



**REGIONAL DISTRICT OF CENTRAL OKANAGAN
GOVERNANCE AND SERVICES COMMITTEE MEETING
AGENDA**

Thursday, November 12, 2020

8:30 a.m.

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

Pages

1. CALL TO ORDER

Chair Given acknowledged that this meeting is being held on the traditional territory of the syilx/Okanagan peoples.

Roll Call

2. ADDITION OF LATE ITEMS

3. ADOPTION OF THE AGENDA

Recommended Motion:

THAT the agenda be adopted.

4. ADOPTION OF MINUTES

4.1. Governance & Services Committee Meeting Minutes - October 8, 2020

1 - 5

Recommended Motion:

THAT the Governance & Services Committee meeting minutes of October 8, 2020 be adopted.

5. DELEGATIONS

5.1. Regional Emergency Plan Update - Sandra Follack, Regional Emergency Plan Coordinator

Recommended Motion:

THAT the update on the Regional Emergency Plan provided by Sandra Follack, City of Kelowna Deputy Fire Chief be received for information.

5.1.1. PowerPoint

6 - 17

6. COMMUNITY SERVICES

6.1. Regional Growth Strategy - 5 Yr Review

18 - 21

Recommended Motion:

THAT the Governance and Services Committee receive for information the November 12, 2020 Regional Growth Strategy 5-year Review report from the Director of Community Services;

AND FURTHER THAT the Governance and Services Committee recommends the Regional Board endorse the Regional Growth Strategy 5-Year Review Consultation Plan.

6.1.1. PowerPoint

22 - 37

7. NEW BUSINESS

8. ADJOURN

Minutes of the **GOVERNANCE & SERVICES COMMITTEE** meeting of the Regional District of Central Okanagan held at Regional District Offices, 1450 KLO Road, Kelowna, BC on Thursday, October 8, 2020

Directors: J. Baker (District of Lake Country)
M. Bartyik (Central Okanagan East Electoral Area)
C. Basran (City of Kelowna)
W. Carson (Central Okanagan West Electoral Area)
M. DeHart (City of Kelowna)
C. Fortin (District of Peachland) (*attended electronically*)
G. Given (City of Kelowna)
C. Hodge (City of Kelowna) (*attended electronically*)
R. deJong, alternate for S. Johnston (City of West Kelowna)
G. Milsom (City of West Kelowna)
B. Sieben (City of Kelowna)
L. Stack (City of Kelowna) (*attended electronically*)
L. Wooldridge (City of Kelowna)

Absent: J. Coble (Westbank First Nation)

Staff: B. Reardon, Chief Administrative Officer
T. Cashin, Director of Community Services
J. Foster, Director of Communication & Information Services
D. Komaike, Director of Engineering Services
M. Kopp, Director of Parks Services (*attended electronically*)
M. Rilkoff, Director of Financial Services (*attended electronically*)
M. Drouin, Manager-Corporate Services (recording secretary)

1. CALL TO ORDER

Chair Given called the meeting to order at 8:30 a.m. and acknowledged the meeting is being held on the traditional territory of the syilx/Okanagan peoples.

Roll call was taken as some directors attended electronically.

2. ADDITION OF LATE ITEMS

There are no late items for the agenda

3. ADOPTION OF THE AGENDA

#GS39/20

BARTYIK/MILSOM

THAT the agenda be adopted.

CARRIED unanimously

4. ADOPTION OF MINUTES

4.1 Governance & Services Committee Meeting Minutes – September 10, 2020

#GS40/20

BAKER/MILSOM

THAT the Governance & Services Committee meeting minutes of September 10, 2020 be adopted.

CARRIED unanimously

5. DELEGATIONS

- 5.1. Okanagan Basin Water Board (OBWB) - Anna Warwick-Sears,
Executive Director - Okanagan Lake Monitoring

The Committee had requested OBWB staff provide comment on the request from the District of Peachland Council resolution calling on the Province to review the current lake level management operations for Okanagan Lake, including lake level targets, current flow management models and climate forecast methodology.

