



REGIONAL DISTRICT OF CENTRAL OKANAGAN
REGULAR BOARD MEETING
AGENDA

Thursday, October 24, 2024

8:30 a.m.

Woodhaven Board Room
1450 K.L.O. Road, Kelowna, BC

Pages

1. **CALL TO ORDER**

Chairperson Ireland to call the meeting to order.

As an open meeting, a live audio-video feed is being broadcast and recorded on rdco.com.

2. **LAND ACKNOWLEDGEMENT**

The RDCO acknowledges our presence on the traditional, ancestral, and unceded tm̓x̓wúlaʔx̓w (land) of the syilx / Okanagan people who have resided here since time immemorial. We recognize, honour, and respect the syilx / Okanagan lands upon which we live, work, and play.

3. **ADOPTION OF THE AGENDA**

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To adopt the October 24, 2024 Regular Board Meeting agenda.

4. **ADOPTION OF MINUTES**

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To adopt the September 26, 2024 Regular Board Meeting minutes.

5 - 11

5. COMMUNICATION AND INFORMATION SERVICES

- 5.1 **Economic Development Commission's Strategy 2025 to 2030 - Project Update and What We Heard Summary** 20 m 12 - 49

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To receive for information an update on the Regional District of Central Okanagan's Economic Development Commission Strategy 2025 to 2030 project and an outline of next steps.

6. DEVELOPMENT AND ENGINEERING SERVICES

- 6.1 **Development Variance Permit (VP-24-05) - 227 Baird Road - EA West** 10 m 50 - 79

Custom Vote – Electoral Area West, West Kelowna & Kelowna Fringe Area – Electoral Area Directors, West Kelowna & Kelowna - 1 Director, 1 Vote

To consider varying Zoning Bylaw regulations to retroactively permit a non-compliant retaining wall and fence.

- 6.2 **Proposed sequencing for updating the RDCO's strategic, long-range plans (Regional Growth Strategy and Official Community Plans)** 30 m 80 - 93

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To consider a recommended sequencing for updating the RDCO's strategic, long-range planning documents (Regional Growth Strategy and Official Community Plans)

- 6.3 **Regional Transportation Service - 2024 Update** 20 m 94 - 109

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To consider the drafted Regional Transportation Service concept arising from the 2023-2026 RDCO Strategy Priorities and receive direction to advance the proposed regional transportation service concept through drafting a transportation service establishment bylaw.

7. PROTECTIVE SERVICES

- 7.1 **Appointment of Bylaw Enforcement Officers and Animal Control Officers** 5 m 110 - 111

All Directors – Unweighted Corporate Vote – Simple Majority (LGA s. 208)

To consider the appointment of three Animal Control Officers and one Bylaw Enforcement Officer.

- 7.2 UBCM CRI-693 - 2023 FireSmart Grant Funding Amendment Request** 5 m 112 - 113

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To request the Regional Board approve a FireSmart grant amendment application.

- 7.3 UBCM-CEFP - 2024 Indigenous Cultural Safety and Cultural Humility Training Grant** 5 m 114 - 116

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To consider Regional Board approval for staff to apply for a grant under the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Indigenous Cultural Humility and Cultural Safety.

- 7.4 UBCM-CEFP Volunteer and Composite Fire Departments Equipment and Training Grant - 2024 Application** 5 m 117 - 118

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

To consider Regional Board approval for staff to apply for a grant under the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Volunteer and Composite Fire Departments Equipment and Training

8. FINANCIAL SERVICES

- 8.1 Okanagan Regional Library Loan Authorization Bylaw 1558** 5 m 119 - 124

All Directors – Weighted Corporate Vote – Majority (LGA s.209)

To consider the adoption of Loan Authorization Bylaw No.1558 for the purposes of borrowing funds from Municipal Finance Authority (MFA) on behalf of the Okanagan Regional Library.

- 8.2 Purchase Commitments over \$100,000 during Q3 2024** 5 m 125 - 126

All Directors – Unweighted Corporate Vote – Simple Majority (LGA s.208)

To report all purchase commitments exceeding \$100,000 made during Q3 2024 in accordance with section 4.6 of the Board's Purchasing Policy.

9. COMMITTEE AND NEW BUSINESS

To receive for information.

- | | | |
|-----|--|-----------|
| 9.1 | Okanagan Regional Library Regular Board of Trustees Meeting Minutes - May 15, 2024 | 127 - 131 |
| 9.2 | Central Okanagan Economic Development Advisory Committee Minutes - June 26, 2024 | 132 - 134 |
| 9.3 | Okanagan Basin Water Board Report - October 10, 2024 | 135 |

10. DIRECTOR ITEMS

11. MOTION TO CLOSE THE MEETING

THAT the October 24, 2024 Regular Board meeting be closed to the public pursuant to sections 90(1) (c) of the *Community Charter* to discuss items related to:

- labour relations or other employee relations.

12. ADJOURN



Regular Board Meeting Minutes

Date: Thursday, September 26, 2024

Time: 8:30 a.m.

Location: Woodhaven Board Room
1450 K.L.O. Road, Kelowna, BC

Directors: B. Ireland, Chairperson (District of Lake Country)
T. Dyas (City of Kelowna)
M. DeHart (City of Kelowna)
R. de Jong (City of West Kelowna)
G. Milsom (City of West Kelowna)
L. Stack (City of Kelowna)
M. Singh (Alternate Director, City of Kelowna)
M. Bartyik (Alternate Director, Central Okanagan East Electoral Area)

Directors (electronic): W. Carson (Central Okanagan West Electoral Area)
P. Van Minsel (District of Peachland)
R. Webber (Director, City of Kelowna)

Directors (absent): J. Coble (Westbank First Nation)
C. Hodge (City of Kelowna)
K. Kraft, Vice-Chairperson (Central Okanagan East Electoral Area)

Staff: S. Ginter, Chief Administrative Officer
C. Griffiths, Director of Corporate Services
D. Noble-Brandt, Director of Development and Engineering Services
J. Foster, Director of Communications & Information Services
T. McCabe, Director of Financial Services
W. Darlington, Interim Director of Parks Services
M. Walroth, Director of Protective Services
S. Horning, Deputy Corporate Officer
D. LeBlanc*, Senior Planner
S. O'Dea*, Senior Planner
S. Ballan-Brown, Executive Assistant – Corporate Services
C. Fleischmann, Deputy Corporate Officer (Recording Secretary)

Guests: Andrew Ramlo*, VP, ADVISORY, rennie & associates
*denotes partial attendance

1. **CALL TO ORDER**

Chairperson Ireland called the meeting to order at 8:31 a.m. and noted as an open meeting, a live audio-video feed is being broadcast and recorded on rdco.com.

2. **LAND ACKNOWLEDGEMENT**

Chair acknowledged our presence on the traditional, ancestral, and unceded tḥxʷúlaʔxʷ (land) of the syilx / Okanagan people who have resided here since time immemorial. We recognize, honour, and respect the syilx / Okanagan lands upon which we live, work, and play.

Chair Ireland provided the following:

I'd like to begin today's meeting by acknowledging that Monday, September 30th, marks the fourth annual National Day for Truth and Reconciliation, coinciding with Orange Shirt Day. I encourage everyone to wear their orange shirts, participate in local Indigenous community events, and take time to reflect on how we can contribute to advancing reconciliation.

The National Day for Truth and Reconciliation is an important moment for us all to pause and confront the painful history of the residential school system in Canada, as well as the ongoing injustices faced by Indigenous communities. It's a time to honor the resilience of the survivors and remember those who never made it back home.

The path to reconciliation demands that we confront the truth of what has been done to Indigenous people in the past and continues to this day. The injustices endured by the syilx / Okanagan people and Indigenous communities across Canada persist in policies that perpetuate racism, adversity, and oppression.

As a Board, I'm proud that we've begun to take meaningful steps to address the colonial practices embedded within local government. We had the opportunity to share the stage with Westbank First Nation at UBCM last week to share our progress toward more inclusive regional governance. I know this Board is committed to continuing our journey toward Truth and Reconciliation, by understanding, respecting, and working alongside the syilx / Okanagan people.

3. ADOPTION OF THE AGENDA

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

STACK/MILSOM

R2024/117 **THAT** the September 26, 2024 Regular Board Meeting agenda be adopted.

CARRIED

4. ADOPTION OF MINUTES

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

DE JONG/DYAS

R2024/118 **THAT** the August 22, 2024 Regular Board Meeting minutes be adopted.

CARRIED

5. DEVELOPMENT AND ENGINEERING SERVICES

5.1 Central Okanagan Demographic and Housing Projections

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

Staff provided a presentation.

Andrew Ramlo, VP, ADVISORY, rennie & associates provided a presentation and responded to questions from the Board.

DYAS/DE JONG

R2024/119 **THAT** the Regional Board receives the demographic and housing projections overview from the Director of Development and Engineering Services, dated September 26, 2024, for information.

CARRIED

5.2 Development Services Bylaw Updates - Building Bylaw No. 1482

*All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)
Bylaw adoption requires 2/3 majority (LGA s.228)*

DYAS/MILSOM

R2024/120 **THAT** the Regional Board gives first, second and third reading to Bylaw No.1553, Amendment No.2 to Building Bylaw No. 1482, 2023;
AND THAT the Regional Board adopts Bylaw No.1553, Amendment No.2 to Building Bylaw No. 1482, 2023;

AND THAT the Regional Board gives first, second and third reading to Bylaw No. 1554, Amendment No.3 to Development Application Fees and Charges Bylaw No.1483, 2023;
AND FURTHER THAT the Regional Board adopts Bylaw No. 1554, Amendment No.3 to Development Application Fees and Charges Bylaw No.1483, 2023.

CARRIED

5.3 Development Services Bylaw Updates - Business Bylaw

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208) Bylaw adoption requires 2/3 majority (LGA s.228)

DYAS/MILSOM

R2024/121

THAT the Regional Board gives first, second and third reading to Business Licensing and Regulation Bylaw No. 1555;
AND THAT the Regional Board adopts Business Licensing and Regulation Bylaw No. 1555;
AND THAT the Regional Board gives first, second and third reading to Bylaw No.1556, Amendment No.1 to Bylaw Notice Enforcement Bylaw No.1538, 2023;
AND THAT the Regional Board adopts Bylaw No.1556, Amendment No.1 to Bylaw Notice Enforcement Bylaw No.1538, 2023;
AND THAT the Regional Board gives first, second and third reading to Bylaw No.1557, Amendment No.1 to Ticket Information Utilization Bylaw No.1537, 2023;
AND FURTHER THAT the Regional Board adopts Bylaw No.1557, Amendment No.1 to Ticket Information Utilization Bylaw No.1537, 2023.

CARRIED

Director Carson - Opposed

5.4 Zoning Amendment Bylaw No. 871-289 - Adoption - Shelter Cove - 4401 Westside Road - EA West

Custom Vote – Electoral Area West & West Kelowna Fringe Area – Electoral Areas & West Kelowna - 1 Director, 1 Vote

MILSOM/DE JONG

R2024/122

THAT Zoning Amendment Bylaw No. 871-289 be adopted.

CARRIED

The Board recessed the meeting at 9:54 a.m. and reconvened the meeting at 10:05 a.m.

6. PROTECTIVE SERVICES

6.1 Board Policy - Fire Inspector and Fire Investigator Designation

All Directors – Unweighted Corporate Vote – Simple Majority (LGA s.208)

DE JONG/DYAS

R2024/123

THAT the Regional Board approve Regional Board Policy, BP20-2024, Designation of Fire Inspectors and Fire Investigators pursuant to the *Fire Safety Act*, as attached to the report of the Director of Protective Services, dated September 26, 2024.

CARRIED

6.2 Mutual Aid Agreement Renewal - Regional District of Kootenay Boundary (RDKB) Big White Fire Department and Regional District of Central Okanagan (RDCO) Joe Rich Fire Department

All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

DYAS/STACK

R2024/124

THAT the Regional Board approve entering into the Mutual Fire Aid Agreement between the Regional District of Central Okanagan (Joe Rich Fire Department) and the Regional District of Kootenay Boundary (Big White Fire Department), in the form attached to the Report from the Director of Protective Services, dated September 26, 2024;

AND THAT the Regional Board authorizes the Board Chair and Corporate Officer to execute the Mutual Fire Aid Agreement.

CARRIED

7. CORPORATE SERVICES

7.1 Corporate Officer Appointment

All Directors – Unweighted Corporate Vote – Simple Majority (LGA s.208)

SINGH/MILSOM

R2024/125

THAT the Regional Board hereby appoints Corie Griffiths as Corporate Officer, to assume the powers, duties, and functions under section 236 [*Corporate administration*] of the *Local Government Act*, effective September 26, 2024.

CARRIED

8. CORRESPONDENCE

8.1 Okanagan Basin Water Board - Interprovincial cooperation to prevent mussels - August 28, 2024

8.2 Ministry of Emergency Management and Climate Readiness - Emergency Support Services Program - September 17, 2024

DEHART/SINGH

R2024/126 **THAT** the Regional Board receive the following correspondence for information:

- Okanagan Basin Water Board - Interprovincial cooperation to prevent mussels - August 28, 2024 and
- Ministry of Emergency Management and Climate Readiness - Emergency Support Services Program - September 17, 2024.

CARRIED

9. COMMITTEE AND NEW BUSINESS

9.1 Planning Advisory Committee Meetings - February 20, 2024

MILSOM/DE JONG

R2024/127 **THAT** the Regional Board receive the following committee and new business for information:

- Planning Advisory Committee Minutes - February 20, 2024.

CARRIED

10. DIRECTOR ITEMS

11. MOTION TO CLOSE THE MEETING

DEHART/STACK

R2024/128 **THAT** the September 26, 2024 Regular Board meeting be closed to the public pursuant to sections 90(1) (e) (k) and 92 (b) of the *Community Charter* to discuss items related to:

- the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

- negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the regional district if they were held in public; and
- the consideration of information received and held in confidence relating to negotiations between the regional district 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.

CARRIED

The meeting convened to a closed session at 10:18 a.m. and reconvened to an open meeting at 10:56 a.m.

12. ADJOURN

The September 26, 2024 Regular Board Meeting be adjourned at 10:56 a.m.

B. Ireland, Chairperson

S. Horning, Deputy Corporate Officer

/cf



Regional Board Report

Information

To: Regional Board
From: Director of Communication and Information Services
Date: October 24, 2024

Subject: Regional District of Central Okanagan's Economic Development Commission's Strategy 2025 to 2030 – Project Update and What We Heard Summary

Voting Entitlement: *All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)*

Purpose: To receive for information an update on the Regional District of Central Okanagan's Economic Development Commission Strategy 2025 to 2030 project and an outline of next steps.

Executive Summary:

The Regional District of Central Okanagan's Economic Development Commission (EDC) works to foster the development of a healthy, dynamic and resilient community economy by supporting existing businesses and encouraging new business investment in the Central Okanagan.

The EDC has been operating in alignment with the Moving Forward to 2025 strategy as received by the Regional Board on October 10, 2019. As the Moving Forward to 2025 strategy comes to an end, the EDC is undertaking a strategic planning process that will provide a guide for its activities over the next five years.

A consulting contract to lead the project was awarded to Deloitte in May 2024. Below is a summary of the strategic planning process progress and the input gathered to date, as well as an outline of next steps.

Recommendation(s):

THAT the Regional Board receive for information the report Regional District of Central Okanagan's Economic Development Commission Strategy 2025 to 2030 – Project Update and What We Heard Summary from the Director of Communication and Information Services, dated October 24, 2024.

Respectfully submitted by: Krista Mallory, Manager of Economic Development

Report Approved by: Jodie Foster, Director of Communication and Information Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

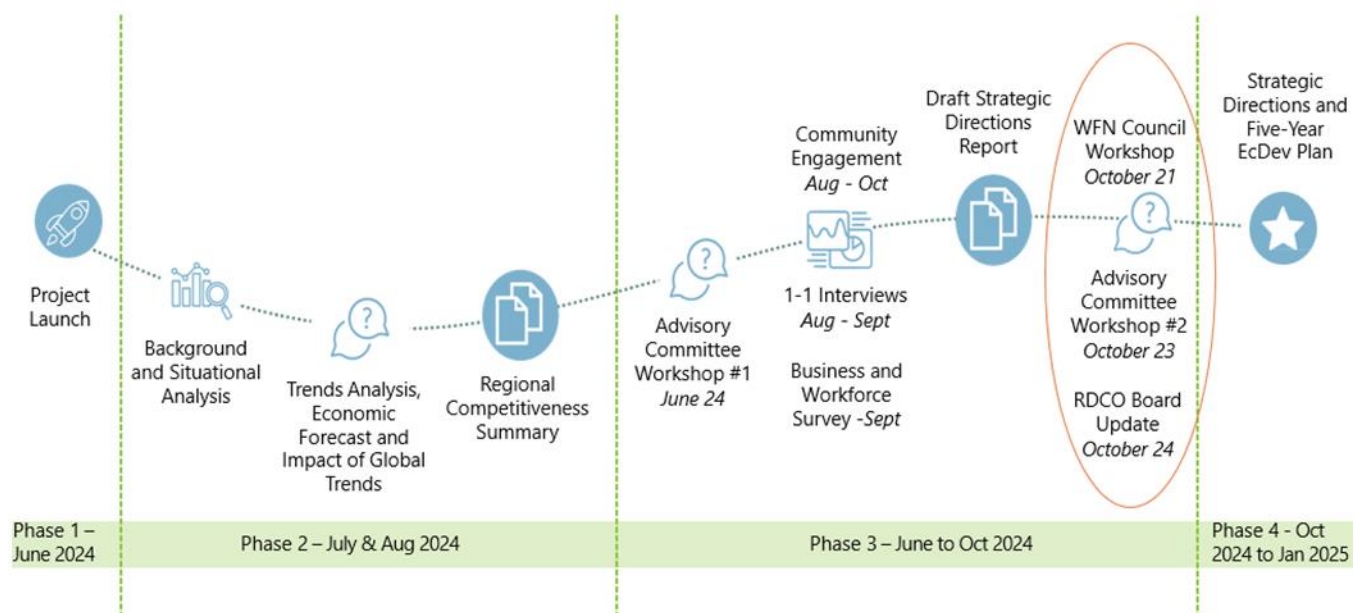
- √ Emergency preparedness
- Health and wellness
- √ Regional transportation
- √ Truth and reconciliation
- √ Environment and climate – Regional priority only
- √ Growth and development – Electoral Area priority only

Background:

On October 10, 2019, the Regional Board received the EDC's Moving Forward to 2025 strategic plan. The plan identified four strategic pillars: Growing Sustainably, Building Business, Competing Globally and Inviting Top Talent. In November 2021, a workshop was held with the Regional Board to realign the Moving Forward to 2025 strategic plan considering the impact of COVID-19 to the regional economy. The strategic pillars were found to remain valid, and the EDC continues to operate in alignment with the Moving Forward to 2025 plan.

EDC Strategic Plan to 2030 – Project Update:

Strategic Plan Project Overview



In 2024, the EDC received a grant from CanExport Community Initiatives to undertake a comprehensive strategic planning process that will guide its activities for the next five years. A consulting contract was awarded to Deloitte in May 2024, with an expected completion date of January 2025. Above is an overview of the project timing.

Project deliverables include:

1. Economic Base Analysis
 - Background review and situational analysis
 - Trend analysis and regional benchmarking
 - Economic forecasts and global trends
2. Community Engagement
 - 1:1 interviews with 13 community organizations
 - COEDC Advisory Committee workshops (2)
 - Business and workforce surveys
3. Strategic directions and five-year Economic Development Plan report

Engagement Summary – What We Heard Report

To garner input on priorities for the next five years, a business and community engagement was undertaken. This included a business survey, workforce survey and one-on one interviews. For more details, see Appendices A,B,C.

Key themes from engagement in Phase 2 and 3 of the project have been reviewed and compiled. These themes will be distilled into draft priorities to be further reviewed and refined.

Business Survey Insights

- 70% of all respondents felt somewhat or very satisfied with Central Okanagan as a place to do business. Factors with the highest level of satisfaction are:
 - Availability of post-secondary programming (75%)
 - Technology and productivity resources (73%)
 - Business-related training (69%)
- 63% believe their revenues will be increasing over the next 12 months, and over the next 24 months 36% of respondents have plans for expansion and 50% expect to maintain current business operations.
- 69% of respondents somewhat or strongly agreed they would recommend the Central Okanagan to another business looking to expand or relocate.
- Only 56% of business owners are aware of the various supports/resources available to them.

Workforce Survey Insights

- Newcomers to the region (last 1-4 years), were inspired to the region for quality of life (50%), job opportunities (43%), friends/family in the region (43%).
- Respondents displayed an 85% overall satisfaction level with Central Okanagan as a place to work.
- 26% of respondents were currently searching for work and identified limited opportunity in their occupation, lack of recognition for credentials, challenges finding work-life balance and inadequate salary options as top challenges.
- Respondents identified skills training (31%), housing accessibility (30%) and networking opportunities (27%) as areas where regional assistance would be helpful to achieve employment goals.

Key Themes from Interviews

Theme 1: Innovation and Technology Adoption

The region has a strong education system, including Central Okanagan Public Schools, Okanagan College, and UBC Okanagan, which provides a steady stream of skilled workers and connects research with local industries. While the tech sector is growing, traditional industries like tourism and agriculture also need to adapt to environmental challenges by shifting to higher-value, sustainable activities. The tech ecosystem in the region can support this transition. Small businesses in all sectors also need support integrating tech into day-to-day operations.

Theme 2: Impact of Cost of Living and Housing on Workforce Development

High housing costs and the overall cost of living make it difficult to keep new graduates, attract skilled workers, and retain trade workers and immigrants. Major institutions and growing companies need to attract mid-career and senior managers and specialists but are hampered by housing challenges. Although the region offers an attractive quality of life, it is becoming less appealing for those without high incomes or established wealth.

Theme 3: Leveraging the Critical Mass of a Growing Metro Region.

As the largest metro area between Calgary and Vancouver, the Central Okanagan offers opportunities to attract investment from companies attracted to the region's growth. However, there needs to be greater investment in infrastructure and transportation systems, and more support from higher levels of government. It's important to recognize that the region faces challenges similar to other metro areas, not rural ones.

Theme 4: Sustainability and Resilience

There is widespread recognition that industries must build resilience to climate change, but the Central Okanagan Economic Development Commission (COEDC) should focus only on actions that are achievable within its scope. This theme also ties in with innovation and technology, as local institutions and businesses can develop solutions to address environmental challenges.

Conclusion and Next Steps

The final EDC Strategic Directions and Five-Year Economic Development Plan will be developed based on the findings of the Economic Base Analysis and the community engagement phases of the project. Additional inputs informing the plan include the Regional Employment Lands Inventory and economic priorities identified by member communities.

With these inputs complete, the draft plan will be developed and presented to the Regional Board in early 2025.

Considerations:

Organizational/External:

The Central Okanagan Economic Development Advisory Committee - a 45-member advisory committee of the Regional Board made up of elected officials, community partners and industry representatives- has provided input to the project through two workshop sessions. The EDC would like to thank members for their contributions to the project.

The EDC would like to extend their appreciation to the regional community organizations that provided 1:1 interviews during the community engagement phase. Their input will enhance the EDC's ability to work in partnership to drive economic growth in the region.

Financial:

The RDCO received funding for this project through a CanExport Community Initiatives grant in the amount of \$25,000.

The Strategic Directions and Five-Year Economic Development Plan must be executable within existing resources or signal the need for additional resources.

