



ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at the next Electoral Area Directors' Committee meeting.

Date: September 10, 2019

Time: 9:30 AM

Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart (teleconference)	Electoral Area A
	D. Brooks-Hill	Electoral Area B
	P. Demenok (Chair)	Electoral Area C
	R. Talbot	Electoral Area D
	J. Simpson	Electoral Area F
Directors Absent	R. Martin	Electoral Area E
Staff Present	C. Hamilton	Chief Administrative Officer (CAO)
	L. Shykora	Deputy Manager, Corporate Administration Services
	J. Sham	Assistant Deputy Corporate Officer
	S. Haines	Deputy Treasurer
	G. Christie	Manager, Development Services
	C. Robichaud	Administrative Clerk/Recorder

1. Call to Order

The Chair called the meeting to order at 9:36 AM.

2. Adoption of Agenda

Moved By Director Simpson
Seconded By Director Talbot

THAT: the agenda of September 10, 2019 Electoral Area Directors' Committee meeting be approved.

CARRIED

3. Meeting Minutes

3.1 Adoption of Minutes

Moved By Director Simpson
Seconded By Director Talbot

THAT: the minutes of the June 25, 2019 Electoral Area Directors' Committee meeting be adopted.

CARRIED

K. Cathcart joined the meeting at 9:40 AM

4. Reports by Staff

4.1 Community Works Funds Supplement Allocation

Report from Jodi Pierce, Manager, Financial Services, dated July 29, 2019.

Resolution Deferred from the August 15, 2019 Regular Board meeting - to EAD Committee for discussion.

Chair opened the floor for discussion on the recommendation from staff for the allocation of the 2019 one-time federal top-up funding payment of Community Works Funds in the amount of \$926,691 to the 10% all area Community Works Funds.

Lengthy discussion ensued regarding Policy F3 for allocation of funds.

CAO was in support of staff recommendation, noting that consolidated funds would benefit all Electoral Areas to pool funds for projects.

Committee members were in agreement that Policy F3 should be adhered to with regards to allocation of funds.

Moved By Director Simpson
Seconded By Director Talbot

THAT: it be recommended to the Board that it not support the staff recommendation for allocation of the 2019 one-time federal Top-up funding payment of Community Works Funds in the amount of \$926,691 to the 10% all area Community Works Funds and that it be recommended to the Board that the allocation of 2019 one-time federal Top-up Community Works Funding adhere to the CSRD Policy F-3, Electoral Area Community Works Funds – Expenditure of Monies.

CARRIED (Unanimous)

5. Reports by Electoral Area Directors

5.1 Alternative Approval Process

Request from Director Demenok

Discussion regarding Alternative Approval Process in Electoral Area C.

Ministry of Municipal Affairs and Housing Alternative Approval Process Guide - Matters requiring elector assent (referendum or alternative approval process) attached.

*List of local governments accepting emailed AAP elector response forms attached to the Late Agenda.

Director Demenok expressed concerns regarding public conception that there is lack of transparency and information to residents with the recent Alternative Approval Processes (AAP) in Electoral Area C.

Committee discussed creating a standardized guideline to maximize public awareness and distribution of information for future Alternative Approval Processes.

Moved By Director Simpson

Seconded By Director Talbot

THAT: the Communications Coordinator review the recent AAP communications material and create a template for future AAPs to provide sufficient information to the public;

AND THAT: staff present the AAP template at a future EAD meeting.

CARRIED (unanimous)

5.2 Forestry Issues Technical Advisory Committee

Request from Director Simpson

Discussion regarding the establishment of a Forestry Issues Technical Advisory Committee.

From the May 16, 2019 Regular Board Meeting:

THAT: staff be directed to investigate the feasibility of establishing a technical committee to advise CSRD staff and directors with respect to logging operations. Prepare report on who would sit on the technical committee, investigate a process, pros/cons, practicality, timeliness with respect to referral comments, for a technical committee.

Update from the Manager, Development Services attached.

Discussion on the highly technical referrals received from industries such as forestry and mining. Staff recommended a policy regarding referral responses.

Moved By Director Cathcart

Seconded By Director Talbot

THAT: staff be directed to develop a policy and procedure to assist in the response with forestry or mining referrals.

CARRIED (unanimous)

5.3 Traffic Calming in Falkland (Highway 97) and Blind Bay (Golf Course Drive)

Email response from Steve Sirett, Ministry of Transportation and Infrastructure, regarding traffic concerns raised by both Director Talbot (Falkland) and residents in Blind Bay (Golf Course Drive), attached to Late Agenda.

Director Talbot expressed concerns with the lack of support from MOTI to combat excessive speeding in Electoral Area D for resident safety.

Directors Talbot and Demenok will both write letters to MOTI requesting alternate solutions to reduce speeding in specific high pedestrian traffic areas in both Electoral Area D and C.

6. Adjournment

Meeting adjourned at 11:14 AM.

Moved By Director Simpson

Seconded By Director Talbot

THAT: the September 10, 2019 Electoral Area Directors' Committee be adjourned.

CARRIED

CHAIR

CHIEF ADMINISTRATIVE OFFICER