



Regular Board Meeting Minutes

Date: Thursday, March 20, 2025
Time: 9:30 a.m.
Location: Woodhaven Board Room
1450 K.L.O. Road, Kelowna, BC

Directors:

- L. Wooldridge, Chairperson (City of Kelowna)
- B. Ireland, Vice-Chairperson (District of Lake Country)
- W. Carson (Central Okanagan West Electoral Area)
- T. Dyas* (City of Kelowna)
- M. DeHart (City of Kelowna)
- S. Johnston* (City of West Kelowna)
- K. Kraft* (Central Okanagan East Electoral Area)
- G. Milsom (City of West Kelowna)
- L. Stack (City of Kelowna)
- R. Webber (City of Kelowna)
- M. Singh (Alternate Director, City of Kelowna)
- K. Thom (Alternate Director, District of Peachland)

Directors (electronic): A. Alexander (Alternate Director, Westbank First Nation)

Directors (absent):

- J. Coble (Westbank First Nation)
- C. Hodge (City of Kelowna)
- P. Van Minsel (District of Peachland)

Staff:

- S. Ginter, Chief Administrative Officer
- C. Griffiths, Corporate Officer/ Deputy CAO
- D. Noble-Brandt, Director of Development and Engineering Services
- J. Foster, Director of Communications & Information Services
- T. McCabe, Director of Financial Services
- M. Walroth, Director of Protective Services
- T. Kendel, Associate Director of Development & Engineering Services
- J. Reay, Associate Director of Human Resources
- R. Dreher*, Planner 1
- S. O'Dea*, Senior Planner
- D. Maja*, Chief Bylaw Enforcement Officer

M. VanZerr*, Regional Planning Manager
S. Horning, Deputy Corporate Officer
S. Ballan-Brown, Executive Assistant - Corporate Services

Guests: Ione Smith*, Director of Upland Agricultural Consulting
Janine de la Salle*, Urban Food Strategies

*denotes partial attendance

1. **CALL TO ORDER**

Chairperson Wooldridge called the meeting to order at 9:30 a.m. and noted 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 $\text{tr}\acute{\text{x}}\text{w}\acute{\text{u}}\text{l}\text{a}\text{?x}^{\text{w}}$ (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 Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

R2025/029 **SINGH/THOM**

THAT the March 20, 2025 Regular Board Meeting agenda be adopted.

CARRIED

4. **ADOPTION OF MINUTES**

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

R2025/030 **IRELAND/WEBBER**

THAT the February 20, 2025 Regular Board Meeting minutes be adopted.

CARRIED

5. **MOTION TO CLOSE THE MEETING**

R2025/031

KRAFT/STACK

THAT the March 20, 2025 Regular Board meeting be closed to the public pursuant to sections 90(1) (c) (k) and 90 (2) (b) of the *Community Charter* to discuss items related to:

- labour relations or other employee relations; and
- negotiations and related discussions respecting the proposed provision of a regional district 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 board if they were held in public; and
- the consideration of information received and held in confidence relating to negotiations between the municipality 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

6. **ADJOURN TO CLOSED MEETING**

The meeting convened to a closed session at 9:35 a.m.

7. **RECONVENE TO OPEN SESSION**

The meeting reconvened to an open session at 11:51 a.m. and recessed. The meeting reconvened at 12:22 p.m. without Director Johnston.

8. **DEVELOPMENT AND ENGINEERING SERVICES**

8.1 Regional Agricultural Strategy (Phase 2) - Update

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

Staff provided an overview of the Regional Agricultural Strategy and introduced the consultants.

Consultant, Ione Smith, displayed a PowerPoint presentation and responded to questions from the Board.

Consultant, Janine de la Salle, responded to questions from the Board.

R2025/032

DEHART/THOM

THAT the Regional Board receive the Regional Agricultural Strategy (Phase 2) update for information;

AND THAT the Regional Board direct staff to proceed with developing the Draft Regional Agricultural Strategy based on the report from the Director of Development and Engineering Services dated March 20, 2025.

CARRIED

8.2 Application for a Rural Licensee Retail Store - LL-24-01 - 10358 Westside Road - EA West

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

Staff presented an overview of the liquor license application and responded to questions from the Board.

