



COLUMBIA SHUSWAP REGIONAL DISTRICT

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AGENDA

REGULAR BOARD MEETING

DATE:	Thursday, March 23, 2017
TIME:	9:30 AM
PLACE:	CSR D Boardroom 555 Harbourfront Drive NE, Salmon Arm, BC

UPCOMING MEETINGS/EVENTS

North Okanagan/Columbia Shuswap Regional Hospital District Meeting

Date/Time: Tuesday, March 28, 2017 at 10:00 AM
Location: CSR D Boardroom, 555 Harbourfront Drive NE, Salmon Arm

Electoral Area A Local Advisory Committee Meeting

Date/Time: Thursday, March 30, 2017 at 6:00 PM
Location: BC Visitor Information Centre, 111 Golden Donald Upper Road, Golden

Electoral Area Directors' Committee Meeting

Date/Time: Tuesday, April 4, 2017 at 9:30 AM
Location: CSR D Boardroom, 555 Harbourfront Drive NE, Salmon Arm

Revelstoke and Area Economic Development Commission Meeting

Date/Time: Wednesday, April 5, 2017 at 4:00 PM
Location: Revelstoke Business and Visitor Information Centre Boardroom,
301 Victoria Road West

CALL TO ORDER

DELEGATIONS

- 10:00 AM **Auditors Presentation of the 2016 Audited Financial Statements**
- BDO Representatives in attendance to present the draft 2016 Financial Statements.
 - Item 4.1 relates to Draft 2016 Financial Statements.

- 10:15 AM **Crannog Ales, Sorrento, BC**
- Requesting support from the Board to Minister of Agriculture to update section 2(2.3) of the ALC regulations to ensure the feasibility of farm-based breweries and meaderies growing agricultural crops, including hops.

[View
Delegation
Request](#)

[View
Petition](#)

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS

ADMINISTRATION

1. ADOPTION OF MINUTES

1.1 Board Meeting Minutes – February 16, 2017

[View Minutes](#)

Motion

THAT:

the minutes of the February 16, 2017 regular Board meeting be adopted.

1.2 BUSINESS ARISING FROM THE MINUTES

- None.
-

2. CORRESPONDENCE

2.1 Restructure Planning Grant (February 15, 2017)

- Letter from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development, advising that a Restructure Planning Grant of \$30,000 has been approved for a diagnostic governance study of South Revelstoke within Electoral Area B.
- Related to Item 8.1.

[View Attachment](#)

2.2 Highway Maintenance (February 21, 2017)

- Letter from JPW Road & Bridge Inc. requesting comments related to maintenance of the highway system in the Columbia Shuswap Regional District (CSRD).

[View Attachment](#)

2.3 Agriculture Response regarding Agri-Tourism, ALR Regulations (February 16, 2017)

- Response to Letter from the Chair dated June 28, 2016 expressing concerns about the lack of consultation on the Agricultural Land Reserve Use, Subdivision and Procedures Regulation amendments (Agri-tourism).

[View Attachment](#)

2.4 “Keeping it Rural” 2017 Conference - Southern Interior Beetle Action Coalition (March 15, 2017)

- Conference Notice – Kelowna, BC – June 20-21, 2017.

[View Notice](#)

Motion

THAT:

the correspondence contained on the March 23, 2017 regular Board agenda be received for information.

3. REPORTS

3.1 **Electoral Area Directors' Committee Meeting Minutes – February 7, 2017**

[View Minutes](#)

Motion **Recommendation to the Board:**

THAT:

it be recommended to the Board that staff be directed to draft a Noise Bylaw pertaining to Electoral Areas A, B, C, D, E & F for first reading, to be followed up by a public consultation process in the affected communities.

Motion

THAT:

the minutes of the Electoral Area Directors' Committee meeting held on February 7, 2017 be received for information.

3.2 **Area C Governance Committee Meeting Minutes – February 16, 2017**

[View Minutes](#)

Motion

THAT:

the minutes of the Area C Governance Committee meeting held on February 16, 2017 be received for information.

3.3 **Committee of the Whole (Budget) Meeting Minutes – February 17, 2017**

[View Minutes](#)

Motion

THAT:

the minutes of the Committee of the Whole (Budget) meeting held on February 17, 2017 be received for information.

