



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, July 20, 2017
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Call to Order

2. Board Meeting Minutes

2.1 Adoption of Minutes

1

Adoption of June 15, 2017 regular Board meeting minutes.

Motion

THAT: the minutes of the June 15, 2017 regular Board meeting be adopted.

2.2 Business Arising from the Minutes

2.2.1 Letter from Spec-Team Assessment Society - Request for Board
Letter of Support for Funding Applications

28

Chair Martin has requested this request be brought forward from the June 15, 2017 regular Board meeting.

Motion

That the Board provide a letter of support to the Spec-Team Society to acknowledge the need for the Society's services in the provincial interior, and to express support for the Society's applications for provincial funding that will be used for the costs of Fetal Alcohol Syndrome Disorder assessments and the associated support programs for individuals and families.

3. **9:40 AM Briefing Session:**

Verbal Report from the Manager, Operations Management - Wildfires and CSRD Emergency Management Response.

- Outline of emergency structure/preparedness and the state of readiness in potential local wildfire threats.

4. **Delegations**

4.1 **10:00 AM Joan Ragsdale, Regional Dean, Okanagan College, Shuswap Revelstoke Region** 29

Joan Ragsdale in attendance to update the Board on activities and priorities of the college.

Invitation from the Chair attached.

Link to presentation here.

4.2 **10:15 AM David Miede, Resident of Sunnybrae, Electoral Area C** 30

Requesting support from the Board to change the name of Robinson Creek Community Park in Sunnybrae to 'Roy Sharp Community Park' in memorial of Roy Sharp, longtime resident of Sunnybrae who lost his life in the Robinson Creek mudslide on May 5, 2017.

Link to the petition on Change.org here.

4.3 **10:30 AM Adams River Salmon Society (ARSS)** 34

Dave Smith, Vice President of the Adams River Salmon Society, in attendance to provide the Board information on education, advocacy, stewardship activities and plans for 2017/2018 Spawning Season.

ADMINISTRATION

5. **Correspondence**

5.1 **Southern Interior Local Government Association (June 19, 2017)** 37

Call for nominees for youth to attend the Union of British Columbia Municipalities (UBCM) Convention.

Note: deadline for nominations is August 7, 2017.

5.2 **The Adams River Salmon Society (June 26, 2017)** 39

Letter from Dave Smith, Vice President, giving background information on the Adams River Salmon Society initiatives.

Related to 10:30 AM delegation.

Motion

THAT: the correspondence contained on the July 20, 2017 regular Board agenda be received for information.

6. Reports**6.1 Area C Governance Committee Meeting Minutes - June 15, 2017 41****Motion**

THAT: the minutes of the June 15, 2017 Area C Governance Committee meeting be received for information.

6.2 Electoral Area Directors' Committee Meeting Minutes - June 27, 2017 51

Recommendation to the Board included.

Motion

Recommendation to the Board:

THAT: Electoral Area Directors Committee recommend to the Shuswap Economic Development Committee that a review of their organizational structure and governance as part of their Shuswap Economic Development strategy be completed and any recommendations brought forward be reported to the Electoral Area Directors' Committee;

AND THAT: the Shuswap Economic Development Committee consult with Robyn Cyr, Economic Development Officer, for feedback on budgetary concerns;

AND FURTHER THAT: the recommendations be considered at the next Shuswap Economic Development Committee meeting in September.

Motion

THAT: the minutes of the June 27, 2017 Electoral Area Directors' Committee meeting be received for information.

7. Business General**7.1 Terms of Reference for Electoral Area Directors' Committee Meeting 59**

Recommendation to the Board from the June 27, 2017 Electoral Area Directors' Committee meeting.

Motion

THAT: the Terms of Reference for the Electoral Area Directors' Committee be approved this 20th day of July, 2017.

7.2 Purchase of Self-Contained Breathing Apparatus 61

Report from Derek Sutherland, Team Leader, Protective Services, dated July 7, 2017. Authorization for the sole source purchase of Self Contained Breathing Apparatus (SCBA).

