



# COLUMBIA SHUSWAP REGIONAL DISTRICT

## Regular Board Meeting

### AGENDA

Date: Thursday, May 16, 2019  
Time: 9:30 AM  
Location: Scotch Creek/Lee Creek Fire Hall  
3852 Squilax-Anglemont Road, Scotch Creek

1. Call to Order

2. Board Meeting Minutes

2.1 Adoption of Minutes

**Motion**

THAT: the minutes of the April 18, 2019 regular Board meeting be adopted.

2.2 Business Arising from the Minutes

If any.

3. Delegations

3.1 10:00 AM Shuswap Branch, Society for the Prevention of Cruelty to Animals (SPCA)

Invited by CSR D Board to provide an overview of the important work done by the SPCA.

Victoria Olynik, Shuswap Branch Manager, in attendance.

### ***ADMINISTRATION***

4. Correspondence

**Motion**

THAT: the correspondence contained on the May 16, 2019 regular Board meeting agenda be received.

**4.1 Email request from Revelstoke Mountaineer - Request Live Streaming of CSRD Board and Committee meetings (April 30, 2019)**

Email request received on April 30, 2019 from Aaron Orlando, Creative Director, Revelstoke Mountaineer Magazine, regarding live streaming the Board meetings.

**4.2 Letter from Regional District of North Okanagan - Sicamous to Armstrong CP Rail Trail Project - Governance Committee Recommendations (April 16, 2019)**

**4.3 Letter to the Minister of Public Safety & Solicitor General re: Newsome Creek (May 2, 2019)**

Newsome Creek Mitigation Works Feasibility Study will be attached to the Late Agenda.

**4.4 Letter from Minister of Municipal Affairs and Housing (May 7, 2019)**

Letter from Honorable Selina Robinson regarding the Provincial Housing Plan

**5. Reports**

**Motion**

THAT: the Board receive the Columbia River Treaty Local Government Committee update, and March & April minutes of the Revelstoke Economic Development Commission, this 16th day of May, 2019.

**5.1 Columbia River Treaty Local Government Committee Activities Update**

**5.2 Revelstoke and Area Economic Development Commission Meeting Minutes**

Revelstoke and Area Economic Development Commission Meeting minutes from March 6 and April 3, 2019.

**6. Business General**

**6.1 Solid Waste Contract Extension Request**

Report from Ben Van Nostrand, Team Leader, Environmental Health Services dated April 30, 2019. Solid Waste contract extension request.

**Motion**

THAT: the Board empower the authorized signatories to extend the term of five Solid Waste Scale and Site Attendant agreements for the following time period and remuneration rates, plus applicable taxes:

July 1, 2019 to September 30, 2019

Agreement: Golden Scale and Site Attendant

Contractor: Frank Strain

Total Fee: \$14,199.75

Forced Work: \$25.00/hr

July 1, 2019 to September 30, 2019

Agreement: Sicamous Scale and Site Attendant

Contractor: Recycling Solutions

Total Fee: \$9,875.00

Forced Work: \$21.00/hr

July 1, 2019 to September 30, 2019

Agreement: Skimikin Scale and Site Attendant

Contractor: SCV Contractors Corp

Total Fee: \$19,592.50

Forced Work: \$28.00/hr

July 1, 2019 to September 30, 2019

Agreement: Scotch Creek Scale and Site Attendant

Contractor: Recycling Solutions

Total Fee: \$15,525.00

Forced Work: \$20.00/hr

August 1, 2019 to September 30, 2019

Agreement: Salmon Arm Scale and Site Attendant

Contractor: Cleansite Management

Total Fee: \$20,174.37

Forced Work: \$15.00/hr (Scale) \$16.50/hr (Recycling)

**Motion**

THAT: the Board empower the authorized signatories to extend the term of six Solid Waste Unscaled Site Attendant agreements for the following time period and remuneration rates, plus applicable taxes:

