



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

LATE ITEMS AGENDA

Date: Thursday, September 21, 2017
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

***3. Gift Presentation: R. Craig Hillson**

Chair to present a retirement gift to R. Craig Hillson, the Compaction and Cover Contractor for the Salmon Arm Landfill.

Mr. Hillson will be retired as of November 30, 2017.

4. Delegations

***4.1 10:00 AM: Tolko Industries Ltd.**

1

Presentation on Tolko Industries Ltd. harvesting practices and plans for the Southern Interior particularly those relevant to the catchment area of the CSR D.

In attendance:

Tom Hoffman, Manager, External and Stakeholder Relations;
Michael Bragg, Southern Interior Woodlands Manager; and
Ray Crampton, Regional Executive Director from the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development.

***Presentation attached to the Late Agenda.**

5. Correspondence

***5.2 Greyhound Transportation Canada ULC (September 13, 2017)**

13

Letter from Brad Scott, BC District Manager, Passenger Services, informing regional districts that Greyhound Canada has filed an application with the BC Passenger Transportation Board to eliminate or reduce certain route points.

***5.3 Ministry of Municipal Affairs and Housing (September 14, 2017)**

16

Email from Selina Robinson, introducing herself as the new Minister of Municipal Affairs and Housing.

Motion

THAT: the correspondence contained on the September 21, 2017 regular Board agenda be received for information.

8. Business By Area***8.1 Grant in Aid Requests**

17

Report from Jodi Pierce, Manager, Financial Services dated September 11, 2017.

***Report revised by adding Grant in Aid requests by Area A and Area F.**

Motion

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

Area A

\$1,100 Kicking Horse Country Chamber of Commerce (event sponsorship)

Area C

\$3,500 White Lake Fire Department (Halloween event)

\$26,460 Sorrento Drop-In Society (parking lot repairs)

\$4,000 Tappen Sunnybrae Fire Department (Halloween event)

\$12,450 South Shuswap Health Services Society (equipment for Wellness Centre)

Area E

\$3,500 Eagle Valley Rescue Society (crew training and operational funding)

\$5,500 Malakwa Learning Academy (cooking & nutrition program)

\$4,000 Malakwa Playschool Society (operational funding)

\$1,000 Eagle Valley Seniors Meals Society (operational funding).

Area F

\$2,000 Scotch Creek/Lee Creek Fire Department (Halloween event)

\$2,000 Scotch Creek/Lee Creek Community Hall (Halloween event)

***8.6 Sunnybrae Waterworks Water Main Upgrade Contract Award**

20

Terry Langlois, Team Leader Utilities, dated September 19, 2017.

Sunnybrae Waterworks Water Main Upgrade Contract Award

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with LB Chapman Construction Ltd. to construct and commission, as designed, the Sunnybrae Waterworks Water Main Upgrade project for a total cost of \$733,900.00 plus applicable taxes.

Lynda Shykora
Deputy Manager
Corporate Administration Services
Columbia Shuswap Regional District

Dear Lynda,

As part of our commitment to open communication and public consultation, we are writing to request an audience with the CSRD during you September 21, 2017 meeting.

Our purpose is to outline Tolko's harvesting practices and plans for the Southern Interior particularly those relevant to the catchment area of the CSRD. As there have been many requests from CSRD residents since Tolko began our planning process in the area, we believe it is important for the Board to understand our planning, consultation, and harvesting processes and practices. Our appearance would also provide an opportunity for Board members to ask questions of our experts to clarify any concerns they may have.

During our time, we would begin with a short 5-10 min presentation outlining Tolko's approach followed by an opportunity for discussion.

We hope the Board sees value in this presentation and we look forward to hearing from you soon.

