



## REGULAR BOARD MEETING MINUTES

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

Date: October 17, 2024  
Time: 9:30 AM - 4:00 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
M. Gibbons	Electoral Area C Director
D. Trumbley*	Electoral Area D Director
R. Martin	Electoral Area E Director
J. Simpson	Electoral Area F Director
N. Melnychuk (Vice Chair)	Electoral Area G Director
R. Oszust*	Town of Golden Director
G. Sulz	City of Revelstoke Director
K. Flynn (Chair)	City of Salmon Arm Director
T. Lavery^*	City of Salmon Arm Director 2
C. Anderson*	District of Sicamous Director

#### Staff In

#### Attendance

J. MacLean	Chief Administrative Officer
J. Sham	General Manager, Corporate Services (Corporate Officer)
C. Robichaud	Deputy Corporate Officer
J. Pierce*	General Manager, Financial Services (Chief Financial Officer)
B. Van Nostrand*	General Manager, Environmental and Utility Services
D. Sutherland*	General Manager, Community and Protective Services

\*attended a portion of the meeting only

^electronic participation

### 1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act  
Article 18: Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

**2. Call to Order**

The Chair called the meeting to order at 9:34 AM.

**3. Adoption of Agenda**

2024-1001

**Moved By** Director Cathcart

**Seconded By** Director Sulz

THAT: the Regular Board meeting agenda be adopted as amended.

Discussion on the motion:

Chair Flynn noted the addition of two resolutions from the October 16, 2024 Committee of the Whole added as item 8.2.3 and a change to the item 10 resolution Committee of the Whole recommendation.

Vice Chair Melnychuk added an announcement request under item 5.2.

**CARRIED**

**4. Meeting Minutes**

**4.1 Adoption of Minutes**

2024-1002

**Moved By** Director Trumbley

**Seconded By** Director Melnychuk

THAT: the minutes attached to the Regular Board meeting agenda be adopted.

**CARRIED**

**4.2 Business Arising from the Minutes**

**4.2.1 First Nation Engagement Report**

Discussion item added as item 9.2.

**5. Announcements**

**5.1 New Staff**

Chris Nicholl, Information Technology Coordinator

## **5.2 Announcement from Vice Chair Melnychuk**

### Discussion:

Vice Chair Melnychuk acknowledged the community involvement and excellent work of the Cedar Heights community for their neighbourhood FireSmart clean up efforts.

## **6. Delegations & Guest Speakers**

### **6.1 Okanagan Regional Library New Strategic Plan**

Presentation by Danielle Hubbard, Chief Executive Officer, Okanagan Regional Library

Director Anderson joined the meeting at 9:42 AM.

### **6.2 Ministry of Transportation and Infrastructure**

Reid Drummond, Consultant Project Manager, Integris Consulting Ltd., to provide a update for the Trans Canada Highway - Ford Road to Tappen Valley Road Project.

#### Discussion:

The Board expressed safety concerns with drivers not obeying construction speed limits and asked if there was an emergency management plan in the event of an unexpected road closure.

Mr. Drummond acknowledged the Sunnybrae intersection as one of the safety concerns and noted that the construction taking place will address the identified hazard. He also confirmed that the contractor had an emergency traffic plan, stating that commercial vehicles were not permitted to travel on Kault Hill in the event that a detour is necessary.

The Board asked about the possibility of hiring local area workers.

Mr. Drummond noted that through BC Infrastructure Benefits (BCIB) contractors are able to employ certified local workers and that there were several local hires on the particular job. Mr. Drummond would provide the statistics to CSR staff to be shared to Directors.

## **7. Correspondence**

### **7.1 For Information**

2024-1003

**Moved By** Director Sulz

**Seconded By** Director Melnychuk

THAT: the Board receive the correspondence attached to the Regular Board Meeting Agenda.

