



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, May 17, 2018
Time: 9:30 AM
Location: District of Sicamous Office
446 Main Street, Sicamous

Pages

1. Call to Order
2. Board Meeting Minutes
 - 2.1 Adoption of Minutes 1

Motion
THAT: the minutes of the April 19, 2018 regular Board meeting be adopted.
 - 2.2 Business Arising from the Minutes
 - Refer to Business General Item 6.1
3. Delegations
 - 3.1 10:00 AM: Okanagan-Kootenay Sterile Insect Release Program 21

Meilssa Tesche, Acting General Manager, and Allan Neilson from Nelson-Welch Consulting, in attendance to present information on the SIR Program and to request the CSRD Board support OKSIR's Offsetting Program Costs initiative with revenue generation.

Request for Board resolution attached for consideration.

Motion

THAT the Regional District Board support the efforts of the OKSIR Board to sell product that is developed at the OKSIR Rearing Facility, within the total production capacity of the Facility as it exists today, that is not required to control codling moth populations within the OKSIR Program service area;

THAT the revenues from the sales of product be used to offset the cost to provide the OKSIR Program; and

THAT the Regional District Board recognize the potential of the OKSIR Board to incur liabilities by entering into multi-year sale-of product contracts, and authorize the OKSIR Board to incur any such liabilities.

3.2 10:30 AM: Tourism Golden

27

Joanne Sweeting, Executive Director of Tourism Golden, in attendance to present Tourism Golden Annual Report for 2017 to the Board.

ADMINISTRATION**4. Correspondence****4.1 Ministry of Transportation & Infrastructure (April 20, 2018)**

46

Letter from the Honourable Claire Trevena, Minister of Transportation & Infrastructure, in response to CSRD letter regarding winter maintenance issues in the CSRD.

Original letter from Chair Martin attached for reference.

Motion

THAT: the correspondence contained on the May 17, 2018 regular Board agenda be received for information.

5. Reports**5.1 Revelstoke and Area Economic Development Commission Meeting Minutes (April 4, 2018)**

49

Motion

THAT: the minutes of the April 4, 2018 Revelstoke and Area Economic Development Commission be received for information.

- 5.2 **Shuswap Economic Development Committee Meeting Minutes (February 8, 2018)** 53

Motion

THAT: the minutes of the February 8, 2018 Shuswap Economic Development Committee meeting be received for information.

- 5.3 **Shuswap Tourism Advisory Committee Meeting Minutes (February 8, 2018)** 61

Motion

THAT: the minutes of the February 8, 2018 Shuswap Tourism Advisory Committee meeting be received for information.

6. **Business General**

- 6.1 **Appointment of Deputy Chief Election Officer for 2018 General Local Election and Assent Voting**

Due to CSRD staff resignation, need resolution to rescind appointment of Jennifer Graham and to appoint new Deputy Chief Election Officer.

Motion

THAT: the appointment of Jennifer Graham as Deputy Chief Election Officer for the 2018 general local election and assent voting, be rescinded this 17th day of May, 2018,

AND FURTHER THAT: pursuant to Section 58(1) and (2) of the Local Government Act Colleen Goodey, Salmon Arm, BC be appointed Deputy Chief Election Officer for conducting the 2018 general local election and assent voting with power to appoint other election officials as required for the administration and conduct of the 2018 general local election and assent voting, this 17th day of May, 2018.

- 6.2 **2018 UBCM Resolution: Minister of Transportation for improved snow removal services in rural areas of the CSRD** 72

The attached resolution was submitted as a Late Resolution at the Southern Interior Local Government Association. As it was not endorsed at SILGA, consider resolution to be submitted to the Union of BC Municipalities.