Sincerely,

Tom Hoffman, Manager External and Stakeholder Relations
Michael Bragg, Southern Interior Woodlands Manager

PO Box 39
3203-30 Avenue
Vernon, BC
Canada V1T 6M1

www.tolko.com



REQUEST TO APPEAR AS A DELEGATION

Name of Person or Organization:	Tom Hoffman, Manager External and Stakeholder Relations Michael Bragg, Woodlands Manager Tolko Industries Ltd
Topic of Discussion:	Tolko's Forestry Planning Process
Purpose of Presentation:	<input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Requesting Support <input type="checkbox"/> Requesting Funding <input type="checkbox"/> Other (provide details) <u>Note:</u> A letter outlining the Request or the Information must accompany the Delegation Request form.
Contact Information:	Address: 3000-28 th Street Vernon BC V1T 6M1 Phone Number: 250-550-2598 Email Address: janice.lockyer@tolko.com
Meeting Date Requested:	Thursday Sept. 21, 2017

Presentation Materials- Delegation Request forms and Supporting documentation **are due** to Corporate Administration Services for the agenda package **by 9am on the Tuesday one full week before the meeting**. If you wish to include a PowerPoint presentation within the Board Agenda package, in order to provide an opportunity for the Board members to review the information prior to the Board meeting date, please submit it by 9am Tuesday, prior to the meeting. Alternately, a PowerPoint presentation may be made at the Board meeting, provided you have supplied it to the CSRD offices at least three days prior to the actual meeting (the Monday prior to the meeting).

Send your completed **Request to Appear as a Delegation Form** to:

Columbia Shuswap Regional District
 Attention: Deputy Manager of Corporate Administration
 via email: admin@csrd.bc.ca
 or to: PO Box 978, Salmon Arm BC V1E 4P1
 or via Fax: 250-832-3375

Your delegation is not confirmed until you are contacted by CSRD staff to confirm your place on the agenda. Please note that your Delegation request may not necessarily be approved for the date requested due to a maximum number of delegations, other commitments, or a particularly heavy Board Agenda of business items.

Please note the following information:

1. A fifteen (15) minute time limit is in effect regardless of the number of people in your delegation who wish to speak. Try to leave time for questions.
2. The name of the person and/or group will be published in the agenda and minutes (available to the public and on the CSRD website).
3. If your supporting material is not published in the agenda, bring sufficient handouts for the Board members and staff (15 copies minimum).
4. An immediate answer to your question may not be provided. The request or issue may be referred to staff for more information or to another meeting for further consideration, or it may simply be received.
5. Delegations with regard to any aspect of an Official Community Plan, Zoning or Land Use application/bylaw are prohibited between the conclusion of the Public Hearing and the Adoption of the bylaw.
6. All communication and petitions intended to be presented to the Board must be legibly written, typed, or printed; signed by at least one person; dated; and include a contact phone number or address before being accepted.

Other Suggestions

- Arrive 15 minutes in advance of your delegation start time.
- Turn off cell phones and pagers.
- Be prepared and speak clearly.
- Keep your presentation brief and to the point.
- Provide the Recording Secretary with any relevant notes if they have not been handed out or published in the agenda.

For Office Use Only:

☐ Approved

☐ Declined

☐ Other

Appearance Date: _____

Applicant informed of appearance date on: _____

By: _____

Date: _____



TOLKO

Forest Management

Columbia Shuswap Regional District
September 21, 2017

Tolko

Tolko is based in Vernon, BC and has been privately owned by the Thorlakson family since its beginnings in 1956.

Products and Services

Tolko manufactures lumber, plywood, and OSB products and provides logistics and brokerage services.

Mission

To be an environmentally responsible and innovative company that prospers and grows by serving the needs of diverse customers in world markets, with products derived from the forests.

Vision

To be a top-decile forest products company providing strong customer value, while operating sustainably and achieving world class performance.

