



REGULAR BOARD MEETING MINUTES

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

Date: October 18, 2018
Time: 9:30 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 |
| | T. Lavery (Alternate) | City of Salmon Arm |
| Absent | C. Eliason | City of Salmon Arm |
| Staff In Attendance | C. Hamilton | Chief Administrative Officer (CAO) |
| | L. Shykora | Deputy Manager, Corporate Administration Services |
| | J. Sham | Assistant Deputy Corporate Officer |
| | T. Hughes | Communications Coordinator |
| | * J. Pierce | Manager, Financial Services |
| | * D. Mooney | Manager, Operations Management |
| | * R. Nitchie | Team Leader, Community Services |
| | * D. Sutherland | Team Leader, Protective Services |
| | * G. Christie | Manager, Development Services |
| | * C. Paiement | Team Leader, Development Services |
| | * C. Benner | Development Services Assistant |

| | |
|----------------|---|
| * C. LeFloch | Development Services Assistant |
| * E. Hartling | Development Services Assistant |
| * R. Cyr | Economic Development Officer |
| * M. Herbert | Team Leader, Building and Bylaw Services |
| * E. Johnson | Electronic Records Management Facilitator |
| * S. Coubrough | Fire Services Coordinator |
| * B. Payne | Manager, Information Systems |

* Attended a portion of the meeting only

1. **Call to Order**

The Chair called the meeting to order at 9:33 AM.

2. **Board Meeting Minutes**

2.1 **Adoption of Minutes**

2018-1001

Moved By Director Talbot

Seconded By Director McKee

THAT: the minutes of the September 20, 2018 regular Board meeting be adopted.

CARRIED

2.2 **Business Arising from the Minutes**

None.

3. **Delegations**

None.

ADMINISTRATION

4. **Correspondence**

4.1 **Columbia Basin Trust (May 31, 2018)**

Email from Rick Jensen, Chair, Columbia Basin Trust, following their reminder letter of May 7, 2018 calling for a CSRD nominee to the Trust's Board of Directors by October 31, 2018.

2018-1002

Moved By Director Cathcart

Seconded By Director Moss

THAT: the Board nominate Ron Oszust, Mayor, Town of Golden, to represent the Columbia Shuswap Regional District on the Columbia Basin Trust's Board of Directors for a two-year term commencing January 1, 2019.

CARRIED

4.2 Ministry of Transportation & Infrastructure (September 21, 2018)

Letter from Claire Trevena, Minister of Transportation & Infrastructure, in response to Chair Martin's letter regarding road maintenance in the CSRD, particularly along Deep Creek and Salmon Valley roads.

4.3 Ministry of Transportation & Infrastructure (September 28, 2018)

Letter from Claire Trevena, Minister of Transportation & Infrastructure, in response to Chair Martin's letter regarding the cancellation of Greyhound bus services in Western Canada.

5. Reports

5.1 Shuswap Watershed Council Meeting Minutes (September 19, 2018)

2018-1003

Moved By Director Demenok

Seconded By Director Cathcart

THAT: the minutes of the September 19, 2018 Shuswap Watershed Council meeting be received for information.

CARRIED

5.2 Shuswap Tourism Advisory Committee Meeting Minutes (May 3, 2018)

2018-1004

Moved By Director Talbot

Seconded By Director Morgan

THAT: the minutes of the May 3, 2018 Shuswap Tourism Advisory Committee meeting be received for information.

CARRIED

5.3 Report from Southern Interior Local Government Association (SILGA) Youth Delegate - UBCM Attendance

Report from Gray Sims, CSRD Area D resident, on his UBCM attendance as the SILGA youth delegate.

Board members commented on the benefits and the value of this program, remarking that Gray Simms was a very good youth ambassador and had presented a very thorough report on his attendance at UBCM.

2018-1005

Moved by Director Talbot

Seconded by Director Flynn

THAT: the Board write a letter to SILGA expressing support for the Youth Delegate Program and its continuation.

CARRIED

6. Business General

6.1 Establishment of a Regional Junior Firefighter Program

Report from Derek Sutherland, Team Leader, Protective Services, dated October 3, 2018. Authorization for the establishment of a regional junior firefighter program.

