



## REGULAR BOARD MEETING MINUTES

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

Date: March 21, 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)
	G. Christie	General Manager, Development 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 38: States, in consultation and cooperation with indigenous peoples, shall take the appropriate measures, including legislative measures, to achieve the ends of this Declaration.

**2. Call to Order**

The Chair called the meeting to order at 9:35 AM.

**3. Adoption of Agenda**

2024-0301

**Moved By** Director Oszust

**Seconded By** Director Martin

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

Discussion on motion:

Okanagan Interior Basin Mussel Working Group Meeting updated requested by Director Martin was added as item 9.1.11.

Electoral Area Directors Committee requested by Director Martin was added as item 9.1.12.

Announcement about the recent community wildfire meetings requested by Vice Chair Melnychuk was added as item 5.2.

**CARRIED**

**4. Meeting Minutes**

**4.1 Adoption of Minutes**

2024-0302

**Moved By** Director Melnychuk

**Seconded By** Director Simpson

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

**CARRIED**

**4.2 Business Arising from the Minutes**

Director Lavery acknowledged that he previously requested information regarding Shuswap Tourism's estimated current marketing spending and had wanted to discuss the intent of the committee's terms of reference to have a committee budget discussion in the fall prior to Board budget deliberations. Director Lavery stated that an accurate cost spending estimate was contained in the tourism strategic plan and that tourism staff

have incorporated a committee budget discussion in the fall for the 2025 budget. He confirmed that his concerns were addressed and no further action was required.

## **5. Announcements**

### **5.1 New Staff**

Len Youden, Deputy Regional Fire Chief

### **5.2 Community Wildfire Conversations**

Vice Chair Melnychuk thanked staff for hosting community wildfire conversations in Electoral Areas G and F. Director Simpson echoed thanks to staff and asked when the consultants report would be available.

CAO said the report once complete would be brought to the Board and be made available to the public.

## **6. Administration Bylaws**

### **6.1 CSRD 2024-2028 Five Year Financial Plan Bylaw No. 5876, 2024**

Report from Jodi Pierce, General Manager, Financial Services, dated March 4, 2024. Five Year Financial Plan to be adopted.

2024-0303

**Moved By** Director Cathcart

**Seconded By** Director Melnychuk

THAT: the 2024-2028 Five Year Financial Plan Bylaw No. 5876, 2024 be read a first, second and third time this 21st day of March, 2024.

**CARRIED**

2024-0304

**Moved By** Director Cathcart

**Seconded By** Director Melnychuk

THAT: the 2024-2028 Five Year Financial Plan Bylaw No. 5876, 2024 be adopted this 21st day of March, 2024.

**CARRIED**

### **6.2 CSRD Policy F-32 Procurement of Goods and Services and Delegation Bylaw No. 5877, 2024**

Report from Jodi Pierce, General Manager, Financial Services dated March 6, 2023. Policy and Bylaw amendment for consideration by the Board.

Late Agenda - typographical error correction "CSRD Procurement of Goods and Services Policy F-32.pdf".

2024-0305

**Moved By** Director Simpson

**Seconded By** Director Anderson

THAT: the Board endorse Policy F-32 "Procurement of Goods and Services" and approve its inclusion into the CSRD Policy manual, this 21<sup>st</sup> day of March, 2024.

**CARRIED**

2024-0306

**Moved By** Director Martin

**Seconded By** Director Melnychuk

THAT: the CSRD Delegation Bylaw No. 5877, 2024 be read a first, second and third time this 21<sup>st</sup> day of March, 2024.

**CARRIED**

2024-0307

**Moved By** Director Martin

**Seconded By** Director Melnychuk

THAT: the CSRD Delegation Bylaw No. 5877, 2024 be adopted this 21<sup>st</sup> day of March, 2024.

**CARRIED**

## **8. Correspondence**

### **8.1 For Information**

2024-0308

**Moved By** Director Cathcart

**Seconded By** Director Lavery

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

**CARRIED**

#### **8.1.8 Peace River Regional District (March 12, 2024)**

Letter to Premier Eby and Minister Cullen requesting comprehensive public consultation regarding the proposed changes to the Land Act.

