



REGULAR BOARD MEETING MINUTES

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

Date: July 21, 2022
Time: 9:30 AM - 3:00 PM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart^	Electoral Area A Director
	D. Brooks-Hill^	Electoral Area B Director
	P. Demenok	Electoral Area C Director
	R. Talbot*	Electoral Area D Director
	R. Martin	Electoral Area E Director
	J. Simpson (Vice Chair)	Electoral Area F Director
	C. Moss*	Town of Golden Director
	G. Sulz^	City of Revelstoke Director
	T. Rysz*	District of Sicamous Director
	K. Flynn (Chair)	City of Salmon Arm Director
	T. Lavery^*	City of Salmon Arm Director 2
Staff In Attendance	J. Sham	Corporate Officer and Manager, Corporate Services
	C. Robichaud	Legislative Clerk
	G. Christie	Manager, Development Services
	J. Pierce*	Interim CAO and Manager, Financial Services
	D. Mooney*	Manager, Operations Management
	C. Paiement*	Team Leader, Planning Services
	C. LeFloch*	Planner III
	J. Thingsted*	Planner III
	K. Wirth*	Human Resources Advisor
	D. Sutherland*	Team Leader, Protective Services

*attended a portion of the meeting only

^electronic participation

1. Call to Order

The Chair called the meeting to order at 9:32 AM.

2. Adoption of Agenda

2022-0701

Moved By Director Talbot

Seconded By Director Simpson

THAT: the agenda of the July 21, 2022 Regular Board meeting be approved.

CARRIED

3. Meeting Minutes

3.1 Adoption of Minutes (June 16, 2022)

2022-0702

Moved By Director Cathcart

Seconded By Director Moss

THAT: the minutes of the June 16, 2022 Regular Board meeting be adopted.

CARRIED

3.2 Adoption of Special Meeting Minutes (June 21, 2022)

2022-0703

Moved By Director Simpson

Seconded By Director Talbot

THAT: the minutes of the June 21, 2022 Special Board meeting be adopted.

CARRIED

3.3 Business Arising from the Minutes

3.3.1 Released from May 19, 2022 In Camera Portion of the Meeting

"THAT: the Corporate Officer be instructed to bring back any necessary bylaw amendments resulting from the approval of the new corporate structure." See item 9.3

3.3.2 Shuswap North Okanagan Rail Trail Governance Committee

From the May 19, 2022 Regular Board meeting, first postponed January 20, 2022 Regular Board meeting.

"THAT: the Board postpone any further discussion regarding the Rail Trail maintenance agreement to the July 21, 2022 Board meeting." See item 7.2

4. Announcements

4.1 Kerri Wirth - Human Resources Designation

Chartered Professional in Human Resources

4.2 Letters Patent - Electoral Area G and Official Name Change for the CSRD

The Order in Council was approved and ordered on July 11, 2022. This means that the boundaries of Electoral Area C are redefined (split) and a new Electoral Area (G) is created. Electoral Area G references in the Letters Patent come into force on November 17, 2022. The 2022 General Local Elections will include an Electoral Area G Director, bringing the new CSRD Board to 12 Directors.

Further, the CSRD's name has officially changed from Columbia-Shuswap Regional District to Columbia Shuswap Regional District.

The Letters Patent may be viewed [here](#). A paper copy will be available for the public to examine upon request.

Discussion:

Director Demenok asked if the CSRD would be responsible to update Statistics Canada about the new letters patent.

Corporate Officer confirmed that the Ministry Municipal Affairs was the agency that would provide the necessary information to Statistics Canada regarding the boundary changes and creation of the new Electoral Area G.

5. Correspondence

5.1 For Information

2022-0704

Moved By Director Cathcart

Seconded By Director Lavery

THAT: the Board receive the correspondence attached to the July 21, 2022 Board Agenda.

CARRIED

5.1.1 Town of Golden Concurrence (June 8, 2022)

5.1.2 Letter of Support - District of Sicamous Finlayson Waterfront (June 22, 2022)

5.1.3 Letter of Support - City of Salmon Arm BC Games 55+ Bid (June 16, 2022)

5.1.4 CSRD Response to BC Timber Sales (July 19, 2022)

Letter from the CSRD Board of Directors to Grace Chomitz, Planning Forester in response to BC Timber Sales letter dated [May 31, 2022](#) regarding salvage harvesting in the Sicamous and Wiseman Creek Watershed.