**CARRIED**

**7.1.1 From the September 12, 2024 Regular Board Meeting**

**7.1.1.1 BC Provincial and Federal Governments (September 23, 2024)**

Letter of support from CSRD Board to BC Provincial and Federal governments requesting funding commitments for the Bring the Salmon Home Initiative.

Discussion:

Chair Flynn received an acknowledgement from the Ministry of Water, Land, and Resource Stewardship however, due to the election under way the Ministry was unable to comment on funding for the initiative.

Vice Chair Melnychuk asked to have the letter resent after once the election results were final.

**7.1.2 City of Merritt (September 25, 2024)**

Letter from Mayor Goetz, City of Merritt, regarding burden of delinquent taxes.

**7.2 Action Requested**

None.

**8. Committee Reports and Updates**

**8.1 For Information**

2024-1004

**Moved By** Director Cathcart

**Seconded By** Director Martin

THAT: the Board receive the committee minutes attached to the Regular Board Meeting Agenda.

**CARRIED**

**8.1.1 Kootenay East Regional Hospital District Board Meeting Minutes (August 9, 2024)**

**8.1.2 Thompson Regional Committee Meeting Draft Summary (September 10, 2024)**

**8.1.3 Shuswap Watershed Council Meeting Summary (September 11, 2024)**

**8.1.4 Thompson Regional Hospital District Meeting Minutes (June 20, 2024)**

**8.1.5 Columbia Basin Trust Board of Directors Meeting Minutes (July 19/20, 2024)**

**8.2 Action Requested**

**8.2.1 Committee of the Whole Meeting (August 14, 2024)**

Recommendations from the Committee of the Whole meeting:

THAT: the Board approve staff to explore an elector assent process for service delivery to provide road rescue service within the fire suppression boundaries of the Shuswap Fire Department in Area G, Falkland, and Area F sub-regional fire service boundaries.

[Link to the Road Rescue Staff Report and Attachments.](#)

THAT: the Board direct staff to engage with colleagues at member municipalities to discuss partnership opportunities for septage waste management and present a findings report at a future Board meeting to including cost/funding analysis of treatment plant upgrades if sufficient partnership support is available.

[Link to the Septage and Sewer Waste Management Staff Report and Attachments.](#)

THAT: if any eligible permissive tax exemption request is received, the Board direct staff to bring it forward to the Board for consideration.

[Link to the Permissive Tax Exemption Staff Report.](#)

2024-1005

**Moved By** Director Gibbons

**Seconded By** Director Simpson

THAT: the Board approve staff to explore an elector assent process for service delivery to provide road rescue service within the fire suppression boundaries of the Shuswap Fire Department in Area G, Falkland, and Area F sub-regional fire service boundaries.

**CARRIED**

2024-1006

**Moved By** Director Cathcart

**Seconded By** Director Simpson

THAT: the Board direct staff to engage with colleagues at member municipalities to discuss partnership opportunities for septage waste management and present a findings report at a future Board meeting to including cost/funding analysis of treatment plant upgrades if sufficient partnership support is available.

**CARRIED**

2024-1007

**Moved By** Director Melnychuk

**Seconded By** Director Anderson

THAT: if any eligible permissive tax exemption request is received, the Board direct staff to bring it forward to the Board for consideration.

**CARRIED**

### **8.2.2 Electoral Area Directors Committee Meeting (August 20, 2024)**

Recommendations from the EAD Committee meeting:

THAT: the Board direct Corporate Services staff to invite the RCMP to attend a future Electoral Area Directors' Committee meeting to discuss communications and statistics.

2024-1008

**Moved By** Director Martin

**Seconded By** Director Gibbons

THAT: the Board direct Corporate Services staff to invite the RCMP to attend a future Electoral Area Directors' Committee meeting to discuss communications and statistics.

**CARRIED**

### **8.2.3 Committee of the Whole Meeting (October 16, 2024)**

Recommendations from the Committee of the Whole meeting:

THAT: the Board direct staff to base the 2025-2029 Annual Water User Fees, under the CSRD Waterworks Rates and Regulation Bylaw No. 5819, on Scenario 2 as outlined in this report;

AND THAT: a board report be presented at the November 21, 2024, Regular Board meeting.