Motion

WHEREAS there are increased issues in terms of timeliness and quality of snow and ice removal in rural areas, particularly during the past 2017/2018 winter snow season;

AND WHEREAS the deteriorating level of winter maintenance in rural areas is creating a public safety issue in regards to emergency response vehicles (fire, police, ambulance) having the ability to access streets and roadways in the event of emergency, and affecting school bus routes, leading to unsafe situations for drivers, passengers and pedestrians;

THEREFORE BE IT resolved that the Ministry of Transportation and Infrastructure be requested to immediately undertake a review of their contractor obligations, and agreement specifications for snow and ice control in the rural areas, including a review of minimum equipment standards and staffing requirements.

6.3 Chair Martin: Three Valley Gap, Trans-Canada Highway

- Support for Letter to Ministry of Transportation and Infrastructure – Request for update of long range plans for Trans-Canada Highway at Three Valley Gap.

6.4 Update on Waste Gypsum Material

73

Report from Ben Van Nostrand, Team Leader, Environmental Health Services dated May 4, 2018. Gypsum board (drywall) recycling program update.

Motion

For Information Only

6.5 Update on Recycling Program Delivery in the CSRD

77

Report from Ben Van Nostrand, Team Leader, Update on Recycling Program Delivery in the CSRD.

Motion

THAT: the Board authorize staff to send a letter to the Minister of Environment outlining the CSRD's concerns with Recycle BC's proposed stewardship plan updates.

6.6 FCM Asset Management Grant Application

82

Report from Darcy Mooney, Manager, Operations Management, dated May 3, 2018.

Board authorization to apply for an FCM Asset Management Grant.

Motion

THAT: the Board empower the authorized signatories to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program in an amount of up to \$50,000 to support the development of an Asset Inventory Migration project. The CSRD will provide in-house contributions to support overall grant and project management;

AND THAT: contingent upon the receipt of a successful Municipal Asset Management Program grant for up to \$50,000, the Board empower the authorized signatories to enter into an agreement with WSP|Opus International Consultants to conduct the Asset Inventory Migration project for a total cost not to exceed the total grant monies awarded.

6.7 Charles and Sandra Moody – Park Land Deferral Agreement Electoral Area E

85

Report from Ryan Nitchie, Team Leader, Community Services, dated May 4, 2018. Park Land Deferral Agreement – Electoral Area E.

Motion

THAT: the Board empower the authorized signatories to enter into a park land deferral agreement to defer the cash in lieu of park land required by Section 510 of the Local Government Act – Provision of Park Land, and CSRD Policy No. P-5, Park Land Dedication as a Function of Subdivision until July 16, 2020 for Lots 1 through 3 and Lots 5 through 8 of EPP41904;

AND THAT: in accordance with Policy No. F-16, Park Land Dedication Deferral Fees, the Board authorize the deferral of the \$650 application fee and all legal costs plus applicable interest associated with the Park Land Deferral Agreement for Lots 1 through 3 and Lots 5 through 8 of EPP41904 until July 16, 2021.

7. Business By Area

7.1 Grant-in-Aids

89

Report from Jodi Pierce, Manager, Financial Services, dated May 4, 2018.

Motion

THAT: the Board approve the following allocations from the 2018 electoral grant-in-aids:

Area A

\$2,500 Town of Golden (Wildsafe BC Program funding)

Area C

\$3,000 The Adams River Salmon Society (Salute to the Sockeye Festival and Shuswap Salmon Symposium)

\$4,000 White Lake Fire Department (Halloween event)

\$1,900 Eagle Bay Fire Department (Annual open house)

\$20,000 Cedar Heights Community Association (upgrade greens on golf course)

\$13,250 Sorrento & Area Community Association (Beautification and Community toilet)

\$3,895 White Lake Community Hall Society (Audio-visual system)

\$1,000 Pink Piston Paddlers Dragonboat Team (lifejackets)

Area D

\$3,000 Silver Creek Fire Department (Halloween event)

\$5,000 Silver Creek Community Association (Equipment and upgrades to hall)

Area E

\$3,000 The Adams River Salmon Society (Salute to the Sockeye Festival and Shuswap Salmon Symposium)

\$2,000 The Joe Schandelle Firefighters Foundation (Halloween event)

Area F

\$3,000 The Adams River Salmon Society (Salute to the Sockeye Festival and Shuswap Salmon Symposium)

7.2 Grant in Aid – Exception from Policy F-30

92

Report from Jodi Pierce, Manager, Financial Services, dated May 4, 2018.