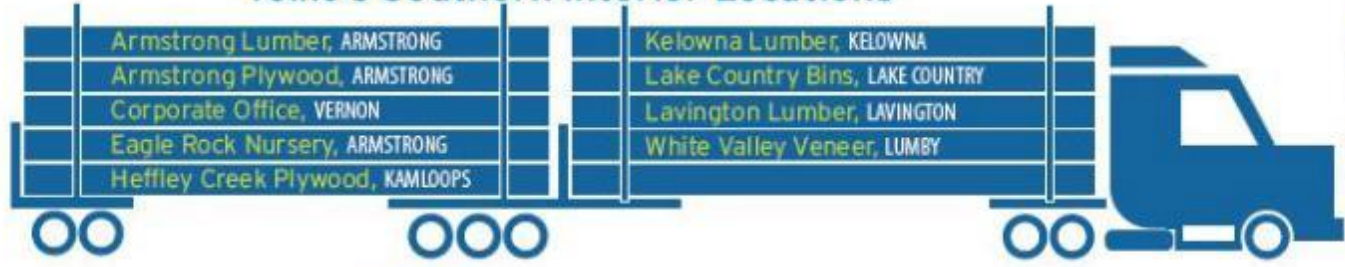
Values

Safety • Integrity • Open Communication •
Profit • Progressiveness • Respect



Community Impact

Tolko's Southern Interior Locations



Tolko directly employs **1,491** people in the Southern Interior which results in an estimated **1,938** spin-off jobs for a total of **3,429** direct and indirect jobs.



TRUE. TRUSTED. TOLKO.