2024-0309

**Moved By** Director Cathcart

**Seconded By** Director Simpson

THAT: the Board send a letter to Premier and Minister Cullen thanking the Provincial Government for the pause and request that comprehensive public engagement and consultation on the proposed changes to the Land Act occur.

**CARRIED**

**8.1.5 BC Farmer's Markets (February 22, 2024)**

Letters regarding the BC Farmers' Market Nutrition Coupon Program in Celista and Sorrento.

2024-0310

**Moved By** Director Melnychuk

**Seconded By** Director Simpson

THAT: the Board write a letter to BC Association of Farmers' Markets clarifying the Regional District governance model;

AND THAT: the Board send letters of support to the Minister of Health for the BC Farmers market nutrition coupon program initiative.

**CARRIED**

**8.1.1 Union of BC Municipalities (March 6, 2024)**

Update on the Canada Community Building Fund Renewal.

**8.1.2 District of Sicamous (February 16, 2024)**

Letters to Prime Minister of Canada and Federal Ministers regarding funding for BC's invasive mussel defense program and a call to action to prevent invasive mussel introduction to BC.

**8.1.3 Shuswap Watershed Council (February 22, 2024)**

Letter to Federal Ministers asking for a renewed call for immediate action to prevent invasive mussel introduction to BC.

**8.1.4 Letter from Board Chair to Prime Minister Trudeau (February 29, 2024)**

Correspondence regarding the call to immediate action to prevent invasive mussels in BC.

**8.1.6 Letter from Board Chair to Premier Eby (February 29, 2024)**

Correspondence regarding CSRD's support for Bill 34.

**8.1.7 District of Hudson's Hope (March 7, 2024)**

Letter to Premier Eby, providing support for Bill-34.

**8.1.9 Regional District Central Kootenay (February 29, 2024)**

Letter to Premier Eby, Minister Ma, and Minister Heyman regarding supplemental feedback on the Emergency and Disaster Management Act and regulations for local authorities.

#### **8.1.10 Ministry of Transportation and Infrastructure (March 14, 2024)**

Response from Minister Fleming regarding the R.W. Bruhn bridge replacement project in Sicamous BC.

Click to view [Board Chair's letter dated December 4, 2023](#).

#### **8.1.11 City of Campbell River (February 2, 2024)**

Letter to Minister Farnworth regarding the Community Safety Act.

### **7. Delegations & Guest Speakers**

#### **7.1 10:00 AM Spill Reporting and Communications**

Presentation by Ministry of Environment and Climate Change Strategy & Interior Health Authority staff

Ivor Norlin, Manager of Drinking Water Systems Program, Interior Health Authority attended to share information about IHA's structure and reporting and roll in spill response.

The Board recessed at 10:38 AM and the meeting resumed at 10:42 AM.

Kaylee Meeres and Toby Gritten, Environmental Emergency Response Officers, Ministry of Environment discussed spill response steps the Ministry takes when spills are reported.

#### **7.2 11:00 AM South Shuswap Transportation Society Annual Update**

Presentation by Paul Demenok and Kirk Irwin

### **8. Correspondence**

#### **8.2 Action Requested**

##### **8.2.1 ETSI-BC Columbia-Kootenay Regional Advisory Committee Alternate Appointment**

Request for an alternate representative for the Columbia-Kootenay RAC

2024-0311

**Moved By** Director Anderson

**Seconded By** Director Martin

THAT: the Board appoint Director Oszust as an alternate representative for the ETSI-BC Columbia-Kootenay Regional Advisory Committee.

**CARRIED**

#### **8.2.2 North Coast Regional District (February 16, 2024)**

Request for Regional District Boards to consider a joint letter to the Minister of Housing regarding the Secondary Suite Incentive Program.

2024-0312

**Moved By** Director Martin

**Seconded By** Director Simpson

THAT: the Board write a letter to the Minister of Housing requesting clarity on the provincial legislation for the Secondary Suite Incentive Program (SSIP) that penalizes regional district electoral areas that have building regulation as they would not be eligible for the program.

