

**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 Monday, July 26, 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)
- M. DeHart (City of Kelowna)
- C. Fortin (District of Peachland) (*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)
- M. Singh, Alternate for L. Stack (City of Kelowna)
- L. Wooldridge (City of Kelowna) (*attended electronically*)
- J. Coble (Westbank First Nation) (*attended electronically*)

Staff:

- B. Reardon, Chief Administrative Officer
- T. Cashin, Director of Community Services
- J. Foster, Director of Communication & Information Services
- C. Griffiths, Director of Corporate Services
- D. Komaike, Director of Engineering Services
- D. Dudzik, Senior Planner
- K. Needham, Corporate Officer
- S. Horning, Supervisor-Corporate Services (recording secretary)

**1. CALL TO ORDER**

Chair Given called the meeting to order at 7:00 p.m.

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

As an open meeting, a live audio-video feed was broadcasted and recorded on rdco.com

Roll call was taken as some Board Members appeared electronically.

**2. ADDITION OF LATE ITEMS**

2.1 CAO Verbal Update and Community Works Fund Reserve  
(*All Directors - Unweighted Corporate Vote - 2/3 majority – Sec 5.4, Bylaw 1278*)

1. CAO Verbal Update to be added as Item 6.5 under Corporate Services;
2. Community Works Fund Reserve to be added as Item 9.1 under New Business.

**#156/21** BAKER/BARTYIK

THAT the Regional Board approves the addition of late items to the July 26, 2021 Regular Board Agenda.

CARRIED Unanimously

**3. ADOPTION OF THE AGENDA**

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

**#157/21** BARTYIK/CARSON

THAT the agenda, as amended, be adopted.

CARRIED Unanimously

**4. ADOPTION OF MINUTES**

- 4.1 Regional Board Meeting Minutes - July 8, 2021  
*(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

**#158/21** BAKER/DEHART

THAT the Regional Board meeting minutes of July 8, 2021 be adopted.

CARRIED Unanimously

**5. CORRESPONDENCE**

- 5.1 Okanagan Basin Water Board Meeting Highlights - July 6, 2021  
*(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

**#159/21** BAKER/SIEBEN

THAT the Okanagan Basin Water Board meeting highlights of July 6, 2021 be received for information.

CARRIED Unanimously

**6. CORPORATE SERVICES**

- 6.1 Officer Designation and Delegation of Authority Bylaw  
*(All Directors - Unweighted Corporate Vote - 2/3 Majority - LGA 230.1)*

The CAO displayed a PowerPoint presentation and provided an overview of the Officer Designation and Delegation of Authority Bylaw.

**#160/21**      BAKER/CARSON

THAT Regional District of Central Okanagan Officer Designation and Delegation of Authority Bylaw No. 1487, 2021 be given first, second and third readings and be adopted.

CARRIED Unanimously

- 6.2      Delegation of Authority Amendment Bylaw No. 1489, 2021  
*(All Directors - Special Vote - 2/3 Majority of Votes Cast - LGA 230.1)*

The CAO displayed a PowerPoint presentation and provided an overview of the amendments to the Delegation of Authority Bylaw.

**#161/21**      BAKER/BARTYIK

THAT Regional District of Central Okanagan Delegation of Authority Amendment Bylaw No. 1489, 2021 be given first, second and third readings and be adopted.

CARRIED Unanimously

- 6.3      Appointment of Statutory Officers  
*(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

The CAO displayed a PowerPoint presentation and provided an overview of the Statutory Officer appointments. Responded to questions from the Board.

**#162/21**      HODGE/FORTIN

THAT the Regional Board hereby rescinds the appointment of Mr. Brian Reardon as the Corporate Officer effective July 27, 2021;

AND THAT the Regional Board hereby appoints Ms. Karen Needham to the position of Corporate Officer, to assume the powers, duties, and functions under section 236 [*Corporate administration*] of the *Local Government Act* effective July 27, 2021;

AND FURTHER THAT the Regional Board hereby appoints Ms. Corie Griffiths to the position of Deputy Corporate Officer, to assume the powers, duties, and functions under Section 236 [*Corporate administration*] of the *Local Government Act* effective July 27, 2021;

CARRIED Unanimously

- 6.4      RDCO Okanagan Regional Library Service Alternative Approval Process

The CAO provided a PowerPoint presentation and provided an overview of the RDCO Okanagan Regional Library Service Alternative Approval Process.

6.4.1 Determination of Results - Alternative Approval Process  
Okanagan Regional Library

RDCO Okanagan Regional Library Service Establishment  
Bylaw No. 1477, 2021 and RDCO Okanagan Regional  
Library Loan Authorization Bylaw No. 1478, 2021

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

**#163/21** MILSOM/BAKER

THAT the Regional Board receive the 'Determination of Results' from the Alternative Approval Process (AAP), 'Regional District of Central Okanagan, Okanagan Regional Library Service Area Establishment Bylaw No. 1477, 2021 and Regional District Central Okanagan, Okanagan Regional Library Loan Authorization Bylaw No. 1478, 2021' for a new library branch in the City of West Kelowna.

CARRIED Unanimously

6.4.2 RDCO Okanagan Regional Library Service Area  
Establishment Bylaw No. 1477, 2021 - Adoption

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

**#164/21** CARSON/DEHART

THAT Regional District of Central Okanagan, Okanagan Regional Library Service Area Establishment Bylaw No. 1477, 2021 be adopted.

