



## REGULAR BOARD MEETING MINUTES

**Note: The following minutes are subject to correction when endorsed by the Board at the next Regular meeting.**

Date: October 19, 2017  
Time: 8:30 AM  
Location: CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

### **Directors Present**

R. Martin (Chair)	Electoral Area E
K. Cathcart	Electoral Area A
L. Parker	Electoral Area B
P. Demenok	Electoral Area C
R. Talbot	Electoral Area D
L. Morgan	Electoral Area F
C. Moss*	Town of Golden
M. McKee*	City of Revelstoke
T. Rysz*	District of Sicamous
K. Flynn*	City of Salmon Arm
C. Eliason*	City of Salmon Arm

### **Staff**

C. Hamilton	Chief Administrative Officer
L. Shykora	Deputy Manager, Corporate Administration Services
J. Pierce	Manager, Financial Services
D. Mooney	Manager, Operations Management
B. Van Nostrand	Team Leader, Environmental Health Services
R. Nitchie	Team Leader, Community Services
G. Christie	Manager, Development Services
C. Paiement	Team Leader, Development Services
D. Passmore	Senior Planner
J. Sham	Planner
J. Graham	Executive Assistant/Asst. Deputy Corporate Officer

\*Attended part of meeting only.

**1. Call to Order**

The Chair called the meeting to order at 8:30 AM.

Chair Martin spoke to the passing of John Coulson. Condolences were expressed by Chair Martin and Director Talbot. Great appreciation was conveyed for his care of the community and passion working as a member of many committees over the years.

Chair Martin attended an Interior Health meeting recently and reported on their presentation on the opiate crisis. She encouraged fellow Directors to speak on this topic in their communities.

2017-1001

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board convene as the Committee of the Whole, this 19th day of October, 2017.

**CARRIED**

**2. Committee of the Whole: Policy Session****2.1 Policy Session Update - 2017**

Report from Charles Hamilton, Chief Administrative Officer, dated October 10, 2017.

The Chief Administration Officer and the Managers of Development Services, Finance and Operations reviewed the report contained on the Committee of the Whole portion of the Agenda. Board members provided comments and posed questions that were responded to by the CAO and Department Managers.

The summary discussion was relative to:

Development Services:

- Flood hazard area land use amendments were released by the BC Ministry of Environment. These updates will be included in the Area E Official Community Plan. Zoning bylaws will not be affected.
- Building Inspection Bylaw timelines information included in item 11.1.

## Finance:

- Disposal Policy and Administrative Rates and Charges Bylaw - to be updated.
- Director Remuneration Bylaw – upcoming CRA changes were discussed - all per diems are taxable starting January 1, 2019.
- The CAO spoke to the process to date for the Director Remuneration review and proposed that the Manager of Finance draft a new recommendation to be brought forward at the November Regular Board meeting, with an additional review possible after the 2018 election to consider the CRA changes.
- Additional discussion and questions arose from this recommendation:
  - The Chair proposed that the additional Vice Chair stipend be deducted from the Chair stipend.
  - Director Flynn and Director Eliason suggested that any new proposal should not be considered until after the election.
  - Director Demenok, Director Morgan, Director Cathcart support CAO proposal.

## Operations Management:

- Reviewed policies and bylaws completed to date since last session.
- Upcoming bylaws and policies - dog control and tipping fees amending bylaws, asset management policy, Revelstoke Airport rates and fees Bylaw, and a flooding policy to more clearly identify the Regional District role.

## Corporate Administration:

- Reviewed policies and bylaws completed to date since last session.
- Upcoming - changes to election bylaw as the 2018 election will be held in October instead of November. Records management policy and social media policy.
- Communications strategy in progress. Discussion of whether this should be high level or more day to day requirements. Currently taking an incremental approach with annual report and more public outreach programs and employing a de-centralized model with current staffing.

- Discussion on CSRD Board orientation – Directors would like a communications module included in the orientation as well as media training.
- General support for policy sessions.

Director Moss joined the meeting at 9:02 AM.

2017-1002

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: it be recommended to the Board that the Policy Session Update 2017 Report dated October 10, 2017 from the Chief Administrative Officer, be received this 19<sup>th</sup> day of October, 2017.

