



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, March 16, 2023
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act

Article 4: Indigenous peoples, in exercising their right to self-determination, have the right to autonomy or self-government in matters relating to their internal and local affairs, as well as ways and means for financing their autonomous functions.

2. Call to Order

3. Adoption of Agenda

THAT: the agenda of March 16, 2023 Regular Board meeting be approved.

4. Meeting Minutes

4.1 Adoption of Minutes

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THAT: the minutes of the February 16, 2023 Regular Board meeting be adopted.

4.2 Business Arising from the Minutes

4.2.1 Electoral Area A: Golden and Area A Economic Opportunity Fund Resource Request and Sole Source Contract Award

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From the February 16, 2023 Regular Board Meeting Item 10.4, concurrence from Town of Golden attached.

5. Announcements

5.1 Fire Department of the Year Award

Celista Fire Department

5.2 Introduction of New Staff

Desiree Webber, Administrative Clerk

Diana Kidd, Records and Privacy Clerk

6. Correspondence

6.1 For Information

THAT: the Board receive the correspondence attached to the March 23, 2023 Board Agenda.

6.1.1 Letter of Support from CSRD Board for ispeed Communications Grant Application through Connecting Communities BC (February 16, 2023) 26

6.1.2 Letter of Support from CSRD Board for the Shuswap Economic Development Society's Grant Application through Connecting Communities BC (February 16, 2023) 27

6.1.3 Letter from CSRD Board to Federal and Provincial Ministers Re: Cannabis Production Concerns in Parson, BC (March 6, 2023) 28

6.2 Action Requested

6.2.1 Floodplain Mapping Initiative (January 23, 2023) 29

Letter from the Fraser Basin Council regarding the Floodplain Mapping Initiative project to map flood hazards and help reduce flood risk in our community.

THAT: the Board support the provincial Floodplain Mapping Initiative;

AND THAT: staff be directed to collaborate with the Province and Fraser Basin Council in the project.

7. Committee Reports and Updates

7.1 For Information

THAT: the Board receive the committee minutes attached to the March 16, 2023 Board meeting agenda.

7.1.1	Shuswap Emergency Program Executive Committee (December 13, 2022)	33
7.1.2	Okanagan Kootenay Sterile Insect Release Board Report (February 3, 2023)	36

7.2 Action Requested

None.

8. Business General

8.1	All Areas: FireSmart Coordinator Sole Source Contract Award	37
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Report from Derek Sutherland, Team Leader, Protective Services, dated March 2, 2023.

THAT: the Board empower the authorized signatories to enter into an agreement with 1477556 Alberta Ltd. for the provision of FireSmart coordination services for Electoral Areas A, B, C, D, E, F, and G for a 12-month term commencing April 1, 2023 and expiring on March 31, 2023, for a total cost not to exceed \$125,000 plus applicable taxes subject to approval, and in accordance with the terms of the grant from the Union of BC Municipalities through the Community Resiliency Investment Program, this 16th day of March, 2023

Corporate Vote Weighted

Majority

8.2	Liquid Waste Management Plan for Areas C, G, E, F and Seymour Arm – Activity Update	41
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Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated February 27, 2023. Proposed activities for community engagement on an update to the Liquid Waste Management Plans.

For Information Only

8.3	Occupational Health and Safety Program	45
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Report from Darcy Mooney, Manager of Operations Management, dated March 3, 2023. Sole source authorization to DCS Safety Consulting Ltd for health and safety plan updates.

THAT: the Board empower the authorized signatories to enter into an agreement with DCS Safety Consulting Ltd. for 2023 to assist the CSRD in developing and advancing safety goals and objectives, update the CSRD's safety program manual, finalize the CSRD's strategic safety plan, and to provide relevant health and safety advice for a total cost not to exceed \$60,000 plus applicable taxes, this 16th day of March, 2023

Corporate Vote Weighted

8.4 Shuswap North Okanagan Rail Trail: Lansdowne Road to Armstrong Project – Engineering Services 54

Report from Ryan Nitchie, Team Leader, Community Services, dated March 3, 2023. Engineering, Design and Project Management for the Shuswap North Okanagan Rail Trail: Lansdowne Road to Armstrong Project.

THAT: the Board empower the authorized signatories to enter into an agreement with Urban Systems Ltd. to provide engineering, design and construction oversight for the Shuswap North Okanagan Rail Trail: Lansdowne Road to Armstrong Project, for a total cost not to exceed \$86,500 plus applicable taxes, this 16th day of March, 2023.

Corporate Vote Weighted

Majority

8.5 Shuswap Tourism Website Rebuild Sole Source Contract Award 59

Report from Stephane Goodey, Tourism Marketing Coordinator, dated March 6, 2023.

THAT: the Board empower the authorized signatories to enter into an agreement with Csek Creative to develop and implement the rebuild of the Shuswap Tourism website in the amount of \$40,000 plus applicable taxes, this 16th day of March 2023.

Corporate Vote Weighted

Majority

8.6 Asset Management Plans and Risk Framework Development 62

Report from Darcy Mooney, Manager, Operations Management dated March 3, 2023. Sole Source Authorization to WSP Canada Inc. - Asset Management Consultants.