Anna Warwick-Sears, following discussion at the OBWB Board table provided feedback on this issue.

- Yes, the Province needs to review the lake management level.
- Due to climate change the incidence of flooding will become more frequent with less predictability.
- Flood modeling for the Okanagan – management roles need to be changed.
- Shaun Reimer has worked on the modeling for the mapping. It's not that easy to change – impacts of fish, frequency of drought (effect on agriculture, fish, risk to communities, etc.).
- Need to urge the Province through senior managers of Forest, Lands & Natural Resources to support and make it a priority. It will take a number of studies and resources to complete and a number of years to change.
- OBWB will wait until election is completed and will send a letter at that time.
- OBWB staff will continue to meet with S. Reimer to come up with a plan for the study and work.

Director Sieben arrived at 8:45 a.m.

Director Basran arrived at 8:47 a.m.

Question and answer period followed.

- Impacts on various stakeholders in BC and the US (ie: International Joint Water Commission, Osoyoos Lake Border Committee). There is an agreement with the US on how Canada operates the dam.
- Upland reservoirs studies being done which will assist.
- Each year water level dependent upon snow pack. It's a fine balance.
- It's a balance with controlling the dam levels to protect both Canada and the US. Everyone tries to work together for the best situation.

- Important to have a unified voice, coordinated approach when sending a letter to the Province.
- Modeling for drought frequency will be required.
- Likely the fastest the modeling and work could be completed would be 5 years.
- First thing that needs to occur is the Ministry of Forest, Lands and Natural Resources needs to initiate a process of review as they are responsible for the dam management. Impact also with Ministries of Agriculture, Environment, Public Safety, Health (source water), Fisheries, ONA-- all need to be involved in review process.
- It is suggested that OBWB initiate the letter, copy the RDCO to request support for their letter.

#GS41/20**SIEBEN/BAKER**

THAT the Okanagan Basin Water Board presentation by Anna Warwick-Sears, Executive Director regarding Okanagan Lake Monitoring be received for information;

AND FURTHER THAT OBWB's future letter to the Province be brought forward to the Board for review and consideration of a draft advocacy strategy.

CARRIED unanimously

5.2 Recycle BC Update - David Lefebvre Presenting

The Committee had requested Recycle BC to present information on the recycling program in BC and the Central Okanagan.

D. Lefebvre provided information on the Recycle BC program:

- Producer responsibility outlined.
- Recycle BC formed by producers and is regulated.
- Required to submit a program plan to the Ministry every 5 years.
- Recycle BC is the only full producer in BC.
- Lots of supply very little demand for recycling material. China shut their market down to accept only material not contaminated.
- 1,186 businesses fund BC Recycle and are part of the program
- Many communities in Canada cannot find markets for materials or simply do not recycle.
- Only 7% of materials go to landfill in BC.
- Steward investment and innovation outlined.
- Collection contracts are with individual governments, First Nations and private collectors undertaking collection services on its behalf.
- New Post-Collection partner – transitioned to GFL Environmental Inc. in May 2020.
- Primary end markets distribution highlighted.
- Impact of COVID-19 and subsequent bankruptcies occurring are impacting the program. Due to this the Province has granted one year relief for amendments to their program.

Question and answer period followed:

- Recycle BC is recovering 78% of packaging. Best way to recycle is to put it in your recycle bin. Deposit recovery is not exceptionally beneficial.
- Recycle BC collects the largest amount of material anywhere.
- Looking at many solutions for plastic recycling.
- Many decisions on recycling are made at the national level not provincially.
- Multi-family is often managed through commercial contracts. Recycle BC offers commercial contractors to come on board but it's up to the contractor.
- They continue to look at ways to recycle materials ie: Ziploc bags, plastic over-wrap even if there isn't a market for it right now.
- More education is needed in the RDCO on recycling specific plastic material ie: over-wrap, Styrofoam, etc.
- Lots of education needs to occur – RDCO at 14% contamination, there are communities in the Province that reach 3% contamination.
- Online business do not pay into the recycling programs and with COVID in particular online shopping is increasing and business brick and mortar stores are closing.
- What is the relationship between the local depots and Recycle BC? Depot decides if they wish to enter a relationship with Recycle BC or other contractors. Approximately 215 depots across the province.
- One of RDCOs education tools is students are hired to check recycling bins. Stickers placed what can and cannot go into the bin. At times bins are left behind as they are contaminated. Program is currently underway.
- Citizens need to understand why it is important to recycle correctly ie: why glass, plastic, styrofoam needs to go to the depots.
- Need to understand why our local commercial haulers are not part of the Recycle BC program.
- An upgraded contamination plan is currently being worked on by staff for 2021. The plan can be discussed at a future workshop

#GS42/20

SIEBEN/BAKER

THAT the presentation by David Lefebvre, Recycle BC, be received for information.

AND FURTHER THAT staff schedule a workshop to review the current recycling program and possible alternative recycling options.

CARRIED unanimously

6. PARK SERVICES

6.1 Regional Parks Visitor Services Program Update

Staff report dated September 29, 2020 outlined the programs and events provided by the Visitor Services in Regional Parks to date in 2020.

Isabella Hodson provided information on the program.

- Despite COVID-19 pandemic, 19,500 people and 54 volunteers have taken part in park interpretive programs and events.
- Typically reach 43,000 contacts in a year.
- 1,704 events held between January and September
- Various virtual programs have been held during the pandemic.
- The various programs were outlined: school, family, outreach events, pop-up events in various regional parks, guided adaptive events due to the pandemic, virtual programs.
- Upgrades to the Environmental Education Centre (EECO) outlined.
- Volunteers in parks program reviewed.

#GS43/20

BARTYIK/WOOLDRIDGE

THAT the Governance and Services Committee receive for information the 2020 Regional Parks Visitor Services Program update.

CARRIED unanimously

7. NEW BUSINESS

No new business

8. ADJOURN

There being no further business the meeting was adjourned at 11:08 a.m.