Recommendations Released from Committee of the Whole Closed meeting:

THAT: the Board consider a policy to not enforce CSRD bylaws restricting recreational vehicles to seasonal occupation.

2024-1009

**Moved By** Director Gibbons

**Seconded By** Director Simpson

THAT: the Board direct staff to bring utilize the 2025-2029 Annual Water User Fees report to work with area directors to formulate a plan to build reserves based on the needs of specific water systems.

AND THAT: a board report be presented at the November 21, 2024, Regular Board meeting.

Discussion on the motion:

Director Gibbons felt it was appropriate to build reserves appropriately based on the needs of individual water systems.

Director Trumbley not supportive of the motion for EAs to be involved.

Directors Oszust, Brooks-Hill, Simpson, Martin, Cathcart and Lavery supported the motion for EA participation in discussions of the needs of individual water reserves.

Chair Flynn said that from the Committee of the Whole meeting there was a suggestion to have staff review five, eight and ten year rate fee options to provide smaller rate increases that may be more palatable to the residential water users.

Directors Trumbley, Sulz, Melnychuk and Flynn said the responsibility to ensure that water systems were adequately funded rested with the Board and they were not supportive of the motion as worded.

**CARRIED (8-4)**

In Favour – Directors Cathcart, Martin, Gibbon, Simpson, Lavery, Oszust, Brooks-Hill, and Anderson

Opposed – Directors Trumbley, Sulz, Melnychuk and Flynn

2024-1010

**Moved By** Director Martin

**Seconded By** Director Gibbons

THAT: the Board consider a policy of non-enforcement of CSRD bylaws restricting recreational vehicles to seasonal occupation;

AND THAT: staff prepare a report to be brought forward to a future Board meeting.

Discussion on the motion:

Director Gibbons requested that the future staff report include information regarding how municipalities are managing RV seasonal occupation.

Vice Chair Melnychuk left the meeting at 11:40 AM.

Director Simpson asked if the Board could expect the staff report in the next quarter. He preferred to have a set date rather than to leave the date open to sometime in the future.

CAO confirmed he would speak to the staff team involved and he would provide a workplan timeframe update to the Board at the November 2024 Regular Board.

**CARRIED**

The meeting recessed at 11:42 AM and resumed at 11:46 AM. Vice Chair Melnychuk returned to the meeting at this time.

## **9. Business General**

### **9.1 Chair and Vice Chair Report**

Verbal report from Chair Flynn and Vice Chair Melnychuk.

Board Chair verbal report:

- Participated in a blanket exercise with Indigenous consultant and elders and forty CSRD staff.
- CAO and Chair met with Royal LePage staff, would like to have another meeting in the future to include the planning department.
- Community meeting in Electoral Area D regarding a dangerous dog incident.
- Chair and CAO were invited to meet with four local Indigenous bands. Chair noted the meeting was good and that a thank you gift would be sent on behalf of the Board of Directors.
- Attended Union of BC Municipalities (UBCM) conference, Municipal Finance Authority of BC and Municipal Insurance Association of BC



meetings and joined a meeting held by Minister Ma with all regional districts regarding changes to the Emergency Act.

- Salmon Arm BC 55 + games.
- Rail Trail Governance Advisory Committee meetings.
- Joined in meetings with District of Sicamous new Chief Administrative Officer to discuss issues and improve local government communications.

Vice Chair verbal report:

- Provided recap of the Hullcar Mountain wildfire in Electoral Area D and how Director Trumbley was able to host information centres in the local area for residents to get on the ground response information for residents in the affected area.
- Attended three Ministers meetings with Director Simpson while at UBCM.

## **9.2 First Nations Engagement Report**

[Report brought forward from the September 12, 2024 Regular Board Meeting for discussion.](#)

Discussion:

CAO stated that Mr. Hutton did not receive any questions from Directors regarding the report.

