



## Regular Board Meeting Minutes

**Date:** Thursday, November 2, 2023  
**Time:** 8:30 a.m.  
**Location:** Woodhaven Board Room  
1450 K.L.O. Road, Kelowna, BC

Directors: (in-person) L. Wooldridge, Chairperson (City of Kelowna)  
K. Kraft, Vice-Chairperson (Central Okanagan East Electoral Area)  
R. Cannan (City of Kelowna)  
W. Carson (Central Okanagan West Electoral Area)  
C. Hodge (City of Kelowna)  
B. Ireland (District of Lake Country)  
S. Johnston (City of West Kelowna)  
G. Lovegrove (City of Kelowna)  
G. Milsom, (City of West Kelowna)  
M. Singh (City of Kelowna)  
P. Van Minsel (District of Peachland)  
R. Webber (Alternate Director, City of Kelowna)

Directors: (electronic) J. Coble (Westbank First Nation)

Directors: (absent) T. Dyas (City of Kelowna)

Staff:  
S. Ginter, Chief Administrative Officer  
C. Griffiths, Director of Corporate Services  
T. Cashin, Director of Community Services  
J. Foster, Director of Communications & Information Services  
T. McCabe, Director of Financial Services  
W. Darlington, Interim Director of Parks Services  
T. Kendel, Acting Director of Engineering Services  
K. Needham, Corporate Officer  
S. Horning, Supervisor-Corporate Services  
S. Ballan-Brown, Executive Assistant – Corporate Services  
C. Fleischmann, Legislative Assistant

**1. CALL TO ORDER**

Karen Needham, Corporate Officer called the meeting to order at 8:33 a.m. and noted that as an open meeting, a live audio-video feed is being broadcast and recorded on rdco.com.

**2. LAND ACKNOWLEDGEMENT**

The Corporate Officer acknowledged our presence on the traditional, ancestral, and unceded trhxwula?xw (land) of the syilx / Okanagan people who have resided here since time immemorial; and noted we recognize, honour, and respect the syilx / Okanagan lands upon which we live, work, and play.

**3. ELECTION OF CHAIR**

The Corporate Officer called for nominations for Chair of the Regional District of Central Okanagan.

Director Van Minsel was nominated by Director Carson and seconded by Director Cannan. Director Van Minsel accepted the nomination.

The Corporate Officer called for further nominations for Chair of the Regional District of Central Okanagan.

Director Wooldridge was nominated by Director Milsom and seconded by Director Singh. Director Wooldridge accepted the nomination.

The Corporate Officer called for further nominations and there being none, nominations were closed.

Director Van Minsel was provided two minutes to address the Board.

Director Wooldridge was provided two minutes to address the Board.

An election by secret ballot was conducted by the Corporate Officer and Deputy Corporate Officer.

Votes were counted and Director Van Minsel received four votes and Director Wooldridge received eight votes.

Director Wooldridge was declared elected as Chair.

**4. ELECTION OF VICE-CHAIR**

Director Milsom spoke to the Regional Board and thanked them for his time as Vice-Chair for five years.

The Corporate Officer called for nominations for Vice-Chair of the Regional District of Central Okanagan.

Director Kraft was nominated by Director Singh and seconded by Director Milsom. Director Kraft accepted the nomination.

The Corporate Officer called for further nominations for Vice-Chair of the Regional District of Central Okanagan.

Director Ireland was nominated by Director Van Minsel and seconded by Director Lovegrove. Director Ireland accepted the nomination.

The Corporate Officer called for further nominations and there being none, nominations were closed.

Director Kraft was provided two minutes to address the Board.

Director Ireland was provided two minutes to address the Board.

An election by secret ballot was conducted by the Corporate Officer and Deputy Corporate Officer.

Votes were counted and Director Kraft received seven votes and Director Ireland received five votes.

Director Kraft was declared elected as Vice-Chair.

5. **CHAIR ASSUMES DUTIES**

Director Woolridge assumed the duties of the Chair at 9:00 a.m.

6. **ADOPTION OF THE AGENDA**

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

**LOVEGROVE/CANNAN**

**THAT** the November 02, 2023 Regular Board Meeting agenda be adopted.

**CARRIED**

7. **ADOPTION OF MINUTES**

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

**LOVEGROVE/KRAFT**

**THAT** the October 19, 2023 Public Hearing minutes be received;

**AND THAT** the October 19, 2023 Regular Board Meeting minutes be adopted.

**CARRIED**

**8. FINANCIAL SERVICES**

8.1 Administrative Overhead Policy Review - Financial Analysis

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

MILSOM/HODGE

**THAT** the Regional Board support an amendment to the methodology in Policy no. 7.19 Administrative Overhead Policy to better align the allocation of costs to the services provided, as outlined in the report from the Director of Finance dated November 2, 2023;

**AND THAT** the amended policy be brought back for Board approval.

CARRIED

Director Carson - Opposed

**9. CORPORATE SERVICES**

9.1 2024 Meeting Schedule and Procedure Bylaw Update

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

*Bylaw adoption requires 2/3 majority (LGA s.228)*

VAN MINSEL/CANNAN

**THAT** the Regional Board approve the 2024 Meeting Schedule as attached to the report from the Corporate Officer dated November 2, 2023;

**AND THAT** the Regional Board give first, second and third readings to Bylaw No. 1536, Amendment No.2 to Regional Board Procedure Bylaw No.1501;

**AND THAT** the Regional Board adopt Bylaw No. 1536, Amendment No. 2 to Regional Board Procedure Bylaw No.1501.

CARRIED

CANNAN/KRAFT

**THAT** the Regional Board change the time of the November 16, 2023 Regular Board Meeting from 6:00 p.m. to 8:30 a.m.

CARRIED

9.2 UBCM 2024 Grant application - RDCO Fire Services

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

CARSON/KRAFT

**THAT** the Regional Board support an application to the 2024 UBCM Community Emergency Preparedness Fund for \$115,475.60 under the Volunteer and Composite Fire Equipment Training stream.

CARRIED

10. COMMITTEE AND NEW BUSINESS

10.1 Sterile Insect Release - Board Report October 13, 2023

10.2 Okanagan Regional Library Board Minutes - May 17, 2023

LOVEGROVE/HODGE

**THAT** the Regional Board receive the following Committee Minutes and Board Report for information:

- Sterile Insect Release - Board Report October 13, 2023; and
- Okanagan Regional Library Board Minutes - May 17, 2023.

CARRIED

11. DIRECTOR ITEMS

12. ADJOURN

The November 02, 2023 Regular Board Meeting be adjourned at 9:54 a.m.

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L. Wooldridge, Chairperson

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K. Needham, Corporate Officer

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