**CARRIED**

2017-1003

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: it be recommended to the Board that a 2018 Policy Update Session be scheduled on the June, 2018 Regular Board agenda, and that a more comprehensive policy session take place as part of the new CSRD Board orientation in latter 2018/early 2019.

**CARRIED**

2017-1004

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Committee of the Whole now Rise and Report.

**CARRIED**

### **3. Board Meeting Minutes**

#### **3.1 Adoption of Minutes**

2017-1005

**Moved By** Director Parker

**Seconded By** Director Cathcart

THAT: the minutes of the September 21, 2017 regular Board meeting be adopted.

**CARRIED**

### **3.2 Business Arising from the Minutes**

See Item 7.3.

## **ADMINISTRATION**

### **5. Correspondence**

#### **5.1 Franklin Engineering (August 1, 2017)**

Letter from Mike Casol of Franklin Engineering requesting the \$650 fee for Development Variance Permit for 3700 Sunnybrae-Canoe Point Road be waived.

See Item 14.1

Staff responded to questions from the Board. Staff did not recommend waiving fee.

2017-1006

**Moved By** Director McKee

**Seconded By** Director Eliason

THAT: the request of Mike Casol, Franklin Engineering asking for waiver of the \$650 application fee for Development Variance Permit, 3700 Sunnybrae-Canoe Point Road, be denied, this 19th day of October, 2017.

**CARRIED**

#### **5.2 Ministry of Municipal Affairs and Housing (October 17, 2017)**

Letter from Marijke Edmonson, Director, Governance and Structure Branch, regarding the 2016 Census impact on the Columbia Shuswap Regional District Board composition and voting strength. Changes effective November 1, 2017.

2017-1007

**Moved By** Director Talbot

**Seconded By** Director Morgan

THAT: the correspondence contained on the October 19, 2017 regular Board agenda be received for information.

**CARRIED**

**6. Reports**

**6.1 Shuswap Economic Development Committee Meeting Minutes - September 7, 2017**

2017-1008

**Moved By** Director Flynn

**Seconded By** Director Parker

THAT: the minutes of the September 7, 2017 Shuswap Economic Development Committee meeting be received for information.

**CARRIED**

**6.2 Shuswap Tourism Committee Meeting Minutes - September 7, 2017**

20174-1009

**Moved By** Director Flynn

**Seconded By** Director Parker

THAT: the minutes of the September 7, 2017 Shuswap Tourism Committee meeting be received for information.

**CARRIED**

**6.3 Revelstoke and Area Economic Development Commission Meeting Minutes - September 13, 2017**

2017-1010

**Moved By** Director Parker

**Seconded By** Director Cathcart

THAT: the minutes of the September 13, 2017 Revelstoke and Area Economic Development Commission meeting be received for information.

**CARRIED**

**6.4 Committee of the Whole Recommendations (Item 2.1 Above)**

2017-1011

**Moved By** Director Parker**Seconded By** Director Cathcart

THAT: the Board endorse the recommendations of the Committee of the Whole regarding the policy session, this 19<sup>th</sup> day of October, 2017.

**CARRIED****6.5 UBCM 2017 Conference**Outcome of CSRD Resolutions submitted to UBCM:

- B31 Forest Stewardship Plans – Request for Improved Consultation  
- Endorsed
- B68 Dock & Buoy Regulations - Endorsed
- C5 Regulation of Small On-farm Breweries and Meaderies - Not Admitted for Debate.

Verbal Update on Ministerial Meetings at UBCM Conference:

Minister of Municipal Affairs and Housing re: Area C Governance Study Findings and Recommendations: Request funding support to undertake a formal restructure study for Electoral Area C of the CSRD that would examine two options: (1) an incorporation study area, and (2) a determination of the exact boundaries for two electoral areas in Electoral Area C.

Minister of Energy, Mines and Petroleum Resources - Request: Allow Seymour Arm Electrification Project to Proceed.

Minister of Forests, Lands, Natural Resource Operations and Rural Development & Public Safety and Solicitor General – Emergency Planning/Preparedness – (Importance of Dialogue with New Government), Request:

1. Rapattack fire base, Salmon Arm, housing onsite for personnel be maintained for Salmon Arm & region;
2. Advocate for continued support for emergency planning readiness / resources;
3. Advise emergency situations in CSRD/restrict access to back country, etc.

