicant is proposing to expand the area designated Rural Residential to include a portion of the subject property. The density permitted in this designation is a minimum lot size of 1 ha, which is not considered an urban density as a general planning consideration but does allow for higher density of development than in most other parts of the plan area.

Agriculture

The first stage of the proposed development would include subdivision along the ALR boundary to create two lots. One lot of approximately 20 ha that is outside the ALR and a Remainder of around 36 ha that is in the ALR. The ALR portion would not meet the minimum lot size for the AG1 Zone and also would not meet the OCP policies regarding lot size for lands designated AG. A new policy is proposed to be added to the Official Community Plan and a special regulation is proposed to be added to the zoning bylaw allowing the ALR portion of the subject property to be a minimum of ± 36 ha. The area of land within the ALR will not change as part of this proposal; and the proposed policy and special regulation would allow for the proposed future development to move forward.

The objectives outlined in Section 3.5 Agriculture include maintenance of the agricultural land base and protection of it from activities that may reduce agricultural value and potential. Further, to this end, policy in Section 5.1 Natural Resource Management – Agriculture encourages the establishment of fencing or buffers, and in the case of new developments adjacent to Agriculture lands, the CSRD

strongly encourages the provision of adequate vegetative buffers to protect agricultural values and prevent encroachment. Currently, the ALR lands on the subject property adjacent to the area proposed for development appear to be pasture. However, there is the potential for these lands to be used for other agricultural purposes in the future. The ALC will receive a referral for this application and may have additional comments and suggestions.

Servicing

As outlined above, the OCP emphasizes the need to review servicing availability and potential impacts at the rezoning stage. This includes a review of groundwater servicing and availability, sewage disposal and stormwater management. The applicant has provided a letter explaining their proposal and providing their rationale for the proposed bylaw amendments. They note that relevant assessments will be conducted to identify development impacts, and these assessments will be used to ensure measures are integrated into future development design that avoids, minimizes and mitigates any negative impacts. As noted above, prior to staff recommending second reading the applicant will need to provide groundwater, stormwater and sewage disposal servicing information to determine the capability of the subject property to support the proposed development without impacting adjacent properties. This approach is normally recommended for all development proposals that include future subdivision into more than a few lots.

Parks & Trails

The proposed future subdivision would create nineteen 1+ ha lots and would trigger parkland dedication requirements under Section 510 of the Local Government Act. Section 510 requires that 5% of a property be provided as parkland or cash in lieu. This would amount to approximately 1 ha of land if land is dedicated. OCP policies related to the provision of parkland and trails provide guidance to the Board, staff and developers regarding the type of parks and trails that should be provided as part of a development proposal. The developer has not included parks or trails on their preliminary site plan, however at the time of subdivision this will be a requirement. It is appropriate for staff to communicate the expectations related to the OCP policies regarding parks and trails at the rezoning stage so that the applicant can work toward meeting these requirements as the application process moves forward. Planning staff suggest that as there is an elementary school and local services nearby, and the proposed development will likely attract families, it makes sense to look at the provision of a linear trail that connects the proposed development to Rancho Drive where there is a safe walking route to these amenities. CSRD Community and Protective Services will be included in the referral process. Through this process they can provide comments related to the type of parks and trails that are needed in this area.

Transportation

These lands would provide a natural connection between the rural residential area on Tatlow Road and Grandview Bench Road. Currently Tatlow Road can only be accessed from Black Road which runs from Highway 97B over steep terrain through to Grandview Bench Road in the Regional District North Okanagan. Black Road has steep and windy sections from both directions and driving can be challenging in winter conditions. An alternate route through the subject property would be a benefit to residents in the general area should other routes be impassible due to weather conditions, motor vehicle accidents or other reasons. It would also provide an alternative route in the event that there is an accident on Highway 97B between Grandview Bench Road and Black Road, benefiting the broader community and commuters using the highway.

Rationale for Recommendation

The applicant is proposing to redesignate and rezone the portion of the subject property that is outside of the ALR from Agriculture to Rural Residential and rezone the same portion of the property from

Agriculture 1 to Rural Residential 1 to facilitate future subdivision of the property into up to nineteen lots with a minimum parcel area of 1 ha. Staff are recommending that the Board read the amending bylaws a first time and refer the bylaws to applicable agencies and First Nations for the following reasons:

- The area proposed to be redesignated and rezoned is a natural extension of the Ranchero rural residential area and the OCP generally supports rural residential use in this area;
- The proposed special regulation will allow for subdivision of the parent parcel along the ALR boundary and will not change the area of the parcel located within the ALR;
- The public information meeting hosted by the applicant will provide the community an opportunity to learn about the proposed development and for the developer to answer questions of the public prior to the public hearing; and
- Reading the amending bylaws a first time will provide the opportunity to solicit referral comments from applicable agencies and First Nations to find out if there are any related issues that may need to be considered through the bylaw amendment process.

Prior to staff bringing the amending bylaws back to the Board for second reading it is recommended that the following documents be provided by the applicant:

- A preliminary hydrogeological report prepared by a Qualified Professional with experience in hydrogeology regarding the feasibility of groundwater resources on the subject property to support the potential buildout of the proposed subdivision and providing an overview of how stormwater will be managed for the proposed subdivision.
- A servicing brief outlining the feasibility of soils on the subject property to accept sewage generated by the potential buildout of the proposed subdivision. This may be combined with the hydrogeological report noted above if the same Qualified Professional is preparing the report.

Staff may have additional recommendations based on referral comments that will be communicated in a future Board report.

IMPLEMENTATION:

Neighbourhood residents will first become aware of this application when a notice of application sign is posted on the property. The notice of application sign is required to be posted on the subject property no more than 30 days after the Board has given the amending bylaws first reading, in accordance with Development Services Procedures Bylaw No. 4001-2, as amended. One sign is required for every 400 m of street frontage. The property has roughly 700 m of street frontage on Highway 97B and 460 m of frontage on Grandview Bench Road, therefore 2 signs are required. It is recommended that one sign be placed on the Grandview Bench Road frontage at the location of the proposed future road into the proposed subdivision, and one placed on the Highway 97B frontage at the existing driveway.

COMMUNICATIONS:

Consultation Process

In accordance with CSRD Policy P-18 regarding Consultation Processes – bylaws, the complex consultation process is recommended where an application includes both an OCP amendment and a zoning bylaw amendment. This process includes the requirement for a public information meeting, hosted by the applicant, where the applicant is to present their proposal and listen to feedback from members of the public. The complex consultation process also includes the requirement for a public hearing which is a formal meeting run by the CSRD in accordance with Section 464 of the Local Government Act to solicit public comments regarding the application for consideration by the Board.

Details regarding the statutory requirements for a public hearing will be provided if the amending bylaws are advanced to second reading.

Referrals

If the Board reads Bylaw Nos. 750-08 and 7551-09 a first time, the bylaws will be sent out to referral agencies and First Nations. Referral responses will be provided to the Board with a future Board report, prior to consideration of second reading.

The following list of referral agencies is recommended:

- CSRD Financial Services;
- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- Regional District North Okanagan;
- Interior Health Authority;
- Ministry of Transportation & Infrastructure;
- Agricultural Land Commission;
- Ministry of Forests – Archaeology Branch;
- Adams Lake Indian Band;
- Skw'lx te Secwepemc;
- Lower Similkameen Indian Band;
- Neskonlith Indian Band;
- Okanagan Indian Band;
- Okanagan Nation Alliance;
- Penticton Indian Band;
- Splotsin First Nation;
- Upper Nicola Band.

DESIRED OUTCOMES:

That the Board endorse the staff recommendations.

BOARD'S OPTIONS:

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

Report Approval Details

Document Title:	2024-10-17_Board_DS_BL750-08_BL751-09_First.docx
Attachments:	<ul style="list-style-type: none"> - BL750-08_First.pdf - BL751-09_First.pdf - BL750-08_BL751-09_Applicant_Letter_2024-04-25_redacted.pdf - BL750-08_BL751-09_BL750_BL751_Excerpts.pdf - BL750-08_BL751-09_Maps_Plans_Photos.pdf
Final Approval Date:	Oct 8, 2024

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



Corey Paiement

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

Gerald Christie



Jennifer Sham



John MacLean

COLUMBIA SHUSWAP REGIONAL DISTRICT

RANCHERO/DEEP CREEK OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 750-08

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

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

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

A. TEXT AMENDMENT

1. Schedule A, Official Community Plan Bylaw Text, is amended by adding a new policy in Section 3.5 AGRICULTURE, as follows:
 7. Notwithstanding Policy 2., the minimum parcel size only for that portion of the property legally described as The NE ¼ of Section 28, Township 19, Range 9, W6M, KDYD, Except Plans 22804, 23760, 23998, 33877, 36785, 10220, KAP57130, KAP83296, and EPP48745 located within the ALR, may be reduced from 60 ha to ±36 ha.

B. MAP AMENDMENT

1. Schedule B, Land Use Designation Maps, which forms part of the "Ranchero/Deep Creek Official Community Plan Bylaw No. 750" is hereby amended as follows:
 - i) Redesignating part of The NE ¼ of Section 28 Township 19 Range 9 W6M KDYD Except Plans 22804, 23760, 23998, 33877, 36785, 10220, KAP57130, KAP83296, and EPP48745, which part is more particularly shown hatched on Schedule 1 attached hereto and forming part of this bylaw, from AG Agriculture to RR Rural Residential.
2. Schedule E, Local Areas and Road Network, which forms part of the "Ranchero/Deep Creek Official Community Plan Bylaw No. 750" is hereby amended as follows:
 - i) Expanding the area identified as 'Ranchero' to include the portion of the property legally described as The NE ¼ of Section 28, Township 19, Range 9, W6M, KDYD, Except Plans 22804, 23760, 23998, 33877, 36785, 10220, KAP57130, KAP83296, and EPP48745 shown hatched on Schedule 2 attached hereto and forming part of this bylaw.

BL750-08

Page 2

2. This bylaw may be cited as "Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08 ".

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

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

PUBLIC HEARING held this _____ day of _____, 2024.

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

ADOPTED this _____ day of _____, 2024.

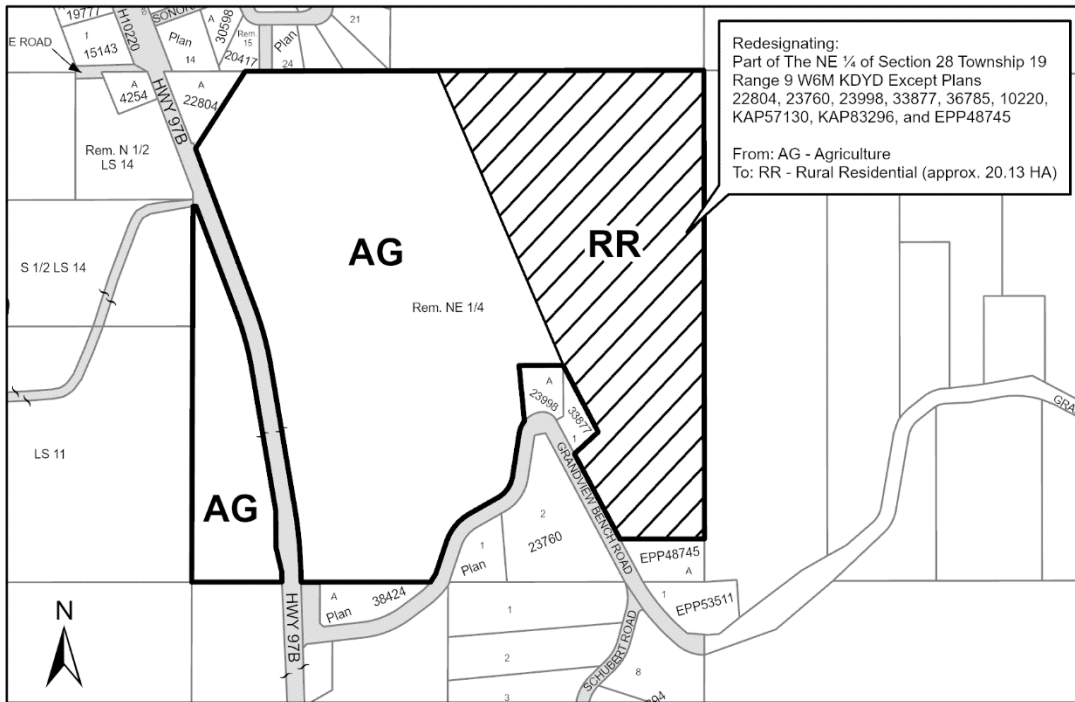
CORPORATE OFFICER

CHAIR

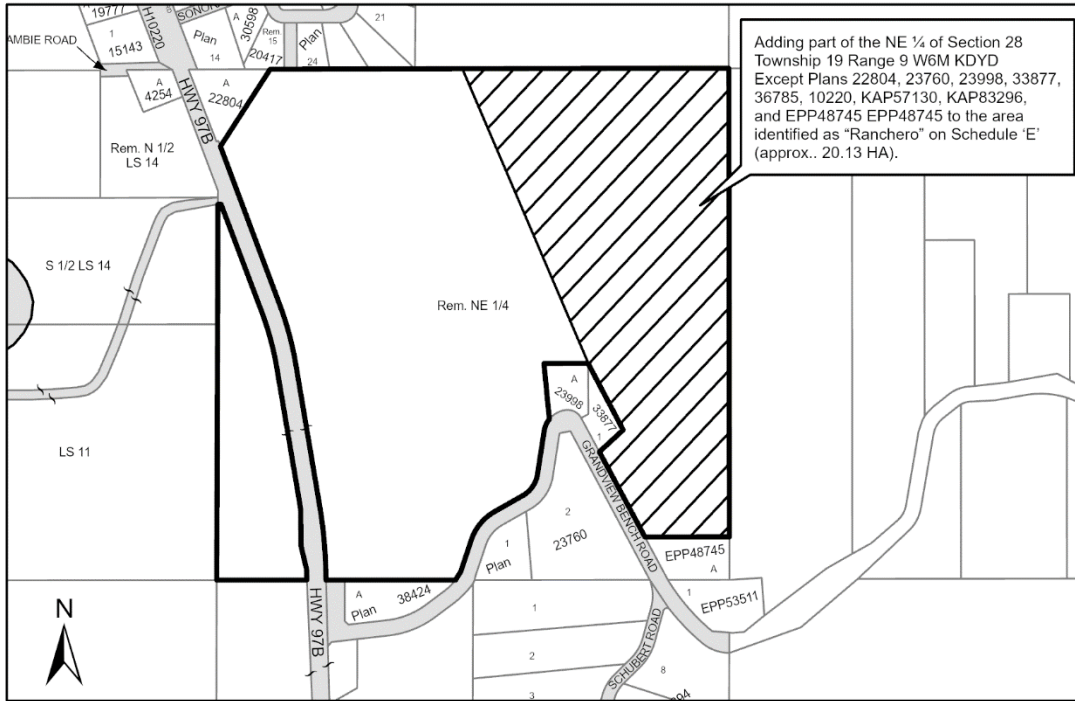
CERTIFIED a true copy of Bylaw No. 750-08
as adopted.