5.2 Action Requested

5.2.1 Town of Golden EOF Counterpropositions and Re-application (June 8, 2022)

2022-0705

Moved By Director Moss

Seconded By Director Cathcart

THAT: the Board support the following Town of Golden resolutions from their June 7, 2022 regular Council meeting:

- THAT Council SUPPORTS the allocation of \$131,049 from the Golden and Area A Economic Opportunity Fund (EOF) allocation for 2022 to support fundraising and eventual construction of an indoor aquatic centre for Golden and Area A subject to:• concurrence from Area A Director;• a successful referendum for a capital loan to offset the capital costs of a new aquatic centre;• receipt of the annual EOF distribution.
- THAT Council SUPPORTS the allocation of \$131,049 from the Golden and Area A Economic Opportunity Fund (EOF) allocation for 2022 toward the construction of a multi outdoor sport pace adjacent to the Mount 7 Rec Plex in Golden in accordance with the Town of Golden's Rec-Plex Master Parks Plan subject to:• concurrence from Area A Director;• receipt of the annual EOF distribution.
- THAT Council SUPPORT the contribution of \$180,000 from the EOF in 2022 as a grant to the Golden Community Economic Development Society for social and CED services provided to the Golden area.

CARRIED

6. Committee Reports and Updates

6.1 For Information

2022-0706

Moved By Director Martin

Seconded By Director Talbot

THAT: the Board receive the committee minutes attached to the July 21, 2022 Board meeting agenda.

CARRIED

6.1.1 Shuswap Tourism Stakeholders' Meeting Minutes (June 23, 2022)

6.1.2 Shuswap Watershed Council - Water Quality Report 2021

[Click here to view the 2021 Water Quality Report](#)

6.2 Action Requested

6.2.1 Shuswap Tourism Advisory Committee – Terms of Reference

Report from Stephanie Goodey, Tourism Marketing Coordinator dated July 12, 2022.

Stakeholder Weighted Vote: only the District of Sicamous, City of Salmon Arm and Electoral Areas C, D, E, and F vote.

2022-0707

Moved By Director Rysz

Seconded By Director Martin

THAT: the Terms of Reference for the Shuswap Tourism Advisory Committee be approved;

AND THAT: the Board direct staff to commence recruitment of new members for the Shuswap Tourism Advisory Committee, this 21st day of July, 2022.

CARRIED

7. Business General

7.1 Recognition of Managerial Hours Worked Policy Amendment

Report from Kerri Wirth, Human Resources Advisor, dated July 8, 2022. Policy amendment for consideration by the Board.

2022-0708

Moved By Director Martin

Seconded By Director Demenok

THAT: the Board endorse the amendments to Policy No. F-19 “Recognition of Managerial Hours Worked” and approve its inclusion into the CSRD Policy manual, this 21st day of July, 2022.

CARRIED

7.2 Shuswap North Okanagan Rail Trail Governance Advisory Committee

At the January 20, 2022 Board meeting the attached motion was made, since then the Board has postponed the motion and further discussion five times to provide the Governance Advisory Committee time to complete the capital maintenance draft plan and present to the Board for consideration.

2022-0709

Moved By Director Demenok

Seconded By Director Simpson

THAT: Notwithstanding the Boards support for the Shuswap Trail Alliance service agreement resolution, a letter be sent to the Governance Advisory Committee and Technical Operating Committee giving notice of the Board concerns with the equity and fairness of cost sharing for maintenance of the trail in the future.

DEFEATED - Unanimous

7.3 COVID-19 Policy Update

Verbal update by Jodi Pierce, Interim CAO.

Discussion:

Interim CAO advised the Board that the Board of Directors received a written package of 844 signatures (many of which were duplicates) regarding the removing all vaccine mandates. She also said that CSRD staff were surveyed and largely approved of keeping the vaccine policy for existing staff and all new hires; whereas Fire Chiefs and Fire Services Operational Health & Safety (OH&S) Committee were polled were largely in favour of suspending the policy and review in 6 months time.

Interim CAO advised that the vaccination requirements for elected officials need to be removed because anyone regardless of their vaccination status has a right to run as a candidate in the upcoming local general election. She recommended that staff prepare a report and proposed policy amendment to the Board at the August 18, 2022 for discussion.

Director Simpson felt that prolonging the discussion another month could be problematic with the potential of forest fires. He also noted the City of Salmon Arm removed their vaccination restrictions and advised of other Regional Districts that did not implement vaccination mandates. Director Simpson asked to have the policy brought forward to be voted on at the July meeting.

