



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, November 16, 2017
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Call to Order by Chief Administrative Officer

2. Inaugural Proceedings

2.1 Election of Chair Conducted by Chief Administrative Officer

2.2 Election of Vice-Chair Conducted by Chief Administrative Officer

2.3 Chair's Remarks

3. Board Meeting Minutes

3.1 Adoption of Minutes

1

Adoption of the October 19, 2017 regular Board meeting minutes.

Motion

THAT: the minutes of the October 19, 2017 regular Board meeting be adopted.

3.2 Business Arising from the Minutes

None.

4. Delegations

None.

ADMINISTRATION**5. Correspondence****5.1 Citizens for Safe Technology (October 26, 2017) 28**

Letter from Citizens for Safe Technology request for Action - Microcell Resolution & Notice of Wireless Harm

Director Morgan request to include on November Board agenda.

5.2 City of Revelstoke (October 27, 2017) 36

Letter from Allan Chabot, Chief Administrative Officer of the City of Revelstoke regarding the Area B Rural Fire Protection Services.

5.2.1 CSRD Draft Letter to the City of Revelstoke, November 16, 2017 - For Board Consideration 44

Draft response letter to the City of Revelstoke Council.

Motion

THAT: the Board endorse the Draft Letter to Mayor Mark McKee and Members of Council, City of Revelstoke, dated November 16, 2017 re: CSRD Electoral Area B Rural Fire Protection Services, and that CSRD Administration be directed to immediately communicate the letter following the November 16, 2017 Regular Board meeting.

5.3 2018 SILGA Convention, Revelstoke BC - Corporate Sponsorship (November 1, 2017) 46

Letter from the Southern Interior Local Government Association (SILGA) requesting sponsorship for the 11th Annual General Meeting and Convention.

Chair Martin request to include on November Board agenda.

Motion

THAT: the correspondence contained on the November 16, 2017 regular Board agenda be received for information.

6. Reports**Motion**

- 6.1 Revelstoke and Area Economic Development Commission Meeting Minutes - October 4, 2017 48**

Motion

THAT: the minutes of the October 4, 2017 Revelstoke and Area Economic Development Commission meeting be received for information.

- 6.2 Shuswap Watershed Council Meeting Minutes - October 25, 2017 51**

Motion

THAT: the minutes of the October 25, 2017 Shuswap Watershed Council meeting be received for information.

7. Business General

- 7.1 CSRD Fire Dispatch Radio Compliance Project Sole Source Request 58**

Report from Derek Sutherland, Team Leader, Protective Services, dated November 6, 2017. Authorization for the sole source of the CSRD fire dispatch radio compliance project.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with Vella Radiolinks Ltd. to complete a fire dispatch radio compliance project for a total cost of \$24,279 plus applicable taxes.

- 7.2 Community Emergency Preparedness Fund Grant Applications 61**

Report from Derek Sutherland, Team Leader, Protective Services, dated October 5, 2017. UBCM Community Emergency Preparedness Fund Grant Applications.

Motion

THAT: the Board empower the authorized signatories to apply for a Community Emergency Preparedness Fund Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning grant in the amount of \$149,686 to complete a flood mapping project of Bastion Mountain in Electoral Area C. The CSRD will provide in-house contributions to support the project and overall grant management.

AND THAT: the Board empower the authorized signatories to enter into agreements with Kerr Wood Leidal and Westrek Geotechnical Services Ltd in an amount not to collectively exceed \$149,686 plus applicable taxes subject to the receipt of a CEPF Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning grant for \$149,686.

Motion

THAT: the Board empower the authorized signatories to apply for a Community Emergency Preparedness Fund Emergency Social Services grant in the amount of \$25,000 to support capacity and resiliency building within the Emergency Support/Social Services throughout the region. The CSRD will provide in-house contributions to support the project and overall grant management.

Motion

THAT: the Board empower the authorized signatories to apply for a Community Emergency Preparedness Fund Emergency Operations Centres & Training grant in the amount of \$25,000 to support capacity and resiliency building and strengthen operational efficiencies within the region. The CSRD will provide in-house contributions to support the project and overall grant management.

8. Business By Area

8.1 **Grant-in-Aids**

64

Report from Jodi Pierce, Manager, Financial Services, dated November 6, 2017.