Director Gibbons voiced concerns regarding Métis Nation BC not being recognized in the report.

CAO stated that the report was a continuation of the First Nations Engagement with the Secwépemc peoples that took place during the Sorrento-Blind Bay Incorporation Study. The report was not intended to exclude any peoples.

Director Trumbley requested a larger discussion take place regarding First Nations engagement and acknowledgement take place in a future closed meeting session.

Director Martin suggested inviting local First Nations Councils to a welcome dinner to get to know one another and build relationships.

## **9.3 The Establishment of a Select Committee to provide recommendations on Economic Development, Tourism and Film Services in the Shuswap**

Report from John MacLean, CAO, dated October 3, 2024.

2024-1011

**Moved By** Director Martin

**Seconded By** Director Anderson

THAT: the Board establish a select committee called the “Shuswap Economic Development/Tourism Participant Review Committee”.

**CARRIED**

2024-1012

**Moved By** Director Martin

**Seconded By** Director Anderson

THAT: The Board approves the attached Terms of Reference for the Shuswap Economic Development/Tourism Participant Review Committee.

Discussion on the motion:

It was noted that in the Terms of Reference under Elected Participants “Chair Flynn (Ex-officio)” should be shown as “Board Chair (Ex-officio)”.

**CARRIED**

The meeting recessed at 12:14 PM and resumed at 12:31 PM.

#### **9.4 CSRD Landfill Cover and Compaction Contract Awards**

Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 2, 2024. A report seeking Board authorization for awarding the Golden, Revelstoke, Sicamous and Salmon Arm Landfill Cover and Compaction Services contracts.

2024-1013

**Moved By** Director Cathcart

**Seconded By** Director Melnychuk

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Sicamous landfill, with Rex Putney & Frank Strain for a five-year term in the amount of \$1,121,105 plus applicable taxes and annual CPI adjustments over the term of the agreement.

**CARRIED**

2024-1014

**Moved By** Director Cathcart

**Seconded By** Director Melnychuk

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Salmon Arm

landfill, with Core Environmental for a five-year term in the amount of \$3,529,576.50 plus applicable taxes and annual CPI adjustments over the term of the agreement.

**CARRIED**

2024-1015

**Moved By** Director Cathcart

**Seconded By** Director Melnychuk

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Revelstoke landfill, with Elite Septic and Excavation for a five-year term in the amount of \$1,741,434.85 plus applicable taxes and annual CPI adjustments over the term of the agreement.

**CARRIED**

2024-1016

**Moved By** Director Cathcart

**Seconded By** Director Melnychuk

THAT: the Board endorse the authorized signatories to enter into an agreement, for the Cover and Compaction Services for the Golden landfill, with Pet Eagle Contracting Ltd. for a five-year term in the amount of \$1,679,198.25 plus applicable taxes and annual CPI adjustments over the term of the agreement.

**CARRIED**

## **9.5 Recycling Depot Attendant Contract Awards**

Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 3, 2024. A report seeking Board authorization for awarding the contracts for the continued location and operations of recycling services in Salmon Arm and Revelstoke.

2024-1017

**Moved By** Director Simpson

**Seconded By** Director Lavery

THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Salmon Arm Recycling Depot location and Site Attendant Operations, with Bill's Bottle Depot for a three-year term, including the option to renew for a two-year term, in the amount of \$679,080 plus applicable taxes.

**CARRIED**

2024-1018

**Moved By** Director Simpson

**Seconded By** Director Lavery

THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Revelstoke Recycling Depot location and Site Attendant Operations, with B&D Bottlers Ltd. (dba Revelstoke Bottle Depot) for a three-year term, including the option to renew for a two-year term, in the amount of \$740,400 plus applicable taxes.

**CARRIED**

#### **9.6 Annual Financial Statement Audit Services**

Report from Jodi Pierce, General Manager, Financial Services dated October 3, 2024. Authorize contract for audit services and appointment of auditor.