Cliff Allan, Applicant, provided the rationale for the application and responded to questions from the Board.

R2025/033

STACK/MILSOM

THAT the Regional District of Central Okanagan Board provides the following comments to the Provincial Liquor and Cannabis Regulation Branch referral, for the subject property at Lot 1, Plan KAP54481, District Lot 3688, ODYD;

1. The Regional District of Central Okanagan Board recommends non support for the application to establish a Rural Licensee Retail Store at the subject property at Lot 1, Plan KAP54481, District Lot 3688, ODYD for the following reason:
 - Given that the existing structure is temporarily permitted, with conditions requiring that the building be removed by June 29, 2025, the Regional District does not consider it appropriate to permit liquor sales from this establishment.
2. The Regional District of Central Okanagan Board has considered the following:
 - The location of the establishment: The subject property is zoned appropriately for a Rural Licensee Retail Store. Improved retail services in the RDCO's rural westside community may reduce trip demand and vehicle kilometres travelled to urban centres, which aligns with the RDCO's greenhouse gas emission reduction policy goals. However, given the temporary status of the existing building on site, which must be removed by June 29, 2025, it is not considered appropriate to expand retail offerings to liquor sales at this time.
 - The person capacity and hours of liquor service: The number of patrons attending a store in this location, and the proposed opening hours, are not expected to significantly impact the community.
 - The impact of noise on the community in the vicinity of the establishment: Given the size of the subject property and the size of the establishment, the RDCO does not anticipate that noise from the Rural Licensee Retail Store will impact neighbouring property owners.

- The general impact on the community if the application is approved: Additional retail services at the subject property may offer additional neighborhood convenience retail services to the community.
- 3. Public notification of this proposal was conducted according to the RDCO's Development Application Procedures Bylaw No. 1527. Mailed notices were sent to property owners within 150m of the subject property, a notification sign was posted at the property boundary, and notice was published on the RDCO's website.

CARRIED

8.3 FrontCounter BC Referral Application - CL-24-01- Mountain Bikers of Central Okanagan - EA East

Deferred from February 20, 2025 Regular Board Meeting.

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

R2025/034

DYAS/SINGH

THAT the Regional Board support the Mountain Bikers of the Central Okanagan FrontCounter BC referral application No. 779319 to permit the construction, maintenance, and rehabilitation of a recreational trail.

CARRIED

8.4 FrontCounter BC Referral Application - CL-24-02 - Mountain Bikers of the Central Okanagan - EA East

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

R2025/035

KRAFT/STACK

THAT the Regional Board support the Mountain Bikers of the Central Okanagan FrontCounter BC referral application No. 780043 to permit the expansion of The Gillard Recreation Trail Network parking lot.

CARRIED

9. PROTECTIVE SERVICES

9.1 Kelowna Dirt Bike Club Annual Special Events Permit Request - 2025

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

R2025/036 IRELAND/SINGH

THAT the Regional Board approve two (2) Special Event Permits for the Kelowna Dirt Bike Club for April 18th to 20th, and September 26th to 28th, 2025 as outlined in the report from the Director of Protective Services dated March 20, 2025.

CARRIED

9.2 Notice of Motion introduced by Director Kraft at the January 16, 2025 Regular Board Meeting

Deferred from February 20, 2025 Regular Board Meeting.

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

R2025/037 KRAFT/IRELAND

THAT the Regional Board directs staff to review Bylaw No. 1066 – Fire Prevention and Regulations Consolidated to recommend if the Regional Board should consider amending the minimum ventilation index threshold to align with the provincial standard;

AND THAT language related to hectare size requirements for open burning be reviewed.

CARRIED

9.3 Bylaw No. 1066 - Fire Prevention and Regulations

Deferred from February 20, 2025 Regular Board Meeting.

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

R2025/038 KRAFT/STACK

THAT the Regional Board directs staff to amend Fire Prevention and Regulation Bylaw No. 1066 to change the minimum venting index to the provincial standard;

AND THAT the amending bylaw be brought forward for reading consideration.