Directors discussed the conference:

Generally felt that the UBCM conference went well. The Ministries were interested and relationships with Ministry staff were reinforced.

**6.6 Fraser Basin Council, Thompson Regional Committee Meeting Minutes - October 10, 2017**

The minutes were circulated to the Board for information.

**7. Business General**

**7.1 Fire Services Policy Update**

Report from Darcy Mooney, Manager, Operations Management, dated October 6, 2017.

Policy update for the Fire Services function.

2017-1012

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board endorse the amendment to Policy No. W-9 "Appointment of Fire Chiefs" and approve its inclusion into the CSRD Policy Manual.

**CARRIED**

**7.2 Fire Services Command Vehicle Purchase**

Report from Derek Sutherland, Team Leader, Protective Services, dated October 5, 2017.

Fire Services Command Vehicle purchase and internal borrowing approval.

2017-1013

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: WHEREAS section 377 (3) of the Local Government Act and section 189 (4.1) and (4.2) of the Community Charter permit a Regional District to lend money from a reserve fund for one service to a reserve fund for a different service;



NOW THEREFORE be it resolved that:

1. As needed during the 2017 financial year, the Board authorize the CSRD to borrow up to \$70,000 from the pooled capital reserve funds of the Fire Department Funds, to complete the purchase of a new Fire Services Command Unit in accordance with the Five Year Financial Plan, with total repayment of interest and principal to the contributing reserve funds within five (5) years; and
2. Principal will be repaid to the respective Reserve Funds annually upon receipt of the annual tax requisition and interest will be paid from Function 046 – Regional Fire Services on a monthly basis.

**CARRIED**

**7.3 Business Arising from September 21, 2017 Regular Board Meeting:**

Verbal report on Administration meeting with Ministry of Municipal Affairs and Housing staff at the UBCM 2017 Conference regarding Funding Request for Restructure Planning Grant – Community Needs Assessment – Electoral Area F.

- Draft letter of request attached
- Request for resolution of support from Board.

2017-1014

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board endorse the letter dated October 20, 2017 to Minister of Municipal Affairs Selena Robinson re: Request for Restructure Planning Grant Funding Electoral Area F, CSRD – Community Issues Assessment;

FURTHER: that the Board support a restructure planning grant application to the Minister of Municipal Affairs and Housing in the amount of up to \$40,000 for a community issues assessment project in Electoral Area F of the CSRD, to be cost-shared by the CSRD with a contribution of up to \$20,000;

AND FURTHER THAT: the Board direct staff to consult with Ministry of Municipal Affairs staff in the development of a Terms of Reference that establishes the scope and objectives for a Community Issues Assessment for Electoral Area F.

**CARRIED**

Discussion on the Motion:

Director Morgan reported on the meeting with Ministry of Municipal Affairs and Housing staff. Spoke to the support he felt was communicated and encouraged the Board to endorse the correspondence and restructure planning grant application.

**7.4 Feasibility Study Funding for CP Rail Corridor Project**

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

Requesting additional feasibility study funds be allocated to complete due diligence for proposed purchase of CP Rail Trail.

2017-1015

**Moved By** Director Rysz

**Seconded By** Director McKee

THAT: the Board approve an additional \$20,000 from the Regional Feasibility Study Fund to cover due diligence costs related to the potential acquisition of the CP Rail Corridor.

**CARRIED**

**7.5 Organics Diversion Strategy Implementation Update**

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, October 10, 2017. Progress update on the implementation of the Organics Management Strategy and request for waiving of the tipping fee on mixed loads of refuse containing food waste.

2017-1016

**Moved By** Director Eliason

**Seconded By** Director McKee

THAT: the Board authorize the geographical area where commercially generated food waste is considered a marketable resource to be Salmon Arm, Sicamous, Electoral Area D and Electoral Area C;

AND THAT: the Board reduce the tipping fee on mixed loads of commercially generated refuse containing food waste from \$160 per tonne to the refuse rate of \$80 per tonne until July 2018 in order to conduct comprehensive consultation with all affected commercial business owners;

AND FURTHER THAT: the Board direct staff to provide an update to the Board at the regularly scheduled June 2018 Board meeting on the consultation efforts and the readiness of the commercial sector to divert food waste for composting.

