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March 29, 2021  
File No.: 0530-02

Ministry of Municipal Affairs  
PO Box 9056 Stn Prov Govt  
Victoria, BC, V8W 9E2

Via:MAH.minister@gov.bc.ca

**ATTENTION: HONOURABLE JOSIE OSBORNE  
MINISTER OF MUNICIPAL AFFAIRS**

Dear Minister Osborne:

**REFERENCE:NORTH WESTSIDE GOVERNANCE AND SERVICES STUDY**

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This letter presents a request from the Board of Directors of the Regional District of Central Okanagan (RDCO) for a restructure planning grant to undertake a Governance and Services Study for the North Westside communities of the Central Okanagan West Electoral Area. The request is based on a recommendation from the Board's North Westside Provincial Restructure Planning Grant Committee.

**Restructure Planning Grant Committee**

In early January, 2021, in response to a request from the North Westside Communities Association, I established the North Westside Provincial Restructure Planning Grant Committee as a standing committee of the Regional District of Central Okanagan (RDCO) Board of Directors. As set out in its terms of reference, the Committee's purpose is to advise the Board on funding opportunities available through the Ministry of Municipal Affairs' restructure planning grant program for the North Westside communities of the Central Okanagan West Electoral Area.

The Committee's inaugural meeting was held on January 20, 2021. At that meeting the Committee reviewed the RDCO's *Electoral Area Communications Strategy* that has been developed to help strengthen the relationships, levels of trust and communication channels between the Regional District and residents of the North Westside communities. Several of the concerns and issues that the *Strategy* aims to address were highlighted in the *North Westside Services and Community Issues Study* that was undertaken in 2017 with the support of the Ministry.

At its first meeting the Committee also welcomed Ms. Marijke Edmondson, Director, and Mr. Barrie Nicholls, Program Analyst, both of the Ministry's Governance and Structure Branch. Ms. Edmondson and Mr. Nicholls, with input from local government consultant Allan Neilson (Neilson Strategies Inc.), outlined the restructure planning grant framework for the Committee. These speakers helped the Committee understand the importance of examining, prior to any consideration of incorporation, the existing state of local governance and service delivery in North Westside, the concerns and interests of residents with respect to governance and delivery, and the range of future

governance and delivery options available.

The Committee met again on February 26, 2021, to consider a path forward. Building on the comments provided in January by Ministry staff, Mr. Neilson reviewed with the Committee the purpose of a Governance and Services Study, identified the participants involved in conducting and overseeing such a study, and outlined the process followed in undertaking the study. Mr. Neilson provided an overview of the 2017 *Electoral Area C (South Shuswap) Governance and Services Study* to illustrate for Committee members the extent of research and assessment involved in such an exercise, as well as the level of community engagement.

### Board Resolution

At the close of its second meeting, the Committee determined to recommend to the RDCO Board that the Regional District pursue funding for a Governance and Services Study for North Westside. At its meeting on March 11, 2021, the Board received the Committee's recommendation and unanimously approved the following two-part resolution:

*"THAT the Regional District of Central Okanagan Board request the Ministry of Municipal Affairs for funding and support to undertake a Governance and Services Study for the North Westside portion of the Central Okanagan West Electoral Area;*

*"AND THAT the Regional District of Central Okanagan Board outline a suggested scope of study to include the following three elements:*

- to document and assess the current state of local governance and service delivery in the North Westside*
- to understand the concerns and interests of North Westside residents with respect to governance and delivery*
- to identify and assess future governance and service delivery options for the community"*

### In Closing

Thank you for considering the Board's request. Mr. Brian Reardon, RDCO Chief Administrative Officer, is available at any time to provide any additional information required by the Ministry.

Yours sincerely,

### REGIONAL DISTRICT OF CENTRAL OKANAGAN



Gail Given  
Chair

Cc: Gordon Milsom, Chair, North Westside Provincial Restructure Planning Grant Committee  
Wayne Carson, Central Okanagan West Electoral Area Director  
Marijke Edmondson, Director, Governance and Structure Branch, Ministry of Municipal Affairs  
Brian Reardon, Chief Administrative Officer, RDCO