Motion

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

Area A

\$1,000 Columbia Basin Environmental Education Network (Wild

Voices for Kids Program)

Area B

\$500 Columbia Basin Environmental Education Network (Wild

Voices for Kids Program)

Area E

\$1,000 Ladies Aid – Malakwa Thrift Store (Dangerous tree removal)

Area F

\$1,500 Seymour Arm Snowmobile Club (Trail maintenance).

8.2 Town of Golden/Electoral Area 'A' Shared Services Discussion Paper dated November 2017 from CSRD Chief Administrative Officer

67

Resolution to receive Discussion Paper and to authorize CSRD CAO to further negotiate with the Town of Golden for a Shared Services Agreement between the Town and the rural tax papers of Electoral Area A.

Motion

THAT: the Discussion Paper dated November, 2017 entitled “CSRD - An approach to sharing the cost of services provided by the Town of Golden that benefit the population extending beyond its boundaries in Electoral Area A”, be received for information;

AND FURTHER THAT: the Board authorize the CSRD Chief Administrative Officer to negotiate on behalf of the Regional District with the representatives of the Town of Golden for a shared services agreement between the Town and the rural taxpayers of Electoral Area A in order to establish a service bylaw, subject to Board approval.

8.3 Revelstoke and Area B Emergency Management Agreement

89

Report from Darcy Mooney, Manager of Operations Management, dated November 6, 2017. Agreement extension provisions for Emergency Management Services from the City of Revelstoke to Electoral Area B.

Motion

THAT: the City of Revelstoke be provided notice that Electoral Area B is amenable to receive emergency management services until December 31, 2018 at the same terms and conditions as outlined in the Revelstoke/Electoral Area B Emergency Management Agreement, set to expire on December 31, 2017;

AND THAT: upon expiration of the Revelstoke/Electoral Area B Emergency Management Agreement on December 31, 2018, the Board is amenable to a one year extension of services, based on the mutual agreement by the Columbia Shuswap Regional District and the City of Revelstoke on or before June 30, 2018.

Motion

THAT: the Emergency Response Centre Lease Agreement between the Columbia Shuswap Regional District and the City of Revelstoke, which expired on May 31, 2016, be renewed for the term commencing March 1, 2017 until December 31, 2018 with provisions for a one year extension, based on mutual agreement by the Columbia Shuswap Regional District and the City of Revelstoke on or before June 30, 2018;

AND THAT: the City of Revelstoke be directed to pay all outstanding lease fees for the leased space at the Revelstoke Airport owed to the Columbia Shuswap Regional District by December 31, 2017

8.4 Electoral Area C Community Works Fund – Energy Efficient Upgrades for the Tappen/Sunnybrae Fire Hall. 92

Report from Derek Sutherland, Team Leader, Protective Services, dated November 6, 2017. Authorization to access the Community Works Fund monies from the Electoral Area C allocation for the Tappen/Sunnybrae 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 \$12,500 plus applicable taxes from the Electoral Area C Community Works Fund allocation for energy efficient upgrades at the Tappen/Sunnybrae Fire Hall.

8.5 Swanson Road Park Development 95

Report from Ryan Nitchie, Team Leader Community Services, dated November 6, 2017.

Letter to the Minister of Transportation and Infrastructure seeking a review and support for CSRD development plans for a community park at Swanson Road in Electoral Area E.

Motion

THAT: the Board request the Minister of Transportation and Infrastructure review and make a decision on the CSRD's comprehensive park concept plan submitted application to develop a portion of Swanson Road in Electoral Area E for a community park under the CSRD's current Licence of Occupation issued by the Ministry of Transportation and Infrastructure.

9. Administration Bylaws

9.1 Director Remuneration Bylaw No. 5730

99

Report from Jodi Pierce, Manager, Financial Services, dated November 6, 2017.

Motion

THAT: "Director Remuneration Bylaw No. 5730" be read a first, second and third time this 16th day of November, 2017.

Motion

THAT: "Director Remuneration Bylaw No. 5730" be adopted this 16th day of November, 2017.

9.2 Cedar Heights Waterworks Service Bylaw No. 5764

111

Report from Jodi Pierce, Manager, Financial Services dated November 2, 2017.
Proposed amendment to Cedar Heights Waterworks Service Bylaw No. 5362 to
increase the maximum tax requisition.

Motion

THAT: "Cedar Heights Waterworks Service Amendment Bylaw No. 5764" be read a first, second and third time this 16th day of November, 2017.

9.3 Nicholson Fire Suppression Service Amendment Bylaw No. 5763

115

Three Readings given to Bylaw No. 5763 on October 19, 2017

- For consideration of adoption.

