



# COLUMBIA SHUSWAP REGIONAL DISTRICT

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## AGENDA

### REGULAR BOARD MEETING

<b>DATE:</b>	<b>Thursday, August 18, 2016</b>
<b>TIME:</b>	<b>9:30 AM</b>
<b>PLACE:</b>	<b>CSR D Boardroom 555 Harbourfront Drive NE, Salmon Arm, BC</b>

#### UPCOMING MEETINGS/EVENTS

##### Area A Local Advisory Committee Meeting

Date/Time: Wednesday, September 14, 2016 at 6:00 pm

Location: BC Visitor Information Centre, 111 Golden Donald Upper Road, Golden

### CALL TO ORDER

### DELEGATIONS

10:00 AM	<b>BC Hydro</b> - Sarah McKinney and Sabrina Locicero, BC Hydro Stakeholder Engagement Advisors, and Sue Foster, BC Hydro Project Manager, in attendance to discuss the West Kelowna Transmission Project and the alternatives they are considering.	<a href="#">View Letter</a>  <a href="#">View PowerPoint</a>  <a href="#">View Presentation</a>
10:15 AM	<b>Okanagan Regional Library (ORL)</b> - Stephanie Hall, Chief Executive Officer of the ORL, and Monica Gaucher, ORL Public Services Manager, in attendance to provide an update on services and strategic direction of ORL.	<a href="#">View Presentation</a>
10:30 AM	<b>Gateway Lakeview Estates</b> - Odete Pinho, Gateway Planning Consultant, Phil Cook, Director, Gateway Lakeview Estates and Mike Seymour, MSR Solutions (Wastewater Engineer) in attendance to discuss proposed wastewater discharge method that will allow removal of lake discharge and meet Ministry of Environment permitting and Municipal Wastewater Regulations. - <b>See Item 2.1</b>	
10:45 AM	<b>Adams Lake Indian Band</b> - Greg Witzky, Councilor, in attendance to present Cstelnec (Adams Lake Indian Band) Position Paper Regarding Proposed Gateway Lakeview Estates Development.	<a href="#">View Letter</a>

## ***ADMINISTRATION***

### **1. ADOPTION OF MINUTES**

#### **1.1 Board Meeting Minutes**

[View Minutes](#)

Motion

***THAT:***

*the minutes of the July 21, 2016 Regular Board Meeting be adopted.*

#### **1.2 BUSINESS ARISING FROM THE MINUTES**

None.

### **2. CORRESPONDENCE**

#### **2.1 Gateway Lakeview Estates (June 22, 2016)**

- Letter from Gateway Lakeview Estates in relation to their attendance as a Delegation (see "10:30 AM" on the first page of the agenda).

[View Letter](#)

- View background Letter from D. Passmore, Senior Planner, Development Services dated June 29, 2016 to Gateway Lakeview Estates regarding the zoning amendment and the June 22, 2016 letter from Gateway.

[View Letter](#)

- View Technical Memorandum from D. Passmore, Senior Planner, and T. Langlois, Team Leader, Utilities, dated August 3, 2016 which reviews Gateway Lakeview Estates' Sewer Servicing Proposal.

[View Memo](#)

#### **2.2 Columbia Basin Trust (CBT) – CSRD Appointee (July 21, 2016)**

- CSRD Director Loni Parker appointed to the CBT Board as the CSRD nominee. This term expires December 31, 2016.
- Letter from CBT Board Chair, Rick Jensen, requesting that the CSRD Board advise CBT of the CSRD's recommended nominee following this term and that the appointment be for a two year term in order to stagger expiring terms of the CBT Board Directors.

