

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, April 11, 2019

- 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)
G. Given (City of Kelowna)
C. Hodge (City of Kelowna)
S. Johnston (City of West Kelowna)
G. Milsom (City of West Kelowna)
L. Stack (City of Kelowna)
L. Wooldridge (City of Kelowna)
- Absent: M. DeHart (City of Kelowna)
C. Fortin (District of Peachland)
B. Sieben (City of Kelowna)
T. Konek (Westbank First Nation)
- Staff: B. Reardon, Chief Administrative Officer
T. Cashin, Director of Community Services
J. Foster, Manager of Communications
C. Griffiths, Director of Economic Development
D. Komaike, Director of Engineering Services
M. Kopp, Director of Parks Services
M. Drouin, Manager - Corporate Services (recording secretary)

1. CALL TO ORDER

Chair Given called the meeting to order at 8:35 a.m.

This meeting is being held on the traditional territory of the Syilx/Okanagan Peoples.

2. ADDITION OF LATE ITEMS

There are no late items for the agenda

3. ADOPTION OF THE AGENDA

#GS19/19

BAKER/WOOLDRIDGE

THAT the agenda be adopted.

CARRIED unanimously

4. ADOPTION OF MINUTES

- 4.1 Governance & Services Committee Meeting Minutes – March 14, 2019

#GS20/19

BAKER/MILSOM

THAT the Governance & Services Committee meeting minutes of March 14, 2019 be adopted.

CARRIED unanimously

5. DELEGATIONS

Director Basran arrived at 8:37 a.m. Director Carson arrived at 8:38 a.m.

5.1 Ministry of Transportation & Infrastructure - Steve Sirett, District Manager Re: Emergency Response Season

Steve Sirett addressed the Committee and outlined District 101 and what the Ministry is responsible for in the region.

- Highways department the largest of MOTI (four regions in the province).
- Central Okanagan is in the Southern Interior Region [Okanagan Shuswap District] (headquarters in Kamloops).
- Responsibilities were highlighted.
- Operations includes the maintenance of roads—staff working closely with the contractors – including emergency situations.
- Maintenance contracts are 10 year contracts. A new contract has been approved for Acciona Infrastructure Maintenance (AIM Roads) starting May 1st in the region.
- Safety and rehabilitation program outlined. Commercial Vehicle Safety and Enforcement – including an education component.
- Development approvals – MOTI is responsible for any land use decisions within 800m of highways (bylaws, Development Permits, Land Use Contracts, municipal subdivisions). Support the Provincial Approving Officer through processing and reporting on rural subdivisions. They are an independent statutory decision maker appointed by Provincial Order in Council. The decision of an Approving Officer is not to be fettered.

Questions and answer period followed the presentation.

#GS21/19

BAKER/BARTYIK

THAT the Governance & Services Committee receive for information the presentation--District 101--from Steve Sirett, District Manager, Minister of Transportation & Infrastructure.

CARRIED unanimously

5.2 Sustainable Transportation Partnership in the Central Okanagan (STPCO) Update (Jerry Dombowsky, Kelowna Transit and Programs Manager; Mariah VanZerr (Kelowna Strategic Transportation Planning Manager; and Stephen Power - HDR Consultant-Transportation Planner to present)

City of Kelowna staff and consultant addressed the Committee and provided an overview of the 2018 work plan.

The 2018-2020 work plan status was noted. Highlights for 2019 outlined.

- Operating ongoing functions
- Newsletters and communication coordination
- Regional transportation plan
- Looking at next phase of bike share program and how can it be regionalized
- Household travel survey results
- Okanagan gateway transportation study partnership Airport, UBCO, MOTI
- Evolution of STPCO to be further discussed

Regional Transportation Plan update

- Starting Phase 3 of the Plan (transportation scenarios)
- Consultant Stephen Power outlined the next phase
 - o Strategy Development Process
 - o 74% increase on the network (not all areas—ones that are congested).
 - o In next 20 years, people will be living closer to transit hubs
 - o Public and stakeholder input has been undertaken
 - o Themes for strategy development outlined;
 - Transit (frequent service, higher order transit, shuttle services, 'last mile' connections)
 - Land Use Proximity/Density (concentration of activities and services, service or mobility hubs, land use policy)
 - Active Transportation (separated facilities, multi-modal trip support, connected networks, regional bike share, end of trip facilities)
 - Trip reduction/elimination (parking supply and pricing, co-working/telecommunity, regional development assessments)
 - Vehicle efficiency (focus on congested locations, managed lanes, pricing strategies, car share, ride hailing)
 - o Common Issues need to be reviewed (connectivity between communities)
 - o Policy, programs and partnership options for consideration

Public event scheduled for April 24th at UBCO – ½ day event for the public to engage in the ideas that have been developed to date. Results will combine with the Okanagan Gateway Transportation Study.

