



# REGIONAL DISTRICT OF NORTH OKANAGAN

MINUTES of a **REGULAR** meeting of the **ELECTORAL AREA ADVISORY COMMITTEE** held in the Board Room at the Regional District Office on Thursday, April 7, 2011

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<b>Members:</b>	Director R. Fairbairn	Electoral Area "D"	Chair
	Director E. Foisy	Electoral Area "E"	Vice Chair
	Director M. Gavinchuk	Electoral Area "B"	
	Director M. Macnabb	Electoral Area "C"	
	Director H. Halvorson	Electoral Area "F"	
<b>Staff:</b>	L. Mellott	General Manager, Electoral Area Administration	
	R. Smailes	General Manager, Planning and Building	
	D. Sewell	General Manager, Finance	
	L. Frank	Interim Sustainability Coordinator	
	R. Baker	Community / Protective Services Manager	
	L. Schrauwen	Clerk, Electoral Area Administration / Human Resources (taking minutes)	
<b>Others:</b>	Alt Director Sherry Price	Electoral Area "B"	
	R. Morgan	Regional Crime Prevention Coordinator, City of Vernon	

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Lisa Schrauwen was introduced to the Electoral Area Advisory Committee as Clerk for Electoral Area Administration.

## CALL MEETING TO ORDER

The Chair called the meeting to order at 10:37 a.m.

## APPROVAL OF AGENDA

Moved and seconded by Directors Macnabb and Gavinchuk  
That the Agenda of the April 7, 2011 Electoral Area Advisory Committee meeting be approved with the following amendments:  
Addition of Item E.3 – O'keefe Ranch Water Connection Funding Request  
Addition of Item F.10 – Water Requirements Discussion

**CARRIED**

## ADOPTION OF MINUTES

### Electoral Area Advisory Committee – March 3, 2011

Moved and seconded by Directors Foisy and Macnabb  
That the minutes of the March 3, 2011 Electoral Area Advisory Committee Meeting be adopted as circulated.

**CARRIED**

## **PETITIONS AND DELEGATIONS**

### **Mike Adams, Drinking Water Protection Officer / Ken Christian, Director Health Protection, Interior Health Authority, Interior Health Authority – Onsite Wastewater Systems**

Ken Christian spoke regarding the letter sent to the RDNO with respect to the Interior Health Authority's request for the RDNO to act as the transferee on Section 219 covenants for wastewater systems. There was a discussion about the liability and costs associated with the "downloading". It was noted that the RDNO is not the approving authority in subdivisions.

### **Development Permit with Variances Application David and Wanda Letourneau c/o Terry Stewart**

The Deputy Planning Manager advised that two written submissions had been received.

- 1) Hugh and Susan Mitchell, 71 Mabel Lake Subdivision Road, wrote in favour of the application, stating that they give full and unconditional support.
- 2) Don Meeks – Ministry of Forests, Lands and Natural Resource Operations, wrote in favour of the application, stating that the measures proposed will help to resolve an encroachment situation onto Crown Lot 18, Plan 5194 (#77 Mabel Lake Subdivision Rd.) which is Crown land held under a Land Act Reserve for the use, recreation and enjoyment of the public.

No one was present to speak to this application.

### **Waiver of Lot Frontage Requirement Loretta Oliver c/o Andrew Oliver and Browne Johnson Land Surveyors**

No one was present to speak to this application.

### **Development Permit Application Ken Dahlen and Debbie Rouault, 795283 Alberta Inc. c/o Keith Dahlen Construction Ltd.**

No one was present to speak to this application.

## **REPORTS**

### **Advisory Planning Commission Meetings**

Moved and seconded by Directors Foisy and Macnabb  
That the minutes of the following meetings be received for information:

- Electoral Area "B" – Meeting of March 30, 2011
- Electoral Area "D" – Meeting of March 3, 2011
- Electoral Area "E" – Meeting of February 28, 2011
- Electoral Area "F" – Meeting of March 21, 2011

**CARRIED**

### **Vernon / North Okanagan Safe Communities Unit**

Moved and seconded by Directors Macnabb and Gavinchuk  
That the March 2011 Vernon / North Okanagan Detachment – Safe Communities Unit report be received for information.

**CARRIED**

### **Sustainability Program Report**

Moved and seconded by Directors Macnabb and Halvorson  
That the April Sustainability Report dated March 21, 2011 be received for information.

**CARRIED**

### **UNFINISHED BUSINESS**

Trial Waiver of Ministerial Approval

Moved and seconded by Directors Halvorson and Macnabb  
That the letter dated February 21, 2011 from the Ministry of Community, Sport and Cultural Development regarding the trial waiver of ministerial approval of most Official Community Plan and land use regulatory bylaws be received for information.

**CARRIED**

### **Annexation Study Proposal Evaluation**

Discussion took place regarding the request for proposal process, particularly with regard to scoring of proposals.