Considerations not applicable:

- Legal/Statutory Authority:
- Alternate Recommendation:

Attachment(s): 1. COEDC Strategy 2025-2030 – RDCO Presentation
 2. Appendices A to C - Engagement Summary

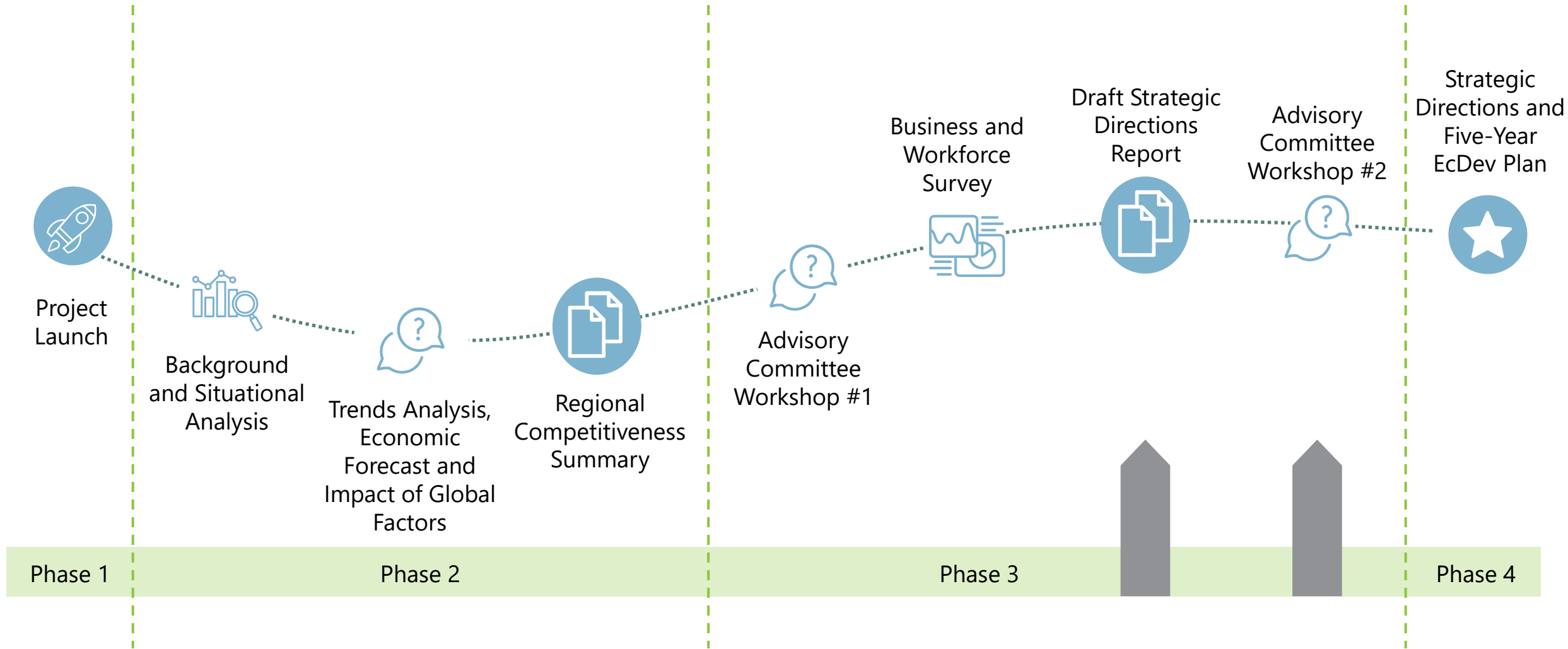


Regional District of Central Okanagan Economic Development Strategy 2025-2030

RDCO Board Presentation

October 24, 2024

Project Overview

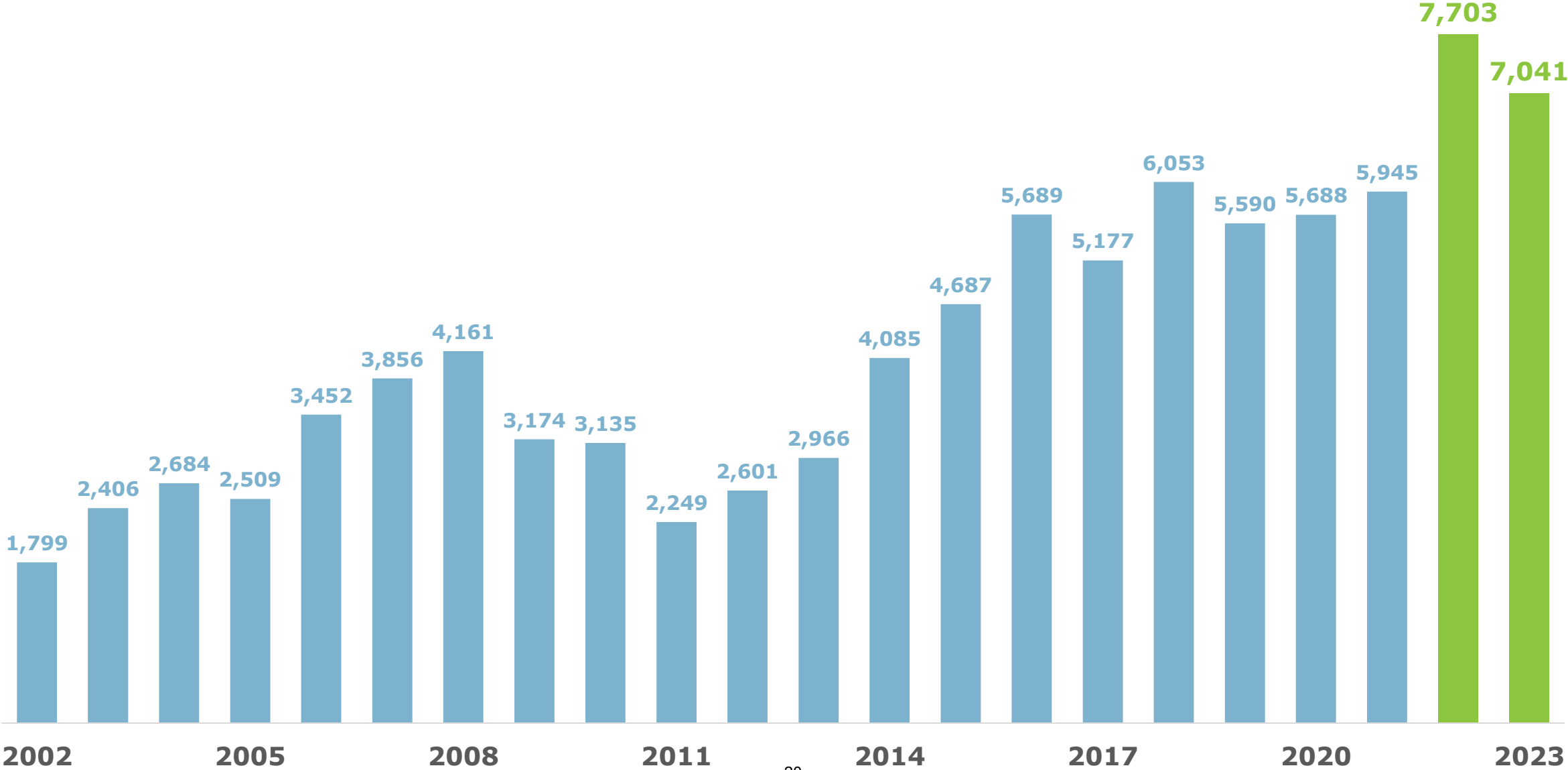




Competitiveness Assessment

Annual Change in Population, Kelowna CMA, 2002-2023

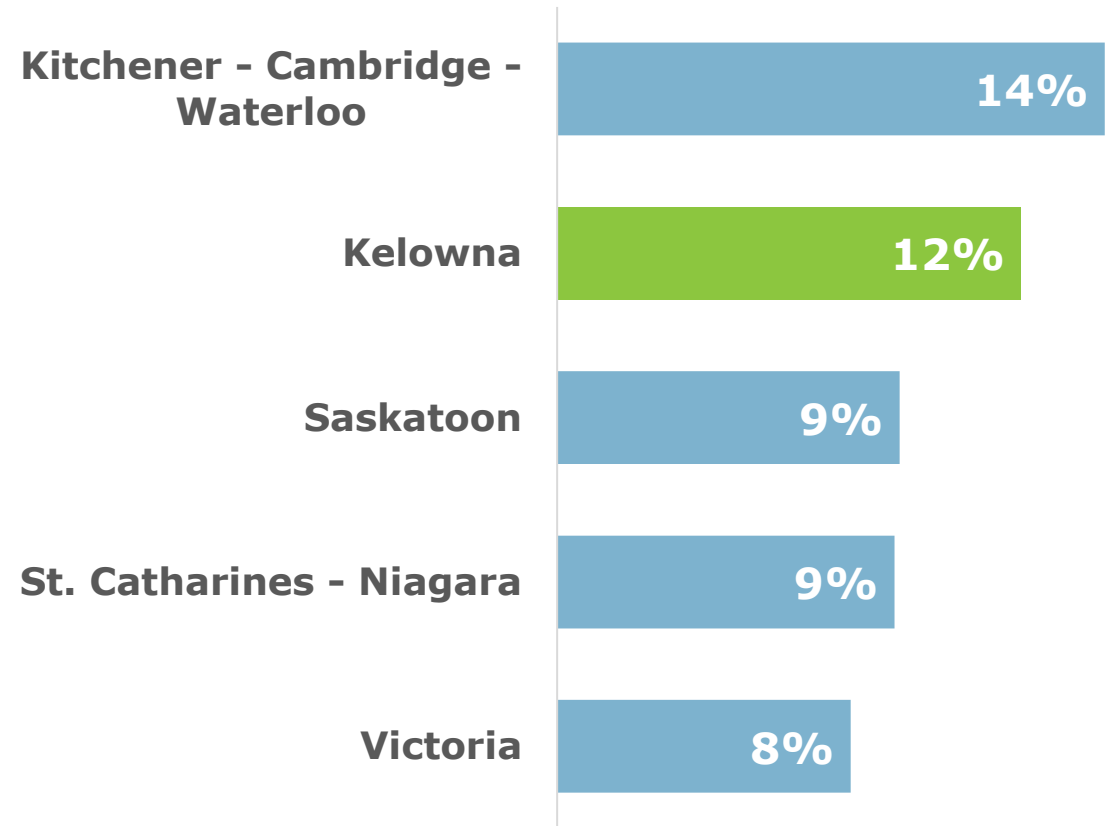
Source: Statistics Canada. Table 17-10-0005-01 Population estimates on July 1, by age and gender



In 2023, the region's population (Kelowna CMA) was estimated at 246,894 people.

Between 2019 and 2023, the region's population grew by 12%; higher than B.C. and Canada.

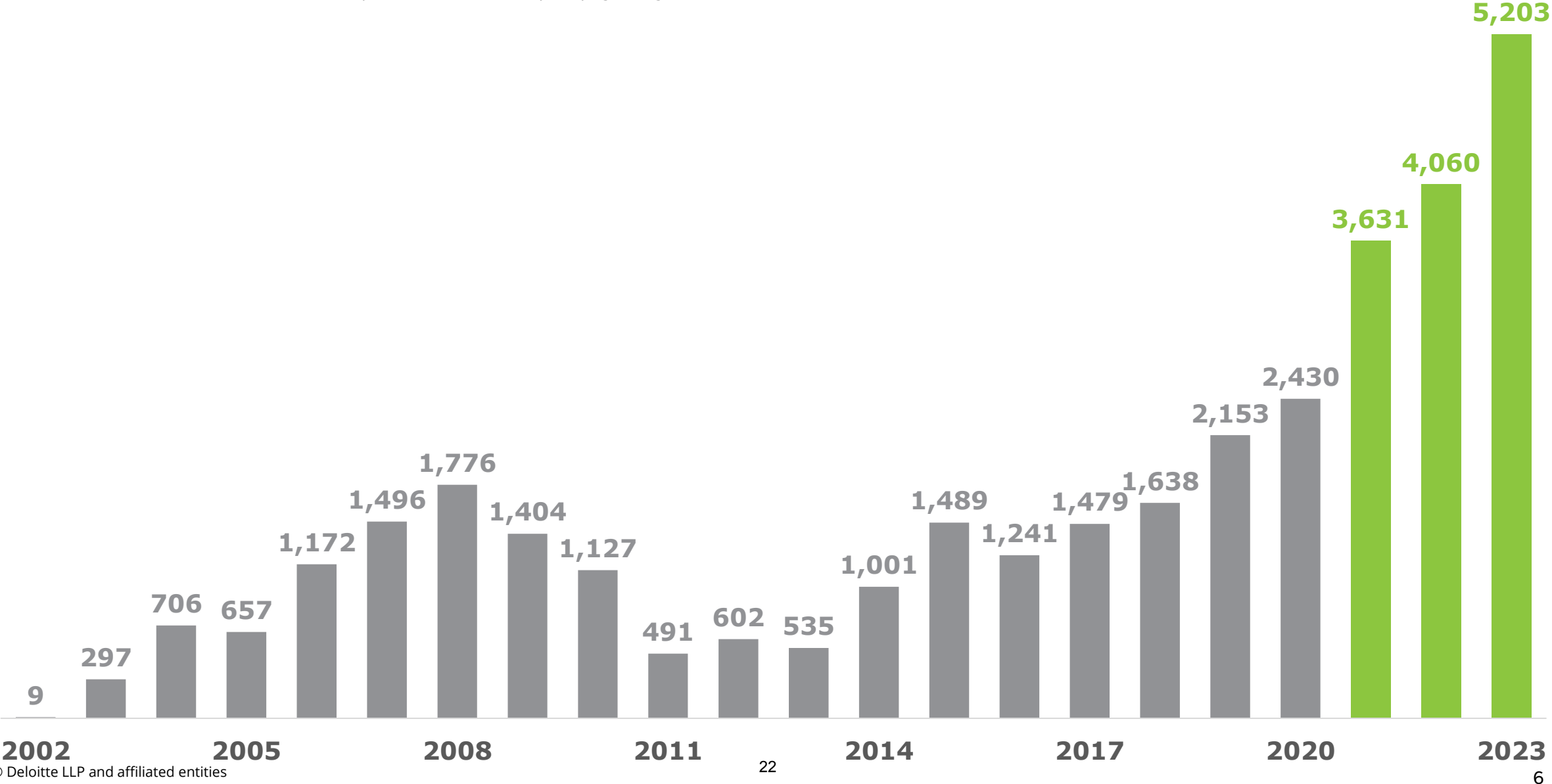
Estimated Population Growth, Comparable CMAs 2019-2023



Source: Statistics Canada. Table 17-10-0005-01 Population estimates on July 1, by age and gender

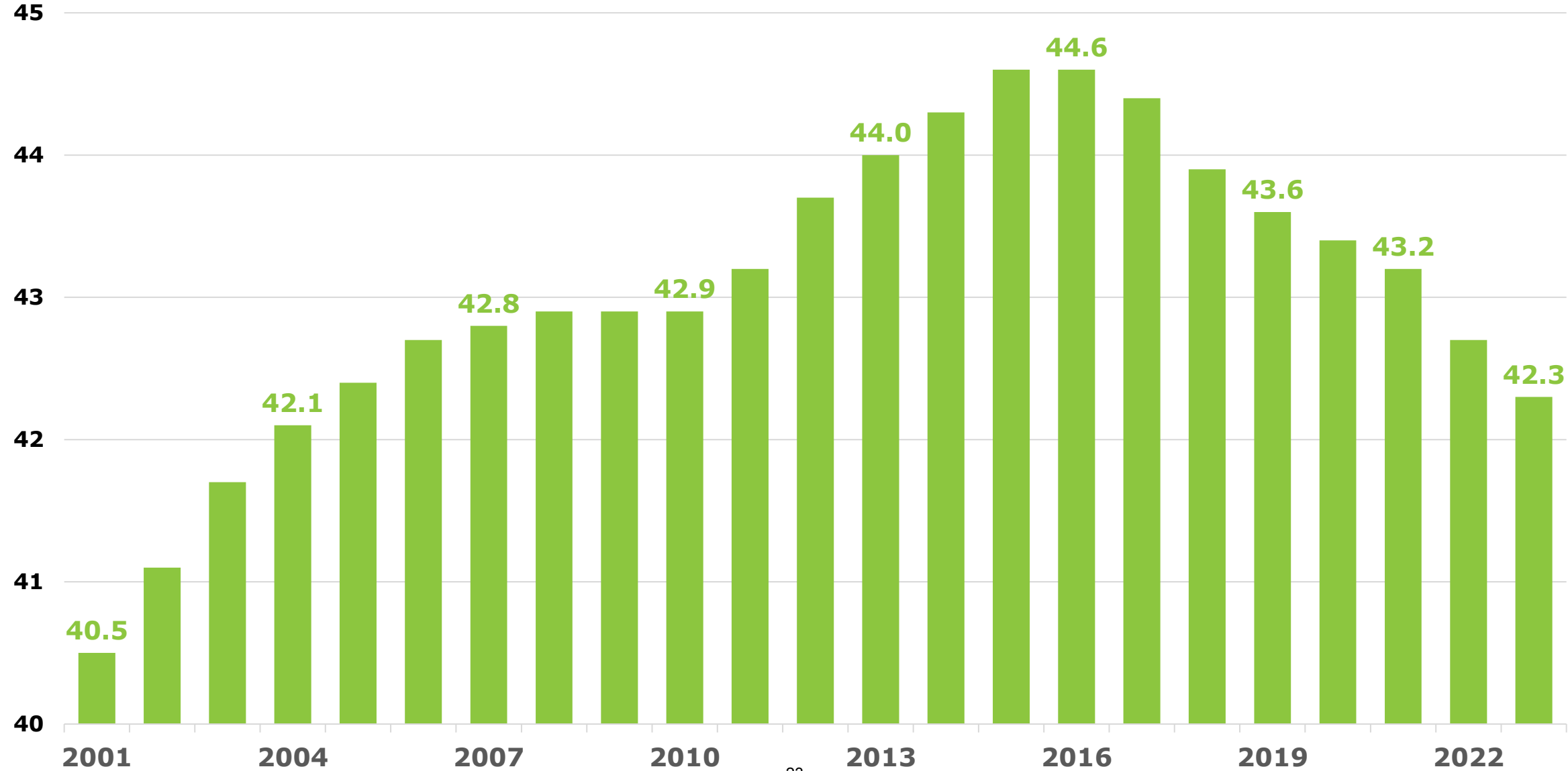
Annual Change in Prime Working-Age Population (25-54), Kelowna CMA, 2002-2023

Source: Statistics Canada. Table 17-10-0005-01 Population estimates on July 1, by age and gender



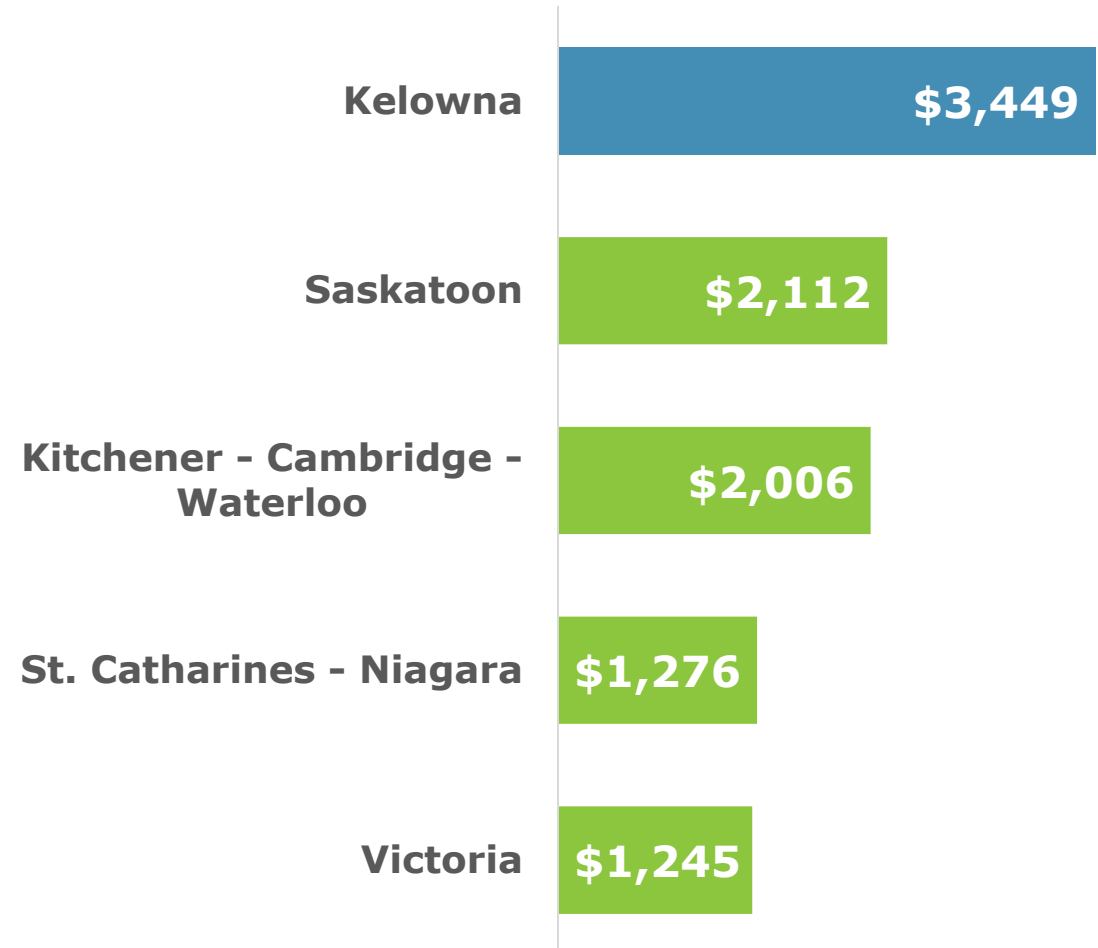
Median Age, Kelowna CMA, 2001-2023

Source: Statistics Canada. Table 17-10-0005-01 Population estimates on July 1, by age and gender



Private sector investment in commercial and industrial property also highest in Central Okanagan in the last three years.

Commercial + Industrial Building Permit Values per capita, 2021-2023 (Total)

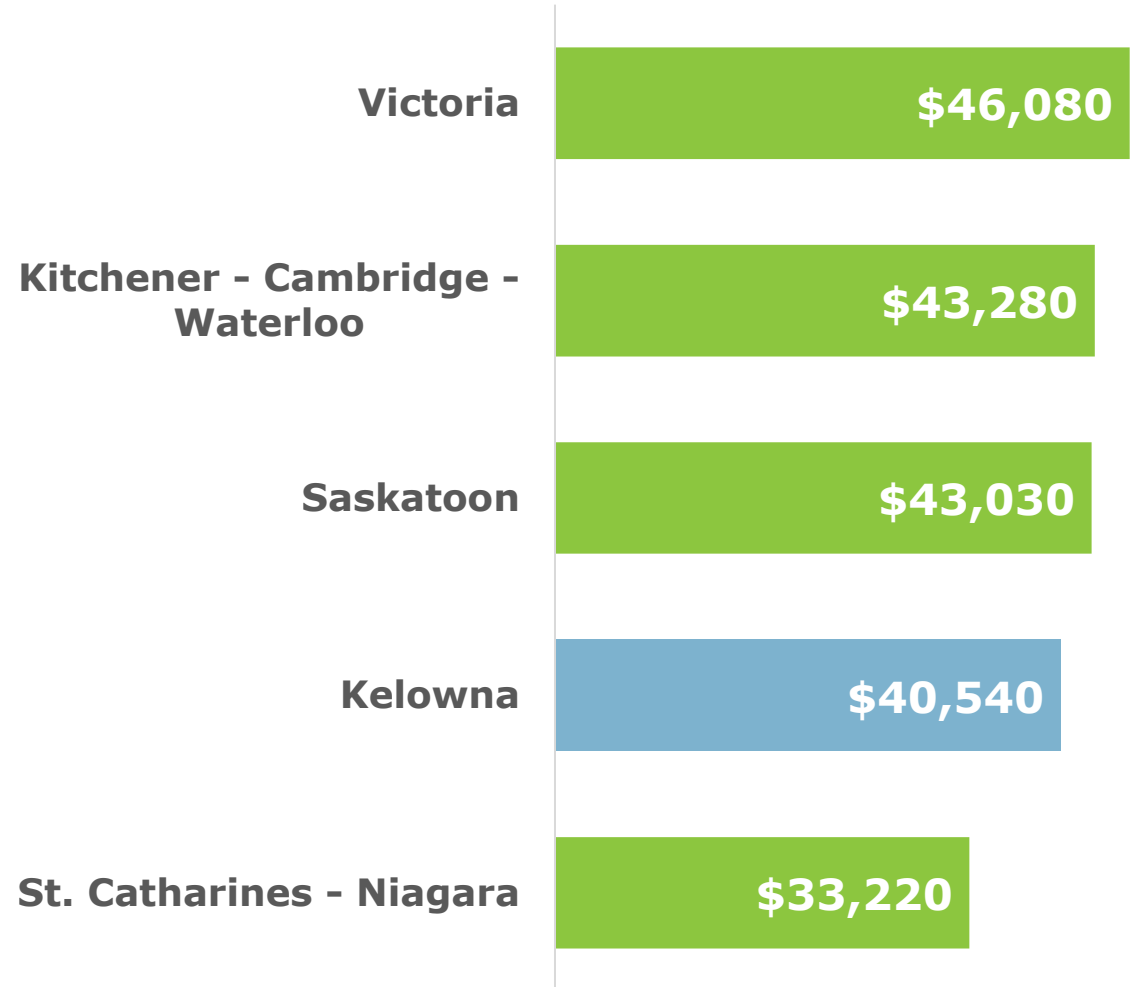


Source: Statistics Canada. Table 34-10-0285-01 Building permits by type of structure and type of work; Table 17-10-0005-01 Population estimates on July 1, by age and gender . Adapted by Deloitte LLP

Employment incomes lower in the Central Okanagan than most comparable areas.

On the plus side, median employment income from 2017-2021 increased much more in Kelowna than any non-BC CMA.