July 1, 2019 to September 30, 2019

Agreement: Falkland Site Attendant

Contractor: Lucky Dick

Total Fee: \$7,500.00

Forced Work: \$15.00/hr

July 1, 2019 to September 30, 2019

Agreement: Glenemma Site Attendant

Contractor: Recycling Solutions

Total Fee: \$3,825.00

Forced Work: \$17.00/hr

July 1, 2019 to September 30, 2019

Agreement: Malakwa Site Attendant

Contractor: Recycling Solutions

Total Fee: \$4,250.00

Forced Work: \$17.00

July 1, 2019 to September 30, 2019

Agreement: Parson Site Attendant

Contractor: Muspel Light Industries

Total Fee: \$3,300.00

Forced Work: \$25.00/hr

July 1, 2019 to September 30, 2019

Agreement: Seymour Arm Attendant

Contractor: Monica Ruggeri

Total Fee: \$2,141.00

Forced Work: \$20.00

July 1, 2019 to September 30, 2019

Agreement: Trout Lake Attendant

Contractor: Pat Ballantyne

Total Fee: \$2,850.00

Forced Work: \$16.50

**Motion**

THAT: the Board empower the authorized signatories to extend the term of six Solid Waste Recycling Depot Attendant agreements for the following time period and remuneration rates, plus applicable taxes:

July 1, 2019 to September 30, 2019

Agreement: Golden Recycling Depot

Contractor: Golden Bottle Depot

Total Fee: \$6,450.00

Forced Work: \$17.15/hr

July 1, 2019 to September 30, 2019

Agreement: Malakwa Recycling Depot

Contractor: Luella Kuro

Total Fee: \$3,255.00

Forced Work: \$17.00

July 1, 2019 to September 30, 2019

Agreement: Revelstoke Recycling Depot

Contractor: Revelstoke Bottle Depot

Total Fee: \$10,800.00

Forced Work: \$17.00

July 1, 2019 to September 30, 2019

Agreement: Salmon Arm Recycling Depot

Contractor: Bill's Bottle Depot

Total Fee: \$15,105.00

Forced Work: \$12.00

July 1, 2019 to September 30, 2019

Agreement: Sorrento Recycling Depot

Contractor: C Munk Management

Total Fee: \$7,250.00

Forced Work: \$20.00

July 1, 2019 to September 30, 2019

Agreement: Tappen Recycling Depot

Contractor: C Munk Management

Total Fee: \$6,923.00

Forced Work: \$20.00

**Motion**

THAT: the Board empower the authorized signatories to extend the term of four Solid Waste Landfill Compaction and Cover agreements for the following time period and remuneration rates, plus applicable taxes. (Rate A is the price for residual waste received equal to or greater than the identified base metric tonnes per year, Rate B is the price for residual waste received less than the identified base metric tonnes per year):

July 1, 2019 to September 30, 2019

Agreement: Golden Landfill Compaction/Cover

Contractor: Frank Strain

Rate A: \$46.25

Rate B: \$54.50

Maint. Fee: \$6,500.00

Internal Haul: \$70.00/ld

Labour Rate: \$28.00/hr

Annual Base Metric Tonne: 4,184.8

July 1, 2019 to September 30, 2019

Agreement: Revelstoke Landfill Compaction/Cover

Contractor: SCV Contractors Corp

Rate A: \$30.39

Rate B: \$34.95

Maint. Fee: \$23,563.75

Internal Haul: \$72.00/ld

Labour Rate: \$34.00/hr

Annual Base Metric Tonne: 4,184.8

July 1, 2019 to September 30, 2019

Agreement: Salmon Arm Landfill Compaction/Cover

Contractor: Murray Hillson Logging

Rate A: \$15.00

Rate B: \$18.75

Internal Haul: \$49.00/ld

Labour Rate: \$30.00/hr

Maint. Fee: \$3,000.00

Annual Base Metric Tonne: 12,872.0

July 1, 2019 to September 30, 2019

Agreement: Sicamous Landfill Compaction/Cover

Contractor: Gary Reading

Rate A: \$45.00

Rate B: \$55.00

Maint. Fee: \$1,444.00

Labour Rate: \$33.00/hr

Annual Base Metric Tonne: 2,223.2

Internal Haul: n/a.

## **7. Business By Area**

### **7.1 Grant-in-Aid Requests**

#### **7.1.1 Grant-in-Aids**

Report from Jodi Pierce, Manager, Financial Services, dated May 3, 2019.

**Motion**

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

Area A

\$1,500 Field Recreation Advisory Association (summer concert series)

Area C

\$500 Al Boucher Memorial Fund (playground netting)

\$1,900 Eagle Bay Fire Department (Annual open house)

Area F

\$1,800 North Shuswap School Parent Advisory Council (gaga ball pits)

\$1,900 Seymour Arm First Responders (training new members)

**7.2 Electoral Area D: Salmon River Parallel Trail Community Works Fund and Contract Award**

Report from Ryan Nitchie, Team Leader, Community Services, dated April 25, 2019. Salmon River Parallel Trail Community Works Funds and Contract Award.

