

**Minutes of the REGIONAL BOARD MEETING of the Regional District of Central Okanagan held at the Regional District offices, 1450 KLO Road, Kelowna, B.C. on Thursday, May 13, 2021**

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

Absent: C. Fortin (District of Peachland)

Staff: B. Reardon, Chief Administrative Officer  
T. Cashin, Director of Community Services  
M. Czarny, Planner  
D. Dudzik, Senior Planner  
J. Foster, Director of Communication & Information Services  
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 10:41 a.m.

It was acknowledged that the meeting is being held on the traditional territory of the syilx/Okanagan Peoples.

*In accordance with the most recent Provincial Health Officer Order regarding gatherings and events, the public is currently not permitted to attend Board meetings in-person. A live audio-video feed was broadcasted and recorded on rdco.com*

**2. ADDITION OF LATE ITEMS**

There were no late items for the agenda.

**3. ADOPTION OF THE AGENDA**

*(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

Item 6.1 moved forward in the agenda

**#100/21** BARTYIK/HODGE

THAT the agenda be adopted as amended.

CARRIED Unanimously

**4. ADOPTION OF MINUTES**

4.1. Regional Board Meeting Minutes – April 26, 2021 (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

**#102/21** BAKER/HODGE

THAT the Regional Board meeting minutes of April 26, 2021 be adopted.

CARRIED unanimously

4.2. Public Hearing Minutes - April 26, 2021 (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

**#103/21** BAKER/HODGE

THAT the Public Hearing minutes of April 26, 2021 be received.

CARRIED unanimously

*6.1 Financial Services was moved on the agenda and discussed here.*

**5. CORPORATE SERVICES**

5.1. Okanagan Regional Library - Establishment of Service and Loan Authorization Bylaws (*All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1*)

Staff report outlined the amendments required to bylaws as requested by provincial staff. It is necessary to rescind third readings and provide third readings to the amended bylaws.

**#104/21** CARSON/BARTYIK

THAT the Regional Board received for information the Okanagan Regional Library report dated May 5, 2021 regarding the requirement to rescind third readings and give third reading to the amended service establishment and loan authorization bylaws.

CARRIED unanimously

- 5.1.1. RDCO Okanagan Regional Library Service Area Establishment Bylaw No. 1477, 2021, Rescind 3rd reading, Give 3rd reading as amended (*All Directors - Unweighted Corporate Vote - 2/3 Majority - LGA 342*)

**#105/21**      CARSON/MILSOM

THAT third reading of Regional District of Central Okanagan, Okanagan Regional Library Borrowing Service Area Establishment Bylaw No. 1477, 2021 be rescinded;

AND FURTHER THAT Regional District of Central Okanagan, Okanagan Regional Library Service Area Establishment Bylaw No. 1477, 2021 be given third reading as amended.

CARRIED unanimously

- 5.1.2. RDCO Okanagan Regional Library Loan Authorization Bylaw No. 1478, 2021 Rescind 3rd Reading, Give 3rd reading as amended (*All Directors - Weighted Vote - Majority - LGA 210*)

**#106/21**      BAKER/CARSON

THAT third reading of Regional District of Central Okanagan, Okanagan Regional Library Borrowing Loan Authorization Bylaw No. 1478, 2021 be rescinded;

AND FURTHER THAT Regional District of Central Okanagan, Okanagan Regional Library Loan Authorization Bylaw No. 1478, 2021 be given third reading as amended.

CARRIED unanimously

5.2      CAO Verbal Update

B. Reardon provided an update on pandemic response and recovery by the RDCO's Economic Development service.

**#107/21**      BAKER/BASRAN

THAT the CAO's verbal update on the RDCO's economic development pandemic response be received for information.

CARRIED unanimously

**6.      FINANCIAL SERVICES**

- 6.1.      2020 RDCO Audit Report M. Rilkoff, Director of Financial Services and BDO Auditor, Markus Schrott (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

Staff report dated May 5, 2021 outlined the final audit report ending December 31, 2020 by BDO. M. Schrott provided an overview of the auditor's report.

The auditor responded to the question whether there were any challenges raised during the pandemic, related to off-site staff. The auditor noted process and controls were reviewed during the audit. Staff made a few adjustments while working remotely; however, all controls were sufficient to protect the interests of RDCO.

**#108/21**      BAKER/HODGE

THAT BDO's Regional District of Central Okanagan Final Audit Report for the year ended December 31, 2020 be received.

CARRIED unanimously

- 6.2.    RDCO Financial Audited Statements - Year Ended December 31, 2020 – Approval, M. Rilkoﬀ, Director of Financial Services and BDO Auditor, Markus Schrott *(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

Staff report dated May 5, 2021 provided the annual audited financial statements as per legislative requirements. Staff outlined the statements.

**#109/21**      STACK/BAKER

THAT the Regional District of Central Okanagan Financial Statements – year ended December 31, 2020 be approved.

CARRIED unanimously

**7.      COMMUNITY SERVICES**

- 7.1.    Zoning Amendment Bylaw No. 871-262 - Extension Request, D. Leask & S. Macdonald (owners) 4345 Maxwell Road, Central Okanagan West Electoral Area *(Custom Vote: Electoral Areas, Peachland and West Kelowna Fringe Area - 1 Director, 1 Vote - Simple Majority)*

Staff report provided an overview for the request for a one-year extension for Zoning Amendment Bylaw No. 871-262.