Median Employment Income, 2021



Source: Statistics Canada. Table 11-10-0004-01 Selected characteristics of taxfilers and dependants, income and demographics

Global disruption in 4D: Exploring intersecting forces impacting Canada's future

CATALYST

FUTURE OF CANADA CENTRE

Global disruption in 4D: Exploring intersecting forces impacting Canada's future



Deloitte.



THE FOUR DISRUPTIONS

**TALENT
TRANSFORMATION**

AI REVOLUTION



**THE RACE
TO NET-ZERO**

**GEOPOLITICAL
UNCERTAINTY**

THE FOUR DISRUPTIONS

TALENT TRANSFORMATION

- **Shortages of workers AND skills**
- **Aging population, changing skill requirements, evolving worker preferences**
- **Global efforts to achieve net-zero are accelerating**
- **Clean energy costs are falling, and faster transition can have environmental and economic benefits**

THE RACE TO NET-ZERO

AI REVOLUTION

- **Generative AI disrupting activities from coding to creative work to health care**
- **Canada lagging in AI adoption, risking slower growth and missed productivity gains**
- **Globalization in retreat from rising protectionism, Russia-NATO instability and US-China conflicts**
- **Canada impacted by global supply chain disruptions and lowered access to foreign markets**

GEOPOLITICAL UNCERTAINTY



Survey Results



Business Survey

Key Insights

- **63% of respondents believe their revenues will be increasing over the next 12 months**, indicating a positive perception of financial performance from business owners.
- A total of **70% of all respondents felt somewhat or very satisfied with Central Okanagan** as a place to do business.
- Factors with the highest level of satisfaction:
 - Availability of post-secondary programming (75%)
 - Technology and productivity resources (73%)
 - Business-related training (69%)
- Which skill level is the most challenging to recruit candidates?
 - 40% of respondents indicated the **intermediate skill level of to be the most challenging**
- Over the next 24 months, **36% of respondents have plans for expansion** and 50% expect to maintain current business operations
- **69% of respondents somewhat or strongly agreed they would recommend the Central Okanagan** to another business looking to expand or relocate.
- Only **56% of business owners are aware** of the various supports/resources available to them.
- What types of business supports would be most helpful in achieving business goals?
 - Marketing and business development (42%)
 - Professional services (40%)
 - Financing services (35%) to be the top supports.



Workforce Survey

Key Insights

- Newcomers (in the region for 1-4 years) were asked what inspired their recent move?
 - Quality of life (50%)
 - The number of job opportunities (43%)
 - Having friends/family in the region (43%).
- Of the 26% currently searching for work, what challenges do they face in the job search process?
 - Limited opportunity in their occupation
 - Lack of recognition for credentials
 - Challenges finding a work-life balance
 - Inadequate salary options
- Respondents displayed an **85% overall satisfaction level with Central Okanagan as a place to work.**
- Respondents showed high satisfaction with:
 - Safety of the work environment (85%)
 - Job security (82%)
- Using a “derived importance” analysis, the top improvements that are needed are:
 - Commuting times, adequate pay, suitable job opportunities within each sector.
- What types of regional assistance would be most helpful for achieving their employment goals
 - Skills training (31%), housing accessibility (30%) and networking opportunities (27%) were deemed top supports.





Key Themes from Interviews

1. Innovation and technology adoption

- The region has a **very strong education sector** for its size, including the School District, Ok College, and UBCO that are providing a steady supply of skilled workers and integrating research and innovation programs with local industries.
- The **tech sector, aerospace, film, and other emerging industries are a key part of this picture**, but also **traditional industries like tourism and agriculture** are facing new challenges (largely environment-related) and **must evolve** to focus on higher-value activities that fit within environmental constraints.
- Everyday businesses need help integrating tech into day-to-day operations.

2. Impact of cost of living and housing on Workforce Development

- Housing costs and overall high cost of living are a significant constraint to retaining new graduates, attracting skilled workers, retaining skilled trades and “blue collar” workforce, and attracting and retaining immigrants.
- Major institutions and growing companies need to attract mid-career and senior managers and specialists but are hampered by housing situation.
- Okanagan quality of life still a major attraction, but diminished due to housing challenges for those without established wealth or high incomes.

3. Leveraging critical mass of a growing metro region

- Central Okanagan is the largest metro region between Calgary and Vancouver, which creates a critical mass in support services and allows opportunities for targeted investment attraction to growth-oriented companies who are not joining a stagnant region.
- Needs to be wider recognition of the requirements of a growing metro region for major investments in infrastructure, transportation systems, non-market housing, etc. Need more support from senior governments that recognize these metro challenges (it's not rural just because it's not on the coast). This includes allowing pay levels in the public sector to reflect metro cost of living, not rural.
- Airport and UBCO recognized as major assets for a region of this size.

4. Sustainability and resilience

- Wide recognition of the need for all companies and industries to integrate resilience to climate change impacts, which are acute in the Okanagan.
- Desire for COEDC to be selective and focused in this area and only do what is achievable for an economic development organization.
- Strong overlap on this topic with the innovation/technology ecosystem and the potential to develop needed solutions through local institutions and innovative clean tech and agri-tech companies.
- This was one of the four pillars of the previous COEDC strategy and received the highest support from the Advisory Committee to continue as an area of focus.



Questions / Discussion

Thank you!



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**CENTRAL
OKANAGAN**
ECONOMIC
DEVELOPMENT
COMMISSION



**Regional District of
Central Okanagan**



COEDC STRATEGY 2025 TO 2030 Engagement Summary

Appendix A – Engagement Summary

Engagement for the Regional District of Central Okanagan’s Economic Development Commission’s (COEDC) Strategy 2025 to 2030 was undertaken between August 1, 2024, and October 23, 2024. The goal of the engagement process was to understand the needs of local business and the workforce, as well as the perceptions of business owners and employees regarding working and doing business in the region. The insights gathered on experiences, economic opportunities and challenges will be utilized to inform the COEDC’s Strategy 2025 to 2030 and track community trends over time.

Advertising to encourage participation in the engagement activities included:

- Direct outreach via e-mail and phone calls to local businesses, business support organizations, post-secondary institutions and local government.
- Paid promotion through:
 - The COEDC LinkedIn account from September 17 to 30 and the COEDC Instagram and Facebook accounts from September 27 to 30
 - The Regional District of Central Okanagan Instagram and Facebook accounts from September 17 to 30
 - Castanet and KelownaNow from September 24 to 30
 - Social media influencer Nothing but Jason from September 23 to 30

The public engagement approach included the following methods:

Surveys

The COEDC conducted two surveys, the Business Survey and the Workforce Survey. These surveys were open from September 3 to September 30, 2024. Respondents were directed to the appropriate survey based on their responses to the first few questions.

The Business Survey was completed by 166 individuals and the Workforce Survey was completed by 221.

The Business and Workforce Survey questions can be found in Appendix B and Appendix C.

Your Say RDCO

Background information about the COEDC Strategy 2025 to 2030 was shared on the Regional District of Central Okanagan ‘Your Say’ public engagement platform to provide the public with an overview of the project and to encourage participation in the survey.

The project was published on the platform on September 4, 2024, and is currently active, offering the public the chance to review the project’s progress and timeline.

Stakeholder Interviews

The COEDC conducted stakeholder interviews with leaders in industry, post-secondary institution and support organizations to provide insight into the current business climate and economic development goals, objects and targets that support the creation of a stronger economy.

13 stakeholder interviews were conducted with the following organizations:

- Accelerate Okanagan
- BC Fruit Growers' Association
- Canadian Home Builders Association Central Okanagan
- Central Okanagan Public Schools
- Kelowna Chamber of Commerce
- Kelowna Community Resources
- Kelowna International Airport
- Ministry of Jobs, Economic Development and Innovation
- Okanagan College
- Okanagan Film Commission
- Thompson Okanagan Tourism Association
- Tourism Kelowna
- University of British Columbia Okanagan

The following questions were asked:

1. *As context, please provide a brief overview of your organization, its current programs, services, and strategic priorities for the future.*
2. *What strengths do you associate with the Central Okanagan's economy in terms of competitiveness?*
3. *What do you see as the most significant economic opportunities for the Central Okanagan in the next five years?*
4. *What key challenges or barriers do you believe are hindering economic growth for your organization and your stakeholders in the Central Okanagan?*
5. *COEDC has identified potential priority areas as: Workforce Development, Investment Attraction, Innovation and Technology, and Sustainability and Resiliency. a. Which three priorities resonate most with your organization or are there additional priorities beyond these?*
6. *Thinking about investment attraction, what emerging industries, markets, or initiatives should COEDC focus on to enhance investment attraction in the region?*
7. *Thinking about workforce development, what specific sectors, markets (workforce attraction), or initiatives should COEDC prioritize to attract, develop, and retain talent? a. Any specific strategies tailored to addressing your organization's or clients' needs?*
8. *In your opinion, what resources and factors are essential for attracting jobs and major investment to the Central Okanagan?*
9. *How do you see innovation and technology driving economic growth in the Central Okanagan, and what opportunities or practices does your organization wish to see/prioritize in this space?*
10. *How do sustainability and resiliency contribute to long-term economic growth, and what specific initiatives or practices does your organization wish to see/prioritize in this space?*
11. *What economic and community development opportunities or trends could drive economic growth in the Central Okanagan that you believe are currently underexplored? (Examples from other regions, opportunities i.e., sleeping giants?)*
12. *Looking ahead to the next five years, what bold economic development vision would differentiate the Central Okanagan region from others? What actions are necessary to realize this vision?*
13. *Is there anything else you would like to emphasize or clarify during this discussion?*

Meetings and Presentations

Five meetings and presentations have been undertaken to gather feedback to inform the COEDC Strategy 2025 to 2030. These include the following:

- COEDC Advisory Committee:
 - June 26, 2024
 - October 23, 2024
- Westbank First Nation Chief Spring Salmon Committee – September 5, 2024
- COEDC Service Providers Roundtable – October 7, 2024
- Westbank First Nation Chief and Council – October 21, 2024

Appendix B - Regional District of Central Okanagan Economic Development Commission - *Workforce Survey 2024 Questions*

Screeners

1. Please select your age group:
 - a. Under 18 years old
 - b. 18-34
 - c. 35-54
 - d. 55+
 - e. Prefer not to answer (18 or over)

2. Where do you currently live? **Please select one option**
 - a. Peachland
 - b. West Kelowna
 - c. Westbank First Nation
 - d. Central Okanagan West (Fintry, North Westside)
 - e. Kelowna
 - f. Lake Country
 - g. Central Okanagan East (Ellison, Joe Rich)
 - h. Okanagan Indian Band (Duck Lake #7)
 - i. Outside of the Central Okanagan region

3. How long have you been living in the Central Okanagan region?
 - a. 1-4 years
 - b. 5-19 years
 - c. 10-14 years
 - d. 15+ years

- 3A. What has inspired your recent move to the region? Please select all that apply - Selected Choice
 - a. Family/friends in the region
 - b. Job opportunities
 - c. My industry is growing in the region
 - d. Work-life balance
 - e. Cost of living
 - f. Quality of life
 - g. Other (Please specify: ____)

4. Where do you currently work? **Please select one option.**
 - a. Not currently working
 - b. Peachland
 - c. West Kelowna
 - d. Westbank First Nation
 - e. Central Okanagan West (Fintry, North Westside)
 - f. Kelowna
 - g. Lake Country

- h. Central Okanagan East (Ellison, Joe Rich)
- i. Okanagan Indian Band (Duck Lake #7)
- j. Outside of the Central Okanagan region

4A. Why do you work outside the region? **(Open text, 200 characters)**

Job Seeking

5. Are you currently searching for work?

- a. Yes
- b. No

6. Why are you currently not searching for work?

- a. Do not need income
- b. Childcare/family responsibilities
- c. Was previously searching and did not find work
- d. Travelling/moving
- e. Enrolled in an educational program
- f. Other (please specify: _____)

7. What challenges are you currently facing in the job search process? **Please select all that apply:**

- a. Inadequate salary
- b. Limited opportunities in my occupation
- c. Work-life balance (lack of flexibility, benefits, supports)
- d. My credentials are not recognized in BC
- e. A lack of related work experience
- f. A lack of related skills/knowledge
- g. A lack of job-search skills
- h. A lack of literacy (language or numbers) skills
- i. A lack of digital or technology skills
- j. An illness or disability
- k. Access to transportation to and from work
- l. Discrimination (language, age, gender, ethnicity)
- m. Other (please specify: _____)

Employee Satisfaction

8. How long have you been employed in the *Central Okanagan*? **Please select one option**

- a. Less than a year
- b. 1-5 years
- c. 6-10 years
- d. 11-15 years
- e. 16-20 years
- f. 20+ years

9. **[If Q8 = D, E, F]** What do you like about working in the Central Okanagan? **(Open text, 200 characters)**

10. How would you classify your current or most recent job, or area you are seeking employment in? **Please select one option**

- g. Management (*legislators and senior managers in the public and private sectors*)
- h. Business, finance, and administration (*e.g., accountants, human resources, general office workers*)
- i. Natural and applied sciences and related occupations (*e.g., architects, statisticians, computer systems professionals, biologists, agriculturist*)
- j. Health (*e.g., physicians, dentists, veterinarians, nurses, PSWs*)
- k. Education, law and social, community, and government services (*e.g., teachers, lawyers, police officers, child care providers*)
- l. Art, culture, recreation, and sport (*e.g., librarians, writers, artists, photographers, creative designers, athletes, fitness instructors*)
- m. Sales and service (*e.g., retail salespersons, cashiers, restaurant wait staff, grocery clerks*)
- n. Trades, transport and equipment operators, and related (*e.g., plumbers, tool & dye, electricians, carpenters, heavy equipment operators, chefs*)
- o. Natural resources, agriculture and related production (*e.g., farmers, labourers, fishermen/women*)
- p. Manufacturing and utilities (*e.g., labourers, machine operators, inspectors*)
- q. Other: (please specify:____)

11. Overall, how satisfied are you with the Central Okanagan region as a place to work? **Please select one option**

- a. Very satisfied
- b. Somewhat satisfied
- c. Somewhat dissatisfied
- d. Very dissatisfied

12. How satisfied are you with each of the following factors related to **working** in the *Central Okanagan*? **Please select one option for each**

- a. Suitable job opportunities within my chosen trade or profession
 - a. Very satisfied
 - b. Somewhat satisfied
 - c. Somewhat dissatisfied
 - d. Very dissatisfied
- b. Job security
- c. Safe and respectful work environment
- d. Understanding and open-minded employers/workplaces
- e. Employment assistance services
- f. Adequate pay/compensation (including health benefits, mental health, sick pay etc)
- g. Work balance initiatives (hybrid, remote, flex time, volunteer time)
- h. Commute times and transportation network
- i. Employer provided career progression/advancement opportunities
- j. Employer provided professional development and training opportunities
- k. Availability of professional development opportunities through local education/training providers

13. How likely are you to move outside of the region to secure employment in your field of interest?

- a. Very likely
- b. Somewhat likely
- c. Somewhat unlikely
- d. Not at all likely

14. [If Q13=A or B] What do you feel is the most significant reason for being willing to move outside of the region for employment? For example, better wages, childcare, transportation, affordable housing, etc. (**Open response, 200 characters**)

Labour Force Participation Challenges and Barriers

15. Which the following factors pose as barriers or challenges to working in the *Central Okanagan*. **Please select all that apply**

- a. My age (Too old)
- b. My age (Too young)
- c. My gender identity
- d. My ethnic identity
- e. My immigration status
- f. Inadequate salary
- g. Limited opportunities in my occupation
- h. Work-life balance (lack of flexibility, benefits, supports)
- i. My credentials are not recognized in BC
- j. A lack of related work experience
- k. A lack of related skills/knowledge
- l. A lack of job-search skills
- m. A lack of literacy (language or numbers) skills
- n. A lack of digital or technology skills
- o. An illness or disability
- p. Access to transportation to and from work
- q. Other (please specify: _____)

16. What regional assistance would be most helpful to achieving your employment goals? **Please select all that apply**

- a. Networking opportunities
- b. Job/Career search resources
- c. Access to labour market information (major industries, high opportunity occupations)
- d. Skills training and/or reskilling programs
- e. Career/employment fairs and/or counselling
- f. New resident support (immigration information, job opportunities, training, healthcare, childcare etc)
- g. Credential/Education recognition support
- h. Mentorships
- i. Internships/apprenticeships
- j. Access to maker spaces/incubators
- k. Entrepreneurship support
- l. Childcare accessibility
- m. Housing accessibility
- n. Volunteer opportunity resources
- o. I don't need any assistance
- p. Other (Please specify: _____)

Demographics

The last few demographic questions are used to better understand who takes our surveys, who might be missing, and understanding different perspectives. This allows us to meet the diverse needs of all community members in

the decision-making and program development process. Answering the questions below is voluntary, you do not have to answer if you do not want to.

17. Do you give your consent to continue with the last few questions?

- a. Yes
- b. No (**Skip to end**)

18. Please select the option that best describes your gender identity:

- a. Female
- b. Male
- c. Non-Binary
- d. Agender
- e. Transgender
- f. Another gender not listed (Please specify: _____)
- g. Prefer not to answer

19. What is the highest level of educational attainment you have completed? **Please select all that apply**

- a. High school diploma or equivalent certificate
- b. Apprenticeship or trades certificate or diploma
- c. College or other non-university certificate or diploma
- d. University certificate or diploma below bachelor level
- e. Bachelor's degree
- f. Master's degree
- g. Doctorate (PhD)
- h. None of the above
- i. Other (Please specify: _____)
- j. Prefer not to answer

20. Where did you complete your highest level of education?

- a. Canada
- b. Outside of Canada
- c. Not applicable
- d. Prefer not to answer

21. Is there anything else you would like to share about working and living in the Central Okanagan?

Appendix C - Regional District of Central Okanagan Economic Development Commission - *Business Survey 2024 Questions*

General Questions

Where is your business located?

- a. Peachland
- b. West Kelowna
- c. Westbank First Nation
- d. Central Okanagan West (Fintry, North Westside)
- e. Kelowna
- f. Lake Country
- g. Central Okanagan East (Ellison, Joe Rich)
- h. Okanagan Indian Band (Duck Lake #7)
- i. Remote, but live in the Central Okanagan
- j. Not located in Central Okanagan [**Thank and terminate**]
- k. Other (Please specify: _____)

How would you classify your business by industry? **Please select one option**

- l. Accommodation and food services
- m. Administrative and support, waste management and remediation services
- n. Agriculture, forestry, fishing and hunting
- o. Arts, entertainment and recreation
- p. Construction
- q. Educational services
- r. Finance and insurance
- s. Health care and social assistance
- t. Information and cultural industries
- u. Management of companies and enterprises
- v. Manufacturing
- w. Mining, quarrying, and oil and gas extraction
- x. Other services (except public administration)
- y. Professional, scientific and technical services
- z. Public administration
- aa. Real estate and rental and leasing
- bb. Retail trade
- cc. Transportation and warehousing
- dd. Utilities
- ee. Wholesale trade
- ff. Other: (please specify:_____)

Including yourself, how many full-time employees work at this location? **Select one**

- gg. 1

- hh. 2 to 5
- ii. 6 to 10
- jj. 11 to 20
- kk. 21-50
- ll. 51-99
- mm. 100+

Over the past 12 months did the total number of employees in your company: **Select one**

- a. Increase
- b. Decrease, or
- c. Remain the same
- d. Not sure

Thinking about the next 12 months, do you expect the total number of employees in your company to:

Select one

- a. Increase
- b. Decrease, or
- c. Stay the same
- d. Not sure

Over the past 12 months have your revenues at your businesses ... **Select one**

- a. Increased
- b. Decreased
- c. Remained the same
- d. Not sure

What are your expectations for the next 12 months in total revenues compared to last 12 months? **Select one**

- a. Increase
- b. Decrease, or
- c. Stay the same
- d. Not sure

Attitudes and Perceptions

Over the past 12 months would you say your attitude about doing business in *Central Okanagan* is... **Select one option**

- a. More positive
- b. More negative
- c. The same and has not changed

Please rate the level to which you agree or disagree with the following statement: I would recommend the *Central Okanagan* to another business looking to expand or relocate.

- a. Strongly agree
- b. Somewhat agree
- c. Somewhat disagree
- d. Strongly disagree

Overall Satisfaction

Overall, how satisfied are you with the *Central Okanagan* as a place to own and operate a business?

Would you say you are: **Select one**

- a. Very Satisfied
- b. Somewhat Satisfied
- c. Somewhat Dissatisfied
- d. Very Dissatisfied

Doing Business in the Central Okanagan - Satisfaction

And now please tell me how satisfied you are with each of the following factors of doing business in the *Central Okanagan*. For each item, please tell me if you are: Very Satisfied, Somewhat Satisfied, Somewhat Dissatisfied or Very Dissatisfied **Select one**

- 1. Very satisfied
 - 2. Somewhat Satisfied
 - 3. Somewhat Dissatisfied
 - 4. Very Dissatisfied
- a. Planning & Development (zoning, building permit process etc.)
 - b. Existing road and transportation Network
 - c. Availability of business property for purchase or lease
 - d. Affordability of business property for rent or lease
 - e. Availability of labour
 - f. Availability of adequate housing for workforce
 - g. Availability of health and medical services
 - h. Availability of business related training & development
 - i. Availability of post secondary programming that aligns with business needs
 - j. Access to business financing
 - k. Availability of technology and productivity resources for business (ie. Artificial intelligence (AI), cybersecurity, software, technology training & development)
 - l. Availability of regional preparedness & business continuity planning resources

Is your company experiencing any challenges in recruiting and retaining staff with the following skill levels? Please select all that apply

- nn. Entry Level: Refers to the starting point of a career/job, typically involving an individual with little to no prior experience required in the particular field. The job positions are designed to provide individuals with an opportunity to gain practical experience and develop foundational skills.
- oo. Intermediate/Semi-skilled: Refers to job position requiring a moderate level of experience and expertise in the field. Individuals in this role have acquired some specialized skills and knowledge through previous work experience or training.
- pp. Senior/Skilled: Job positions typically reserved for individuals who have extensive experience and possess advanced skills in a particular field. These professionals have a deep understanding of their industry and are capable of handling complex projects and responsibilities.
- qq. None of the above

Within the next 24 months, do you plan on: **Select one**

- a. Maintaining Operations
- b. Expanding

- c. Downsizing
- d. Relocating
- e. Selling
- f. Closing

Please indicate the level to which you agree or disagree with the following statement: I know where to seek regional support or advocate for my business if I encounter problems or have concerns?

- a. Strongly agree
- b. Somewhat agree
- c. Somewhat disagree
- d. Strongly disagree

What types of individual business supports within the region would be most helpful to achieving your business goals? **Please select all that apply**

- rr. Marketing and Business Development
- ss. Professional Services (legal services, accounting & financial, strategy, management, human resources, business planning, market research)
- tt. Innovation & Technology (AI, cybersecurity, software, productivity)
- uu. Workforce Development (recruitment, retention, training)
- vv. Financing
- ww. Business Training & Development
- xx. Business Continuity & Emergency Preparedness
- yy. Other (Please specify:)

From your business or organization's point of view, what additional supports or services, currently unavailable in the region, do you believe could enhance the growth and success of your business or organization? **[Open ended, 200 Characters max]**

Is there anything else you would like to share about operating a business in the Central Okanagan?

Would you like to share your individual responses with the COEDC team to further inform and improve business services in the *Central Okanagan*?

- a. Yes (Contact Info: _____)
- b. No



Regional Board Report

Request for Decision

To: Regional Board
From: Director of Development and Engineering Services
Date: October 24, 2024

Subject: Development Variance Permit (VP-24-05)
Dave & Jody Ritchie (Owners), Nicole Heckenlaible (Agent)
Lot 1, District Lot 2186, ODYD, Plan KAP15629 – 227 Baird Rd
Rural Westside Official Community Plan Area, Central Okanagan West Electoral Area

Voting Entitlement: *Custom Vote – Electoral Area West, West Kelowna & Kelowna Fringe Area – Electoral Area Directors, West Kelowna & Kelowna - 1 Director, 1 Vote*

Purpose: To consider varying Zoning Bylaw regulations to retroactively permit a non-compliant retaining wall and fence.

Executive Summary:

The property contains a series of retaining walls which exceed the maximum permitted height of 2.5m and do not comply with the Zoning Bylaw's siting requirements. Part of the retaining wall is built within the road right-of-way and portions of the fence at the top of the wall exceed the maximum permitted height of 1.3m. The applicant is seeking a variance to retroactively permit the walls and fence as built.

At the time of application two letters of support were received from neighbouring property owners. The Ministry of Transportation and Infrastructure (MoTI) has acknowledged the existing works and does not require their immediate removal from the road corridor but reserves the right to have them removed in the future. The Planning Advisory Committee supports the wall configuration as built but believes the fence should be re-sited. At the time of writing this report, no further feedback was received in response to the public notification.

