



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Friday, December 1, 2017
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Call to Order
2. Board Meeting Minutes

2.1 Adoption of Minutes

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Adoption of November 16, 2017 regular Board meeting minutes.

Motion

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

2.2 Business Arising from the Minutes

Note to Board: It is anticipated that an Agenda handout/addition will be distributed to the Board on meeting day, Friday, December 1, 2017. This agenda addition is expected to be: Response letter from the City of Revelstoke in regards to Electoral Area B Fire Protection Services, specific to the CSR D Board requests that the City: a) provide confirmation that services will not be withdrawn December 31, 2017 so as to allay any concerns by residents in Area B who may be forced into the position of seeking alternative fire protection services if this matter cannot be resolved, and b) agree to enter into a mediation process as envisioned in the Community Charter to resolve this matter.

3. Delegations

- None.

ADMINISTRATION**4. Correspondence**

- None

5. Reports**5.1 Electoral Area Directors' Committee Meeting Minutes - November 2, 2017**

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Motion

THAT: as recommended by the Electoral Area Directors Committee, the Board endorse the recommendation that the First Reading given to the Soil Removal and Deposit Bylaw No. 646 on August 18, 2011, be rescinded.

Motion

THAT: the minutes of the November 2, 2017 Electoral Area Directors' Committee meeting be received for information.

6. Business General**6.1 Asset Management Planning Program Grant**

66

Report from Darcy Mooney, Manager, Operations Management, dated November 17, 2017.

Asset Management Planning Program.

Motion

THAT: the Board empower the authorized signatories to apply for an Asset Management Planning Program Grant from the Province of BC in the amount of \$14,138 in order to support the development of an Asset Management Resource Plan. The CSRD will provide in-house contributions to support overall grant and project management;

AND THAT: in accordance with Policy No. F-3 "Community Works Fund – Expenditure of Monies" access to the Community Works Fund be approved in the amount of \$40,000 plus applicable taxes for continued advancements in Asset Management Program development from the 10% portion of the All Electoral Areas Community Works Fund allocation.

Motion

THAT: the Board empower the authorized signatories to enter into an agreement with Opus International Consultants (Canada) to develop an Asset Management Resource Plan for a total cost of \$19,810 plus applicable taxes.

6.2 Fire Services - Disposal of Asset Request 70

Report from Derek Sutherland, Team Leader, Protective Services, dated November 17, 2017.

Request to dispose of Malakwa Fire Department surplus apparatus.

Motion

THAT: the Board authorize a variance to Policy No. A-24 "Disposal of Equipment" and allow for the donation of the 1964 International Fire Truck from the Malakwa Fire Department to the Malakwa Community Association.

6.3 2018 Board and Committee Meeting Schedule 73

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services dated November 20, 2017.

Motion

THAT: the proposed 2018 Board and Committee meeting schedule be approved.

7. Business By Area

7.1 Grant-in-Aid Requests 76

Report from Jodi Pierce, Manager, Financial Services, dated November 20, 2017.

Motion

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

Area A

\$1,900 Golden Agricultural Society (Santa Parade sponsorship)

Area C

\$1,000 Notch Hill Town Hall Association (Christmas events).

7.2 Economic Opportunity Fund Funding Request from City of Revelstoke for Tourism Planning 78

Manager of Financial Services advises:

- Pursuant to policy, all monies extracted from each EOF must be approved by both participating members.

- In this instance, Director Parker has indicated that she cannot support this application and therefore a resolution of support is not recommended by staff.

7.3 Electoral Area C Community Works Fund - Notch Hill Town Hall 84

Report from Jodi Pierce, Manager, Financial Services dated November 20, 2017.

Motion

THAT: in accordance with Policy F-3 "Electoral Area Community Works Fund – Expenditure of Monies", access to the Community Works Fund be approved up to \$1,000 plus applicable taxes from the Area C Community Works Fund for insulating the furnace area of the Notch Hill Town Hall.

7.4 Electoral Area C Parks Master Plan 89

Report from Ryan Nitchie, Team Leader Community Services, dated November 18, 2017.

Requesting adoption of the Electoral Area C Parks Master Plan.

- Note: The appendices to the Parks Master Plan are not included in the Agenda package, due to significantly increasing the document size. If you wish to view the appendices, which are technical in nature, the full Parks Master Plan and Appendices are now available on the CSRD website.

Motion

THAT: the Board endorse the 2017 Columbia Shuswap Regional District Electoral Area C Parks Master Plan, dated September, 2017.

7.5 Electoral Area C Community Works Fund - Sunnybrae Waterworks Upgrade 169

Report from Terry Langlois, Team Leader Utilities, dated November 17, 2017. Authorization to access the Community Works Fund monies from the Electoral Area C allocation for the Sunnybrae Waterworks Upgrade Project.

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 \$200,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for costs associated with the Sunnybrae Waterworks Upgrade Project.

