



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, February 21, 2019
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Call to Order

2. Introduction of New Building Inspector and New Building Inspection Assistant

Introduction of Michelle Boag, Building Inspector and Loreen Matousek, Building Inspection Assistant

3. Board Meeting Minutes

3.1 Adoption of Minutes

1

Motion

THAT: the minutes of the January 10, 2019 regular Board meeting be adopted.

3.2 Business Arising from the Minutes

- None.

4. Delegations

- None.

ADMINISTRATION

5. Correspondence

5.1 Agricultural Land Commission Regional Seminars

17

Invitation to ALC Regional Seminar - Presentations on the 2018/2019 changes to the ALC Act and ALR regulations, policies and procedures.

Motion

THAT: the Board authorize the attendance and expenses for those Directors who choose to attend the Agricultural Land Commission regional seminar.

Motion

THAT: the correspondence contained on the February 21, 2019 Regular Board Meeting agenda be received for information.

6. Reports**6.1 Shuswap Emergency Program Executive Committee Meeting (April 11, 2018) 18****Motion**

THAT: the minutes of the April 11, 2018 Shuswap Emergency Program Executive Committee meeting be received for information.

6.2 Shuswap Economic Development Advisory Committee Meeting (December 13, 2018) 21

- One action item out of the meeting, see Item 7.5

Motion

THAT: the minutes of the December 13, 2018 Shuswap Economic Development Committee Meeting be received for information.

6.3 Shuswap Tourism Advisory Committee Meeting (December 13, 2018) 29**Motion**

THAT: the minutes of the December 13, 2018 Shuswap Tourism Advisory Committee Meeting be received for information.

6.4 Shuswap Emergency Program Executive Committee Meeting (December 17, 2018) 36**Motion**

THAT: the minutes of the December 17, 2018 Shuswap Emergency Program Executive Committee meeting be received for information.

6.5 Okanagan Sterile Insect Release Board Report (January 18, 2019) 40**Motion**

THAT: the Board report from the January 18, 2019 Okanagan Sterile Insect Release meeting be received for information.

6.6 Committee of the Whole (Budget) Meeting (January 30, 2019) 41

- One action item - Recommendation to approve additional FTE position, Finance

Motion

THAT: the minutes of the January 30, 2019 Committee of the Whole (Budget) meeting be received for information.

Motion

THAT: the Board approve an additional 1.0 FTE position in the Finance Department.

7. Business General

7.1 10:30 - 11:10 AM: Area C South Shuswap Boundary Analysis Final Report 50

Allan Nielson, Neilson Strategies Inc., in attendance to present to the Board an overview of the report and the four potential boundaries examined.
(Approximately 20 minute presentation)

Administration recommends that the CSRD Board support Option 3 (Incorporation Study for the Blind Bay/Sorrento boundary scenario) and support a funding request to the Minister of Municipal Affairs for restructure study funding. See [link](#) to Area C Governance study document and its conclusions/recommendations, for reference.

Motion

THAT: the Board support Option 3 (Incorporation study for Blind Bay/Sorrento) as outlined in the Area C Boundary Analysis Report prepared by Nielson Strategies Inc., and;

FURTHER that the Board endorse a resolution of support for Option 3 above including a request to the Minister of Municipal Affairs for support of restructure funding (Blind Bay/Sorrento scenario) in 2019.

7.2 2019 Board on the Road in Electoral Area F 127

Report from Jennifer Sham, Assistant Deputy Corporate Officer, dated February 1, 2019.

Motion

THAT: the Board approve the Board on the Road meeting on Thursday, May 16, 2019 in Electoral Area F, on this 21st day of February, 2019.

7.3 Sicamous to Armstrong Rail Trail – Canada Infrastructure Grant Application 130

Report from Ryan Nitchie, Team Leader, Community Services, dated January 17, 2019. Sicamous to Armstrong Rail Trail Investing in Canada Infrastructure grant application.

Motion

THAT: the Board empower the authorized signatories to submit an application for grant funding through the Investing in Canada Infrastructure Program – British Columbia – Rural and Northern Communities Infrastructure fund to a maximum amount of \$13,000,000 to fund 100% of the eligible costs to construct a non-motorized greenway trail along the rail trail corridor between the communities of Sicamous and Armstrong.

7.4 UBCM Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning Grant Application

133

Report from Derek Sutherland, Team Leader, Protective Services, dated February 6, 2019. Union of British Columbia Municipalities Community Emergency Preparedness Fund grant application to undertake screening level flood modelling in the CSRD.