3.4 **Revelstoke and Area Economic Development Commission Meeting Minutes – February 8, 2017**

[View Minutes](#)

Motion

THAT:

the minutes of the Revelstoke and Area Economic Development Commission meeting held on February 8, 2017 be received for information.

4. BUSINESS GENERAL

4.1 **Financial Statements**

- Report from J. Pierce, Manager, Financial Services, dated March 6, 2017.

[View Attachment](#)

Motion

THAT:

in accordance with the Local Government Act, the 2016 CSRD Year End Financial Statements be approved.

4.2 **Highway Improvements – Priority List**

- Request to add item to the agenda from Chair Martin.
- MLA Greg Kylo suggested it would be helpful to him if perhaps there was a priority list of improvements at the local level that were presented to him by the Board.
- For discussion.

- 4.3 School District No. 83 Engagement with Local Government re: Strategic Plan for the School District**
 - Request to add item to the agenda from Chair Martin

- 4.4 Policy A-1 “Occupational Health and Safety Program Amendment”**
 - Report from D. Mooney, Manager, Operations Management, dated March 9, 2017.

[View Attachment](#)

Motion **THAT:**
the Board endorse the amendment to Policy No. A-1 “Occupational Health and Safety Program” and approve its inclusion into the CSRD Policy Manual.

5. **BUSINESS BY AREA**

- 5.1 Grant-in-Aid Requests**
 - Report from J. Pierce, Manager, Financial Services, dated March 10, 2017.

[View Attachment](#)

Motion **THAT:**
the Board approve the following allocations from the 2017 electoral Grant-in-Aids:

Area C

Arts Council for the South Shuswap (program funding) \$22,380

Area D

Falkland Historical Society (operational costs) \$2,000

Area E

Eagle Valley Community Support Society (program funding) \$10,000

Area F

Anglemont Fire Fighters Association (Canada Day event) \$1,950

- 5.2 Electoral Area A Community Works Fund Parson Community Park Warming Hut and Picnic Shelter**
 - Report from R. Nitchie, Team Leader, Community Services, dated March 8, 2017.

[View Attachment](#)

Motion **THAT:**
in accordance with Policy No. F-3 “Community Works Fund - Expenditure of Monies” access to the Community Works Fund be approved for up to \$60,000 plus applicable taxes from the Electoral Area A Community Works Fund Allocation to construct a Warming Hut and Picnic Shelter at Parson Community Park.

- 5.3 Revelstoke/Area B EOF Applications – Revelstoke Golf Club and Columbia Valley Skateboard Association**
 - Report from J. Pierce, Manager, Financial Services, dated March 6, 2017.

[View Attachment](#)

Motions are on the next page

Motion #1 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 in the amount of \$80,000 annually for two years (2017 and 2018) to the Revelstoke Golf Club to assist with improvements to the Revelstoke golf course.

Motion #2 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 in the amount of \$125,000 to the Columbia Valley Skateboard Association to assist with the development of a new skateboard park at Kovach Park.

□ 5.4 Electoral Area C Community Works Fund Playground Infrastructure and Play Court

- Report from R. Nitchie, Team Leader, Community Services, dated March 6, 2017.

[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 in the amount of \$25,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for upgrades to playground equipment and construction of a play court at the John Evdokimoff Community Park in White Lake.

□ 5.5 Electoral Area D Community Works Fund - Rancho Fire Hall Water System Assessment

- Report from T. Langlois, Team Leader, Utilities, dated March 7, 2017.

[View Attachment](#)**Motion THAT:**

in accordance with Policy No. F-3 "Community Works Fund - Expenditure of Monies" access to the Electoral Area Community Works Fund be approved in the amount of \$10,000 plus applicable taxes from the Electoral Area D Community Works Fund allocation for engineering assessment and design work for the Rancho/Deep Creek Fire Hall water system.

□ 5.6 Electoral Area D Community Works Fund – Salmon River Road Parallel Trail

- Report from R. Nitchie, Team Leader, Community Services, dated March 7, 2017.

[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 in the amount of \$200,000 plus applicable taxes from the Electoral Area D Community Works Fund allocation for construction of parallel trails.

Motion #2 THAT:

the Board empower the authorized signatories to endorse an application to the Ministry of Transportation and Infrastructure BikeBC Grant in the amount of \$370,000 for the construction of parallel trails.

□ **5.7 Seymour Arm Community Wharf Infrastructure Planning Grant Application**

- Report from R. Nitchie, Team Leader, Community Services, dated March 6, 2017.