Motion

THAT: the Board empower the authorized signatories to acquire MSA G1 Self Contained Breathing Apparatus packs and cylinders for the Nicholson, Tappen/Sunnybrae, Ranchero, Silver Creek, Malakwa and Anglemont Fire Departments from Rocky Mountain Phoenix for a total cost of \$249,500 plus applicable taxes.

7.3 FCM Asset Management Grant Application

64

Report from Darcy Mooney, Manager, Operations Management, dated July 10, 2017.

Board authorization to apply for an FCM Asset Management Grant.

Motion

THAT: the Board empower the authorized signatories to apply for a Federation of Canadian Municipalities (FCM) Program Grant Opportunity in the Municipal Asset Management Program in an amount up to \$50,000 to support the development of Asset Management Condition and Data Collection Plan; the CSRD will provide in-house contributions to support overall grant and project management;

AND THAT: contingent upon the receipt of a successful Municipal Asset Management Program grant for up to \$50,000, the Board empower the authorized signatories to enter into an agreement with Opus International Consultants (Canada) to develop an Asset Management Condition and Data Collection Plan for a total cost not to exceed the total grant monies awarded.

7.4 Bird Control RFP Award - Salmon Arm Landfill

67

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated July 4, 2017. Contract award for bird control services at the Salmon Arm Landfill.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with Shuswap Bird of Prey to provide bird control services for a three year term, commencing July 1, 2017 for a total cost of \$196,994 plus applicable taxes.

8. Business By Area**8.1 Electoral Area Grant-in-Aids**

70

Report from Jodi Pierce, Manager, Financial Services dated July 10, 2017.

Motion

THAT: the Board approve the following allocations from the 2017 electoral grant-in-aids:

Area D

\$5,000 Falkland/Westwold First Responders (communications upgrade)

Area F

\$1,000 North Shuswap Lions Club (disposal fees)

\$8,000 Lee Creek Arts & Sports Society (Friday Nights Live)

\$10,000 North Shuswap Chamber of Commerce (video promotion)

8.2 Grant -in-Aid Request - Electoral Areas C, E and F

72

Report from Darcy Mooney, Manager, Operations Management, dated July 10, 2017.

Electoral Areas C, E, and F discretionary grant in aid funds to cover landfill tipping fees associated with the clean-up of beach debris occurring from the high-water flooding in the Shuswap and Mara Lake system.

Motion

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$7,500 from the Electoral Area C Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

Motion

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$5,000 from the Electoral Area E Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

Motion

THAT: in accordance with Policy No. F-30 "Electoral Area Grants in Aid" the Board authorize the expenditure of a maximum of \$5,000 from the Electoral Area F Grant-in-Aid to cover the costs of landfill user fees associated with the disposal of flood and high water debris.

8.3 Golden/Area A Mosquito Control Program – 2017 Budget Amendment

75

Report from Ben Van Nostrand, Team Leader, Environmental Health Services July 4, 2017.

Funding increase budget amendment for Golden/Area A Mosquito Control Program.

Motion

THAT: the Board authorize an amendment to the 2017 Five Year Financial Plan for the Golden/Area A Mosquito Control Program to reallocate \$24,500 from the existing Operating Reserve Fund to the Operating Budget for 2017.

8.4 Revelstoke/Area B Mosquito Control Program – 2017 Budget Amendment 78

Report from Ben Van Nostrand, Team Leader, Environmental Health Services. Revelstoke and Area B Mosquito Control Program 2017 budget amendment.

Motion

THAT: the Board authorize an amendment to the 2017 Five Year Financial Plan for the Revelstoke/Area B Mosquito Control Program to reallocate \$22,000 from the existing Operating Reserve Fund to the Operating Budget for 2017.

Motion

THAT: the Board authorize an additional expenditure of up to \$25,000 for additional un-budgeted mosquito control treatments from the Revelstoke/Area B Mosquito Control Program budget, if necessary in 2017.