Motion

THAT: the Board empower the authorized signatories to apply for a Community Emergency Preparedness Fund Grant (Flood Mapping Stream) for up to \$150,000 to complete a large-scale screening level risk assessment project to improve flood risk management within the CSRD. The CSRD will provide in-house contributions to support the project and overall grant management.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with BGC Engineering Inc. in an amount not to exceed \$150,000 including applicable taxes subject to the receipt of a Community Emergency Preparedness Fund (Flood Mapping Stream) Grant for up to \$150,000.

7.5 Appointment of Director to Salmon Arm Economic Development Society (SAEDS):

137

- Shuswap Economic Development Committee recommendation December, 2018 that Director Demenok be re-appointed to the SAEDS
- Director Demenok has served as the CSRD's representative to the SAEDS since 2016, as a non-voting member
- Chair Martin concurs with the recommendation.

2019 Appointments to External Agencies listing is attached for reference.

Motion

THAT: the CSRD Board endorse an amendment to its 2019 Annual Appointments to Committees, Board and External Agencies, to appoint P. Demenok, Area C Director, to the Salmon Arm Economic Development Society (non-voting).

8. Business By Area

8.1 Grant in Aid Requests

141

Report from Jodi Pierce, Manager, Financial Services, dated February 8, 2019.

Motion

THAT: the Board approve the following allocations from the 2019 electoral grant-in-aids:

Area C

\$500 SAS Dry Grad 2019 (Graduation celebration)

Area D

\$1,900 Ranchero Deep Creek Community Association (Operational funding)

Area E

\$3,300 Malakwa Community Centre Association (Liability Insurance)

Area F

\$500 SAS Dry Grad 2019 (Graduation celebration)

8.2 **Golden and Area A Trail Alliance Economic Opportunity Fund resource request and sole source contract award.**

144

Report from Ryan Nitchie, Team Leader, Community Services, dated January 17, 2019. Authorization for the sole source contract award of Golden & Area Trail Alliance from Economic Opportunities Fund

Motion

THAT: With the concurrence of the Electoral Area A Director, and subject to a supporting resolution from the Town of Golden, the Board approve funding of \$35,000 annually from the Golden and Area A Economic Opportunity Fund in the years 2019, 2020 and 2021 to facilitate the establishment of a Trail Alliance organization.

Motion

THAT: subject to funding approval, the Board empower the authorized signatories to enter into an agreement with LARCH Landscape Architecture Authentic Mountain Design for consultative services to establish and administer a Golden & Area A Trail Alliance organization for a one year term effective March 1, 2019 to February 29, 2020, for a total cost of \$29,930 plus applicable taxes, with the option to extend the agreement for an additional two year term at the same terms, costs and conditions (plus an annual increase not exceeding BC CPI (All Items) expiring on February 28, 2022.

8.3 Groundwater Monitoring in the Nicholson Aquifer

148

Report from Ben Van Nostrand, Team Leader, Environmental Health Services dated February 7, 2019. Groundwater Monitoring in the Nicholson Aquifer.

Motion

THAT: the Board authorize the expenditure from the Special Projects budget in the amount of \$10,000 as a contribution in partnership with Interior Health for the delivery of a groundwater aquifer monitoring program in 2019 in the community of Nicholson in Electoral Area A.

8.4 Electoral Area Feasibility Study Fund – Area C Initiatives

152

Report from Jodi Pierce, Manager, Financial Services dated January 24, 2019. Access to the Electoral Area Feasibility Study Funds.

Motion

THAT: access to the Electoral Area Feasibility Study Fund be approved in the amount of \$20,000 for a feasibility study to determine if sufficient community support for establishing a new service to provide annual funding to the Arts Council for the South Shuswap exists in the support of the many arts and cultural services that the Arts Council provides.

Motion

THAT: access to the Electoral Area Feasibility Study Fund be approved in the amount of \$20,000 for a feasibility study to determine if sufficient community support for establishing a new service to provide annual funding to the North and South Shuswap Community Resources Association exists in support of the programs that are offered for children, youth and families in recreational, sport, culture, early year intervention and family support areas.

