

**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, August 23, 2021**

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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)  
G. Given (City of Kelowna)  
C. Hodge (City of Kelowna) *(attended electronically)*  
J. Zilkie, Alternate for 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)  
L. Wooldridge (City of Kelowna)  
J. Coble (Westbank First Nation) *(attended electronically)*

Absent: J. Baker (District of Lake Country)  
C. Fortin (District of Peachland)

Staff: B. Reardon, Chief Administrative Officer  
J. Foster, Director of Communication & Information Services  
D. Komaie, Director of Engineering Services  
L. Smith, Director of Financial Services  
D. Gupta, Senior Energy Specialist  
M. Miller, Asset Management Analyst  
K. Needham, Corporate Officer (recording secretary)

**1. CALL TO ORDER**

Chair Given called the meeting to order at 7:05 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 is being broadcast and recorded on rdco.com.

Roll call was taken as some Board Members appeared electronically.

**2. ADDITION OF LATE ITEMS**

There were no late items.

**3. ADOPTION OF THE AGENDA**

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

**#171/21**     BARTYIK/STACK

THAT the Regular Board meeting agenda for August 23, 2021 be adopted.

CARRIED Unanimously

**4.     ADOPTION OF MINUTES**

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

**#172/21**     WOOLDRIDGE/HODGE

THAT the Regional Board Regular Meeting minutes of July 26, 2021 be adopted.

CARRIED Unanimously

**5.     CORRESPONDENCE**

- 5.1     Sterile Insect Release Board Meeting Highlights - July 23, 2021  
          *(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

**#173/21**     BARTYIK/STACK

THAT the Sterile Insect Release Board meeting highlights of July 23, 2021 be received for information.

CARRIED Unanimously

**6.     CORPORATE SERVICES**

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

The CAO provided a verbal update on the White Rock Lake fire and related activity at the Central Okanagan Emergency Operations Centre (EOC):

- acknowledged the residents who have been displaced and expressed support for all through this difficult time;
- advised of ongoing determined efforts to find ways to help all residents impacted by the fire; noted the EOC is putting together a dedicated team for recovery efforts;
- advised of the commitment to getting people access to their properties as soon as it is safe to do so;
- noted the EOC will continue to communicate on a daily basis through regular news releases.

CAO responded to questions from the Board and advised that a town hall meeting for residents is being organized for later in the week.

**#174/21**      WOOLDRIDGE/STACK

THAT the Regional Board receive the August 23, 2021 verbal update from the CAO for information.

CARRIED Unanimously

- 6.2      Appointment of Chief Financial Officer  
(All Directors – Unweighted Corporate Vote – Simple Majority – LGA s.208.1)

The CAO introduced the new Director of Financial Services and outlined the recommendation for the appointment of Mr. Lyle Smith as the Chief Financial Officer.

**#175/21**      HODGE/BARTYIK

THAT the Regional Board hereby rescinds the interim appointment of Mr. Brian Reardon as the Chief Financial Officer, effective August 24, 2021;

AND THAT the Regional Board hereby appoints Mr. Lyle Smith to the position of Chief Financial Officer, to assume the powers, duties and functions under section 237 [Financial administration] of the Local Government Act, effective August 24, 2021.

CARRIED Unanimously

- 6.3      BC Transit - Annual Operating Agreement Amendments  
(All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1)

The CAO provided information on the Free Transit for Children 12 and Under program and the related changes to the BC Transit Annual Operating Agreement which require authorization from the Regional Board.

**#176/21**      BARTYIK/WOOLDRIDGE

THAT the Regional District of Central Okanagan agrees to an amendment of the Annual Operation Agreement (AOA) 2021/22, including fare structures and fare revenue compensation, in support of the 'Transit for Children 12 and Under Program' as outlined in the Letter of Intent as attached to the report from the Chief Administrative Officer dated August 23, 2021;

AND THAT the Regional District of Central Okanagan agrees to amend the Service Specifications, and requests BC Transit to proceed with implementation of the service charges, as outlined in the 'Memorandum of Understanding to Amend the AOA Service Specifications' as attached to the report;

AND FURTHER THAT the Corporate Officer be authorized to execute the Letter of Intent and Memorandum of Understanding on behalf of the Regional District of Central Okanagan.

CARRIED Unanimously

6.4 COEDC Award Submissions Support  
(All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1)

The CAO presented the report and two COEDC initiatives being submitted for a UBCM Community Excellence Award and responded to questions from the Board.

**#177/21** HODGE/STACK

THAT the Regional District of Central Okanagan supports the Strategic Planning & Community Engagement Process as outlined in the UBCM Community Excellence Award submission attached to the report dated August 23, 2021;

AND THAT the Regional District of Central Okanagan supports the OKGo Regional Sector Marketing Partnership campaign as outlined in the UBCM Community Excellence Award Submission attached to the report dated August 23, 2021.

