



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, August 15, 2019
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

1. Call to Order
2. Board Meeting Minutes

2.1 Adoption of Minutes

Note to Board: Director Simpson requests correction to minutes to reflect that he voted in favour of Resolution No. 2019-0714 re Request of Director Brooks-Hill for support Remove portion of Area B from Building Inspection Service.

Motion

THAT: the minutes of the July 18, 2019 regular Board meeting be adopted, as corrected.

2.2 Business Arising from the Minutes

Motion

THAT: the CSR D Board empower the authorized signatories to submit a grant application to the BC Rural Dividend Program for the South Shuswap Transportation Project for a maximum amount of \$50,800;

AND THAT: the CSR D Board support the project through its duration, this 15th day of August, 2019.

2.2.1 Resolution from CSRD Board to support grant application to the BC Rural Dividend Fund, South Shuswap Transportation Project

At the July 18, 2019 Board meeting, Board adopted the following resolution:

"THAT: staff be directed to oversee the development of grant applications to the BC Rural Dividend Fund and BC Gaming Capital Projects fund in support of the South Shuswap Transportation Society."

Staff have been advised that the grant application requires a subsequent resolution to accompany the funding application. Refer to Resolution proposed.

Motion

THAT: the Board empower the authorized signatories to submit a grant application to the BC Rural Dividend Program for the South Shuswap Transportation Project for a maximum amount of \$50,800;

AND THAT: the Board support the project through its duration, this 15th day of August, 2019.

3. Delegations

10:00 AM

Kelli Rose, on behalf of Electoral Area D (Falkland, Silver Creek) residents.

Two petitions attached for reference:

Petition One: Residents against Implementing Building Regulation in Area D.

Petition Two: Residents requesting a Referendum on Building Regulation in Area D.

Letter requesting Official Community Plan for (Falkland and Silver Creek) Area D.

ADMINISTRATION

4. Correspondence

Motion

THAT: the correspondence attached to the August Board Agenda be received for information this 15th day of August, 2019.

4.1 Minister of Agriculture Lana Popham - Response to Chair Martin - Re: Invitation to Discuss Changes to Class E Licencing in Area A (July 25, 2019)

Chair Martin correspondence to Minister of Agriculture dated April 25, 2019, included for reference.

4.2 Minister of Municipal Affairs - Sorrento Blind Bay Incorporation Study Funding Approved (August 7, 2019)

Chair Martin correspondence to Minister of Municipal Affairs and Housing dated February 27, 2019, included for reference.

4.3 UBCM re Housing Needs Program Funding Approved for Electoral Areas C and F (July 15, 2019)

4.4 District of Sicamous - Sicamous Recycling Depot Location (August 1, 2019)

Please see Item 6.5 'Downtown Sicamous Recycling Depot'.

5. Reports

Motion

Motion

THAT: the Reports and Committee Meeting Minutes contained on the August 15, 2019 Regular Board Agenda be received, this 15th day of August, 2019.

5.1 Southern Interior Development Initiative Trust (SIDIT) Fiscal 2019 Annual Report

5.2 Sicamous-to-Armstrong Rail Trail Corridor Governance Advisory Committee Meeting Minutes, July 19, 2019

Action Items arising from the minutes:

- 6.a. - to approve revision of Encumbrance Recommendation #9 of the May 10, 2019 Encumbrance Agreement Recommendations adding a bullet point stating no new upland consent will be granted, consistent with Provincial Policy.
- 6.b. - to approve rescinding recommendation #10 of the May 10, 2019 Encumbrance Agreement Recommendations pending further review by the Technical Operational Committee, and that a moratorium on any new upland consent be instituted until such time as a new policy can be presented to the Governance Committee.
- 7.a. - to approve the Draft Communications Plan & Consultation Strategy (see attached).

Motion

THAT: the recommendations contained in the July 19, 2019 minutes of the Sicamous-to-Armstrong Rail Trail Corridor Governance Advisory Committee be endorsed by the CSRD Board, this 15th day of August, 2019.

6. Business General

6.1 Video Recording/Streaming of Board Meetings

Report from Brad Payne, Manager, IT/GIS Services, dated August 1, 2019.