CERTIFIED TO BE TRUE AND CORRECT

G. Given (Chair)

B. Reardon (Chief Administrative Officer)

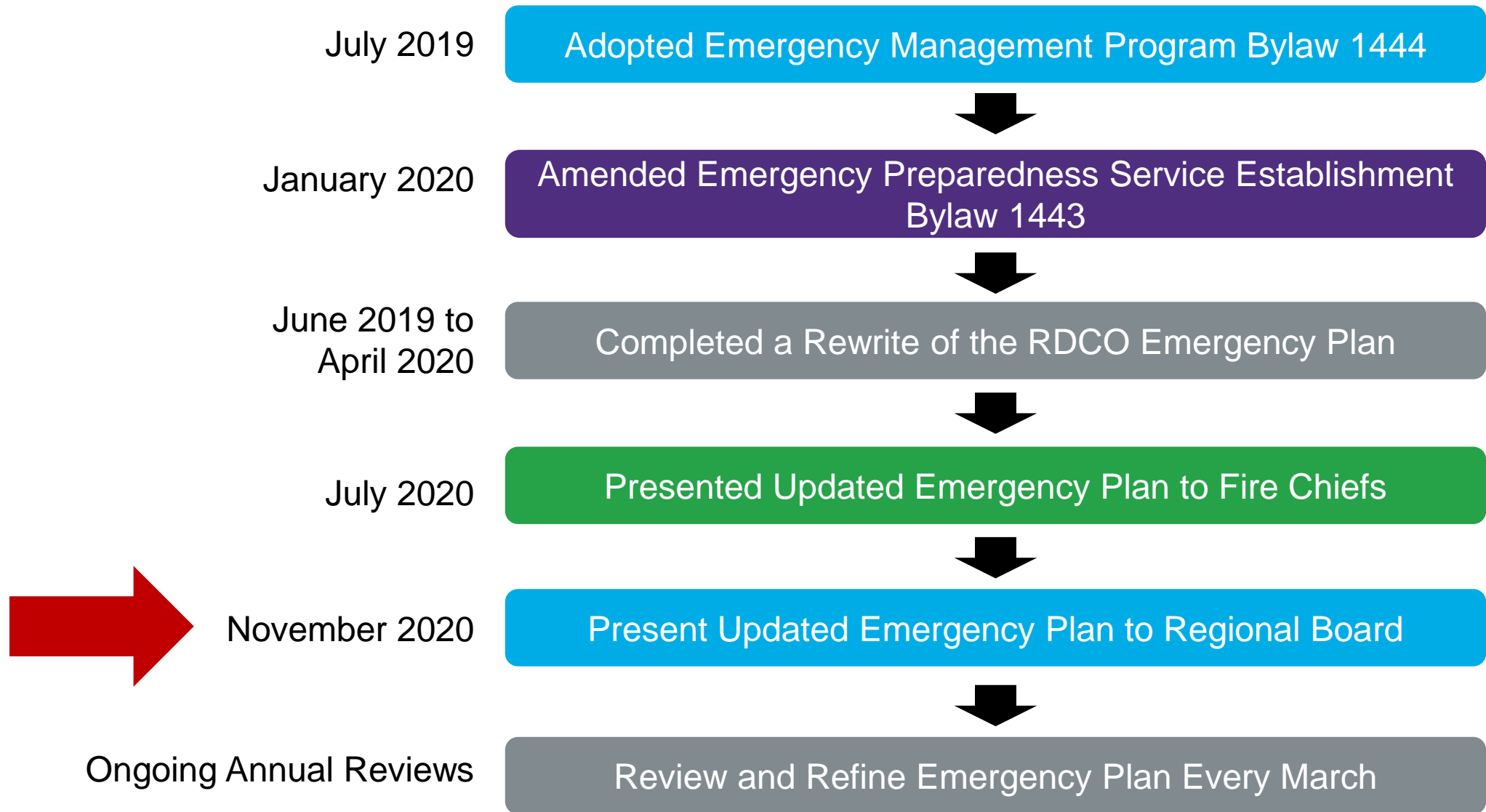
Regional Emergency Plan

Governance & Services Committee Meeting

November 12th 2020

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





Regional Emergency Plan

Presented by: Sandra Follack
Regional Emergency Program Coordinator

November 2020

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



Regional Emergency Program

- Regional Program is funded through RDCO
- Administered by Kelowna Fire Department
- Supports all communities within the Region
- Coordinates with Emergency Management BC (EMBC)



The Four Pillars of Emergency Management



- Mitigation
- Preparedness
- Response
- Recovery

Why Update the Plan?

- It's required under the Emergency Program Act;
- The previous plan was written 15 years ago;
- A complete re-write of our Plan was required in order to catch up to and reflect our:
 - Current practices and operating protocols (changes since 2005)
 - Updated Emergency Management Bylaws adopted in 2019/2020
 - Provide clearer direction to the EOC and the communities the program supports