Moved and seconded by Directors Macnabb and Gavinchuk  
That the annexation study proposal evaluation be referred back to staff to re-evaluate and to request additional information from the three proponents with respect to costing for the three phases.

**CARRIED**

### **O’Keefe Ranch Water Connection Funding Request**

Moved and seconded by Directors Macnabb and Gavinchuk  
That the Board of Directors be advised of the following offer of financial assistance towards the O’Keefe Ranch water connection fees, subject to all conditions being met:

Electoral Area “B” discretionary fund - \$1,500.00  
Electoral Area “C” discretionary fund - \$1,000.00

**CARRIED**

## **NEW BUSINESS**

### **Onsite Wastewater Systems**

Moved and seconded by Directors Foisy and Halvorson

That the letter dated December 15, 2010 from the Interior Health Authority regarding Section 219 covenants for onsite wastewater systems be received for information; and further,

That it be recommended to the Board of Directors that the Interior Health Authority be advised that the Regional District is not interested in acting as a transferee on restrictive covenants on onsite wastewater systems.

**CARRIED**

### **Development Permit with Variances Application**

**LETOURNEAU, D. and W. c/o Terry Stewart** (File No. 09-0661-F-DVP)

Moved and seconded by Directors Halvorson and Macnabb

That it be recommended to the Board of Directors that, upon consideration of input from adjacent landowners, a Development Permit with Variances be issued for the property legally described as Lot 17, District Lot 3945, ODYD, Plan 5194 and located at 75 Mabel Lake Subdivision Road, Electoral Area 'F' to allow the construction of a seasonal single family dwelling and to vary the following sections of the Regional District of North Okanagan Zoning Bylaw No. 1888, 2003:

1. Section 706.9.d of the Zoning Bylaw by reducing the side yard setback of the eaves of an existing accessory residential building from 2.0 m to 0.0 m;
2. Section 706.3.b of the Zoning Bylaw by increasing the maximum permitted size of an existing accessory residential building from 15 m<sup>2</sup> to 20.22 m<sup>2</sup>.

That the Development Permit with Variances be issued subject to the following:

1. The dimensions and siting of the buildings on the land be in general accordance with the site plan attached to the Development Services Information Report dated February 14, 2011;
2. No natural vegetation shall be removed or degraded within a horizontal distance of 15 m from the natural boundary of Mabel Lake nor shall any development occur which will preclude growth of natural vegetation except with the written authorization of Fisheries and Oceans Canada and the Ministry of Environment;
3. Any clearing and/or excavation or fill done on the subject property should be completed in such a manner as to ensure that sediment, concrete washwater, leachates or any other substance of any type that may be deleterious to aquatic life should not be deposited into Mabel Lake and/or adjacent flood channels via ditches, storm sewers or overland flow, and all construction and excavation wastes, overburden, soil or any other substances that may be deleterious to aquatic life should be disposed of or placed in such a manner as to prevent their entry into any stream, water course or storm sewer system.
4. The proposed development must be serviced with a potable water supply meeting the standards contained in the Drinking Water Protection Act and Regulation;
5. A filtration system and ultra violet disinfection system should be provided where water is proposed to be drawn from Mabel Lake given that the Interior Health Authority has advised that the water quality of that Lake is questionable;
6. A means of sewage disposal that does not discharge directly into a waterbody or watercourse shall be installed. The applicant must provide evidence that the filings required by the Sewerage System Regulation under the Health Act have been made, or that a holding tank permit has been issued, or that treated sewage effluent will be disposed of to ground in accordance with the Environmental Management Act.
7. The Regional District must approve a stormwater management plan as a condition precedent to the issuance of a Building Permit for the proposed seasonal single family dwelling. The

storm water management plan must be prepared by a professional engineer to provide for the control of run-off from any parking areas, internal roadways, and buildings during and after the period of construction. Storm water outlet facilities should not be installed directly into Mabel Lake or into a tributary watercourse, drainage ditch or gully except where a stormwater renovation system is being implemented. Storm water management systems should be consistent with the "Land Development Guidelines for the Protection of Aquatic Habitats" (Ministry of Environment and Department of Fisheries and Oceans, 1992), and may require approval by the Department of Fisheries and Oceans and/or the Ministry of Environment. The storm water management plan should also be consistent with the document titled Stormwater Planning: A Guide for B.C.

That issuance of the Development Permit with Variance be withheld until the Regional District of North Okanagan receives notification from the Ministry of Environment that an assessment report has been received, demonstrating the proposed development meets the requirements of Section 4(2) or of Section 4(3) of the Riparian Areas Regulation.