Opposed (1): Director Anderson

**CARRIED (11-1)**

#### **8.2.3 Town of Golden Council Request - 2024 Kicking Horse Culture Summer Kicks Budget (February 15, 2024)**

At the February 12, 2024, Standing Committee on Finance meeting, during 2024-2028 Five-year Financial Plan budget discussion, Council made the following recommendation:

THAT the Standing Committee on Finance RECOMMEND Council APPROVE the Recreation General Parks and Cultural Services budget as presented for inclusion into the Draft 2024-2028 Five-year Financial Plan Bylaw for deliberation provided that the \$10,000 increase to the Kicking Horse Culture (KHC) Summer Kicks budget be provided by the CSRD as a contribution increase.

During budget discussions, the Committee addressed a request from Kicking Horse Culture (KHC) to increase their Summer Kicks budget by \$10,000 in 2024 for a total budget of \$55,000. Currently, the CSRD contributes \$15,000 to the KHC Summer Kicks budget, while the Town of Golden contributes \$30,000. Council is asking that the requested increase be provided by the CSRD to provide a more balanced split between the Town and CSRD for the Summer Kicks budget.

Vice Chair Melnychuk left the meeting at 11:45 AM and was not present for the vote.

2024-0313

**Moved By** Director Oszust

**Seconded By** Director Cathcart

THAT: the CSRD contribute an additional \$10,000 (for a total of \$25,000) to the 2024 Summer Kicks Budget.

**CARRIED**

## **9. Committee Reports and Updates**

### **9.1 For Information**

2024-0314

**Moved By** Director Trumbley

**Seconded By** Director Sulz

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

**CARRIED**

Vice Chair Melnychuk returned to the meeting at 11:47 AM.

#### **9.1.1 Columbia River Treaty Local Governments Committee - Update (February 2024)**

Late Agenda - attachment

#### **9.1.2 Columbia Basin Trust Board Highlights (January 2024)**

#### **9.1.3 Solid Waste Management Public and Technical Advisory Committee Meeting Minutes (January 25, 2024)**

#### **9.1.4 Shuswap Tourism Annual Review 2023**

#### **9.1.5 Solid Waste Management Public and Technical Advisory Committee Meeting Minutes (March 7, 2024)**

#### **9.1.6 Thompson Regional Hospital District Meeting Minutes (December 15, 2023)**

#### **9.1.7 North Okanagan Columbia Shuswap Regional Hospital District Meeting Minutes (January 23, 2024)**

#### **9.1.8 Shuswap Tourism Advisory Committee Meeting Minutes (February 8, 2024)**

#### **9.1.9 Kootenay East Regional Hospital District (February 9, 2024)**

#### **9.1.10 Committee of the Whole Meeting Minutes (February 14, 2024)**

#### **9.1.11 Okanagan Basin Mussel Working Group**



Requested by Director Martin.

Director Martin provided an update to the Board about the working group meeting held in Kelowna on March 8 where Okanagan stakeholders discussed a regional response to invasive mussels and potential economic impacts and costs. The working group discussed the need to have more round the clock watercraft check points in BC.

#### **9.1.12 EAD Committee**

Requested by Director Martin.

Director Martin asked to have staff send an invitation to local representatives from the Ministry of Transportation and Infrastructure to attend the May 7, 2024 Electoral Area Directors Meeting to discuss rural road priorities in the CSRD region. An invitation would also be sent to the local RCMP detachments.

### **9.2 Action Requested**

None.

## **10. Business General**

### **10.1 Federation of Canadian Municipalities Attendance in Calgary (June 6-9, 2024)**

[Director Remuneration Bylaw No. 5786](#)

Attendance = Chair plus 3 Electoral Area Directors.

Director Brooks-Hill has expressed interest.

Directors Trumbley, Gibbons, and Melnychuk were approved to attend FCM 2023 in Toronto.

2024-0315

**Moved By** Director Martin

**Seconded By** Director Melnychuk

THAT: the Board authorize Directors Brooks-Hill, Trumbley, and Simpson to attend the FCM 2024 Conference.

**CARRIED**

The meeting recessed at 11:59 AM and the meeting resumed at 12:15 PM.

## **11. Business By Area**

### **11.1 Electoral Area A: Community Works Funds – Whitetooth Legacy Park**

Report from Jodi Pierce, General Manager, Financial Services dated March 4, 2024. Reallocation of funding.