Motion

THAT: the Nicholson Fire Suppression Service Amendment Bylaw No. 5763 be adopted this 16th day of November, 2017.

10. IN CAMERA

Motion

THAT: pursuant to Sections 90(1)(a) (g) and (i):

(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;

(g) litigation or potential litigation affecting the regional district;

(i) the receipt of legal advice that is subject to solicitor-client privilege, including communications necessary for that purpose,

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

- None.

15. Planning Bylaws

15.1 **Electoral Area B: Electoral Area B Zoning Bylaw Amendment (Siewwright) Bylaw No. 851-11**

119

Report from Candice Benner, Development Services Assistant, dated October 31, 2017.

4785 Airport Way, South Revelstoke

Motion

THAT: "Electoral Area B Zoning Bylaw Amendment (Sievwright) Bylaw No. 851-11" be read a first time this 16th day of November, 2017.

Motion

THAT: the Board utilize the simple consultation process for Bylaw No. 851-11, and it be referred to the following agencies and First Nations:

- Area 'B' Advisory Planning Commission;
- Interior Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations – Water Rights Branch;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services;
- City of Revelstoke;
- All relevant First Nations Bands and Councils.

15.2 Electoral Area C: South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86

137

Report from Candice Benner, Development Services Assistant, dated October 31, 2017.

An amendment to address third party advertising signs for Cedar Heights Community Association and Sorrento Memorial Hall.

Motion

THAT: third reading as amended given to "South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86", on July 20, 2017 be rescinded this 16th day of November, 2017.

Motion

THAT: "South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86", be amended this 16th day of November, 2017:

1. To include a Changeable Copy Sign definition; and
2. To include hours of operation in the General Regulations.

Motion

THAT: "South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86", be read a Third Time as amended, this 16th day of November, 2017.

15.3 Electoral Area C: South Shuswap Zoning Amendment (Ron Lindblad) Bylaw No. 701-89 185

Report from Dan Passmore, Senior Planner, dated October 11, 2017.
#1 to #6, 1541 Blind Bay Road, Blind Bay.

Motion

THAT: "South Shuswap Zoning Amendment (Ron Lindblad) Bylaw No. 701-89" be read a first time this 16th day of November, 2017,

AND THAT: the Board utilize the simple consultation process for Bylaw No. 701-89, 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, Natural Resource Operations and Rural Development;
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Archaeology Branch;
- CSRD Operations Management; and
- All relevant First Nations.

15.4 Electoral Area C: Lakes Zoning Amendment (Gray-Ulry) Bylaw No. 900-22 268

Report from Jennifer Sham, Planner, dated October 24, 2017.
3965, 3967, 3970 & 3972 Sunnybrae-Canoe Point Road, Sunnybrae

Motion

THAT: "Lakes Zoning Amendment (Gray-Ulry) Bylaw No. 900-22" be read a first time this 16th day of November, 2017;

AND THAT: The Board utilize the simple consultation process for Bylaw No. 900-22 and it be referred to the following agencies and First Nations:

- Advisory Planning Commission C;
- Interior Health Authority;
- Ministry of Environment;
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development;
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Archaeology Branch;
- Department of Fisheries and Oceans;
- FrontCounterBC;
- Transport Canada;
- CSRD Operations Management;
- CSRD Financial Services; and,
- All relevant First Nations Bands and Councils.

15.5 Electoral Area D: Salmon Valley Land Use Amendment (674816 BC LTD.) Bylaw No. 2558

300

Report from Jennifer Sham, Planner, dated October 25, 2017.
Highway 97, Falkland

Motion

THAT: "Salmon Valley Land Use Amendment (674816 BC LTD.) Bylaw No. 2558" be read a second time this 16th day of November, 2017.

Motion

THAT: a public hearing to hear representations on "Salmon Valley Land Use Amendment (674816 BC LTD.) Bylaw No. 2558" be held;

AND THAT: notice of the public hearing be given by the 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 Rene Talbot, as Director of Electoral Area D being that in which the land concerned is located, or Alternate Director Joy de Vos, if Director Talbot is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