**CARRIED**

Discussion on the Motion:

The Team Leader of Environmental Health Services responded to questions from the Board. Confirmed that education program is currently in progress. Discussion around different issues affecting each municipality and the strategies being initiated in response.

#### **4. Delegations**

##### **4.1 10:00 AM: Ministry of Forests, Lands and Natural Resource Operations & Rural Development**

Mr. Andrew Walker, Wildlife Biologist from the Ministry of Forests, Lands and Natural Resource Operations & Rural Development in attendance to present a proposal to prohibit the use of motor vehicles in the alpine area (Above 1700m) in the Joss-Tsuius Mable-Mountain area. Maps highlighting proposed area is attached.

\*Presentation attached to the Late Agenda.

A PowerPoint presentation outlined:

The importance of restricted use of motor vehicles in the alpine area in the Joss-Tsuius Mable Mountain area is needed to limit the disturbance on wildlife habitat. This is the only viable grizzly bear population in this area, and it is also home to caribou and mountain goats.

This proposal has been submitted to Victoria, however the consultation component is outstanding.

Andrew Walker responded to questions and comments from the Directors. He confirmed that:

- Communications and meetings have been held with many user groups to date and that more are planned.
- There will be enforcement with new ticketing program and support from user groups.

- This restriction of motor vehicles will not include winter actives such as snowmobiles and will allow motor vehicles on existing forest service roads.

Phil McIntyre Paul spoke on behalf of the Shuswap Trail Alliance (STA) and confirmed participation in public consultation. The next STA roundtable meeting will include this topic. The working group is very supportive of protecting the habitat and wildlife in this area as well as some identified areas in North Shuswap.

2017-1017

**Moved By** Director Flynn

**Seconded By** Director Demenok

THAT: the CSRD Board supports in principle, the restriction of motor vehicles in the alpine area (above 1700m) in the Joss Tsuius Mable Mountain area, however, encourages comprehensive public consultation;

AND THAT: a letter be written to the Ministry of Forests, Lands and Natural Resource Operations & Rural Development supporting in principle, the restriction of motor vehicles, exempting snowmobiles, in the alpine area (above 1700m) in the Joss Tsuius Mable Mountain area.

**CARRIED**

Discussion on the motion:

Many Directors voiced support however, there was a strong consensus that communications and outreach should include the general public as well as user groups and clubs. It was also communicated that these restrictions should not impact winter activities.

**7. Business General**

**7.6 Request for Board Resolution in Support for City of Revelstoke - Municipal and Regional Tax (MRDT) - Hotel Room Tax**

- Brought forward by Director Parker.

2017-1018

**Moved By** Director Parker

**Seconded By** Director McKee

THAT: As recommended by the City of Revelstoke Director of Economic Development and as recommended by the Revelstoke and Area Economic Development Commission, the CSRD Board provide a letter of support to the City of Revelstoke to endorse the City's application to the Municipal and Regional Tax (MRDT) - "Hotel Room Tax" to renew the MRDT at a rate of 2% for a further five year term.

**CARRIED**

## **8. Business by Area**

Director Talbot declared a conflict of interest due to his family member's involvement with the Sunday Morners Club and excused himself from the meeting at 10:52 AM.

### **8.1 Grant-in-Aids**

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

2017-1019

**Moved By** Director Cathcart

**Seconded By** Director Parker

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

#### Area A

\$1,500 Golden Agricultural Society (Halloween Hunted Trail)

#### Area C

\$3,000 Sorrento Memorial Hall (Community Get-Together)

#### Area D

\$5,000 Sunday Morners Club of Falkland and District (Hall Renovations)

\$1,700 Salmon Valley Senior's Branch #107 (Water Improvements)

\$3,000 Silver Creek Fire Department Social Club (Halloween Event)

#### Area E

\$1,000 Malakwa Fire Department (Halloween Event)

\$300 Sicamous Seniors Activity Centre ("Chairobics" Equipment)

\$3,500 Cambie Community Hall Association (Insurance and Propane)

Area F

\$1,950 Lakeview Community Centre Society (Remembrance Day Event).