**Motion**

THAT: in accordance with Policy No. F-3 "Electoral Area Community Works Funds – Expenditure of Monies" access to the Electoral Area Community Works Fund be approved in the amount of \$250,000 plus applicable taxes from the Electoral Area D Community Works Fund allocation for the construction of a parallel trail, this 16<sup>th</sup> day of May, 2019.

**Motion**

THAT: the Board empower the authorized signatories to enter into an agreement with Mountain Side Earthworks Ltd. for the construction of the Salmon River Parallel Trail adjacent to Salmon River Road in the Silver Creek area of Electoral Area D for a total cost not to exceed \$848,000 plus applicable taxes, this 16<sup>th</sup> day of May, 2019.

**7.3 Electoral Area D Community Works Fund – Falkland Water System Reservoir Preliminary Engineering**

Report from Terry Langlois, Team Leader Utilities, dated May 8, 2019. Authorization to access the Community Works Fund monies from the Electoral Area D allocation for the Falkland Water System Reservoir Preliminary Engineering.



**Motion**

THAT: in accordance with Policy No. F-3 “Community Works Fund - Expenditure of Monies” access to the Community Works Fund be approved for up to \$30,000 plus applicable taxes from the Electoral Area D Community Works Fund allocation for preliminary engineering costs for a new reservoir for the Falkland Water System.

**8. Administration Bylaws**

**8.1 Eagle Bay Estates Waterworks Local Service Amendment Bylaw No. 5796, 2019**

Report from Jodi Pierce, Manager, Financial Services dated April 12, 2019.  
Proposed amendment to Eagle Bay Estates Waterworks Local Service Bylaw No. 5112 to increase the maximum parcel tax requisition.

**Motion**

THAT: “Eagle Bay Estates Waterworks Local Service Amendment Bylaw No. 5796, 2019” be read a first, second and third time this 16<sup>th</sup> day of May, 2019.

**8.2 Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019**

Report from Jodi Pierce, Manager, Financial Services dated April 12, 2019.  
Proposed amendment to Saratoga Waterworks Service Bylaw No. 5352 to establish a maximum parcel tax requisition.

**Motion**

THAT: “Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019” be read a first, second and third time this 16<sup>th</sup> day of May, 2019.

**9. IN CAMERA**

**Motion**

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

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

(c) labour relations or other employee relations;

the Board move In Camera.

**DEVELOPMENT SERVICES****10. Business General****10.1 UBCM Housing Needs Reports Grant Program**

Report from Gerald Christie, Manager Development Services, dated May 16, 2019. Union of British Columbia Municipalities (UBCM) Housing Needs Reports grant application.

**Motion**

THAT: the Board empower the authorized signatories to apply for a UBCM Housing Needs Reports Program grant up to \$35,000 to complete Housing Needs Reports for CSRD Electoral Areas C and E, this 16<sup>th</sup> day of May, 2019.

**10.2 Amendments to CSRD Building Bylaw No. 660 and a Farm Building Exemption Policy**

Report from Marty Herbert, Team Leader Building and Bylaw Services, dated April 9, 2019.

Housekeeping Amendments - Farm Building exemption to Building Bylaw No.660 and Adoption of Policy P-23.

**Motion**

THAT: "Columbia Shuswap Regional District Building Amendment Bylaw No. 660-02" be read a first, second and third time this 16<sup>th</sup> day of May, 2019.

**Motion**

THAT: "Columbia Shuswap Regional District Building Amendment Bylaw No. 660-02" be adopted this 16<sup>th</sup> day of May, 2019.

**Motion**

THAT: CSRD Policy P-23 - Farm Building Exemption be adopted this 16<sup>th</sup> day of May, 2019.

**11. Directors' Report on Community Events**

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

**12. 11:45 AM ALR Applications**

**12.1 Electoral Area C: Agricultural Land Commission (ALC) Application Section 20(3) – Non-Farm Use in the Agricultural Land Reserve (ALR) LC2564C (O'Brien)**

Report from Erica Hartling, Planner I, dated April 29, 2019.  
2149, 2165, and 2181 Wuori Road, Carlin.