CORPORATE OFFICER

Schedule 1 Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08



Schedule 2
Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08



COLUMBIA SHUSWAP REGIONAL DISTRICT

RANCHERO/DEEP CREEK ZONING AMENDMENT BYLAW NO. 751-09

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

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

1. "Ranchero/Deep Creek Zoning Bylaw No.751" is hereby amended as follows:

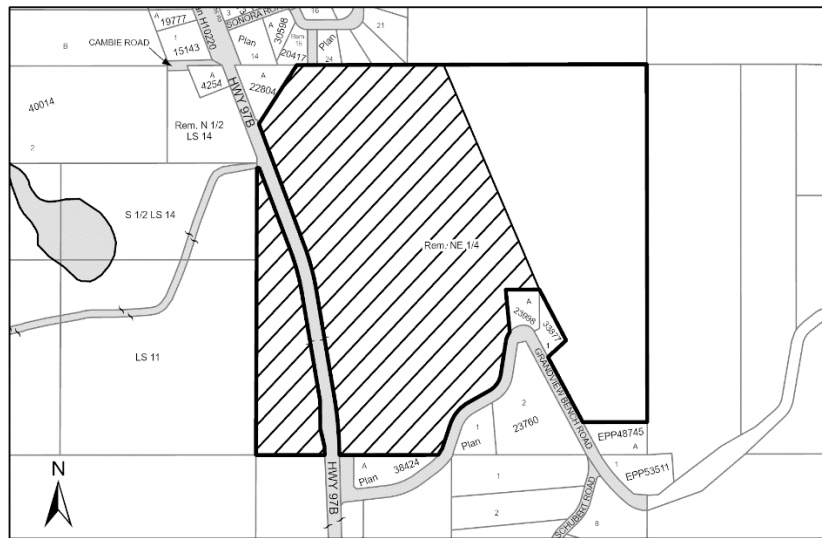
A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, is amended by adding a special regulation to Section 4.6 AG1 Agriculture 1 Zone as follows:

.5 Site Specific Regulation

In this subsection, lands are described below by legal description and by map. In the event of any discrepancy between the legal description of lands and the map, the map governs.

(a) Notwithstanding subsection 4.6.4(a), the minimum parcel size only for that portion of the property legally described as The NE $\frac{1}{4}$ of Section 28, Township 19, Range 9, W6M, KDYD, Except Plans 22804, 23760, 23998, 33877, 36785, 10220, KAP57130, KAP83296, and EPP48745 shown hatched on the following map, may be reduced from 60 ha to ± 36 ha.



B. MAP AMENDMENT

1. Schedule B, Zoning Maps, which forms part of the "Ranchero/Deep Creek Zoning Bylaw No.751" is hereby amended as follows:

i) Rezoning part of The NE $\frac{1}{4}$ of Section 28 Township 19 Range 9 W6M KDYD Except Plans 22804, 23760, 23998, 33877, 36785, 10220, KAP57130, KAP83296, and EPP48745, which part is more particularly shown outlined in bold on Schedule 1 attached hereto and forming part of this bylaw, from AG1 – Agriculture 1 to RR1 – Rural Residential 1.

BL751-09

Page 2

2. This bylaw may be cited as ""Ranchero/Deep Creek Zoning Amendment Bylaw No.751-09".

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

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

PUBLIC HEARING held this _____ day of _____, 2024.

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

Approved pursuant to Section 52(3)(a) of the Transportation Act this _____ day of _____, 2024.

for: Ministry of Transportation and Infrastructure

ADOPTED this _____ day of _____, 2024.

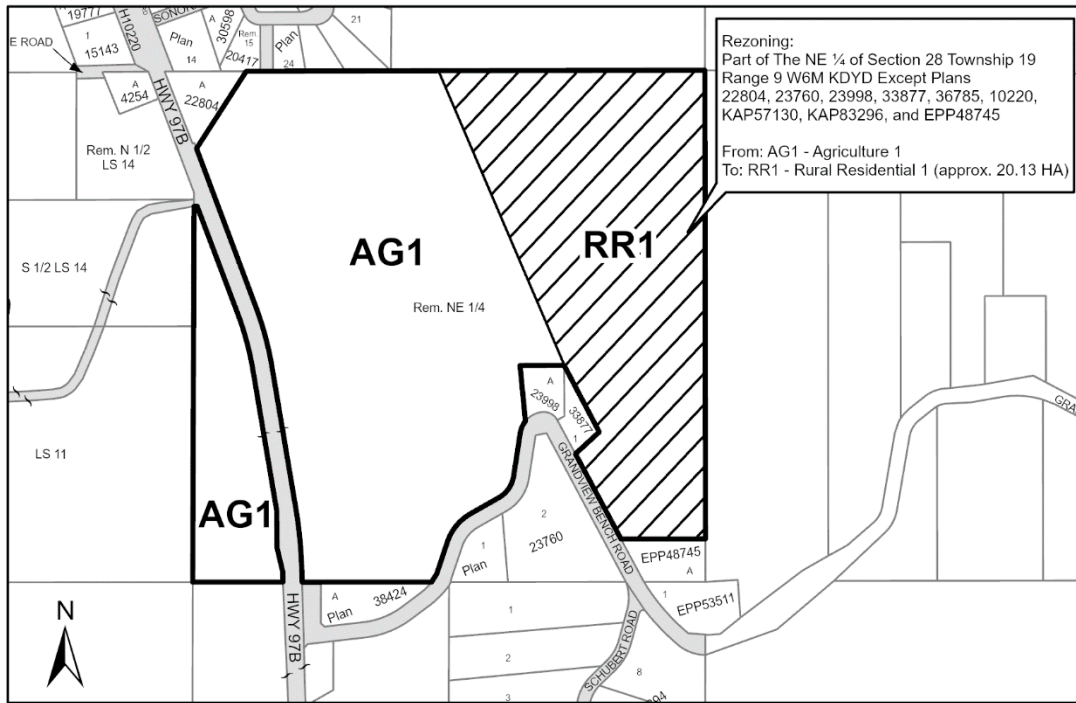
CORPORATE OFFICER

CHAIR

CERTIFIED a true copy of Bylaw No. BL751-09
as adopted.

CORPORATE OFFICER

**Schedule 1
Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-09**



OCP Amendment Rezoning Supporting Information

7601 Hwy 97B Non-ALR Area

The owners of 7601 Hwy 97B, through their agents are applying to amend the Columbia Shuswap Regional District (CSR) Ranchero/Deep Creek Official Community Plan Bylaw #570, as amended, (OCP) to change the land designation of the portion of their land that is not in the Agricultural Land Reserve (ALR) from AG to RR. They are also applying to rezone that same non-ALR area from AG1 to RR1 to enable future residential development. Once the OCP amendment and rezoning have been approved the owner will subdivide to create a separate title for this non-ALR land. The non-ALR portion of their lot is approximately 20Ha in size with road access from Grandview Bench Road as shown in Figure 1 below.

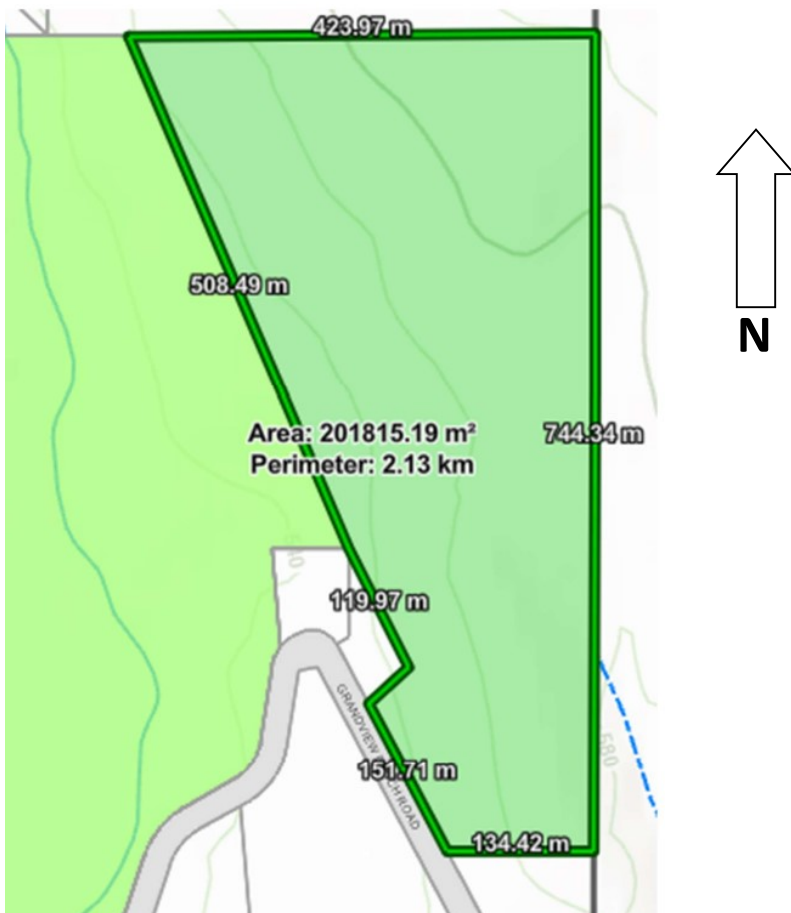


Figure 1 APPROXIMATE AREA OF NON-ALR PORTION OF 7601 HWY 97B.

The area being applied for appears to have been removed from the ALR in 2015 but the OCP land designation was not revised nor was it rezoned or separated from the remaining ALR part of the property. The current applications intend to complete the process initiated in 2015 to create residential lands consistent with the OCP values and development criteria for the Ranchero/Deep Creek plan area. Values and criteria include but are not limited to protection of the area's rural character, recognition of the importance of agriculture, support for more affordable housing, recognition and support for efficient and safe rural transportation.

The rezoning proposed is expands the extent of RR1 designated lands directly north. As per the OCP 1.6.5, relevant assessments of the area will be conducted to identify development impacts. The assessments will be used to ensure measures are integrated into future development design that avoid, minimize, and mitigate any negative impacts.

The intention is to ultimately create approximately 19 single family lots on the new parcel. The lots will be serviced with individual wells, onsite sewage disposal (septic) systems, and overhead Hydro, Telus, and Cable. The proposed lots will have legal access via a new road extending from Grandview Bench Road north (Figure 2 below). The road ROW will extend to the north property line. The design for this road will enable future extension (by others) of Tatlow Road north of this property through to Grandview Bench Road. The future connection of these roads will create an alternate access route for this land as well as the existing developed (and undeveloped) lands to the north. The connection will enhance the transportation network and safety for existing and future residents.

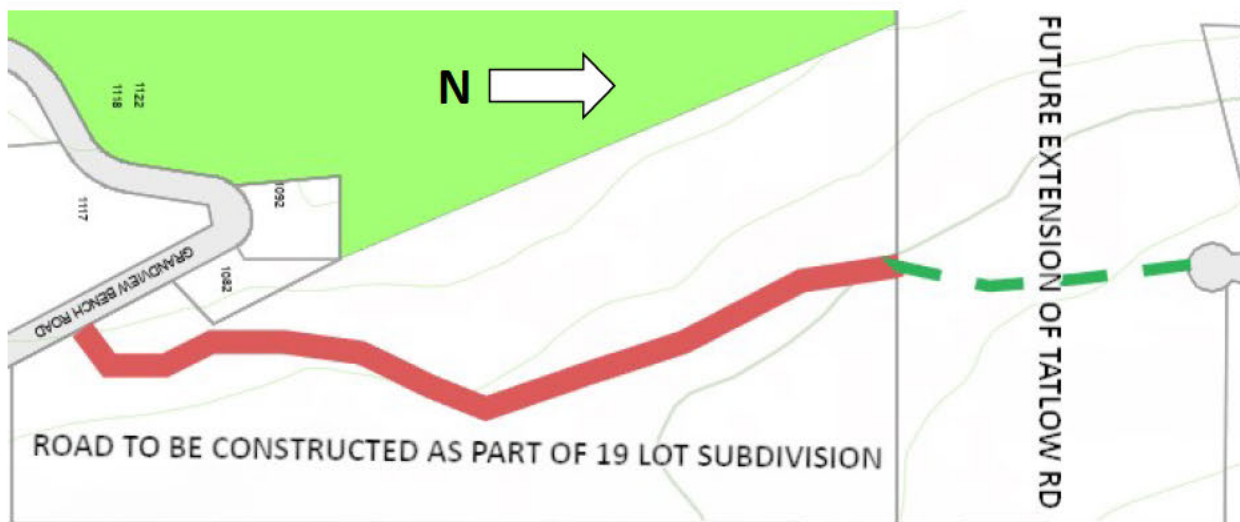


Figure 2 FUTURE NEW ROAD THROUGH SITE FOR 19 RR1 LOTS.