2018-1006

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Board support, in principle, the establishment of a junior firefighter program for CSRD fire departments to engage and provide youth an opportunity to learn firefighting skills in a safe and inclusive environment.

CARRIED

6.2 No Further Borrowing Resolution – Lakeview Place

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

2018-1007

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Board confirms that there will be no further borrowing against Columbia Shuswap Regional District Bylaw No. 5738, being the “Lakeview Place Subdivision Water Upgrade Loan Authorization Bylaw” and the remaining unissued loan authorization in the amount of \$252,171.72 will be cancelled.

CARRIED

6.3 Work BC – Emerging Priorities Grant Application

Report from Robyn Cyr, EDO, dated October 15, 2018. Authorization is required from the Board to submit a grant application to Work BC – Employment Services – Community Workforce Response Grant – Emerging Priorities.

2018-1008

Moved By Director McKee

Seconded By Director Morgan

THAT: the CSRD Board provide authorization to the CSRD Shuswap Economic Development department for the submission of a grant application of up to \$300,000.00 to Work BC – Employment Services – Community Workforce Response Grant – Emerging Priorities program.

CARRIED

6.4 Columbia Basin Boundary Connectivity Strategy

Memo from the Regional Broadband Committee requesting endorsement from the Board on their Boundary Connectivity Strategy.

2018-1009

Moved By Director Cathcart

Seconded By Director Moss

THAT: the Columbia Shuswap Regional District Board endorse the Columbia Basin & Boundary Regional Broadband Committee's Connectivity Strategy dated September 13, 2018.

CARRIED

7. Business By Area

7.1 Electoral Area D Community Works Fund – Ranchero Fire Hall Water System Upgrade.

Report from Terry Langlois, Team Leader, Utilities, dated October 4, 2018. Community Works Fund request for upgrades to Ranchero Fire Hall Water System.

2018-1010

Moved By Director Talbot

Seconded By Director Morgan

THAT: in accordance with Policy No. F-3 "Community Works Fund – Expenditure of Monies" access to the Community Works Fund be approved to a maximum amount of \$60,500 plus applicable taxes from the Electoral Area D Community Works Fund allocation for required upgrades to the Ranchero/Deep Creek Fire Hall water system.

CARRIED

7.2 Economic Opportunity Fund (EOF) Application – Sicamous/Area E – Eagle Valley Transportation Society

Report from Jodi Pierce, Manager, Financial Services, dated October 10, 2018.

Two members of the Society were in attendance.

2018-1011

Moved By Director Parker

Seconded By Director McKee

THAT: with the 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 to the Eagle Valley Transportation Society in the amount of \$25,000 for the purchase of an electric vehicle.

Director Rysz gave information about the Society. They would like to purchase an electric car to provide transportation for those who need it (mainly seniors), at no charge.

CARRIED

7.3 Ktunaxa Kinbasket Treaty Advisory Committee - Request for Funding

Letter from the CAO of the Regional District of East Kootenay requesting funding for the Ktunaxa Kinbasket Treaty Advisory Committee (KKTAC).

2018-1012

Moved By Director Parker

Seconded By Director McKee

THAT: the Columbia Shuswap Regional District Board approve in principle the request of the Ktunaxa Kinbasket Treaty Advisory Committee for an annual funding contribution of \$3,500 for the duration of the treaty process, subject to the proof of need and further that the contribution be added to the Financial Plan commencing in 2019.

CARRIED

8. Administration Bylaws

8.1 St. Ives Street Lighting Service Establishment Amendment Bylaw No. 5789

Report from Jodi Pierce, Manager, Financial Services dated October 3, 2018. Proposed amendment to St. Ives Street Lighting Service Establishment Bylaw No. 5622 to increase the maximum parcel tax requisition.

2018-1013

Moved By Director Morgan

Seconded By Director Talbot

THAT: "St. Ives Street Lighting Service Establishment Amendment Bylaw No. 5789" be read a first, second and third time this 18th day of October, 2018.