Recommendations:

THAT the Regional Board receives the report from the Director of Development and Engineering Services, dated October 24, 2024, with respect to RDCO file VP-24-05 for the property located at 227 Baird Road, legally described as Lot 1, District Lot 2186, ODYD, Plan KAP15629.

AND THAT the Regional Board approves a variance to Section 3, Subsection 10.5 of Regional District of Central Okanagan Zoning Bylaw No. 871 to increase the maximum permitted height of a retaining wall from 2.5m to 4.11m to allow a multi-tiered wall as shown on the plans dated March 27, 2024.

AND THAT the Regional Board approves a variance to Section 3, Subsection 17.5 of Regional District of Central Okanagan Zoning Bylaw No. 871 to allow a retaining wall structure within 0.0m of the front and corner-side parcel line, as shown on the plans dated March 27, 2024.

AND THAT the Regional Board does not approve a variance to Section 3, Subsection 10.6 of Regional District of Central Okanagan Zoning Bylaw No. 871, and that the applicant be required to site the fence entirely within the property boundary and conform to the 1.3m maximum permitted height of a fence located on top of a retaining wall.

AND FURTHER THAT prior to issuance of VP-24-05, the applicant be required to receive confirmation from BC Hydro that a satisfactory solution has been reached to ensure the compatibility of the retaining wall and BC Hydro's works.

Respectfully submitted by: Shaun O’Dea, Senior Planner

Report Approved by: Danielle Noble Brandt, Director of Development and Engineering Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|--|---|
| <input type="checkbox"/> Emergency preparedness | <input type="checkbox"/> Truth and reconciliation |
| <input type="checkbox"/> Health and wellness | <input type="checkbox"/> Environment and climate – Regional priority only |
| <input type="checkbox"/> Regional transportation | <input checked="" type="checkbox"/> Growth and development – Electoral Area priority only |

Background:

The subject property is a 1,300m² R1 residential lot, bordered by public roads on three sides. It contains a series of retaining walls originally built without permits in 2020, and in 2023 the single-family dwelling on the property was destroyed by the McDougall Creek Wildfire. The reconstruction of the single-family dwelling has commenced, and the fence and wall have been repaired, however through inspection processes it was noted that the wall does not meet zoning regulations and furthermore it is partially in the road right-of-way.

Proposal:

The applicant is seeking Development Variance Permit approvals to retroactively permit the walls which combined have a total height of up to 4.11m. The separation between wall tiers is between 0.00m and 1.50m, and portions of the fence located on top of the retaining wall are 1.82m high. The walls are classified as a *structure* and are situated on or near the property boundary. Additionally, portions of the wall extend beyond the northern property boundary and into the road corridor by approximately 6m.

The applicant is requesting variances to the following sections of RDCO Zoning Bylaw No 871:

- Section 3.10.5: No retaining wall shall be more than 2.5m high. Retaining walls shall not be closer than 2.0m apart.
- Section 3.10.6: The maximum height of a fence located on top of a retaining wall is 1.3m.
- Section 3.17.5: No accessory building or *structure* is permitted in a required front setback, or corner side setback.

The applicant’s rationale for the wall height and location is that when they built the wall in 2020 they were unaware of the RDCO electoral areas regulations, but they sought to create a large, level private yard area. The applicant’s rationale is that the pre-existing natural slope would have been weed-prone and difficult to maintain, and they spoke to neighbours before building the wall which they believe is an aesthetic enhancement for the community.

Additional Information:

Applicants:	Dave and Jody Ritchie (owners), Nicole Heckenlaible (agent)	
Address:	227 Baird Rd, Kelowna	
Legal Description:	Lot 1, District Lot 2186, ODYD, Plan KAP15629	
Lot Size:	1,300m ² (0.34 acres)	
OCP Designation:	Residential Low Density	
Zoning:	R1 – Single Detached Housing	
Surrounding Uses:	North: Residential (R1) East: Residential (RU3) West: Vacant (RU3) South: Vacant (R1)	
Fire Protection:	Wilson’s Landing	
Services:	Community water supply	On-site wastewater disposal

Referral Comments:

BC Hydro has noted that it appears the anchor for the nearby utility pole has been buried by the retaining wall, and on that basis they would not support the variance. However, they will work with the property owner to find a satisfactory solution (i.e. the property owner may pay for the relocation of BC Hydro's works). Staff have drafted a *prior to issuance* clause in the variance permit, requiring the applicant to receive confirmation from BC Hydro before the RDCO permit will be issued.

RDCO Inspection Services recommends support for the proposed variance.

RDCO Engineering Services interests are not directly affected by the proposal, but staff note that EGBC's (Engineering and Geoscientists British Columbia) retaining wall design guidelines will apply at the time of building permit application.

Ministry of Transportation and Infrastructure acknowledges the location of the existing works and has advised the owners that:

- The Ministry will not be responsible for any damage to the works (as a result of maintenance activities or otherwise) and the owners waive any rights to potential claims for damages.
- The works must not be expanded, increased, replaced or reconstructed in any way.
- The owners shall have no right, title, or interest in or to the encroachment area.
- The Ministry reserves the right to give 30 days notice should it become necessary that the works be removed from the encroachment area. The owner would be responsible for all associated costs.

Unaffected stakeholders include RDCO Fire Services and Fortis BC.

Planning Advisory Committee Comments:

The Planning Advisory Committee was supportive with the wall configuration as built (subject to MoTI's approval of the road corridor encroachment), however they believe that the northern fence should be removed and realigned with the property boundary.

Public Notification:

At the time of application, two letters of support were received from neighbouring residents. Mailed notifications were sent to twenty-nine adjacent properties on October 2nd and notice of the proposal has been posted to the RDCO's website and e-subscription service. At the time of writing this report, no comments have been received from members of the public.

Considerations:

Organizational:	Application VP-24-05 was processed according to RDCO Development Applications Procedures Bylaw No. 1527.
External:	Notification signs advertising the proposed Development Variance Permit were installed at the property boundary on October 10, 2024, and 29 mailed notices were sent to surrounding property owners on October 2, 2024. No correspondence had been received at the time of writing this report.
Legal/Statutory Authority:	<i>Local Government Act</i> section 498 (1) – Delegation of power to issue development variance permits.
Alternative Recommendation:	THAT the Regional Board receives the report from the Director of Development and Engineering Services, dated October 24, 2024, with respect to RDCO file VP-24-05 for the property located at 227 Baird Road, legally described as Lot 1, District Lot 2186, ODYD, Plan KAP15629.

AND THAT the Regional Board approve Development Variance Permit Application VP-24-05 to vary RDCO Zoning Bylaw No. 871 based plans dated March 27, 2024 and as per the following:

- Section 3, Subsection 10.5 to increase the maximum permitted height of a retaining wall from 2.5m to 4.11m to allow a multi-tiered wall; and
- Section 3, Subsection 17.5 to allow a retaining wall structure within 0.0m of the front and corner-side parcel line; and
- Section 3, Subsection 10.6 of to increase the maximum permitted height of a fence located on top of a retaining wall from 1.3m to 1.82m.

AND FURTHER THAT prior to issuance of VP-24-05, the applicant be required to receive confirmation from BC Hydro that a satisfactory solution has been reached to ensure the compatibility of the retaining wall and BC Hydro's works.

Considerations not applicable:

- Financial

Attachments:

1. Draft Permit
2. Orthophoto Map
3. Site Plan
4. Site Photos
5. RDCO Zoning Bylaw excerpts – section 3.10 and 3.17
6. PowerPoint presentation slides



**REGIONAL DISTRICT OF CENTRAL OKANAGAN
DEVELOPMENT VARIANCE PERMIT
DVP-24-05**

TO: Dave & Jody Ritchie
c/o Nicole Heckenlaible (Agent)
227 Baird Rd Kelowna, BC
V1C 3S8

1. This Permit is issued subject to compliance with all of the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies to and only to those lands within the Regional District described below, and any and all buildings, structures and other developments thereon:
Lot 1, District Lot 2186, ODYD, Plan KAP15629
PID: 008-781-524; and
Having the civic address of 227 Baird Rd Kelowna, BC.
3. Subject to the Prior To Issuance conditions described in section 4 of this permit, Development Variance Permit DVP-24-05 varies the following sections of Regional District of Central Okanagan Zoning Bylaw No. 871 as related to the retaining walls shown on the site plan dated 03/27/2024 and attached as Schedule A (1 page):
 - Section 3, subsection 10.5 – to increase the maximum permitted height of a retaining wall from 2.5m to 4.11m to allow a multi-tiered retaining wall as shown on Schedule A.
 - Section 3, subsection 17.6 – to allow a retaining wall structure within 0.0m of the front and corner-side parcel line as shown on Schedule A.
4. Prior To Issuance of DVP-24-05 the following conditions must be met:
 - The Regional District of Central Okanagan must receive written assurances from BC Hydro that they support the retaining wall's siting in relation to their infrastructure.
5. The land described herein shall be developed strictly in accordance with the terms and conditions of this Permit and any plans and specifications attached to this Permit, which shall form a part hereof.
6. This permit does authorize any development beyond the subject property boundaries and does not provide any right of occupation within the public road corridor.
7. This Permit is not a Building Permit.
8. Where the holder of a Permit issued under the Local Government Act does not substantially commence any construction with respect to which the Permit was issued within two years after the date it is issued, the Permit lapses.

AUTHORIZING RESOLUTION PASSED BY THE REGIONAL BOARD ON THIS _____ DAY OF _____

ISSUED THIS _____ DAY OF _____

Danielle Noble-Brandt
Director, Development and Engineering Services
Regional District of Central Okanagan

DRAFT

ORTHOPHOTO



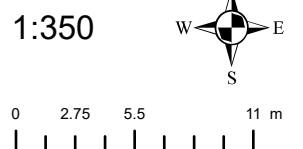
City of Kelowna, rdco

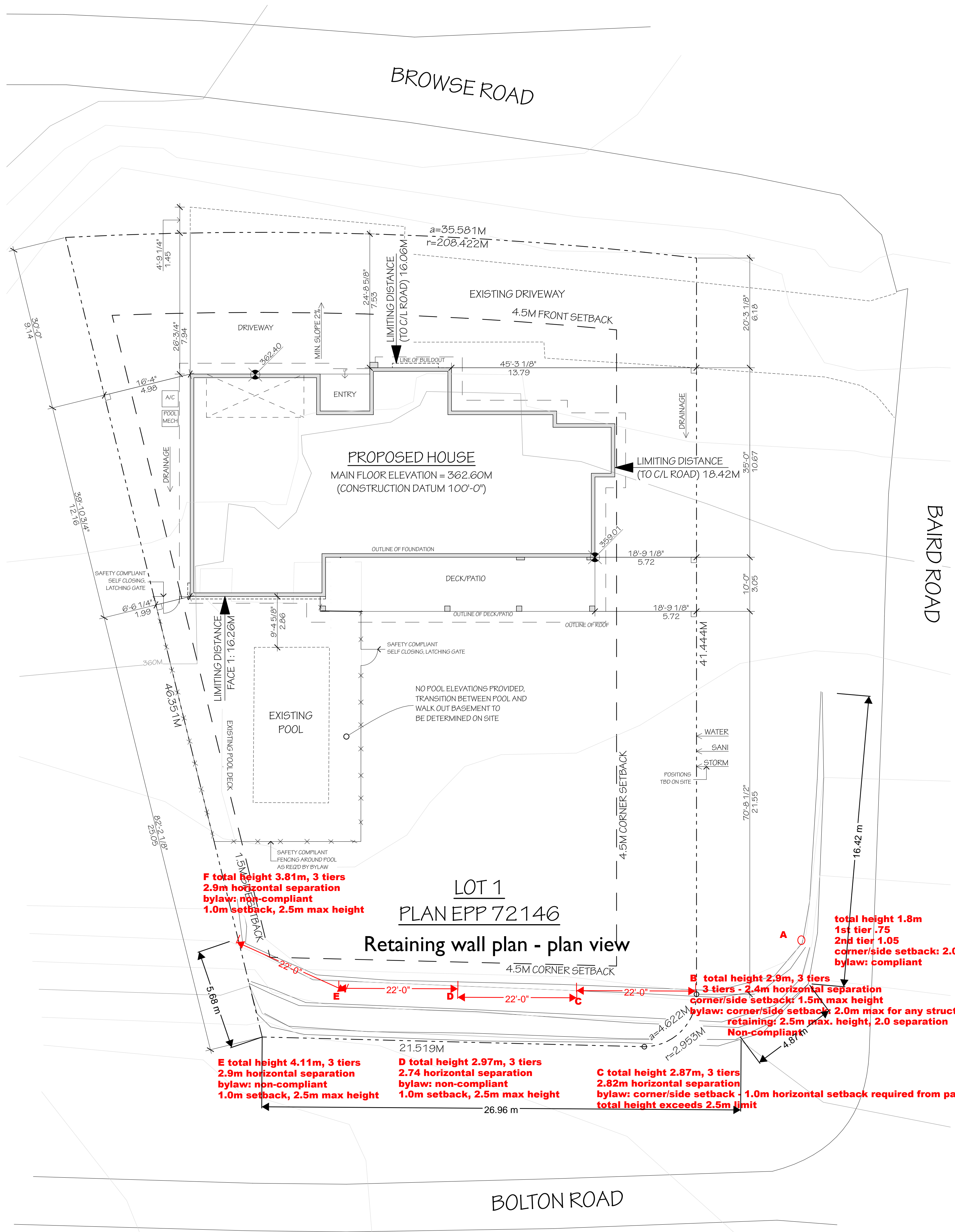


File: VP-24-05
Date: August 19, 2024

Drawn By: JM
Lot 1, DL 2186, ODYD, Plan 15629

56



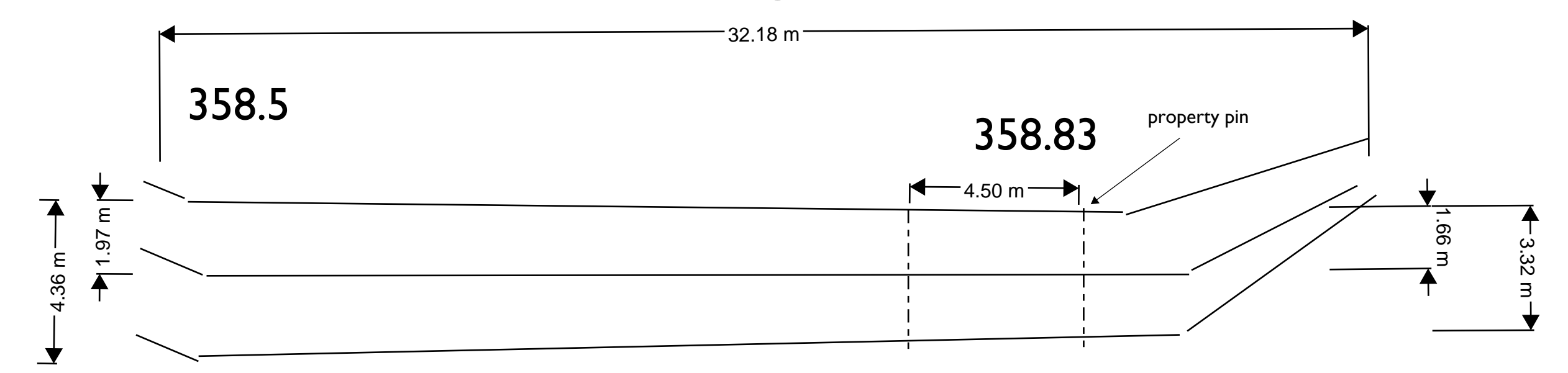


SITE INFORMATION	
CLIENTS:	RITCHIE RESIDENCE
ZONING DISTRICT:	R1
LEGAL ADDRESS:	LOT 1, PLAN EPP72146, DISTRICT LOT 2186, ODYD
CIVIC ADDRESS:	227 BAIRD RD, KELOWNA, BC
ELEVATIONS:	
U/S FOOTING	AS REQ'D BY FROST/BEARING
T/O BASEMENT SLAB	359.21M 88'-10 5/8"
T/O FOUNDATION WALL	362.55M 99'-9 3/4"
T/O GARAGE	362.55M 99'-9 3/4"
T/O MAIN FLOOR	362.60M 100'-0"
FINISHED GRADE FRONT	362.34M 99'-1 3/4"
FINISHED GRADE BACK	359.01M 88'-2 5/8"
ROOF PEAK	367.82M 117'-1 3/8"
HOUSE AREA:	
BASEMENT	2503.69 SQFT
MAIN FLOOR	2000.51 SQFT
TOTAL LIVABLE SPACE:	4504.20 SQFT
GARAGE	510.26 SQFT
UPPER DECK	500.25 SQFT
LOWER PATIO	500.29 SQFT
TOTAL UN-LIVABLE SPACE:	1510.80 SQFT
TOTAL HOUSE AREA:	6015.00 SQFT
LOT:	
AREA	
SITE COVERAGE	279.07M ² (3,003.90 SQFT)
% LOT COVERAGE	20.6%

EXPOSED BUILDING FACE CALCULATIONS	
FRONT ELEVATION	
TOTAL EBF =	81.71M ² (879.60 SQFT)
LIMITING DISTANCE =	16.06M = 8.03M
100% GLAZING ALLOWED	
GLAZED AREA ALLOWED =	879.60 SQFT
GLAZED AREA PROVIDED =	249.67 SQFT
BACK ELEVATION	
TOTAL EBF =	161.37M ² (1739.90 SQFT)
FACE 1: 524.24 SQFT	
LIMITING DISTANCE =	16.26M = 8.13M
28.78% GLAZING ALLOWED	
GLAZED AREA ALLOWED =	150.87 SQFT
GLAZED AREA PROVIDED =	144.00 SQFT
FACE 2: 1212.67 SQFT	
LIMITING DISTANCE =	37.21M = 18.60M
97.20% GLAZING ALLOWED	
GLAZED AREA ALLOWED =	1178.71 SQFT
GLAZED AREA PROVIDED =	479.00 SQFT
LEFT ELEVATION	
TOTAL EBF =	76.13M ² (819.43 SQFT)
G DISTANCE = 18.42M = 9.21M	
100% GLAZING ALLOWED	
AREA ALLOWED =	819.43 SQFT
AREA PROVIDED =	70.00 SQFT
RIGHT ELEVATION	
NO GLAZING PROVIDED	

2 SITE INFORMATION

3 E.B.F.



227 BAIRD ROAD
RITCHIE RESIDENCE

SCALE: AS NOTED

- GENERAL NOTES
- ALL PLANS AND DIMENSIONS MUST BE REVIEWED BY CONTRACTOR BEFORE CONSTRUCTION AND MUST VERIFY ANY DISCREPANCIES BETWEEN THE DRAWING AND EXISTING CONDITIONS PRIOR TO WORK BEING DONE.
 - CONTRACTOR MUST COMPLY WITH ALL CURRENT BUILDING CODES, BY-LAWS AND REGULATIONS.
 - THESE PLANS ARE FOR A SINGLE PROJECT AND THE COPYRIGHT BELONGS TO UPRISE DESIGN + DRAFTING INC. THE DESIGN MUST NOT BE COPIED AND THESE DRAWINGS MUST NOT BE DUPLICATED BY ANY PERSONS.

REVISIONS		
#	DATE	DESCRIPTION
3	03/27/2024	UPDATE POOL FENCING, SITE PLAN
2	01/03/2024	UPDATED REGISTERED SITE PLAN
1	12/12/2023	ISSUED FOR BUILDING PERMIT

1 SITE PLAN
SCALE: 1:125

THIS SITE PLAN WAS CREATED FROM PLAN EPP72146. FINAL LOCATION OF HOUSE IS TO BE VERIFIED BY SURVEYOR AND BUILDER PRIOR TO EXCAVATION, AND MUST CONFORM TO SITE SPECIFIC RESTRICTIONS AND ZONING REQUIREMENTS. FINAL ELEVATION OF ALL FOUNDATIONS, GRADES, AND DRAINAGE PATHS MUST BE DETERMINED BY BUILDER AND CONFORM WITH NEIGHBOURHOOD REQUIREMENTS AFTER EXCAVATION.



3.10 Fencing and Retaining Walls

Fence Height

1. A fence *height* is measured from the top of the fence to the point where the fence post enters the ground or retaining wall.
2. On a *parcel* within *R zones* and *R3 zones*, no fence shall exceed a *height* of 1.3 m (4.3 ft.) in a *front setback* and *corner side setback*, and 2.0 m (6.6 ft.) in a *side setback* or *rear setback*.
3. No fence shall exceed a *height* of 2.0 m (6.6 ft.), except on a *parcel* in an A1, RU1, RU2, RU3, RU6, C4 or *I zone*, unless the fence is required by this bylaw for screening. Bylaw
871-204 &
871-232
4. On a *parcel* within *I zones* no fence shall exceed 2.5 m (8.2 ft) in *height*. Bylaw
871-125

Retaining Walls

5. No retaining wall shall be more than 2.5 m (8.2 ft.) high. Retaining walls shall not be closer than 2.0 m (6.6 ft.) apart.
6. The maximum *height* of a fence located on top of a retaining wall is 1.3 m (4.3 ft.).

Solid screen

7. A *solid screen* of not less than 2.0 m (6.6 ft.) high shall be provided and maintained along the boundary of a *parcel* within C and *I zones*, which contain *buildings* or *structures* and abut *R, R3* or *P zones*. Bylaw
871-25
8. A solid screen of not less than 2.0 m (6.6 ft.) high shall be provided and maintained around all outdoor storage areas in *C, I* and *P zones*. Bylaw
871-125
9. A *solid screen* of not less than 2.0 m (6.6 ft.) high shall be provided and maintained along the boundary of a *parcel* within *I zones* which contain *buildings* or *structures* and abut C2, C3, C5, C6, and C7 zones. Bylaw 871-125,
Bylaw 871-194 &
Bylaw 871-204

Park Boundary

10. 1.2 metre high black vinyl chain link fence shall be provided and maintained adjacent to boundary of a parcel with CD, R, RU and R3 zones, which abut a P zone. At the discretion of the Regional District of Central Okanagan, in consultation with the Director of Parks Services, the fencing requirement for 1.2 metre high black vinyl chain link fencing may be replaced with an approved alternative fencing material (such as triple rail farm fencing and page wire fencing) or waived where the RDCO has determined the surrounding environment and P zone does not require restricting public access and/or wildlife corridors.

[Note: The Ministry of Transportation and Highways requires a 6.1 m (20 ft.) sight triangle on corner *parcels* at any intersection. No fences or plants or any structures higher than 0.6 m (about 2 ft.) are permitted within the sight triangle. Consult the Ministry of Transportation and Highways for the regulations]

Prohibited Fence Materials

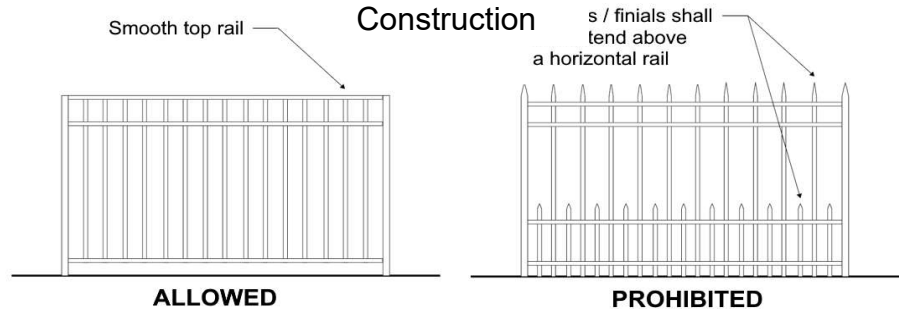
Bylaw 871-232 & 871-285

11. Fences shall be built in accordance with the following regulations:

- a) No fence in an *R zone*, *R3 zone*, or *C zone* shall contain barbed wire, razor wire, electrified wire or unfinished corrugated metal or sheet metal.
- b) No fence in an *RU* or *A1* zone shall contain tarps, razor wire, unfinished corrugated metal or sheet metal.
- c) No metal fence shall be constructed or erected which has the ends of fence pickets or finials extending above a horizontal rail (see Figure 3.10.11)”
- d) Finished corrugated metal may only be used as a fencing material if exposed edges are capped and framed with other materials.

Bylaw 871-285

Figure 3.10.11
Fence Construction



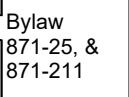
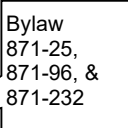


Swimming Pool Fences

13. Swimming pools shall be provided with fences that meet the following regulations:

- a) A fence or an equivalent barrier not less than 1.2 m (3.9 ft.) in *height* shall be provided to prevent access to a swimming pool. All openings through the fence shall be equipped with self-closing and self-latching gates. Latches shall be located on the swimming pool side of the gate and located at least 1 m (3.3 ft.) above grade.
- b) The fence or equivalent barrier shall be chain link type material, solid material with a flat vertical surface, or vertically oriented material, all intended to discourage climbing. All openings through such a fence or barrier shall have a size so as to prevent the passage of a spherical object having a diameter of 10 cm (3.9 in.) or greater.