8.5 Dog Control Service Contract Electoral Area C, D and F

158

Report from Ryan Nitchie, Team Leader, Community Services, dated January 17, 2019. Authorization for the sole source contract award of Dog Control Services and associated kennel facilities.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with The British Columbia Corps of Commissionaires for the provision of Dog Control Services in Electoral Area C, the Ranchero area of Electoral Area D and the Dangerous Dog Control Service in Electoral Area F for a three year term, commencing March 1, 2019 to February 28, 2022 for a total cost not to exceed \$136,420 and in accordance with the 2019 Five Year Financial Plan.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with the City of Enderby for dog kennel facilities to support Dog Control services in Electoral Area C, the Ranchero area of Electoral Area D and Dangerous Dog control in Electoral Area F commencing March 1, 2019 for a three year term for a total cost of \$4,500 plus applicable taxes with the option to extend for an additional two year term.

9. Administration Bylaws**9.1 MacArthur Heights/Reedman Heights Waterworks Service Area Amendment Bylaw No. 5793**

162

- First, Second and Third Readings: December 7, 2018.
- Inspector of Municipalities Approval: January 9, 2019.
- For Adoption.

Motion

THAT: MacArthur Heights/Reedman Heights Waterworks Service Area Amendment Bylaw No. 5793 be adopted this 21st day of February, 2019.

10. 11:30 AM: ALR Applications**10.1 Electoral Area E: Agricultural Land Commission (ALC) Application Section 30(1) – Exclusion LC2560E (Baumgartner)**

165

Report from Candice Benner, Development Services Assistant, dated February 6, 2018.
5459 Trans Canada Hwy, Perry River

Motion

THAT: Application No. LC2560E, Section 30(1) Exclusion from the Agricultural Land Reserve, for the west ½ of the northwest ¼ of Section 30, Township 23, Range 5, W6M, KDYD, which lies to the north of the right bank of Eagle River Except the right of way of the Canadian Pacific Railway Company Except Plans R298, EPP26704, EPP31189, and EPP37411, be forwarded to the Provincial Agricultural Land Commission recommending approval this 21th day of February, 2019.

11. 11:40 AM: IN CAMERA

Motion

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

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

(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;

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

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

of the Community Charter, the Board move In Camera.

12. Directors' Report on Community Events

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

DEVELOPMENT SERVICES

13. Business General

- None.

14. 1:00 PM: Planning Bylaw

14.1 **Planning Bylaw: Electoral Area B: Electoral Area B Zoning Amendment (Boulder Mountain Resort) Bylaw No. 851-13**

188

Report from Erica Hartling, Development Services Assistant, dated February 1, 2019.

3069 Trans Canada Hwy, West Revelstoke

Motion

THAT: "Electoral Area B Zoning Amendment (Boulder Mountain Resort) Bylaw No. 851-13" be given third reading this 21st day of February, 2019.

ELECTORAL AREA DIRECTORS**15. Business by Area**

- 15.1 Electoral Area A: Development Variance Permit No. 641-33 (Blueberry Hill Land Co. Ltd.) 261**

Report from Christine LeFloch, Development Services Assistant, dated January 18, 2019.

1962 Palumbo Heights Drive, Nicholson

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-33 for Lot 8, Section 35, Township 25, Range 21, West of the 5th Meridian, Kootenay District, Plan NEP66313, varying Subdivision Servicing Bylaw No. 641 as follows:

1. Varying Section 8.2 for Proposed Lot 2 by waiving the requirement that all new lots be provided with an Independent On-site Water System; and
2. Varying Section 8.6 for Proposed Lot 2 by waiving the requirement that a person must not proceed to develop any water source or construct any water system until documentation for all information required under subsections 8.11 through 8.12 has been received and approved by the Manager, Environment and Engineering Services (Operations Management) or his designate; and
3. Varying Section 8.7 for Proposed Lot 2 by waiving the requirement that if the owner is required under the bylaw to engage a Qualified Professional, a person must not commence any work, study or analysis related to the proposed development of an Independent On-site Water System without the involvement of a Qualified Professional; and
4. Varying Section 8.8 for Proposed Lot 2 by waiving the requirement that each Independent On-site Water System must be capable of providing, year round, at least 2,275 litres of potable water per day for each Parcel that includes, or can be reasonably expected in the future to include, a residential Dwelling Unit; and
5. Varying Section 8.9 for Proposed Lot 2 by waiving the requirement that each Independent On-site Water System must meet each of the water quantity and water quality requirements for the relevant subdivision type as set out in Table 1; and
6. Varying Section 8.14(b) for Proposed Lot 2 by waiving the requirement that the Owner shall engage a Qualified Professional to manage all aspects of developing an Independent On-site Water System if the proposed parcels are each less than 2 ha in area; and
7. Varying Section 8.14(c) for Proposed Lot 2 by waiving the requirement that the Owner shall engage a Qualified Professional to manage all aspects of developing an Independent On-site Water System if the proposed subdivision is not located in an area indicated as being within a known aquifer, as identified on the Mapping for Areas of Groundwater Concern;

for a proposed subdivision under application No. 2013-04824A;

be denied this 21st day of February, 2019.