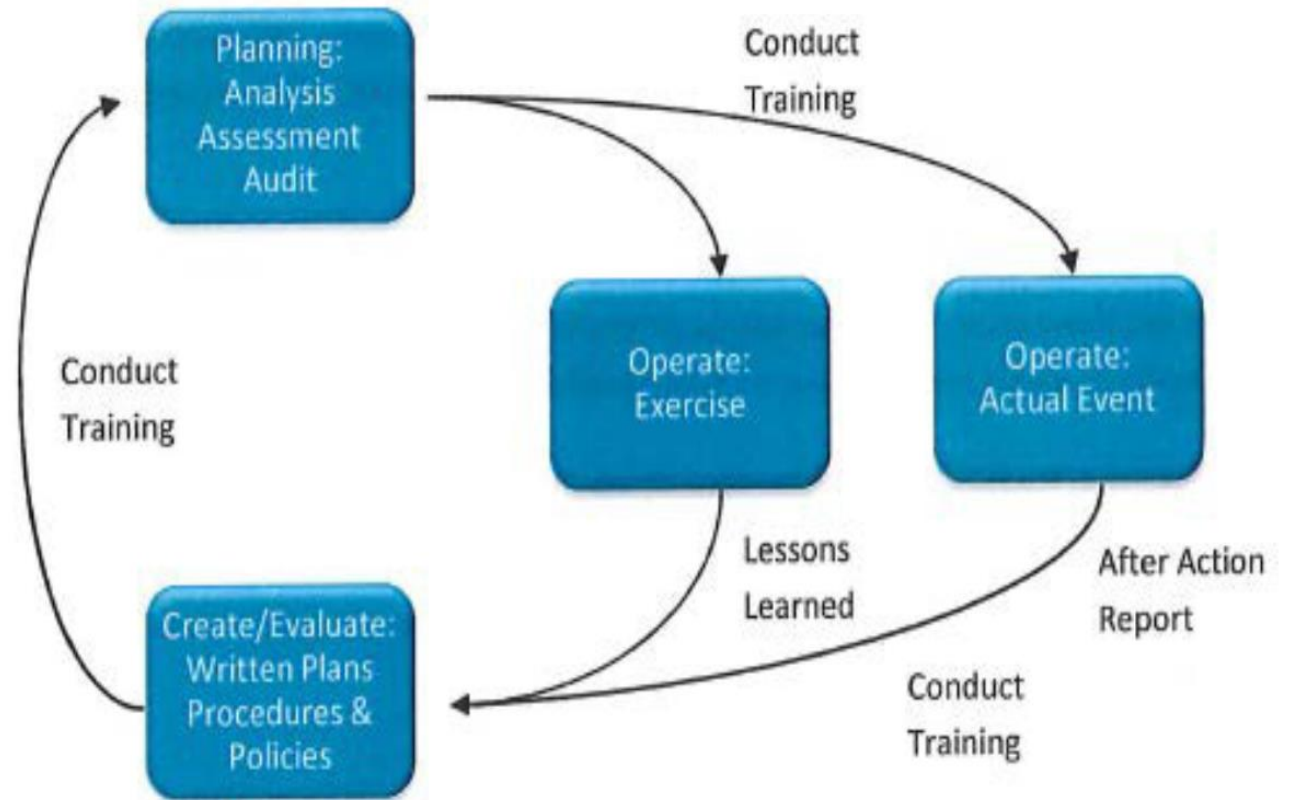
What Does the Plan Include?

- EOC Locations and Facilities
- EOC Structure and Function
- EOC Activations
- EOC Evacuations
- EOC Roles & Responsibilities
- EOC Emergency Communications
- Appendices with reference materials



Who is Responsible for the Plan?

The Emergency Management Organization (EMO) has been delegated the responsibility and authority to ensure we have a Regional Emergency Plan.



RDCO Emergency Operations Centre Organization Chart



Impact to the Program

- The new Regional Emergency Plan has incorporated all of the program refinements and lessons learned since 2005:
 - The program continues to evolve & improve,
 - Was used to develop updated protocols and operating procedures for the EOC,
 - Matches current provincial guidelines, including financial compensation.

Summary

- Within the RDCO, Emergency Management is a shared responsibility;
- The RDCO Emergency Program leads the Province in best practices and practical application during emergencies;
- The program has now completed a full update of all bylaws, this Emergency Management Plan and all associated procedures & operating guidelines.

Wrap Up

- Thank-you,
- Go to:
www.regionaldistrict.com/your-services/emergency-plan.aspx for more information.
- Questions and Comments?





Governance & Services Committee

TO: Governance and Services Committee

FROM: Todd Cashin
Director of Community Services

DATE: November 12, 2020

SUBJECT: Regional Growth Strategy Five-Year Review (6430-40)

Purpose: To provide the Governance and Services Committee with an overview of the consultation process for the consideration of a Five-year Review of the Regional Growth Strategy.