CARRIED Unanimously

**7. NEW BUSINESS**

7.1 Appointment of Bylaw Enforcement Officers  
(All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1)

The CAO provided an overview of the report and noted the appointment of staff as Bylaw Enforcement Officers is a requirement for enforcement efforts for a variety of Regional District bylaws as outlined in the report.

**#178/21** BARTYIK/DEHART

THAT the Regional Board appoint the following Regional District employees as Bylaw Enforcement Officers to enforce the designated service bylaw(s) outlined:

- Adam Bednarski (Casual Building Inspector) – Building Bylaw, Zoning Bylaw, Joe Rich Rural Land Use Bylaw, Business Licensing and Regulations Bylaw, Sign Regulation Bylaw, Ellison Official Community Plan Bylaw, Rural Westside Official Community Plan Bylaw, Development Applications Procedure Bylaw, Control of Special Events Bylaw, and Building Numbering Bylaw
- Ron Dickinson (Casual Building Inspector) – Building Bylaw, Zoning Bylaw, Joe Rich Rural Land Use Bylaw, Business Licensing and Regulations Bylaw, Sign Regulation Bylaw, Ellison Official Community Plan Bylaw, Rural Westside Official Community Plan Bylaw, Development Applications Procedure Bylaw, Control of Special Events Bylaw, and Building Numbering Bylaw

- Brittany Lange (Environment Planner) – Joe Rich Rural Land Use Bylaw, Ellison Official
- Michael Czarny (Planner) – Joe Rich Rural Land Use Bylaw, Ellison Official Community Plan Bylaw, Rural Westside Official Community Plan Bylaw and Development Applications Procedure Bylaw
- Mike Girouard (Building Inspector) – Building Bylaw, Zoning Bylaw, Joe Rich Rural Land Use Bylaw, Business Licensing and Regulations Bylaw, Sign Regulation Bylaw, Ellison Official Community Plan Bylaw, Rural Westside Official Community Plan Bylaw, Development Applications Procedure Bylaw, Control of Special Events Bylaw, and Building Numbering Bylaw
- Ben Cramb (Animal Control Officer) – Responsible Dog Ownership Bylaw
- David Gazley (Manager Protective Services) – Control of Special Events Bylaw, Building Numbering Bylaw, and Development Applications Procedure Bylaw

CARRIED Unanimously

7.2 Corporate Sustainability Measures Update  
(All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1)

The Director of Engineering Services introduced Divya Gupta, Senior Energy Specialist, who presented an overview of the proposed Corporate GHG Reduction Strategy and Step Code community engagement process.

Responded to questions from the Board. Confirmed the provincial requirements for Step Code implementation and related timeline and advised of step code levels being implemented in other RDCO member jurisdictions.

#179/21

WOOLDRIDGE/DEHART

THAT the Regional Board receives the Corporate Sustainability Measures Update report from the Director of Engineering Services dated August 23, 2021;

AND THAT the Regional Board approves an amendment to RDCO 2021-2025 Financial Plan Bylaw No. 1475 to include the \$30,000 expense, and associated revenue, for the development of a Corporate GHG Reduction Strategy as identified in the Financial Considerations of the report;

AND FURTHER THAT the Regional Board approves an amendment to RDCO 2021 - 2025 Financial Plan Bylaw No. 1475 to include the \$40,000 expense, and associated revenue, for the Step Code community engagement process, as identified in the Financial Considerations section of the report.

CARRIED Unanimously

7.3 Green Vehicle and Equipment Policy Implementation Plan 2021-2040  
(All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1)

The Asset Management Analyst provided information on the creation of the green vehicle and equipment policy, the current activities in support of the policy, and the proposed implementation plan and objectives in the 2021-2040 Plan. Responded to questions from the Board. Commented on future grant opportunities to assist in funding the Plan and confirmed the Plan includes annual reporting to the Board.

**#180/21** BARTYIK/STACK

THAT the Regional Board approve the RDCO Green Vehicle and Equipment Policy Implementation Plan 2021-2040 as attached to the report dated August 23, 2021.

CARRIED Unanimously

**8. DIRECTOR ITEMS**

- Director Milsom commented on the wildfires and thanked the EOC.
- Director Sieben acknowledged support for Director Carson and the surrounding North Westside community.
- Director Carson thanked the fire departments, BCWS, EOC staff and the amazing ESS volunteers and commented on the impact of social media and security cameras on communication efforts.
- Director Coble extended his thoughts and prayers to the North Westside residents and Director Carson. Commented on the collaborative approach at the EOC.

**9. RESOLUTION TO CLOSE MEETING**

**#181/21** STACK/BARTYIK

THAT the August 23, 2021 Regular Board meeting be closed to the public pursuant to the *Community Charter* section 90(1)(f) and (g) to considers matters regarding the following:

- law enforcement; and
- litigation or potential litigation

CARRIED Unanimously

**10. ADJOURN**

Chair Given adjourned the Regular Meeting to the Closed session at 8:32 pm.

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G. Given (Chair)

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K. Needham (Corporate Officer)

/slh

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