Motion

THAT: the Board waive policy with respect to the Post-application documentation required for the Blind Bay Community Society and the Swansea Point Community Association grant in aids to allow these organizations to make additional 2018 applications for grant in aids while the post-application documentation for the grants approved in February 2018 remain outstanding;

AND THAT: the Board approve the following allocations from the 2018 electoral grant-in-aids:

Area C

\$725 Blind Bay Community Society (Update hall signage)

Area E

\$6,000 Swansea Point Community Association (operating expenses and Mara Heights life jacket kiosk)

7.3 **Electoral Area A – Parson Warming Hut and Picnic Shelter and Cedar Lake Recreation Site** 105

Report from Ryan Nitchie, Team Leader, Community Services, dated April 19, 2018. Parson Recreation Park Warming Hut and Picnic Shelter and Cedar Lake Recreation Site Community Works Funds.

Motion

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund – Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in the amount of \$80,000, plus applicable taxes, from the Electoral Area A Community Works Fund allocation for construction of a warming hut and picnic shelter at Parson Recreation Park.

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund – Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in the amount of \$30,000, plus applicable taxes, from the Electoral Area A Community Works Fund allocation for expansion of camping sites at Cedar Lake Recreation Site.

7.4 **Electoral Area F - Bristow Road Boat Launch** 109

Report from Ryan Nitchie, Community Services Team Leader, dated April 17, 2018. Bristow Road Boat Launch Community Works Funds.

Motion

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Fund – Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in the amount of \$400,000, plus applicable taxes, from the Electoral Area F Community Works Fund allocation for construction of a boat launch.

8. Administration Bylaws

8.1 Sorrento Waterworks Service Area Amendment Bylaw No. 5778 112

Report from Terry Langlois, Team Leader, Utilities, dated May 2, 2018.
A bylaw to amend Sorrento Waterworks Service Area Bylaw No. 5541.

Motion

THAT: Sorrento Waterworks Service Area Amendment Bylaw No. 5778 be read a first, second and third time this 17th day of May, 2018.

8.2 City of Revelstoke – Security Issuing Bylaw 9107 120

Report from Jodi Pierce, Manager, Financial Services dated April 19, 2018.

Motion

THAT: Bylaw No. 9107, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9107” be read a first, second, and third time this 17th day of May, 2018.

Motion

THAT: Bylaw No. 9107, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9107” be adopted this 17th day of May, 2018.

8.3 City of Revelstoke – Security Issuing Bylaw 9108 135

Report from Jodi Pierce, Manager, Financial Services, dated April 26, 2018.

Motion

THAT: Bylaw No. 9108, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9108” be read a first, second, and third time this 17th day of May, 2018.

Motion

THAT: Bylaw No. 9108, cited as “Columbia Shuswap Regional District Security Issuing Bylaw No. 9108” be adopted this 17th day of May, 2018.

8.4 Amendment to Shuswap Economic Development Service Bylaw 148

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services, dated May 2, 2018.

Amendment Bylaw to provide for the withdrawal of District of Sicamous as a participant in the Economic Development Service.

Motion

THAT: “Economic Development (Electoral Area C, D E and F) Service Amendment Bylaw No. 5775” be read a first, second and third time this 17th day of May, 2018.

8.5 CSRD Ticket Information Utilization Bylaw No. 5776 153

Report from Lynda Shykora, Deputy Manager, dated May 17, 2018.

Motion

THAT: CSRD Ticket Information Utilization Bylaw No. 5776 be read a first, second and third time this 17th day of May, 2018.

Motion

THAT: CSRD Ticket Information Utilization Bylaw No. 5776 be adopted this 17th day of May, 2018.