2024-0316

**Moved By** Director Cathcart

**Seconded By** Director Trumbley

THAT: Community Works Funds in the amount of \$500,000 be reallocated from the Golden Aquatic Centre to the Whitetooth Legacy Park in the Town of Golden.

**CARRIED**

2024-0317

**Moved By** Director Cathcart

**Seconded By** Director Trumbley

THAT: the residual funds in the Whitetooth Legacy Fund that are not required for the satisfaction of outstanding expenditures in the Golden Aquatic Centre 2024 budget be allocated to the Whitetooth Legacy Park in the Town of Golden.

**CARRIED**

#### **11.2 Electoral Area G: Electoral Area Community Works Fund – MacArthur Reedman Intake Upgrade**

Report from Tim Perepolkin, Manager Utility Services, dated February 1, 2024. Community Works Funding approval for MacArthur Reedman Intake Upgrade.

2024-0318

**Moved By** Director Melnychuk

**Seconded By** Director Martin

THAT: in accordance with CSRD Policy No. F-3 “Electoral Area Community Works Fund”, access to the Community Works Fund be approved for a maximum amount of \$350,000 plus applicable taxes from the Electoral Area G Community Works Fund allocation for costs associated with the MacArthur Reedman Intake Upgrade.

**CARRIED**

2024-0319

**Moved By** Director Melnychuk

**Seconded By** Director Martin

THAT: the Board empower the authorized signatories to enter into an agreement with Urban Systems for engineering services related to detailed design, tendering and construction services, for the MacArthur Reedman Intake Upgrade.

**CARRIED**

### **11.3 Electoral Area G: Allocation of Community Works Funds**

Report from Jodi Pierce, General Manager, Financial Services, dated March 12, 2024. Allocation of placeholder amounts for projects in Area G.

2024-0320

**Moved By** Director Melnychuk

**Seconded By** Director Martin

THAT: the Board support allocation of \$700,000 from the Area G Community Works Funds to the following areas, subject to eligible projects being identified and being brought to the Board for approval subject to Policy F-3 “Electoral Area Community Works Funds”:

Area G Parks - \$365,000

Carlin Hall - \$260,000

Sorrento Hall - \$75,000

**CARRIED**

### **11.4 Electoral Area C: Eagle Bay Fire Hall Upgrades**

Report from Sean Coubrough, Deputy Regional Fire Chief, dated March 5, 2024. Request to access Area C Community Works Fund monies for upgrades to the Eagle Bay Fire Hall.

2024-0321

**Moved By** Director Gibbons

**Seconded By** Director Trumbley

THAT: in accordance with CSRD Policy F–3 “Electoral Area Community Works Fund” access to the Community Works Fund be approved for up to \$40,000 plus applicable taxes from the Electoral Area C Community Works Fund allocations for upgrades to the Eagle Bay Fire Hall.

**CARRIED**

### **11.5 Electoral Areas A, C, D, E, F and G: Grant in Aids**

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

2024-0322

**Moved By** Director Martin

**Seconded By** Director Melnychuk

THAT: the Board approve the following allocations from the 2024 electoral area Grant-in-Aids:

Area A

\$1,500 Golden Light Horse Club (sponsorship of live music at community event)

\$1,950 Golden Army Cadets (cadet physical fitness activities)  
\$2,000 Golden and District Community Foundation (website upgrade and redesign)  
\$500 Wildsight Golden (sponsorship of bear festival)

Area C

\$4,000 Tappen Sunnybrae Firefighters Association (Sunday Funday event)  
\$1,900 Eagle Bay Fire Association (Annual Fire Department Open House event)  
\$5,000 Eagle Bay Community Association (operating funds/insurance)  
\$500 SAS Dry Grad Committee (Dry Grad event)

Area D

\$2,000 Falkland Curling Club (operating funds/insurance)  
\$500 SAS Dry Grad Committee (Dry Grad event)

Area E

\$2,500 BC Conservation Foundation (Bear Aware program)  
\$3,000 Shifting Saddles 4-H Club (club equipment)

Area F

\$14,000 North Shuswap Community Association (update and repairs to Hall and grounds)  
\$6,000 Imai Park Foundation (operating funds/insurance)  
\$300 SAS Dry Grad Committee (Dry Grad event)

Area G

\$500 SAS Dry Grad Committee (Dry Grad event)  
\$3,000 BC Conservation Foundation (Bear Aware program)

**CARRIED**

Director Simpson declared a conflict on the motion. Director Simpson was on the Board of the Food Resources Infrastructure and Education in the North Shuswap (FRIENS). Director Simpson left the meeting at 12:33 PM and was not present for the vote.