**CARRIED**

**Waiver of Lot Frontage Requirement (File No. 11-0005-F-WVR)  
OLIVER, Loretta c/o Andrew Oliver and Browne Johnson Land Surveyors**

Moved and seconded by Directors Halvorson and Foisy

That it be recommended to the Board of Directors that the ten percent minimum frontage requirement of Section 802.7 of Regional District of North Okanagan Zoning Bylaw No. 1888, 2003 be waived for the property legally described as the West 1/2 of the SW 1/4 of Sec 27, Twp 18, R9, W6M, KDYD, Except Plan KAP83193 and located at 346 Gunter Ellison Road, Electoral Area "F" by reducing the lot frontage of the proposed Lot 1 and Remainder Lot from 59.8 metres and 269.7 metres to 15.9 metres and 21.6 metres respectively as shown on the subdivision plan attached to the Development Services Information Report dated March 9, 2011.

**CARRIED**

**Development Permit Application  
795283 Alberta Inc. c/o Keith Dahlen Construction Ltd. (File No. 10-0751-B-DP)**

Moved and seconded by Directors Gavinchuk and Halvorson

That it be recommended to the Board of Directors that a Development Permit be issued for the property legally described as Strata Lot 7, Sec 26, Twp 8, ODYD, Strata Plan KAS2525 Together With an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form V and located at 8114 Highland Place, Electoral Area 'B' subject to the following:

1. The dimensions and siting of the building, parking spaces and loading areas to be constructed on the land be in general accordance with the site plan attached to the Development Services Information Report dated March 16, 2011;
2. The form and character of the proposed building to be constructed on the land be in general accordance with the elevations attached to the Development Services Information Report dated March 16, 2011;
3. Landscaping to be installed on the land be in general accordance with the landscape plan attached to the Development Services Information Report dated March 16, 2011;
4. In accordance with Section 1501 of the Regional District of North Okanagan Zoning Bylaw 1888, 2003, outside storage areas must be closed by screening on any side not facing directly upon the principal building on the lot. Screening must consist of a solid 2.5 metre high fence or wall or a compact evergreen hedge not less than 2 metres in height. Outdoor storage areas are not permitted within 6 metres of the front lot line.

5. Driveway, parking and loading areas must be paved and curbed in accordance with the provisions of Section 1101 and 1201 of Zoning Bylaw 1888.
6. Signage must conform with the provisions of Section 1401 of Zoning Bylaw No. 1888.
7. A storm water management plan shall be prepared by a professional engineer to provide for the control of run-off from parking areas, internal roadways, and buildings during and after the period of construction of the proposed building. Storm water outlet facilities shall not be installed directly into Swan Lake or into a tributary watercourse, drainage ditch or gully except where a storm water renovation system is being implemented.

That prior to issuance of the Development Permit, security be provided in an amount equal to 1.25 times the estimated cost of installing landscaping and screening and of paving and curbing the parking, driveway and loading areas. Estimates are to be prepared by qualified landscaping and paving contractors.

**CARRIED**

### **Building Department Review**

The General Manager, Planning and Building advised that the internal report will be completed shortly and will be forwarded to the Board of Directors.

#### Two-Phase Campfire Prohibition

Moved and seconded by Directors Macnabb and Halvorson

That correspondence dated March 10, 2011 from the Union of BC Municipalities regarding Consideration of a Two-Phase Campfire Prohibition be received for information.

**CARRIED**

#### Local Government Management Association of BC – Information Circular – March 2011

Moved and seconded by Directors Halvorson and Foisy

That the information circular dated March 2011 from the Local Government Management Association of BC be received for information.

**CARRIED**

#### Shuswap Lake Integrated Planning Process (SLIPP)

Moved and seconded by Directors Halvorson and Gavinchuk

That the notice from Shuswap Water Action Team Society titled “CSRD directors approve SLIPP funding” be received for information.

**CARRIED**

### **Flood Response Guidelines: Private Residences**

Moved and seconded by Directors Halvorson and Macnabb

That it be recommended to the Board of Directors that an ad be placed in local newspapers advising that the Regional District is not responsible for private property with regard to flooding, and as such, residents need to undertake their own emergency preparedness.

**CARRIED**

### **Water Requirements Discussion**

Discussion took place regarding the requirements in Regional District bylaws regarding proof of water.

Moved and seconded by Directors Halvorson and Macnabb

That it be recommended to the Board of Directors that staff be directed to prepare a report regarding proposed amendments to the Subdivision Servicing Bylaw reducing proof of water requirements in Electoral Areas “D” and “E”.

**CARRIED**

Moved and seconded by Directors Foisy and Gavinchuk

That it be recommended to the Board of Directors that staff be directed to prepare a report on the implications of removing reference to “potability” in the Building Bylaw.

**CARRIED**

Moved and seconded by Directors Foisy and Halvorson

That it be recommended to the Board of Directors that the requirement for a hydrologists report on the existing wells be waived for property legally described as Lot 2, Section 29, Township 57, ODYD Plan 32827 located at 1038 Hwy 6 (Rothenburger) File no. 10-0426-E-SUB.

**CARRIED**

### **ADJOURNMENT**

There being no further business the meeting was adjourned at 1:19 p.m.

### **Certified Correct:**

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Chair

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Corporate Officer