Motion

THAT: the Board endorse the staff recommendation to not proceed with recording of, or live-streaming Board meetings at this time, this 15th day of August, 2019.

6.2 Professional Development Day Office Closure

Report from Jennifer Sham, Assistant Deputy Corporate Officer, dated August 6, 2019.

Motion

THAT: approval be given for an office closure on Thursday, October 3, 2019 for an all staff Professional Development Day.

6.3 Updated 2019 Annual Appointments to Committees, Boards and External Agencies - August 15, 2019

Housekeeping Item, Addition of Revelstoke and Area Emergency Management Executive Committee to listing. Updated list attached.

For information.

6.4 Sicamous to Armstrong Rail Trail Project Procurement

Report from Ryan Nitchie, Team Leader, Community Services, dated August 1, 2019.
Procurement of Goods and Services relative to the engineering and design phase of the Sicamous to Armstrong Rail Trail Initiative project managed by the Shuswap Trail Alliance.

Motion

THAT: the Board waive the provisions of CSRD Purchasing Policy No. F-32, Procurement of Goods and Services as it relates to remuneration paid by the CSRD directly to subcontractors hired by the Shuswap Trail Alliance, for services rendered in relation to the Sicamous to Armstrong Rail Trail engineering and design phase, this 15th day of August, 2019.

6.5 Downtown Sicamous Recycling Depot

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated July 31, 2019.

Motion

THAT: the Board support the delay in the relocation of the downtown Sicamous Recycling Depot until the District of Sicamous provides the CSRD with a list of acceptable sites for consideration by staff, this 15th day of August, 2019.

6.6 Scotch Creek/Lee Creek Mosquito Control

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated August 1, 2019. Mosquito control treatment in the Hilliam Road area of Scotch Creek on Little Shuswap Lake Indian Band lands.

Motion

THAT: the Board receive for information the Parks Permit Application Decision Rationale report from the Ministry of Environment as it relates to nuisance mosquito control treatment within two provincial parks in Electoral Area F, this 15th day of August, 2019.

Motion

THAT: the Board write a letter to the Little Shuswap Lake Indian Band requesting confirmation of support for continued nuisance mosquito control treatment in the Hilliam Road area of IR#4 in Scotch Creek, this 15th day of August, 2019.

6.7 Nicholson Aquifer Water Quality Monitoring Policy

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated August 1, 2019. Nicholson Aquifer Water Quality Monitoring Policy.

Motion

THAT: the Board endorse Policy W-13, Nicholson Aquifer Water Quality Monitoring and approve its inclusion into the CSRD Policy Manual, this 15th day of August, 2019.

6.8 Policy No. A-62 “Electronic Sign Board – CSRD Facilities”

Report from Darcy Mooney, Manager, Operations Management, dated August 1, 2019. Amendment to Policy No. A-62 Electronic Sign Board – CSRD Facilities.

Motion

THAT: the Board endorse the amendment to Policy No. A-62, “Electronic Sign Board – CSRD Facilities” and approve its inclusion into the CSRD Policy Manual this 15th day of August, 2019.

6.9 Community Works Funds Supplement Allocation

Report from Jodi Pierce, Manager, Financial Services, dated July 29, 2019.

Motion

THAT: the Board endorse allocation of the 2019 one-time federal Top-up funding payment of Community Works Funds in the amount of \$926,691 to the 10% all area Community Works Funds.

7. Business By Area

7.1 Grant-in-Aid Requests

Report from Jodi Pierce, Manager, Financial Services, dated August 2, 2019.

Motion

THAT: the Board approve the following allocations from the 2019 electoral Grant-in-Aids:

Area A

\$1,900 Kootenay Community Bat Project (Bat houses)

Area F

\$3,500 Lakeview Community Centre Society (hall upgrades), this 15th day of August, 2019.

7.2 Area A Community Works Funds – Golden & District Search and Rescue

Report from Jodi Pierce, Manager, Financial Services dated July 29, 2019.

Motion

THAT: in accordance with Policy F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Community Works Fund be approved up to \$80,000 including applicable taxes from the Area A Community Works Fund for the Golden & District Search and Rescue Service Bay insulation and electrical upgrade project.

7.3 Area C Community Works Funds – South Shuswap Transportation Society

Report from Jodi Pierce, Manager, Financial Services, dated August 2, 2019.