Thank you for your consideration.

e.c.c. [REDACTED], Owners [REDACTED]

Relevant Excerpts from
Ranchero/Deep Creek Official Community Plan Bylaw No. 750
Ranchero/Deep Creek Zoning Bylaw No. 751

(See [Bylaw No. 750](#) and [Bylaw No. 751](#) for all policies and land use regulations)

Bylaw No. 750

1.4 COMMUNITY VALUES

Ranchero/Deep Creek is made up of distinct neighbourhoods that have a diverse range of activities and interests but share many common values. The combination of temperate climate, spectacular natural environment, outdoor recreation opportunities, water resources, entrepreneurial spirit, and the progressive attitude of residents has resulted in a highly desirable and vibrant community. The area accommodates a broad mix of: agricultural, rural, residential, recreational, limited tourism, small scale commercial, small scale industrial, home businesses and resource uses with an emphasis on mutual respect and diversity.

The residents of Ranchero/Deep Creek recognize that there will be pressure for change and development in their neighbourhoods. Residents are seeking to define a level of compatible development, while at the same time maintaining the values that are fundamental to the health and prosperity of the community.

These following values have been generated from the input and priorities of the residents who make up the neighbourhoods of Ranchero/Deep Creek and will be used to help guide future decisions on development proposals, environmental protection initiatives, and infrastructure development for the community, by the CSRD and senior government agencies. These values include:

1. Protection of the Plan Area's rural character and containment of urban development;
2. Identification and protection of watersheds and aquifers from degradation, inappropriate development and pollution to ensure a continued safe water supply;
3. Recognition that the sustainable development of the Plan Area must be linked to groundwater quality and quantity for all residents;
4. Protection of environmentally sensitive areas, natural hazard lands, aquifer recharge areas and natural, environmental and geographic features;
5. Recognition that a comprehensive approach to managing sewage is required;
6. Recognition of the benefits afforded to the community through the continued existence of agriculture and rural lifestyles;
7. Recognition of the importance of agriculture in the local economy;

8. Support for economic diversity in new and existing small scale developments that complement the rural integrity of Rancho/Deep Creek;
9. Recognition of the importance of small scale commercial and home-site or home-based businesses in the growth and diversification of the Plan Area;
10. Consultation with First Nations, in accordance with statutory requirements, to develop approaches to issues of mutual interest;
11. Protection of resource lands for suitable resource uses;
12. Minimization of encroachment of land uses that are incompatible with these community values;
13. Recognition of Gardom Lake as a unique environmental resource;
14. Recognition of Gardom Lake area parks and the Benches identified on Schedule 'E' as the primary recreational resources in the Plan Area;
15. Support for environmentally responsible recreational and silvicultural uses;
16. Preservation and enhancement of green space, access to public lands and integrated trails;
17. Recognition of the need and continued support for local schools and community centres;
18. Support for bylaw recognition of existing and legal manufactured home parks, multiple housing units, and suites;
19. Support for more affordable housing;
20. Recognition and support for efficient and safe rural local transportation;
21. Recognition that storm water management should be initiated;
22. A requirement for comprehensive public consultation with respect to decisions about the future development of all lands, including Crown land and services within our communities.

2.2 SETTLEMENT AREAS

Rancho-Deep Creek consists of a large agricultural base and a number of unique neighbourhoods. The compositions of these neighbourhoods differ in terms of geographic characteristics, relationship to adjacent municipalities and parcel sizes, but share a similar history and socio-economic profile.

The identification of neighbourhoods has been provided by participants in the planning process, and it is understood that these areas are only generally defined. These neighbourhoods, as shown on Schedule 'E', within the Plan Area are:

- Rancho
- Shaw Road
- Deep Creek Valley Floor
- Mountain Benches

- Gardom Lake
- Mallory Road
- Wolfgang and Pyott Roads

Ranchero

In Ranchero, land uses are a mix of residential and commercial properties. The residential component consists mainly of 0.4 ha lots, four manufactured home parks, and some multi-family dwellings. The residents enjoy a suburban/rural lifestyle.

Home occupations are common and accepted. Residential properties are serviced by on-site sewer and water systems.

The highway commercial area is along Mellor Frontage Road between Hudson Road and Hurst Road. The services offered here include a variety of neighbourhood commercial operations including a restaurant and small vehicle repair service. Note: at the time of writing, the Ministry of Transportation and Infrastructure (MoTI) is considering changing the name of Mellor's Frontage Rd to Mayfair Rd.

Ranchero Elementary School provides for approximately 150 students. There are also some small parcels of land designated for park purposes.

SECTION 3 – THE DEVELOPMENT STRATEGY

The Development Strategy is a key component of the Ranchero/Deep Creek OCP and sets the parameters for development within the plan area. The development strategy provides a framework for directing development to appropriate locations within the Plan Area or to adjacent municipalities in order to minimize urban sprawl.

The strategy for this Plan is driven by the Community Values Statement. The Development Strategy is illustrated through mapped 'Land Use Designations' that match the written objectives and policies to land uses, densities and parcel sizes. The designations reflect both current and future land uses. These Land Use Designations are shown on Schedule 'B'.

Taking into consideration the other values identified in this OCP, this plan supports the provision of affordable housing, rental housing and special needs housing in any land use designation that allows residential uses.

3.1 DEVELOPMENT CRITERIA

In the Ranchero/Deep Creek plan area, when considering an application to amend the OCP, rezone or subdivide land to accommodate a development, an applicant must show that the proposal:

1. reflects the Community Values Statement (Section 1.4) and objectives and policies of the Official Community Plan;

2. preserves and protects the rural character of the area and directs higher density development to the Rancho and Shaw Road areas;
3. protects watersheds and aquifers from degradation and pollution;
4. protects and promotes natural, environmental, and geographic features;
5. preserves, enhances, and provides useable parkland that provides access and linkages to public lands where appropriate;
6. proposes a comprehensive approach to the management and disposal of sewage and septage;
7. proposes a comprehensive approach to drainage including management of storm water, and prevention of slope instability – in accordance with Provincial best management practices;
8. preserves archaeological areas through adherence to the Provincial Heritage and Conservation Act, and;
9. includes best practice interface forest fire mitigation techniques for building and landscaping.

3.2 GENERAL PLANNING POLICIES

1. Prior to supporting any OCP redesignation or rezoning that will increase water use on a property, the CSRD may require a hydro-geological impact review and assessment on the quantity and quality of water resources as specified in the CSRD Development Approval Information Bylaw. A qualified professional engineer or geoscientist with proven knowledge and experience in groundwater management must provide a written statement, through a hydro-geological impact assessment, verifying the long-term reliability of the water supply for the proposed development. The assessment must also verify that there will be no significant negative impacts on other water supplies and properties.
3. All development will be strongly encouraged to use best practice interface forest fire mitigation techniques for building and landscaping.
4. All new development will be required to include provisions for surface water runoff management and the collection and treatment of domestic wastewater in accordance with all Provincial requirements and best management practices.
7. One dwelling unit shall be permitted per lot and one secondary dwelling unit may be considered in the Rural Holdings, Agriculture, Medium Holdings, and Rural Residential designations subject to zoning. The size of the parcel and size of the secondary dwelling unit will be subject to zoning restrictions. The secondary dwelling unit will be subject to special provisions, including but not limited to: (a) setbacks from buildings and property lines; (b) the provision of required parking and access; and (c) the provision of adequate servicing that meets Provincial water and sewer regulations.

3.5 AGRICULTURE (AG)

This land use designation applies to lands that are used and valued for agriculture. All lands within the ALR are in this land use designation. The objectives and policies relating to these matters are intended to serve as indicators of community preference and assist senior levels of government in planning and decision making.

OBJECTIVES

1. Maintain the agricultural land base and protect it from activities that may diminish agricultural value and potential.
3. Support development that is compatible with the Community Values (Section 1.4) and Development Criteria (Section 3.1).

POLICIES

1. Lands within the Agriculture designation are shown as parcels of at least 60 ha.
2. Lands within the Agriculture designation shall be maintained as parcels of at least 60 ha.
4. For lands within the ALR, the regulations and policies of the Agricultural Land Commission (ALC) apply. Approval must first be obtained from the ALC where land in the ALR is proposed for subdivision, a second dwelling unit, or a non-farm use.

3.7 RURAL RESIDENTIAL LANDS (RR)

This land use designation recognises the existing pattern of smaller lots distributed throughout the Plan Area and the relatively higher density lots located primarily in Rancho, Shaw Road and around Gardom Lake. Neighbourhood agricultural pursuits are supported in these areas provided that they are consistent with adjacent densities and land use. Additional higher density development will be supported in the Shaw Rd and Rancho areas for affordable housing units only. Affordable market housing refers to less costly housing that is produced at the low to moderate price range of the market for the Rancho and Shaw Road areas.

It is essential that further infilling be in compliance with Provincial health regulations. The 1 ha minimum permitted parcel size is the smallest parcel generally allowed under current health policies for parcels with on-site water and sewage disposal. This does not mean that all properties are suitable for on-site water supply and sewage disposal.

OBJECTIVES

1. Support efforts to enhance the aesthetic appeal of rural residential neighbourhoods.
2. Ensure that the rural residential areas with natural hazards are identified and guidelines are provided to protect properties and lives from these hazards.
3. Support development that is compatible with the Community Values (Section 1.4) and Development Criteria (Section 3.1).
4. Encourage affordable and subsidized housing opportunities.

POLICIES

1. Lands within the Rural Residential designation are shown as “RR” on Schedule ‘B’.
2. Zoning regulations shall provide for a mix of residential lot sizes based upon the level of servicing available and character of the neighbourhood.
3. Lands within the Rural Residential designation shall have a minimum permitted parcel size of at least 1 ha.
4. Residential development in the Rural Residential designation shall be permitted at a maximum density of 1 principal dwelling unit per ha. One secondary dwelling unit may be considered in the Rural Residential designation, subject to zoning and proof of adequate water and sewer services that meet Provincial regulations.
5. Existing higher density residential uses including: manufactured home parks, duplexes, and townhouses shall be recognized in the implementing bylaws.
6. Notwithstanding Policy 4, higher density residential uses may only be considered in the Rancho and Shaw Road areas (shown on Schedule ‘E’), to provide affordable market housing and subsidized housing. These units include, but are not limited to: duplexes, triplexes, four-plexes, townhouses and manufactured home parks. Higher densities will not be considered for units other than affordable housing.

These affordable housing developments will be small scale and the maximum density will not exceed 15 dwelling units per ha with adequate water and sewer services that meet current Ministry of Environment Municipal Sewage Regulation Requirements. The above density is inclusive of secondary dwelling units. Further details are established in the zoning bylaw.

7. When connecting to a local water facility, any OCP redesignation, rezoning or subdivision applicant must have written confirmation from the local water facility that sufficient quantity and quality of potable water is available for the development before the CSRD Board will positively consider the application.

5.1 Natural Resource Management – Agriculture

GOAL

To protect agricultural land both within and outside the ALR for agricultural based activities.

OBJECTIVES

1. Protect the agricultural land resources of the Plan Area for present and future food production and other agricultural purposes.
2. Recognize and protect the needs and activities of agricultural operations when considering development on adjacent lands.
3. Support farming practices that protect soil and water resources.

4. Encourage protection of the quantity and quality of the water supply, seek to improve water availability for irrigation purposes, and encourage the use of current best practices with respect to irrigation.
5. Encourage non-agricultural development away from agricultural lands.
6. Support development that is compatible with the Community Values (Section 1.4) and Development Guideline Criteria Statements (Section 3.1).
7. Encourage farmers in the Plan Area to follow the measures described in the British Columbia Farm Practices Guidelines as outlined by the Ministry of Agriculture.

POLICIES

1. This Plan supports the Agricultural Land Commission's mandate of preserving and encouraging the development of lands for agricultural purposes.
2. The CSRD encourages the retention of large land holdings within the Plan Area, including the ALR, to maintain future opportunities for farm use.
3. The CSRD discourages encroachment and fragmentation of farmland by non-farm related uses.
4. The location and construction of new roads, trails, utility or communication rights-of-way should be sited to avoid Agricultural lands wherever possible. Where unavoidable, these rights-of-way should be sited in a manner that will cause minimal impact on agricultural operations. Alignments should be established in consultation with affected landowners and the ALC.
5. Encourage adjacent property owners to cooperate in the establishment of fencing or buffers.
6. In the case of new developments adjacent to Agriculture lands, the CSRD strongly encourages the provision of adequate vegetative buffers to protect agricultural values and prevent encroachment.

6.1 PARKS AND PROTECTED AREAS

The CSRD currently has only a few small undeveloped community parks dispersed throughout the rural residential areas in the Plan Area which are designated on Schedule 'B' as "PK". These parks were established as part of the requirements of property subdivision pursuant to Section 510 of the *Local Government Act*. Future parks obtained through subdivision or by other means are permitted in any land use designation without amendment to this OCP. A park acquisition reserve fund is also supported when cash-in-lieu of park dedication is chosen. The 13 park sites in the plan area, including present and proposed, are identified on Schedule 'B'.