- c) A swimming pool which is located above ground and has vertical sides of at least 1.2 m (3.9 ft.) may be protected from access by fencing the access ladder to limit access, with a self closing and self latching gate through the fence.
- d) The swimming pool fence or equivalent temporary barrier shall be in place prior to placing the water in the pool.

3.17 Accessory, Buildings and Structures

1. No *accessory building or structure* shall be permitted on any *parcel* unless the *principal building or structure* is established on the *parcel*.
2. No person shall attach an *accessory building* to a *principal building* unless the *accessory building* meets the regulations for the *principal building*.
3. On a *parcel* in an *R* or *R3* zone, the size of *accessory buildings* shall not exceed a total floor area of 100 m² *gross floor area*, including all floors. 
4. On a *parcel* in an *R* or *R3* zone, no more than three *accessory buildings* or *structures* are permitted in addition to the following *accessory buildings and structures*: domestic water pump houses, and swimming pools and auxiliary equipment.
5. No *accessory building or structure* is permitted in a required front *setback*, or corner side *setback*. 
6. An *accessory building or structure* may be located within a required rear *setback* or side *setback*, but if it exceeds 2.0 m (6.6 ft.) in *height* it shall have a minimum of 1.0 m (3.3 ft.) *setback* from a side or rear *parcel line*. *Accessory buildings or structures* within the rear *setback* or side *setback* shall not benefit from the additional *setback* exceptions described in section 3.5.
7. No *accessory building or structure* shall be used for residential purposes, except those designated as an *accessory home*.
8. No *accessory uses, buildings or structures* are permitted in the CL8 and RU7 zones for keeping of livestock, houseboats, float camp, or vessels used for temporary or permanent residence. 
9. Greenhouses of less than 100 square meters of *gross floor area* shall be considered an *accessory building*. 

Development Variance Permit VP-24-05

227 Baird Road

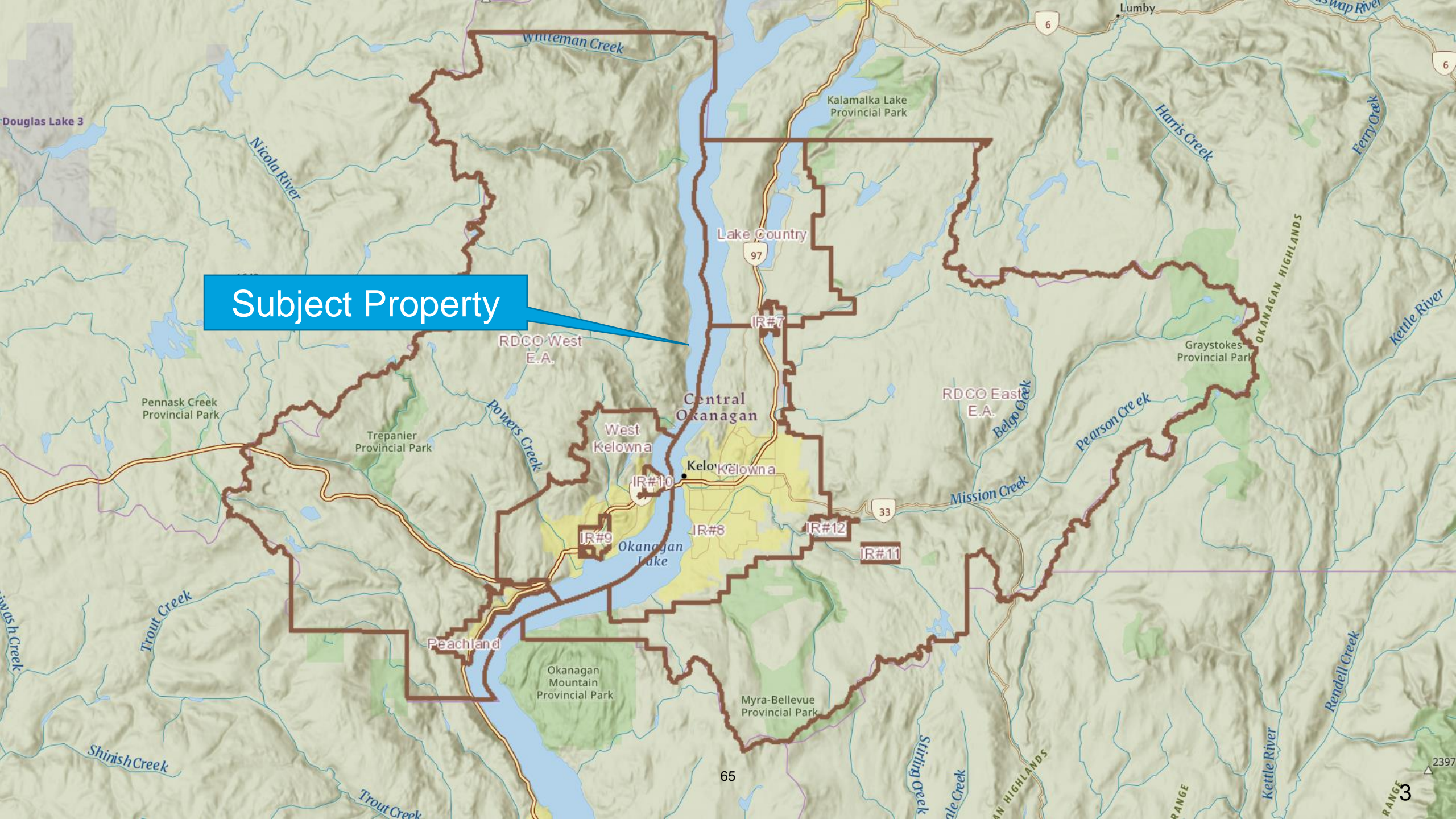
Regional District of Central Okanagan Board Meeting
October 24, 2024

1450 K.L.O. Road
Kelowna, BC, V1W 3Z4
rdco.com

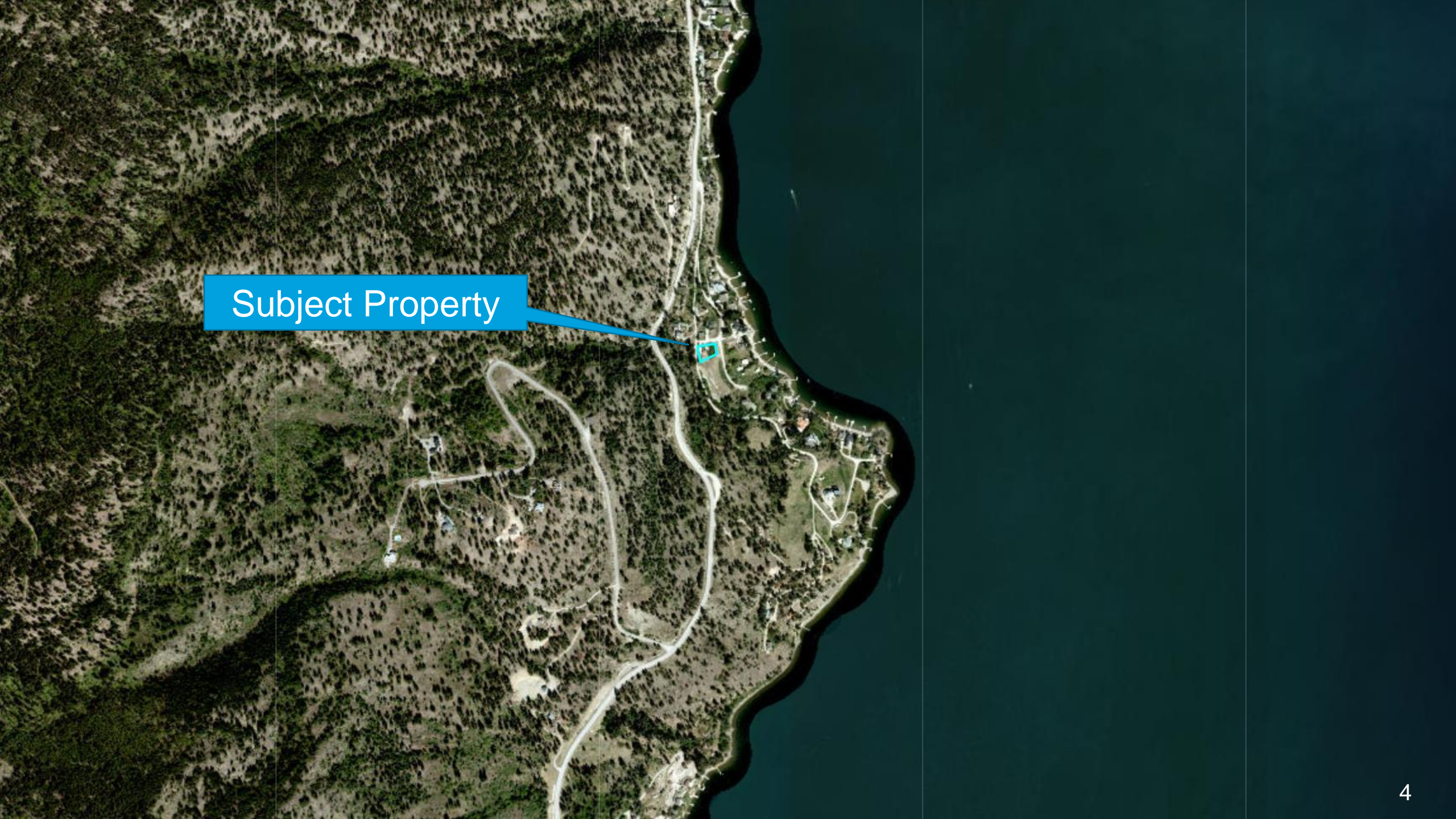
Purpose

To consider varying Zoning Bylaw #871 regulations to retroactively permit a non-compliant retaining wall and fence.

Subject Property



Subject Property



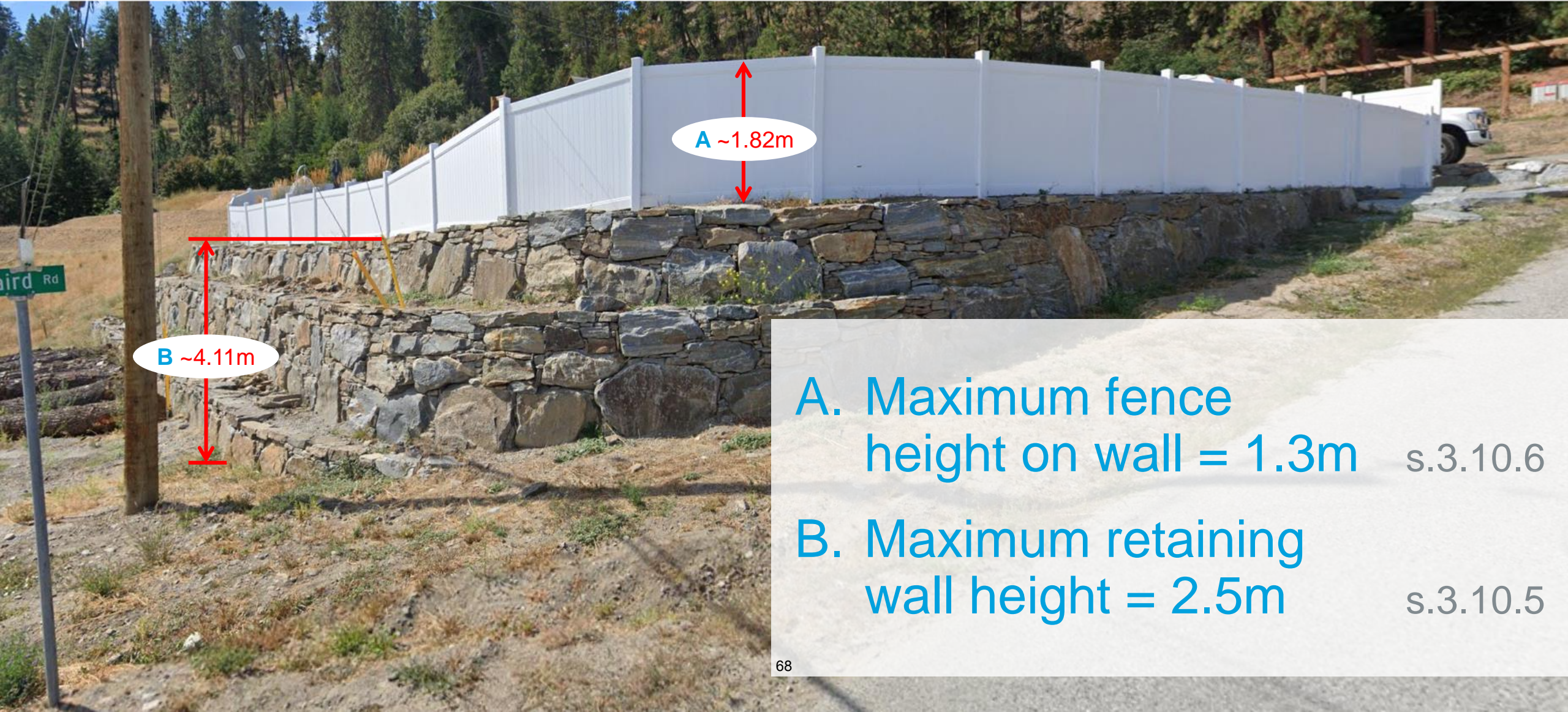


Subject Property

Retaining Walls
Built in 2020



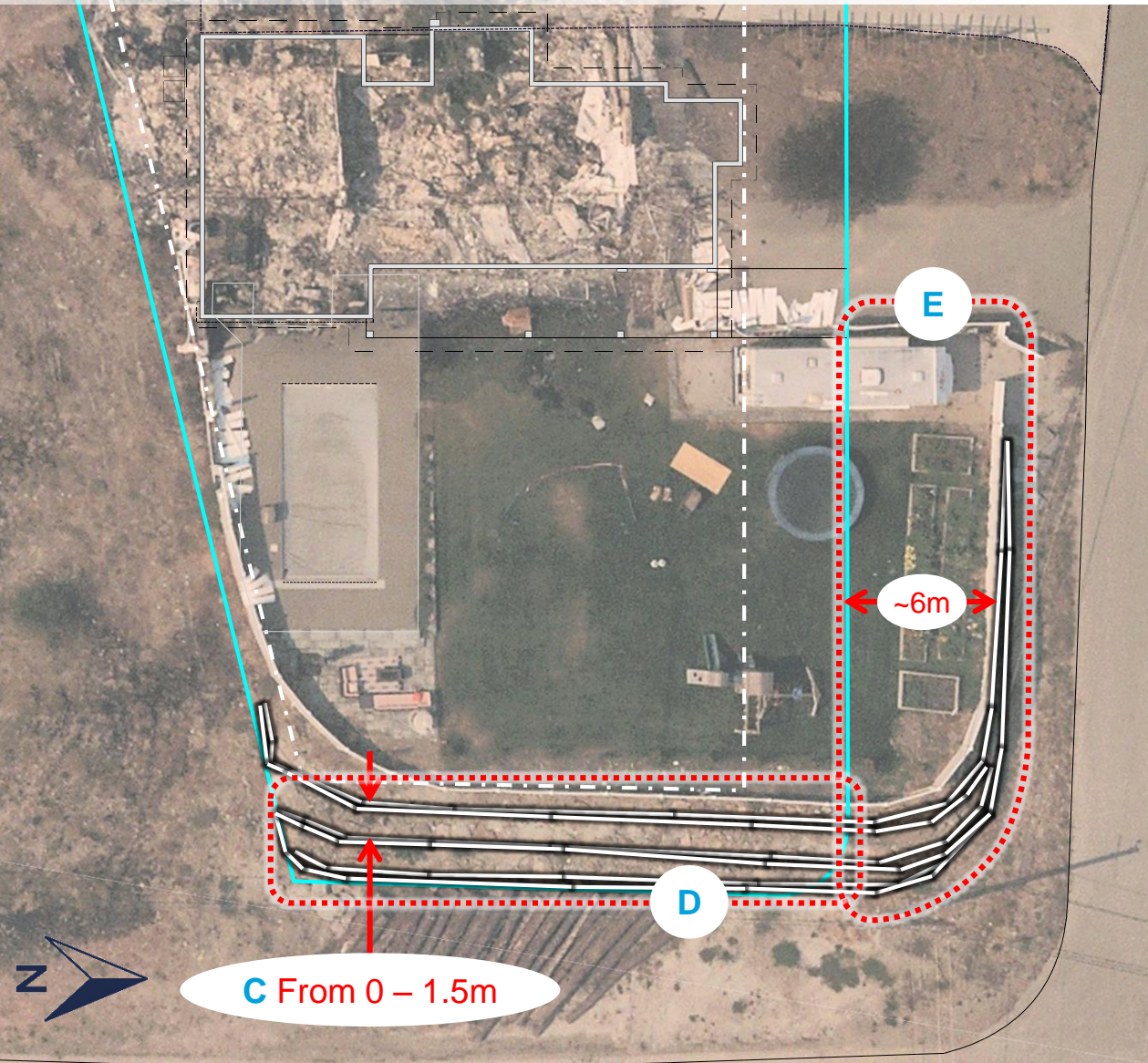
Zoning Bylaw Requirements



A. Maximum fence height on wall = 1.3m s.3.10.6

B. Maximum retaining wall height = 2.5m s.3.10.5

Zoning Bylaw Requirements Cont.



C. Minimum separation between walls = 2.0m s.3.10.5

D. Structures are not permitted in a front or corner-side setback area. s.3.17.5

E. Structures built within the road right-of-way Referred to MoTI

Applicant Rationale

- Unaware of regulations at time of build.
- Walls built 1:1 ratio as they have done in other jurisdictions.
- Sought to:
 - Create a level, safe lot area for children.
 - Retain slope.
 - Enhance property values.
- Natural rock / pleasing aesthetic.
- Fence height for privacy.
- Cost-prohibitive to make compliant.



Referral Comments

BC Hydro

- It appears the pole anchor has been buried.
- On that basis they would not support the variance. However, they will work with the property owner to find a satisfactory solution.
- *Prior to issuance* clause drafted to ensure the issue is resolved before permit is finalized.

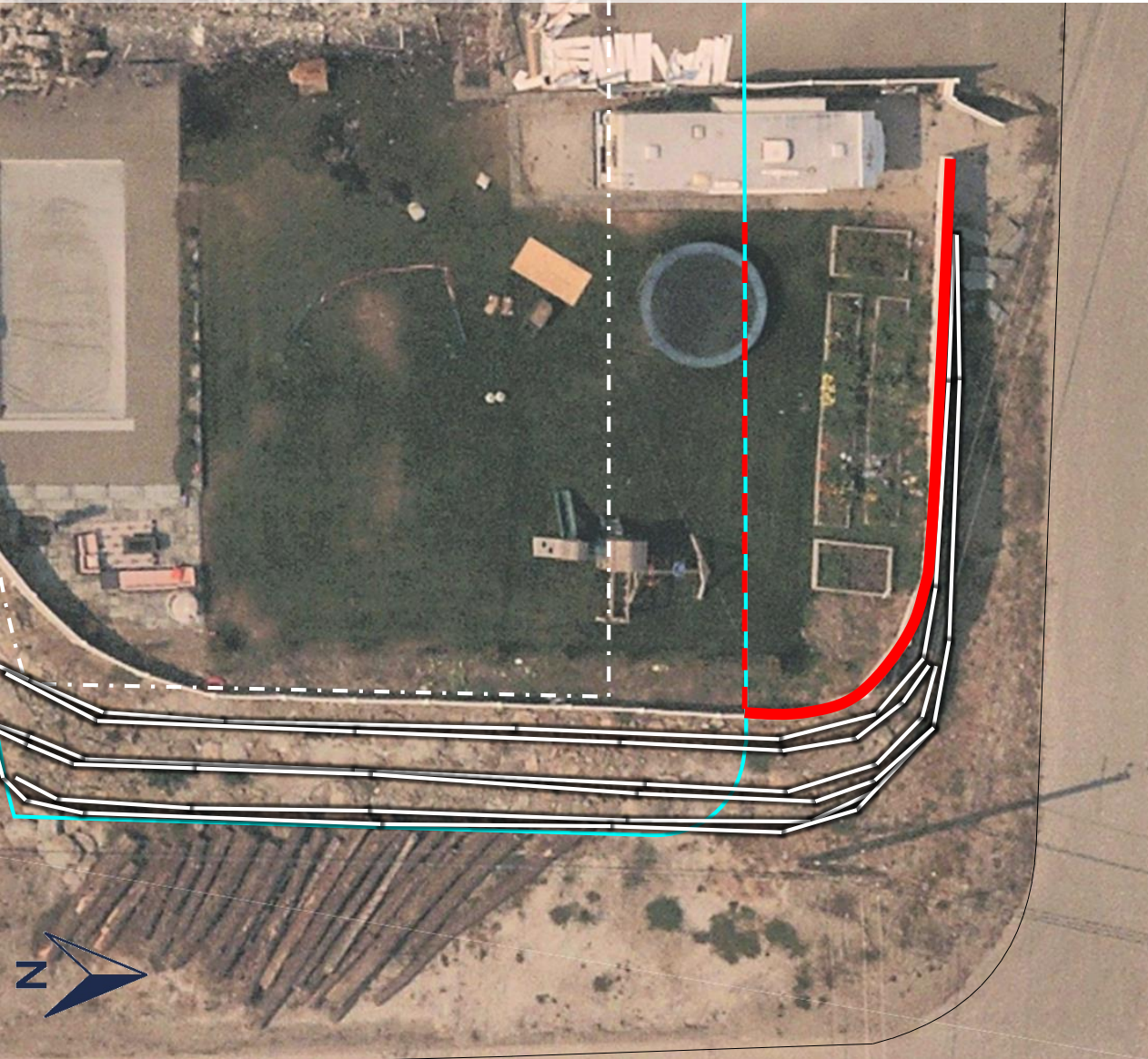


Referral Comments

Ministry of Transportation and Infrastructure

- Has not expressly prohibited the works in the road corridor.
- The works cannot be expanded, replaced or reconstructed.
- Upon 30 days' notice the Ministry may require that the wall is removed from the encroachment area at the owner's expense.
- The owners shall have no right, title, or interest in the encroachment area.

Planning Advisory Committee Response



- Supports the variance for the wall configuration
- Recommends that the fence is removed and realigned with the property boundary

Public Notification



Onsite signage - October 10th



29 notices to adjacent properties - October 2nd



Posted to the RDCO's website
and e-subscription service

Summary

- Wall: over height, within setback and road corridor
- Fence: over height
- High quality construction / aesthetics
- Support from neighbouring property owners and the PAC
- Ministry of Transportation is allowing temporary encroachment without any enduring right of occupation

Recommendation (1 of 2)

*Custom Vote – Electoral Area West, West Kelowna & Kelowna Fringe Area –
Electoral Area Directors, West Kelowna & Kelowna - 1 Director, 1 Vote*

THAT the Regional Board receives the report from the Director of Development and Engineering Services, dated October 24, 2024, with respect to RDCO file VP-24-05 for the property located at 227 Baird Road, legally described as Lot 1, District Lot 2186, ODYD, Plan KAP15629;

AND THAT the Regional Board approves a variance to Section 3, Subsection 10.5 of Regional District of Central Okanagan Zoning Bylaw No. 871 to increase the maximum permitted height of a retaining wall from 2.5m to 4.11m to allow a multi-tiered wall as shown on the plans dated March 27, 2024.

AND THAT the Regional Board approves a variance to Section 3, Subsection 17.5 of Regional District of Central Okanagan Zoning Bylaw No. 871 to allow a retaining wall structure within 0.0m of the front and corner-side parcel line, as shown on the plans dated March 27, 2024.

Recommendation (2 of 2)

*Custom Vote – Electoral Area West, West Kelowna & Kelowna Fringe Area –
Electoral Area Directors, West Kelowna & Kelowna - 1 Director, 1 Vote*

AND THAT the Regional Board does not approve a variance to Section 3, Subsection 10.6 of Regional District of Central Okanagan Zoning Bylaw No. 871, and that the applicant be required to site the fence entirely within the property boundary and conform to the 1.3m maximum permitted height of a fence located on top of a retaining wall.

AND FURTHER THAT prior to issuance of VP-24-05, the applicant be required to receive confirmation from BC Hydro that a satisfactory solution has been reached to ensure the compatibility of the retaining wall and BC Hydro's works.