Motion

THAT: in accordance with Policy F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Community Works Fund be approved up to \$52,500 including applicable taxes from the Area C Community Works Fund for purchase of an electrical vehicle charging station, this 15th day of August, 2019.

Motion

AND THAT: Policy F-32 “Procurement of Goods & Services”, be waived with respect to the South Shuswap Transportation Society and the purchase of the electric vehicle charging station, this 15th day of August, 2019.

7.4 EOF Application – Golden/Area A – Community Economic Development

Report from Jodi Pierce, Manager, Financial Services, dated August 6, 2019.

Motion

THAT: with the concurrence of the Town of Golden and the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Golden Community Social Services Co-op in the amount of \$150,000 annually for three (3) years for Community Economic Development Services subject to ratification of the Social and Community Economic Development Services Agreement, this 15th day of August, 2019.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with the Golden Community Social Services Co-Op for the provision of Community Economic Development services as per the terms of reference provided by the Town of Golden, this 15th day of August, 2019.

8. Administration Bylaws

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

Inspector of Municipalities Approval July 17, 2019.

For Adoption.

Motion

THAT: Eagle Bay Waterworks Local Service Amendment Bylaw No. 5796, 2019 be adopted, this 15th day of August, 2019.

8.2 Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019

Inspector of Municipalities Approval July 18, 2019.

For Adoption.

Motion

THAT: Saratoga Waterworks Service Amendment Bylaw No. 5797, 2019 be adopted, this 15th day of August, 2019.

8.3 Saratoga Waterworks Service Amendment Bylaw No. 5799, 2019

First, Second and Third Readings July 18, 2019.

For Adoption.

Motion

THAT: Saratoga Waterworks Service Amendment Bylaw No. 5799, 2019 be adopted, this 15th day of August, 2019.

9. 12:30 PM - IN CAMERA

Motion

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

(c) labour relations or other employee relations;

(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 regional service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the regional district if they were held in public;

the Board move In Camera.

DEVELOPMENT SERVICES

10. Business General

10.1 Updated to Policy P-11 Upland/Foreshore Use

Report from Gerald Christie, Manager Development Services, dated July 22, 2019.

Motion

THAT: the Board endorse the revised Policy P-11, Consistent Use of Upland/Adjacent Foreshore and Aquatic Crown Land, and approve its inclusion into the CSRD Policy Manual, this 15th day of August, 2019.

10.2 Electoral Area D: Building Regulation Public Engagement Summary

Report from Marty Herbert, Team Leader Building and Bylaw Services, dated July 29, 2019. A summary of the public engagement and open houses held in Electoral Area D with regard to the implementation of building regulation in Area D.

Senior Staff Note to Board:

Board resolution sought to proceed with amending Service Bylaw to add Electoral Area D to Building Inspection Service Area. (majority vote of Board)

For amendment bylaw to add Area D to Service, Electoral Area Director Consent is required. Director Talbot has indicated to staff that he is not prepared to consent to the amendment. In this case, the Board has the ability, by 2/3 majority vote, to move forward with the necessary service bylaw amendment.

As mentioned in the Board Report from Team Leader, Building and Bylaw Services, if the Board were to support expansion of the building inspection service to Electoral Area D for 2020, staff would need to schedule consideration of first, second and third readings of the Service Bylaw for the September 19, 2019 Board meeting.

Motion

THAT: the Board receive the report Electoral Area D: Building Regulation Public Engagement Summary dated July 29, 2019 from the Team Leader, Building and Bylaw Services, for information;

AND THAT: the Board receive the report Electoral Area D Building Inspection – Public Open Houses from Neilson Strategies Inc., for information;

this 15th day of August 2019.

Motion

THAT: the Board provide direction to staff with regard to the proposed building regulation service for Electoral Area D.

11. 12:00 PM (Noon) ALR Applications

11.1 Electoral Area C: Agricultural Land Commission (ALC) Application Section 20(3) – Non-Farm Use in the Agricultural Land Reserve (ALR) LC2565C (Anderson, et al)

Report from Candice Benner, Planner II, dated July 26, 2019.
3864 Pakka Road, White Lake

Motion

THAT: Application No. LC2565C, Section 20(3) Non-farm use in the ALR for Lot 1 Section 14 Township 22 Range 10 W6M KDYD Plan 41124 Except Plan KAP74008 be forwarded to the Provincial Agricultural Land Commission recommending approval, this 15th day of August, 2019.