**CARRIED**

Director Talbot rejoined the meeting at 10:54 AM.

**8.2 Nicholson Fire Suppression Service Area Amendment**

Report from Darcy Mooney, Manager, Operations Management, dated October 15, 2017. Nicholson Fire Suppression Service Area Amendment.

2017-1020

**Moved By** Director Cathcart

**Seconded By** Director Parker

THAT: "Nicholson Fire Suppression Service Area Amendment Bylaw No. 5763", be read a first, second and third time this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**8.3 Golden/Area A EOF Application – Golden Visitors Centre**

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

Requesting \$300,000 from the Golden and Area A Economic Opportunity Fund to help fund improvements to the Golden Visitors Centre.

2017-1021

**Moved By** Director Cathcart

**Seconded By** Director Flynn

THAT: with the concurrence of the Electoral Area A Director, the Board approve funding from the Golden and Area A Economic Opportunity Fund to the Town of Golden in the amount of \$300,000 to help fund improvements to the Golden Visitors Centre, subject to receipt of the 2018 Payment-in-Lieu of Taxes from BC Hydro.

**CARRIED**

Discussion on the Motion:

Director Cathcart expressed support, however would like to look at other options such as surplus funds from the Golden Area Initiative group. Additionally, the old building will possibly be sold if the crown lease can be purchased.

**8.4 Area B Fire Services Update**

Report from Darcy Mooney, Manager, Operations Management, dated October 17, 2017. Update on the negotiations with the City of Revelstoke regarding the Area B Fire Suppression Agreement.

\*Replacement Board Report attached to the Late Agenda.

The Manager of Operations presented report and encouraged the Board to endorse alternate recommendation #1.

2017-1022

**Moved By** Director Parker

**Seconded By** Director Eliason

THAT: the Board request the City of Revelstoke Council amend its resolution adopted at the December 6, 2016 Regular Council Meeting and extend the termination date for an additional 12 months to December 31, 2018 for the existing Fire Protection Service Agreement between the CSRD and the City of Revelstoke, in order to provide time for the CSRD to consult with Electoral Area B property owners within the Service Area and to review the outcome of the Area B South Revelstoke Diagnostic Inventory on Governance, Land Use and Service Delivery.

**DEFEATED**

2017-1023

**Moved By** Director Parker

**Seconded By** Director Eliason

THAT: the CSRD Board request that the City of Revelstoke Council consider a new one or two year interim agreement that would have the CSRD provide for and implement a financial model to purchase a water tender over the longer term, and in the interim subsidize the CoR's water shuttling capability with the supply of contracted water hauling resources, and address apparatus needs in the BC Hydro draw-down lands;

**Amendment**

2017-1024

**Moved By** Director McKee**Seconded By** Director Talbot

AND FURTHER THAT: the CSRD draft an interim agreement which addresses the City of Revelstoke's concerns on liability issues.

**VOTE ON AMENDMENT – CARRIED****VOTE ON MOTION AS AMENDED - CARRIED**Discussion on the Motion:

The Manager of Operations responded to questions by Directors:

Staff have spent many months to try to come to new negotiations. Many negotiation points have been made to date.

BC Hydro has confirmed a donation of \$50,000 for equipment for draw down lands in the event of a new contract between the City and the CSRD.

Suggested that there are no other options for fire service in that area.

The CAO commented that good progress has been made and staff are confident that an agreement can be reached but not by December 31, 2017. Staff felt they had received assurances at the City of Revelstoke June 20, 2017 Committee of Whole that service would not be terminated on that date if a new agreement was not reached.

Question on how much insurance rates increase and how much is 160% in dollar amount for each residence. Inquired about PILT money.

Manager of Finance answered: cost is an additional \$400 per year for each residence. PILT money has been contributed to capital costs each year. Commented that currently a water tender is budgeted in the City financial plans. Currently there is no capital reserve bylaw for this area.

Comments by Director Parker on process:

- Has been disappointed with process to date. Area B residents have been contributing to capital property purchases to date. Concerned that City Council will not support the new resolution and Area B residents will not have fire suppression service.



- In closing, Director Parker noted that the CSRD approached the City to update the agreement and that the Electoral Area has no say in capital purchases or budget. She is hoping there is an agreement that is fair.