Forest Planning Process

FSP
Certification

Landscape
Assessments

Preliminary
Plan

Permitting

Site Level
Development

Referrals &
Info
Sharing

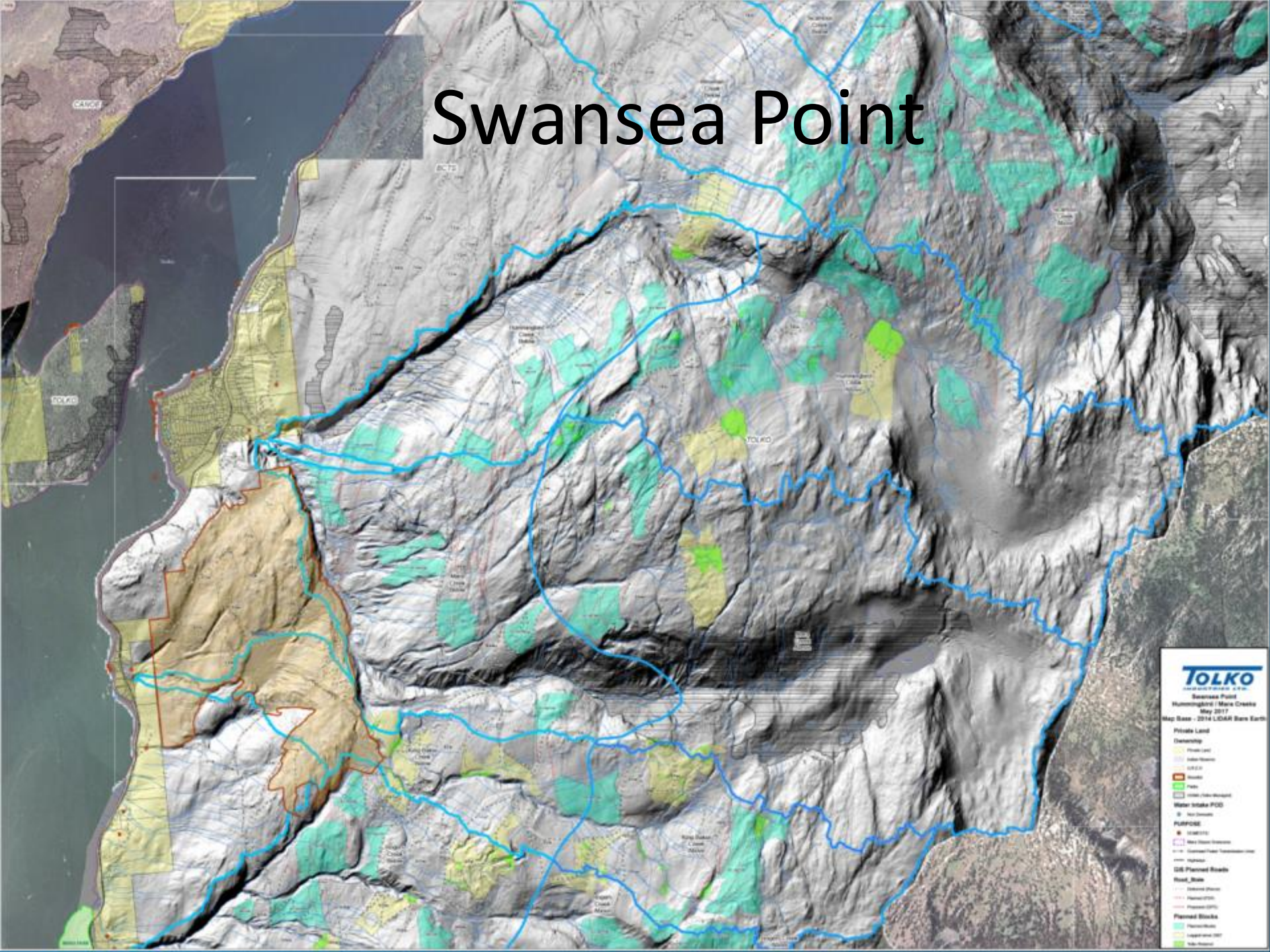
Roads &
Harvest
Operations

Silviculture
Operations

Monitoring
&
Continuous
Learning



Swansea Point



Swansea Point

Where we are:

- Draft framework agreement has been developed for landscape level watershed strategy

What we are doing:

- Commencing professional assessments this fall to support framework agreement –unlikely it will be completed prior to snow fall

Next steps:

- Spring/summer 2018 – finish professional assessments
- Late fall 2018 – complete
- Late fall/winter 2018/2019 – communicate
- 2019 – layout blocks if supported by strategy



Silver Creek



Silver Creek

Where we are:

- Referral is complete – no further work has been completed to date.

What we are doing:

- Field reccis of proposed blocks scheduled for this fall to determine next steps

Next steps:

- Field trip with community members once field recci is completed – either late fall or spring 2018
- Based on recci – layout may commence spring 2018





Question and Comments



September 13, 2017

Greetings:

Greyhound Canada Transportation ULC has filed an application with the B.C. Passenger Transportation Board for the elimination of certain route points and the reduction of Minimum Route Frequencies that has the possibility of affecting intercity bus service in your regional district. Details of these changes appear in the enclosed Public Notice.

Should your regional district have any comments regarding this proposal, please notify the B.C. Passenger Transportation Board at the address set out in the Public Notice by **Friday October 13, 2017**.

Yours sincerely,

Brad Scott
BC District Manager, Passenger Services
Greyhound Canada Transportation ULC

*LATE AGENDA
Sept. 21 / 2017.*

<input type="checkbox"/> CAO <input type="checkbox"/> Works <input type="checkbox"/> DS <input type="checkbox"/> Fin/Adm	<input checked="" type="checkbox"/> Agenda <input type="checkbox"/> Reg Board <input type="checkbox"/> In Camera <input type="checkbox"/> Other Mtg	Ownership: File#
SEP 13 2017		
<input type="checkbox"/> Ec Dev <input type="checkbox"/> IT <input type="checkbox"/> Parks <input type="checkbox"/> SEP <input type="checkbox"/> HR <input type="checkbox"/> Other	<div style="border: 1px solid black; padding: 2px; text-align: center; font-weight: bold;">RECEIVED</div> <input type="checkbox"/> Staff to Report <input type="checkbox"/> Staff to Respond <input type="checkbox"/> Staff Info Only <input type="checkbox"/> Dir Mailbox <input type="checkbox"/> Dir Circulate	Ack Sent: <input type="checkbox"/> Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email



**PUBLIC NOTICE OF APPLICATION TO REDUCE MINIMUM ROUTE FREQUENCY AND
ELIMINATE CERTAIN ROUTE POINTS.**

Greyhound Canada Transportation ULC (Greyhound)

B.C. Passenger Transportation Board ("Board") Application # 256-17

Posting Period September 13, 2017 to October 13, 2017

Please take note that Greyhound has applied to the Board to amend its Passenger Transportation License # 70414 to reduce minimum route frequencies to two per week in each direction and eliminate certain route points (as indicated) on the following routes:

- A: Alberta Border & Highway 1 - Vancouver
- B1: Kamloops - Kelowna
- B2: Kelowna - Penticton
- C: Vancouver - Osoyoos
- D: Kelowna - Alberta Border & Highway 3
- E: Prince George – Vancouver
- G: Alberta Border & Highway 2 - Dawson Creek
- N: Alberta Border & Highway 16 - Vancouver
- P: Kelowna – Vancouver
- S1: Vancouver – Pemberton / Mt. Currie

This application is part of an effort to offer a viable, streamlined Intercity Bus Service in response to a challenging transportation environment that is characterized by diminishing ridership, escalating costs and increased competition from publicly subsidized services. Despite significant efforts over the past several years to reduce costs as well as other measures to adapt to the market, Greyhound continues to suffer important losses from its passenger operations in BC.

This application seeks to reduce minimum route frequencies to allow the company flexibility in adapting schedules to respond to market demand without the requirement of an application before the Board. Service frequencies will not necessarily be reduced as a result.

It also seeks to eliminate certain route points that have low passenger use in order to reduce travel time for the majority of users and better respond to market demand.

Business as Usual Pending Regulatory Review and Approval

Greyhound's BC operations will continue to operate normally on these routes during the regulatory process review period-the Company does not foresee any changes to operations in 2017. Subject to the outcome of the Board's review of our application we do not anticipate these changes will come into effect until early 2018. We expect no impact on passenger ticketing and package transport for the remainder of this year.

- 2 -

- More information about the application, including, changes affecting other routes and the "Applicant's Rationale" by Greyhound is available at www.ptboard.bc.ca/bus.htm.
- The Passenger Transportation Board will consider written comments it receives by **Friday October 13, 2017**.
- Send comments to the Passenger Transportation Board at Box 9850 STN PROV GOVT, Victoria BC, V8W 9T5, or by fax at (250) 953-3788 or email at ptboard@gov.bc.ca.
- The Board forwards comments to Greyhound. Comments from private individuals are subject to a privacy and confidentiality agreement that Greyhound Canada Transportation ULC has made with the Board.

Eliminated Route Points:

- A: Alberta Border & Highway 1 – Vancouver (West Louise Lodge, Field Junction, Glacier Park East Gate, Rogers Pass, Oyama and Agassiz).
- B1: Kamloops – Kelowna (Monte Lake, Westwold, Falkland, Oyama)
- B2: Kelowna – Penticton (n/a)
- C: Vancouver – Osoyoos (Agassiz, Manning Park, Eastgate, Town of Princeton, Hedley, Village of Keremeos)
- D: Kelowna - Alberta Border & Highway 3 (Beaverdell)
- E: Prince George – Vancouver (McLeese Lake, Spences Bridge, Shaw Springs, Village of Lytton, North Bend, Boston Bar, Spuzzum, Yale, Laidlaw, Bridal Falls, Agassiz)
- G: Alberta Border & Highway 2 - Dawson Creek (n/a)
- N: Alberta Border & Highway 16 – Vancouver (Agassiz)
- P: Kelowna – Vancouver (Agassiz)
- S1: Vancouver – Pemberton / Mt. Currie (West Vancouver, Britannia Beach, Pinecrest/Black Tusk, Mount Currie) *Some trips may terminate at the Resort Municipality of Whistler instead of the Village of Pemberton.

Laura Schumi

From: Minister, MAH MAH:EX <MAH.Minister@gov.bc.ca>
Sent: Thursday, September 14, 2017 12:49 PM
To: Inquiries
Subject: 206769: Minister Robinson Introduction