[View Attachment](#)

Motion

THAT:

the Board empower the authorized signatories to apply for an Infrastructure Planning Grant from the Ministry of Community, Sport and Cultural Development in the amount of \$10,000 to provide an assessment to construct a community boat launch and repurpose the existing wharf.

6. ADMINISTRATION BYLAWS

□ **6.1 2017 Five Year Financial Plan Bylaw No. 5750**

- Report from J. Pierce, Manager, Financial Services, dated March 6, 2017.

[View Attachment](#)

Motion #1

THAT:

"2017 Five Year Financial Plan Bylaw No. 5750", be read a first, second and third time this 23rd day of March, 2017.

Motion #2

THAT:

"2017 Five Year Financial Plan Bylaw No. 5750", be adopted this 23rd day of March, 2017.

□ **6.2 Lakeview Place Subdivision Water Upgrade Service Area Temporary Borrowing Bylaw No. 5751**

- Report from J. Pierce, Manager, Financial Services, dated March 6, 2017.

[View Attachment](#)

Motion #1

THAT:

Bylaw No. 5751, cited as "Lakeview Place Subdivision Water Upgrade Temporary Borrowing Bylaw No. 5751" be read a first, second and third time this 23rd day of March, 2017.

Motion #2

THAT:

Bylaw No. 5751, cited as "Lakeview Place Subdivision Water Upgrade Temporary Borrowing Bylaw No. 5751" be adopted this 23rd day of March, 2017.

□ **6.3 Lakeview Place Subdivision Water Upgrade Service Area Parcel Tax Bylaw No. 5752**

- Report from J. Pierce, Manager, Financial Services, dated March 6, 2017.

[View Attachment](#)

Motion #1

THAT:

Bylaw No. 5752, cited as cited as "Lakeview Place Subdivision Water Upgrade Service Parcel Tax Bylaw No. 5752" be read a first, second and third time this 23rd day of March, 2017.

Motion #2

THAT:

Bylaw No. 5752, cited as cited as "Lakeview Place Subdivision Water Upgrade Service Parcel Tax Bylaw No. 5752" be adopted this 23rd day of March, 2017.

7. IN CAMERA **7.1 THAT:****Motion***pursuant to Sections 90(1)(a)(e)(i) and 90(2)(b):*

- *Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- *the acquisition, disposition or expropriation of land or improvements;*
- *the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and*
- *the consideration of information received and held in confidence relating to negotiations between the local government and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;*

*of the Community Charter, the Board move In Camera.***DEVELOPMENT SERVICES****8. BUSINESS GENERAL** **8.1 Diagnostic Inventory**

- Report from J. Thingsted, Planner, dated March 3, 2017.
- Funding approval & approve Final Terms of Reference.
- Related to Item 2.1.

[View Attachment](#)**Motion****THAT:***the Board endorse the proposed Terms of Reference for the South Revelstoke area Diagnostic Inventory;***AND THAT** *the Board direct staff to finalize a cost-share agreement with the Ministry of Community, Sport, and Cultural Development and the City of Revelstoke;***AND FURTHER THAT** *the Board direct staff, in collaboration with the City of Revelstoke, to develop and post a Request for Proposals.***9. ALR APPLICATIONS**
 **9.1 Area A Agricultural Land Commission (ALC) application
Section 20(3) – Non-farm Use in the ALR
Columbia View Homes Ltd., Inc. No. 610894
Civic address: 821 Canyon Creek Road**

- Report from D. Passmore, Senior Planner, dated February 23, 2017.

[View Attachment](#)**Motion****THAT:***Application No. LC2536A, Section 20(3) Non-Farm Use in the ALR, for; Parcel A (Sketch Plan 5055I), Section 30, Township 26, Range 21, West of the Fifth Meridian, Kootenay District, Except Plans NEP65016 and NEP66542, be forwarded to the Provincial Agricultural Land Commission recommending approval on this 23rd day of March, 2017.*

- 9.2 Area D Agricultural Land Commission (ALC) application
Section 21(2) – Subdivision within the Agricultural Land Reserve (ALR)
Lance Reimer c/o Blake Lawson
Civic address: 174 and 180 Deep Creek Road**
- Report from C. LeFloch, Development Services Assistant, dated February 23, 2017.