Comments by Director McKee on process:

- Stated that the bottom line is that a new agreement needs to be made as the current agreement was made 37 years ago and the liability issues are not addressed. Agrees that the City is best choice to provide fire services to these residents. A water tender is needed to service this area.
- Director McKee supports the amended resolution and would like to continue good relationship, does not support terminating fire suppression services to the area.

## **8.5 Area C Parks Maintenance Agreement Extension**

Report from Darcy Mooney, October 13, 2017. Area C Parks Maintenance Agreement Extension R.B.W Forestry and Landscaping

2017-1025

**Moved By** Director Demenok

**Seconded By** Director Cathcart

THAT: the Board empower the authorized signatories to extend the existing Electoral Area C Parks Maintenance Agreement with R.B.W Forestry and Landscaping Company for an additional 12 month term from November 1, 2017 expiring on October 31, 2018 for the maintenance of twenty (20) parks within Electoral Area C for the equivalent remuneration rates as the 2016/2017 maintenance season.

**CARRIED**

## **9. Administration Bylaws**

### **9.1 Fire Services Operational Criteria Bylaw No. 5587**

Cross reference Item No. 7.2 - Report from Operations Manager regarding Policy No. W-9, Fire Chief Appointment Process.

2017-1027

**Moved By** Director Demenok

**Seconded By** Director Cathcart

THAT: Fire Service Operational Criteria Bylaw No. 5587 and its amendments be repealed, this 19th day of October, 2017.

**CARRIED**

**9.2 2017 Five Year Financial Plan Amendment Bylaw No. 5760**

Report from Jodi Pierce, Manager, Financial Services dated October 9, 2017

2017-1028

**Moved By** Director Flynn

**Seconded By** Director Parker

THAT: "2017 Five Year Financial Plan Amendment Bylaw No. 5760" be read a first, second and third time this 19<sup>th</sup> day of October, 2017.

**CARRIED**

2017-1029

**Moved By** Director Flynn

**Seconded By** Director Parker

THAT: "2017 Five Year Financial Plan Amendment Bylaw No. 5760" be adopted this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**9.2 Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758**

Director Martin thanked the District of Sicamous for agreeing to provide fire suppression to Annis Bay.

2017-1030

**Moved By** Director Rysz

**Seconded By** Director McKee

THAT: the "Annis Bay Fire Suppression Service Area Establishment Bylaw No. 5758" be adopted this 19th day of October, 2017.

**CARRIED**

**9.4 Building Inspection Area F Service Area Establishment Amendment**

Report from Lynda Shykora, Deputy Manager, Corporate Services, dated October 16, 2017.

Bylaw to amend building inspection service Bylaw No. 570 and its amendments.

2017-1031

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Building Inspection Service Area Amendment Bylaw No. 5761" be read a first, second and third time this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**9.5 Building Inspection Areas B and E Service Area Establishment**

Report from Lynda Shykora, Deputy Manager, Corporate Services, dated October 16, 2017.

Bylaw to establish a building inspection service area in Electoral Area B and Electoral Area E.

Director Parker and Director Martin have consented.

2017-1032

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Sub-Regional Building Inspection Service Area Establishment Bylaw No. 5762" be read a first, second and third time this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**7. Business General - continued****7.2 Fire Services Command Vehicle Purchase**

Director Flynn declared a conflict of interest due to his business relationship with Salmon Arm GM and excused himself from the meeting at 11:55 AM.

2017-1026

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board empower the authorized signatories to enter into a Purchase Agreement with Salmon Arm GM for the acquisition of a 2017 Chevy Silverado pick-up truck for use as a Fire Services Command Vehicle

**CARRIED**

Director Flynn rejoined the meeting at 11:58 AM.

## DEVELOPMENT SERVICES

### **11. Business General**

#### **11.1 Proposed Building Bylaw No. 660 Timelines**

Report from Gerald Christie, Manager Development Services, dated October 19, 2017.

Timelines for the establishment of proposed Building Bylaw No. 660 to implement Building Regulation in Electoral Areas B, E and the existing service area of Electoral Area F.

The Manager of Development Services responded to questions and comments from the Directors.