8.6 Amendment to Regional District Board and Committees Procedure Bylaw No. 5648 201

Report from Lynda Shykora, Deputy Manager, Corporate Administration Services, dated May 3, 2018. Proposed amendments to Procedures Bylaw for electronic meeting attendance at Board/Committee meetings, and minor housekeeping amendment.

Motion

THAT: Regional District Board and Committee Procedure Amendment Bylaw No. 5739 be read a first, second and third time this 17th day of May, 2018.

Motion

THAT: Regional District Board and Committee Procedure Amendment Bylaw No. 5739 be adopted this 17th day of May, 2018.

8.7 Proposed Golden-Area A Core Facilities Contribution Agreement Establishment Bylaw 207

Report from Charles A. Hamilton, Chief Administrative Officer, dated May 17, 2018.

Establishment of Proposed Core Facilities Funding Contribution Service in Area A.

Motion

THAT: the CSRD Board give first, second, and third readings to the *Electoral Area A Core Facilities Funding Contribution Service Establishment Bylaw No. 5777*; this 17th day of May, 2018.

Motion

THAT: assent voting (referendum) for Electoral A Core Facilities Funding Contribution Establishment Bylaw No.5777 be held on Saturday, October 20, 2018 in accordance with Sections 342, 344 of the *Local Government Act*;

Motion

THAT: the *Electoral Area A Core Facilities Funding Contribution Establishment Bylaw No. 5777* be forwarded to the Inspector of Municipalities for approval and that the Inspector be requested pursuant to Section 174(1) of the *Local Government Act*, to set the general voting day for October 20, 2018;

Motion

THAT: the Regional District Board approve the Assent Voting question for *Electoral Area A Core Facilities Funding Contribution Establishment Bylaw No. 5777*, as follows:

“Are you in favour of the Columbia Shuswap Regional District adopting Electoral Area A Core Facilities Funding Contribution Establishment Bylaw No. 5777, which will permit the Regional District to make an annual funding contribution to the Town of Golden to cover 20% of the net operating costs of the four core facilities, at a maximum annual taxation limit that is the greater of \$125,000 or \$0.1238 per \$1,000 calculated on the net taxable value of land and improvements?”

Motion

THAT: the Board allocate \$20,000 from the Rural Feasibility Fund to undertake a public engagement process and to conduct the referendum (other voting).

9. IN CAMERA

Motion

THAT: pursuant to Sections 90(1)(a) and (c)

- (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;
- (c) labour relations or other employee relations;

of the Community Charter, the Board move In Camera.

DEVELOPMENT SERVICES**10. Business General**

- None.

11. ALR Applications**11.1 Electoral Area A – Nicholson Boat Launch: Application to ALC for Non-Farm Use in ALR 220**

Report from Ryan Nitchie, Team Leader, Community Services, dated May 4, 2018.

Nicholson Boat Launch Application to ALC for Non-Farm Use in ALR for owners Columbia View Homes Ltd.

Motion

THAT: Application No. 57290 Section 20(3) Non-Farm Use in the Agricultural Land Reserve, for Parcel A (Sketch Plan 50551), Section 30, Township 26, Range 21, West of the Fifth Meridian, Kootenay District, Except Plans NEP65016 and NEP66542 be forwarded to the Provincial Agricultural Land Commission recommending approval on this 17th day of May, 2018.

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 C: Development Variance Permit 701-78 (Sigalet) 225**

Report from Christine LeFloch, Development Services Assistant, dated March 16, 2018.

3553 Eagle Bay Rd, Eagle Bay

Motion

THAT: In accordance with Section 498 of the Local Government Act, Development Variance Permit 701-78 for Lot A, Section 2, Township 23, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP56879, varying South Shuswap Zoning Bylaw No. 701, as follows:

1. Section 7.2.5 Minimum setback from the front parcel line boundary from 5 m to no less than 3.37 m to any portion of the building only for the proposed garage attached to the single family dwelling; and
2. Section 7.2.5 Minimum setback from the west side parcel boundary from 2 m to no less than 1.65 m only for the proposed single family dwelling and attached deck; and
3. Section 7.2.4 Maximum height for principal buildings and structures from 10 m to no greater than 11.61 m only for a single family dwelling;

as more particularly shown on the site plans attached hereto as Schedule 'B', and the elevation drawings attached hereto as Schedule 'C'.

be considered for issuance this 17th day of May, 2018.