CARRIED

8.2 Records Retention and Scheduling Bylaw and the Transition to Electronic Records Management

Report from Emily Johnson, Electronic Records Management Facilitator, dated September 7, 2018.

Staff are proposing changes to facilitate the implementation of an electronic records management system.

2018-1014

Moved By Director Moss

Seconded By Director Cathcart

THAT: "Paper Records Retention and Scheduling Bylaw No. 5788" be read a first, second and third time this 18th day of October, 2018.

CARRIED

2018-1015

Moved By Director Moss

Seconded By Director Cathcart

THAT: "Paper Records Retention and Scheduling Bylaw No. 5788" be adopted this 18th day of October, 2018.

CARRIED

2018-1016

Moved By Alt. Director Lavery

Seconded By Director Talbot

THAT: "Columbia Shuswap Regional District Electronic Records Retention and Disposal Bylaw No. 5787" be read a first, second and third time this 18th day of October, 2018.

CARRIED

2018-1017

Moved By Alt. Director Lavery

Seconded By Director Talbot

THAT: "Columbia Shuswap Regional District Electronic Records Retention and Disposal Bylaw No. 5787" be adopted this 18th day of October, 2018.

CARRIED

8.3 Sub-Regional Building Inspection Service Amendment Bylaw No. 5785

- Inspector of Municipalities approval received October 12, 2018.
- To add Electoral Area C to the Building Inspection Service in 2019.

2018-1018

Moved By Director Demenok

Seconded By Director Cathcart

THAT: the “Sub-Regional Building Inspection Service Amendment Bylaw No. 5785” be adopted this 18th day of October, 2018.

Discussion on motion:

CAO thanked Director Demenok for his leadership on this.

Director Demenok remarked that residents in Area C are supportive of this.

Director Parker stated that she would like to see the service in Electoral Area D also, adding that she has had positive comments from constituents in Area B about building regulations.

Chair Martin said that building inspection has been discussed at the Board over the years and hopefully one day the entire regional district will have this; new people moving to the area expect building regulations, so the communities are changing.

CARRIED

9. RESOLUTION TO ADJOURN TO IN CAMERA MEETING

- None.

DEVELOPMENT SERVICES

10. Business General

- None.

10.1 Columbia Shuswap Regional District Building Amendment Bylaw No. 660-01

2018-1019

Moved By Director Demenok

Seconded By Director Cathcart

THAT: the Columbia Shuswap Regional District Building Amendment Bylaw No. 660-01 be adopted this 18th day of October, 2018.

CARRIED

11. ALR Applications

11.1 Electoral Area F: Agricultural Land Commission (ALC) Application Section 20(3) – Non-Farm Use LC2558F (B.V.R. Contractors Ltd.)

Report from Candice Benner, Development Services Assistant, dated September 28, 2018.

5159 Line 17 Road, Celista

2018-1020

Moved By Director Morgan

Seconded By Director Talbot

THAT: Application No. LC2558F, Section 20(3) Non-Farm Use in the ALR, for The South ½ of the North East ¼ of Section 17, Township 23, Range 10, W6M KDYD, Except Plan 37613 be forwarded to the Provincial Agricultural Land Commission recommending approval this 18th day of October, 2018.

CARRIED

12. Directors' Report on Community Events

- None.

Chair Presentation of Retirement Gifts to Directors McKee, Parker, & Morgan.

The meeting recessed at 11:25 AM, reconvening at 12:25 PM.

Municipal Directors left the meeting at this time.

ELECTORAL AREA DIRECTORS

13. Business by Area

13.1 Electoral Area C: Development Variance Permit No. 701-81 (Glenwood Beach Properties Ltd.)

Report from Candice Benner, Development Services Assistant, dated
October 1, 2018.

#3-6581 Eagle Bay Road, Wild Rose Bay

Applicant was not in attendance.

No public submissions were received.

2018-1021

Moved By Director Demenok

Seconded By Director Cathcart

THAT: in accordance with Section 498 of the Local Government Act,
Development Variance Permit No. 701-81 for the fractional northwest ¼ of
Section 17, Township 23, Range 8, W6M KDYD Except Plan H16001,
varying South Shuswap Zoning Bylaw No. 701, as follows:

Section 13.2.3 Minimum Setback From the rear parcel line from 5 m to 4.1
m for the existing single family dwelling and from 5 m to 2.5 m for the
existing deck attached to the dwelling on Share Lot #3 only,

be approved for issuance this 18th day of October, 2018.