[View Attachment](#)

#### **2.3 Town of Golden – Re: Funding for Golden and District Historical Society (August 3, 2016)**

- The Town of Golden Council passed the following resolution at its July 19, 2016 meeting:
  - o *THAT Council request the CSRD Board amend Bylaw No. 1141, removing the Town of Golden from the specified area established in the bylaw to fund the Golden Museum, allowing for the municipality to determine its own mechanism for the scope and nature of the municipal support to the Golden and District Historical Society.*

[View Letter and Bylaw No. 1141](#)

***Motions are on the next page.***

**Motion**     **THAT:**  
*the request of the Town of Golden Council, by resolution dated July 19, 2016, for the CSRD Board to prepare an amendment to Bylaw No. 1141 (a bylaw to establish Electoral Area 'A' and the Town of Golden as a specified area for the levy of Museum Operation Grants-In-Aid) to remove the Town of Golden from the specified area established in the bylaw to fund the Golden Museum, be referred to the Town of Golden/Electoral Area A Shared Services Committee for consideration.*

**Motion**     **THAT:**  
*the correspondence contained on the August 18, 2016 regular Board agenda be received for information.*

### 3.         REPORTS

- 3.1     **Chair Martin – Regional Broadband Committee Meeting (June 29, 2016)**  
           -     See Item 4.1

[View  
Attachment](#)

### 4.         BUSINESS GENERAL

- 4.1     **Memorandum of Understanding – Regional Broadband Committee:  
Updated Version**  
           -     Requested by Chair Martin – Board approval of attached document -  
               Amendment required to change term of agreement to December 31,  
               2018 (existing agreement expiry is December 31, 2017) and to add  
               guiding principles/purpose, and objectives to the MOU.

[View  
Attachment](#)

**Motion**     **THAT:**  
*the Board endorse the updated Regional Broadband Committee Memorandum of Understanding (MOU) to reflect the new expiry date of December 31, 2018 and to add guiding principles/purpose, and objectives to the MOU.*

- 4.2     **Policy A-67 – Code of Ethics Policy**  
           -     Brought Forward from June, 2016 Policy Session  
           -     Proposed Policy A-67 attached – Refer to Section 5(b) for amendment  
               requested by Board in June, 2016

[View  
Attachment](#)

**Motion**     **THAT:**  
*the Board approve Code of Ethics Policy A-67 for inclusion in the CSRD Policy Manual.*

### 5.         BUSINESS BY AREA

- 5.1     **Grant-in-Aid Requests**  
           -     Report from J. Pierce, Manager, Financial Services, dated August 5,  
               2016.

[View  
Attachment](#)

**Motion**     **THAT:**  
*the Board approve the following allocations from the 2016 electoral grant-in-aid's:*

#### Area C

Tappen/Sunnybrae Firefighters Assoc. (Halloween event)	\$ 4,000
South Shuswap Chamber of Commerce (Community Engagement Day)	\$ 3,760
South Shuswap Canada Day Society (Canada Day event)	\$20,000

**Area D**

Silver Creek Volunteer Fire Department Social Club (Halloween Event)	\$ 3,000
Falkland & District Curling Club (operational funding)	\$ 2,000

**Area F**

Lee Creek Arts and Sports Society (Friday Nights Live)	\$ 5,000
Scotch Creek Community Hall (Halloween Event)	\$ 2,000
Scotch Creek Fire Department (Halloween Event)	\$ 2,000
Imai Ball Park Foundation (operational funding)	\$ 5,000
Seymour Arm Community Association (wharf engineering, repairs and insurance)	\$10,000

□ **5.2 Revelstoke/Area B EOF Application – Revelstoke Nordic Ski Club**

- Report from J. Pierce, Manager, Financial Services, dated August 8, 2016.
- Revelstoke City Council, at its regular July 26, 2016 meeting, passed the following resolution of support:
  - *THAT City Council recommends to the CSRD Board that \$100,000 be allocated from the Economic Opportunity Fund to the Revelstoke Nordic Ski Club to assist the Club with the purchase of a new groomer.*

[View Attachment](#)

**Motion*****THAT:***

*With the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve funding from the Revelstoke and Area B Economic Opportunity Fund to the Revelstoke Nordic Ski Club in the amount of \$100,000 to assist the Club with the purchase of a new groomer.*

□ **5.3 Area D Community Works Fund – Energy Efficient Upgrades**

- Report from J. Pierce, Manager, Financial Services, dated August 8, 2016.
- Information relating to this request is attached and is supported by the Alternate Area D Director. The Falkland & District Sunday Morners Club Hall is a community asset that is rented out to various organizations as well as home to the Sunday Morners Club and will be looking to undertake energy efficient upgrades including a roof replacement, replacement of the existing furnace and hot water tank with energy efficient alternatives, replacement of lighting with LED fixtures and replacement of windows and doors with energy rated windows and doors. Gas Tax funds will be used for these upgrades.