12. Directors' Report on Community Events

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

ELECTORAL AREA DIRECTORS

13. 1:30 PM Business by Area

13.1 Electoral Area A: Development Variance Permit No. 641-36 (Greene)

Report from Christine LeFloch, Planner II, dated July 26, 2019.
4188 Spence Road, Parson

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-36 for Lot A, Section 15, Township, 24, Range 19, West of the 5th Meridian, Kootenay District, Plan 17011, varying Subdivision Servicing Bylaw No. 641 as follows:

1. Varying Section 8.3(a) for Proposed Lot A by waiving the requirement that a surface water source proposed for an Independent On-site Water System must be surface water from an intake that has unrecorded water and is on the List of Eligible Sources, shown in Schedule D of Bylaw No. 641, only for Proposed Lot A as shown on the proposed plan of subdivision,

be approved for issuance this 15th day of August, 2019.

13.2 Electoral Area D: Development Variance Permit No. 2500-18

Report from Christine LeFloch, Planner II, dated July 18, 2019.
2921 Chase-Falkland Road, Falkland

Motion

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 2500-18 for Lots 1 & 2, Block 2, Section 2, Township 18, Range 12, W6M, KDYD, Plan 1295, varying Salmon Valley Land Use Bylaw No. 2500, as follows:

1. Section 2.7.2.2 minimum setback from the front parcel line for an existing single family dwelling from 6 m to 4.78 m;
2. Section 2.7.2.2 minimum setback from the exterior side parcel line for an existing single family dwelling from 4.5 m to 3.48 m;
3. Section 2.7.2.2 minimum setback from the exterior side parcel line for an existing garage from 4.5 m to 0 m; and
4. Section 2.7.2.2 minimum setback from the rear parcel line for an existing garage from 5 m to 0 m,

be approved for issuance this 15th day of August, 2019.

Motion

THAT: issuance of DVP2500-18 be withheld until completion of the subdivision being processed under file number 2018-01657 so that the Development Variance Permit may be registered to the new legal description.

13.3 Electoral Area F: Development Variance Permit No. 641-35 (Okaview Estates Ltd.)

Report from Candice Benner, Planner II, dated July 29, 2019.
5581 and 5587 Squilax-Anglemont Road, Celista

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-35 for Lot 1, Section 9, Township 23, Range 10, W6M, KDYD, Plan KAP91431), waiving the requirements of Schedule A Levels of Service of Subdivision Servicing Bylaw No. 641 minimum parcel size for new subdivisions by varying the size of a parcel which may be subdivided without connection to community water and sewer services from 1.0 ha to 0.5 ha for Proposed Lot A and to 0.4 ha for Proposed Lot B of the proposed 2 lot subdivision, as shown on the proposed plan of subdivision depicted on Schedule B to the Permit, be refused this 15th day of August, 2019.

13.4 Electoral Area F: Development Variance Permit No. 825-28 (Nevokschonoff)

Report from Laura Gibson, Planner I, dated July 26, 2019.
2868 Squilax-Anglemont Road, Lee Creek

Motion

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 825-28 for Lot 2, Section 30, Township 22, Range 11, and of Section 25, Township 22, Range 12, West of the 6th Meridian, Kamloops Division Yale District, Plan 5519, varying Scotch Creek/Lee Creek Zoning Bylaw No. 825 as follows:

- Section 5.7.3(f) Minimum setback from the front parcel boundary from 4.5 m to 1 m only for the new accessory building;

be authorized for issuance this 15th day of August, 2019.

14. Planning Bylaws**14.1 Electoral Area B: Electoral Area B Zoning Amendment (Gagnon et al) Bylaw No. 851-16**

Report from Erica Hartling, Planner I, dated July 31, 2019.
Strata Plan NES3881, Lots 1 – 7 Mt McPherson Drive

Motion

THAT: "Electoral Area B Zoning Amendment (Gagnon et al) Bylaw No. 851-16" be read a first time this 15th day of August, 2019;

AND THAT: the Board utilize the simple consultation process for Bylaw No. 851-16, and it be referred to the following agencies and First Nations:

- Area B Advisory Planning Commission;
- Interior Health;
- FrontCounter BC;
- Archaeology Branch;
- Ministry of Transportation and Infrastructure;
- CSRD Operations Management;
- City of Revelstoke; and,
- All relevant First Nations Bands and Councils.