Executive Summary:

The RDCO adopted Regional Growth Strategy (RGS) Bylaw No. 1336 in 2014. The Priority Projects Plan, a five-year action plan that outlines the priority initiatives, was endorsed by the Regional Board on July 24, 2017.

The Priority Projects Plan identified a Five-year review project, and as mandated under the *Local Government Act* (LGA), which would consider whether or not a review of the RGS would be warranted. Given that five years have passed since the RGS was adopted the Regional Board will need to consider if a review is necessary. Further, the LGA requires that an opportunity for input be provided on the need for review.

To inform this decision, a consultation plan (attached) has been developed to gather input from member municipalities, First Nations, government agencies and the public.

RECOMMENDATION:

THAT the Governance and Services Committee receive for information the November 12, 2020 Regional Growth Strategy 5-year Review report from the Director of Community Services;

AND FURTHER THAT the Governance and Services Committee recommends the Regional Board endorse the Regional Growth Strategy 5-Year Review Consultation Plan.

Respectfully Submitted:


Todd Cashin
Director of Community Services

Approved for Committee's Consideration


Brian Reardon, CAO

Prepared by: Danika Dudzik, Senior Planner

Implications of Recommendation:

Strategic Plan:	Considering the need for a review of the RGS is supported by RDCO's mission and enables the Board to evaluate the need for a review as it relates to the strategic priorities and actions identified in the Regional Board Strategic Priorities 2019-2022.
Policy:	Considering the need for a review of the RGS complies with Section 4 – Monitoring and Evaluation outlined in the Regional Growth Strategy Bylaw No. 1336.
Legal/Statutory Authority:	<p>Considering the need for a review of the RGS adheres to Local Government Act, Section 452(2) and (3)</p> <ul style="list-style-type: none"> • “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.” • For the purposes of subsection (2), the regional district must provide an opportunity for input on the need for review from the persons, organizations and authorities referred to in section 434(2) <i>[required consultations during development of regional growth strategy]</i>.

Background:

Local Government Act

The Regional District has a statutory obligation under Section 452(2) and (3) of the *Local Government Act* (LGA) to consider, at least once every five years, whether the RGS should be reviewed for possible amendment and to provide opportunity for public input into the need for review. This requirement provides an opportunity for the Regional District to periodically assess the RGS and gather feedback from stakeholders to determine if a review of the RGS is warranted. A review can range from a minor amendment to the existing strategy to a comprehensive review.

Regional Growth Strategy

The RDCO adopted Regional Growth Strategy (RGS) Bylaw No. 1336 on June 23, 2014. A regional growth strategy is a long-range planning tool governed by Part 13 of the *Local Government Act* that assists local governments to plan a coordinated future for their communities while dealing with regional issues and decisions that cross local political boundaries. The RGS is also a collective vision from the regional partners for the future in order to create a region that promotes growth that is economically, environmentally and socially healthy over a twenty (20) year time horizon.

Our Home, Our Future Implementation

In accordance with Section 4.1.2 of the RGS, through a collaborative process, RDCO staff, RGS Steering Committee and elected officials developed the RGS Priority Projects Plan, a 5-year action plan to outline the priority initiatives to implement the RGS. A Five-year Review was identified as a project in the RGS Priority Projects Plan.

Consultation Plan:

A consultation plan has been developed (attached) which will provide an opportunity for input from the public, affected local governments, First Nations, provincial ministries and agencies, other levels of government, and stakeholder groups on the need for a review of the RGS.

This may include anyone affected by the RGS and those with an interest in regional growth management and community sustainability. Input received through this process will be provided to the Regional Board.

Financial Considerations:

Implementation of the consultation plan will have minimal financial implications. Expenses associated with advertising for the public meeting will be incurred and have been budgeted for in the Community Services general operating budget.

Legal/ Statutory Authority:

The provision for the review of a regional growth strategy is contained in Part 13 – Regional Growth Strategies and Section 452 of the *Local Government Act*.