Through the development of an Electoral Area 'D' Parks Plan and through the Parks Advisory Commission, residents have had the opportunity to identify additional park land that should be developed for the:

- (a) identification and protection of known streams, wetlands, natural areas, and wildlife corridors;
- (b) provision of access to lakes and streams for recreation purposes;
- (c) provision of linear walking trails and greenway alternatives beside roadways;
- (d) protection of historical features, and;
- (e) pursuit of outdoor recreational and leisure activities.

A more detailed description of the Park Classification System and Implementation Strategy is found in Schedule 'F.' This Official Community Plan seeks to implement the Parks Plan, and therefore the relevant excerpts in Schedule F have been updated and modified slightly for consistency with this plan and statutory requirements.

GOAL

To ensure suitable land is available to meet the active and passive recreational needs of the resident population and visitors to the area, as well as to protect significant natural and historical features of the area.

OBJECTIVES

1. Support the Electoral Area 'D' Parks Plan as it pertains to the Plan Area, including the Park Classification System and Implementation Strategy (Schedule 'F').
2. Ensure that parks and recreational uses form an integral part of the community infrastructure.
3. Support public open space opportunities on Provincial, Federal, CSRD and private lands.
4. Establish and improve public access to lakes and linear recreational connections along creeks and river corridors in appropriate non-environmentally sensitive locations.
5. Improve paths and walkway alternatives which link roadways to provide safe walking, bicycling, horseback riding, and other non-motorized transportation opportunities.
6. Encourage the availability of the area's Crown lands for recreational enjoyment and education.
7. Advise and inform the public that park land can be voluntarily donated to many levels of government and that park land and the development of parks can be funded through donations and tax appropriations. The public will also be informed that conservation covenants, nature trusts and pathway statutory right of ways and easements can be established on private land.
8. Support development that is compatible with the Community Values (Section 1.4) and Development Guideline Criteria Statements (Section 3.1).

POLICIES

1. Lands within the Parks and Protected Areas designation are shown as "PK" on Schedule 'B'. Note that both existing and proposed park sites have been identified. For a complete list of existing and proposed sites refer to Schedule 'F'.
2. For the purposes of Section 510 of the *Local Government Act*, the entirety of the Electoral Area covered by this OCP is designated as having future park potential. Schedule 'F' of this Plan generally determines the provision of parkland within the Plan Area. In addition, the CSRD will consider the following policies, designations, locational attributes and type of parks when determining a potential park land dedication, or the Board's decision to require cash-in-lieu, under Section 191 of the *Local Government Act*:
 - Close proximity to settlement areas, other parks & trails, and bodies of water;
 - Safe distance from environmental hazard areas;
 - Average slope should be 20% or less;
 - Adequate accessibility:
 - (a) vehicular ingress and egress should meet or exceed Ministry of Transportation standards;
 - (b) in the case of trails and pedestrian-access only parks, there should be various linkages to and from the trail or park, with at least one linkage wide enough to allow for maintenance vehicle access;
 - Cultural or natural features of significance, including beaches, waterfalls, wetlands/marshes, viewsapes and heritage sites;
 - Potential for additional dedication of park land from subdivision applications of surrounding parcels;
 - Potential for recreation (active park), conservation (passive park) or enhancement of public access; and,
 - Compatibility with the strategic directions and sites identified in Schedule 'F' and the remaining policies of this section.
3. The CSRD shall endeavour to obtain parkland for community recreation, nature preservation, linear connections, or other parkland uses including the monitoring of alienation of Crown land and subdivisions to meet these objectives.
4. The CSRD shall encourage the Province and forest companies to protect the natural woodlands and landscape features of the area and provide opportunities for controlled use of industrial logging roads during non-operation periods for outdoor recreation.
5. The CSRD shall encourage and support volunteer assistance in the development and management of community parks, stream keeper projects and trails.

6. Through the implementation of the OCP and the Area 'D' Parks Plan, the CSRD will strive to achieve the above objectives providing a better parkland and open space service, including trails, protected areas, access to lakes and streams, and developed recreational areas.
7. Consult with the public, Parks Advisory Commission, volunteer groups, service organizations and other local governments including the City of Salmon Arm, the North Okanagan Regional District and the District Municipality of Spallumcheen for inter-municipal park and open space initiatives.
8. CSRD parks will be managed in a manner respectful of First Nation's cultural heritage resources.

SECTION 7- RIPARIAN AREAS REGULATION (RAR) DEVELOPMENT PERMIT AREA

PURPOSE

The Riparian Areas Regulation Development Permit Area (RAR DPA) is designated under the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity.

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 7.1, the area comprises land:

- Within 30 m of the high water mark of the watercourse;
- Within 30 m of the top of the ravine bank in the case of a ravine less than 60 m wide; and
- Within 10 m of the top of a ravine bank for ravines 60 m or greater in width that link aquatic and terrestrial ecosystems that exert an influence on the watercourse.

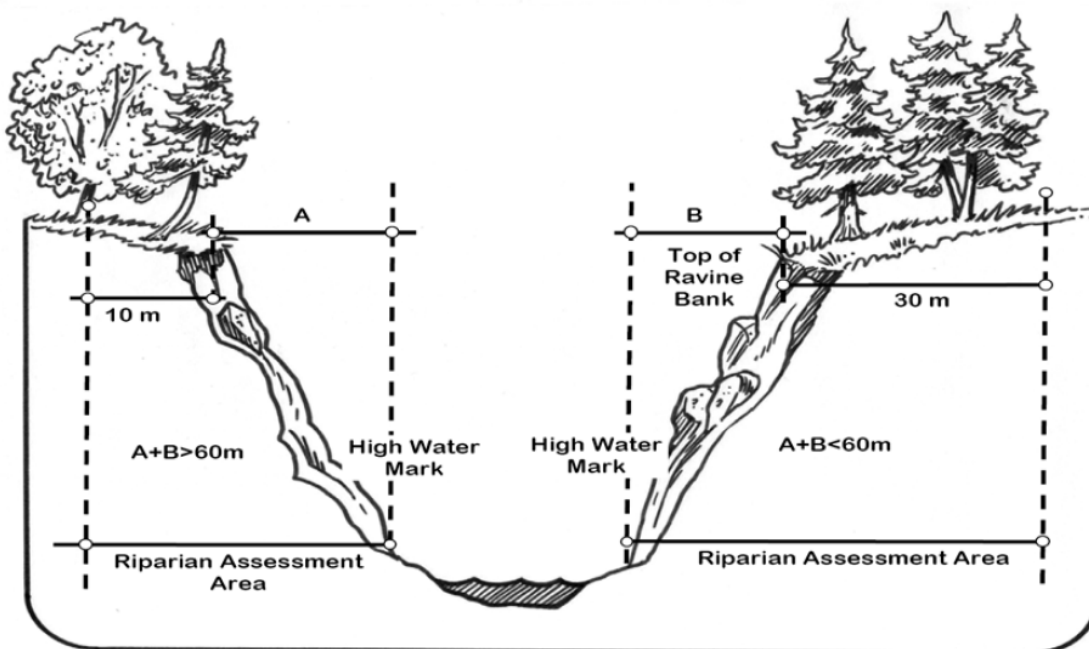


Figure 7.1

Unless the proposed development is clearly outside the riparian assessment area the location of the development shall be determined accurately by survey in relation to the RAR DPA to determine whether a development permit application is required.

The CSRD shall consider creating a policy to address information requirements for proposed developments that are not clearly shown to be outside of the Riparian Assessment Area.

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 (spawning, nursery, rearing, food supply and migration). Development impact on watercourses can be minimized by careful project examination and implementation of appropriate measures to preserve environmentally sensitive riparian areas.

GUIDELINES

A Development Permit must be obtained from the CSRD for any development on land or subdivision identified as a riparian assessment area within the RAR DPA except where exempted. Development requiring a Development Permit shall include, but may not be limited to, any of the following activities associated with or resulting from residential, commercial or industrial activities or ancillary activities, subject to local government powers under the *Local Government Act*:

- Removal, alteration, disruption or destruction of vegetation within 30m of a watercourse.
- Disturbance of soils, within 30 m of a watercourse;
- Construction or erection of buildings and structures within 30m of a watercourse;

- Creation of nonstructural impervious or semi-impervious surfaces within 30m of a watercourse.
- Flood protection works within 30 m of a watercourse;
- Construction of roads, trails, docks, wharves and bridges within 30m of a watercourse;
- Provision and maintenance of sewer and water services within 30m of a watercourse;
- Development of drainage systems within 30 m of a watercourse;
- Development of utility corridors within 30 m of a watercourse; and
- Subdivision as defined in the Land Title Act, and including the division of land into two or more parcels any part of which is within 30 m of a watercourse.

A Development Permit may be issued once 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;

Exemptions: The RAR DPA does not apply to the following:

- Construction, alteration, addition, repair, demolition and maintenance of farm buildings;
- Farming activities;
- Institutional development containing no residential, commercial or industrial aspect;
- 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;
- An area where the applicant can demonstrate that the conditions of the RAR DPA have already been satisfied, or a Development Permit for the same area has already been issued in the past and the conditions in the Development Permit have all been met, or the conditions addressed in the previous Development Permit will not be affected;
- A letter is provided by a QEP confirming that there is no visible channel or a water course to be identified:
- Mining activities, hydroelectric facilities and forestry (logging) activities; and
- Land classified as Private Managed Forest Land

Bylaw No. 751

GENERAL REGULATIONS

3.18 Agricultural Land Reserve Land

- .1 In addition to the regulations established in this *Bylaw*, all lands within the Agricultural Land Reserve are also subject to the provisions of the Agricultural Land Commission Act, regulations and orders of the Agricultural Land Commission (thereby not permitting the *subdivision* of land or the development of non-farm *uses* unless approved by the Agricultural Land Commission).
- .2 Screening vegetation, fencing and *building setbacks* on the non ALR side of the residential/ALR interface shall be provided in accordance with the "Landscaped Buffer Specifications" prepared by the Agricultural Land Commission in 1993. Buffering requirements shall be considered as a condition of *subdivision* approval.

4.6 **AG1** **Agriculture 1 Zone**

Intent

To accommodate agricultural uses and agri-tourism on large parcels which are primarily located in the Agricultural Land Reserve. All uses on ALR land are subject to the ALC Act policies and regulations.

Principal Uses

The *uses* stated in this subsection and no others are permitted in the AG1 zone as *principal uses*, except as stated in Part 3: General Regulations:

agriculture
cannabis production facility (only permitted in the ALR)
forestry
single detached dwelling

Secondary Uses

The *uses* stated in this subsection and no others are permitted in the AG1 zone as *secondary uses*, except as stated in Part 3: General Regulations:

accessory use
agri-tourism
bed and breakfast
childcare facility, in-home
guest ranch
home occupation
secondary dwelling unit

Regulations

On a *parcel* zoned AG1, no land shall be *used*; no *building* or *structure* shall be constructed, located or altered; and no plan of *subdivision* approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 5: Parking and Loading Regulations.

COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel size</i> created by <i>subdivision</i>	60 ha
(b) Minimum <i>parcel width</i> created by <i>subdivision</i>	100 m
(c) Maximum <i>parcel coverage</i>	25%
(d) Maximum number of <i>single detached dwellings</i> per <i>parcel</i>	<ul style="list-style-type: none"> ▪ On parcels less than 8 ha (19.76 ac):1 ▪ On parcels equal to or greater than 8 ha (19.76 ac);2
(e) Maximum number of <i>secondary dwelling units</i> per <i>parcel</i>	Subject to Section 3.16 of this bylaw
(f) Maximum <i>height</i> for: <ul style="list-style-type: none"> ▪ <i>principal buildings and structures</i> ▪ <i>accessory buildings</i> 	<ul style="list-style-type: none"> ▪ 11.5 m ▪ 10 m
(g) DELETED	DELETED
(h) Maximum <i>floor area, gross</i> of a <i>home occupation</i>	Shall be in accordance with Section 3.17
(i) Minimum <i>setback</i> from all <i>parcel boundaries</i> :	<ul style="list-style-type: none"> ▪ 5 m

4.8 RR1 Rural Residential 1 Zone

Intent

To accommodate single detached dwellings on smaller parcels.