- March 5, 2018 will be effective date of new regulatory bylaw for Electoral Areas B, E and F. For the existing service area in Area F the inspection service level will increase from level 3 to 6.
- Communications will begin on the new Bylaw so the areas included will be well informed.

2017-1033

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: the Board receive the report of Gerald Christie, Manager Development Services dated October 19, 2017 re: Proposed Building Bylaw No. 660 Timelines, for information.

**CARRIED**

### **10. IN CAMERA**

2017-1034

**Moved By** Director Morgan

**Seconded By** Director Talbot

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

(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;

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

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;

of the Community Charter, the Board move In Camera.

**CARRIED**

The meeting adjourned to a closed session at 12:05 PM

The meeting reconvened to an open session at 12:30 PM

Director Moss, Director McKee, Director Rysz, Director Eliason and Director Flynn left the meeting at 12:30 PM

## ELECTORAL AREA DIRECTORS

### **14. Business by Area**

#### **14.1 Electoral Area C: Development Variance Permit No. 641-30 (Franklin)**

Report from Jennifer Sham, Planner, dated September 26, 2017.

3700 & 3710 Sunnybrae-Canoe Point Road, Sunnybrae

The applicant was not in attendance

2017-1035

**Moved By** Director Demenok

**Seconded By** Director Cathcart

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 641-30, for Remainder Lot 1, Section 2 and 11, Township 21, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan KAP82925, varying Schedule "A" – Levels of Service of Subdivision Servicing Bylaw No. 641, as amended, to allow a

subdivision which would create a fee simple lot (Remainder Lot 1) with a parcel size of 0.729 ha serviced by a community water system and an on-site sewerage disposal system, as shown on Schedule B, be approved for issuance this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**14.2 Electoral Area C: Form and Character Development Permit DP 725-121 (Shuswap Lake Estates)**

Report from Dan Passmore, Senior Planner, dated September 22, 2017.  
Golf Course Drive, Blind Bay, BC.

The applicant was not in attendance.

2017-1036

**Moved By** Director Demenok

**Seconded By** Director Cathcart

THAT: in accordance with Section 490 of the Local Government Act Development Permit No. 725-121 for subdivision of Lot A, Section 8, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP74639 (PID: 030-217-679), be issued this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**14.3 Electoral Area F: Form and Character DP 830-218 (Leopold Developments Ltd.)**

Report from Dan Passmore, Senior Planner, dated September 11, 2017.  
3810 Kenwood Gate, Scotch Creek.

The applicant was not in attendance.

The CSRD received no comments or submissions on the issuance of this development permit.

2017-1037

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: in accordance with Section 490 of the Local Government Act Development Permit No. 830-218 for proposed construction of a 446 m<sup>2</sup> (4,800 ft<sup>2</sup>) new building on Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP728 (PID: 025-598-422), be issued this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**14.4 Electoral Area F: Temporary Use Permit No. 830-4**

Report from Dan Passmore, Senior Planner, dated September 29, 2017.  
3810 Kenwood Gate, Scotch Creek.

The applicant was not in attendance.

2017-1038

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-4 for the property at 3810 Kenwood Gate to be used for industrial purposes as a manufacturing and assembly facility to manufacture and assemble docks, dock anchors, buoy anchors, and water treatment systems on Lot C, Section 33, Township 22, Range 11, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP72803 (PID: 025-598-422), be issued this 19<sup>th</sup> day of October, 2017.

**CARRIED**

**15. Planning Bylaws**

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

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

The applicant was in attendance.

2017-1039

**Moved By** Director Demenok

**Seconded By** Director Cathcart

THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be read a second time this 19<sup>th</sup> day of October, 2017)

**CARRIED**

2017-1040

**Moved By** Director Demenok

**Seconded By** Director Cathcart

THAT: a public hearing to hear representations on Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21 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' being that in which the land concerned is located, or Alternate Director Arnie Payment, 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.

**CARRIED**

**15.2 Electoral Area F: Official Community Plan Amendment (Isley) Bylaw No. 830-18, Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30**

Report from Dan Passmore, Senior Planner dated September 29, 2017.  
6929 Squilax-Anglemont Road and 2556 McClaskey Road, Magna Bay.

The applicant was not in attendance.