CARRIED

Director Kraft left the meeting at 2:19 p.m. Director Dyas left the meeting at 2:21 p.m.

10. FINANCIAL SERVICES

10.1 2025-2029 Five-Year Financial Plan Bylaw No. 1563

All Directors – Weighted Corporate Vote – Majority (LGA s.210)

R2025/039

IRELAND/CARSON

THAT the 2025-2029 Five-Year Financial Plan Bylaw No. 1563 be given first, second and third reading;

AND THAT the 2025-2029 Five-Year Financial Plan Bylaw No. 1563 be adopted.

CARRIED

11. CORPORATE SERVICES

11.1 Alternative Approval Process for Okanagan Regional Library Loan Authorization Bylaw No. 1558

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

R2025/040

IRELAND/SINGH

THAT the Regional Board authorizes staff to proceed with obtaining the approval of the electors by Alternative Approval Process for Regional District of Central Okanagan Regional Library Loan Authorization Bylaw No.1558;

AND THAT the Regional Board establishes the deadline for receiving elector responses to be 4:00 p.m. May 1, 2025;

AND THAT the Regional Board approves the estimated number of electors to be 20,825 within the Regional District of Central Okanagan boundaries;

AND FURTHER THAT the Regional Board approves the elector response forms as attached to the Report from the Corporate Officer / Deputy CAO dated March 20, 2025.

CARRIED

11.2 Attendance Approval for Electoral Area East Director - 2025 Keeping It Rural Conference

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

R2025/041

SINGH/CARSON

THAT in accordance with Board Expense Policy 7.15, the Regional Board approves Director Kraft to attend the 2025 Keeping it Rural Conference.

CARRIED

12. **CORRESPONDENCE**

- 12.1 Letter from Recycle BC's Proposed Plan Update from Ministry of Environment and Parks - January 17, 2025

R2025/042 **STACK/THOM**

THAT the Regional Board receive the following correspondence for information:

- Letter from Recycle BC's proposed Plan Update from Ministry of Environment and Parks - January 17, 2025.

CARRIED

13. **COMMITTEE AND NEW BUSINESS**

- 13.1 Okanagan Regional Library Regular Board of Trustees Minutes - September 11, 2024
- 13.2 Sterile Insect Release Board Report - October 4, 2024
- 13.3 Westside Wastewater Service Standing Committee Minutes - November 14, 2024
- 13.4 Okanagan Regional Library Board of Trustees Regular Minutes - November 20, 2024
- 13.5 Sterile Insect Release Board Report - November 22, 2024
- 13.6 Central Okanagan Economic Development Advisory Committee Minutes - November 27, 2024
- 13.7 Electoral Area Services Committee Minutes - December 12, 2024
- 13.8 Central Okanagan Economic Development Advisory Committee Minutes - January 22, 2025
- 13.9 Sterile Insect Release Board Report: January 31, 2025
- 13.10 Okanagan Basin Water Board Report - February 4, 2025
- 13.11 Okanagan Basin Water Board Report - March 4, 2025

R2025/043 **DEHART/THOM**

THAT the Regional Board receive the following committee and new business for information:

- Okanagan Regional Library Regular Board of Trustees Minutes - September 11, 2024; and
- Sterile Insect Release Board Report - October 4, 2024; and

- Westside Wastewater Service Standing Committee Minutes - November 14, 2024; and
- Okanagan Regional Library Board of Trustees Regular Minutes - November 20, 2024; and
- Sterile Insect Release Board Report - November 22, 2024; and
- Central Okanagan Economic Development Advisory Committee Minutes - November 27, 2024; and
- Electoral Area Services Committee Minutes - December 12, 2024; and
- Central Okanagan Economic Development Advisory Committee Minutes - January 22, 2025; and
- Sterile Insect Release Board Report: January 31, 2025; and
- Okanagan Basin Water Board Report - February 4, 2025; and
- Okanagan Basin Water Board Report - March 4, 2025.

CARRIED

14. **DIRECTOR ITEMS**

15. **ADJOURN**

The March 20, 2025 Regular Board Meeting adjourned at 2:37 p.m.

L. Wooldridge, Chairperson

C. Griffiths, Corporate Officer