**Motion**

THAT: Application No. LC2564C, Section 20(3) Non-farm use in the ALR for the North West ¼, Section 4, Township 22, Range 10, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, except the south east 10 acres and Plans H716, H9970 and KAP66486 be forwarded to the Provincial Agricultural Land Commission recommending approval, on this 16<sup>th</sup> day of May 2019.

**12.2 Electoral Area D: Agricultural Land Commission (ALC) Application Section 20 (2) – Non-farm Use LC2566D (Phoebus)**

Report from Jan Thingsted, Planner III, dated April 30, 2019  
4860 Hoath Road, Falkland

**Motion**

THAT: Application LC2566D, DL 2250, Osoyoos Division, Yale District, Except Plans 15009, 35631, 38492 and KAP45742, be forwarded to the Agricultural Land Commission recommending approval this 16<sup>th</sup> day of May, 2019.

**Motion**

THAT: Notwithstanding CSRD Cannabis Related Business Policy A-72 and its statement “Cannabis related businesses are not supported on Land within the Agricultural Land Reserve (ALR)”, the Board waive this statement for application LC2566D since the proposed facility will likely have little to no negative impact on the agricultural capability of the subject parcel and surrounding farmland this 16<sup>th</sup> day of May, 2019.

**12.3 Electoral Area E: Agricultural Land Commission (ALC) Application Section 21 (2) – Subdivision LC2561E (Canadian Pacific Railway)**

Report from Laura Gibson, Planner I, dated May 2, 2019.  
2048 Solsqua Road, Cambie Solsqua

**Motion**

THAT: Application LC2561E, Lot 1, Sections 16 and 17, Township 22, Range 7, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan NEP61793 Except Plan EPP81765, be forwarded to the Agricultural Land Commission recommending approval this 16<sup>th</sup> day of May, 2019.

**ELECTORAL AREA DIRECTORS****13. 1:15 PM Business by Area****13.1 Electoral Area C: Development Variance Permit No. 701-86 (Case Holdings Ltd – Poggemoeller)**

Report from Erica Hartling, Planner I, dated April 26, 2019.  
25 - 6421 Eagle Bay Road, Wild Rose Bay

**Motion**

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 701-86 for Strata Lot 25, Section 18, Township 23, Range 8, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Strata Plan KAS1797, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1, varying South Shuswap Zoning Bylaw No. 701 as follows:

- Section 15.2.5 minimum setback from the side parcel lines from 2 m to 0 m only for the retaining walls located along the driveway access;

be approved this 16<sup>th</sup> day of May, 2019 and issuance be withheld until the proposed retaining walls receive issuance of a Steep Slope Development Permit by the Manager of Development Services.

**13.2 Electoral Area C: Development Variance Permit No. 701-91**

Report from Laura Gibson, Planner I, dated May 2, 2019.  
56 - 6421 Eagle Bay Road, Wild Rose Bay

**Motion**

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 701-91 for Strata Lot 56, Section 18, Township 23, Range 8, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Strata Plan KAS1797, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1, varying South Shuswap Zoning Bylaw No. 701 as follows:

- Section 15.2.5 minimum setback from the rear parcel line from 5.0 m to 1.0 m only for the proposed covered outdoor kitchen and seating area;

be issued this 16<sup>th</sup> day of May, 2019.

**14. Planning Bylaws**

**14.1 Electoral Area C: Electoral Area C Official Community Plan Amendment (Factory Direct Doors Ltd.) Bylaw No. 725-16 and South Shuswap Zoning Amendment (Factory Direct Doors Ltd.) Bylaw No. 701-94**

Report from Christine LeFloch, Planner II, dated April 25, 2019.  
1336 Taylor Road, Notch Hill

**Motion**

THAT: "Electoral Area C Official Community Plan Amendment (Factory Direct Doors Ltd.) Bylaw No. 725-16" be given first reading this 16<sup>th</sup> day of May, 2019.

**Motion**

THAT: "South Shuswap Zoning Amendment (Factory Direct Doors Ltd.) Bylaw No. 701-94" be given first reading this 16<sup>th</sup> day of May, 2019.

**Motion**

THAT: the Board utilize the complex consultation process for "Electoral Area C Official Community Plan Amendment (Factory Direct Doors Ltd.) Bylaw No. 725-16" and "South Shuswap Zoning Amendment (Factory Direct Doors Ltd.) Bylaw No. 701-94", and that the bylaws be referred to the following agencies and First Nations:

- Electoral Area C Advisory Planning Commission;
  - CSRD Operations Management;
  - CSRD Financial Services;
  - Ministry of Forests Lands and Natural Resource Operations and Rural Development – Lands Branch;
  - Ministry of Transportation and Infrastructure;
  - Interior Health;
  - Ministry of Environment;
  - All relevant First Nations;
- AND THAT: the applicant be requested to hold a public information meeting in the Notch Hill area, to be arranged and conducted by the applicant in order for the applicant to explain the proposal and answer questions prior to consideration of second reading of the proposed bylaws.