Principal Uses

The *uses* stated in this subsection and no others are permitted in the RR1 *zone* as *principal uses*, except as stated in Part 3: General Regulations:

single detached dwelling

Secondary Uses

The *uses* stated in this subsection and no others are permitted in the RR 1 *zone* as *secondary uses*, except as stated in Part 3: General Regulations:

accessory use
agriculture, limited
bed and breakfast
childcare facility, in-home
home occupation
secondary dwelling unit

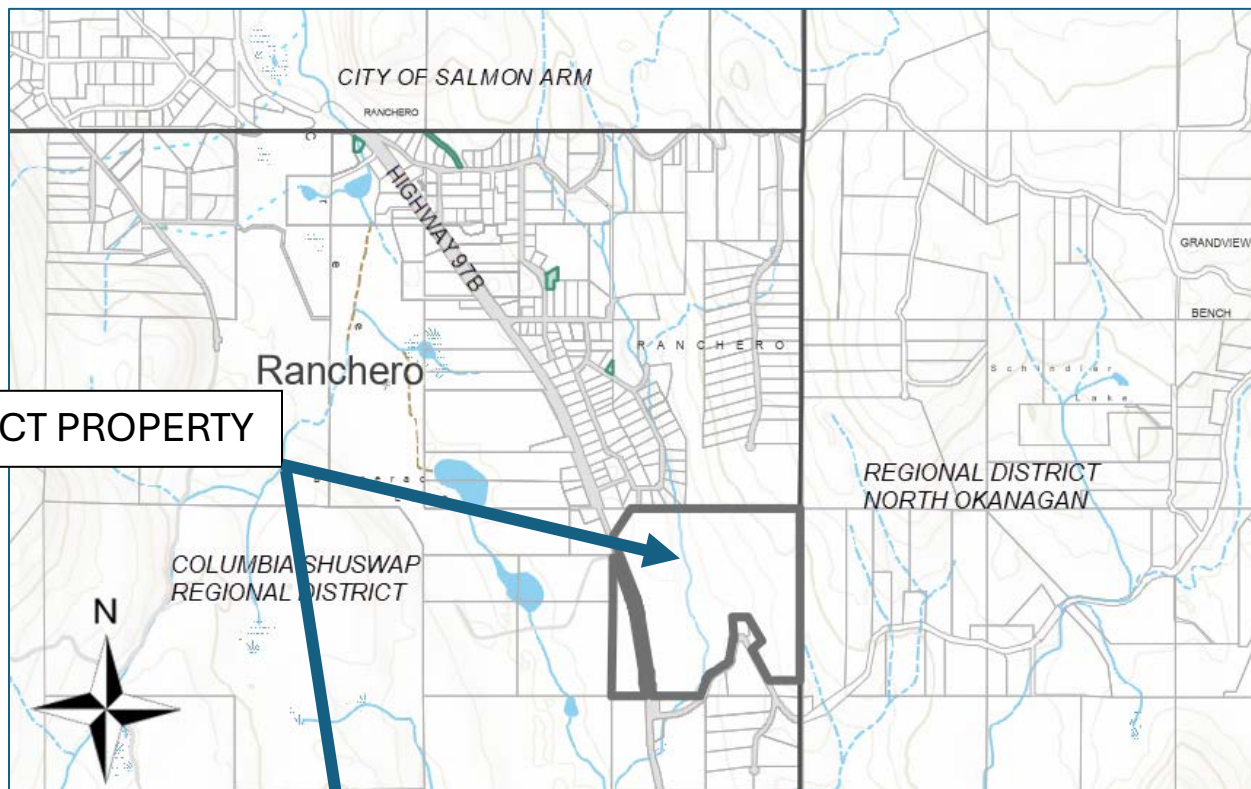
Regulations

On a *parcel* zoned RR 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 5: Parking and Loading Regulations. All agricultural *uses* must have a *setback* of at least 5 m from any *parcel boundary* and be contained by a *fence*.

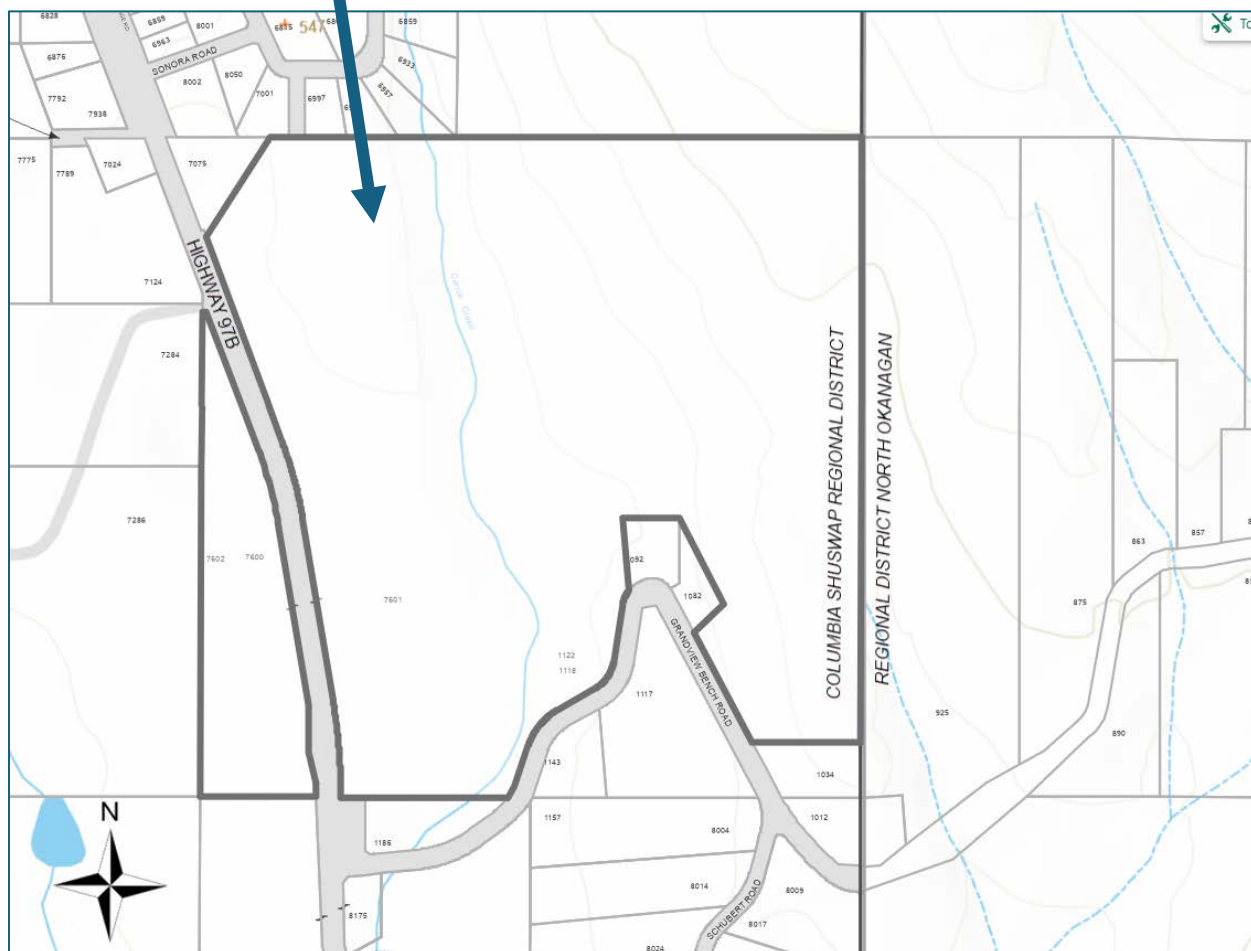
	COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
	(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	1 ha
	Minimum <i>parcel width</i> created by <i>subdivision</i>	20 m
	Maximum <i>parcel coverage</i>	25%
	Maximum number of <i>single detached dwellings</i> per <i>parcel</i>	One
BL751-05	Maximum number of <i>secondary dwelling units</i> per <i>parcel</i>	Subject to Section 3.16 of this bylaw
BL751-08	Maximum height for: <ul style="list-style-type: none"> • <i>Principal buildings and structures</i> • <i>Accessory buildings</i> containing a <i>dwelling unit</i> • <i>All other Accessory building and structures</i> 	<ul style="list-style-type: none"> • 11.5 m • 10 m • 8.5 m
BL751-05	Deleted	Deleted
BL751-08	Maximum <i>floor area, gross</i> of an accessory building <ul style="list-style-type: none"> • On a <i>parcel</i> less than .04 ha <ul style="list-style-type: none"> ○ <i>Accessory buildings</i> containing a <i>dwelling unit</i> ○ <i>All other Accessory buildings and structures</i> • On a <i>parcel</i> equal to or greater than 0.40 ha and less than 2.0 ha 	<ul style="list-style-type: none"> • 250 m² • 150 m² • 250 m²
BL751-08	Maximum <i>floor area, gross</i> of a <i>home occupation</i>	Shall be in accordance with Section 3.17

Minimum <i>setback</i> from:	
<i>front parcel boundary</i>	4.5 m
<i>rear parcel boundary</i>	5 m
<i>rear parcel boundary for an accessory building or structure (excluding secondary dwelling unit or home occupation)</i>	3 m
<i>interior side parcel boundary</i>	2 m
<i>exterior side parcel boundary</i>	5 m