CARRIED Unanimously

6.4.3 RDCO Okanagan Regional Library Loan Authorization  
Bylaw No. 1478, 2021 - Adoption

*(All Directors - Weighted Corporate Vote - Simple Majority -  
LGA 210.2)*

**#165/21** BAKER/CARSON

THAT Regional District of Central Okanagan, Okanagan Regional Library Loan Authorization Bylaw No. 1478, 2021 be adopted.

CARRIED Unanimously

- 6.4.4 Approval of Indebtedness Agreement between RDCO and Okanagan Regional Library  
*(All Directors - Weighted Corporate Vote - Simple Majority - LGA 210.2)*

**#166/21** BAKER/FORTIN

THAT the Regional Board approve entering into the Indebtedness Agreement between the Regional District of Central Okanagan and Okanagan Regional Library, as attached to the report from the Chief Administrative Officer dated July 19, 2021.

CARRIED Unanimously

- 6.5 CAO Verbal Update  
*(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

The CAO provided a verbal update with respect to the Brenda Creek wildfire:

- The fire is being handled by the BC Wildfire Service;
- Distributed a circular from BC Wildfire Service;
- The fire has increased in size and activity;
- The priority for the region is to protect the power transmission line. There are very few properties or structures within the RDCO's boundaries that are currently affected by the fire.
- There is apparatus from six (6) different fire halls currently assisting.

The CAO provided a verbal updated with respect to the North Westside Restructure Grant application:

- Staff have been in communication with the Province;
- Received an email last week from Provincial staff indicating that the Province expects to have the 'Brief Package' prepared very shortly. The Province is advancing this matter as quickly as they can; given the challenges the Province is currently dealing with (COVID-19 and wild fire season).

**#167/21** SINGH/BASRAN

THAT the Regional Board receives, for information, the verbal update from the CAO dated July 26, 2021.

CARRIED Unanimously

**7. FINANCIAL SERVICES**

- 7.1 Purchase Commitments over \$100k during Q2 2021  
*(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

**#168/21**      SIEBEN/HODGE

THAT the Regional Board, as per section 4.6 of the RDCO Purchasing Policy, receive for information the report dated July 19, 2021 on purchase commitments which exceeded \$100,000 made during the 2nd quarter of 2021 (ending on June 30, 2021).

CARRIED Unanimously

**8.      COMMUNITY SERVICES**

- 8.1      Zoning Amendment Bylaw No. 871-262 (Z20/04) - 1st Reading  
For D. Leask & S. Macdonald (owners) c/o D. Leask for a site specific rezoning amendment on the subject property to permit a Cannabis Production Facility. Located at 4345 Maxwell Road. Central Okanagan West Electoral Area.  
*(Custom Vote: Electoral Areas, Peachland and West Kelowna - 1 Director, 1 Vote)*

Staff report provided an overview of the site specific rezoning amendment to permit a Cannabis Production Facility on the subject property. Responded to questions from the Board.

The applicant, D. Leask, was not present. Staff advised that they confirmed with the applicant that he would be present during the meeting.

Staff confirmed that there is only one route in and out of the subject area and that there no detailed fire mitigation plan was submitted as part of this application.

**#169/21**      MILSOM/JOHNSTON

THAT the Regional Board, receives for information, the Report from the Director of Community Services dated July 20, 2021 with respect to Zoning Amendment Bylaw No. 871-262 for a site specific rezoning amendment on 4345 Maxwell Road to permit a Cannabis Production Facility;

AND THAT Zoning Amendment Bylaw No. 871-262 not be given first reading.

CARRIED Unanimously

**9.      NEW BUSINESS**

- 9.1      Fire Danger Rating Signs - Community Works Fund - Budget Amendment  
*(All Directors - Weighted Corporate Vote - Simple Majority - LGA 210.2)*

Staff advised that the budget amendment request was initiated by Director Carson and provided an overview of the request. Director Carson spoke to the rationale for the request.

**#170/21**      **CARSON/BARTYIK**

THAT the Regional Board approve using \$30,000 of Electoral Area West Community Works Grant Funds for the installation of a fire rating danger sign located at the North Westside Fire Hall No. 101 and No.102 and the Wilson's Landing Fire Department;

AND THAT the Regional Board requests staff to prepare a budget amendment that allocates \$30,000 of Electoral Area West Community Works Grant Funds for the installation of three Fire Danger Rating Signs and transfers a \$10,000 capital budget amount back to the Wilson's Landing Fire Department capital reserves account.

**CARRIED** Unanimously

**10.      DIRECTOR ITEMS**

- Director Fortin expressed a concern with Hardy Falls and noted that the creek is extremely low.
- Director Carson noted that he will be zebra and quagga mussel traps along his dock this year. If anyone along the waterfront is interested in deploying these types of traps, they should contact the Okanagan Basin Water Board.
- Director Milsom commented on the tragic accidents the City of Kelowna has been dealing with lately and passed along condolences to the City of Kelowna and its Directors.
- Director Bartyik noted that he has put out a 'challenge' to his electoral area residents called the 'Fire Station Challenge'.

**7.      ADJOURN**

There being no further business the meeting was adjourned at 8:11 p.m.

**CERTIFIED TO BE TRUE AND CORRECT**

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G. Given (Chair)

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K. Needham (Corporate Officer)

/slh