Alternative Recommendation (1 of 2)

*Custom Vote – Electoral Area West, West Kelowna & Kelowna Fringe Area –
Electoral Area Directors, West Kelowna & Kelowna - 1 Director, 1 Vote*

THAT the Regional Board receives the report from the Director of Development and Engineering Services, dated October 24, 2024, with respect to RDCO file VP-24-05 for the property located at 227 Baird Road, legally described as Lot 1, District Lot 2186, ODYD, Plan KAP15629.

AND THAT the Regional Board approve Development Variance Permit Application VP-24-05 to vary RDCO Zoning Bylaw No. 871 based plans dated March 27, 2024 and as per the following:

- Section 3, Subsection 10.5 to increase the maximum permitted height of a retaining wall from 2.5m to 4.11m to allow a multi-tiered wall; and
- Section 3, Subsection 17.5 to allow a retaining wall structure within 0.0m of the front and corner-side parcel line; and
- Section 3, Subsection 10.6 of to increase the maximum permitted height of a fence located on top of a retaining wall from 1.3m to 1.82m.

Alternative Recommendation (2 of 2)

*Custom Vote – Electoral Area West, West Kelowna & Kelowna Fringe Area –
Electoral Area Directors, West Kelowna & Kelowna - 1 Director, 1 Vote*

AND FURTHER THAT prior to issuance of VP-24-05, the applicant be required to receive confirmation from BC Hydro that a satisfactory solution has been reached to ensure the compatibility of the retaining wall and BC Hydro's works.



Regional Board Report

Request for Decision

To: Regional Board
From: Director of Development and Engineering Services
Date: October 24, 2024
Subject: Proposed sequencing for updating the RDCO's strategic, long-range plans (Regional Growth Strategy and Official Community Plans)

Voting Entitlement: *All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)*

Purpose: To consider a recommended sequencing for updating the RDCO's strategic, long-range planning documents (Regional Growth Strategy and Official Community Plans).

Executive Summary:

This report provides a recommended sequencing for updating the RDCO's strategic, long-range planning documents. These include the Regional Growth Strategy (RGS), the RDCO's Official Community Plans, and the Joe Rich Rural Land Use Bylaw (RLUB), which were all developed a decade or more ago. Given rapid population growth, recent provincial housing legislation, and the increased prevalence of extreme heat, wildfires and floods, it is timely to conduct a comprehensive and coordinated update of these plans. This will ensure they remain relevant and able to guide our region's growth and development in a fashion that considers emerging issues and trends, while continuing to protect our region's natural environment, economic resilience and high quality of life.

The RGS provides overarching policy direction for all communities within the region related to growth and regional issues that cross local political boundaries. The *Local Government Act* requires Regional Context Statements be included in member municipality's OCPs that identify how they are consistent with the RGS. Further, Bill 44 now requires municipalities to update their OCPs by December 31, 2025, and every 5 years thereafter. The current RGS was adopted in 2014 and is due for an update. It would be beneficial for the RGS to be updated in advance of each member municipality initiating their 2030 OCP update processes so that it can inform their policy direction and required Regional Context Statements. This timeline would also allow the RGS to inform the needed updates of the RDCO's OCPs and Joe Rich RLUB.

Within the RDCO, there are four OCPs and the Joe Rich RLUB all of which are due for an update as they were adopted between 12 and 18 years ago. Sequencing the RGS to come before the updates of the RDCO's OCPs and Joe Rich RLUB could provide opportunities for shared project efficiencies across both initiatives. It would also place the RDCO's OCP updates on a similar cycle as local governments in the rest of the province and time them to be informed by the RDCO's updated Housing Needs Report. This would ensure the RDCO's approach to long-range planning remains proactive and up to date, positioning the organization well to compete for future grant funding opportunities.

Recommendation(s):

THAT the Regional Board direct staff to commence the scoping of a Regional Growth Strategy update for Board consideration.

Respectfully submitted by: Mariah VanZerr, Regional Planning Manager & Danika LeBlanc, Senior Planner

Report Approved by: Danielle Noble-Brandt, Director of Development and Engineering Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|---------------------------|---|
| √ Emergency preparedness | √ Truth and reconciliation |
| √ Health and wellness | √ Environment and climate – Regional priority only |
| √ Regional transportation | √ Growth and development – Electoral Area priority only |
-

Background:

Regional Growth Strategy

The purpose of the Regional Growth Strategy (RGS) is to promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources. The *Local Government Act* (LGA) requires Regional Growth Strategies to cover a period of 20 years and provide for the needs of the projected population and employment in relation to housing, transportation, regional district services, parks, natural areas, and economic development, among other topics.

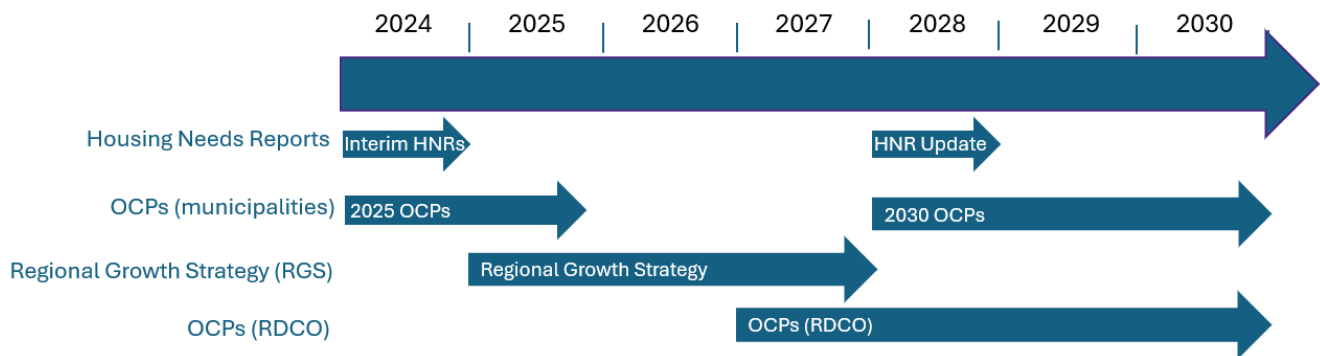
The RDCO adopted its first RGS in 2000. An update to the 2000 RGS was initiated in 2010 and the current RGS was adopted in 2014. In April 2021, after providing input on whether the RGS should be reviewed, the Board determined a review was not required and supported staff to continue actively engaging with partners on implementation initiatives. Since 2021, population growth and new provincial housing legislation have been major changes that are influencing both how much and where our region will grow. Additionally, the increasing prevalence of natural hazards such as wildfires, landslides, and floods mean a review and update of the Regional Growth Strategy is necessary to ensure growth is guided in a fashion that protects human health, safety, and the natural environment.

- *Population Growth:* Population growth continues to be higher than anticipated. For example, the current RGS projects a 2036 population of about 270,000. However, the latest population projections from BC Stats for 2036 are now over 329,000 – 22% higher than the last update of the RGS.
- *Provincial Housing Legislation:* In 2023, the province introduced new landmark housing legislation that will significantly influence growth and development in the Central Okanagan. A summary of changes in Bill 44 relevant for the RGS are below:
 - *New prescribed densities for single family zones:* Bill 44 requires municipalities over 5,000 people to amend their land use bylaws to allow 3-4 units in single family zones within urban containment boundaries (and up to 6 units near frequent bus service).
 - *Secondary suites:* Bill 44 requires secondary suites to be allowed in single-family residential zones in regional district electoral areas, including the RDCO.

- *Housing Needs Reports*: Bill 44 requires local governments, including the RDCO, to develop new 20-Year Housing Needs Reports, with an interim report due January 1, 2025, and then regularly updated reports thereafter.
- *Official Community Plans*: Bill 44 requires municipalities to update their OCPs by December 31, 2025, and then every 5 years thereafter. This requirement applies to the RDCO’s member municipalities, but not to the RDCO. However, it is still expected that regional districts would ensure alignment of their Electoral Area OCPs with corresponding updated Housing Needs Reports as soon as practical, reflecting good planning practice.

Timeline Considerations and Proposed Approach

Per Section 447 of the *LGA*, member municipality OCPs must include a Regional Context Statement that identifies how their OCP is consistent with the RGS. Given this, it is prudent to consider how the new mandated provincial OCP update timelines influence the development and updating of the Regional Growth Strategy. It would provide significant value to have the updated Regional Growth Strategy completed in advance of each member municipality initiating their 2030 OCP process. It would also allow the RGS to inform the future updates of the RDCO’s OCPs and Joe Rich Rural Land Use Bylaw, all of which are outdated and due for an update.



If the RGS commenced in 2025, it is anticipated that the RDCO’s OCP updates could commence in 2027, allowing them to be informed by the RGS and ultimately adopted by 2030, in alignment with the member municipality’s OCPs. Moving forward, the RDCO’s OCPs could then be informed by the unincorporated area’s updated Housing Needs Report every 5 years, on the same cycle as local governments in the rest of the province. This would ensure the RDCO’s approach to planning remains proactive and up to date, positioning us well to compete for future grant funding opportunities.

Regional Growth Strategy Review and Update

Updating the RGS would entail a multi-year process and include an assessment of the current growth strategy, a review of existing and future conditions, comprehensive public and community partner engagement, and the identification of high-priority implementation actions to advance responses to region-wide issues. The refreshed RGS would also respond to and incorporate the updated Housing Needs Reports currently in development across the region.

On Sept 4, 2024, staff met with the RGS Steering Committee, comprised of senior representatives of regional and municipal planning departments across the region. The RGS Steering Committee was

supportive of advancing an update of the Regional Growth Strategy next year to respond to the emerging and pressing issues our region is currently facing. In addition to helping inform OCP updates, it was noted that an update of the RGS would also facilitate updates to capital infrastructure, servicing and financial plans that are vital to support our growing region. On balance, the RGS Steering Committee noted value and efficiencies that could be gained for each municipality if the RGS update was approached in a way that provided content and policy direction for individual OCP updates at a time of regional growth pressures and overarching resource constraints.

Conclusion

Advancing the RGS in 2025 would provide value to all the RDCO's member municipalities and bring region-wide benefits. These include addressing the key major changes related to population growth, provincial housing legislation and increased natural hazard events. It would also provide a consistent regional approach to growth in time to inform member municipality's 2030 OCP updates, as well as the needed updates to the RDCO's four OCPs and Joe Rich Rural Land Use Bylaw.

If the Board directs staff to commence the scoping of a Regional Growth Strategy update, staff will return with a future report that provides more detail on the scope, schedule and budget and a request for a resolution from the Board to initiate the RGS update process.

Considerations:

- Organizational:** In accordance with the *Local Government Act*, at least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment. However, the Regional Board may pursue a review of the RGS at any time should there be a desire to do so.
- External:** The Regional Growth Strategy Steering Committee supports advancing the Regional Growth Strategy review and update as soon as practical to support planning initiatives within each respective community. Staff at member municipalities recognize the benefit of the RGS update being completed in advance of each member municipality initiating their 2030 OCP update processes.
- Financial:** The resources and timeline required to complete an RGS update depends on the scope of the project and breadth of community consultation and engagement. A substantial update process typically takes multiple years to complete and requires significant resources including staff time and consulting budget. Should the Regional Board decide to proceed with a review of the RGS, staff estimate approximately \$300,000 over three years (2025 – 2027) would be needed in budget allocation to support this initiative. Staff will seek out opportunities for external funding where possible.
- Legal/Statutory Authority:** The provision for the review of a regional growth strategy is contained in Part 13 – Regional Growth Strategies of the *Local Government Act*. In accordance with Section 433 of the *Local Government Act*, a Regional Growth Strategy must be initiated by resolution of the board.

Attachment(s): 1. PowerPoint Presentation

RDCO's Strategic Long-Range Plan Updates (RGS and OCPs)

Regional Board Meeting
October 24, 2024

1450 K.L.O. Road
Kelowna, BC, V1W 3Z4
rdco.com

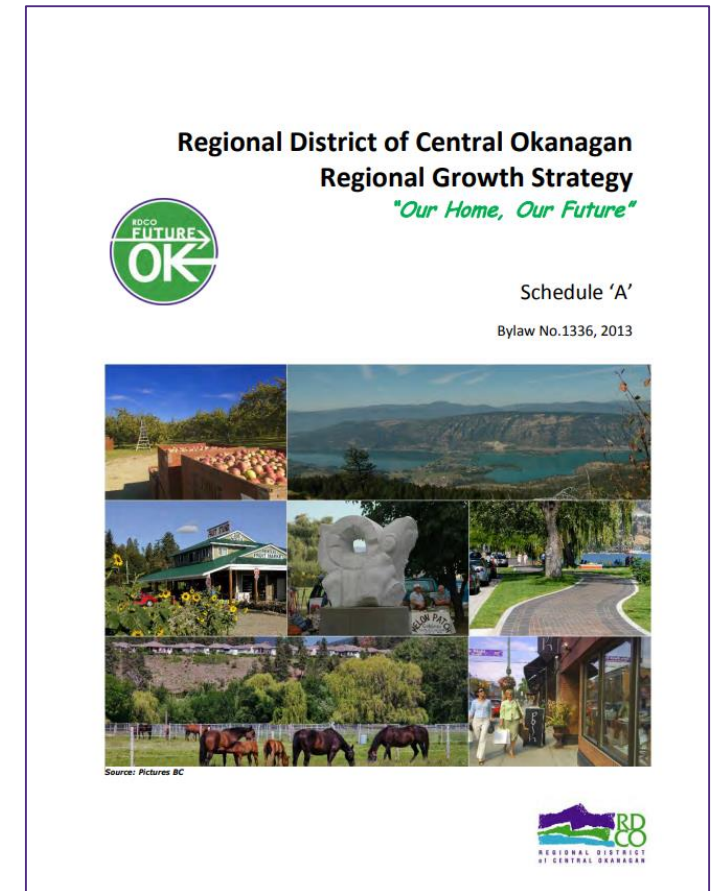


Purpose

- To consider a recommended sequencing for updating the RDCO's strategic, long-range planning documents (Regional Growth Strategy and Official Community Plans)

Regional Growth Strategy

- What is a Regional Growth Strategy?
 - Common vision for regional growth over 20 years
 - Informs member municipality Official Community Plans
- Current Regional Growth Strategy adopted in 2014
 - Due for an update



Why now?

- Population Growth
- Provincial Housing Legislation
- Increased prevalence of extreme heat, wildfire and floods



Major changes influencing both *how much* and *where*
our region will grow

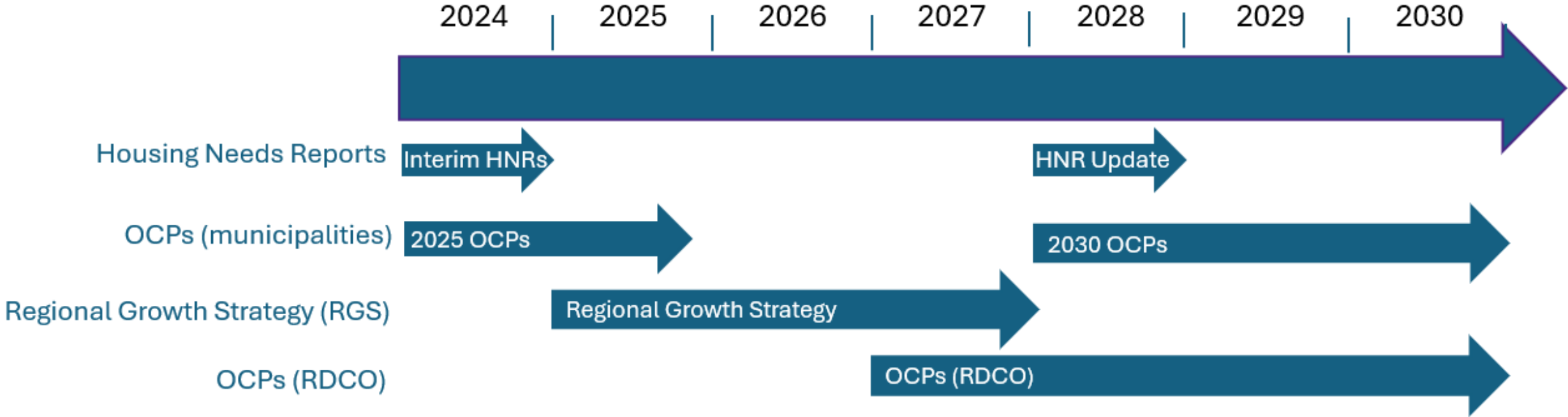
Provincial Housing Legislation



Relevant changes for the RGS in Bill 44:

- New prescribed densities for single family zones
- Secondary suites
- Housing Needs Reports – every 5 years
- Official Community Plans – every 5 years (municipalities only)

Timeline Considerations



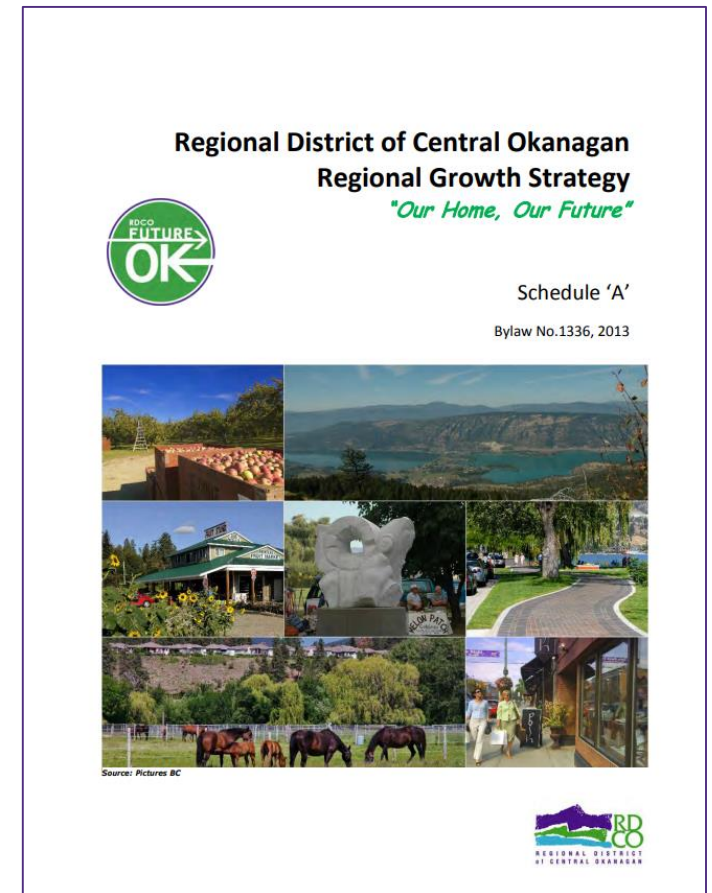
RGS Review and Update

- Multi-year process
- Comprehensive public and community partner engagement
- RGS Steering Committee is supportive



Region-wide benefits

- Advancing the RGS in 2025 would provide value to all our member governments & EA's & bring region-wide benefits:
 - Addressing major changes related to population growth, provincial housing legislation and increased natural hazard events
 - Provide a consistent regional approach to growth in time to inform member's 2030 OCP updates and the RDCO's OCPs



Recommendation

THAT the Regional Board direct staff to commence the scoping of a Regional Growth Strategy update for Board consideration.



Regional Board Report

Request for Decision

To: Regional Board
From: Director Development and Engineering Services
Date: October 24, 2024
Subject: Regional Transportation Service – 2024 Update

Voting Entitlement: *All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)*

Purpose: To consider the drafted Regional Transportation Service concept arising from the 2023-2026 RDCO Strategy Priorities and receive direction to advance the proposed regional transportation service concept through drafting a transportation service establishment bylaw.

Executive Summary:

Transportation is vital to connecting people and places across the region to support the Central Okanagan's growing population, economy and quality of life. Regional transportation planning and programming was previously coordinated by the Sustainable Transportation Partnership of the Central Okanagan (STPCO). STPCO dissolved in 2020 with the goal to transfer the STPCO's functions to the RDCO through the establishment of a regional transportation function or "service" at the RDCO.

The 2023-2026 RDCO Board Strategic Priorities state that the Regional District will act to '*Define and explore a Regional Transportation Service*' and '*Collaborate with partner municipalities and MOTI to advance regionally significant capital projects.*' A staff-initiated technical committee composed of subject matter experts from member municipalities, Westbank First Nation, MOTI, and BC Transit, have explored, defined, and endorsed a draft service concept inclusive of all community partner feedback for consideration by the Regional Board.

The proposed service concept aligns with the direction of the Regional Transportation Plan (RTP), which was reviewed and endorsed by the City of West Kelowna, District of Lake Country, District of Peachland, City of Kelowna, Westbank First Nation, and the Regional District of Central Okanagan in 2020. This regional service concept ensures Regional Transportation, as an intra-regional system, is thoughtfully and carefully integrated into regional growth and land use planning.

The drafted service concept encapsulate the same functions performed by the STPCO before it dissolved in 2020 and are proposed as follows:

- Review, advise, and report to the Regional Board on matters related to Regional Transportation Planning through a multi-jurisdictional technical advisory committee;
- Administer the Regional Transportation Technical Advisory Committee;
- Develop, monitor and report on Regional Transportation strategies, plans, initiatives, and actions;
- Operationalize the Regional Transportation Plan and successive documents in collaboration with service participants;
- Seek grants and other funds to undertake Regional Transportation Service works;
- Undertake Regional Transportation education and public participation programming.

Should the Board resolve to proceed with the drafted service concept, next steps would be to further coordinate with the Ministry of Municipal Affairs (MUNI) to commence work towards a service establishment. Pending MUNI support, staff would prepare relevant bylaws and report back to the Board.

Recommendation(s):

THAT the Regional Board approve the proposed Regional Transportation Service concept as outlined within the report from the Director of Development and Engineering Services on October 24, 2024;

AND THAT the Regional Board direct staff to report back to the Board the financial plan impacts and drafted bylaw(s) for consideration.

Respectfully submitted by: Travis Kendel, Associated Director of Development and Engineering Services

Report Approved by: Danielle Noble-Brandt, Director of Development and Engineering Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|---|--|
| <input type="checkbox"/> Emergency preparedness | <input type="checkbox"/> Truth and reconciliation |
| <input type="checkbox"/> Health and wellness | <input type="checkbox"/> Environment and climate – Regional priority only |
| <input checked="" type="checkbox"/> Regional transportation | <input type="checkbox"/> Growth and development – Electoral Area priority only |

Background:

Transportation is vital to connecting people and places across the region and supporting the Central Okanagan’s growing population, economy and quality of life. Regional transportation planning and programming was previously coordinated by the Sustainable Transportation Partnership of the Central Okanagan (STPCO). However, the STPCO dissolved in 2020 and there is currently no formal regional governance structure responsible for regional transportation issues and coordination in the Central Okanagan. The intent, as outlined in the Regional Transportation Plan (RTP), was to transfer the STPCO’s functions to the RDCO through the establishment of a regional transportation function or “service” at the RDCO.

The 2023-2026 RDCO Strategic Priorities state that the that Regional District will act to ‘*Define and explore a Regional Transportation Service*’ and ‘*Collaborate with partner municipalities and MOTI to advance regionally significant capital projects.*’ Through a staff-initiated technical committee, subject matter experts from member municipalities, Westbank First Nation, MOTI, and BC Transit have explored, defined, and endorsed a draft service concept inclusive of all community partner feedback for consideration by the Regional Board.

The drafted service concept aligns with the direction through the RTP, which was reviewed and endorsed by the City of West Kelowna, District of Lake Country, District of Peachland, City of Kelowna, Westbank First Nation, and the Regional District of Central Okanagan in 2020.

The RTP states:

“Through the RTP development process, the STPCO partners have had several discussions regarding the next steps for the STPCO, how best to implement the RTP, the principles of good governance and the importance of an organization’s mandate, membership, and structure. The partners have agreed that a new, more effective, and simpler governance structure would be beneficial to oversee implementation of the RTP.”

“The current preference among the partners is to dissolve the STPCO and align with and transfer the current functions to the RDCO. A number of challenges with this approach must be resolved over the next two years as the regional service is formalized. These include questions related to staff capacity, mandate, scope, membership, voting structure and cost sharing. However, as a starting point, the STPCO LGA Board has recommended that the STPCO be dissolved and directed staff to transfer some of the regional functions formerly carried out under the STPCO to the RDCO effective January 1st, 2021.”

“To implement the RTP and monitor progress, the STPCO LGA Board has recommended the creation of a regional technical committee administered by the RDCO and initially facilitated by City of Kelowna staff, while a formal regional service is created. Additionally, the Board recommended that the RDCO administration place regional transportation on the agenda at two Regional Board meetings each year to promote discussion and cooperation on regional transportation issues.”

Defined Regional Transportation Service:

The drafted service concept, as proposed would:

- Review, advise, and report to the Regional Board on matters related to Regional Transportation Planning through a multi-jurisdictional technical advisory committee.
- Administer the Regional Transportation Technical Advisory Committee.
- Develop, monitor and report on Regional Transportation strategies, plans, initiatives, and actions.
- Operationalize the Regional Transportation Plan and successive documents in collaboration with service participants.
- Seek grants and other funds to undertake Regional Transportation Service works.
- Undertake Regional Transportation education and public participation programming.

