



ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

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

Date: June 27, 2017
Time: 9:30 AM
Location: CSRD Boardroom
555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart	Electoral Area A (via teleconference)
	P. Demenok (Chair)	Electoral Area C
	R. Talbot	Electoral Area D
	R. Martin	Electoral Area E
	L. Morgan	Electoral Area F
Directors Absent	L. Parker	Electoral Area B
Staff Present	C. Hamilton	Chief Administrative Officer
	C. Kraft	Deputy Treasurer
	E. Johnson	Executive Assistant/Confidential Secretary
	L. Schumi	Administrative Clerk
	C. Paiement	Team Leader, Development Services
	D. Passmore*	Senior Planner
	J. Thingsted*	Planner
	J. Sham*	Planner
	C. LeFloch*	Development Services Assistant

* Attended part of the meeting only

1. Call to Order

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

2. Adoption of Agenda

Moved By Director Talbot

Seconded By Director Morgan

THAT: the agenda of June 27, 2017 Electoral Area Directors' Committee meeting be approved.

CARRIED

3. Meeting Minutes

3.1 Adoption of Minutes

Moved By Director Morgan

Seconded By Director Talbot

THAT: the minutes the minutes of the April 4, 2017 Electoral Area Directors' Committee meeting be adopted.

CARRIED

3.2 Business Arising from the Minutes

-None.

4. Reports by Staff

4.1 All Electoral Areas: Subdivision Servicing Amendment (CSRD) Bylaw No. 641-2

Report from Dan Passmore, Senior Planner, dated May 25, 2017.

Housekeeping Amendments.

Mr. Passmore reviewed his report on the amendments recommended by staff. Proposed amendments would provide more clarity in definitions, especially what documents are required from applicants for Subdivisions. Most schedules attached to the original bylaw would be removed.

In response to a question regarding driveway access, Mr. Passmore stated that the access permit issued by the Ministry of Transportation and Infrastructure deals with jurisdiction over the Right-of-Way, beyond that it is not regulated so the onus falls on Local Government. The Columbia

Shuswap Regional District (CSRD) have the ability to provide direction as to what is needed and these amendments will reflect that.

Mr. Passmore continued to report on the proposed amendments, noting the streamlining of applications through arrangements with the Ministry of Transportation (MoT), approving authority for subdivisions and faster response times by the ability to bypass Interior Health with regard to On-site sewer systems. They are now being reviewed by staff.

Discussion around water servicing and licencing. In responding to a question regarding removing White Lake as an eligible water source, Mr. Passmore stated the Province has informed the CSRD that White Lake has maxed out its source. Part of the referral process is consultation with the Province, and White Lake is in a unique situation when it comes viable drinking water. The Chair suggested inviting White Lake Water Users Community to have a discussion and get feedback about this water issue.

only regarding new and potential subdivision apps; have noted some subdivisions with questionable water source.

no guarantees - hoping new regs will create more stringent rules regarding safe drinking water.

people drilling wells and not maintaining them or taking proper samples results people losing their drinking water.

how will public know about this? website, newspaper ads etc. removing the schedules but where does the info go in order to fill the gap. guidelines will be updated. will make applicants aware but wanting to reduce paper while making sure the info isn't lost and applicants are well informed of the process. operations would be responsible. this would streamline the process.

EAD's should be involved and welcome feedback especially anyone specifically.

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Electoral Area Directors' Committee receive this report and consider the proposed amendments to Subdivision Servicing Bylaw No. 641.

CARRIED

Moved By Director Morgan
Seconded By Director Talbot

THAT: the Electoral Area Directors' Committee direct staff to refer this report together with the amended Subdivision Servicing Bylaw No. 641-2 to referral agencies, stakeholders, special interest groups and potentially the public to obtain input prior to Board consideration of the bylaw for first reading.

CARRIED

Amendment:

Moved By Director Martin
Seconded By Director Morgan

THAT: the above motion be amended to remove the word potentially and include the public on referral on the amended Subdivision Servicing Bylaw No. 641-2

VOTE ON AMENDMENT – CARRIED

VOTE ON MOTION AS AMENDED – CARRIED

5. Reports by Electoral Area Directors

5.1 Priorities for Ministry of Transportation and Infrastructure

April 4, 2017: Chair Demenok asked the Electoral Area Directors to draft a list of priority roads for their respective areas and defer to the next Electoral Area Directors meeting on June 27, 2017 for discussion.

Letter from JPW, following up from April 4, 2017 meeting, attached along with draft response from Chair Demenok.

concerns over these roads coming from ead when it actually came from the board.

refer to board and municipalities can comment on it.

CH - send the letter asked to get comments on roads from ead's by end of the week so PD can re-draft the letter and get it sent off.

does not pertain to area A or B

discussion around Seymour arm FSP - MOTI and FLNRO?

5.2 South Okanagan Similkameen Conservation Program

Requested by Chair Demenok. Brought forward from April 4, 2017.

View Website: <http://www.soscp.org/>

PD suggests this may be of interest - invite Bryn White to the board meeting and get the information on this program.

