

## COLUMBIA SHUSWAP REGIONAL DISTRICT

Minutes of a Regular Board meeting held December 4, 2015  
in the Board Room of the Regional District Office, Salmon Arm, BC

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

### PRESENT

Chair:	R. Martin	(Electoral Area 'E')
Directors:	K. Cathcart	(Electoral Area 'A') (Absent)
	Alt. Director M. Cantle	(Electoral Area 'A')
	L. Parker	(Electoral Area 'B')
	P. Demenok	(Electoral Area 'C')
	R. Talbot	(Electoral Area 'D')
	L. Morgan	(Electoral Area 'F')
	M. McKee	(City of Revelstoke)
Vice Chair:	C. Moss	(Town of Golden)
	N. Cooper	(City of Salmon Arm)
	C. Eliason	(City of Salmon Arm) (Absent)
	Alt. Director T. Lavery	(City of Salmon Arm)
	T. Rysz	(District of Sicamous)
Staff:	C. Hamilton	Chief Administrative Officer
	L. Shykora	Deputy Manager, Corporate Administration Services
	E. Johnson*	Executive Assistant/Confidential Secretary
	G. Christie	Manager, Development Services
	S. Berger	Team Leader, Development Services
	J. Pierce	Manager, Financial Services
	C. Kraft*	Deputy Treasurer, Financial Services
	R. Cyr*	Economic Development Officer
	D. Mooney*	Manager, Operations Management
	R. Nitchie*	Team Leader, Community Services
	B. Van Nostrand*	Team Leader, Environmental Health Services
	J. Sham*	Planner
	C. LeFloch*	Development Services Assistant

\* attended part of meeting only.

### INAUGURAL PROCEEDINGS

#### CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 9:30 AM. At this time, the CAO conducted the Inaugural proceedings by presiding over the election of the Chair and Vice-Chair.

ELECTION OF CHAIR FOR 2016      The Chief Administrative Officer called for nominations for the position of Chair for 2016.

Director Parker nominated Director Martin.

Director Talbot nominated Director Cooper.

After calling three times for nominations, the Chief Administrative Officer provided the nominated Directors the opportunity to make presentations to the Board prior to the election by ballot.

**INAUGURAL  
PROCEEDINGS,  
Continued**

2015-1201  
SCRUTINEERS FOR THE  
COUNTING OF BALLOTS

M/S Directors Demenok/Moss THAT:  
the Deputy Manager of Corporate Administration Services and the Executive Assistant be appointed as scrutineers for the counting of ballots associated with the election of Chair and Vice-Chair.

CARRIED

Ballots were distributed and the vote was conducted.

Following the counting of the ballots, the Chief Administrative Officer declared Director Martin as Chair for 2016.

ELECTION OF  
VICE CHAIR  
FOR 2016

The Chief Administrative Officer called three times for nominations for the position of Vice Chair for 2016.

Director Talbot nominated Director Moss.  
Director McKee nominated Director Parker.

After calling three times for nominations, the Chief Administrative Officer provided the nominated Directors the opportunity to make presentations to the Board prior to the voting by ballot.

Ballots were distributed and the vote was conducted.

Following the counting of the ballots, the Chief Administrative Officer declared Director Moss as Vice Chair of the Board for 2016.

2015-1202  
DESTRUCTION OF  
BALLOTS

M/S Directors McKee/Talbot THAT:  
the ballots for the elections of Chair and Vice-Chair held on December 4, 2015 be destroyed.

CARRIED

Director Martin assumed the Chair at this time.

CHAIR'S REMARKS

The Chair thanked the Board for her election and noted she is looking forward to representing the CSRD as Chair in 2016. At this time, Chair Martin called upon Board members to provide comment and remarks for the upcoming year.

**DELEGATIONS**

ROYAL CANADIAN  
MARINE SEARCH  
AND RESCUE

Bruce Weicker, President, and Rob Sutherland, Station Leader RCMSAR 106, Shuswap Lifeboat Society attended the meeting to provide information on the Royal Canadian Marine Search and Rescue Station 106. The overview included a description of what the Society is and what they do. A PowerPoint presentation was made that provided information on evacuations, sinkings, crashes, searches, the side scan sonar and rescue recovery, first aid, medivac, and incident history, along with the future goals of the Society. Mr. Weicker then reviewed the various funding partners and what the funding covers in terms of expenses, equipment and administration. The delegation also provided an explanation of the use of drones in the Society's rescue efforts.