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

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

Motion

THAT: "Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20" be read a third time this 15th day of August, 2019.

Motion

THAT: adoption of "Lakes Zoning Amendment (Totem Pole Resort) Bylaw No. 900-20" be withheld until documentation has been received regarding the final locations of the buoys within the zone area confirmed with a map and GPS coordinates, and confirmation that the buoys have been tagged with identification and 'BL900-20'.

14.3 Electoral Area D: Salmon Valley Land Use Amendment (Montgomery) Bylaw No. 2562

Report from Candice Benner, Planner II, dated July 30, 2019.
5777 Highway 97, Falkland

Motion

THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered this "Salmon Valley Land Use Amendment (Montgomery) Bylaw No. 2562" in conjunction with the Columbia Shuswap Regional District's Financial Plan and its Waste Management Plan, this 15th day of August, 2019.

Motion

THAT: "Salmon Valley Land Use Amendment (Montgomery) Bylaw No. 2562" be read a second time this 15th day of August, 2019.

Motion

THAT: a public hearing to hear representations on "Salmon Valley Land Use Amendment (Montgomery) Bylaw No. 2562" 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.

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

Report from Christine LeFloch, Planner II, dated July 31, 2019.
Electoral Areas C, E & F

Motion

THAT: Lakes Zoning Amendment (CSRD) Bylaw No. 900 be adopted, this 15th day of August, 2019.

14.5 Electoral Area C: Electoral Area C Official Community Plan Amendment (1174355 BC Ltd.) Bylaw No. 725-16 and South Shuswap Zoning (1174355 BC Ltd.) Bylaw No. 701-94

Report from Christine LeFloch, Planner II, dated August 7, 2019.
1336 Taylor Road, Notch Hill

Motion

THAT: first reading of "Electoral Area C Official Community Plan Amendment (Factory Direct Doors Ltd.) Bylaw No. 725-16", given on May 16, 2019 be rescinded.

Motion

THAT: first reading of "South Shuswap Zoning Amendment (Factory Direct Doors Ltd.) Bylaw No. 701-94", given on May 16, 2019 be rescinded.

Motion

THAT: "Electoral Area C Official Community Plan Amendment (1174355 BC Ltd.) Bylaw No. 725-16" be given first and second reading, this 15th day of August, 2019.

Motion

THAT: "South Shuswap Zoning Amendment (1174355 BC Ltd.) Bylaw No. 701-94" be given first and second reading, this 15th day of August, 2019.

Motion

THAT: pursuant to Section 477 of the Local Government Act, the Board has considered this "Electoral Area C Official Community Plan Amendment (1174355 BC Ltd.) Bylaw No. 725-16" in conjunction with the Columbia Shuswap Regional District's Financial Plan and its Waste Management Plan.

Motion

THAT: a public hearing to hear representations on "Electoral Area C Official Community Plan Amendment (1174355 BC Ltd.) Bylaw No. 725-16" and "South Shuswap Zoning Amendment (1174355 BC Ltd.) Bylaw No. 701-94" 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, 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.

15. Release of In Camera Resolutions

If any.

MEETING CONCLUSION

16. Upcoming Meetings/Events

Visit www.csr.bc.ca for details of these meetings:

Revelstoke and Area Economic Development Commission - Wednesday, September 4, 2019

Electoral Area Directors Committee - Tuesday, September 10, 2019

Shuswap Watershed Council - Wednesday, September 11, 2019

Shuswap Tourism Advisory Committee - Thursday September 12, 2019

Shuswap Economic Development Committee - Thursday, September 12, 2019

Electoral Area A Local Advisory Committee - Tuesday, September 17, 2019

17. Next Board Meeting

Thursday, September 19, 2019 at 9:30 AM

CSR Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

18. Adjournment

Motion

THAT: the regular Board meeting of August 15, 2019 be adjourned.