Ref: 206769

Ms. Rhona Martin
 and Members of the Board
 Columbia Shuswap Regional District

Email: inquiries@csrd.bc.ca

*LATE AGENDA
SEP 21/17*

<input type="checkbox"/> CAO <input type="checkbox"/> Works <input type="checkbox"/> DS <input type="checkbox"/> Fin/Adm	<input checked="" type="checkbox"/> Agenda <input type="checkbox"/> Reg Board <input type="checkbox"/> In Camera <input type="checkbox"/> Other Mtg	Ownership: File #
<div style="font-size: 1.2em; font-weight: bold;">SEP 14 2017</div>		
<input type="checkbox"/> Ec Dev <input type="checkbox"/> IT <input type="checkbox"/> Parks <input type="checkbox"/> SEP <input type="checkbox"/> HR <input type="checkbox"/> Other	<div style="text-align: center; font-weight: bold; font-size: 0.8em;">RECEIVED</div> <input type="checkbox"/> Staff to Report <input type="checkbox"/> Staff to Respond <input type="checkbox"/> Staff Info Only <input type="checkbox"/> Dir Mailbox <input type="checkbox"/> Dir Circulate	Ack Sent: <input type="checkbox"/> Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email

Dear Chair Martin and Board Members:

I am pleased to take this opportunity to introduce myself to you as the Minister of Municipal Affairs and Housing.

I am honoured to have been asked by the Honourable John Horgan, Premier, to undertake responsibility for this ministry, which has an important mandate to support the health and success of communities and their residents, including by now combining three important pillars of Local Government, Housing and Construction Standards and lower mainland transit (TransLink), into one ministry.

I am familiar with this portfolio both from my previous experience as City Councillor for the City of Coquitlam and six years' experience as Opposition Critic for Local Government in the Legislature. I trust that our government shares consistent priorities with yours of making life more affordable for British Columbians, delivering services that people can count on and building a strong, sustainable, innovative economy that works for everyone.

I have the support of an experienced and capable executive team: Jacqueline Dawes, Deputy Minister; Tara Faganello, Assistant Deputy Minister, Local Government; Greg Steves, Assistant Deputy Minister, Housing and Construction Standards, and Kevin Volk, Assistant Deputy Minister, Community and Legislative Services (including responsibility for TransLink). This team will be working closely with me as we take on the ambitious mandate that I have been given by the Premier. We look forward to working with you as together we seek the best ways to address the challenges and opportunities facing your communities.

I am hoping to connect with you by telephone before the annual Union of British Columbia Municipalities Convention in September 2017, and ideally in an in-person meeting with you at the Convention. Otherwise, I look forward to meeting with you in future as areas of shared interest, or other priorities, arise.

Again, I am pleased to have this portfolio and to take on the responsibility for its programs which are of critical importance to communities and regions across British Columbia.

Sincerely,

Selina Robinson
 Minister of Municipal Affairs
 and Housing



BOARD REPORT

TO:

Chair and Directors

File No: 1850 20 17

SUBJECT:

Grant in Aid Requests

DESCRIPTION:

Report from Jodi Pierce, Manager, Financial Services dated September 11, 2017.

RECOMMENDATION #1: THAT: the Board approve the flowing allocations from the 2017 electoral grant in aids:

Area A

\$1,100 Kicking Horse Country Chamber of Commerce (event sponsorship)

Area C

\$3,500 White Lake Fire Department (Halloween event)

\$26,460 Sorrento Drop-In Society (parking lot repairs)

\$4,000 Tappen Sunnybrae Fire Department (Halloween event)

\$12,450 South Shuswap Health Services Society (equipment for Wellness Centre)

Area E

\$3,500 Eagle Valley Rescue Society (crew training and operational funding)

\$5,500 Malakwa Learning Academy (cooking & nutrition program)

\$4,000 Malakwa Playschool Society (operational funding)

\$1,000 Eagle Valley Seniors Meals Society (operational funding).

Area F

\$2,000 Scotch Creek/Lee Creek Fire Department (Halloween event)

\$2,000 Scotch Creek/Lee Creek Community Hall (Halloween event)

VOTING:

Unweighted ☐
Corporate

LGA Part 14 ☐
(Unweighted)

Weighted ☒
Corporate

Stakeholder ☐
(Weighted)

POLICY:

These requests meet the requirements of Policy F-30, are approved by the respective Area Director and required source documentation has been received. These requests are within the Electoral Area's grant-in-aid budget.

COMMUNICATIONS:

The respective Electoral Director will advise each organization of the Board's decision. Successful organizations will be sent a cheque accompanied by a congratulatory letter.