The Society representatives responded to various questions asked by the Board. Mr. Weicker advised of their specific request for the CSR Board to consider funding the Society on an annual basis, in the amount of \$25,000.

The request for funding will be brought forward to the 2016 budget deliberations for consideration.

A brief recess took place at this time.

## **ADMINISTRATION**

### **ADOPTION OF MINUTES**

2015-1203  
REGULAR BOARD  
MEETING  
NOV. 19, 2015

M/S Director Talbot/Alt. Director Lavery THAT:  
the minutes of the November 19, 2015 Board Meeting be adopted.

CARRIED

### **CORRESPONDENCE**

2015-1204  
ASSOCIATION OF  
KOOTENAY & BOUNDARY  
LOCAL GOVERNMENTS  
(AKBLG) (NOV. 23, 2015)

Memo from AKBLG re: Notification of Annual General Meeting: April 27-29, 2016 and Deadline to Submit Resolutions: February 26, 2016.

It was mentioned that the CSR is not a member of the AKBLG and that any resolution the Board supports for submission to SILGA may be provided to the AKBLG for information.

M/S Directors McKee/Rysz THAT:  
the correspondence contained on the December 4, 2015 regular Board agenda be received for information.

CARRIED

### **REPORTS**

2015-1205  
MILFOIL CONTROL  
PLANNING COMMITTEE  
MEETING MINUTES  
(NOV. 5, 2015)

M/S Directors Rysz/Morgan THAT:  
the minutes of the November 5, 2015 Milfoil Control Planning Committee Meeting minutes be received for information.

CARRIED

2015-1206

M/S Directors Rysz/Morgan THAT:  
the Board endorse the following recommendation put forward by the Milfoil Control Planning Committee that the 2016 Milfoil Control Budget be endorsed for CSR Board consideration as presented.

CARRIED

2015-1207

M/S Directors Rysz/Morgan THAT:  
the Board endorse the following recommendation put forward by the Milfoil Control Planning Committee that the Board write a letter to the Federal Minister of Environment regarding the new Federal Aquatic Invasive Species Regulations to reiterate that if the new regulations are effective, sufficient funding must be in place to ensure this threat does not happen in the waters of British Columbia.

CARRIED

REPORTS,  
(cont`d)

2015-1208  
SHUSWAP EMERGENCY  
PROGRAM EXECUTIVE  
COMMITTEE MEETING  
MINUTES (NOV. 5, 2015)

M/S Director Demenok/Alt. Director Cantle THAT:  
the minutes of the November 5, 2015 Shuswap Emergency Executive  
Committee meeting be received for information.

CARRIED

2015-1209

M/S Director Demenok/Alt. Director Cantle THAT:  
the Board endorse the following recommendation put forward by the  
Shuswap Emergency Program (SEP) Executive Committee for Board  
consideration:

- THAT: the 2016 SEP budget be endorsed by the CSRD Board  
consideration as presented.

CARRIED

2015-1210  
SHUSWAP ECONOMIC  
DEVELOPMENT ADVISORY  
COMMITTEE MEETING

Memo from R. Cyr, Economic Development Officer, Shuswap  
Tourism/Columbia Shuswap Film Commission, dated November 30, 2015.

- For background information.

M/S Directors Cooper/Parker THAT:  
the CSRD Board not support the Shuswap Food Action Co-op proposal for  
funding of a Community Food Action Initiative at this time.

CARRIED

2015-1211  
SHUSWAP TOURISM  
ADVISORY COMMITTEE  
MEETING

Memo from R. Cyr, Economic Development Officer, Shuswap  
Tourism/Columbia Shuswap Film Commission, dated November 30, 2015.

- For background information.

M/S Directors Morgan/Talbot THAT:  
as recommended by the Shuswap Tourism Advisory Committee at its  
regular meeting of Thursday, November 26, 2015, the CSRD Board provide  
a letter of support to the City of Salmon Arm to endorse the City's application  
to the Municipal and Regional Tax (MRDT) – "Hotel Room Tax".

