



COMMITTEE OF THE WHOLE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at the next Committee of the Whole meeting.

Date: February 27, 2025
Time: 9:30 AM
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. McCormick	Alternate Electoral Area C Director
	D. Trumbley^	Electoral Area D Director
	R. Martin	Electoral Area E Director
	J. Simpson	Electoral Area F Director
	N. Melnychuk (Chair)	Electoral Area G Director
	R. Oszust^	Town of Golden Director
	G. Sulz^	City of Revelstoke Director
	Alternate Director	City of Salmon Arm Alternate Director
	Lindgren	
	T. Lavery^	City of Salmon Arm Director 2
	C. Anderson	District of Sicamous Director
Directors Absent	M. Gibbons	Electoral Area C Director
	K. Flynn (Vice Chair)	City of Salmon Arm Director
Staff In Attendance	J. MacLean	Chief Administrative Officer
	J. Sham	General Manager, Corporate Services (Corporate Officer)
	J. Freund	Legislative Clerk
	J. Pierce	General Manager, Financial Services (Chief Financial Officer)
	G. Christie	General Manager, Development Services
	B. Van Nostrand*	General Manager, Environmental and Utility Services
	D. Sutherland*	General Manager, Community and Protective Services

^attended electronically

*attended a portion of the meeting

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 33

1. Indigenous peoples have the right to determine their own identity or membership in accordance with their customs and traditions. This does not impair the right of indigenous individuals to obtain citizenship of the States in which they live.

2. Indigenous peoples have the right to determine the structures and to select the membership of their institutions in accordance with their own procedures.

2. Call to Order

The Chair called the meeting to order at 9:31 AM.

3. Adoption of Agenda

Moved By Director Anderson

Seconded By Director Sulz

THAT: the Committee of the Whole meeting agenda be adopted.

CARRIED

4. Meeting Minutes

4.1 Adoption of Minutes

Moved By Director Martin

Seconded By Director Lavery

THAT: the minutes attached to the Committee of the Whole meeting agenda be adopted.

CARRIED

4.2 Business Arising from Minutes

None.

5. Correspondence

5.1 For Information

Moved By Director Anderson

Seconded By Director Cathcart

THAT: the Committee receive the correspondence attached to the agenda for information.

CARRIED

5.1.1 Canada Community-Building Fund

It was noted that Municipal Directors have not had any conversations about the Canada Community-Building Fund.

General Manager, Financial Services noted that municipalities use the majority of funds for infrastructure and roads.

5.2 Action Requested

None.

6. Business General

6.1 Overview of the Draft II, 2025 Financial Plan

J. Pierce, General Manager, Financial Services to present Draft II of the 2025 Financial Plan.

- Questions arising from Draft I
- Key changes from Draft I to Draft II
- Tax summaries
- Questions
- Public Consultation

A copy of the Draft II, 2025 Financial Plan is available on the [CSRD website](#) and a view only copy is available at the CSRD office.

Late Agenda - Presentation slides added.

Key Changes from Draft 1

The General Manager, Financial Services explained the goals of the presentation were to understand the changes from Draft 1, tax implications, answer questions, and provide input for final budget.

Draft 1 changes occurred from finalized surpluses and deficits, contributions to and from reserves, one-on-one meetings with Electoral Area Directors, and changes suggested from the Draft 1 budget meeting

Surpluses and Deficits Finalized:

The 2025 net surplus was \$1,155,322 and the year prior was \$817,000.

Deficits must be paid for in accordance with the Local Government Act. There was a total of seven functions ending the year in deficit, down from nine functions with deficits in 2024.

Reserve contributions finalized:

Capital reserves at Draft 2 are approximately \$21.5M, a total net change increase of \$1.3M. Interest earned on reserve funds was \$1.5M.

Operating reserves totaled approximately \$11.8M which was an increase of \$1.2M from 2024. In 2025 almost \$275,000 in operating reserve will be used to mitigate/stabilize taxes.

Overview of Specific Budget Changes from Draft 1:

The General Manager, Financial Services presented the specific budget changes from Draft 1 to Draft 2 by department and identified the changes to both taxation and overall budget. Significant changes included:

- Increased constituency funds to \$3,500 per Electoral Area Director
- No taxes for suspension of activities in Shuswap Tourism and Film Commission
- Area A Economic Development was increased by \$40,000 and Core Facilities contribution increased by \$15,000.
- Area F Subregional Fire increased contribution to reserves by \$50,000, Grant in Aids increased tax requisition by \$50,000 and Tourism Promotion increased tax requisition by \$5,100.
- Area C/G reinstated \$30,600 of funding for South Shuswap Tourism Promotion and eliminated Parcel Tax for LWMP and any expenses to be paid from operating reserves. There is also a \$1223 tax reduction to Dog Control.
- Area C Strata Streetlights has a \$149 contract decrease.
- Area E Mosquito Control proposed a \$167 tax decrease, a \$231 tax decrease in Parks and Playgrounds and a tax increase of \$7,454 to Fire Protection, and a \$400 decrease to tax requisition for Streetlighting.
- Admin and IT - \$7,305 tax decrease.
- Shuswap Airport - \$143 tax decrease.
- Subregional Building Inspection - \$30,000 tax decrease.
- General Administration - \$15,000 increase to budget but no tax requisition change.
- Electoral Area Governance - \$6,500 decrease.
- Recycling - \$30,000 increase to budget but no tax requisition change.
- Solid Waste - \$81,000 increase to budget but no tax requisition change.
- Sterile Insect release – reduced taxation by \$837 in accordance with new information.
- Golden Cemetery – reduced taxation by \$3,000 by eliminating transfer to operating reserve.
- Rail Trail - \$329,457 reduction to budget; tax requisition decrease of \$655.

- Master Park Plan changes – no changes to taxation
- Golden Arena – no changes to taxation
- Golden Curling Rink – \$20,000 increase to taxation.
- Rancho/Deep Creek Fire Protection – no change to tax requisition.
- South Shuswap Subregional Fire Protection – increased budget by \$50,000; no change to tax requisition.
- It is noted additional money was received through Structure Protection Unit deployments and Firefighter deployments. Some operating reserves will be used for tax rate stabilization and specific projects.

The overall budget with incorporated changes was \$63.7M. Overall taxes were down and all areas of the CSRD saw a reduction except Golden and Area A. Draft 2 had a decrease in taxation from Draft 1.

No budget information has been received from the Town of Golden so there may be changes to budget prior to adoption in March.

Approximately 85% of the mosquito control budget is paid by the City of Revelstoke and they supported a motion to increase mosquito control. General Manager, Environmental and Utility Services will monitor that area closely to get a sense of the true cost and tax implications on a service that has a discernible benefit to residents. There will be an in-depth study in 2025 and possible expansion in 2026. The Pest Management Plan will be updated in 2026, with possible amendments to include additional treatment areas.

Discussion:

General Manager, Financial Services noted staff are finalizing Tourism projects and wrapping up outstanding Tourism grants.

Director Anderson confirmed the Rail Trail Corridor for the Sicamous portion receives \$117K. General Manager, Financial Services noted \$52,550 is going into operating reserves in 2025 and will follow up with the split for the District of Sicamous specifically.

General Manager, Planning and Development noted that while short term rentals are increasing staff workload, there is currently 1 vacant FTE position in the Bylaw function whose role will be focused on short term rentals and dog control. He will report back in the fall after the position has been filled and the workload and progress have been evaluated.

General Manager, Financial Services said when the Rail Trail is fully built and the base level of maintenance costs has been determined, the cost of living increases will be reviewed annually. There is a projected significant increase in 2026 based on the expected completion of a portion of the trail due to higher maintenance costs for entire length of trail. It was suggested

that the Governance Advisory Committee should ask for “Friends of the Rail Trail” for support to mitigate costs through advertising or sponsorship.

General Manager, Community and Protective services confirmed Mt. Baldy Park is in the workplan for rehabilitation work with the Shuswap Trail Alliance in 2025 and they are working with the federal and provincial governments for disaster relief. Sicamous Lizard Trail does not have any scheduled work in 2025 but can review it in 2026 as it is similar to Mt. Baldy with Disaster Financial Assistance (DFA) and Trail Alliance support. He will follow up on the commitment to support by DFA and report back.

General Manager, Environmental and Utility Services is committed to start taxing for building solid waste closure reserves, \$300k in 2024, \$600k in 2025, and \$900k in 2026. He will work with the consultants as if the commitment by the Board to tax has changed, then other options need to be found. His intention is to come to the June COW meeting with an updated financial plan and an overview of strategies from the Solid Waste Public and Technical Advisory Committee. Minimum user fees and increased tipping fees are among options to consider. There are four landfills that need to be closed in the next 30-40-50 years that will have associated costs, but opening new landfills also needs to be budgeted for.

CAO noted the Governance Advisory Committee (GAC) has been focused on Rail Trail construction and will next turn to promotion. Promotion of the trail will be discussed at the Technical Advisory Committee and GAC.

CAO explained Rail Trail completion is being held up due to a ruling from the Agricultural Land Commission (ALC) that requires approval from landowners which has not come through yet. The GAC is working on this with Splatsin.

No public questions.

7. Rise and Report

Moved By Director Martin

Seconded By Director Anderson

THAT: the Committee of the Whole meeting Rise and Report.

CARRIED

10:40 AM

CORPORATE OFFICER

CHAIR