This concept ensures Regional Transportation, as an intra-regional system, is thoughtfully and carefully integrated into regional growth planning.

Benefits of participation within a Regional Transportation Service extend beyond urban boundaries, and into rural areas. The service would promote efficient and coordinated transportation planning, ensuring that resources are utilized effectively across the region. This collaboration can lead to benefits for all residents, such as reduced traffic congestion, improved safety, and minimized environmental impact. Additionally, participation fosters economic growth by enhancing connectivity between communities, making it easier for residents to access jobs, education, and healthcare. Overall, a regional approach to transportation planning helps create a more sustainable and inclusive transportation network that meets the diverse needs of all residents.

A matrix that outlines key agency roles and responsibilities as they relate to regional transportation is provided in Attachment 2. The intent of the matrix is to clarify the interaction between the new proposed Regional Transportation Service at the RDCO and the existing services provided by MOTI, BC Transit, and other Central Okanagan governments (that would remain unchanged). The matrix was developed

and endorsed by subject matter experts from member municipalities, Westbank First Nation, MOTI, and BC Transit.

The RDCO's roles and responsibilities shown in Attachment 2 summarize the proposed drafted service concept functions that the RDCO would provide if the Regional Transportation Service is established. These are essentially the same functions performed by the STPCO before it dissolved in 2020. The City of Kelowna has been providing some of these services on an interim basis since the STPCO dissolved. If the Regional Transportation Service is established, the RDCO could contract to the City of Kelowna to continue delivering these services, if desired, or provide them directly, as appropriate. On balance, the new proposed regional transportation service would provide enhanced regional coordination and collaboration to ensure a strong regional transportation network that connects our region and complements both regional and local government-led initiatives.

Next Steps:

- Seek guidance from the Ministry of Municipal Affairs to establish a Regional Transportation Service, and report back to the Board with associated findings, financial plan impacts, and drafted bylaws for consideration.

Considerations:**Organizational/External:**

The Regional Transportation Service, as proposed, will require dedicated RDCO resources to meet Service mandates. Should the Board support this service concept, a report including resourcing requirements will be prepared to accompany future service establishment consideration by the Board.

Financial:

The Regional Transportation Service, as proposed, is expected to be of similar cost magnitude as previously undertaken by the STPCO. Considering staffing and program delivery components, the annual budget is estimated at approximately \$400,000 per year. Financial contributions from Electoral Area's East and West are estimated to remain substantially unchanged, excluding inflationary adjustments.





Legal/Statutory Authority:

The Regional District has the authority to establish a new Regional Transportation Service or amend the scope of the existing Transportation Demand Management Service. Further consultation with the Ministry of Municipal Affairs will provide procedural confirmation prior to bylaw development.

Attachment(s):

1. Regional Transportation Service Matrix
2. PowerPoint Presentation

 New
 No Change

	Regional Transportation Planning	Regional Transportation Programs	Regional Transit Service Delivery	Land use, Roads, and Active Transportation	Provincial Infrastructure
	<p>Facilitates regional collaboration on transportation and the Regional Transportation Technical Advisory Committee. Leads on the development, monitoring and reporting for regional transportation plans. Supports grant applications & advocacy for regionally significant transportation infrastructure.</p> <p>Primary service provider*</p>	<p>Delivers regional transportation programs (e.g. GoByBike Week, School Traffic Safety Officer, SmartTRIPS website, Safe Routes 4 Schools, etc).</p> <p>Primary service provider*</p>	<p>Policy support for transit system through Regional Growth Strategy and Regional Transportation Plans.</p>	<p>Develops Regional Growth Strategy and sets regional vision and policies for growth. Delivers and maintains roads and trails within the regional district's jurisdiction, including integration with the regional transportation network.</p>	<p>Policy support for provincial infrastructure improvements through Regional Growth Strategy and Regional Transportation Plans.</p>
	<p>Leads on the development of transit plans, such as the Transit Future Plan and Transit Future Action Plan, in partnership with Central Okanagan governments. Collaborates in the development, implementation and monitoring of regional transportation plans.</p>	<p>Leads on the delivery of transit-related regional transportation programs, such as Transit Travel Training.</p>	<p>Delivers transit services throughout the Central Okanagan including contracting bus operations, schedule development, fleet maintenance, customer service, fare collection and marketing.</p> <p>Primary service provider*</p>	<p>Serves areas with transit-supportive population and employment densities with transit. Develops design guidelines for transit infrastructure and supports integration with active modes.</p>	<p>Operates transit on provincial highways. Collaborates with MoTi on transit infrastructure designs on provincial highways.</p>
	<p>Collaborates in the development, implementation and monitoring of regional transportation plans and alignment of local plans. Supports grant applications & advocacy for regionally significant transportation infrastructure.</p>	<p>Participates in regional transportation programs and supports their delivery, as appropriate.</p>	<p>Establishes transit routes and service levels, in collaboration with BC Transit. Responsible for delivery and maintenance of transit infrastructure.</p>	<p>Regulates land use and delivers and maintains roads and active transportation infrastructure within their respective jurisdictions, including integration with the regional transportation network.</p> <p>Primary service provider*</p>	<p>Coordinates and integrates local roads and intersections with provincial highways, including maintaining transit infrastructure and landscaping.</p>
 <p>Ministry of Transportation and Infrastructure (MoTI)</p>	<p>Leads on the development of integrated, multi-modal transportation plans for the provincial transportation network. Collaborates in the development, implementation and monitoring of regional transportation plans.</p>	<p>Collaborates on the delivery of regional transportation programs, recognizing the co-benefit they bring of reducing congestion on roadways and provincial infrastructure.</p>	<p>Works with BC Transit to establish transit routes and service levels on provincial infrastructure and supports delivery and maintenance of transit infrastructure. Sets Provincial transit funding and policy.</p>	<p>Delivers and maintains roads (from local to numbered routes, including controlled access highways) outside of incorporated cities and municipalities.</p> <p>Primary service provider*</p> <p>Establishes policy guidelines and approvals of development applications adjacent to provincial corridors. Integrates highway network with local roads and active transportation, including crossings, and wayfinding of alternate routes.</p>	<p>Plans, prioritizes, designs, operates, maintains, regulates, and funds provincial infrastructure.</p> <p>Primary service provider*</p>

Regional Transportation Service

Regional District of Central Okanagan Board Meeting

October 24, 2024

1450 K.L.O. Road
Kelowna, BC, V1W 3Z4
rdco.com



Background

Transportation is vital to connecting people and places across the region and supporting the Central Okanagan's growing population, economy and quality of life.



Background - Continued

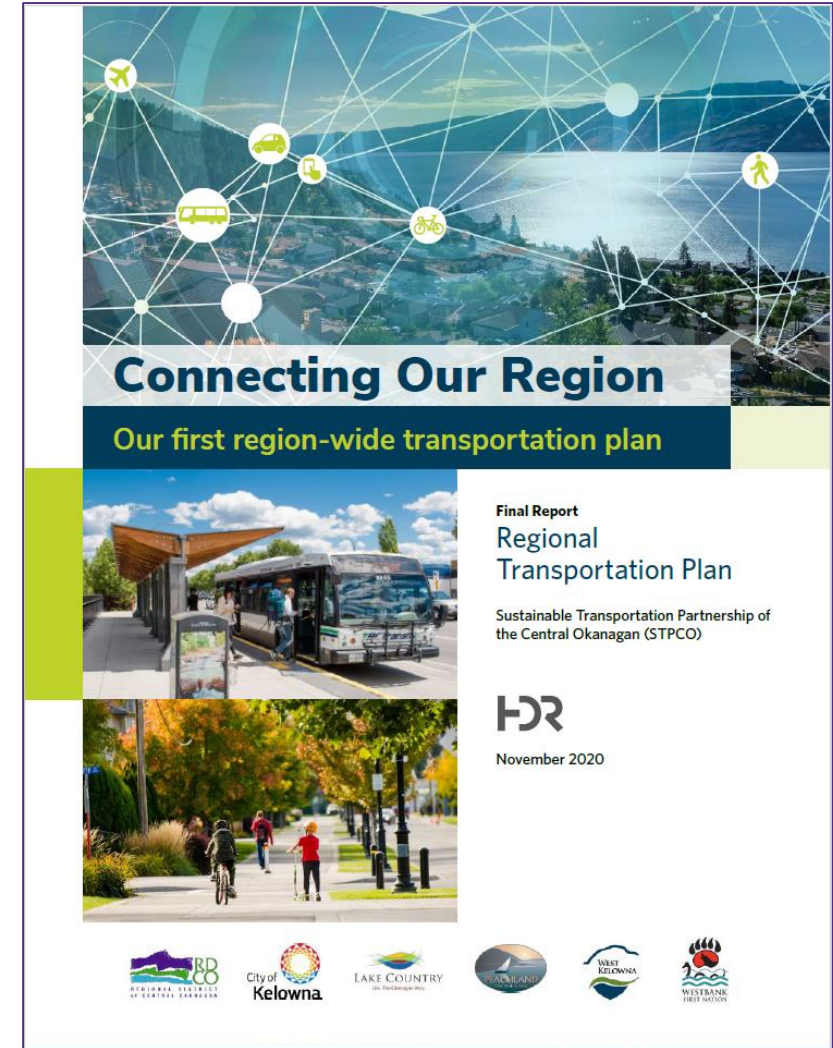
The Sustainable Transportation Partnership of the Central Okanagan (STPCO):

- STPCO: Regional Transportation Governance from 2013 to 2020
- STPCO Dissolved: end of 2020 following completion of the Regional Transportation Plan



Background - Continued

- **Regional Transportation Plan (RTP):**
 - *“The current preference among the partners is to dissolve the STPCO and align with and transfer the current functions to the RDCO.”*



Current Status

- 2023 – 2026 Regional Board Strategic Priority:
 - *“Define, and explore a Regional Transportation Service”*
 - *“Collaborate with partner municipalities and MoTI to advance regionally significant capital projects”*



Current Status - Continued

- Staff Technical Committee

- Municipal Partners

- City of Kelowna
 - City of West Kelowna
 - District of Peachland
 - Westbank First Nation
 - District of Lake Country
 - RDCO

- Provincial Ministries

- MOTI
 - BC Transit

- Subject Matter Experts





Worked together to EXPLORE and DEFINE
a Regional Transportation Service

Current Status - Defined Service



- Explore what a 'Regional Transportation Service' should be, 4 years since STPCO.
- Regional Transportation Service 'matrix' endorsed by all Subject Matter Experts for Board consideration
- Framed in a way that clearly outlines responsibilities
- Envision service continuing from where it was:
 - Same magnitude of expense and scope
 - Focus on enabling regional planning and collaboration
 - Not consolidating other programs or services

 New
 No Change

	Regional Transportation Planning	Regional Transportation Programs	Regional Transit Service Delivery	Land use, Roads, and Active Transportation	Provincial Infrastructure
 Regional District of Central Okanagan	<p>Facilitates regional collaboration on transportation and the Regional Transportation Technical Advisory Committee. Leads on the development, monitoring and reporting for regional transportation plans. Supports grant applications & advocacy for regionally significant transportation infrastructure.</p> <p><i>Primary service provider*</i></p>	<p>Delivers regional transportation programs (e.g. GoByBike Week, School Traffic Safety Officer, SmartTRIPS website, Safe Routes 4 Schools, etc).</p> <p><i>Primary service provider*</i></p>	<p>Policy support for transit system through Regional Growth Strategy and Regional Transportation Plans.</p>	<p>Develops Regional Growth Strategy and sets regional vision and policies for growth. Delivers and maintains roads and trails within the regional district's jurisdiction, including integration with the regional transportation network.</p>	<p>Policy support for provincial infrastructure improvements through Regional Growth Strategy and Regional Transportation Plans.</p>
 BC Transit	<p>Leads on the development of transit plans, such as the Transit Future Plan and Transit Future Action Plan, in partnership with Central Okanagan governments. Collaborates in the development, implementation and monitoring of regional transportation plans.</p>	<p>Leads on the delivery of transit-related regional transportation programs, such as Transit Travel Training.</p>	<p>Delivers transit services throughout the Central Okanagan including contracting bus operations, schedule development, fleet maintenance, customer service, fare collection and marketing.</p> <p><i>Primary service provider*</i></p>	<p>Serves areas with transit-supportive population and employment densities with transit. Develops design guidelines for transit infrastructure and supports integration with active modes.</p>	<p>Operates transit on provincial highways. Collaborates with MoTi on transit infrastructure designs on provincial highways.</p>
 Central Okanagan governments	<p>Collaborates in the development, implementation and monitoring of regional transportation plans and alignment of local plans. Supports grant applications & advocacy for regionally significant transportation infrastructure.</p>	<p>Participates in regional transportation programs and supports their delivery, as appropriate.</p>	<p>Establishes transit routes and service levels, in collaboration with BC Transit. Responsible for delivery and maintenance of transit infrastructure.</p>	<p>Regulates land use and delivers and maintains roads and active transportation infrastructure within their respective jurisdictions, including integration with the regional transportation network.</p> <p><i>Primary service provider*</i></p>	<p>Coordinates and integrates local roads and intersections with provincial highways, including maintaining transit infrastructure and landscaping.</p>
 Ministry of Transportation and Infrastructure (MoTI)	<p>Leads on the development of integrated, multi-modal transportation plans for the provincial transportation network. Collaborates in the development, implementation and monitoring of regional transportation plans.</p>	<p>Collaborates on the delivery of regional transportation programs, recognizing the co-benefit they bring of reducing congestion on roadways and provincial infrastructure.</p>	<p>Works with BC Transit to establish transit routes and service levels on provincial infrastructure and supports delivery and maintenance of transit infrastructure. Sets Provincial transit funding and policy.</p> <p>106</p>	<p>Delivers and maintains roads (from local to numbered routes, including controlled access highways) outside of incorporated cities and municipalities.</p> <p><i>Primary service provider*</i></p> <p>Establishes policy guidelines and approvals of development applications adjacent to provincial corridors. Integrates highway network with local roads and active transportation, including crossings, and wayfinding of alternate routes.</p>	<p>Plans, prioritizes, designs, operates, maintains, regulates, and funds provincial infrastructure.</p> <p><i>Primary service provider*</i></p>

Regional Transportation planning

Facilitates regional collaboration on transportation and the Regional Transportation Technical Advisory Committee. Leads on the development, monitoring and reporting for regional transportation plans. Supports grant applications & advocacy for regionally significant transportation infrastructure.

Primary service provider*

Regional Transportation programs

Delivers regional transportation programs (e.g. GoByBike Week, School Traffic Safety Officer, SmartTRIPS website, Safe Routes 4 Schools, etc).

Primary service provider*

Next Steps

- If concept approved by the Board, report back with:
 - Financial Plan impacts
 - Drafted Bylaw(s) to establish service



Recommendation

All Directors – Unweighted Corporate Vote – Simple Majority (LGA s.208)

THAT the Regional Board approve the proposed Regional Transportation Service concept as outlined within the report from the Director of Development and Engineering Services on October 24, 2024;

AND THAT the Regional Board direct staff to report back to the Board the financial plan impacts and drafted bylaw(s) for consideration.



Regional Board Report

Request for Decision

To: Regional Board
From: Director Protective Services
Date: October 24, 2024

Subject: Appointment of Bylaw Enforcement Officers and Animal Control Officers

Voting Entitlement: *All Directors – Unweighted Corporate Vote – Simple Majority (LGA s. 208)*

Purpose: To consider the appointment of three Animal Control Officers and one Bylaw Enforcement Officer.

Executive Summary:

To enforce the provisions of Regional District bylaws, there is a requirement under the *Local Government Act* for the Regional Board to appoint by resolution, staff members as Bylaw Enforcement Officers and Animal Control Officers for the Regional District of Central Okanagan.

RDCO Dog Control Officers Level 1, Nicolas Watson, Hannah Howarth and Jamieson Wozniak are eligible to be appointed by the Regional Board to enforce the RDCO's Responsible Dog Ownership Bylaw No. 1343.

RDCO Bylaw Enforcement Officer Peter Marvin is eligible to be appointed by the Regional Board to enforce all bylaws of the Regional District of Central Okanagan outlined in Schedule 1 of the Ticket Information and Utilization Bylaw No.1537.

RDCO Park Ranger Marius Starr is eligible to be appointed by the Regional Board to enforce RDCO Regional Parks Bylaw No. 1427 and RDCO Community Parks Bylaw no. 1431.

Recommendation(s):

THAT the Regional Board appoint Nicolas Watson, Hannah Haworth and Jamieson Wozniak as Animal Control Officers to enforce the RDCO Responsible Dog Ownership Bylaw No. 1343;

AND THAT the Regional Board appoint Peter Marvin as a Bylaw Enforcement Officer to enforce all Regulatory Bylaws of the RDCO outlined in Schedule 1 of the Ticket Information and Utilization Bylaw No.1537 and Schedule A of the Bylaw Offence Notice Bylaw No. 1538;

AND THAT the Regional Board appoint Marius Starr as a Park Ranger to enforce the RDCO Regional Parks Bylaw No. 1427 and the RDCO Community Parks Bylaw No. 1431.

Respectfully submitted by Dan Maja, Chief Bylaw Enforcement Officer

Report Approved by: Mike Walroth, Director Protective Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Emergency preparedness | <input type="checkbox"/> Truth and reconciliation |
| <input checked="" type="checkbox"/> Health and wellness | <input type="checkbox"/> Environment and climate – Regional priority only |
| <input type="checkbox"/> Regional transportation | <input checked="" type="checkbox"/> Growth and development – Electoral Area priority only |
-

Background:

These appointments ensure we maintain staff levels approved by the Board and continue to educate the public of the regulatory requirements and allows us to support staff workloads at a healthy level.

Considerations:

Organizational/External:

Supports our member Municipalities with the Dog Control function and internal partners with Bylaw Enforcement.

Financial:

Uniform purchasing and required training to occur within the already approved budget

Legal/Statutory Authority:

- *BC Local Government Act, Section 233 (1) and Sec. 414 (1)*
- *BC Community Charter, Sec. 264 (1)(b)*
- *BC Police Act, Bylaw Enforcement Officers, Section 36*

Considerations not applicable:

- Alternate recommendation
-



Regional Board Report

Request for Decision

To: Regional Board
From: Director of Protective Services
Date: October 24, 2024

Subject: UBCM CRI-693 – 2023 FireSmart Grant Amendment Request

Voting Entitlement: *All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)*

Purpose: To request the Regional Board approve a FireSmart grant amendment application.

Executive Summary:

The 2023 FireSmart Community Funding & Supports program, administered by the Union of BC Municipalities (UBCM), provides funding to local governments and First Nations in British Columbia. The goal is to increase community resilience by supporting community-based FireSmart planning and activities that reduce wildfire risks.

Currently, the Regional District of Central Okanagan (Regional District) is delivering an effective FireSmart program under a grant that was approved in 2023 for \$139,535.88. Due to the nature of the program at the time of application, funding was not secured to complete a Community Wildfire Resiliency Plan (CWRP). Having a CWRP in place is mandatory to apply for funding beyond the 2023 intake.

To facilitate the development of the CWRP, and with UBCM support, staff has prepared an amended application package under the 2023 funding asking for an increase in grant funds from \$139,535.88 to \$297,470.90. The additional \$157,935.02 will provide funding for the CWRP as well as continued FireSmart work while it is being developed.

Recommendation(s):

THAT the Regional board approves an amended application under the UBCM Community Resiliency Investment Fund for \$297,470.90 under the FireSmart Community Funding & Supports Program under the 2023 intake.

Respectfully submitted by: Mike Walroth, Director of Protective Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Emergency preparedness | <input type="checkbox"/> Truth and reconciliation |
| <input type="checkbox"/> Health and wellness | <input type="checkbox"/> Environment and climate – Regional priority only |
| <input type="checkbox"/> Regional transportation | <input type="checkbox"/> Growth and development – Electoral Area priority only |
-

Considerations:

Organizational/External:

Continued delivery of FireSmart programming while working alongside our regional partners

Financial:

Offsetting local service area tax requisitions through grant funding

Considerations not applicable:

- Legal/Statutory Authority
 - Alternative Recommendation
-



Regional Board Report

Request for Decision

To: Regional Board
From: Director of Protective Services
Date: October 24, 2024

Subject: UBCM-CEPF – 2024 Indigenous Cultural Safety and Cultural Humility Training Grant

Voting Entitlement: All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

Purpose: To consider Regional Board approval for staff to apply for a grant under the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Indigenous Cultural Humility and Cultural Safety.

Executive Summary:

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs to enhance the resiliency of local governments, First Nations, and communities in responding to emergencies.

Staff have prepared a regional application to request funding and subsequently pool funds for Indigenous Cultural Safety and Cultural Humility Training to further education of Central Okanagan Regional Emergency Management/ Operations Center staff in local syilx Okanagan culture, values, safety, and relationship building.

Recommendation(s):

THAT the Regional Board approves an application under the Union of BC Municipalities - Community Emergency Preparedness Fund for \$237,000 under the Indigenous Cultural Safety and Humility Training 2024 stream.

Respectfully submitted by: Brittany Seibert, Regional Emergency Manager

Report Approved by: Mike Walroth, Director of Protective Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Emergency preparedness | <input checked="" type="checkbox"/> Truth and reconciliation |
| <input type="checkbox"/> Health and wellness | <input type="checkbox"/> Environment and climate – Regional priority only |
| <input type="checkbox"/> Regional transportation | <input type="checkbox"/> Growth and development – Electoral Area priority only |
-

Background:

The Central Okanagan Regional Emergency Management Program is committed to fostering meaningful relationships with the syilx/Okanagan people. The syilx/Okanagan people, who have inhabited the Okanagan Valley since time immemorial, maintain a deep connection to the land and its resources. Through the assistance of UBCM's Indigenous Cultural Safety and Humility Training funding stream, the program will support the development of cultural competency in emergency management by utilizing local syilx cultural safety and humility knowledge. Training sessions will emphasize the history, values, and unique cultural contexts of syilx/Okanagan communities, directly enhancing staff's ability to provide culturally safe services. Additionally, the relationship-building event fosters meaningful collaboration between non-Indigenous and Indigenous emergency management/EOC staff, reinforcing the program's focus on mutual respect and understanding.

Proposed Project Activities**1. Relationship-Building Event:**

To foster mutual respect and trust between the Central Okanagan Regional Emergency Management Program and syilx/Okanagan communities in an engaging setting. Through shared meals featuring syilx cuisine and team-building activities, participants will have the chance to form personal connections and engage in open discussions. This approach combines cultural learning and engagement activities, creating a strong foundation for ongoing collaboration in emergency management while promoting cultural safety and humility.

2. Development of a syilx Cultural Safety and Humility Training Package:

A comprehensive training package will be created to onboard new emergency management employees and equip them with essential knowledge of syilx culture, values, and history. This package will focus on fostering respectful, culturally aware relationships between Indigenous (specifically syilx) and non-Indigenous staff, ensuring that employees understand the cultural contexts that influence emergency management in syilx communities.

3. Cultural Safety and Humility Training Sessions:

Multiple training sessions will be conducted, emphasizing syilx cultural values and history. These sessions will be designed to deepen emergency management/EOC staff's understanding of cultural humility and encourage culturally sensitive decision-making in emergency response and recovery processes.

Partners

As this is a regional grant request, all Central Okanagan Emergency Management Program partners are included.

Considerations:

Organizational/External:

The proposed project will build emergency management capacity to deliver culturally safe emergency management programming representative of the local culture and values of syilx Okanagan communities.

Financial:

Staff is requesting that 100% of the project's costs be covered by this grant.

Considerations not applicable:

- Legal/Statutory Authority
 - Alternate Recommendation
-



Regional Board Report

Request for Decision

To: Regional Board
From: Director of Protective Services
Date: October 24, 2024

Subject: UBCM-CEPF Volunteer and Composite Fire Departments Equipment and Training Grant-2024 Application

Voting Entitlement: *All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)*

Purpose: To consider Regional Board approval for staff to apply for a grant under the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Volunteer and Composite Fire Departments Equipment and Training

Executive Summary:

The UBCM-CEPF offers grants to enhance the resiliency of local governments and their residents. Since 2019 the RDCO has regularly applied to the UBCM Community Emergency Preparedness Fund (CEPF) grant application for fire department training and equipment.

The RDCO Fire Departments are submitting a 2024 application under the CEPF Volunteer and Composite Fire Equipment Training Grant provided by UBCM. The UBCM grant maximum is \$40,000 per application, per year with the ability to stack applications by applying for each of the four RDCO Fire Departments.

Staff have prepared a 2024 application totaling \$160,000. UBCM requires that grant applications receive a resolution of support by the regional district Board.