CARRIED

**BUSINESS GENERAL**

2015-1212  
LANDFILL COMPUTER  
SOFTWARE UPGRADE

Report from B. Van Nostrand, Team Leader, Environmental Health Services,  
dated November 24, 2015.

M/S Directors Parker/Demenok THAT:  
in accordance with Policy No. F-3 "Community Works Fund – Expenditure of  
Monies" access to the Community Works Fund be reallocated in the amount of  
\$40,000 plus applicable taxes to acquire new landfill scale software from the  
10% portion of the All Electoral Areas Community Works Fund allocation.

CARRIED

**BUSINESS GENERAL,**  
**(cont`d)**

2015-1213  
BOARD AND  
COMMITTEE MEETING  
SCHEDULE 2016

Report from L. Shykora, Deputy Manager, Corporate Administration Services, dated November 24, 2015.

M/S Directors McKee/Rysz THAT:  
the proposed 2016 Board and Committee meeting schedule be approved.

2015-1214

MS Directors Demenok/Rysz THAT:  
the proposed 2016 Board and Committee meeting schedule be amended by  
by changing Committee of the Whole Budget meeting from Wednesday,  
February 17, 2016 to Friday, February 19, 2016.

AMENDMENT - CARRIED

MOTION AS AMENDED - CARRIED

**BUSINESS BY AREA**

2015-1215  
GRANT-IN-AID  
REQUESTS

Report from J. Pierce, Manager, Financial Services dated November 23, 2015.

M/S Director Talbot/Alt. Director Lavery THAT:  
the Board approve the following allocations from the 2015 electoral Grant-in-  
Aids:

Area C

SAS Dry Grad 2016 (Dry Grad celebration 2016) \$500

Area D

SAS Dry Grad 2016 (Dry Grad celebration 2016) \$500

Area E

Eagle Valley Community Support Society (Program support) \$10,000

Area F

SAS Dry Grad 2016 (Dry Grad celebration 2016) \$1,000.

CARRIED

2015-1216  
ELECTORAL AREA C  
PARKS PLAN –  
COMMUNITY WORKS  
FUND

Report from R. Nitchie, Team Leader, Community Services dated November 24, 2015.

M/S Director Demenok/Alt. Director Cantle 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 \$150,000  
plus applicable taxes to develop a Parks Plan for Area C from the Electoral  
Area C Community Works Fund allocation.

CARRIED

BUSINESS BY AREA,  
(cont`d)

2015-1217  
REVELSTOKE/AREA B  
ECONOMIC  
OPPORTUNITY FUND  
APPLICATION – CITY OF  
REVELSTOKE  
COMMUNITY CENTRE

Report from J. Pierce, Manager, Financial Services, dated November 25, 2015.

M/S Directors Parker/McKee 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 fund commercial kitchen upgrades at the Revelstoke Community Centre in the amount of \$75,000 for the purpose of delivering a Culinary Arts Training program.

CARRIED

2015-1218  
GOLDEN AND DISTRICT  
RECREATION CENTRE  
MANAGEMENT  
AGREEMENT

Report from D. Mooney, Manager, Operations Management, dated November 25, 2015.

M/S Alt. Director Cantle/Director Moss THAT:  
the Board empower the authorized signatories to enter into an agreement with the Town of Golden for the management of the Golden and District Recreation Centre for a five year term commencing the 1<sup>st</sup> day of January, 2016 to, and including, the 31<sup>st</sup> day of December, 2020 at a cost based on the Town of Golden’s reported annual facility operating expenses.

Discussion:

- Director Moss advised that the Town of Golden ratified the agreement at its Council meeting of December 1, 2015.

CARRIED

**DEVELOPMENT SERVICES**

BUSINESS GENERAL

None.

ALR APPLICATIONS

None.

**ELECTORAL AREA DIRECTORS**

BUSINESS BY AREA

None.

**PLANNING BYLAWS**

2015-1219  
ELECTORAL AREA 'B'  
OFFICIAL COMMUNITY  
PLAN AMENDMENT  
(SHAYNE BRIGHTON)  
BYLAW NO. 850-9

Report from C. LeFloch, Development Services Assistant, dated November 16, 2015.