Location

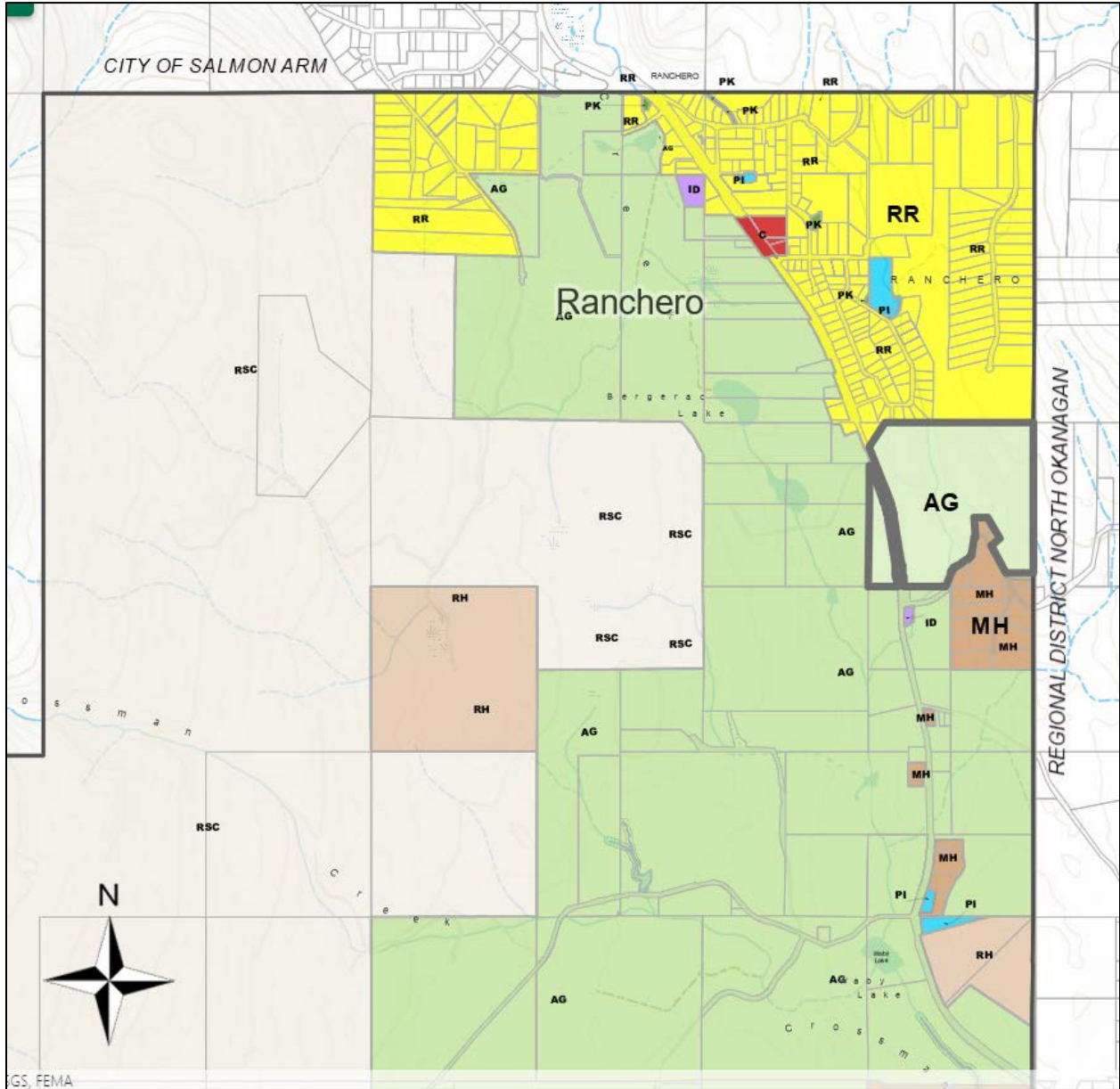


SUBJECT PROPERTY



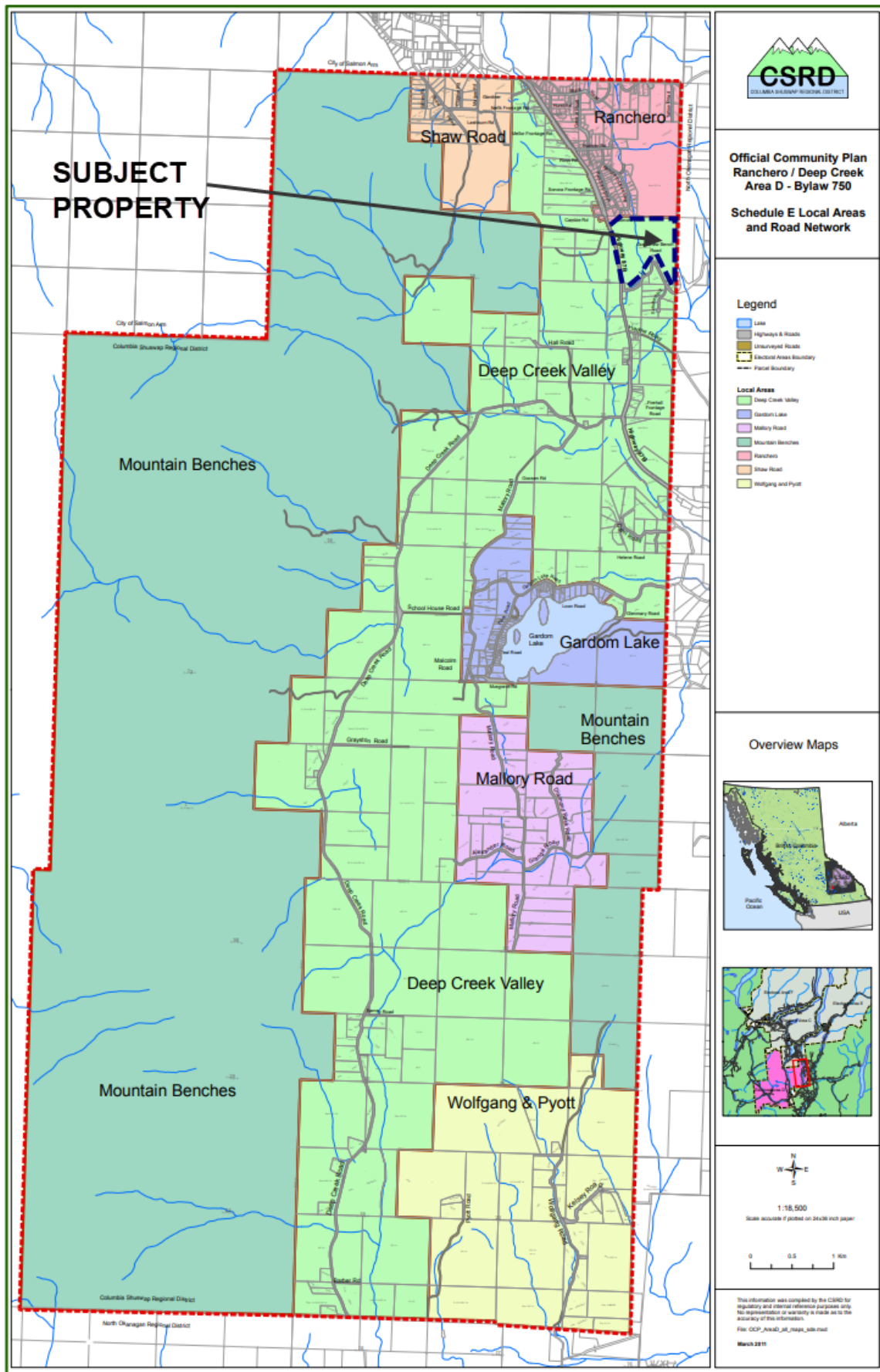
Ranchero/Deep Creek Official Community Plan Bylaw No. 750

Land Use Designations

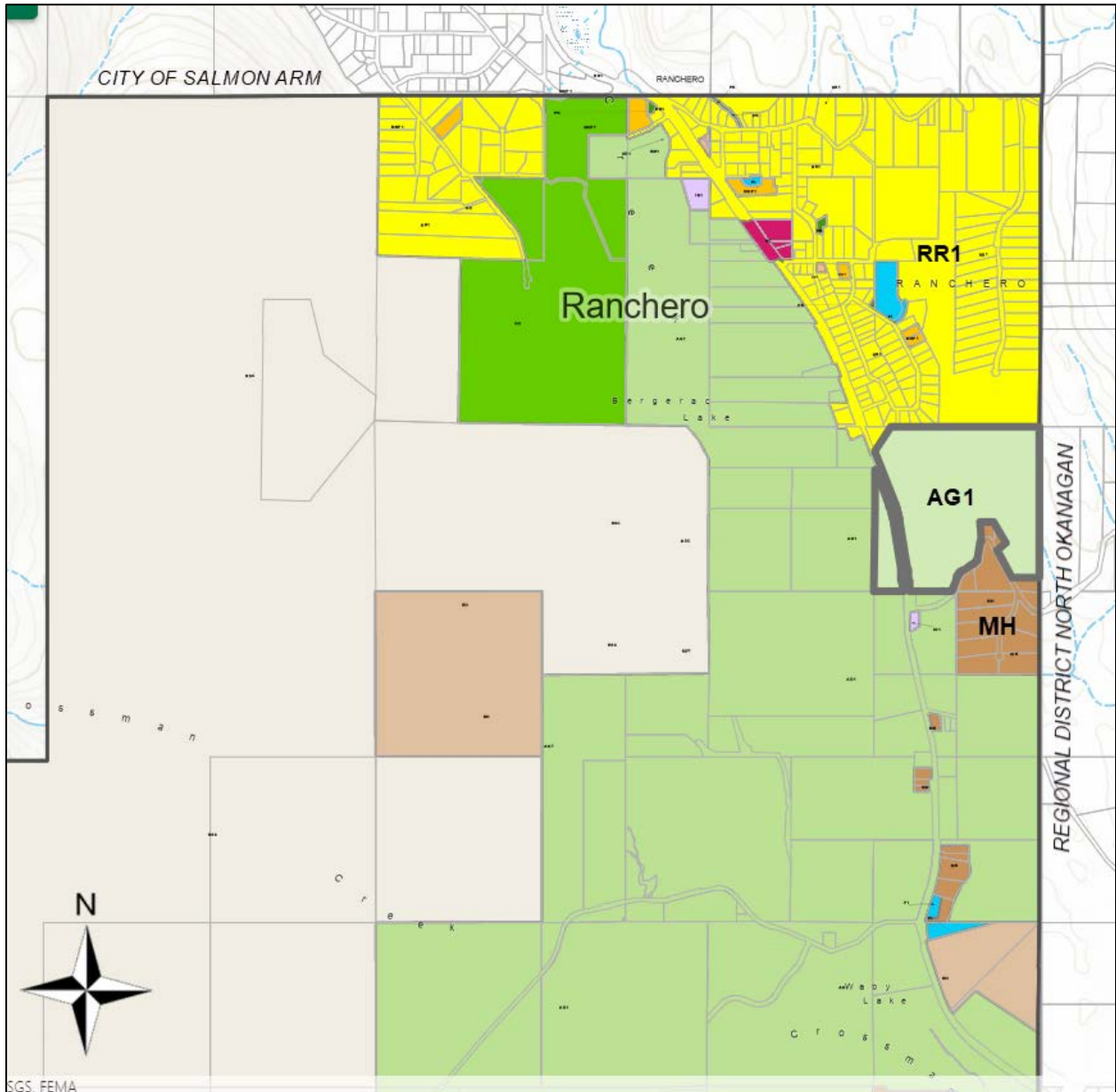


Ranchero/Deep Creek Official Community Plan Bylaw No. 750

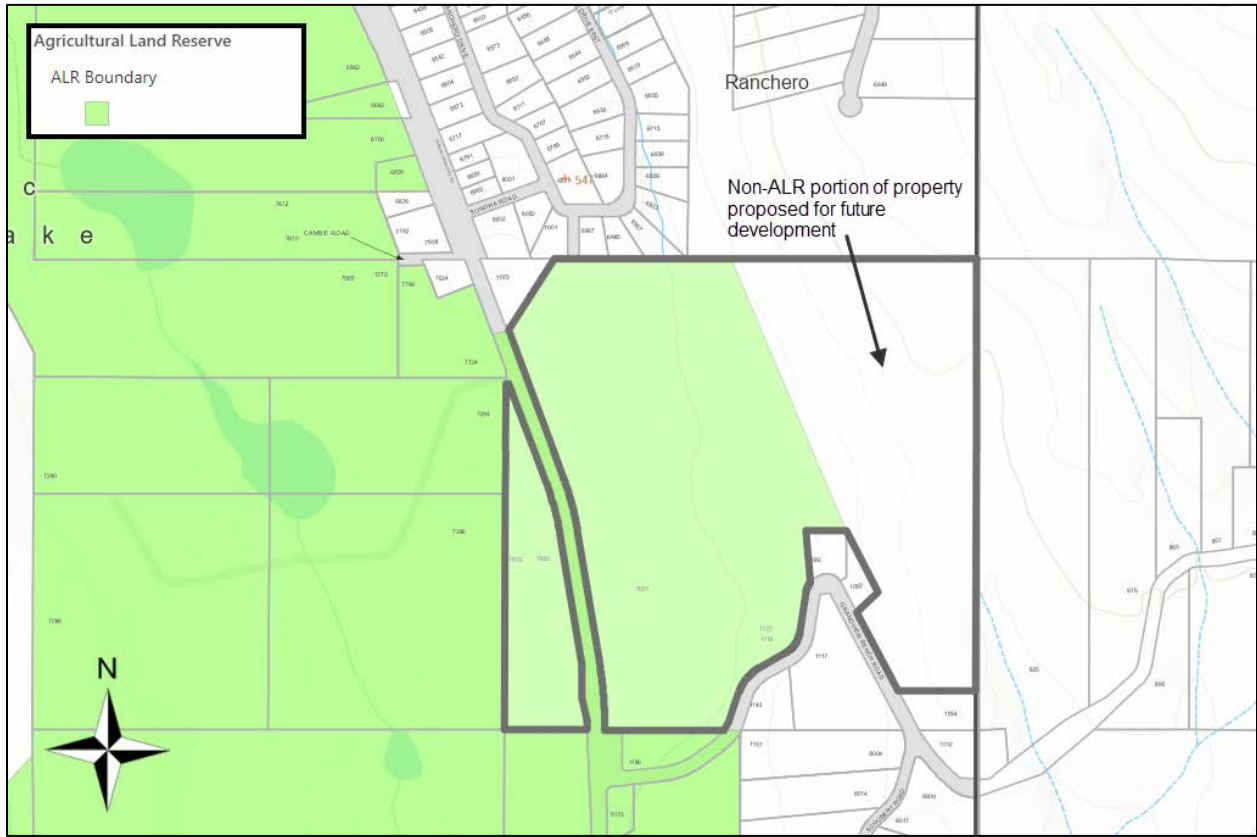
Schedule E- Local Areas and Road Network



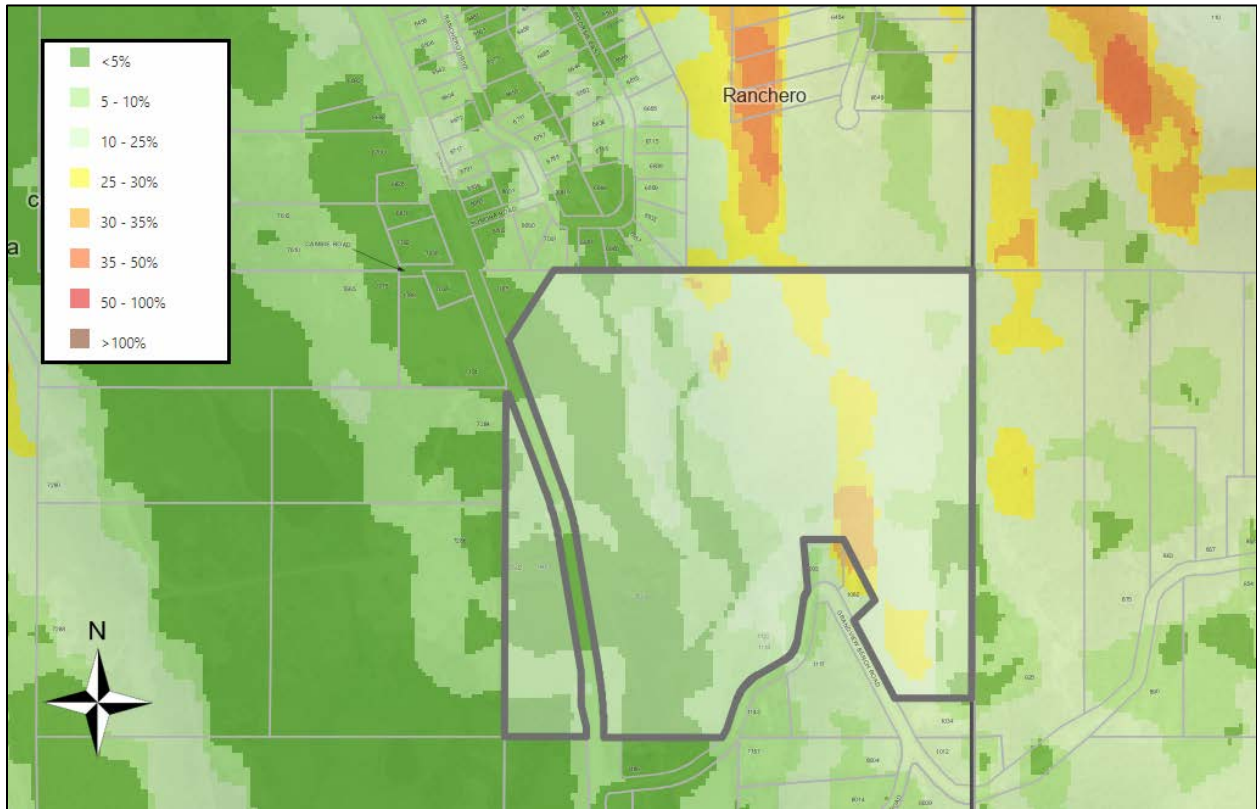
Ranchero/Deep Creek Zoning Bylaw No. 751



