

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, May 9, 2019

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Directors:

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)  
G. Given (City of Kelowna)  
S. Johnston (City of West Kelowna)  
R. DeJong, alternate for G. Milsom (City of West Kelowna)  
B. Sieben (City of Kelowna)  
L. Stack (City of Kelowna)  
L. Wooldridge (City of Kelowna)  
T. Konek (Westbank First Nation)

Absent:

J. Baker (District of Lake Country)  
C. Hodge (City of Kelowna)

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 8:30 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**

**#GS25/19**

STACK/WOOLDRIDGE

THAT the agenda be adopted.

CARRIED unanimously

**4. ADOPTION OF MINUTES**

4.1 Governance & Services Committee Meeting Minutes – April 11, 2019

**#GS26/19**

WOOLDRIDGE/DEHART

THAT the Governance & Services Committee meeting minutes of April 11, 2019 be adopted.

CARRIED unanimously

*Director Sieben arrived at 8:33 a.m.*

**5. DELEGATION**

5.1 Central Okanagan Search & Rescue - Update on Service Provided Within the Central Okanagan, Karen Gretzinger, secretary for COSAR presenting a verbal update.

COSAR updated the Committee noting the following:

- Registered non-profit organization.
- Runs on volunteers – 52 members, are not paid for their service.
- One of 80 SAR groups. Fifth busiest in the province.
- Responds to over 60 tasks per year, 10,000+ hours training, admin, logistics, services equipment, fundraising and community service.
- An overview of COSAR's history was outlined.
- More responsible now for technical gear, specialized equipment and safety.
- Current need is a larger facility to store equipment, vehicles, office and training facility.
- Goal today is to bring forward the current needs—optimally at 15,000 sq.ft facility, centrally located in Kelowna.
- Provincial funding is specific (equipment and training) and cannot be directed towards facilities.

Question and answer session followed.

*Director Basran arrived at 9:03 a.m.*

*Director Johnston left the meeting at 9:06 a.m.*

**#GS27/19**

FORTIN/WOOLDRIDGE

THAT the Central Okanagan Search & Rescue update be received for information.

CARRIED unanimously

*Director Johnston returned at 9:09 a.m.*

## **6. CORPORATE SERVICES**

### **6.1 Transfer Station Operations and Service Review**

Staff report dated May 1, 2019 outlined that consultant Morrison Hershfield had been contracted to conduct an operations and service review of the North Westside Transfer and Trader's Cove Transfer Stations. Staff outlined the consultant's report and recommendations.

- Customer satisfaction survey results outlined (194 responses received)
- On-site composting review occurred as part of the survey.
- Cost benefit analysis is required for options presented.
- Site improvement recommendations were outlined.
- Additional service hours has not been budgeted in 2019.
- Some work will be done this year at Trader's Cove, further budgeting will be brought forward in 2020 for both sites.

**#GS28/19**

### **CARSON/BARTYIK**

THAT the Governance and Services Committee receive for information the Transfer Station Operations and Service Review report dated May 1, 2019;

AND FURTHER THAT the consultant's recommendations be considered as part the 2020 Financial Plan deliberations.

CARRIED unanimously

### **6.2 2019 Recycling Contamination Reduction Plan**

Staff report dated April 30, 2019 outlined plans to reduce recycling contamination in the curbside recycling program. Staff outlined the issues and the plan to reduce contamination.

- Multi Material BC formed in 2011 – now Recycle BC.
- Stewardship organization to represent the industry.
- As a collector, each local government receives financial incentives which offsets the cost of the program.
- RDCO provides the services for recycling throughout the region.
- Obligated to ensure clean loads of recyclables. If loads are contaminated there are fines enforced.
- Plan developed for 2019 with focus to reduce contamination - \$30K plus staff time has been directed to the Plan. Monitoring and enforcement program will occur over the next four months
- Promotion and education campaign will occur this year—cart sticker pilot, Be Cart Smart campaign, community education.

Question and answer period followed.

**#GS29/19**

**SIEBEN/DEJONG**

THAT the Governance and Services Committee receive for information the April 30, 2019 Recycling Contamination Reduction Plan For 2019 report.

CARRIED unanimously

## **7. ENGINEERING SERVICES**

### **7.1 Electoral Area Water Rates Service Review**

Staff report dated May 1, 2019 provided an update on the water system fees and charges for each of the six Regional District owned and operated water systems.

Proposed bylaw amendments will allow for the gradual increase in user fees over the next 3.5 years by the anticipated rate of inflation of 2%. Amendment to the Water System Regulation Bylaw No. 1370 will adjust the fees recovered for example water meters and new service connections.

Staff reviewed the increases proposed.

- User fees , Consumption fees and Asset renewal fees
- Asset management investment plan – some systems are doing very well (Upper Fintry, Shalal, Valley of the Sun); on the other side for example, Westshore has 22% of life expectancy remains.
- Looking to adjust user fees and asset renewal fees, not consumption.
- Information mail outs have occurred to area residents on the proposed adjustments.
- Water systems regulation fees to be adjusted as well.

Question and answer period followed.

**#GS30/19**

**CARSON/BARTYIK**

THAT the Governance & Services Committee receive for information the water system fees and charges update for RDCO water systems; and recommends the Regional Board approve first reading to Water System Fees & Charges Bylaws No. 1435, 1436, 1437, 1438, 1439 and 1440.

CARRIED unanimously

Discussion ensued regarding having an information session to further inform the residents of the increases proposed with final adoption of the bylaws to be completed in early June.

7.2 Central Okanagan East Sewer System Fee Review (Sunset Ranch)

Staff report dated May 1, 2019 outlined the East Sewer System User Fees Review for Sunset Ranch. The last review of fees occurred in 2015 and the fees have not changes since January 2016. The user fees are intended to cover all annual operational costs of the sewer system. The asset renewal fees apply to all lots within the service area and are intended to fund capital reserves.

**#GS31/19**

**BASRAN/WOOLDRIDGE**

THAT the Governance & Services Committee receives for information the Central Okanagan East Sewer System Fees report, and recommends the Regional Board give consideration and approve Regional District of Central Okanagan Central Okanagan East Sewer Systems Amendment Bylaw No. 1441.

CARRIED unanimously

**8. NEW BUSINESS**

There was no further business.

**9. ADJOURN**

There being no further business the meeting was adjourned at 10:55 a.m.

**CERTIFIED TO BE TRUE AND CORRECT**

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G. Given (Chair)

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B. Reardon (Chief Administrative Officer)