Director Lavery clarified that the City of Salmon Arm suspended their vaccination policy for existing employees, contractors and firefighters dependent on current health orders while maintaining a vaccination requirement for all new employees. He agreed that a written report should be brought forward for the August 2022 Board meeting.

Team Leader Protective Services advised the Board that BC Wildfire Service's is responsible for fighting wildfires and BC Wildfire has stated that they will maintain their vaccination mandate; therefore, only vaccinated CSRD firefighters would be approved for deployment to assist with wildfires.

Director Talbot was in favour of removing all vaccination mandates for firefighters.

2022-0710

Moved By Director Martin

Seconded By Director Cathcart

THAT: staff bring back a written report to the August 18, 2022 Board meeting regarding A-84 CSRD Proof of Vaccination Policy.

CARRIED (7-4)

In Favour: Directors Martin, Sulz, Moss, Cathcart, Brooks-Hill, Flynn, and Lavery

Opposed: Directors Simpson, Talbot, Demenok, Rysz

8. Business By Area

8.1 Grant-in-Aid Requests

Policy F-30: No Grant-in-aid applications will go before the Board for approval in the three (3) regular Board Meetings prior to the October 15, 2022 local government elections.

8.2 COVID-19 Safe Restart Electoral Area Grant in Aids

Report from Sheena Haines, Deputy Treasurer, Financial Services, dated July 11, 2022. Funding applications for consideration by the Board.

Director Talbot declared a conflict on this item (Director Talbot's brother was associated with the Sunday Mourners Club).

Director Talbot left the meeting at 10:03 AM and did not vote on the motion.

2022-0711

Moved By Director Cathcart

Seconded By Director Martin

THAT: the COVID-19 Restart Grant funding in the amount of \$2,500 to each of the following organizations:

- Blind Bay Community Society
- Cedar Heights Community Association
- Eagle Valley Rescue Society
- Falkland & District Community Church and Fellowship Society

- Falkland & District Sunday Morners Club
 - Falkland Seniors Hall #95
 - Field Recreation Advisory Association
 - Lakeview Centre Community Society
 - Local Food Matters Golden
 - Malakwa United Church Thrift Store
 - North & South Shuswap Community Resources Association
 - Seymour Arm First Responders
 - Silver Creek Community Association
 - Sorrento Drop In Society
 - Sorrento Memorial Hall Association
 - South Shuswap Health Services Society
 - Sunnybrae Community Association
 - White Lake Community Hall Society
- Be approved this 21st day of July, 2022

Discussion on the motion:

Director Demenok asked if there were any rejected applications and if so, why were they not approved.

Interim CAO said that applications were rejected because some had not completed the required reporting from the previous COVID-19 funding, several were not located in the Electoral Areas, and some did not meet the COVID-19 requirements.

CARRIED

Director Talbot returned to the meeting at 10:05 AM.

8.3 Electoral Area A: EOF Application – Golden/Area A, Community Economic Development

Report from Jodi Pierce, Manager, Financial Services, dated July 8, 2022. Funding request for Board consideration.

Item 8.3 was covered during item 5.2.1.

8.4 Electoral Area A: Area A Community Works Fund – Golden and Area Aquatic Centre

Report from Darcy Mooney, Manager, Operations Management, dated July 11, 2022. Electoral Area A CWF allocation to the Golden and Area Aquatic Facility.

2022-0712

Moved By Director Cathcart
Seconded By Director Moss

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Funds – Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in the amount of \$250,000 from the Electoral Area A Community Works Fund allocation for construction and engineering costs of the Golden and Area A Aquatic Centre contingent on a successful loan authorization referendum, this 21st day of July, 2022.

Discussion on the motion:

Director Moss asked the timeline for spending the funds and what would happen if the referendum was defeated.

Manager, Operations Management stated that contingent on a successful referendum, there would be a five year window to utilize the funds and if the referendum failed the funds would be re-allocated.

CARRIED

8.5 Electoral Area E: Sicamous/Area E Economic Opportunity Fund Application – Malakwa Community Learning Centre

Report from Jodi Pierce, Manager, Financial Services, dated July 6, 2022. Funding request for consideration.

2022-0713

Moved By Director Martin

Seconded By Director Rysz

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 \$65,000 per year for five years to the Malakwa Community Learning Centre for building operations beginning in 2023.

CARRIED

8.6 Electoral Area E: Swansea Point Fire Hall - Statutory Right of Way Agreement

Report from Derek Sutherland, Team Leader, Protective Services, dated July 7, 2022.