**14.2 Electoral Area C: Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20**

Report from Erica Hartling, Planner I, dated April 29, 2019.  
7429 Sunnybrae-Canoe Point Road, Canoe Point

**Motion**

THAT: "Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20" be read a second time this 16<sup>th</sup> day of May, 2019;

**Motion**

THAT: a public hearing to hear representations on "Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20" 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 Demenok, Electoral Area C, being that in which the land concerned is located, or the Alternate Director Dies, 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.

**14.3 Electoral Area D: Salmon Valley Land Use Amendment (674816 BC Ltd.) Bylaw No. 2558**

Report from Candice Benner, Planner II, dated May 1, 2019.  
Highway 97, Falkland

**Motion**

THAT: "Salmon Valley Land Use Amendment (674816 BC Ltd.) Bylaw No. 2558 be read a third time, as amended this 16<sup>th</sup> day of May, 2019.

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

Report from Candice Benner, Planner II, dated April 29, 2019.  
5781 Highway 97, Falkland

**Motion**

THAT: Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559 be read a third time this 16<sup>th</sup> day of May, 2019.

**14.5 Electoral Area D: Salmon Valley Land Use Amendment (Tereposky – MacDonald) Bylaw No. 2561**

Report from Erica Hartling, Planner I, April 26, 2019.  
2950 Wetaskiwin Road, Falkland

**Motion**

THAT: "Salmon Valley Land Use Amendment (Tereposky –MacDonald) Bylaw No. 2561" be read a first time this 16<sup>th</sup> day of May, 2019.

**Motion**

THAT: the Board utilize the simple consultation process for Bylaw No. 2561, and it be referred to the following agencies and First Nations:

- Interior Health;
- FrontCounter BC;
- Archaeology Branch;
- Ministry of Transportation and Infrastructure;
- Agricultural Land Commission;
- CSRD Operations Management;
- CSRD Financial Services; and,
- All relevant First Nations Bands and Councils.

**14.6 Electoral Area F: Scotch Creek/Lee Creek Amendment (Pinegrove RV Park) Bylaw No. 825-38**

Report from Dan Passmore, Senior Planner, dated March 4, 2019.  
1131 Pine Grove Road, Scotch Creek.

Consideration of Third Reading - Tabled at the March 21, 2019 regular Board meeting.

Verbal update from staff and recommendation for consideration of Third Reading and Adoption of Bylaw No. 825-38.

**Motion**

THAT: "Scotch Creek/Lee Creek Amendment (Pinegrove RV Park) Bylaw No. 825-38" be given third reading, this 16th day of May, 2019.

**Motion**

THAT: "Scotch Creek/Lee Creek Amendment (Pinegrove RV Park) Bylaw No. 825-38" be adopted, this 16th day of May, 2019.

**15. Release of In Camera Resolutions**

If any.

***MEETING CONCLUSION***

**16. Upcoming Meetings/Events**

Electoral Area Director Committee, Tuesday, May 28, 2019, CSRD Boardroom at 9:30 AM.

Area A Local Advisory Committee, Tuesday, May 28, 2019, Golden Civic Centre at 4:30 PM.

Shuswap Watershed Council, Wednesday, June 12, 2019, CSRD Boardroom at 10:00 AM.

Revelstoke Economic Development Commission, Wednesday, June 12, 2019, Revelstoke Business and Visitor Information Centre at 4:00 PM.

**17. Next Board Meeting**

Note: CSRD Committee of the Whole (Policy) session, Thursday, June 20, 2019, scheduled for 8:30 AM (time to be confirmed).

Regular Board Meeting, Thursday, June 20, 2019 at 9:30 AM

Location: CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC



**18. Adjournment**

**Motion**

THAT: the regular Board meeting of May 16, 2019 be adjourned.

**Notation**

NOTATION: The publication of the Columbia Shuswap Regional District (CSRD) Board Agenda on its website results in the availability of agenda content outside of Canada. In accordance with the 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 CSRD to publish such personal information on the CSRD website.