

Minutes of *REGULAR BOARD MEETING* of the Regional District of Central Okanagan held at Regional District Offices, 1450 KLO Road, Kelowna, B.C. on Monday, June 27, 2022.

Directors: G. Milsom, Vice-Chairperson (City of West Kelowna)
(In Person) M. Bartyik (Central Okanagan East Electoral Area)
C. Basran* (City of Kelowna)
W. Carson* (Central Okanagan West Electoral Area)
M. DeHart (City of Kelowna)
M. Singh, Alternate for G. Given (City of Kelowna)
S. Johnston (City of West Kelowna)
L. Stack (City of Kelowna)
J. Coble (Westbank First Nation)

Directors: J. Baker (District of Lake Country)
(Electronically) C. Fortin* (District of Peachland)
C. Hodge (City of Kelowna)

Directors: L. Wooldridge, Chairperson (City of Kelowna)
(Absent) B. Sieben (City of Kelowna)

Staff: B. Reardon, CAO
(In Person) C. Griffiths, Deputy CAO/Director of Corporate Services
J. Foster, Director of Corporate Communications
D. Komaike, Director of Engineering Services
M. Kopp, Director of Parks Services
T. Cashin, Director of Community Services
K. Needham, Corporate Officer (Recording Secretary)
S. Ballan-Brown, Corporate Services Executive Assistant
T. Kendel*, Manager of Engineering Services
M. Czarny*, Planner
S. O'Dea*, Planner
B. Nichols*, Manager of Development Services

(* denotes partial attendance)

1. CALL TO ORDER

Vice-Chairperson Milsom called the meeting to order at 7:15 p.m.

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

Noted that as an open meeting, a live audio-video feed is being broadcast and recorded on rdco.com.

Roll call was taken as some of the Board Members appeared electronically.

2. ADOPTION OF THE AGENDA

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

The Corporate Officer requested an addition of nineteen (19) letters of public correspondence that were circulated to the Board related to item 7.1 Temporary Use Permit application (TUP22-02), to be added to the agenda package.

BARTYIK/DEHART

THAT the June 27, 2022 Regional District of Central Okanagan Regular Board meeting agenda be adopted as amended to add correspondence received from members of the public related to Item 7.1.

CARRIED

3. ADOPTION OF MINUTES

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

BAKER/HODGE

THAT the May 12, 2022 Regional District of Central Okanagan Regular Board meeting minutes be adopted;

AND THAT the May 30, 2022 Regional District of Central Okanagan Public Hearing minutes be received;

AND THAT the May 30, 2022 Regional District of Central Okanagan Regular Board meeting minutes be adopted;

AND FURTHER THAT the June 9, 2022 Regional District of Central Okanagan Regular Board meeting minutes be adopted.

CARRIED

4. FINANCIAL SERVICES

4.1 2021 RDCO Financial Statements

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

The CAO introduced the consultant, Markus Schrott, Partner, BDO Canada to review the audit final report for the year ended December 31, 2021.

Consultant, Markus Schrott:

- provided information on the audit process;
- confirmed BDO has substantially completed the audit pending board review and approval of financial statements;
- reviewed the audit findings and noted there are no issues to report to the Board.

BAKER/SINGH

THAT the Regional Board accept the Draft Regional District of Central Okanagan 2021 Financial Statements effective June 23, 2022;

AND THAT the Regional Board approve the Draft Financial Statements as presented as the final Financial Statements for year ended December 31, 2021 effective June 23, 2022;

AND FURTHER THAT the Board Chairperson and the Chief Financial Officer be authorized to sign the 2021 Financial Statements.

CARRIED

- 4.2 2021 Statement of Financial Information (SOFI)
All Directors - Weighted Corporate Vote - Majority (LGA s.210)

The CAO provided an overview of the report and noted the legislative requirement for the information presented in the Statement of Financial Information (SOFI).

BAKER/STACK

THAT the Regional Board receives the Statement of Financial Information package for 2021;

AND THAT the Chair be authorized to sign the Statement of Financial Approval included in the 2021 statement of financial information package.