- 15.6 Electoral Area D: Ranchero / Deep Creek Official Community Plan Bylaw Amendment (CSRD) No. 750-02 & Ranchero / Deep Creek Zoning Bylaw No. 751** 336
- Report from Jan Thingsted, Planner, dated November 2, 2017.
Ranchero/Deep Creek
- Motion**
THAT: "Ranchero / Deep Creek Official Community Plan Amendment (CSRD) Bylaw No. 750-02" be read a second time, as amended, this 16th day of November, 2017.
- Motion**
THAT: "Ranchero / Deep Creek Zoning Bylaw No. 751" be read a second time, as amended, this 16th day of November, 2017.
- Motion**
THAT: the Board direct staff to hold an open house to present Bylaw No. 750-02 and Bylaw No. 751.
- 15.7 Electoral Area D: Ranchero/Deep Creek Land Use Amendment (Linda Parker) Bylaw No. 2133** 530
- Report from Dan Passmore, Senior Planner, dated October 26, 2017.
5192 Highway 97B, Ranchero
- Motion**
THAT: the Board receive this report regarding proposed Bylaw No. 2133, for information and consider new information from the applicant in relation to the July 20, 2017 resolution.
- Motion**
THAT: the Board set a new deadline of December 20, 2017 for submission of the required hydrogeological assessment in order to consider delegation of a Public Hearing for proposed Bylaw No. 2133.
- 15.8 Electoral Area E: Lakes Zoning Amendment (Layden) Bylaw No. 900-19** 573
- Report from Christine LeFloch, Development Services Assistant, dated October 17, 2017.
655 Swanbeach Road, Swansea Point
- Motion**
THAT: "Lakes Zoning Amendment (Layden) Bylaw No. 900-19" be considered for third reading this 16th day of November, 2017.
- Motion**
THAT: "Lakes Zoning Amendment (Layden) Bylaw No. 900-19" be considered for adoption this 16th day of November, 2017.

15.9 Electoral Area F: Scotch Creek/Lee Creek Zoning Amendment (Ted & Lucille Tash) Bylaw No. 825-37

629

Report from Dan Passmore, Senior Planner, dated October 25, 2017.
1 – 1022 Scotch Creek Wharf Road, Scotch Creek.

Motion

THAT: Scotch Creek/Lee Creek Zoning Amendment (Ted & Lucille Tash) Bylaw No. 825-37, be read a third time this 16th day of November, 2017.

Motion

THAT: Scotch Creek/Lee Creek Zoning Amendment (Ted & Lucille Tash) Bylaw No. 825-37, be adopted this 16th day of November, 2017.

15.10 Electoral Area F: Lakes Zoning Amendment (Meadow Creek Properties Park Association) Bylaw No. 900-9

686

Report from Dan Passmore, Senior Planner, dated September 12, 2017
5140 Squilax-Anglemont Road, Magna Bay.

Motion

THAT: "Lakes Zoning Amendment (Meadow Creek Properties Park Association) Bylaw No. 900-9", be given no further readings this 16th day of November, 2017.

16. Release of In Camera Resolutions

Property Purchase – Bristow Road:

THAT: the following resolution adopted at the September 21, 2017 In Camera meeting of the CSRD Board be authorized for release from In Camera, after the closing date of the property purchase agreement:

"THAT: the Board empower the authorized signatories to enter into a Purchase Agreement with Gordon and Patricia Robertson for two properties totaling 1.08 acres in size, legally described as Lot 2 and Lot 3, Section 9, Township 23, Range 10, W6M, KDYD, Plan 4002, located at 1946 Bristow Road in Celista, BC for a total cost of \$1,125,000, plus applicable taxes and associated fees, in order to develop a waterfront park and boat launch. The acquisition will take place on November 1, 2017."

MEETING CONCLUSION

17. Upcoming Meetings/Events

17.1 Area C Parks Advisory Committee Meeting

Thursday, November 16, 2017 at 7:00 PM.
Sunnybrae Community Hall, 3595 Sunnybrae Canoe Point Road

17.2 Area F Parks Advisory Committee Meeting

Wednesday, November 22, 2017 at 2:00 PM.
Scotch Creek Community Hall, 3852 Squilax Anglemont Road

17.3 Area D Parks Advisory Committee Meeting

Monday, November 27, 2017 at 7:00 PM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

17.4 Area A Local Advisory Committee Meeting

Tuesday, November 28, 2017 at 6:00 PM.
Golden & District Centennial Arena, 1410 9th Street South, Golden, BC

18. Next Board Meeting

Friday, December 1, 2017 at 9:30 AM, CSRD Boardroom, 555 Harbourfront Drive NE,
Salmon Arm, BC.

19. Adjournment

Motion

THAT: the regular Board meeting of November 16, 2017 be adjourned.