2024-1019

**Moved By** Director Lavery

**Seconded By** Director Sulz

THAT: the Board empower the authorized signatories to enter into a five year agreement with BDO Canada LLP for the provision of annual financial statement audit services for fiscal year ends 2024 to 2028 (inclusive) at a cost of \$198,646, this 17<sup>th</sup> day of October, 2024.

**CARRIED**

2024-1020

**Moved By** Director Lavery

**Seconded By** Director Sulz

THAT: In accordance with Section 169, Subsection (1) of the Community Charter, the appointment of BDO Canada LLP as the auditors for the 2024-2028 year-end Financial Statements be approved, this 17th day of October, 2024.

**CARRIED**

#### **9.7 City of Enderby Request to Install Utility Works (water trunk main) within the Rail Trail Lands**

Report from Fiona Barton, Manager Community Services, dated October 4, 2024.

Request from the City of Enderby to register a Statutory Right of Way for future construction of a water truck main within the Rail Trail Lands and parallel to the rail trail.

2024-1021

**Moved By** Director Martin

**Seconded By** Director Melnychuk

THAT: the Board empower the authorized signatories to sign a Statutory Right of Way, to be registered as a charge on the following Rail Trail Lands:

PID: 012-955-931, legally described as That Part of District Lot 150 Shown on Plan A402; Kamloops (Formerly Osoyoos) Division Yale District Except Plan 29134; and

PID: 011-769-343, legally described as That Part District Lot 226 Shown on Plan A402 Kamloops (Formerly Osoyoos) Division Yale District

in the name of the City of Enderby, for a future water trunk main as shown on legal survey Plan EPP111993.

**CARRIED**

**9.8 Fire Dispatch Agreement – City of Surrey**

Report From Derek Sutherland, General Manager, Community and Protective Services, October 8, 2024. Fire Services Agreement – City of Surrey.

2024-1022

**Moved By** Director Melnychuk

**Seconded By** Director Martin

THAT: the Board empower the authorized signatories to enter into an agreement with the City of Surrey for the provision of fire dispatch services commencing January 1, 2025 for a five year term, at the following remuneration rates, plus an annual call variable allowance and applicable taxes:

- January 1, 2025 – December 31, 2025                      \$112,204.00
- January 1, 2026 – December 31, 2026                      \$117,873.00
- January 1, 2027 – December 31, 2027                      \$123,828.00
- January 1, 2028 – December 31, 2028                      \$130,085.00
- January 1, 2029 – December 31, 2029                      \$136,657.00

**CARRIED**

**10. Business By Area**

**10.1 Electoral Area A: Golden Landfill Scalehouse Operator Contract Award**

Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 3, 2024. A report seeking Board

authorization for awarding the Golden landfill scalehouse operator contract.

2024-1023

**Moved By** Director Cathcart

**Seconded By** Director Oszust

THAT: the Board endorse the authorized signatories to enter into an agreement, for the operation of the Golden landfill scalehouse, with Euroworld Corporation for a three-year term, including the two, one year options to renew, in the amount of \$473,500 plus applicable taxes and annual CPI adjustments over the term of the agreement.

**CARRIED**

### **10.2 Electoral Area G: Cedar Heights – Lake Pump Failure**

Report from Tim Perepolkin, Manager, Utility Services, dated October 2, 2024. Emergency repairs and pump replacement funding allocation.

2024-1024

**Moved By** Director Melnychuk

**Seconded By** Director Cathcart

THAT: the Board approve reallocation of \$30,750 of surplus funds from the Area G - Community Works Fund originally approved for the 2023 Cedar Heights Valve Replacement Project to cover costs of the emergency repairs.

**CARRIED**

2024-1025

**Moved By** Director Melnychuk

**Seconded By** Director Cathcart

THAT: the Board approve use of \$65,000 from the Strategic Priorities Community Works Funds to cover costs associated with replacement of pumps, motors, piping and electrical cables.