13.2 Electoral Area F: Development Variance Permit No. 800-29 (Huhn)

251

Report from Candice Benner, Development Services Assistant, dated April 23, 2018.

6729 Magna Bay Drive, Magna Bay

Motion

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 800-29 for Lot 17, Section 19, Township 23, Range 9, W6M, KDYD, Plan 29300, varying Magna Bay Zoning Bylaw No. 800, as follows:

Section 5.4(2)(g) Maximum gross floor area of an accessory building from 55 sq. m. (592.02 sq. ft.) to 167.22 sq. m. (1800 sq. ft.) for each of the two new accessory buildings,

be approved for issuance this 17th day of May, 2018.

14. Planning Bylaws

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

268

Report from Dan Passmore, Senior Planner, dated April 27, 2018.
#1 to #6, 1541 Blind Bay Road, Blind Bay.

Motion

THAT: South Shuswap Zoning Amendment (Ron Lindblad) Bylaw No. 701-89" be adopted this 17th day of May, 2018.

14.2 Electoral Area D: Ranchero/Deep Creek Zoning Amendment (Linda Parker) 473
Bylaw No. 751-1

Report from Dan Passmore, Senior Planner, dated April 20, 2018.
 5192 Highway 97B, Ranchero.

Motion

THAT: "Ranchero/Deep Creek Zoning Amendment (Linda Parker) Bylaw No. 751-1", be read a first time this 17th day of May, 2018.

Motion

THAT: "Ranchero/Deep Creek Zoning Amendment (Linda Parker) Bylaw No. 751-1", be read a second time this 17th day of May, 2018.

Motion

THAT: a public hearing to hear representations on "Ranchero/Deep Creek Zoning Amendment (Linda Parker) Bylaw No. 751-1" 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.

14.3 Electoral Area F: Anglemont Zoning Amendment (Anglemont Estates Golf 570
Course Ltd.) Bylaw No. 650-13

Report from Candice Benner, Development Services Assistant, dated April 18, 2018.
 7838 Golf Course Road, Anglemont

Motion

THAT: "Anglemont Zoning Bylaw Amendment (Anglemont Estates Golf Course Ltd.) Bylaw No. 650-13" be read a first time this 17th day of May, 2018.

Motion

THAT: the Board utilize the simple consultation process for Bylaw No. 650-13, and it be referred to the following agencies and First Nations:

- Interior Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services;
- All relevant First Nations Bands and Councils.

15. Release of In Camera Resolutions

MEETING CONCLUSION

16. Upcoming Meetings/Events

16.1 Revelstoke and Area Economic Development Commission Meeting

Wednesday, June 6, 2018 at 4:00PM
301 Victoria Road, Revelstoke BC.

16.2 Electoral Area Directors' Committee Meeting

Thursday, June 7, 2018 at 9:30AM
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

16.3 Shuswap Watershed Council Meeting

Wednesday, June 13, 2018 at 10:00AM
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

16.4 Committee of the Whole (Policy) Meeting

Thursday, June 21, 2018 at 9:00AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

17. **Next Board Meeting**

Thursday, June 21, 2018 at 9:30AM

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

Note: Committee of the Whole (Policy) session begins at 9:00AM.

18. **Adjournment**

Motion

THAT: the regular Board meeting of May 17, 2018 be adjourned.

NOTATION

The publication of the Columbia Shuswap Regional District Board (CSRD) agenda on its website results in the availability of agenda content outside of Canada. In accordance with Freedom of Information and Protection of Privacy Act legislation, the reader will note that personal information (ie telephone number, email address, etc.) are redacted from this document where required, to protect the privacy of personal information belonging to an individual(s) in the case where an individual(s) has not provided direct consent to the CSRD to publish such personal information on the CSRD website.