Moved By Director Morgan

Seconded By Director Talbot

THAT: the EAD Committee invite Bryn White, Executive Director of SOSOC to be a delegation at a future board meeting to give information on their conservation program.

CARRIED

5.3 Terms of Reference

April 4, 2017: Chair Demenok advised that he would like to see a Terms of Reference for the Committee. Currently there is no tracking mechanism for topics and recommendations coming out of Committee meetings.

Update from staff: new meeting management software, eSCRIBE, has tasking options to assign action items to staff and contains reporting options on outstanding action items.

use strathcona as a template, ead's provide comments.

the board has delegated corporate authority to CH and other officers but the board can delegate corporate authority to the committee, CH suggest get it into the policy book and amend as needed.

discussion around setting the agenda, along with the new form. practice at watershed council have a conference call ahead of time to discuss agenda items. make it a collaborative effort, formalize the approval process. look at a mechanism for tracking recommendations/motions.

using escribe to delegate tasks

go to the board with it right now.

5 min break.

Moved By Director Martin

Seconded By Director Morgan

THAT: staff be directed draft a Terms of Reference to be brought forward for approval at the July regular Board meeting.

CARRIED

5.4 Business Licenses in Electoral Areas/Regional Districts

Request from Chair Demenok. Notes on discussion points in attachment.

reconvened at 10:42

restriction in LGMA for local govt's to issue business licenses? not clear.

funding stream for local business groups, help economic development.

CORD does have business licensing. should csrd consider?

CH - kind of a harmonized rationale - smaller district. cost would out weigh the benefits, licensing office and enforcement provisions would take all funding and no funds left for business groups or chamber of commerce. potentially create more issues than benefits. need special permission from province for a provision for business licensing.

how would we enforce something like this? taxpayer will be on the hook once again.

comments around business operating in ea and in a municipality so do they require two licenses? could pay a larger fee for multi area business.

amendment would be required to the local govt act to allow regional districts to issue business licenses. TUP's can work (minus area c).

what would the differences be in regulating cannabis compared to alcohol and or tobacco.

business licensing would be a regulatory tool for cannabis and a large income. people would move to rural area so they don't need a license PD said we should collaborate efforts.

PD confirmed focus is on retail sales rather than grow ops.

comments around the smell, growing concern for the public.

number of issues around public consumption, where these retail shops would go, hours etc.

population is key, rural areas cannot compete people will go to bigger cities cause its cheaper.

CP - not there yet, DS had bigger priorities than business licensing, do we need to have a role when it comes to cannabis. provincial regulation etc. bigger operations have stringent rules set by the province already.

black market - wiped out in rural areas, number of drug stores wanting to get into the market.

what are other RD's municipalities doing to anticipate legalizing cannabis? jan spoke to City of SA and they have been issuing some licenses for dispensaries but zoning/ocp regs don't change.

any room for legal advice? too early to consult but watching brief and see how it goes. not ignore but don't act now.

what level of involvement should/do we want to take, wait and see.

CH to forward report from TNRD to committee.

5.5 Cannabis & Business Licenses

Request from Chair Demenok. Notes on discussion points in attachment. covered in topic above - chair moved on.

5.6 Shuswap Economic Development

Requested by Chair Demenok. Notes on discussion points in attachment.

CH spoke to the report back in 2009. key thing was ownership. municipalities and rural areas wanted separate econ dev efforts, no sub regional interest.

should we look at a non profit organization just for Shuswap? discussion around ownership,

need to make sure the money is available if a society is developed.

business drive econ dev - not non profit organizations/politicians comes down to whos driving the ec dev model for a specific area.

too many groups involved, scattered, simplify the process in terms of people involved.

chair - non profit are eligible for grants and funding, would be worth looking into. not been satisfied with the ec dev funding for area c. businesses are looking into moving into the region.

would require an addendum to current edc tor, does not address non profits.

driven by consultants, driven by area.

reporting arrangement needs to be more streamlined, report to councils/Board, not necessarily have politicians sit on the committee, third party approach would be needed.

comment made around business owners not having time nor resources to sit on a society, especially in rural areas and distances to SA.

third party look at it? comment waste of time and money.

RT- separate robyn cyr from ec dev, focus on tourism. non profits can have access to money we cant

looking at how municipalities are doing in terms of ec dev, and seeing how the electoral areas would benefit.

CH - recommend from ead to ec dev to see if its worth hiring a consultant.

Moved By Director Morgan

Seconded By Director Talbot

THAT: Electoral Area Directors Committee recommend to the Shuswap Economic Development Committee that a review of their organizational structure and governance as part of their Shuswap Economic Development strategy be completed and any recommendations brought forward be reported to the Electoral Area Directors' Committee;

AND FURTHER THAT: the subject be considered at their next meeting and to consult with Robyn Cyr for feedback on budgetary concerns prior to the meeting.

CARRIED

DIRECTOR MARTIN OPPOSED

6. Adjournment

Moved By Director Morgan

Seconded By Director Talbot

THAT: the Electoral Area Directors' Committee meeting be adjourned.

CARRIED