8.5 Electoral Area C Community Works Fund - Tourism Kiosks (Phase 2) 82

Report from Jodi Pierce, Manager, Financial Services, dated July 5, 2017

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 \$82,000 plus applicable taxes from the Area C Community Works Fund for Phase 2 of the Tourism Kiosk Project.

8.6 Electoral Area C Community Works Fund - South Shuswap Destination Trail Planning 92

Report from Ryan Nitchie, Team Leader, Community Services, dated July 10, 2017.

Access to Community Works Funds (Area C) for South Shuswap Destination Trail Planning.

Motion

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund - Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in the amount of \$50,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for research, field assessments and conceptual planning for a destination trail based tourism experience within the South Shuswap.

8.7 Electoral Area C Community Works Fund - Eagle Bay Fire Hall Mechanical Upgrades 95

Report from Derek Sutherland, Team Leader, Protective Services, dated July 7, 2017.

Authorization to access the Community Works Fund monies from the Electoral Area C allocation for the Eagle Bay fire hall.

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 \$22,500 plus applicable taxes from the Electoral Area C Community Works Fund allocation to upgrade the mechanical system at the Eagle Bay fire hall.

8.8 Sunnybrae Waterworks UV Equipment Purchase 98

Report from Terry Langlois, Team Leader, Utilities, dated June 27, 2017.

Purchase of specialized ultraviolet disinfection (UV) equipment for Sunnybrae Waterworks.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with Ramtech Environmental Products to provide Trojan UV equipment for the new water treatment plant at the Sunnybrae Water System for a total cost of \$68,810 plus applicable taxes.

8.9 Renaming of Robinson Creek Park

Related to the 10:15 AM delegation by Mr. David Miege, Sunnybrae resident, Electoral Area C.

Area C Director, Paul Demenok, Area C Parks Advisory Committee and CSRD Parks and Operations staff are all in support of the proposed renaming.

The community at large has expressed support for the renaming, as indicated in the petition.

The CSRD does not have a policy regarding park naming, therefore, a Board Resolution is needed to support the request.

Motion

THAT: the Board approve the renaming of 'Robinson Creek Park', Electoral Area C, to 'Roy Sharp Community Park'.

8.10 Rural Feasibility Study Fund – Scotch Creek Water 101

Report from Terry Langlois, Team Leader, Utilities, dated July 7, 2017.

Access to the Rural Feasibility Study Fund.

Motion

THAT: in accordance with Policy No. W-4 “Water Utility Acquisition” access to the Rural Feasibility Study Fund be approved in the amount of \$90,000 plus applicable taxes to conduct community engagement and complete an engineering assessment for a new water system for the community of Scotch Creek.

9. Administration Bylaws

9.1 District of Sicamous - Security Issuing Bylaw 9104

104

Report from Jodi Pierce, Manager, Financial Services, dated July 5, 2017.

Motion

THAT: Bylaw No. 9104, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9104” be read a first, second, and third time this 20th day of July, 2017.

Motion

THAT: Bylaw No. 9104, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9104” be adopted this 20th day of July, 2017.

9.2 CSRD Ticket Information Utilization Amendment Bylaw No. 5745

118

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services, dated July 7, 2017.

The amending bylaw proposes to add the authority to ticket for offences under the CSRD Cross Connection Control Bylaw regulations, as well as to update the fine amounts for offences under the CSRD Waterworks Rates and Regulation Bylaw.

Motion

THAT: CSRD Ticket Information Utilization Amendment Bylaw No. 5745 be read a first, second and third time this 20th day of July, 2017.

Motion

THAT: CSRD Ticket Information Utilization Amendment Bylaw No. 5745 be adopted this 20th day of July, 2017.

9.3 <U>Note to Board: The following items will be circulated on the Late Agenda:</U>

Declaration of Corporate Officer - Certificate of Alternative Approval Results - Rail Corridor Trail Service Establishment and Loan Authorization

Scheduling of Bylaws for consideration of Adoption, subject to outcome of Alternative Approval Process:

- Rail Corridor Trail Service Establishment Bylaw No. 5755
and
- Rail Corridor Trail Service Loan Authorization Bylaw No. 5756

10. IN CAMERA

Motion

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

(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;

(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;

of the Community Charter, the Board move In Camera.