2024-0323

**Moved By** Director Martin

**Seconded By** Director Melnychuk

THAT: the \$3,000 allocation approved in September 2023 to the Food Resources Infrastructure and Education in the North Shuswap (FRIENS) for start up costs and fundraising be reallocated for the purpose of purchasing farm equipment that was lost in the wildfire in 2023.

**CARRIED**

Director Simpson returned to the meeting at 12:34 PM.

**11.6 Electoral Area C: Reinecker Creek West Trail Construction and Bridge Replacement – Sole Source**

Report from Fiona Barton, Manager, Community Services, dated March 5, 2024. Sole source award for the supply and installation of 4 km of non-motorized trail and a pedestrian bridge within the Reinecker Creek Trail System.

Late Agenda - staff report

2024-0324

**Moved By** Director Gibbons

**Seconded By** Director Melnychuk

THAT: the Board empower the authorized signatories to enter into a sole source agreement, consistent with CSRD Purchasing Policy No. F-32, Procurement of Goods and Services, with The Shuswap Trail Alliance for the supply and installation of 4 km of non-motorized trail and a pedestrian bridge within the Reinecker Creek Trail System for a lump sum price of \$195,553.14 plus tax.

**CARRIED**

**11.7 Electoral Area C: Eagle Bay Community Hall Park – Sole Source**

Report from Fiona Barton, Manager, Community Services, dated March 1, 2024. Sole source award for the install of playground and fitness equipment at Eagle Bay Community Hall Park.

Late Agenda - staff report

2024-0325

**Moved By** Director Gibbons

**Seconded By** Director Trumbley

THAT: the Board empower the authorized signatories to enter into a sole source agreement, consistent with CSRD Purchasing Policy No. F-32, Procurement of Goods and Services, with Parkworks for the install of playground and fitness equipment at the Eagle Bay Community Hall Park for a lump sum price of \$59,787.06 plus tax.

**CARRIED**

**11.8 Sicamous & District Recreation Centre Concession Contract Amendment**

Report from Fiona Barton, Manager, Community Services, dated March 1, 2024. Amendment to Concession Contract Remuneration Schedule B to increase Concession Personnel Hourly Rate.

2024-0326

**Moved By** Director Anderson

**Seconded By** Director Martin

THAT: the Board empower the authorized signatories to amend Contract No. 2023-340-0055-03 'Sicamous and District Recreation Centre Concession Management and Staffing Services' and increase the Concession Personnel Hourly Rate in Schedule B by \$4.00/hour for the duration of the Contract.

**CARRIED**

**11.9 Shuswap North Okanagan Rail Trail – Sole Source Award Contract Amendment**

Report from Fiona Barton, Manager, Community Services, dated March 20, 2024.

Amendment of sole source contract award value for the Mara to Sicamous Rail Trail project

2024-0327

**Moved By** Director Anderson

**Seconded By** Director Martin

THAT: the Board empower the authorized signatories to enter into a sole source agreement, consistent with CSRD Purchasing Policy No. F-32, Procurement of Goods and Services, with Splatsin Development Corporation for the supply and installation of 3 km of the Shuswap North Okanagan Rail Trail for an amended lump sum price of \$370,192.74 plus tax;

AND THAT: the Board empower the authorized signatories to approve an additional \$33,653.89 (10% of base bid) in contingencies.

**CARRIED**

**12. Public Question & Answer Period**

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

There were no questions posed by the public.

**13. CLOSED (In Camera)**

Late Agenda - added section (c) labour relations or other employee relations.

2024-0328

**Moved By** Director Oszust

**Seconded By** Director Simpson

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;

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the [\*Freedom of Information and Protection of Privacy Act\*](#);
- (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.

**CARRIED**

The Board moved into the Closed portion of the meeting at 12:45 PM and the Regular Open meeting resumed at 2:03 PM.