Recommendation(s):

THAT the Regional Board approves an application under the Union of BC Municipalities - Community Emergency Preparedness Fund for \$160,000 under the Volunteer and Composite Fire Departments Equipment and Training grant – 2024 application.

Respectfully submitted by: Mike Walroth, Director of Protective Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Emergency preparedness | <input type="checkbox"/> Truth and reconciliation |
| <input type="checkbox"/> Health and wellness | <input type="checkbox"/> Environment and climate – Regional priority only |
| <input type="checkbox"/> Regional transportation | <input type="checkbox"/> Growth and development – Electoral Area priority only |
-

Considerations:

Organizational/External:

Enabling standardized training on updated equipment to continue delivering effective services.

Financial:

Offsetting local service area tax requisitions

Considerations not applicable:

- Legal/Statutory Authority
 - Alternate Recommendation
-



Regional Board Report

Request for Decision

To: Regional Board
From: Director of Financial Services
Date: October 24, 2024
Subject: Okanagan Regional Library Loan Authorization Bylaw

Voting Entitlement: *All Directors – Weighted Corporate Vote – Majority (LGA s.209)*

Purpose: To consider the adoption of Loan Authorization Bylaw No.1558 for the purposes of borrowing funds from Municipal Finance Authority (MFA) on behalf of the Okanagan Regional Library.

Executive Summary:

Library Districts are not permitted to borrow directly from MFA. Because of this, it has become common practice for Library Districts to borrow from MFA via Regional Districts. Service Establishment Bylaw No. 1477 was adopted in July 2021 for this purpose and allows the Okanagan Regional Library (ORL) to borrow funds for capital projects as needed.

The ORL Board passed a resolution, on September 11, 2024 to borrow \$2.5 million for the purposes of constructing the new library branch in the City of West Kelowna. This will be the third time ORL has requested to borrow from MFA through the RDCO, and like the previous two times, ORL will pay all of the debt and costs associated with the process with a formal agreement put in place to ensure this.

To allow for this new borrowing, Loan Authorization Bylaw No. 1558 has been prepared by staff and is presented to the Board today for consideration of first three readings. With three readings, the bylaw will be forwarded to the Inspector of Municipalities for approval. When that is received, because the borrowing term is longer than five years, an alternate approval process will be undertaken to receive participating area approval.

Recommendation(s):

THAT Regional District of Central Okanagan, Okanagan Regional Library Loan Authorization Bylaw No. 1558, 2024 be given first, second and third reading.

Report Prepared/Approved by: Tania McCabe, Director of Financial Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Considerations:

Financial:

The financial plan will show the borrowing costs and repayment by ORL. The RDCO will invoice ORL for all costs associated with the borrowing.

Legal/Statutory Authority:

An alternative approval process will need to be undertaken as the borrowing term is longer than 5 years. Once these bylaws are approved, the formal agreements, Temporary Borrowing and Security Issuing Bylaws will be completed.

Considerations not applicable:

- Organizational/External
- Alternate Recommendation

Attachment(s): 1. BL1558 Okanagan Regional Library Loan Authorization Bylaw
 2. MFA Resolution - \$2.5M

REGIONAL DISTRICT OF CENTRAL OKANAGAN

BYLAW NO. 1558

A bylaw of the Regional District of Central Okanagan to authorize borrowing Two and a half Million Dollars (\$2,500,000) on behalf of the Okanagan Regional Library for the construction of the West Kelowna Library facility.

WHEREAS the Regional Board of the Regional District of Central Okanagan established by "Regional District of Central Okanagan, Okanagan Regional Library Service Area Establishment Bylaw No. 1477, 2021", a service for the purpose of constructing and renovating library building services owned and operated by the Okanagan Regional Library;

AND WHEREAS pursuant to Sections 403 and 406 of the *Local Government Act*, a board may by bylaw, incur a liability by borrowing for a capital purpose on behalf of the Okanagan Regional Library;

AND WHEREAS in order to construct an Okanagan Regional Library, it is necessary to borrow a sum not exceeding \$2,500,000, which is the amount of debt intended to be created by this bylaw;

AND WHEREAS the maximum term for which debentures may be issued to secure the debt created by this bylaw is for a term not to exceed 30 years and is to be repaid by the Okanagan Regional Library;

AND WHEREAS the authority to borrow under this bylaw expires five (5) years from the date on which this bylaw is adopted;

AND WHEREAS pursuant to section 407 of the *Local Government Act* a regional district may obtain approval of the electors for a loan authorization bylaw by the Alternative Approval Process in accordance with Section 86 of the *Community Charter*;

NOW THEREFORE THE REGIONAL BOARD OF THE REGIONAL DISTRICT OF CENTRAL OKANAGAN IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. Loan Authorization

The Regional Board is hereby authorized and empowered on behalf of the Regional District of Central Okanagan, Okanagan Regional Library Service Area as established by Bylaw No. 1477, 2021;

- (a) to borrow a sum not exceeding two million five hundred thousand dollars (\$2,500,000) to provide lending to the Okanagan Regional Library for construction and renovation of a library facility.

2. Term of Debenture

The maximum term for which debentures may be issued to secure the debt created by this bylaw is for a term not to exceed 30 years.

3. Citation

This bylaw may be cited as the "Regional District of Central Okanagan, Okanagan Regional Library Loan Authorization Bylaw No.1558, 2024".

READ A FIRST, SECOND AND THIRD TIME THIS DAY OF , 2024

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS DAY OF ,2024

APPROVAL OF THE ELECTORS BY ALTERNATIVE APPROVAL PROCESS THIS DAY OF , 2024

ADOPTED THIS DAY OF , 2024

CHAIRPERSON

CORPORATE OFFICER

CERTIFIED COUNCIL RESOLUTION

The following resolution was adopted by the Board of Directors at its Board Meeting held September 11, 2024:

2024-09-11 It was moved and seconded

THAT the ORL pursues a loan with the MFA for \$2,500,000 to fund the West Kelowna project's construction costs; AND THAT this loan be funded through a change to the draft 2025 budget for \$170,000 on the Long-Term Interest Line.

By weighted vote.

Opposed: 0

Carried unanimously by weighted vote

I hereby certify the above to be a true copy of the resolution adopted by Board of the Okanagan Regional Library on the 11th day of September 2024.

Dated at Kelowna, British Columbia, this 9th day of October 2024.



Leah Samson

Administrative Services Manager






MFA Resolution

Final Audit Report

2024-10-09

Created:	2024-10-09
By:	Jeremy Feddersen (jfeddersen@orl.bc.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHPDbRA-oi5lz9QJ_3fMWuMuggPQXJ2YG

"MFA Resolution" History

-  Document created by Jeremy Feddersen (jfeddersen@orl.bc.ca)
2024-10-09 - 7:08:07 PM GMT
-  Document emailed to Leah Samson (lsamson@orl.bc.ca) for signature
2024-10-09 - 7:08:14 PM GMT
-  Email viewed by Leah Samson (lsamson@orl.bc.ca)
2024-10-09 - 7:11:03 PM GMT
-  Document e-signed by Leah Samson (lsamson@orl.bc.ca)
Signature Date: 2024-10-09 - 7:22:53 PM GMT - Time Source: server
-  Agreement completed.
2024-10-09 - 7:22:53 PM GMT



Regional Board Report

Information

To: Regional Board
From: Director of Financial Services
Date: October 24, 2024
Subject: Purchase Commitments >\$100,000 during Q3 2024

Voting Entitlement: All Directors – Unweighted Corporate Vote – Simple Majority (LGA s.208)

Purpose: To report all purchase commitments exceeding \$100,000 made during Q3 2024 in accordance with section 4.6 of the Board’s Purchasing Policy.

Executive Summary:

Those purchase commitments exceeding \$100,000 made during Q3 2024 were as follows:

Contract	Contract Awarded To	Contract Value (excluding taxes)	Competitive Process Followed
Mission Creek and Scotty Creek Playgrounds and Surfacing Design-Build (#R24-913)	Questic Contracting Ltd (dba Playquest Recreation)	\$251,505 (Total Contract Price)	Public Request for Proposals
Evacuation Route Planning & Mapping Project for the RDCO (#R24-946)	Acuere Consulting Inc	\$145,881 (Total Fixed Contract Price)	Public Request for Proposals
JRFD Fire Water Tender (#R24-916)	Fort Garry Fire Trucks Ltd	\$521,458 (Total Fixed Contract Price)	Public Request for Proposals

Note: details on all RDCO Purchasing public competitive processes (>\$75,000 contract value) are available at our ‘Bids&Tenders’ purchasing portal: <https://rdco.bidsandtenders.ca/Module/Tenders/en> (select ‘All’ tab)

Recommendation(s):

THAT the Regional Board, as per section 4.6 of the RDCO Purchasing Policy, receive for information the report dated October 24, 2024 on purchase commitments which exceeded \$100,000 made during the 3rd quarter of 2024 (July 1st to September 30th, 2024).

Respectfully submitted by: Andy Brennan, RDCO Purchasing Agent

Report Approved by: Tania McCabe, CPA, CA, Director of Financial Services

Approved for Agenda: Sally Ginter, Chief Administrative Officer

Strategic Plan Alignment:

- | | |
|--|--|
| <input type="checkbox"/> Emergency preparedness | <input type="checkbox"/> Truth and reconciliation |
| <input type="checkbox"/> Health and wellness | <input type="checkbox"/> Environment and climate – Regional priority only |
| <input type="checkbox"/> Regional transportation | <input type="checkbox"/> Growth and development – Electoral Area priority only |
-



Okanagan Regional Library Regular Board of Trustees Meeting Minutes

Date: Wednesday, May 15, 2024
 Location: Board Room
 Library Administration Building, 1430 K.L.O. Road, Kelowna, BC

Trustees Present: Neil Todd, Armstrong
 Pat Cochrane, Coldstream
 David Ramey, Enderby
 John Manual, Golden
 Loyal Wooldridge, Kelowna (Board Chair)
 Tracy Henderson, Keremeos
 Lori Mindnich, Lumby (Personnel Chair)
 David Mattes, Oliver
 Terry Condon, Peachland
 George Elliott, Princeton
 Tim Palmer, Revelstoke
 Kari Gares, Vernon (Finance Chair)
 Tasha Da Silva, West Kelowna (Vice Chair)
 Myers Bennett, Osoyoos
 Bob Evans, Sicamous
 Kevin Kraft, Regional District Central Okanagan

Trustees Participating Remotely: Subrina Monteith, Regional District Okanagan Similkameen
 Allysa Hopkins, Regional District North Okanagan
 *Jay Simpson, Regional District Columbia Shuswap
 Sylvia Lindgren, Salmon Arm (Policy & Planning Committee Chair)
 Erin Trainer, Summerland

Trustees Absent: Cara Reed, Lake Country
 Todd York, Spallumcheen
 Sara Tronson, Westbank First Nation

Staff Present: Danielle Hubbard, Chief Executive Officer
 Jeremy Feddersen, Chief Financial Officer
 Mark Reinelt, Director of Public Services North
 Michal Utko, Director of Marketing and Communications
 Leah Samson, Administrative Services Manager (Recording Secretary)

Guests Present: *Markus Schrott, Auditor, BDO Canada
 Ashley Machum, PEA President, ORL Chapter
 Nicole Cabrejos, CUPE Representative, ORL Chapter
 Tamara Alves, ORL Administrative Assistant

(*Denotes partial attendance)

ESTABLISH QUORUM

In accordance with the *Library Act, Sec. 20(2)*, quorum was established with a majority of all members of the Board in attendance.

1. CALL TO ORDER

Chair Wooldridge called the meeting to order at 10:30 AM.

2. LAND ACKNOWLEDGEMENT

The ORL Headquarters is located on the traditional, ancestral, and unceded $\text{tr}\acute{\text{x}}^{\text{w}}\acute{\text{u}}\text{l}\text{a}\text{?x}^{\text{w}}$ (land) of the syilx / Okanagan people who have resided here since time immemorial. We recognize, honour, and respect the syilx / Okanagan lands upon which we live, work, and play.

3. ADOPTION OF THE AGENDA

All Trustees – Unweighted Vote – Simple Majority (Board Policy Section II.A / Community Charter s.123)

It Was Moved and Seconded

THAT the Agenda of the Regular Board Meeting of May 15, 2024 be adopted as circulated.

Carried

4. ADOPTION OF THE PREVIOUS MINUTES

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

It Was Moved and Seconded

THAT the Minutes of the Regular Meeting of February 21, 2024 be adopted as circulated.

Carried

5. ANNUAL REPORT YEAR 2023 – Marketing & Communications Director Michal Utko

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

It Was Moved and Seconded

THAT the Board accepts the 2023 Annual Report as presented, in accordance with Section 21(k) of the *Library Act*.

Carried

6. FINANCE COMMITTEE REPORT

6.1. Audit Year 2023 Report to the Board – Markus Schrott, Auditor, BDO Canada

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Auditor Markus Schrott presented the Audit Report, providing an overview of the financial highlights and responded to questions from the Board.

It Was Moved and Seconded

THAT the Board receives, for information, the Audit Final Communication to the Board for the Year ended December 31, 2023 in the form attached to the Auditor's Report dated May 15, 2024.

Carried

6.2. Audited Financial Statements Year 2023 – Markus Schrott, Auditor, BDO Canada
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

It Was Moved and Seconded

THAT The Board accepts the Audited Financial Statements for the Year ended December 31, 2023, in the form attached to the Auditor’s Report dated May 15, 2024, and in accordance with Section 26 (2) of the *Library Act*.

Carried

*Mr. Schrott left the meeting at 10:45 AM.

6.3. Statement of Financial Information (SOFI) Report Year 2023 – CFO Jeremy Feddersen
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Staff presented the SOFI Report summarizing the highlights and responded to questions from the Board.

It Was Moved and Seconded

THAT the Board receives, for information, the Statement of Financial Information Report Year 2023, in accordance with Section 26 (2) of the *Library Act* and Section XI.K. of the Board’s Policy.

Carried

The approved 2023 Audited Financial Statements will be included in the 2023 SOFI Report, and submitted to the province as required.

*Director Simpson left the meeting at 10:50 AM.

6.4. CFO Report – Jeremy Feddersen
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Staff reported on the financial results to March 31, 2024, advising that they are generally consistent with expectations, and there does not appear to be anything that requires Board attention at this time.

It Was Moved and Seconded

THAT the Board receives, for information, the CFO’s Financial Update Report to March 31, 2024, dated May 15, 2024.

Carried

6.5. Enhancement Grant Spending Report – CEO Danielle Hubbard
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Staff presented the Spending Report and Councillor Gares stated that the Finance Committee reviewed and supports the recommended allocations.

It Was Moved and Seconded

THAT the Board approves \$272,000 of the Provincial Enhancement Grant to be allocated to professional development and facility improvement initiatives.

Carried

6.6. Rise and Report In-Camera Decision: Appointment of Auditor for the Audit Year 2024 – CFO Jeremy Feddersen

Staff reported that during the In-Camera Meeting, the Board approved the appointment of MNP for the ORL's 2024 audit. This decision is now being brought into the Regular Meeting.

7. POLICY AND PLANNING COMMITTEE REPORT

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

7.1. Financial Policies Report – CEO Danielle Hubbard

It Was Moved and Seconded

THAT the Board approves a meeting of the Board Chair, Policy and Planning Committee Chair, Finance Committee Chair, CEO, and CFO to reassess the ORL's existing financial policies and the parameters for a financial allocation policy.

Carried

7.2. Internet Policy Report (Section VI: Services, I. Internet) – CEO Danielle Hubbard

Staff reported that a patron complaint challenged the ORL's Internet Policy. The Policy and Planning Committee reviewed the complaint and decided not to bring forward any policy changes. Staff then responded to questions from the Board.

It Was Moved and Seconded

THAT the Board upholds the ORL's current Internet Policy and directs management staff to respond to the March 20, 2024 patron concern accordingly.

Carried

8. CEO REPORT – Danielle Hubbard

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Staff presented the CEO Report and the public facing Operational Plan document and responded to questions from the Board.

It Was Moved and Seconded

THAT the Board receives the CEO Report dated May 15, 2024; AND THAT the 2024 – 2029 Operational Plan be approved in the form attached to the Report dated May 15, 2024.

Carried

9. BOARD CHAIR REPORT – Councillor Loyal Wooldridge

Chair Wooldridge announced that he will run in the upcoming provincial election. Under the City of Kelowna Code of Conduct, he is stepping down from the Library Board. Kelowna Councillor Gord Lovegrove has been appointed to the Board as of May 15, 2024, and West Kelowna Councillor and Vice Chair Tasha Da Silva will serve as Acting Chair until a new chair is elected.

10. TRUSTEE ITEMS

Board members congratulated Councillor Wooldridge and recognized his dedication and hard work since joining the Library Board in 2019.

11. NEW BUSINESS


None.

12. MOTION TO ADJOURN

It Was Moved and Seconded
THAT the meeting be adjourned.

Carried

The meeting adjourned at 11:35 AM.



X

Board Chair

Approved & Signed: Sept 11, 2024

**Central Okanagan Economic Development Commission
Advisory Committee Meeting Minutes
Wednesday, June 26th, 2024, 7:30 AM
Regional District of Central Okanagan, Woodhaven Boardroom
1450 K.L.O. Road, Kelowna**

✓ = attended X = Absent * Not required A = Alternate Attended

Advisory Committee Executive:

X	Larson, Janice, Chair
✓	Hughes-Geekie, Sharon, Vice-Chair
✓	Calissi, James, Past Chair

X	Nagy, Angela
X	Quinn, Paula

Advisory Committee:

A	Alexander, Andrea
X	Alluri, Rama
A	Benson, Gavin
X	Berrie, Carla
X	Bruns, Myles
✓	Burleigh, Mark
X	Collins, Dave
✓	Csek, Nikki
X	Dawn, Jeremy
X	Douglas, Laurel
X	Dyas, Tom
X	Ferreira, Christina
✓	Freisen, Jason
X	Gipps, Paul
✓	Goodhew, Alex

A	Harper, Shauna
X	Harvey, Maryse
✓	Ireland, Blair
✓	Kam, Michelle
X	Labrecque, Cory
✓	Lewis, Chris
✓	Lovegrove, Gord
X	Malcom, Ryan
✓	Myers, Rebecca
X	Popoff, Chantel
✓	Rezania, Sepideh
X	Ritchie, Geoff
✓	Selby, Robert
X	Stewart, Tony
X	Sulentich, Ruth

✓	Threlfall, Rich
X	Thurnheer, Laura
✓	Udzenija, Nicole
✓	Wall, Johnathan
✓	Wang, Bill
✓	Wentworth, Noel
X	White, Jill
✓	Widmer, Larry
X	Wolf, Mike

Staff and Consultants:

✓	Mallory, Krista
✓	Lesack, Sascha
✓	Weston, Eva

✓	Rambe, Mohana
✓	Walraven, Jen
✓	Stark Leader, Myrna

Guests:

Vann Struth, Jamie

Rodriguez, Jose

Robinson, Nikki

1. Call to Order

Vice-Chair Sharon Hughes-Geekie called the meeting to order at 7:33 am.

2. Land Acknowledgement

The Chair acknowledged our presence on the traditional, ancestral, and unceded *tṛxʷúlaʔxʷ* (land) of the syilx / Okanagan people who have resided here since time immemorial. We recognize, honour, and respect the syilx / Okanagan lands upon which we live, work, and play.

3. Adoption of Minutes

Minutes of May 22, 2024, unanimously approved.

4. COEDC Strategic Planning

COEDC Staff – Krista Mallory, Eva Weston

Jamie Vann Struth, Senior Manager, Economic Advisory Deloitte

Congratulations to Eva on her promotion to Economic Development Officer.

COEDC Mandate – work in partnership to facilitate and encourage the development of a healthy and sustainable economy by supporting existing business and encouraging new business investment in the Central Okanagan. In developing the scope of work for the Strategic Plan it needs to identify existing resources and it may indicate that additional resources are needed for the fastest growing region in Canada. Previous strategy from 2019 held true in 2020 even with Covid changes and now we will look forward to meeting the demands for the next 5 years to 2030. This will encompass the Regional District Board priorities. Our Advisory Committee is a huge asset in developing the priorities to meet the needs of the region. Thank you for your participation and engagement.

Jamie discussed the process and consultant role in developing the Strategic Plan.

See attached presentations for details.

5. Facilitated Discussion

- 3 Questions for discussion groups –
 1. Most important challenges facing the regional economy in the next 5 years
 2. Top emerging potential opportunities for economic growth
 3. Review of the previous plan's 4 Strategic Pillars, which to retain and which to change, decrease or remove relative to upcoming importance.

Results were collected and will be incorporated into developing the strategic plan.

6. ICAF Update

Nikki Robinson, Director Business Development, Tourism Kelowna

- Tourism Kelowna has applied for 2026 for the International Convention Attraction Fund and they need at least 20% international attendees. It is funded by the government of Canada and administered by Destination Canada. We would need 150 delegates per night. Sectors



of influence include Advanced Manufacturing, Agribusiness, Life Sciences, Natural Resources, Digital Industries, and Finance and Insurance.

Action Items for Advisory Committee: Please think of large business events that could be hosted here and connect those to Tourism Kelowna.

7. New Business

- Accelerate Okanagan is conducting an Economic Impact Study on the Okanagan Tech Sector and requested its promotion among our networks.
- Csek Creative will host a Level Up Leadership AI Summit in September.

Adjournment:

Meeting adjourned at 9:01 am.





BOARD REPORT: October 10, 2024

1450 KLO Road, Kelowna, BC V1W 3Z4

P 250.469.6271 F 250.762.7011

www.obwb.ca



Okanagan Basin

WATER BOARD

OBWB Directors

Blair Ireland - Chair,
Regional District of Central
Okanagan

Doug Holmes - Vice-Chair,
Regional District of Okanagan-
Similkameen

Victor Cumming, Regional
District of North Okanagan

Rick Fairbairn, Regional
District of North Okanagan

Bob Fleming, Regional
District of North Okanagan

Wayne Carson, Regional
District of Central Okanagan

Charlie Hodge, Regional
District of Central Okanagan

Rick Knodel, Regional District
of Okanagan-Similkameen

Sue McKortoff,
Regional District of Okanagan-
Similkameen

Tim Lezard, Okanagan Nation
Alliance

Bob Hrasko, Water Supply
Association of B.C.

Jeremy Fyke, Water
Stewardship Council

The next regular meeting of the
OBWB will be held virtually on
Tuesday, November 5th, 2024.

Water Board Directors share water priorities across Okanagan communities: Directors discussed their recent attendance at the 2024 UBCM Convention, where they met with fellow local government elected officials. Communities across the province are facing increasing infrastructure costs for water filtration and treatment, while having little authority to protect source waters. As noted by Okanagan Nation Alliance Director, Tim Lezard, “If people didn’t pollute, we wouldn’t have to pay to clean it up. We are basically subsidizing polluters.” Directors stressed the importance of working together with all partners because the least expensive treatment option is to have clean source water in the first place. The board heard that OBWB is working on a number of initiatives and partnerships for source protection which will be reported in the following months.

Board Directors hear about new real-time hydrometric data: The Okanagan Basin Water Board (OBWB), in collaboration with the Okanagan Nation Alliance (ONA) Fisheries Department, is enhancing its communication tool to provide real-time hydrometric data aligned with stream-specific fish and environmental flow requirements. Recent data reveals that several Okanagan streams experienced stress in September, a crucial period for spawning fish when water demand peaks. This situation emphasizes the need for reliable hydrometric data to inform water management decisions that benefit both local communities and ecosystems. Notably, the EFN Explorer highlights streams falling below their Environmental Flow Needs, with Mission Creek illustrated in detail to provide further context.

Directors receive Summary of the 2024 drought: Board Directors heard that the Okanagan region started out at drought level 2 in May 2024 due to low snowpack and a continuation of severe drought conditions left over from fall 2023. Although the drought level was raised to 3, and high summer temperatures threatened to exacerbate conditions. Periodic rain through spring and into summer helped alleviate the dry start, although streamflow varied by stream, affecting fish spawning and ecosystem health in some areas. Cooler stream temperatures in late summer and the end of the irrigation season should alleviate some strain, with a predicted La Nina winter, bringing an increased chance of recharge.

New permit to allow expanded milfoil control options while protecting the environment. The Board received the welcome news that an updated 5-year permit to manage milfoil in the Okanagan was received from the province. The new permit relies on updated maps of lakes in the Okanagan, accounting for all known aquatic habitat protections, and allowing treatment of new areas as needed. OBWB will follow referrals processes with Okanagan First Nations before adding new areas, and will be connecting with local governments and First Nations to ensure that milfoil control is provided in their high-priority areas like public beaches, swimming areas, boat launches and marinas. Milfoil has a number of negative economic, tourism, and water quality effects, and can become a hazard for swimmers and boaters. The new permit allows for a more agile, science-based response to invasive weed management in the Okanagan.

Stay connected! Follow us on



For more information, please visit: www.OBWB.ca