7.6 Sicamous/Area E Economic Opportunity Fund (EOF) Application – Malakwa Community Learning Centre 172

Report from Jodi Pierce, Manager, Financial Services, dated November 16, 2017.

Motion

THAT: With concurrence of the District of Sicamous and the Electoral Area E Director, the Board approve funding from the Sicamous and Area E Economic Opportunity Fund in the amount of \$60,000 per year for five years to the Malakwa Community Learning Centre for building operations beginning in 2018.

7.7 Request Board Support for Letter to the Honourable Michelle Mungall, Minister of Energy, Mines and Petroleum Resources, and BC Hydro Representatives

176

Requested by Director Morgan.

Need for Reinstatement of the Community Electrification Program regarding Electoral Area F (Seymour Arm) Electrification Initiative.

Motion

THAT: the Board authorize a letter to the Minister of Energy, Mines and Petroleum Resources, with copies to BC Hydro officials as well as to MLA Kylo, MP Arnold, and the Seymour Arm Community Association, in follow-up to the CSRD Delegation on September 28, 2017 at UBCM, to reiterate the significant need and the economic benefits to the community to receive the service of hydroelectric power, and to emphasize and again request that the BC Hydro Community Electrification Program be reinstated, specifically that the power service project be reinstated to serve the residents and property owners in the Seymour Arm area of Electoral Area F, Columbia Shuswap Regional District.

7.8 UBCM 2017 Age-Friendly Community & Planning Project Grants

182

- Grant Application From South Shuswap Health Services Society.
- Request for Board support.

Motion

THAT: the Board provide a resolution of support in principle for the submission of a grant application to the UBCM 2017 Age-friendly Community & Planning Projects on behalf of the South Shuswap Health Services Society for the project entitled: "HELPING SENIORS ACCESS NUTRITIOUS AND SAFE FOOD: Develop a Sustainable Nutrition Program and Resources to help Seniors Access Good, Healthy, Safe food for a Healthy Life of the communities in the South Shuswap Area C of the CSRD";

AND FURTHER THAT: it be noted that the CSRD is unable to commit to endorsement of any CSRD involvement/resources in the Age-Friendly project at this time.

8. Administration Bylaws

8.1 **Dog Control Regulation and Licensing Bylaw Updates** 191

Report from Ryan Nitchie, Team Leader, Community Services, dated November 17, 2017.

Updates to the Dog Control Regulatory Bylaw for Electoral Area C and the Ranchero area of Electoral Area D.

Motion

THAT: "Electoral Area C Dog Control Bylaw No. 5747" be read a first, second and third time this 1st day of December, 2017.

Motion

THAT: "Electoral Area C Dog Control Bylaw No. 5747" be adopted this 1st day of December, 2017.

Motion

THAT: "Ranchero Dog Control Bylaw No. 5748" be read a first, second and third time this 1st day of December, 2017.

Motion

THAT: "Ranchero Dog Control Bylaw No. 5748" be adopted this 1st day of December, 2017.

8.2 **Falkland Waterworks Service Bylaw No. 5765** 210

Report from Jodi Pierce, Manager, Financial Services dated November 16, 2017. Proposed amendment to Falkland Waterworks Service Bylaw No. 5362 to increase the maximum parcel tax requisition.

Motion

THAT: "Falkland Waterworks Service Amendment Bylaw No. 5765" be read a first, second and third time this 1st day of December, 2017.

8.3 **Sicamous and District Recreation Centre User Fee Updates** 214

Report from Ryan Nitchie, Team Leader, Community Services, dated November 17, 2017. Sicamous and District Recreation Centre user fee updates.

Motion

THAT: "Sicamous and District Recreation Centre User Fee Bylaw No. 5766" be read a first, second and third time this 1st day of December, 2017.

Motion

THAT: "Sicamous and District Recreation Centre User Fee Bylaw No. 5766" be adopted this 1st day of December, 2017.

9. IN CAMERA

Motion

THAT: pursuant to Sections 90(1)(c),(f),(g) and (i) of the Community Charter, being:

- (c) labour relations or other employee relations;
- (f) law enforcement, if the board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (g) litigation or potential litigation affecting the regional district;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

the Board move In Camera.

DEVELOPMENT SERVICES

10. Business General

- None.

11. ALR Applications

11.1 **Electoral Area B: Agricultural Land Commission (ALC) Application Section 30(1) - Exclusion LC2541 (RJR Land Company Ltd.)** 220

Report from Jennifer Sham, Planner, dated November 16, 2017.
Hill Creek Road, Galena Bay

Motion

THAT: Application No. LC2541, Section 30(1) Exclusion from the Agricultural Land Reserve, for District Lot 8653, Kootenay District, be forwarded to the Agricultural Land Commission with the recommendation of approval, this 1st day of December, 2017.