The proposed bylaw amendments would add special regulations to both the Official Community Plan and to the Zoning Bylaw to recognize the existing use of the property at 3326 Back Road for a single family dwelling and a secondary residence with an associated septic system that is sited on the adjacent property at 3451 Trans-Canada Highway.

ELECTORAL AREA 'B'  
ZONING AMENDMENT  
(SHAYNE BRIGHTON)  
BYLAW NO. 851-8  
CIVIC ADDRESS: 3326  
BACK ROAD AND 3451  
TRANS-CANADA  
HIGHWAY

The applicant was not in attendance.

M/S Directors Parker/Demenok THAT:  
"Electoral Area 'B' Official Community Plan Amendment (Shayne Brighton) Bylaw No. 850-9" be read a first time this 4<sup>th</sup> day of December, 2015;

AND THAT:

the Board utilize the simple consultation process for Bylaw No. 850-9, and in accordance with Section 879 of the Local Government Act it be referred to the following agencies and First Nations:

- Area 'B' Advisory Planning Commission;
- Interior Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services;
- School District #19; and
- All relevant First Nations Bands and Councils;

AND FURTHER THAT:

pursuant to Section 882 of the Local Government Act, the Board has considered this "Electoral Area 'B' Official Community Plan Amendment (Shayne Brighton) Bylaw No. 850-9" in conjunction with the Columbia Shuswap Regional District's Financial Plan and its Waste Management Plan.

CARRIED

2015-1220

M/S Directors Parker/Demenok THAT:  
"Electoral Area 'B' Zoning Amendment (Shayne Brighton) Bylaw No. 851-8" be read a first time this 4<sup>th</sup> day of December, 2015;

AND THAT:

the Board utilize the simple consultation process for Bylaw No. 851-8, and it be referred to the following agencies and First Nations:

- Area 'B' Advisory Planning Commission;
- Interior Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations – Water Rights Branch;

PLANNING BYLAWS,  
(cont`d)

- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- School District #19; and
- All relevant First Nations Bands and Councils.

CARRIED

2015-1221  
MAGNA BAY ZONING  
AMENDMENT (ANMAR  
DEVELOPMENTS INC.)  
BYLAW NO. 800-24

Report from J. Sham, Planner, dated November 17, 2015.

CIVIC ADDRESS: 7018 &  
7022 CASABELLO ROAD,  
MAGNA BAY

The proposal is to amend the minimum parcel size in the RS Residential zone for Strata Lot 1 only, to allow an amendment to Strata Plan KAS2175, to amalgamate the area that is currently Limited Common Property, with Strata Lot 1 to allow an oversized garage on Strata Lot 1. A variance to the maximum gross floor area of an accessory building will be required for the oversized garage. Further, a minor variance to the side parcel line setback is required for an existing hot tub.

The applicant was not in attendance.

M/S Directors Morgan/Talbot THAT:  
"Magna Bay Zoning Amendment (Anmar Developments Inc.) Bylaw No. 800-24" be read a third time this 4<sup>th</sup> day of December, 2015.

CARRIED

2015-1222

M/S Directors Morgan/Talbot THAT:  
"Magna Bay Zoning Amendment (Anmar Developments Inc.) Bylaw No. 800-24" be adopted this 4<sup>th</sup> day of December 2015.

CARRIED

IN CAMERA

2015-1223

M/S Directors Demenok/Cooper THAT:  
pursuant to Sections 90(1)(a)(c)(i):

- personal information about an identifiable individual who holds or is being considered for a position as an officer employee or agent of the regional district or another position appointed by the regional district;
- labour relations or other employee relations;
- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; of the Community Charter, the Board move In-Camera.

CARRIED.



**RELEASE OF IN CAMERA RESOLUTIONS**

None.

**ADJOURNMENT**

2015-1224  
ADJOURNMENT  
AT 12:51 PM

M/S Directors Morgan/Moss THAT:  
the Regional Board meeting of December 4, 2015 be adjourned.

CARRIED

CERTIFIED CORRECT:

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CHAIR

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CHIEF ADMINISTRATIVE OFFICER