2017-1041

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18" be read a second time this 19th day of October 2017;

**CARRIED**

2017-1042

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30" be read a second time, as amended, this 19<sup>th</sup> day of October, 2017;

**CARRIED**



2017-1043

**Moved By** Director Morgan

**Seconded By** Director Talbot

THAT: a public hearing to hear representations on Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18 and Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30 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 Larry Morgan, as Director for Electoral Area 'F' being that in which the land concerned is located, or Alternate Director Bob Misseghers, if Director Morgan is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

**CARRIED**

#### **16. Release of In Camera Resolutions**

The following resolutions were authorized for release from the October 19, 2017 In Camera (closed) meeting of the Board:

Appointment to Electoral Area D Advisory Planning Commission:

THAT: the Board appoint Stephanie Lafazanous to the Electoral Area D Advisory Planning Commission;

AND FURTHER THAT: the resolution be authorized for release from the Closed (In Camera) portion of the meeting.

Agreement – Landscape Architecture and Engineering Consulting Services:

THAT: the Board empower the authorized signatories to enter into an agreement with McElhanney Consulting Services Ltd. for landscape architecture and engineering consulting services for a two year term commencing November 1, 2017 and expiring on October 31, 2019;

AND THAT: the resolution be authorized for release from In-Camera (Closed) portion of the meeting.

Property Acquisition MattersMounce Property – Salmon Arm Landfill Expansion:

THAT: the Board empower the authorized signatories to extend the acquisition date to June 30, 2018 on the Purchase Agreement with Mounce Construction Ltd. for a 20 acre parcel of land located at 2750 40 Street SE in Salmon Arm, BC for the amount of \$750,000 plus applicable taxes in order to expand the Salmon Arm Landfill site, subject to the property being successfully rezoned to comply with the City of Salmon Arm's Official Community Plan;

AND THAT: the resolution and associated Board Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated October 12, 2017 re: Update on the Purchase Agreement for the Mounce Property located adjacent to the Salmon Arm Landfill, be authorized for release from the In-Camera (Closed) portion of the meeting, this 19th day of October, 2017.

Abandoned CP Rail Corridor – Sicamous to Armstrong:

THAT staff be directed to advise Canadian Pacific Railway Company that pursuant to section 4.1 of the contract of purchase and sale the following four conditions precedent are hereby waived:

- (1) The Purchasers being satisfied, in their sole and absolute discretion, with the results of their due diligence investigations with respect to the Property, the Assumed Contracts and the Permitted Encumbrances;
- (2) The Purchasers shall have secured financing and an agreement amongst participating members on participation and cost recovery mechanisms, including securing a commitment of a capital contribution of a minimum of 1/3 of the Purchase Price from senior levels of government;
- (3) The Purchasers shall have received, reviewed and approved the Property Report referred to in Section 3.3 herein;
- (4) The Purchasers shall have received approval from the electors of all participating members and, if required by law, the Province for incurring the liability to pay the Purchase Price hereunder.

THAT the Chair and the CAO are hereby authorized to execute any further documents that may be required to implement this waiver.

THAT: WHEREAS section 377 (3) of the Local Government Act and section 189 (4.1) and (4.2) of the Community Charter permit a Regional District to lend money from a reserve fund for one service to a reserve fund for a different service;

NOW THEREFORE be it resolved that:

1. As needed during the 2017 financial year, the Board authorize the CSRD to borrow from the pooled capital reserve funds to complete the purchase of the CP Rail Trail property in accordance with the Offer to Purchase Agreement as approved by the Board, with total repayment of interest and principal to the contributing reserve funds within five (5) years; and

Principal will be repaid to the respective Reserve Funds upon receipt of the proceeds from long-term borrowing pursuant to Bylaw No. 5756.

THAT, if approved, the Board authorize the release of the resolutions pertaining to the Abandoned CP Rail Corridor from Sicamous to Armstrong from the Closed (In Camera) meeting this 19<sup>th</sup> day of October 2017.

## 19. Adjournment

2017-1044

**Moved By** Director Morgan

**Seconded By** Director Cathcart

THAT: the regular Board meeting of October 19, 2017 be adjourned at 1:54 PM.

**CARRIED**

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CHAIR

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CHIEF ADMINISTRATIVE OFFICER