[View Attachment](#)

**Motion*****THAT:***

*In accordance with Policy F-3 “Electoral Area Community Works Fund – Expenditure of Monies”, access to the Community Works Fund be approved up to \$55,738 plus tax from the Area D Community Works Fund for energy efficient upgrades at the Falkland & District Sunday Morners Hall in Falkland.*

- **5.4 Electoral Area A Community Works Fund  
Energy Efficient Upgrades - Nicholson Fire Hall**
- Report from D. Mooney, Manager, Operations Management, dated August 3, 2016.
  - An additional bay was constructed onto the Nicholson Fire Hall in 2015/2016. During construction it was identified that insulation in the attic space is insufficient. The cost of this upgrade is an eligible expense from the Area A Community Works Fund.

[View Attachment](#)

**Motion** **THAT:**  
*in accordance with Policy No. F-3 "Electoral Area Community Works Fund - Expenditure of Monies", access to the Electoral Area Community Works Fund be approved for up to \$5,000 from the Electoral Area A Community Works Fund allocation for energy efficient upgrades to the Nicholson Fire Hall.*

- **5.5 Electoral Area F Community Works Fund  
Energy Efficient Upgrades - Anglemont Fire Hall**
- Report from D. Mooney, Manager, Operations Management, dated August 3, 2016.
  - The Anglemont Fire Hall requires upgrades to its heating and cooling system, building insulation and exterior cladding. Quotes were obtained from local construction firms in the Anglemont area and discussions were held with the Fire Chief. The total cost of the building upgrade will be approximately \$55,000 with \$40,000 eligible to be allocated from the Area F Community Works Fund. This leaves an approximate \$15,000 expenditure from the Area F consolidated fire budget.

[View Attachment](#)

**Motion #1** **THAT:**  
*in accordance with Policy No. F-3 "Electoral Area Community Works Fund - Expenditure of Monies", access to the Electoral Area Community Works Fund be approved for up to \$40,000 from the Electoral Area F Community Works Fund allocation for energy efficient upgrades to the Anglemont Fire Hall.*

**Motion #2** **THAT:**  
*the Board empower the authorized signatories to enter into an agreement with Kazwell Building & Renovation Inc. to upgrade the hall insulation and exterior cladding to the Anglemont Fire Hall for a total cost of \$41,712 plus applicable taxes.*

**Motion #3** **THAT:**  
*the Board empower the authorized signatories to enter into an agreement with CDL Mechanical Systems to upgrade the furnace, heat pump and ventilation to the Anglemont Fire Hall for a total cost of \$13,700 plus applicable taxes.*

## **6. ADMINISTRATION BYLAWS**

- **6.1 Service Establishment Bylaw Amendments – Authority to Increase the Maximum Tax Requisition**
- Report from J. Pierce, Manager, Financial Services, dated July 29, 2016.

[View Attachment](#)

**Motions are on the next page.**

- Motion #1** **THAT:**  
*Bylaw No. 5718 cited as "Community Parks Local Service Amendment Bylaw No. 5718", be read a first, second and third time this 18<sup>th</sup> day of August, 2016.*
- Motion #2** **THAT:**  
*Bylaw No. 5719 cited as "Sorrento Waterworks Service Amendment Bylaw No. 5719", be read a first, second and third time this 18<sup>th</sup> day of August, 2016.*
- Motion #3** **THAT:**  
*Bylaw No. 5720 cited as "Eagle Bay Estates Waterworks Local Service Amendment Bylaw No. 5720", be read a first, second and third time this 18<sup>th</sup> day of August, 2016.*
- Motion #4** **THAT:**  
*Bylaw No. 5721 cited as "Ranchero/Deep Creek Fire Suppression Local Service Amendment Bylaw No. 5721", be read a first, second and third time this 18<sup>th</sup> day of August, 2016.*
- Motion #5** **THAT:**  
*Bylaw No. 5722 cited as "Swansea Point Fire Suppression Local Service Amendment Bylaw No. 5722", be read a first, second and third time this 18<sup>th</sup> day of August, 2016.*
- Motion #6** **THAT:**  
*Bylaw No. 5723 cited as "Falkland Fire Suppression Local Service Amendment Bylaw No. 5723", be read a first, second and third time this 18<sup>th</sup> day of August, 2016.*