CARRIED

- 4.3 Municipal Finance Authority (Fall 2022) - Security Issuing Bylaw No.1504 (Lake Country)
All Directors - Weighted Corporate Vote - Majority (LGA s.210)
All Directors - Weighted Corporate Vote - 2/3 Majority (LGA s.214)

BAKER/DEHART

THAT Security Issuing Bylaw No. 1504, 2022 be read a first, second and third time.

CARRIED

STACK/SINGH

THAT Security Issuing Bylaw No. 1504, 2022 be adopted.

CARRIED

5. **ENGINEERING SERVICES**

5.1 Recycle BC Agreement - Curbside Recycling *All Directors - Weighted Corporate Vote - Majority (LGA s.210)*

Staff provided an overview of the report and introduced Jordan Best, a representative from Recycle BC who was attending electronically.

Director Fortin joined the meeting at 7:51p.m

Jordan Best:

- Responded to questions from the Board;
- Confirmed the deadline for a decision to Recycle BC was midnight on July 1, 2022.

BAKER/STACK

THAT the Regional Board requests Recycle BC undertake direct curbside recycling services within the Electoral Areas of the Regional District of Central Okanagan commencing April 30, 2026;

AND THAT the Regional Board authorizes the Chair to submit a letter on behalf of the RDCO encouraging the use of a multi-stream cart service and curbside glass collection, and to acknowledge and agree to the Recycle BC Requirements as outlined within the Recycle BC Direct Service Transition Process document dated June 22, 2018, as attached to the Report of the Director of Engineering Services dated May 30, 2022;

AND FURTHER THAT the Regional Board directs staff to work with Recycle BC to extend the current partnership agreement to align with the commencement of Direct Service through Recycle BC.

CARRIED

Director Fortin – Opposed.

5.2 Sunset Ranch Water System - Emergent Capital Works - Financial Plan Amendment *All Directors - Weighted Corporate Vote - Majority (LGA s.210)*

Staff provided an overview of the report and the options available for required repairs to the Sunset Ranch Water System.

BARTYIK/SINGH

THAT the 2022-2027 Financial Plan be amended to add \$100,500 to 2022 Capital Expenditures, increasing the value from \$10,300 to \$110,800 for the year 2022.

AND THAT the 2022-2027 Financial Plan be amended to add \$100,500 to 2022 Capital Revenue, funded from the Equipment Replacement Reserve, increasing the value from \$10,300 to \$110,800 for the year 2022.

AND FURTHER THAT the Board approve the sole source procurement of replacement and repair work from Mearl's Machine Works Ltd. for the Sunset Ranch Water System well repair project not to exceed \$100,500.

CARRIED

6. CORPORATE SERVICES

6.1 Bylaws for Adoption

- 6.1.1 Land Use Contract 225 Termination (Z20-05) - 2751 Westside Road (Lake Okanagan Resort) (EA West)
Custom Vote - Electoral Area West & West Kelowna Fringe Area - Simple Majority

Corporate Officer:

- noted the bylaws were the subject of a public hearing held on May 30, 2022;
- confirmed there is no new information;
- Provincial approval has been granted and the bylaws are presented for adoption consideration.

CARSON/BARTYIK

THAT LUC Termination Bylaw No. 225-04 be adopted.

CARRIED

CARSON/BARTYIK

THAT OCP Amendment Bylaw No. 1274-10 be adopted.

CARRIED

CARSON/BARTYIK

THAT Zoning Amendment Bylaw No. 871-263 be adopted.

CARRIED

- 6.1.2 Land Use Contract 249 Termination (Z21-06) Alpine Road (EA West)
Custom Vote - Electoral Area West Unfringed Area - Electoral Area Directors Only - Simple Majority

Corporate Officer:

- noted the bylaws were the subject of a public hearing held on May 30, 2022;
- confirmed there is no new information;
- Provincial approval has been granted and the bylaws are presented for adoption consideration.

CARSON/BARTYIK

THAT LUC Termination Bylaw No. 249-01 be adopted.

CARRIED

CARSON/BARTYIK

THAT OCP Amendment Bylaw No. 1274-11 be adopted.

CARRIED

CARSON/BARTYIK

THAT Zoning Amendment Bylaw No. 871-271 be adopted.

CARRIED

7. COMMUNITY SERVICES

- 7.1 Temporary Use Permit (TUP- 22-02) - 4690 Trepanier Road (EA West)
Custom Vote - Electoral Area West, West Kelowna and Peachland Fringe Areas - Simple Majority

Staff provided a presentation of the application and responded to questions from the Board.