**CARRIED**

### **10.3 Electoral Area B & Revelstoke: EOF Application – Revelstoke/Area B – Community Economic Development Initiatives**

Report from Jodi Pierce, General Manager, Financial Services, dated October 4, 2024. Funding requests for consideration.

2024-1026

**Moved By** Director Sulz

**Seconded By** Director Simpson

THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amounts from the Revelstoke and Area B Economic Opportunity Fund:

\$25,000 to the City of Revelstoke for economic and environmental indicator data, analysis and strategy.

**CARRIED**

#### **10.4 Electoral Areas A, C, E, F, and G: Grant-in-Aids**

Report from Jodi Pierce, General Manager, Financial Services, dated October 4, 2024. Funding requests for consideration.

2024-1027

**Moved By** Director Martin

**Seconded By** Director Gibbons

THAT: the Board approve the following allocations from the 2024 Electoral Area Grant-in-Aids:

##### Area A

\$7,500 Golden Food Bank Society (poverty reduction study)

\$2,500 Kicking Horse Country Chamber of Commerce (2024 Business and Community Excellence Awards)

##### Area C

\$1,900 Eagle Bay Fire Association (fall community event)

\$9,357 Sunnybrae Seniors Society (new flooring)

##### Area E

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

\$2,000 Eagle River Secondary PAC (ice rink time)

\$500 Kamloops Symphony Society (Salmon Arm concert series)

##### Area F

\$2,000 Anglemont Fire Fighters' Association (retirement banquet)

##### Area G

\$20,000 Blind Bay Community Society (Roof replacement)

**CARRIED**

**10.5 Electoral Area C: Whitehead Road Boat Launch - License of Occupation Tenure Renewal**

Report from Fiona Barton, Manager, Community Services, dated October 4, 2024. To renew a provincial licence of occupation for the Whitehead Park and Boat Launch in Electoral Area C.

2024-1028

**Moved By** Director Gibbons

**Seconded By** Director Simpson

THAT: the Board empower the authorized signatories to obtain a Licence in accordance with the letter dated May 1, 2024, from the Ministry of Water, Land and Resource Stewardship for parks purposes for the Whitehead Road Park & Boat Launch in Electoral Area C.

AND THAT: the Board will agree to acquire the Licence for the term of 30 years from the Province over that unsurveyed Crown foreshore being part of the bed of Shuswap Lake and fronting on Whitehead Road within the SW1/4 of Section 12, Township 23, Range 9, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, containing 0.12 hectares, more or less, for the purposes of community park and boat launch.

**CARRIED**

**10.6 Electoral Area D: Silver Creek Community Park – Licence of Occupation Tenure Renewal**

Report from Fiona Barton, Manager, Community Services, dated October 4, 2024. To renew a provincial licence of occupation for Silver Creek Community Park in Electoral Area D.

2024-1029

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: the Board empower the authorized signatories to acquire a Licence in accordance with the letter dated March 14, 2024, from the Ministry of Water, Land and Resource Stewardship for parks purposes for the Silver Creek Community Park in Electoral Area D.

AND THAT: the Board will agree to acquire the Licence for the term of 30 years from the Province over the land that part of Section 32, Township 18, Range 10, West of the Sixth Meridian, Kamloops Division Yale District, containing 0.50 hectares, more or less, for the purposes of Regional Park use.

**CARRIED**



**10.7 Electoral Area C, D, F, and G: Road Rescue Service Establishment in Gap Areas**

Report from Derek Sutherland, General Manager, Community and Protective Services, dated October 9, 2024. Road rescue service establishment in specified fire suppression areas

2024-1030

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: an assent process for service delivery be undertaken to provide service within the fire suppression boundaries of the South Shuswap sub-regional fire service area in Area C and G, Falkland, and North Shuswap sub-regional fire service boundaries.