Director Martin left the meeting at this time.

#### **14. Development Services Business General**

##### **14.1 All Electoral Areas: Short Term Rental (STR) Provincial Regulation Update**

Report from Gerald Christie, General Manager Development Services, dated March 8, 2024. Overview of Bill 35 *Short-Term Rental Accommodations Act* and new provincial STR regulations being introduced throughout 2024. Staff require direction from the Board regarding bylaw amendments and provincial opt-in regulations.

2024-0329

**Moved By** Director Cathcart

**Seconded By** Director Gibbons

THAT: the Board provide direction to staff to prepare Temporary Use Permit (TUP) amendments for inclusion in the South Shuswap Official Community Plan (OCP) Bylaw No. 725.

##### Discussion on the motion:

The General Manager, Development Services advised Directors about a new website page on the CSRD website created to inform the public about Short Term Rentals (STR). New material would be added to the page as the information is received from the province.

The Board asked about zoning, business licences and how the new changes would impact residents who currently operate STR's. The General Manager, Development Services stated that much of the

information is unknown at this time; however, the creation of a new function such as business licensing would have financial implications including staffing and bylaw and policy creation.

The Board discussed the option of Temporary Use Permits (TUP) in areas that do not currently have TUP's. The Board was divided in their support of TUP's for STR's.

Opposed (4): Directors Oszust, Anderson, Brooks-Hill and Melnychuk

**CARRIED (7-4)**

2024-0330

**Moved By** Director Cathcart

**Seconded By** Director Gibbons

THAT: the Board not opt-in to the Short-Term Rental Principal Residence Requirement.

**CARRIED**

2024-0331

**Moved By** Director Cathcart

**Seconded By** Director Gibbons

THAT: a report be provided to the Board in the fall 2024 regarding ongoing implementation of the STR legislation and regulations and any potential departmental workplan and budget impacts for 2025.

**CARRIED**

## **15. ALR Applications**

None.

Municipal Directors Oszust and Anderson left the meeting at 2:39 PM.

## **16. Development Services Business by Area**

### **16.1 Electoral Area F: Development Variance Permit No. 825-43**

Report from Hayley Johnson, Planner I, dated February 27, 2024.  
3857 Express Point Road, Scotch Creek

Late Agenda - public submission added.

2024-0332

**Moved By** Director Simpson

**Seconded By** Director Melnychuk

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 825-43 for Lot 32 Section 27 Township



22 Range 11 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Plan KAP57704, varying Scotch Creek/Lee Creek Zoning Bylaw No. 825 as follows:

1. Section 5.7(3)(g) Maximum gross floor area of an accessory building be increased from 75 m<sup>2</sup> to a total floor area of 165 m<sup>2</sup>, including three (3) parking spaces, only for the proposed accessory building,

be approved, this 21<sup>st</sup> day of March, 2024.

**CARRIED**

## **17. Planning Bylaws**

### **17.1 Electoral Area G: South Shuswap Zoning Amendment Bylaw No. 701-110**

Report from Laura Gibson, Planner II, dated March 4, 2024.  
1239 Notch Hill Road, Sorrento

2024-0333

**Moved By** Director Melnychuk

**Seconded By** Director Cathcart

THAT: "South Shuswap Zoning Amendment Bylaw No. 701-110 be read a first time this 21<sup>st</sup> day of March 2024.

**CARRIED**

2024-0334

**Moved By** Director Melnychuk

**Seconded By** Director Cathcart

THAT: in accordance with Section 464(2) of the Local Government Act, the public hearing for "South Shuswap Zoning Amendment Bylaw No. 701-110" be waived.

**CARRIED**

2024-0335

**Moved By** Director Melnychuk

**Seconded By** Director Cathcart

THAT: The Board utilize the simple consultation process for Bylaw No. 701-110 and it be referred to the following agencies and First Nations:

- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- Interior Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests: Archaeology Branch
- All applicable First Nations Bands and Councils.

**CARRIED**

Vice Chair left the meeting at 2:47 PM.

**17.3 Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-26**

Report from Jan Thingsted, Planner III, dated March 6, 2024.  
3311 Colton Road, Tappen

Late Agenda - reformatted BL725-26 and presentation attached.