2022-0714

Moved By Director Martin

Seconded By Director Rysz

THAT: the Board waive the requirements of CSR Policy No. A-47, Encumbrances on CSR Land, and grant a Statutory Right of Way to BC Hydro over CSR owned land legally described as District Lot 2928 Kamloops Division Yale District, located at 632 Davidson Drive in

Swansea Point, BC to allow for the electrification of a cellular tower owned by Telus Communications Inc., this 21st day of July, 2022.

CARRIED

8.7 Electoral Area C: Sorrento Blind Bay Park Sport Court Painting

Report from Ryan Nitchie, Team Leader, Community Services, dated July 7, 2022. Sorrento Blind Bay Park Sport Court Painting.

2022-0715

Moved By Director Demenok

Seconded By Director Martin

THAT: in accordance with Policy No. F-3 “Electoral Area Community Works Funds – Expenditure of Monies” access to the Electoral Area Community Works Fund be approved in the amount of \$40,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation to supply and install an acrylic coating to the multi-purpose sport court at the Sorrento Blind Bay Park, this 21st day of July, 2022.

CARRIED

2022-0716

Moved By Director Demenok

Seconded By Director Martin

THAT: the Board empower the authorized signatories to enter into an agreement with Tomko Sports Systems Inc. to supply install an acrylic paint surface to the multi-purpose sport court at Sorrento Blind Bay Park, for a total cost of \$35,283.27 plus applicable taxes, plus a 10% contingency, this 21st day of July, 2022.

CARRIED

8.8 Electoral Areas C & D: 2022-2027 Transit Agreement for Electoral Area C and a portion of Electoral Area D

Report from Jodi Pierce, Interim CAO, dated June 29, 2022. Formalization of agreement for provision of transit services.

Stakeholder Weighted Vote: only Electoral Areas C and D vote.

THAT: the Board empower the authorized signatories to enter into an agreement with the City of Salmon Arm for the provision of BC Transit Services in Area C and a portion of Area D for a five-year agreement commencing July 1, 2022.

2022-0717

Moved By Director Demenok

Seconded By Director Talbot

THAT: the motion be deferred until the September Board meeting or earlier allowing BC Transit time to provide ridership service numbers for Electoral Areas C and D.

CARRIED

8.9 Salmon Arm Refuse Disposal Site - Bird Control Contract Award

Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated June 29, 2022.

2022-0718

Moved By Director Martin

Seconded By Director Lavery

THAT: the Board empower the authorized signatories to enter into an agreement with Shuswap Bird of Prey Ltd. for the provision of bird control services at the Salmon Arm Refuse Disposal Site over a five-year term commencing July 1, 2022 and expiring on June 30, 2027, for a total cost of \$505,716 plus applicable taxes, this 21st day of July, 2022.

CARRIED

9. Administration Bylaws

9.1 Electoral Area E: Taft Road Railway Crossing Anti-Whistling Service Establishment Bylaw No. 5852, 2022

Report from Phaedra Turner, Team Leader, OM Administrative Services dated July 11, 2022.

2022-0719

Moved By Director Martin

Seconded By Director Rysz

THAT: Taft Road Railway Crossing Anti-Whistling Service Establishment Bylaw No. 5852, 2022 be read a first, second, and third time this 21st day of July, 2022.

CARRIED

9.2 Electoral Area F: Alternative Approval Process for North Shuswap Health Centre Society

Report from Jennifer Sham, Corporate Officer and Manager, Corporate Services, dated July 11, 2022.

Late Agenda - corrected typographical error in Board Report and Elector Response Form.

2022-0720

Moved By Director Simpson

Seconded By Director Demenok

THAT: for the purpose of obtaining approval for the North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022 using the Alternative Approval Process, the Board approve two hundred eighty four (284) as the fair determination of 10% of the eligible number of electors within the service area (Electoral Area F), this 21st day of July, 2022.

CARRIED

2022-0721

Moved By Director Simpson

Seconded By Director Demenok

THAT: the North Shuswap Health Centre Alternative Approval Process Elector Response Form attached to this report, be approved by the Board, this 21st day of July, 2022.

CARRIED

2022-0722

Moved By Director Simpson

Seconded By Director Demenok

THAT: the Board approve the 4:00 PM, Tuesday, September 6, 2022 deadline for receipt of submissions of Elector Response Forms for the Alternative Approval Process conducted for the North Shuswap Health Centre Financial Contribution Service Area Establishment Bylaw No. 5848, 2022, this 21st day of July, 2022.