## **7. IN CAMERA**

- 7.1** **THAT:**  
**Motion** *pursuant to Sections 90(1)(c)(e):*
- *labour relations or other employee relations;*
  - *the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the regional district;*
- of the Community Charter, the Board move In Camera.*

## **DEVELOPMENT SERVICES**

## **8. BUSINESS GENERAL**

None

## **9. ALR APPLICATIONS**

None

## **10. DIRECTOR'S REPORTS ON COMMUNITY EVENTS**

- 10.1** **One (1) Minute Verbal Report from Each Board Director**
- For information.

## ***ELECTORAL AREA DIRECTORS***

### **11. BUSINESS BY AREA**

- 11.1 Area F Temporary Use Permit**  
**Civic address:** Old Crow Foot Road, Magna Bay  
 - Report attached from D. Passmore, Senior Planner, dated July 15, 2016.

[View Attachment](#)

**Motion**     **THAT:**  
*In accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 830-1 for Part SW1/4, Section 20, Township 23, Range 9, W6M, KDYD, Except Plan KAP58137 (PID: 008-455-023), for an asphalt production plant on the subject property from September 6, 2016 until October 14, 2016, be issued this 18th day of August, 2016.*

- 11.2 Area C Development Variance Permit**  
**Civic address:** 2617 Mountview Drive, Blind Bay  
 - Report attached from C. LeFloch, Development Services Assistant, dated July 22, 2016.

[View Attachment](#)

**Motion**     **THAT:**  
*in accordance with Section 498 of the Local Government Act Development Variance Permit No. 701-70 for Lot 170, Section 18, Township 22, Range 10, West of the 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan 21795, varying South Shuswap Zoning Bylaw No. 701, as follows:*

- 1) *Section 11.2.4 Minimum setback from the front parcel line from 5 m to 3.16 m only for the proposed garage attached to a single family dwelling;*

*be approved for issuance this 18<sup>th</sup> day of August, 2016.*

### **12. PLANNING BYLAWS**

- 12.1 Area B Electoral Area 'B' Official Community Plan (OCP) Amendment (Shayne Brighton) Bylaw No. 850-9**  
**Electoral Area 'B' Zoning Amendment (Shayne Brighton) Bylaw No. 851-8**  
**Civic Address:** 3326 Back Road & 3451 Trans-Canada Highway, West Revelstoke

- Report from C. LeFloch, Development Services Assistant, dated August 3, 2016.
- The proposed bylaw amendments would add special regulations to both the OCP and to the Zoning Bylaw to recognize the existing use of the property (a single family dwelling and a secondary residence with an associated septic system that is sited on the adjacent property).
- The Board gave third reading to Bylaw Nos. 850-9 and 851-8 at its meeting held May 19th, 2016.
- Staff recommended an easement and a number of covenants be registered on title prior to adoption of the proposed bylaw amendments as outlined in previous board reports. The applicant's solicitor has prepared these documents for registration on title and has provided a letter of undertaking to register them.