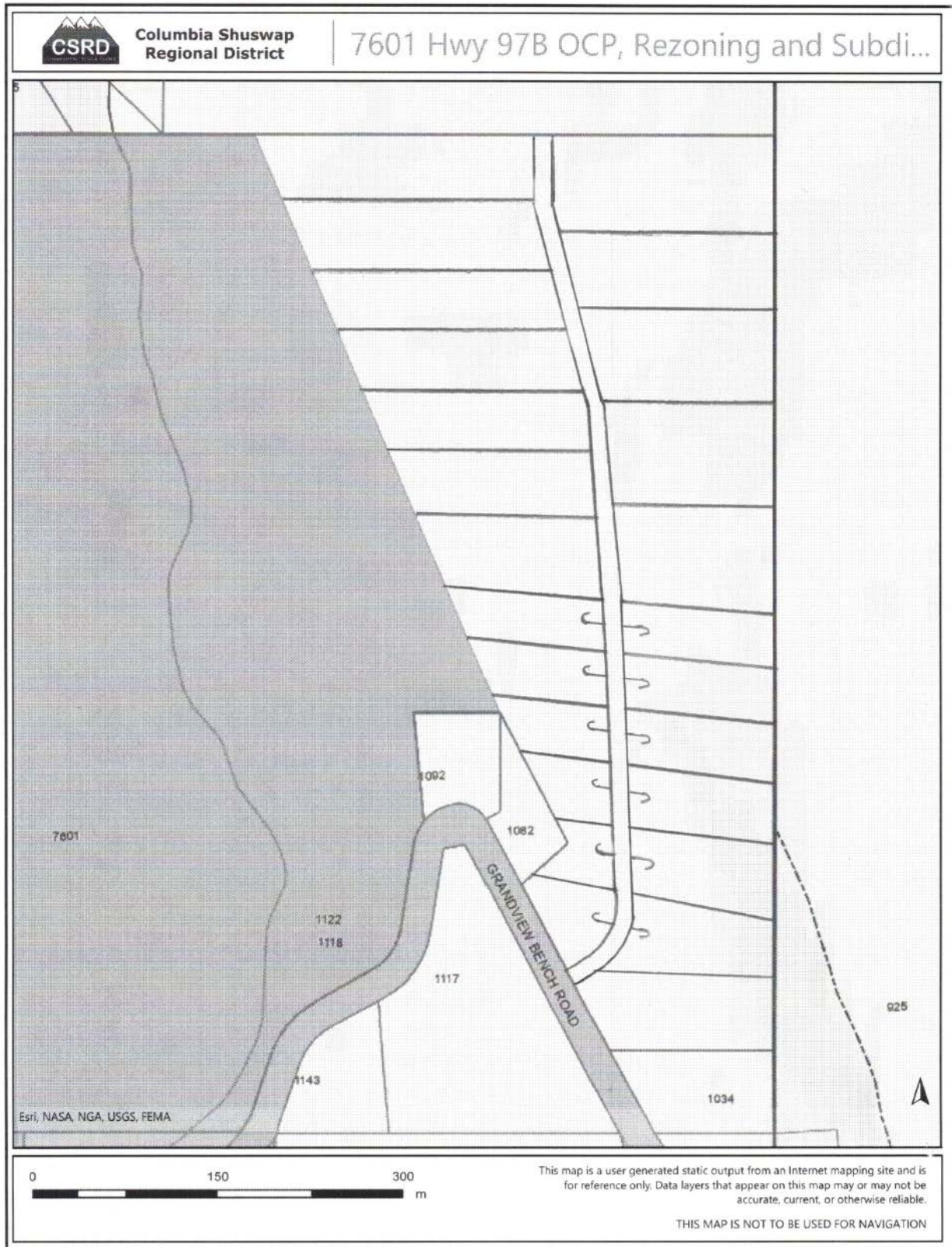
Agricultural Land Reserve



Slopes



Proposed Future Subdivision Plan of Non-ALR Portion of Property Plan submitted by applicant



Orthophotos (June-July 2023)



Electoral Area D:

Ranchero-Deep Creek Official Community Plan Amendment

Bylaw No. 750-08

and

Ranchero-Deep Creek Zoning Amendment

Bylaw No. 751-09

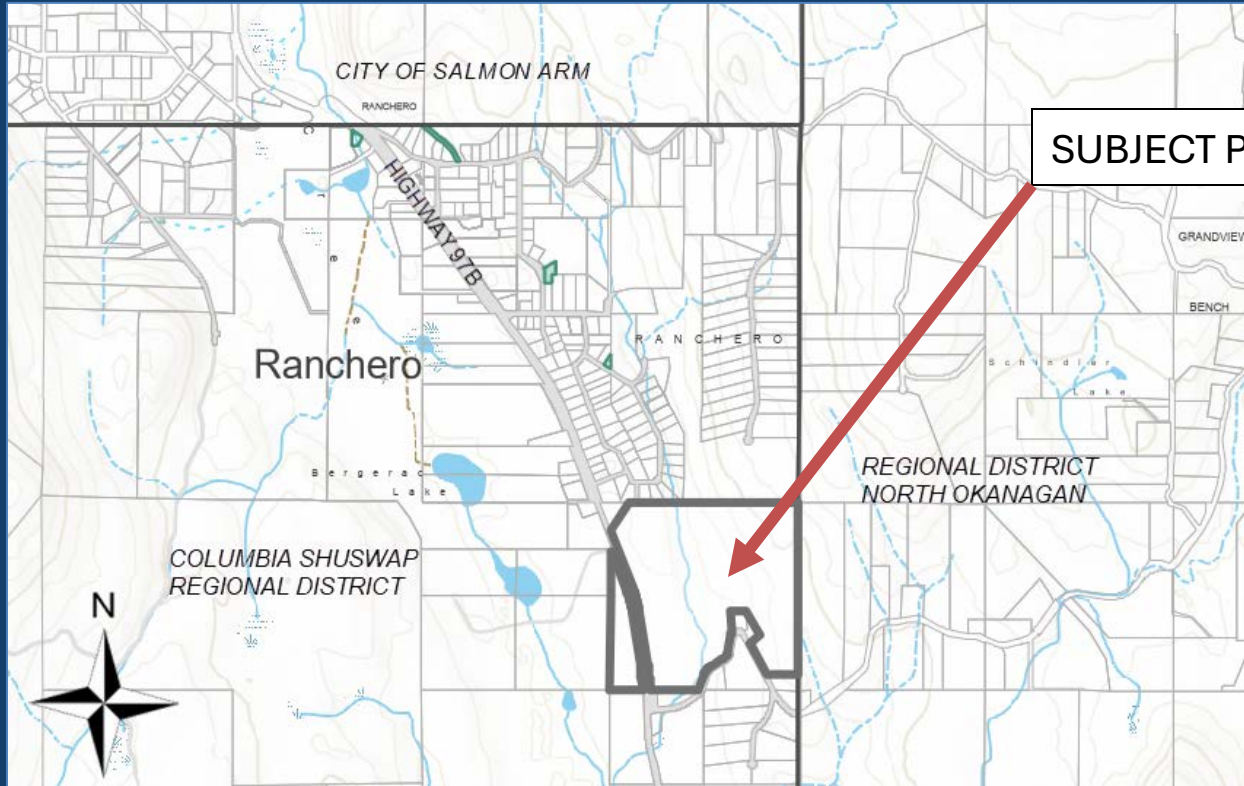


Proposal

Redesignate and
Rezone the portion
of the subject
property that is not
in the ALR from
AG – Agriculture to
RR- Rural Residential

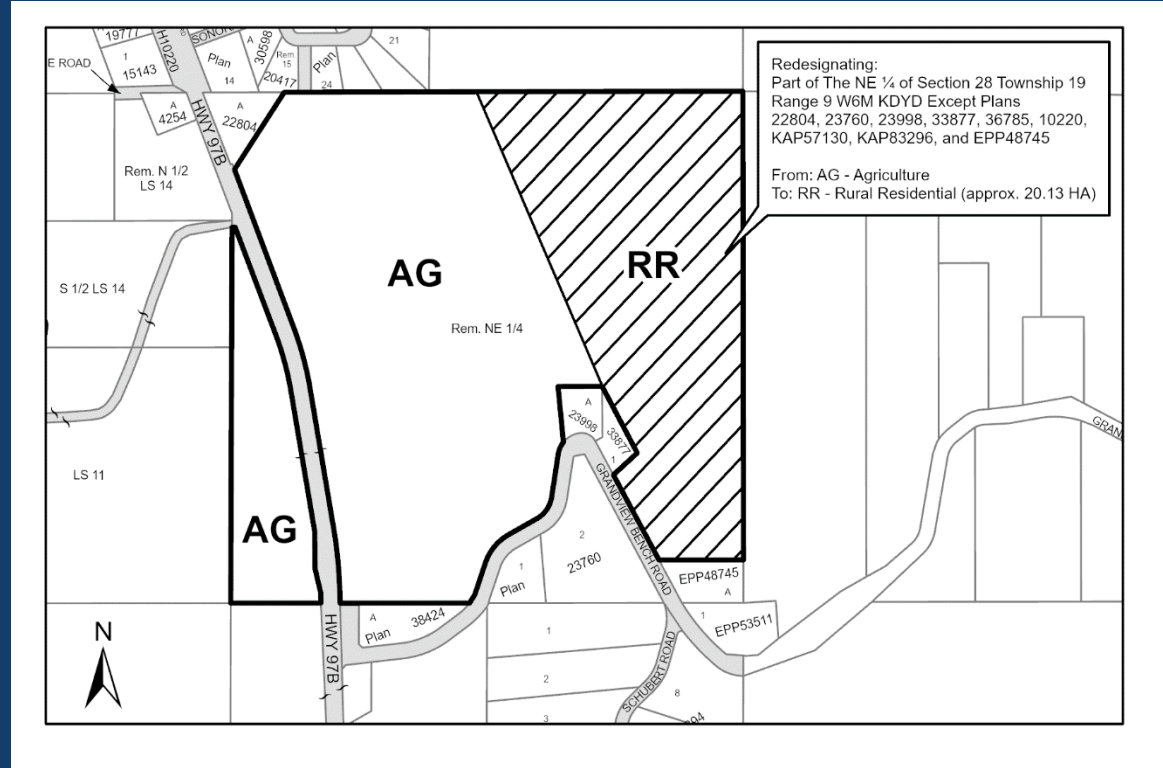
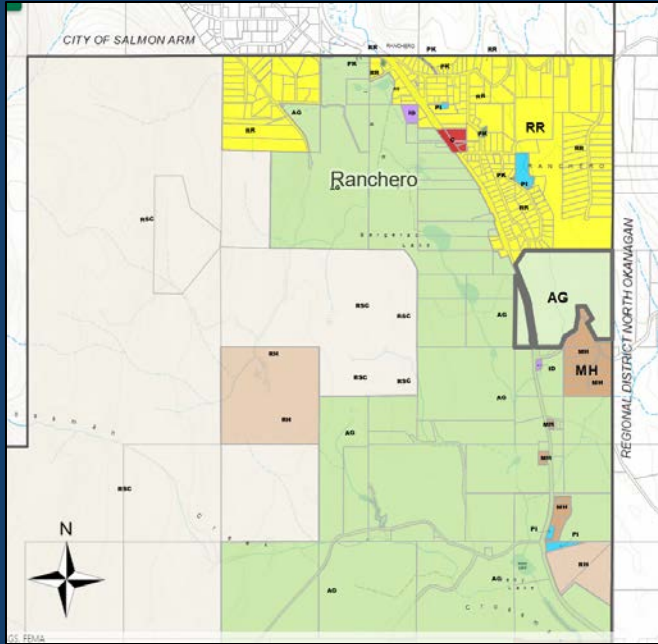


Location

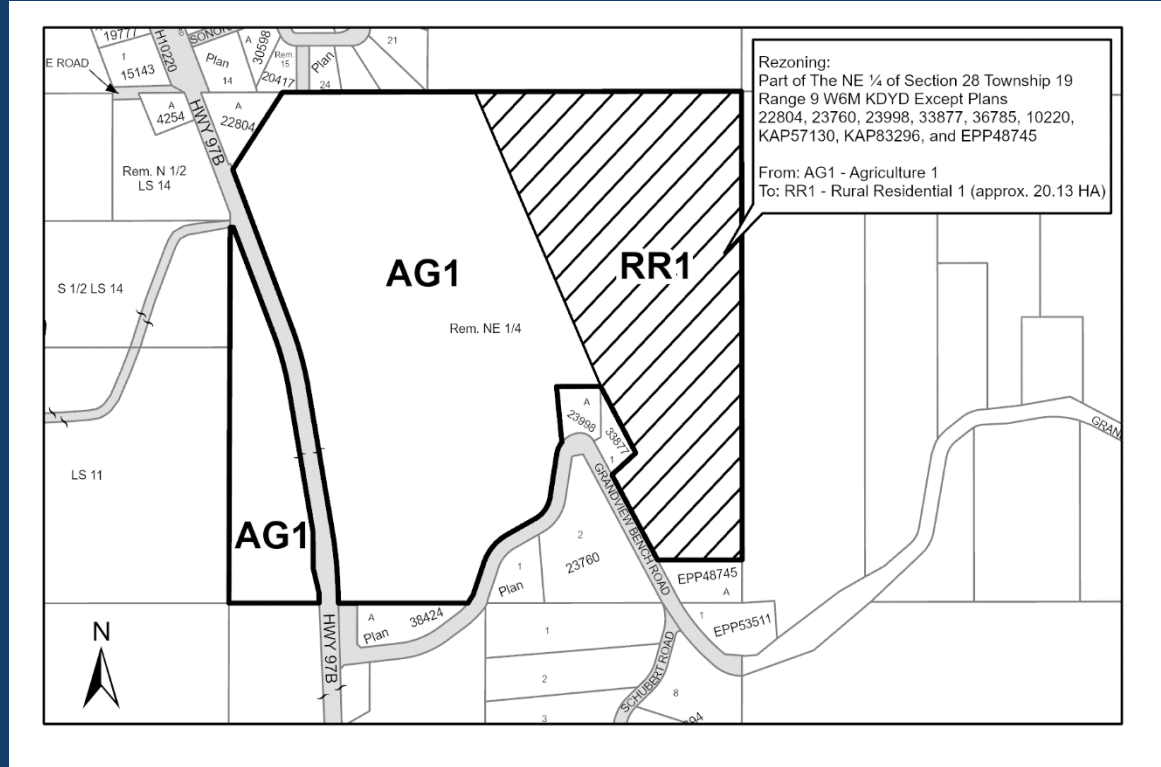
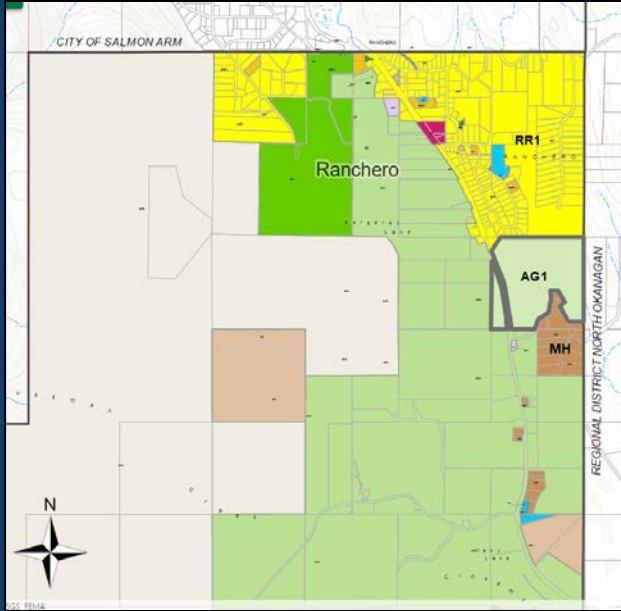