THAT: the Board empower the authorized signatories to enter into an agreement with WSP Canada Inc. to develop an Asset Risk Framework and Asset Management Plans for the Sicamous and District Recreation Centre, the Golden and District Recreation Centre and the Golden and District Curling Rink for a total cost not to exceed \$136,770 plus applicable taxes, this 16th day of March, 2023.

Corporate Vote Weighted

9. Business By Area

9.1 Grant-in-Aid Requests

77

Report from Jodi Pierce, Manager, Financial Services dated March 3, 2023.
Funding requests for consideration.

THAT: the Board approve the following allocations from the 2023 electoral area Grant-in-Aids:

Area D

\$3,200 Falkland Historical Society (free Falkland events - 2023)

\$2,000 Falkland & District Curling Club (operating costs)

\$1,500 Falkland Soccer Association (youth soccer program)

Area E

\$1,975 BC Conservation Foundation (WildsafeBC Community Coordinator – shared with Area G)

\$2,500 Sicamous & District Seniors Centre (repaint exterior)

\$5,500 Malakwa Community Centre Association (operating costs)

Area F

\$1,980 Anglemont Firefighters Association (education and provision of starter emergency kits)

\$15,000 Friday Night Live Music Society (summer music events)

Area G

\$2,500 BC Conservation Foundation (WildsafeBC Community Coordinator – shared with Area E)

\$6,400 Sorrento Village Farmers' Market (landscaping)

Stakeholder Vote Weighted

- 9.2 Electoral Area F: Community Works Funds – Seymour Arm Community Association** 80
- Report from Jodi Pierce, Manager, Financial Services, dated March 3, 2023.
Funding request for consideration.
- 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 \$180,000 including taxes from the Area F Community Works Fund for replacement of the Seymour Arm community wharf.
- Stakeholder Vote Weighted*
- 9.3 Electoral Area G: Blind Bay Ornamental Streetlight Upgrade Project** 83
- Report from Terry Langlois, Team Leader Utilities, dated March 1, 2023.
Request access to the Electoral Area G community works fund to cover rising project costs.
- 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 for up to \$50,000 plus applicable taxes from the Electoral Area G Community Works Fund, for the expansion of ornamental streetlights in the Blind Bay Streetlight Service Area, this 16th day of March, 2023.
- Stakeholder Vote Weighted*
- 9.4 Electoral Area G: MacArthur Reedman Water System Intake Redesign** 87
- Report from Terry Langlois, Team Leader Utilities, dated March 1, 2023.
Access to Electoral Area G Community Works Fund for engineering review.
- 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 for up to \$25,000 plus applicable taxes from the Electoral Area G Community Works Fund, to complete an engineering review of the Macarthur Reedman Water System to identify alternative options and associated costs to the existing lake water supply pump system configuration, this 16th day of March, 2023.
- Stakeholder Weighted*
- 9.5 Electoral Area D: RDNO Fire Suppression Contract** 91
- Report from Derek Sutherland, Team Leader, Protective Services, dated March 2, 2023.

THAT: The Board empower the authorized signatories to enter into an agreement with the Regional District of the North Okanagan for the provision of fire suppression services to the Twin Lakes/ Grandview Bench Fire Protections Specified Area from the Ranchero Deep Creek Fire Department for a five-year term commencing January 1, 2023 to December 31, 2027, this 16th day of March, 2023.

Corporate Vote Weighted

9.6 Electoral Area A: Golden and Area Aquatic Centre – Quantity Surveyor and Communications Contract Award 100

Report from Darcy Mooney, Manager, Operations Management, dated March 1, 2023. Contract award to Ross Templeton and Associates and HCMA Architecture + Design.

THAT: the Board empower the authorized signatories to enter into an agreement with Ross Templeton and Associates Quantity Surveyors for a total cost not to exceed \$90,000 for the provision of quantity surveying work related to the schematic and detailed design of the Golden and Area Aquatic Centre project, this 16th day of March, 2023.

Corporate Vote Weighted

THAT: the Board empower the authorized signatories to enter into an agreement with HCMA Architecture + Design for a total cost not to exceed \$100,000 for the provision of communication materials, website redevelopment and grant writing support related to the ongoing fundraising and detailed design phases of the Golden and Area Aquatic Centre project, this 16th day of March, 2023.

Corporate Vote Weighted

Majority

10. Administration Bylaws

10.1 Electoral Area F: Scotch Creek Water Service Area Establishment and Loan Authorization Bylaw Nos. 5809 & 5810, 2020 103

Staff received Inspector Approval for both Scotch Creek Water Service Area Establishment and Loan Authorization bylaws.

THAT: Scotch Creek Water Service Area Establishment Bylaw No. 5809, 2020 be adopted this 16th day of March, 2023.

Corporate Vote Unweighted Majority

THAT: the Scotch Creek Water Loan Authorization Bylaw No. 5810, 2020 be adopted this 16th day of March, 2023.

Corporate Vote Unweighted Majority

10.2 CSRD 2023-2027 Five Year Financial Plan Bylaw No. 5862, 2023 110

Report from Jodi Pierce, Manager, Financial Services, dated March 3, 2023.