AND THAT: the Board allocate up to \$40,000 from the Electoral Area feasibility study funds for the purpose of engaging the electorate in an appropriate voter assent.

Discussion on the motion:

Director Simpson asked if staff considered using the Alternative Approval Process (AAP) rather than opting for an Asset vote.

CAO commented that when considering a new service staff would always recommend the higher level of voter assent, however, the decision was up to the Board as to which method of elector assent would be used.

Directors Simpson, Gibbons, Trumbley and Melnychuk were in favour of using an AAP for road rescue service establishment.

**Main motion as amended: CARRIED**

2024-1031

**Amendment:**

**Moved By** Director Gibbons

**Seconded By** Director Simpson

AND THAT: the Board authorize up to \$40,000 from the Electoral Area feasibility funds for the purposes of engaging the electorate in an appropriate voter assent.

**Amendment to the main motion: CARRIED**

**11. Administration Bylaws**

None.

## 12. Public Question & Answer Period

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

Jim Leiper, resident of Notch Hill, asked if staff could revise the question and answer period guidelines to be less restrictive and to allow more public comments/engagement.

## 13. CLOSED (In Camera)

Late Agenda - added section (f).

2024-1032

**Moved By** Director Melnychuk

**Seconded By** Director Oszust

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

(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;

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

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

AND THAT: the Board close this portion of the meeting to the public and move to into the Closed Session of the meeting.

Director Martin left the meeting at 1:06 PM and was not present for the vote.

**CARRIED**

The Board moved to the Closed session at 1:06 PM.

The Regular Open meeting resumed at 2:13 PM and Director Cathcart left the meeting at this time.

## 14. Development Services Business General

### 14.1 CSRD Policy P-26, Building Permit Geohazard Information Use and Procedure

Report from Marty Herbert, Manager, Building and Bylaw Services, dated October 3, 2024. Policy amendments for Board consideration.

2024-1033

**Moved By** Director Gibbons

**Seconded By** Director Anderson

THAT: that the Board endorse amendment to Policy P-26 “Building Permit Geohazard Information Use and Procedure” and approve its inclusion into the CSRD Policy manual, this 17<sup>th</sup> day of October, 2024.

**CARRIED**

**15. ALR Applications**

**15.1 Electoral Area D: Agricultural Land Commission (ALC) Application  
Section 21 (2) Subdivision LC2610D**

Report from Ken Gobeil, Senior Planner, dated September 27, 2024  
5672 Lashburn Rd, 6015 Shaw Rd, Ranchero

2024-1034

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: Application No. LC2610 Section 21(2) - Subdivision for the South half of the Northwest Quarter of Section 32 Township 19 Range 9 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Excluding (1) Parcel A (2) Plan 29147; and Lot 1 Section 32 Township 19, Range 9 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Plan KAP47991 Excluding Plan KAP87174 be forwarded to the Agricultural Land Commission recommending approval, this 17<sup>th</sup> day of October, 2024.

**CARRIED**

**15.2 Electoral Area D: Agricultural Land Commission (ALC) Application  
Section 21 (2) Subdivision LC2611D**

Report from Ken Gobeil, Senior Planner, dated September 27, 2024. 3033  
and 3045 McTavish Rd, Glenemma

2024-1035

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: Application No. LC2611 Section 21(2) - Subdivision for Lot 1, Section 30, Township 17, Range 10, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan 40938 be forwarded to the Agricultural Land Commission recommending approval, this 17<sup>th</sup> day of October 2024.

**CARRIED**

**15.3 Electoral Area F: ALR Exclusion Application No. LC2612F**

Report from Laura Gibson, Planner II, dated October 2, 2024  
PIDs 008-596-051 and 008-596-042, Lee Creek

2024-1036

**Moved By** Director Simpson

**Seconded By** Director Gibbons

THAT: ALR Exclusion Application No. 2612F proceed to Stage 2 - Public Consultation as per the requirements of CSRD ALR Exclusion Policy P-24, this 17<sup>th</sup> day of October 2024.