SUBJECT PROPERTY

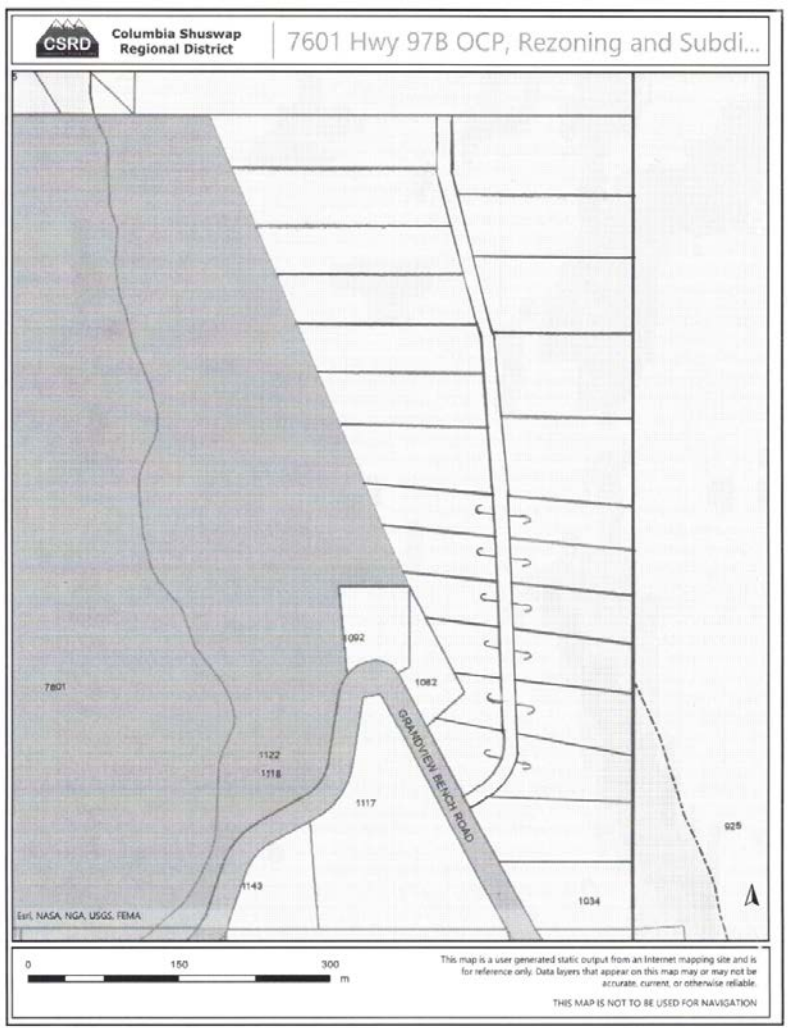
Ranchero-Deep Creek Official Community Plan Bylaw No. 750 Page 678 of 685

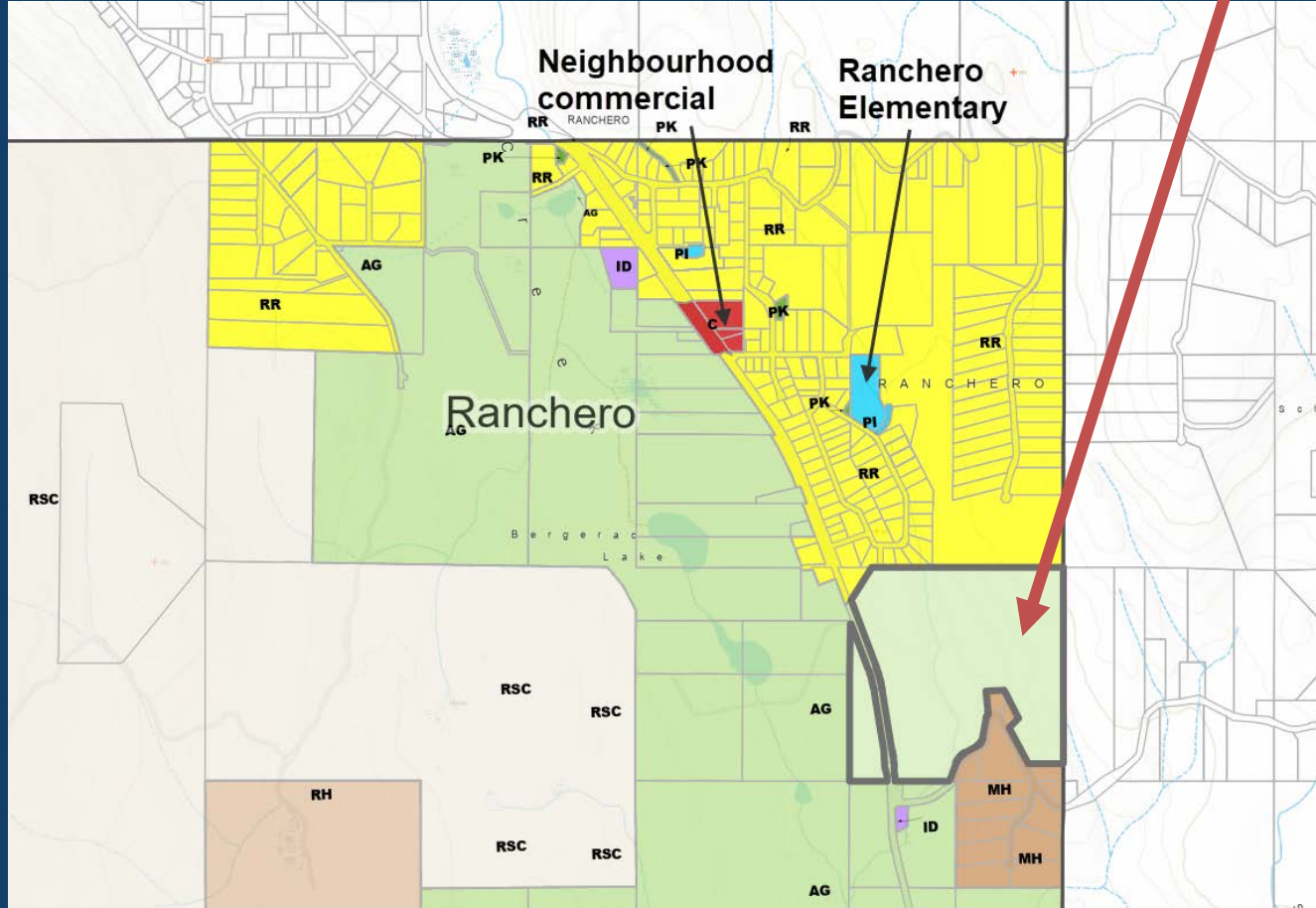


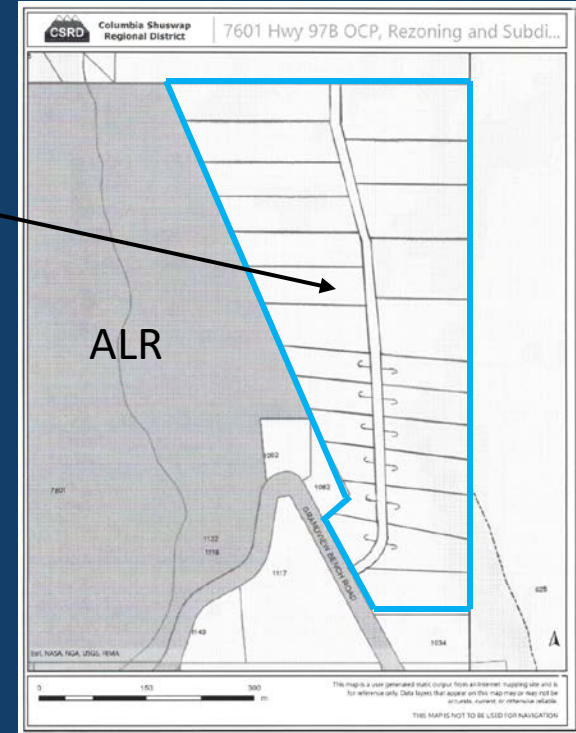
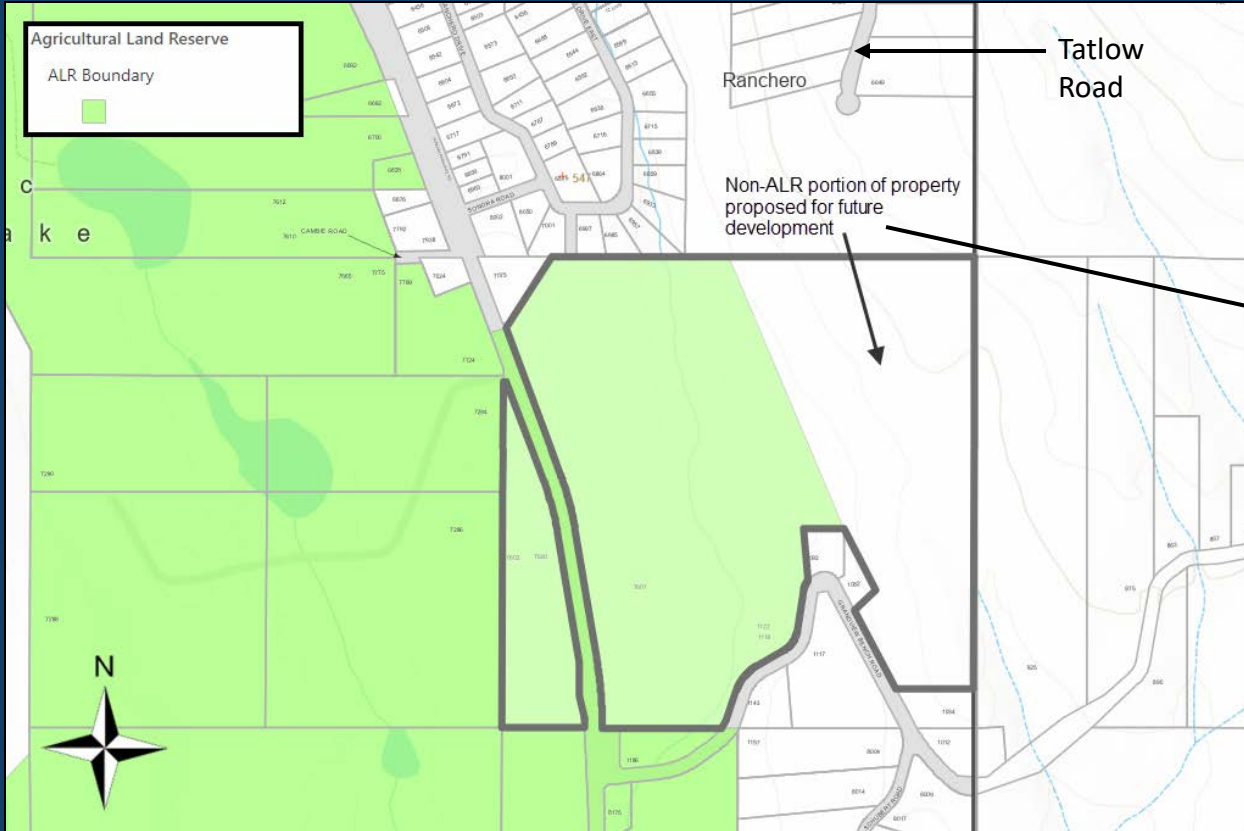
Ranchero-Deep Creek Zoning Bylaw No. 751



Site Plan







Orthophoto (June-July 2023)



RECOMMENDATION #1:

THAT: “Ranchero-Deep Creek Official Community Plan Amendment Bylaw No. 750-08” be read a first time, this 17th day of October, 2024.

Stakeholder Vote Unweighted (LGA Part 14) Majority

RECOMMENDATION #2:

THAT: “Ranchero-Deep Creek Zoning Amendment Bylaw No. 751-09” be read a first time, this 17th day of October, 2024.

Stakeholder Vote Unweighted (LGA Part 14) Majority

RECOMMENDATION #3:

THAT: the Board utilize the complex consultation process for “Ranchero-Deep Creek Official Community Plan Amendment Bylaw No. 750-08” and “Ranchero-Deep Creek Zoning Amendment Bylaw No. 751-09” and the bylaws be referred to the following agencies and First Nations:

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

Stakeholder Vote Unweighted (LGA Part 14) Majority