THAT: the 2023-2027 Five Year Financial Plan Bylaw No. 5862, 2023 be read a first, second and third time this 16th day of March, 2023.

Corporate Vote Weighted

THAT: the 2023-2027 Five Year Financial Plan Bylaw No. 5862, 2023 be adopted this 16th day of March, 2023.

Corporate Vote Weighted

11. 11:00 AM Delegations

11.1 South Shuswap Transportation Society 136

South Shuswap Transportation Society's Ron Lane, President and Paul Demenok, Director to provide an update about the South Shuswap Rides program.

11.2 Kicking Horse Canyon Project Phase 4 Update

Presentation by Mike Lorimer, Executive Project Director, Kicking Horse Canyon Project Phase 4 (KHCP4), Kathryn Lawrence, Associate Project Director, KHCP4, Art McClean, Operations Manager, KHCP4, Hilary Barnett, A/District Manager, Rocky Mountain District, Ministry of Transportation and Infrastructure, and Jack Stuempel, Communications/Engagement Lead, KHCP4

11.3 Community Wildfire Resiliency Plan C, D, G 151

Presentation by Debra Zemanek.

12. Public Question & Answer Period

Click to view the [Public Question Period Guidelines](#).

13. IN CAMERA/CLOSED

THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to one or more of the following:

(c) labour relations or other employee relations;

AND THAT: the Board close this portion of the meeting.

14. Development Services Business General

None.

15. ALR Applications

None.

16. Development Services Business by Area

None.

17. 1:30 PM Planning Bylaws**17.1 Electoral Areas B, C, D, E, F, G: Secondary Dwelling Units Project Overview; Phase 1 – Electoral Area F OCP and Zoning Amendments to permit Secondary Dwelling Units**

189

Report from Christine LeFloch, dated March 3, 2023.

Secondary Dwelling Units Bylaw Amendments Phase 1

THAT: “Electoral Area F Official Community Plan Amendment Bylaw No. 830-24”, be read a first time, this 16th day of March, 2023.

Stakeholder Vote Unweighted (LGA Part 14)

Majority

THAT: “Anglemont Zoning Amendment Bylaw No. 650-19”, be read a first time, this 16th day of March, 2023.

Stakeholder Vote Unweighted (LGA Part 14)

Majority

THAT: “Magna Bay Zoning Amendment Bylaw No. 800-35, be read a first time, this 16th day of March, 2023.

Stakeholder Vote Unweighted (LGA Part 14)

Majority

THAT: “Scotch Creek-Lee Creek Zoning Amendment Bylaw No. 825-49” be given first reading, this 16th day of March, 2023.

Stakeholder Vote Unweighted (LGA Part 14)

Majority

THAT: the Board utilize the comprehensive consultation process for the Secondary Dwelling Units project for Electoral Areas B, C, D, E, F, and G.

Stakeholder Vote Unweighted (LGA Part 14)

Majority

THAT: “Electoral Area F Official Community Plan Amendment Bylaw No. 830-24”, “Anglemont Zoning Amendment Bylaw No. 650-19”, “Magna Bay Zoning Amendment Bylaw No. 800-35, and “Scotch Creek-Lee Creek Zoning Amendment Bylaw No. 825-49” be referred to the following agencies and First Nations:

- CSRD Operations Management;
- CSRD Financial Services;
- Electoral Area B Advisory Planning Commission;
- Ministry of Transportation & Infrastructure;
- Interior Health Authority;
- Development Industry Professionals;
- Local Chambers of Commerce;
- All applicable First Nations and Bands.

Stakeholder Vote Unweighted (LGA Part 14)

Majority

17.2 Electoral Areas B, C, D, E, F, G: Accessory Building Project Overview; Phase 1 – Electoral Area F Zoning Amendments to amend accessory building regulations in single detached dwelling residential zones.

232

Report from Ken Gobeil, Senior Planner, dated March 3, 2023.
Accessory Building Amendments, Phase 1

THAT: Anglemont Zoning Amendment Bylaw No. 650-17 be read a first time this 16th day of March 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: Magna Bay Zoning Amendment Bylaw No. 800-34 be read a first time this 16th day of March 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-43 be read a first time this 16th day of March 2023.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: the Board utilize the comprehensive consultation process for the Accessory Building project for Electoral Areas B, C, D, E, F, and G.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: Anglemont Zoning Amendment Bylaw No. 650-17, Magna Bay Zoning Amendment Bylaw No. 800-34, and Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-45 be referred to the following agencies and First Nations:

- CSRD Operations Management;
- CSRD Financial Services;
- Electoral Area B Advisory Planning Commission
- Ministry of Transportation & Infrastructure;
- Interior Health Authority;
- Local Development Industry Professionals
- Local Chambers of Commerce
- All applicable First Nations and Bands.

Stakeholder Vote Unweighted (LGA Part 14) Majority

18. Release of In Camera Resolutions

In the minutes, if any.

19. Next Board Meeting

Thursday, April 20, 2023 at 9:30 AM
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

20. Adjournment

THAT: the Regular Board meeting of March 16, 2023 be adjourned.