DEVELOPMENT SERVICES

11. Business General

None.

12. ALR Applications

None.

13. Directors' Report on Community Events

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

ELECTORAL AREA DIRECTORS

14. Business by Area

14.1 Electoral Area C: Development Variance Permit No. 701-74 (Pesonen)

138

Report from Dan Passmore, Senior Planner, dated May 29, 2017.
2597 Highlands Drive – Blind Bay

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 701-74 for Lot 27, Section 18, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan KAP79982 and an undivided 1/14 share in Lot 59, Plan KAP79982, (PID: 026-562-316), varying South Shuswap Zoning Bylaw No. 701, as follows:

1. Vary the requirement of Section 12.2.6, rear parcel line setback from 5.0 m to 4.85 m for a single family dwelling.

be approved for issuance this 20th day of July, 2017.

14.2 Electoral Area F: Development Variance Permit No. 641-28 (Mira Grande Developments)

156

Report from Dan Passmore, Senior Planner, dated May 29, 2017.
4189, 4273, and 4275 Squilax-Anglemont Road, Scotch Creek.

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-28 for Fractional SW 1/4, Section 35, Township 22, Range 11, West of the 6th Meridian, Kamloops Division Yale District, Except Plans 8597, 18252, 20191, 25532, and 28256 (PID: 013-812-807), varying Subdivision Servicing Bylaw No. 641, as follows:

Waive the requirement of Section 5.1 (c), in reference to Schedule A Levels of Service, to service the proposed new lots with a Water Supply System,

be approved for issuance this 20th day of July, 2017, subject to registration of a suitably worded Section 219 covenant on the title of the subject property, stating the following:

- That the lots are not to be used for residential purposes unless the recommendations contained within the Hydrogeological Assessment, dated May 26, 2017, by Yanfeng Yin, PhD, P.Geo., of Kala Geosciences Ltd., have been satisfied; and,
- that all lots are required to connect to a community water and sewer system when one becomes available.

15. Planning Bylaws

15.1 Electoral Area C: Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21

180

Report from Dan Passmore, Senior Planner, dated June 9, 2017.
2001 Eagle Bay Road, Blind Bay

Motion

THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be read a first time this 20th day of July, 2017;

AND THAT:

the Board utilize the simple consultation process for Bylaw No. 900-21, and it be referred to the following agencies and First Nations:

Area C Advisory Planning Commission;

Interior Health Authority;

Ministry of Environment;

Ministry of Forests, Lands and Natural Resource Operations;

Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;

Department of Fisheries and Oceans;

Ministry of Transportation and Infrastructure;

CSRD Operations Management;

CSRD Financial Services; and

All relevant First Nations.

15.2 Electoral Area C: Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87

203

Report from Dan Passmore, Senior Planner, dated July 7, 2017.
Golf Course Drive, Blind Bay.

Motion

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a third time this 20th day of July, 2017.

Motion

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a third time this 20th day of July, 2017.

Motion

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be adopted this 20th day of July, 2017.

Motion

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be adopted this 20th day of July, 2017.

15.3 Electoral Area D: Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133 278

Report from Dan Passmore, Senior Planner, dated May 29, 2017.
5192 Highway 97B.

Motion

THAT: Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133", be given second reading, as amended, this 20th day of July, 2017.

AND THAT: the Board not delegate a public hearing until the owner has provided documentation committing to construction of the required sewerage system improvements prior to final reading of the Bylaw and has provided a hydrogeological assessment of the existing groundwater well within 90 days of second reading.

16. Release of In Camera Resolutions

If any.

MEETING CONCLUSION

17. Upcoming Meetings/Events

None.

18. Next Board Meeting

Thursday, August 17, 2017, 9:30 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

19. Adjournment

Motion

THAT: the regular Board meeting of July 20, 2017 be adjourned.