15.2 Electoral Area C: Development Variance Permit No. 701-82

295

Report from Candice Benner, Development Services Assistant, dated February 1, 2019.
1374 Gillespie Road, Sorrento

Motion

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 701-82 for Lot 2, Section 15, Township 22, Range 11, W6M KDYD Plan 24433, varying South Shuswap Zoning Bylaw No. 701, as follows:

Section 7.2.5 The Minimum setback:

- from the rear parcel line from 5 m to 3.20 m for the new single family dwelling;
- from the east interior side parcel line from 2 m to 1.90 m for the new single family dwelling and 1.60 m for the existing deck; and
- from the north interior side parcel line from 2 m to 0.74 m for the existing deck,

be approved for issuance this 21st day of February, 2019.

15.3 Electoral Area C: Development Variance Permit No. 701-83 (Gallant)

318

Report from Laura Gibson, Development Services Assistant, January 31, 2019.
2401 Blind Bay Road, Blind Bay

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 701-83 for Lot 3, Section 19, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan 8590, varying South Shuswap Zoning Bylaw No. 701 as follows:

- Section 11.2.4 Minimum setback from the rear parcel line boundary from 5 m to 0 m only for the new retaining wall;
- Section 11.2.4 Minimum setback from the west interior side parcel boundary from 2 m to 0 m only for the new retaining wall; Section 11.2.4 Minimum setback from the east interior side parcel boundary from 2 m to 0 m only for the new retaining wall

be issued this 21st day of February, 2019.

16. Planning Bylaws

- 16.1 **Electoral Area B: Electoral Area B Zoning Amendment (Revelstoke Backcountry Guides) Bylaw No. 851-14** 336

Report from Erica Hartling, Development Services Assistant, dated January 31, 2019.

Unsurveyed Crown land, Twin Butte area, East of Revelstoke

Motion

THAT: "Electoral Area B Zoning Amendment (Revelstoke Backcountry Guides) Bylaw No. 851-14" be given third reading this 21st day of February, 2019.

Motion

THAT: "Electoral Area B Zoning Amendment (Revelstoke Backcountry Guides) Bylaw No. 851-14" be adopted this 21st day of February, 2019.

- 16.2 **Electoral Area C: Electoral Area 'C' Official Community Plan Amendment (Landev Properties Corp) Bylaw No. 725-14 & South Shuswap Zoning Amendment (Landev Properties Corp) Bylaw No. 701-88** 389

Report from Dan Passmore, Senior Planner, dated February 5, 2019.
1302 Trans-Canada Highway and 1295 Notch Hill Road, Sorrento.

Motion

THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered the "Electoral Area 'C' Official Community Plan Amendment (Landev Properties Corp) Bylaw No. 725-14" in conjunction with the Columbia Shuswap Regional District's Financial Plan and its Waste Management Plan.

Motion

THAT: "Electoral Area 'C' Official Community Plan Amendment (Landev Properties Corp) Bylaw No. 725-14" be given second reading this 21st day of February, 2019.

Motion

THAT: "South Shuswap Zoning Amendment (Landev Properties Corp) Bylaw No. 701-88" be given second reading, as amended, this 21st day of February, 2019.

Motion

THAT: a public hearing to hear representations on Electoral Area 'C' Official Community Plan Amendment (Landev Properties Corp) Bylaw No. 725-14, and South Shuswap Zoning Amendment (Landev Properties Corp) Bylaw No. 701-88 be held;

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

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

16.3 Electoral Area C: Electoral Area C Official Community Plan Amendment (Shuswap Country Estates) Bylaw No. 725-12

474

Report from Dan Passmore, Senior Planner, dated January 10, 2019.
1885 Tappen Notch Hill Road, Carlin.

Motion

THAT: "Electoral Area C Official Community Plan Amendment (Shuswap Country Estates) Bylaw No. 725-12" be given third reading this 21st day of January 2019.

Motion

THAT: "Electoral Area C Official Community Plan Amendment (Shuswap Country Estates) Bylaw No. 725-12" be adopted this 21st day of January 2019.