2024-0336

**Moved By** Director Gibbons

**Seconded By** Director Trumbley

THAT: "Electoral Area C Official Community Plan Amendment Bylaw No. 725-26" be denied first reading, this 21<sup>st</sup> day of March, 2024.

Vice Chair returned to the meeting at 3:01 PM.

**CARRIED**

Director Gibbons left the meeting at 3:02 PM.

**16. Development Services Business by Area**

**16.2 Electoral Area F: Development Variance Permit No. 825-41**

Report from Laura Gibson, Planner II, dated March 5, 2024.  
4032 Butters Road, Scotch Creek

Late Agenda - presentation, and public submissions added.

2024-0337

**Moved By** Director Simpson

**Seconded By** Director Trumbley

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 825-41 for Lot 3 Section 34 Township 22 Range 11 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Plan 28258, varying Scotch Creek/Lee Creek Zoning Bylaw No. 825 as follows:

1. Section 5.7(3)(e) Maximum height for an accessory building from 6 m to 6.7 m, only for the existing accessory building (tent structure),
2. Section 5.7(3)(f) Minimum setback from the east interior side parcel boundary be reduced from 2 m to 1.22 m, only for the existing accessory building (tent structure),
3. Section 5.7(3)(f) Minimum setback from the west interior side parcel boundary be reduced from 2 m to 1.3 m for two existing sea cans,

4. Section 5.7(3)(f) Minimum setback from the rear parcel boundary be reduced from 4.5 m to 2.15 m, only for the existing accessory building (tent structure), and from 2 m to 0.91 m, only for one sea can,
5. Section 5.7(3)(g) Maximum gross floor area of an accessory building be increased from 75 m<sup>2</sup> to a total floor area of 111 m<sup>2</sup>, including parking spaces, only for the existing accessory building (tent structure),

be approved this 21<sup>st</sup> day of March 2024.

**CARRIED**

**16.3 Electoral Area F: Development Permit No. 830-426 REVISED**

Report from Laura Gibson, Planner II, dated March 7, 2024.  
3906 Squilax-Anglemont Road, Scotch Creek

Late Agenda - typographical error corrected in recommendation.

2024-0338

**Moved By** Director Simpson

**Seconded By** Director Cathcart

THAT: in accordance with Section 490 of the Local Government Act, Development Permit No. 830-426 REVISED, for Lot 1 Section 27 Township 22 Range 11 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Plan KAP79122 be issued, this 21<sup>st</sup> day of March, 2024, for a new accessory building.

**CARRIED**

**16.4 Electoral Area F: Temporary Use Permit No. 830-19**

Report from Denise Ackerman, Planner I, dated March 6, 2024.  
2289 Eva Road, Lee Creek

Late Agenda - public submissions added.

2024-0339

**Moved By** Director Simpson

**Seconded By** Director Trumbley

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-19 for Lot 3 Section 26 Township 22 Range 12 West of the 6<sup>th</sup> Meridian Kamloops Division Yale District Plan 28764 be authorized for issuance this 21<sup>st</sup> day of March, 2024 for the temporary use of the property to operate an existing septic installation and excavation business, which exceeds the maximum gross floor area permitted for a home business and includes outdoor storage;

AND THAT: the TUP stipulates the following:

- a. Outdoor storage area up to 1,000 m<sup>2</sup> for materials and equipment related to the home business in the designated area as shown on the site plan attached to TUP830-19;
- b. The home business is permitted in accessory buildings up to a total maximum of 130 m<sup>2</sup> gross floor area;
- c. Existing 1.8 m (6 ft) wooden fence along the south parcel line, as shown on the site plan attached to TUP830-19, is to be maintained to screen outdoor storage area;
- d. Operation of home business shall be in accordance with Noise Bylaw No. 5754; and
- e. The term of the TUP is 3 years as of the date of issuance.

**CARRIED**

#### **16.5 Electoral Area F: Temporary Use Permit No. 830-20**

Report from Christine LeFloch, Planner III, dated March 4, 2024.  
2334 Eva Road, Lee Creek

2024-0340

**Moved By** Director Simpson

**Seconded By** Director Trumbley

THAT: the Board rescind the condition of provision of an Irrevocable Letter of Credit or Certified Cheque to the CSRD in the amount of \$5000, from the September 14, 2023, Board meeting;

AND THAT: TUP No. 830-20 be issued this 21<sup>st</sup> day of March, 2024.