Organizational Issues:

Implementation of the consultation plan will be completed by RDCO Planning staff.

External Implications:

Anyone affected or perceived to be affected by the RGS will have an opportunity to provide input. Prior to determining whether or not to undertake a review of the RGS, input received from the consultation process will be presented in a report to the Board for consideration.

Considerations not applicable to this report:

- *Alternative Recommendation*

Attachment(s):

- Consultation Plan – Consideration of a Review of *Our Home, Our Future*

Consultation Plan – Consideration of a Review of *Our Home, Our future*

Consultation Items	Intent
Regional Board	Board to consider the scope of the engagement process and endorse the consultation plan
RGS Steering Committee	Provide an update on the consultation plan.
External Referral	To provide an opportunity for affected local governments, First Nations, provincial ministries and agencies and other levels of government to provide comments and express an opinion regarding the need / or not for a review of the RGS.
Regional District of Central Okanagan Website Advertisement	Notice of a Public Meeting and information on the opportunity for public comment will be advertised on the RDCO's main webpage.
Newspaper Advertisements – Notice of Public Meeting	Notice to be placed in 2 consecutive issues of Kelowna Capital News – Black Press, Vernon Morning Star, and Kelowna Daily Courier not less than 3 days and not more than 10 days before the public meeting noting the purpose, time / date, and location of the meeting. The advert will also provide contact information for Planning staff should there be any questions from the public. Written submissions from the public in advance of the meeting will be encouraged.
Public Meeting	Public meeting to provide a formal opportunity for public input to provide comments and express an opinion regarding the need / or not for a review of the RGS.
Regional Board	Provide a decision on the need for a review of <i>Our Home, Our Future</i> , the Regional Growth Strategy.

RGS Five-Year Review

Governance and Services Committee

November 12, 2020

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

Purpose

- Review of legislative requirements for regional growth strategies
- Overview of the proposed consultation plan for the consideration of a Five-year Review