Question and answer period followed the presentation.

#GS22/19

BAKER/BASRAN

THAT the STPCO 2018 Year End Report and Transportation Plan update be received for information.

CARRIED unanimously

6. CORPORATE SERVICES

6.1 RDCO Board's Draft 2019-2022 Strategic Plan, Consultants: Neilson Strategies Inc. - Allan Neilson & Martin Bell

Consultants, Allan Neilson and Martin Bell presented a first draft of the priorities developed by the Board for the 2019-2022 Strategic Plan.

- Preliminary workshop and discussions have been put together to develop a draft strategic plan.
- Strategic priorities 'the buckets' were identified and outlined
 - Mobility
 - Sustainable living
 - Economic development
 - Environment
- What it means, how we measure success and what we will do.
- It was agreed to use the word 'diversified' housing instead of 'affordable housing'.
- 'Developing an economic forecast' – how are we resourcing this area – is the RDCO in the business to do that? RDCO provides a platform but don't have capacity or expertise in this area. Economic forecasting is not budgeted in the five year plan. Rephrase wording or remove completely.
- 'Watershed' ensure Okanagan Lake is included in the wording.
- No-where in the plan do we address the emergency plan. It should be recognized in the Plan. It is a regional function that leaves a strong 'play book' around the province.
- Should there be regional action plans for climate action? Are there targets the region should be meeting? Air, water is shared by all. Opportunity for collaboration between all partners/stakeholders. A lot of these issues belong in individual jurisdictions and are included in the Regional Growth Strategy. Need to be mindful of this issue-point of conversation going forward.

Director Johnston left the meeting at 10:45 a.m.

- Electoral area governance not included in the document.

The consultants will take into consideration the discussion today by the Committee and provide a further draft for consideration.

#GS23/19

BASRAN/HODGE

THAT the Governance & Services Committee receive the draft 2019-2022 Strategic Plan.

CARRIED unanimously

7. COMMUNITY SERVICES

7.1 Update on Secondary Suite Technical Stakeholder Review

Staff report dated April 11th outlined the technical stakeholder input received to date. Stakeholder engagement included Interior Health Authority and local on-site wastewater practitioners, and groundwater and hydrological experts. During the review it was identified additional density in the electoral areas may cause drainage and slope stability challenges particularly in areas without access to community sewer and without proper drainage plans.

It is recommended that the current rezoning process for secondary suites continue on a site-specific, case by case basis. In addition, regulations should be strengthened to ensure new and existing on-site sewerage systems demonstrate compliance with current standards. Furthermore that secondary suites be prohibited as a use under R1, RU4, RU5 and RU6 zones and the CR land use designation.

Staff outlined further recommended changes to regulations identified in their report noting that bylaw amendments would be required to come forward for Board consideration at a later date.

Question and answer period followed.

As septic systems continue to fail throughout the region, a question was raised whether a certain type of septic system can be mandated with an application for a secondary suite? No, septic systems are under the jurisdiction of Interior Health Authority. Concern was also raised regarding storm water drainage problems. The Province is responsible for drainage as they are for subdivision approvals.

#GS24/19

STACK/MILSOM

THAT the Governance and Services Committee receive for information the Secondary Suites Technical Stakeholder Review report from Planning Services dated April 11, 2019;

AND FURTHER THAT the Committee recommends the Regional Board direct staff to proceed with preparing bylaws to implement the proposed secondary suite regulations.

CARRIED unanimously

4. NEW BUSINESS

4.1 Q1 Highlights Video (for information)

Due to time constraints the Q1 video was not shown at this time.

5. ADJOURN

There being no further business the meeting was adjourned at 11:20 a.m.

CERTIFIED TO BE TRUE AND CORRECT

G. Given (Chair)

B. Reardon (Chief Administrative Officer)