DESIRED OUTCOMES:

That the Board endorse the recommendation.

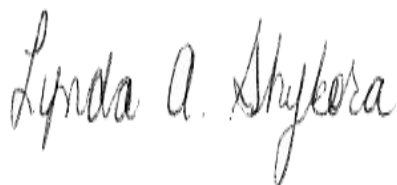
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2017-09-21_Board_Fin_Grant in Aids.docx
Attachments:	
Final Approval Date:	Sep 11, 2017

This report and all of its attachments were approved and signed as outlined below:



Lynda Shykora - Sep 11, 2017 - 12:16 PM



Charles Hamilton - Sep 11, 2017 - 3:25 PM



BOARD REPORT

TO: Chair and Directors

File No: 5600 56 02

SUBJECT: Sunnybrae Waterworks Water Main Upgrade Contract Award

DESCRIPTION: Terry Langlois, Team Leader Utilities, dated September 19, 2017.
Sunnybrae Waterworks Water Main Upgrade Contract Award

RECOMMENDATION #1: THAT: the Board empower the authorized signatories to enter into an agreement with LB Chapman Construction Ltd. to construct and commission, as designed, the Sunnybrae Waterworks Water Main Upgrade project for a total cost of \$733,900.00 plus applicable taxes.

SHORT SUMMARY:

In August 2017, the CSR D issued a tender for the planned construction of the water treatment plant, water main connection to the new lake intake for the Sunnybrae Waterworks upgrade project. The tender also included decommissioning of the old system.

VOTING:	Unweighted Corporate	<input type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input checked="" type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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BACKGROUND:

As part of the Sunnybrae Waterworks upgrade project, the construction of a new water treatment plant and commissioning of the new water system, was released through a competitive tender process. Four firms submitted bids in response to the invitation to tender and all submissions were carefully reviewed by Gentech Engineering Inc. As recommended by Gentech Engineering Inc., staff recommends the low bid, LB Chapman Construction Ltd., be awarded the contract.

POLICY:

In accordance with CSR D Policy No. F-32 "Procurement of Goods & Services", Board authorization is required for any tender or RFP to be awarded in excess of \$500,000.

FINANCIAL:

The following table outlines the submitted tenders, excluding taxes, for this project:

Company	Amount
Mountain Side Earthworks Ltd.	\$744,007.29
True Construction Ltd.	\$881,218.14
Belvedere Paving Ltd.	\$823,791.50
LB Chapman Construction Ltd.	\$733,900.00

Approximately \$728,000 remains in the General Strategic Priorities Grant Fund monies that were awarded to the CSR D in order to acquire the Sunnybrae Waterworks System. Staff anticipates an Area C Community Works Fund (Gas Tax) request at a later date to cover the shortfall in contract costs, as well as any scope changes and contingencies/engineering required to successfully complete this project.

KEY ISSUES/CONCEPTS:

Board authorization is required for any tender or RFP award in excess of \$500,000.

COMMUNICATIONS:

All companies who submitted a tender package will be notified of the Board's decision.

DESIRED OUTCOMES:

The Board will endorse the recommendation and award the contract to LB Chapman Construction Ltd. for the amount outlined in this report.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

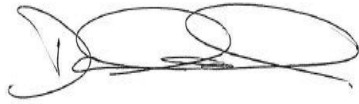
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Recommendation from Gentech Engineering Inc.

Report Approval Details

Document Title:	Sunnybrae Waterworks Water Main Upgrade Contract Award.docx
Attachments:	
Final Approval Date:	Sep 20, 2017

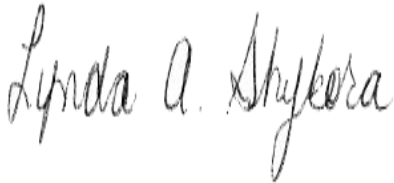
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Sep 19, 2017 - 3:03 PM



Jodi Pierce - Sep 19, 2017 - 3:07 PM



Lynda Shykora - Sep 20, 2017 - 10:33 AM



Charles Hamilton - Sep 20, 2017 - 11:07 AM