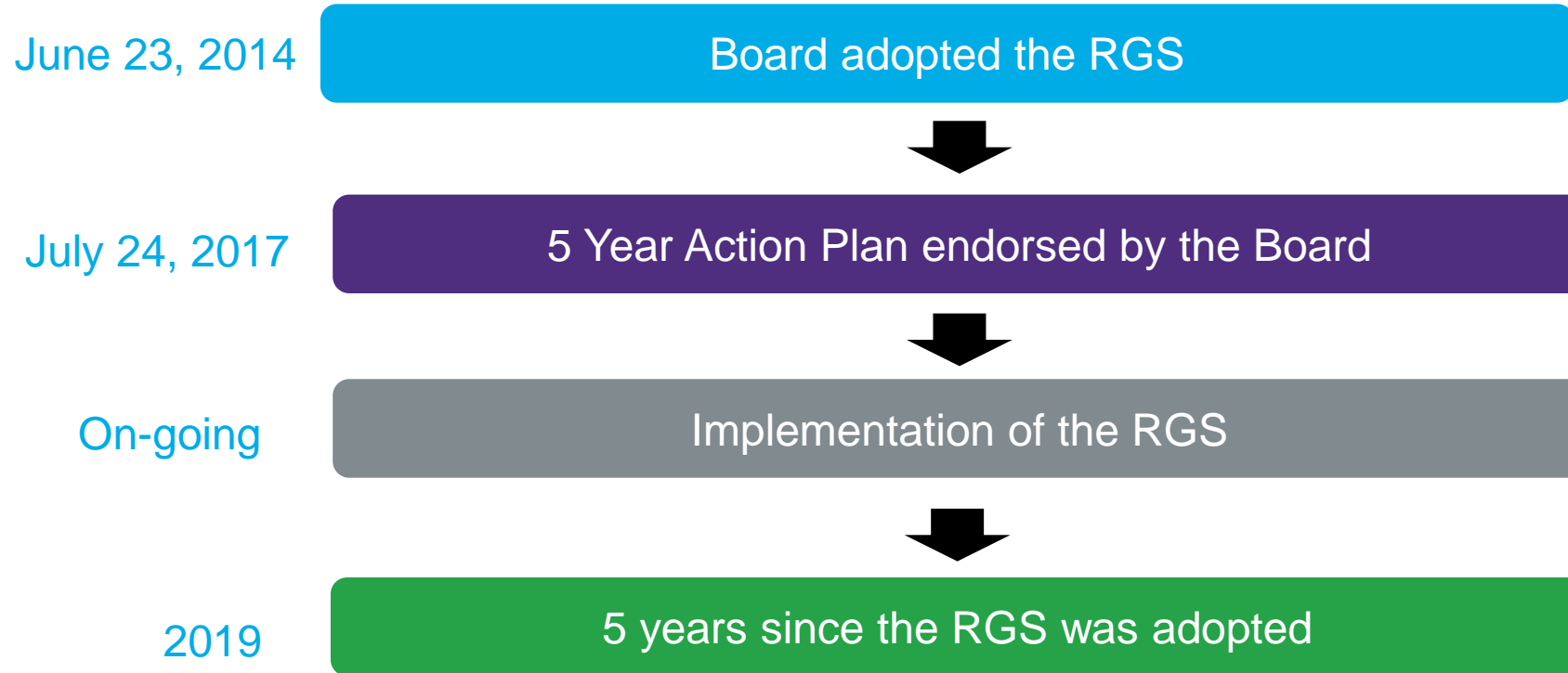
Background

- *Local Government Act*
 - At least once every five years the Regional District must consider whether the RGS should be reviewed for possible amendment

AND

- Provide opportunity for input on whether the RGS should be reviewed

Regional Growth Strategy



Regional Growth Strategy

- Agreed future vision by local governments
- Long range plan – 20 years
- Broad goals for a region
- Reflected in local government plans and policies
- Implementation & Monitoring



Regional District of Central Okanagan Regional Growth Strategy *"Our Home, Our Future"*



Schedule 'A'

Bylaw No.1336, 2013



Source: Pictures BC

RGS Priority Projects Plan

- 5 year action plan which outlines the priority initiatives to implement *Our Home, Our Future*
 - 9 projects supporting various RGS policies and Issue Areas
 - consideration for a Five-year Review was identified as one of the projects

#	Project	2017	2018	2019	2020	2021	Page
1	Regional Flood Management Plan: Phases 2 and 3						18
2	Regional Planning Lab						19
3	Regional Housing Needs Assessment						21
4	Regional Growth Strategy Monitoring Program						23
5	Regional Citizen Survey						25
6	Regional Housing Strategy						26
7	Regional Growth Strategy Five-year Review						28
8	Regional Agricultural Strategy						29
9	Regional Employment Lands Inventory						32

Overview of Consideration Process



Consultation Plan

- Opportunity for input from
 - Public
 - Affected local governments
 - First Nations
 - Provincial ministries and agencies
 - Other levels of government
 - Stakeholder groups

Consultation Plan

- External Referral to affected local governments, First Nations, provincial ministries and agencies and other levels of government
- RDCO Website Advertisement
- Newspaper Advertisement
- Public Meeting

Recommendation

THAT the Governance and Services Committee receive for information the November 12, 2020 Regional Growth Strategy 5-year Review report from the Director of Community Services;

Recommendation

AND FURTHER THAT the Governance and Services Committee recommends the Regional Board endorse the Regional Growth Strategy 5-Year Review Consultation Plan.



Consultation Items	Intent
Regional Board	Board to consider the scope of the engagement process and endorse the consultation plan
RGS Steering Committee	Provide an update on the consultation plan.
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Public Meeting	Public meeting to provide a formal opportunity for public input to provide comments and express an opinion regarding the need / or not for a review of the RGS.
Regional Board	Provide a decision on the need for a review of <i>Our Home, Our Future</i> , the Regional Growth Strategy.