**CARRIED**

Municipal Directors Anderson, Oszust, and Lavery left the meeting at 2:20 PM.

**16. Development Services Business by Area**

**16.1 Electoral Area G: Development Variance Permit No. 701-144**

Report from Laura Gibson, Planner II, dated September 27, 2024.  
2495 Rocky Point Road, Blind Bay

2024-1037

**Moved By** Director Melnychuk

**Seconded By** Director Gibbons

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 701-144 for Lot 10 Block 2 Section 30 Township 22 Range 10 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Plan 9989, varying South Shuswap Zoning Bylaw No. 701 as follows:

1. Section 7.2.5, exterior side parcel line setback, from 4.5 m to 1.5 m, only for the new accessory building with secondary dwelling unit,

be approved for issuance this 17<sup>th</sup> day of October, 2024.

**CARRIED**

**16.2 Electoral Area D: Development Variance Permit No. 2500-23**

Report from Laura Gibson, Planner II, dated September 25, 2024.  
4333 Colebank Road, Falkland

2024-1038

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 2500-23 for the East ½ of the

Northwest ¼ of Section 16 Township 17 Range 11 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Except Plans A322 and 29247, varying Salmon Valley Land Use Bylaw No. 2500 as follows:

1. Section 2.4.3 minimum siting of other buildings and structures or uses from the front parcel line from 10 m to 0 m, only for the east pumphouse (including eaves) and from 10 m to 2 m, only for the west pumphouse (including eaves),

be approved for issuance this 17<sup>th</sup> day of October 2024.

**CARRIED**

### **16.3 Electoral Area F: Temporary Use Permit No. 830-13**

Report from Laura Gibson, Planner II, dated September 25, 2024.  
7630 Hudson Road, Anglemont

2024-1039

**Moved By** Director Simpson

**Seconded By** Director Melnychuk

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-13 for Lot 57 Section 22 Township 23 Range 9 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Plan 19710 be approved for issuance this 17<sup>th</sup> day of October, 2024 for the temporary use of a recreational vehicle for seasonal accommodation (March 1 to October 31) for the property owners during construction of the single detached dwelling,

AND THAT: issuance be withheld until the owners have provided financial security in the amount of \$5000 in the form of a bank draft, certified cheque, or irrevocable letter of credit, compelling the owners to remove the recreational vehicle if the single detached dwelling has not been granted occupancy by the CSRD Building Official by the date the TUP expires.

**CARRIED**

## **17. Planning Bylaws**

### **17.1 Electoral Area D: Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08 and Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-09**

Report from Christine LeFloch, Planner III, dated October 2, 2024.  
7601 Highway 97B, Ranchero.

2024-1040

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: “Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08” be read a first time, this 17<sup>th</sup> day of October, 2024.

**CARRIED**

2024-1041

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-09” be read a first time, this 17<sup>th</sup> day of October, 2024.

**CARRIED**

2024-1042

**Moved By** Director Trumbley

**Seconded By** Director Gibbons

THAT: the Board utilize the complex consultation process for “Ranchero/Deep Creek Official Community Plan Amendment Bylaw No. 750-08” and “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-09” and the bylaws be referred to the following agencies and First Nations:

- CSRD Financial Services;
- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- Regional District North Okanagan;
- Interior Health Authority;
- Ministry of Transportation & Infrastructure;
- Agricultural Land Commission;
- Ministry of Forests – Archaeology Branch;
- All applicable First Nations and Bands.

**CARRIED**

**18. Release of Closed Session Resolutions**

None.

**19. Next Board Meeting**

Thursday, November 21, 2024 at 9:30 AM.

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

**20. Adjournment**

2024-1043

**Moved By** Director Gibbons

**Seconded By** Director Melnychuk

THAT: the Regular Board meeting be adjourned.

**CARRIED**

2:25 PM.

---

CORPORATE OFFICER

---

CHAIR