CARRIED

9.3 Freedom of Information and Protection of Privacy and Officers Bylaw No. 5853 & 5854, 2022

Report from Jennifer Sham, Corporate Officer and Manager, Corporate Services, dated July 12, 2022. Revisions to the bylaws to reflect changes in legislation and staffing including job titles.

Late Agenda - removed reference to "council" in Schedule B of BL5854.

2022-0723

Moved By Director Demenok

Seconded By Director Martin

THAT: "Freedom of Information and Protection of Privacy Administration Bylaw No. 5853, 2022" be given first, second, and third reading.

CARRIED

2022-0724

Moved By Director Demenok

Seconded By Director Martin

THAT: "Officers Bylaw No. 5854, 2022" be given first, second, and third reading.

CARRIED

2022-0725

Moved By Director Demenok

Seconded By Director Martin

THAT: "Freedom of Information and Protection of Privacy Administration Bylaw No. 5853, 2022" be adopted, this 21st day of July, 2022;

AND THAT: any previous "Head" appointments made under Freedom of Information and Protection of Privacy Bylaw Nos. 5186 and 5651, be rescinded, this 21st day of July, 2022.

CARRIED

2022-0726

Moved By Director Demenok

Seconded By Director Martin

THAT: "Officers Bylaw No. 5854, 2022" be adopted, this 21st day of July, 2022;

AND THAT: any previous Officer appointments made under Officers Bylaw No. 5301, be rescinded, this 21st day of July, 2022.

CARRIED

10. Delegations

None.

11. Public Question & Answer Period

Click to view the [Public Question Period Guidelines](#).

Kloee Davies, Anglemont Drive, asked if the Board had discussed the vaccination mandate Policy A-84.

Chair advised that there had been a discussion and that a written report and recommendation would be presented for further discussion at the August 18, 2022 Board meeting.

12. IN CAMERA

2022-0727

Moved By Director Sulz

Seconded By Director Martin

THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to one or more of the following:

(c) labour relations or other employee relations;

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

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

AND THAT: the Board close this portion of the meeting and move In Camera.

CARRIED

The Board convened to the In Camera (Closed) meeting at 10:50 AM.

The Regular (Open) meeting reconvened at 1:00 PM.

Directors Moss, Sulz, and Rysz left the meeting.

13. Development Services Business General

None.

14. ALR Applications

**14.1 Electoral Area C: Agricultural Land Commission (ALC) Application
Section 20.3(5) – Non-Adhering Residential Use - Additional
Residence for Farm Use LC2590C**

Report from Jan Thingsted, Planner III, dated June 30, 2022.
935 Platt Road, Tappen

2022-0728

Moved By Director Demenok

Seconded By Director Simpson

THAT: Application No. LC2590C Section 20.1(2) – Non-Adhering Residential Use, for Block H of Sections 13 and 14 Township 21 Range 11

West of the 6th Meridian Kamloops Division Yale District, be forwarded to the Provincial Agricultural Land Commission recommending approval this 21st day of July, 2022.

CARRIED

**14.2 Electoral Area C: Agricultural Land Commission (ALC) Application
Section 20(2) Non-Farm Use LC2592C**

Report from Christine LeFloch, Planner III, July 5, 2022.
2501 Greer Road, Blind Bay

2022-0729

Moved By Director Demenok

Seconded By Director Simpson

THAT: Application No. LC2592C Section 20(2) - Non-Farm Use, for Lot 2, Section 7, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan EPP44018, be forwarded to the Agricultural Land Commission recommending approval, this 21st day of July, 2022.

CARRIED

15. Development Services Business by Area

None.

16. Planning Bylaws

None.

17. Release of In Camera Resolutions

THAT: contingent upon confirmation and final approval of the Investing in Canada Infrastructure Program Environmental Quality Grant application, and assent of the affected electors, the Board empower the authorized signatories to enter into an agreement with Urban Systems to provide engineering, design and construction oversight for the new Scotch Creek Water System, for a total cost not to exceed \$498,522 plus applicable taxes, this 21st day of April, 2021;

AND THAT: the above resolution be authorized for release from the Closed (In Camera) portion of the April 15, 2021 Board meeting once the Province of BC has provided the CSRD with confirmation of final approval for the grant funding and authorization for the information to be released.

(note that the Province publicly announced this approval in December 2021)

18. Next Board Meeting

Thursday, August 18, 2022 at 9:30 AM
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm, BC

19. Adjournment

2022-0730

Moved By Director Martin

Seconded By Director Simpson

THAT: the Regular Board meeting of July 21, 2022 be adjourned.

CARRIED

1:16 PM.

CORPORATE OFFICER

CHAIR