[View Attachment](#)

Motion**THAT:**

Application No. LC2529D, Section 21(2) Subdivision within the ALR, for the West ½ of the Northeast ¼, Section 20, Township 19, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except Plan A11384, and the Southwest ¼ of the Southeast ¼, Section 29, Township 19, Range 9, West of the 6th Meridian, Kamloops Division Yale District be forwarded to the Provincial Agricultural Land Commission recommending refusal, this 23rd day of March, 2017.

- 9.3 Area F Agricultural Land Commission (ALC) Application
Section 17(3) – Inclusion into the Agricultural Land Reserve (ALR)
Neil and Karl Bischoff
Civic address: 2703 Bischoff Road**
- Report from C. LeFloch, Development Services Assistant, dated February 15, 2017.

[View Attachment](#)

Motion**THAT:**

Application No. LC2535F, Section 17(3) Inclusion into the ALR, for The Southwest ¼ of Section 23, Township 23, Range 10, West of the 6th Meridian, Kamloops Division Yale District be forwarded to the Provincial Agricultural Land Commission recommending approval this 23rd day of March, 2017.

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 C Development Variance Permit 641-23
Corrie and John Stalker
That Part of the southwest ¼ of Section 33 Township 21
Range 10 W6M KDYD Except Plans 2844, H14421, KAP52812,
KAP55494, KAP81117, and EPP15685
Civic address: 3120 Carlin Road**
- Report from C. Benner, Development Services Assistant, dated February 28, 2017.

[View Attachment](#)

Motion is on the next page

Motion**THAT:**

in accordance with Section 498 of the Local Government Act Development Variance Permit No. 641-23 for That Part of the southwest ¼ of Section 33, Township 21, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Except Plans 2844, H14421, KAP52812, KAP55494, KAP81117, and EPP15685, varying Subdivision Servicing Bylaw No. 641, as follows:

1. *waive the requirement that a surface water source proposed for an Independent On-Site Water System must be included on the List of Eligible Sources, contained in Schedule D of Bylaw No. 641, for a proposed subdivision under application No. 2016-00337C;*

be approved for issuance this 23rd day of March, 2017.

- **11.2 Area C Development Variance Permit No. 701-70**
Christian and Missionary Alliance
Lot A Section 4 Township 23 Range 9 W6M KDYD Plan 34667
Civic address: 5055 Eagle Bay Road
- Report from C. Benner, Development Services Assistant, dated February 28, 2017.

[View Attachment](#)

Motion**THAT:**

in accordance with Section 498 of the Local Government Act Development Variance Permit No. 701-70 for Lot A, Section 4, Township 23, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 34667, varying South Shuswap Zoning Bylaw No. 701, as follows:

- *Section 24.2.4 Minimum setback from side parcel line from 5.0 m to 2.0 m for a camp cabin;*

be approved for issuance this 23rd day of March, 2017.

- **11.3 Area F Development Variance Permit No. 800-26**
Blast Developments Inc.
Civic Address: 6514 Squilax-Anglemont Road, Magna Bay, BC
- Report from D. Passmore, Senior Planner, dated February 15, 2017.

[View Attachment](#)

Motion**THAT:**

in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 800-26 for Lot 1, Section 13, Township 23, Range 10, W6M, KDYD, Plan 8557 varying Magna Bay Zoning Bylaw No. 800, as follows:

- 1) *Section 5.5(2) (f) Minimum setback from front parcel boundary from 4.5 m (14.76 ft.) to 4.2 m (13.78 ft.) for a proposed single family dwelling only;*

be approved for issuance this 23rd day of March, 2017.

12. PLANNING BYLAWS

- 12.1 Area C **Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8**
South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87
Civic address: Golf Course Drive
 - Report from D. Passmore, Senior Planner, dated February 27, 2017.

[View Attachment](#)

Motion #1 **THAT:**
Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a first time this 23rd day of March, 2017;

AND THAT:
the Board utilize the simple consultation process for Bylaw No. 725-8, and it be referred to the following agencies and First Nations:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations.

Motion #2 **THAT:**
"South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a first time this 23rd day of March, 2017;

AND THAT:
the Board utilize the simple consultation process for Bylaw No. 701-87, and it be referred to the following agencies and First Nations:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations.

RELEASE OF IN CAMERA RESOLUTIONS
 (if any)

ADJOURNMENT

NEXT BOARD MEETING
 Thursday, April 20, 2017 at 9:30 AM
 CSRD Boardroom