16.4 Electoral Area C: Electoral Area C Official Community Plan Amendment (Zappone) Bylaw No. 725-15

663

Report from Christine LeFloch, Development Services Assistant, dated January 25, 2019.
3453 Ford Road, Tappen

Motion

THAT: "Electoral Area C Official Community Plan Amendment (Zappone) Bylaw No. 725-15" be read a first time this 21st day of February, 2019.

Motion

THAT: The Board utilize the simple consultation process for Bylaw No. 725-15 and it be referred to the following agencies and First Nations:

- Area C Advisory Planning Commission;
- Interior Health Authority;
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Mines Branch;
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations Bands and Councils;

AND THAT:

pursuant to Section 477 of the Local Government Act, the Board has considered this "Electoral Area C Official Community Plan Amendment (Zappone) Bylaw No. 725-15" in conjunction with the Columbia Shuswap Regional District's Financial Plan and its Waste Management Plan.

16.5 Electoral Area D: Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559

794

Report from Candice Benner, Development Services Assistant, dated February 7, 2019.
5781 Highway 97, Falkland

Motion

THAT: "Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559" be read a second time this 21st day of February, 2019.

Motion

THAT: a public hearing to hear representations on "Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559" be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Talbot, Electoral Area D, being that in which the land concerned is located, or the Alternate Director De Vos, if the Director is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

16.6 Electoral Area F: Scotch Creek/Lee Creek Zoning Amendment (Yakashiro) Bylaw No. 825-39 837

Report from Dan Passmore, Senior Planner, dated January 23, 2019.
#8, 1022 Scotch Creek Wharf Road, Scotch Creek.

Motion

THAT: "Scotch Creek/Lee Creek Zoning Amendment (Yakashiro) Bylaw No. 825-39", be given third reading this 21st day of February, 2019.

Motion

THAT: "Scotch Creek/Lee Creek Zoning Amendment (Yakashiro) Bylaw No. 825-39", be adopted this 21st day of February, 2019.

16.7 Electoral Areas C, E & F: Lakes Zoning Amendment (CSRD) Bylaw No. 900-25 911

Report from Christine LeFloch, Development Services Assistant, dated February 8, 2019.
Electoral Areas C, E & F

Motion

THAT: Lakes Zoning Amendment (CSRD) Bylaw No. 900 be read a second time, as amended, this 21st day of February 2019.

Motion

THAT: a public hearing to hear representations on "Lakes Zoning Amendment (CSRD) Bylaw No. 900" be held;

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

AND FURTHER THAT: the holding of the public hearing be delegated to Director Rhona Martin, as Chair of the CSRD Board, or Director Paul Demenok if Director Martin is absent, and the Director as the case may be give a report of the public hearing to the Board.

Motion

THAT: the Board direct staff to amend Electoral Area C Official Community Plan Bylaw No 725, Electoral Area F Official Community Plan Bylaw No. 830, and Electoral Area E Official Community Plan Bylaw No. 840 to include policies which support public access along the foreshore in the Foreshore and Water Development Permit Area guidelines.

17. Release of In Camera Resolutions

- If any.

MEETING CONCLUSION

18. Upcoming Meetings/Events

18.1 Electoral Area Directors' Committee Meeting

Tuesday, February 26, 2019 at 9:30 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

18.2 Committee of the Whole (Budget) Meeting #2

Wednesday, February 27, 2019 at 9:30 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

18.3 Revelstoke and Area Economic Development Commission Meeting

Wednesday, March 6, 2019 at 4:00 PM.
Revelstoke Business and Visitor Information Centre
301 Victoria Road West, Revelstoke BC

18.4 Shuswap Watershed Council Meeting

Wednesday, March 13, 2019 at 10:00 AM.
CSRSD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

18.5 Shuswap Economic Development Advisory Committee

Thursday, March 14, 2019 at 9:30 AM.
Location to be Determined.

18.6 Shuswap Tourism Advisory Committee Meeting

Thursday, March 14, 2019 at 1:00 PM.
Location to be Determined.

19. Next Board Meeting

Thursday, March 21, 2019 at 9:30 AM.
CSRSD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

20. Adjournment

Motion

THAT: the regular Board meeting of February 21, 2019 be adjourned.

NOTATION

The publication of the Columbia Shuswap Regional District Board (CSRSD) agenda on its website results in the availability of agenda content outside of Canada. In accordance with Freedom of Information and Protection of Privacy Act legislation, the reader will note that personal information (ie telephone number, email address, etc.) are redacted from this document where required, to protect the privacy of personal information belonging to an individual(s) in the case where an individual(s) has not provided direct consent to the CSRSD to publish such personal information on the CSRSD website.