CARRIED

14. Planning Bylaws

14.2 Electoral Area D: Salmon Valley Land Use Amendment (Walters) Bylaw No. 2560

Report from Erica Hartling, Development Services Assistant, October 1,
2018.

2972 & 3020 Yankee Flats Road, Yankee Flats

Applicant was not in attendance.

2018-1022

Moved By Director Talbot

Seconded By Director Morgan

THAT: "Salmon Valley Land Use Amendment (Walters) Bylaw No. 2560" be read a first time this 18th day of October, 2018.

CARRIED

2018-1023

Moved By Director Talbot

Seconded By Director Morgan

THAT: the Board utilize the simple consultation process for Bylaw No. 2560, and it be referred to the following agencies and First Nations:

- Interior Health;
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development – FrontCounter BC;
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Archaeology Branch;
- Ministry of Transportation and Infrastructure;
- Agricultural Land Commission;
- CSRD Operations Management;
- CSRD Financial Services; and,
- All relevant First Nations Bands and Councils.

AND THAT:

Pursuant to Section 477 of the Local Government Act, the Board has considered this "Salmon Valley Land Use Amendment (Walters) Bylaw No. 2560" in conjunction with the Columbia Shuswap Regional District's Financial Plan and its Waste Management Plan.

CARRIED

14.1 Electoral Area B: Electoral Area B Zoning Amendment (Eagle Pass Heliskiing) Bylaw No. 851-12

Report from Christine LeFloch, Development Services Assistant, dated September 11, 2018.

3451 Trans-Canada Hwy, Revelstoke

Applicant was not in attendance.

2018-1024

Moved By Director Parker

Seconded By Director Demenok

THAT: "Electoral Area B Zoning Amendment (Eagle Pass Heliskiing) Bylaw No. 851-12" be adopted this 18th day of October, 2018.

CARRIED

14.3 Electoral Area D: Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559

Report from Candice Benner, Development Services Assistant, dated October 4, 2018.

5781 Highway 97, Falkland

Applicants were not in attendance.

2018-1025

Moved By Director Talbot

Seconded By Director Morgan

THAT: "Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559" be read a first time this 18th day of October, 2018.

CARRIED

2018-1026

Moved By Director Talbot

Seconded By Director Morgan

THAT: The Board utilize the simple consultation process for Bylaw No. 2559, and it be referred to the following agencies and First Nations:

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

AND FURTHER THAT:

Pursuant to Section 477 of the Local Government Act, the Board has considered this "Salmon Valley Land Use Amendment (Desimone/McMullen) Bylaw No. 2559" in conjunction with the Columbia Shuswap Regional District's Financial Plan and its Waste Management Plan.

CARRIED

14.4 Electoral Area E: Lakes Zoning Amendment (Coleman) Bylaw No. 900-23

Report from Christine LeFloch, Development Services Assistant, dated September 11, 2018.

709 Swanbeach Road, Swansea Point

A representative for the owner was in attendance.

2018-1027

Moved By Director Demenok

Seconded By Director Cathcart

THAT: "Lakes Zoning Amendment (Coleman) Bylaw No. 900-23" be given second reading, as amended this 18th day of October, 2018.

CARRIED

2018-1028

Moved By Director Demenok

Seconded By Director Cathcart

THAT: a public hearing to hear representations on "Lakes Zoning Amendment (Coleman) Bylaw No. 900-23" 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 the Director for Electoral Area E being that in which the land concerned is located, or Alternate Director if the Director for Electoral Area E 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. Release of In Camera Resolutions

- None.

19. Adjournment

2018-1029

Moved By Director Parker

Seconded By Director Morgan

THAT: the regular Board meeting of October 18, 2018 be adjourned.

CARRIED

Meeting adjourned at 12:47 PM

CHAIR

CHIEF ADMINISTRATIVE OFFICER