**#110/21**      CARSON/BARTYIK

THAT the Regional Board approve a one-year extension for Application File: Z20/04 to consider a site-specific amendment to Zoning Amendment Bylaw No. 871-262.

CARRIED (opposed Milsom)

- 7.2. BC Healthy Communities - PlanH Program Public Health Policy Grant Application to complete a regional agricultural strategy (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

**#111/21**      BARTYIK/HODGE

THAT the Regional Board approves submitting a grant application under the BC Healthy Communities – PlanH program to complete a Regional Agricultural Strategy.

CARRIED unanimously

- 7.3. Investment Agriculture Foundation - Local Government Partnership Program Funding Application to complete a regional agricultural strategy (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

**#112/21**      BARTYIK/BAKER

THAT the Regional Board approves submitting a funding application under the Investment Agriculture Foundation – Local Government Partnership Program to complete a Regional Agricultural Strategy.

CARRIED unanimously

**8.      ENGINEERING SERVICES**

- 8.1. Approval of Water Agreement w/ City of Kelowna - 4370 June Springs Road (*All Directors - Weighted Vote - Simple Majority - LGA 210*)

Staff report dated May 8, 2021 outlined the requirement for the RDCO to have an agreement with the City of Kelowna to facilitate the continuance of water services to 4370 June Springs Road.

**#113/21**      SINGH/BARTYIK

THAT the Regional Board agrees to continue the provision of water services to 4370 June Springs Road;

AND FURTHER THAT the Board approves entering into a Water Service Agreement with the City of Kelowna for the property located at 4370 June Springs Road in Electoral Area East.

CARRIED unanimously

**9. NEW BUSINESS**

9.1. Rise and Report from the Governance & Services Committee Meeting

9.1.1 Service Review - Building Inspection (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

**#114/21 BAKER/BARTYIK**

THAT the Regional Board continue to support the current service delivery model for the Building Inspections program.

CARRIED unanimously

9.1.1.2. RDCO Building Regulation Bylaw No. 1482, 2021 (*Weighted Stakeholder Vote - Electoral Areas - Majority - LGA 209*)

**#115/21 CARSON/BARTYIK**

THAT RDCO Building Regulation Bylaw No. 1482 be given first and second readings and referred to the development community for comment prior to third reading and adoption.

CARRIED unanimously

9.1.1.3. RDCO Development Application Fees and Charges Bylaw No. 1483, 2021 (*Weighted Stakeholder Vote - Electoral Areas - Majority - LGA 209*)

**#116/21 BARTYIK/CARSON**

THAT RDCO Development Application Fees and Charges Bylaw No. 1483 be given first and second readings and referred to the development community for comment prior to third reading and adoption.

CARRIED unanimously

9.1.2. Building Inspection Department Policy and Procedure Review (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

**#117/21 BARTYIK/BAKER**

THAT the Regional Board rescind the following twelve Building Inspection Department (12) policies:

- 6.02 Completion Inspections
- 6.03 Testing of Water Systems
- 6.04 Mirrored Glass Doors
- 6.06 Publication of Building Permit Information
- 6.07 BC Building Code – Section 3.6 Health Requirements
- 6.8 Policy for Approving Glass Guards

- 6.14 Philpott Road
- 6.15 Non-conforming properties
- 6.16 Notification on Strata Title Conversions
- 6.18 Table of Percent Slopes
- 6.19 Zoning Bylaw Infractions
- 6.20 Height Requirements of Fences-Hedges

AND FURTHER THAT the Regional Board support staff updating the following policies:

- 6.01 Zoning Bylaw Violation Procedure
- 6.17 Strata Conversion of Existing Buildings
- 6.22 Building Bylaw Enforcement and Permit File Closing Policy
- 6.23 Inactive Building Permits – Stop Work Orders with a Bylaw Contravention

AND FURTHER THAT the Regional Board support staff drafting the following new policies:

- Mobile Stores Policy
- Decommissioning Suites and Dwellings Policy
- Archaeological Assessments Policy

CARRIED unanimously

#### **9.1.2. Air Quality Service**

Air Quality staff provided an overview of the RDCO's air quality service at today's Governance & Services Committee.

**#118/21**

#### **BAKER/BARTYIK**

THAT a letter be forward to the North Okanagan Regional District and Okanagan Similkameen Regional District Boards inviting them to consider a presentation on the RDCO's air quality service program.

CARRIED unanimously

#### **10. DIRECTOR ITEMS**

- Director Bartyik raised the issue of recent logging in Joe Rich area and the lack of communication by the Province to local residents. Local media and provincial MLAs have been informed to bring awareness.
- Director Carson virtually attended the SILGA conference last week. He noted a resolution was brought forward by the City of Chase and approved at the conference in regards to urging the Fire Underwriters to allow well maintained and low mileage fire apparatus beyond 20 years as their first response apparatus.

It was noted all SILGA Conference approved resolutions will go forward to UBCM Convention for delegates to support at Conference.

- No Board resolutions for consideration.

**11. ADJOURN**

There being no further business the meeting was adjourned at 12:01 p.m.

**CERTIFIED TO BE TRUE AND CORRECT**

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G. Given (Chair)

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B. Reardon (Chief Administrative Officer)