**CARRIED**

### **17. Planning Bylaws**

#### **17.2 Electoral Area F: Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-51**

Report from Laura Gibson, Planner II dated March 7, 2024.  
Kenwood Gate, Scotch Creek

Late Agenda - revised "BL825-51.First.pdf", presentation and property owner submission added.

2024-0341

**Moved By** Director Simpson

**Seconded By** Director Cathcart

THAT: "Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-51" be read a first time, this 21<sup>st</sup> day of March, 2024.

Discussion on the motion:

Director Simpson had significant concerns with the proposed properties fronting Squilax-Anglemont Road zoned for industrial use and stated he was not supportive of any industrial zoning on properties in Scotch Creek directly facing Squilax-Anglemont Road.

Development Services staff appreciated the Directors comments and plan on bring the bylaw back at second reading with recommended changes to the properties abutting the main road.

**CARRIED**

2024-0342

**Moved By** Director Simpson

**Seconded By** Director Cathcart

THAT: in accordance with Section 464(2) of the Local Government Act, the public hearing for “Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-51” be waived.

**CARRIED**

2024-0343

**Moved By** Director Simpson

**Seconded By** Director Cathcart

THAT: The Board utilize the simple consultation process for Bylaw No. 825-51 and it be referred to the following agencies and First Nations:

- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- Interior Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests: Archaeology Branch
- All applicable First Nations Bands and Councils.

**CARRIED**

**17.4 Electoral Area B: Electoral Area B Official Community Plan Amendment Bylaw No. 850-20 and Electoral Area B Zoning Amendment Bylaw No. 851-30**

Report from Christine LeFloch, Planner III, dated February 29, 2024.  
4762 Airport Way, South Revelstoke

2024-0344

**Moved By** Director Brooks-Hill

**Seconded By** Director Cathcart

THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered “Electoral Area B Official Community Plan Amendment

Bylaw No. 850-20” in conjunction with the Columbia Shuswap Regional District’s Financial Plan and Waste Management Plan.”

**CARRIED**

2024-0345

**Moved By** Director Brooks-Hill

**Seconded By** Director Cathcart

THAT: “Electoral Area B Official Community Plan Amendment Bylaw No. 850-20” be read a second time, this 21<sup>st</sup> day of March, 2024.

**CARRIED**

2024-0346

**Moved By** Director Brooks-Hill

**Seconded By** Director Cathcart

THAT: “Electoral Area B Zoning Amendment Bylaw No. 851-30” be read a second time, this 21<sup>st</sup> day of March, 2024.

**CARRIED**

2024-0347

**Moved By** Director Brooks-Hill

**Seconded By** Director Cathcart

THAT: a public hearing to hear representations regarding “Electoral Area B Official Community Plan Amendment Bylaw No. 850-20” and “Electoral Area B Zoning Amendment Bylaw No. 851-30” be held in Electoral Area B, being that in which the land concerned is located;

AND THAT: notice of the public hearing be given by staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act;

AND FURTHER THAT: the holding of the public hearing be delegated to Director David Brooks-Hill, as Director of Electoral Area B being that in which the land concerned is located, or Alternate Director Michael Brooks-Hill, if Director Brooks-Hill is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

**CARRIED**

**17.5 Electoral Area E: Electoral Area E Zoning Amendment Bylaw No. 841-02**

Report from Jan Thingsted, Planner III, dated March 6, 2024.  
3250 Oxbow Frontage Road, Yard Creek

2024-0348

**Moved By** Director Simpson

**Seconded By** Director Melnychuk

THAT: "Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-02" be given third reading, this 21<sup>st</sup> day of March, 2024.

**CARRIED**

**18. Release of Closed Session Resolutions**

None.

**19. Next Board Meeting**

Thursday, April 18, 2024 at 9:30 AM.  
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

**20. Adjournment**

2024-0349

**Moved By** Director Melnychuk

**Seconded By** Director Trumbley

THAT: the Regular Board meeting be adjourned.

**CARRIED**

3:39 PM

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CORPORATE OFFICER

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CHAIR