11.2 **Electoral Area B: Agricultural Land Commission (ALC) Application Section 30(1) – Exclusion LC2540 (RJR Land Company Ltd.)** 266

Report from Jennifer Sham, Planner, dated November 14, 2017.
Hill Creek Road, Galena Bay

Motion

THAT: Application No. LC2540, Section 30(1) Exclusion from the Agricultural Land Reserve, for District Lot 7045 and District Lot 7046, Kootenay District, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 1st day of December, 2017.

12. Directors' Report on Community Events

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

ELECTORAL AREA DIRECTORS

13. Business by Area

13.1 **Electoral Area B: Development Permit 850-12 (Hermanson)** 313

Report from Christine LeFloch, Development Services Assistant, dated November 2, 2017.

5955 Highway 31, Trout Lake

Motion

THAT: Development Permit 850-12 (Hermanson) be approved for issuance this 1st day of December, 2017.

13.2 **Electoral Area C: Development Variance Permit 641-24 (Gibbons)** 343

Report from Christine LeFloch, Development Services Assistant, dated November 15, 2017.

3194 Hautala Road, White Lake

Interior Health comments attached.

Motion

THAT: in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-24 for LS 1, Section 16, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Except (1) Land Covered by the Waters of White Lake at the time of Survey of Said Lake (2) Plans 15230, 20097, 21943, 22567, 24872, and KAP70812 (3) Parcel A (DDJ25663), varying Subdivision Servicing Bylaw No. 641, as follows:

1. Waiving the requirements of Schedule 'A' Levels of Service of Subdivision Servicing Bylaw No. 641 minimum parcel size for new subdivisions to vary the size of parcel which may be subdivided with servicing by an independent on-site water system and on-site sewage disposal system from 1 ha to 0.77 ha for Proposed Lot 1 of the proposed 2 lot subdivision under application No. 2016-03274E;

be approved for issuance this 1st day of December, 2017,

subject to a suitably worded covenant being registered on the title of the subject property requiring connection of the proposed 0.77 ha lot to community water and community sewer systems when they become available.

14. Planning Bylaws

- 14.1 Electoral Area B: Electoral Area B Zoning Amendment (Eagle Pass Heli-skiing) Bylaw No. 851-12 364**

Report from Christine LeFloch, Development Services Assistant, dated November 15, 2017.

3451 Trans-Canada Highway, Revelstoke

Motion

THAT: "Electoral Area B Zoning Amendment (Eagle Pass Heli-Skiing) Bylaw No. 851-12" be given first reading.

Motion

THAT: "Electoral Area B Zoning Amendment (Eagle Pass Heli-Skiing) Bylaw No. 851-12" be referred to all relevant First Nations Boards and Councils for comment.

- 14.2 Electoral Area C: Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21 387**

Report from Dan Passmore, Senior Planner, dated November 15, 2017.

2001 Eagle Bay Road, Blind Bay.

Motion

THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be read a third time this 1st day of December, 2017.

Motion

THAT: "Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-21" be adopted this 1st day of December, 2017.

- 14.3 Electoral Area F: Official Community Plan Amendment (Isley) Bylaw No. 830-18, Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30 517**

Report from Dan Passmore, Senior Planner dated November 10, 2017.

6929 Squilax-Anglemont Road and 2556 McClaskey Road, Magna Bay.

Motion

THAT: "Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18" be read a third time this 1st day of December, 2017.

Motion

THAT: "Electoral Area F Official Community Plan Amendment (Isley) Bylaw No. 830-18" be adopted this 1st day of December, 2017.

Motion

THAT: "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30" be read a third time this 1st day of December, 2017.

Motion

THAT: "Magna Bay Zoning Amendment (Isley) Bylaw No. 800-30" be adopted this 1st day of December, 2017.

15. Release of In Camera Resolutions

If any.

MEETING CONCLUSION

16. Upcoming Meetings/Events

16.1 Shuswap Economic Development Committee Meeting

Thursday, December 7, 2017 at 9:30AM
 CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

16.2 Shuswap Tourism Committee Meeting

Thursday, December 7, 2017 at 1:00PM
 CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

16.3 Public Open House: Proposed Ranchero/Deep Creek Zoning Bylaw No. 751

Tuesday, December 12, 2017 at 7:00PM
 Ranchero Elementary School, 6285 Ranchero Drive

16.4 Shuswap Watershed Council Meeting

Tuesday, December 13, 2017 at 10:00AM
 CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

16.5 OFFICE CLOSURE

The CSRD office will be closed to the public from December 25, 2017 through January 1, 2018. Reopening on Tuesday, January 2, 2018.

17. Next Board Meeting

Thursday, January 18, 2018 at 9:30 AM CSRD Boardroom, 555 Harbourfront Drive NE,
Salmon Arm, BC.

Meeting date is tentative. Will be confirmed upon Board approval of Item 6.3.

18. Adjournment

Motion

THAT: the regular Board meeting of December 1, 2017 be adjourned.