[View Attachment](#)

***Motion is on the next page.***

**Motion #1** **THAT:**  
*"Electoral Area 'B' Official Community Plan Amendment (Shayne Brighton) Bylaw No. 850-9" be adopted this 18<sup>th</sup> day of August, 2016.*

**Motion #2** **THAT:**  
*"Electoral Area 'B' Zoning Amendment (Shayne Brighton) Bylaw No. 851-8" be adopted this 18<sup>th</sup> day of August, 2016.*

- 12.2 Area B** **Electoral Area 'B' Official Community Plan Amendment (Illecillewaet Development Inc.) Bylaw No. 850-11**  
**Electoral Area 'B' Zoning Amendment (Illecillewaet Development Inc.) Bylaw No. 851-10**  
**Civic address:** 354 Leoffler Road/Greely Road
- Report from D. Passmore, Senior Planner, dated July 15, 2016.
  - The proposal is to allow for an adventure park which will combine recreational activities such as hiking, trail riding, bungee jumping, rock climbing, zip lining, rope courses, and mountain biking, with accommodation options such as hotels, tourist cabins, RV park and yurts. Food services and commercial opportunities will also be featured.
  - The Board gave Bylaw No. 850-11, and Bylaw No. 851-10 first reading at the May 19<sup>th</sup>, 2016 regular meeting, and directed staff to utilize the complex consultation process. Staff has referred the bylaw to affected Ministries, agencies and First Nations and comments received have been summarised in the attached report.
  - A referral response from the ALC indicated that they did not support the proposed bylaws. As a result of this, the applicant has amended the bylaws to meet ALC requirements.

[View Attachment](#)

**Motion #1** **THAT:**  
*"Electoral Area 'B' Official Community Plan Amendment (Illecillewaet Development Inc.) Bylaw No. 850-11" be read a second time, as amended, this 18<sup>th</sup> day of August, 2016.*

**Motion #2** **THAT:**  
*"Electoral Area 'B' Zoning Amendment (Illecillewaet Development Inc.) Bylaw No. 851-10" be read a second time, as amended, this 18<sup>th</sup> day of August, 2016.*

**Motion #3** **THAT:**  
*Subject to the applicant providing details on water and sewer servicing information, a public hearing to hear representations on "Electoral Area 'B' Official Community Plan Amendment (Illecillewaet Development Inc.) Bylaw No. 850-11" and "Electoral Area 'B' Zoning Amendment (Illecillewaet Development Inc.) Bylaw No. 851-10" be held;*

**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;*

***Motion continues on the next page.***



**AND FURTHER THAT:**

*the holding of the public hearing be delegated to Director Loni Parker as Director of Electoral Area 'B', being that in which the land concerned is located, or Alternate Director Doug Stuart, if Director Parker is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.*

- 12.3 Area C **Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-17**  
**South Shuswap Zoning Amendment (Finz Resort Ltd.) Bylaw No. 701-84**  
**Civic address:** 2001 Eagle Bay Road
- Report from D. Passmore, Senior Planner, dated August 3, 2016.
  - The proposal is to amend the FC3 – Foreshore Commercial 3 Zone to allow an addition onto existing non-conforming structures on a portion of a Crown Land Lease area. Concurrently, the South Shuswap Zoning Bylaw No. 701 is proposed to be amended by exempting the subject property from the application of Floodplain Specifications.
  - Additionally a special regulation is contemplated for the C6 zone to allow the rear yard setback for the buildings constructed to be reduced to 0.0 m for the subject property.
  - The Board gave Bylaw No. 900-17, and Bylaw No. 701-84 first reading at the April 14th, 2016 regular meeting, and directed staff to utilize the simple consultation process.

[View Attachment](#)

**Motion #1** **THAT:**  
*"Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-17" be read a second time this 18<sup>th</sup> day of August, 2016.*

**Motion #2** **THAT:**  
*"South Shuswap Zoning Amendment (Finz Resort Ltd.) Bylaw No. 701-84" be read a second time this 18<sup>th</sup> day of August, 2016.*

**Motion #3** **THAT:**  
*a public hearing to hear representations on Lakes Zoning Amendment (Finz Resort Ltd.) Bylaw No. 900-17 and South Shuswap Zoning Amendment (Finz Resort Ltd.) Bylaw No. 701-84 be held;*

**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 Paul Demenok, as Director for Electoral Area 'C' being that in which the land concerned is located, or Alternate Director Arnie Payment, if Director Demenok is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.*

**RELEASE OF IN CAMERA RESOLUTIONS**  
(if any)

***ADJOURNMENT***

**NEXT MEETING**

**BOARD MEETING**  
Thursday, September 15, 2016 at 9:30 AM  
CSR Boardroom