BARTYIK/CARSON

THAT the Temporary Use Permit TUP-22-02 for 4690 Trepanier Road to operate a campground and outdoor storage facility business to take place on part of the South ½ of the South ½ of District Lot 484, ODYD, Except Plans KAP45900 and KAP74941, be permitted for three years subject to the following conditions:

- Conditions Prior to Issuance
 - Ministry of Environment and Climate Change Strategy approval for an amendment to the Section 16 *Land Act* designation (Tenure 3404754);
 - Construction of a septic system to the specifications of the ROWP report prepared by Jim Ripley, Registered Onsite Wastewater Practitioner;
 - Building Permit issuance for the proposed upgrades required to the washroom facility;
 - Development Permit issuance if determined necessary through the Building Permit;
 - Submission of an Evacuation Plan to the satisfaction of the RDCO Fire Services Manager;
 - If archaeological material is encountered during development, all activities must cease immediately, and the Archaeology Branch shall be contacted for direction;
 - Water License shall be amended to reflect the proposed use;

- Issuance of a RDCO Business License; and
- Receipt of a security deposit in the amount of \$5,000.00 to ensure compliance of the conditions of the Temporary Use Permit;
- Conditions of Operation:
 - Adherence to the Wildfire Hazard Mitigation Report prepared by Swanson Forestry Services;
 - Maximum of 40 campsites as shown on the site plan (dated on February 22, 2022);
 - Operate between March and October;
 - Campsite occupancy is limited for periods to a maximum of one week;
 - Quiet hours after 10:00 pm;
 - Limit operational area to area show in site plan (dated February 22, 2022);
 - Outdoor storage is limited to the 1.15-acre area shown on the site plan (dated February 22, 2022); and
 - No new permanent structures.

AND FURTHER THAT the Temporary Use Permit shall expire exactly 3 years after the date of Temporary Use Permit issuance, and all uses temporarily authorized by the Permit shall cease upon expiry of the Permit, unless otherwise authorized.

DEFEATED

- 7.2 Zoning Amendment Bylaw No. 871-273 (Application Z22/01) - 530 Moody Crescent (EA West)
 Custom Vote - Electoral Area West Unfringed Area - Electoral Area Directors Only - Simple Majority

Staff presented an overview of the report and responded to questions from the Board.

CARSON/BARTYIK

THAT the Regional Board receives the report from the Director of Community Services, dated June 27, 2022, with respect to RDCO File: Z22/01 for the property located at 530 Moody Crescent and legally described as Lot 137, District Lot 3910, ODYD, Plan KAP21925 ("the Subject Property");

AND THAT Zoning Amendment Bylaw No. 871-273 for the Subject Property be given first reading;

AND FURTHER THAT the Regional Board schedule a Public Hearing on July 25, 2022 for Zoning Amendment Bylaw No. 871-273, RDCO File: Z22/01.

CARRIED

- 7.3 Development Variance Permit (VP-22-04) - 4410 June Springs Road (EA East)
Custom Vote - Electoral Area East and Kelowna Fringe Area - Simple Majority

Staff:

- presented an overview of the report;
- noted the maps in the board package were incorrect, and reviewed the correct site maps as part of the presentation;
- responded to questions from the Board.

BARTYIK/STACK

THAT the Regional Board approve Development Variance Permit Application VP-22-04 for Parcel A (DD 8796D) of the South East $\frac{1}{4}$ of Section 35, Township 29, ODYD Except Plan 35649, to vary the following provisions of Subdivision Servicing Bylaw No. 1397:

- Table 6.2.1 by changing the servicing requirement for the RU3 zoned portion of the subject property from Community Water to Private Water Source.

CARRIED

- 7.4 Floodplain Exemption (FEX-22-01), Development Variance Permit (VP-22-03) and Development Permit (DP-22-06) - 7 Nerie Road (EA West)
Custom Vote - Electoral Area West Unfringed Area - Electoral Area Directors only - Simple Majority

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

BARTYIK/STACK

THAT the Regional Board approves Floodplain Exemption application FEX-22-01 Lot 1, District Lot 3329, ODYD, Plan 20209 located at 7 Nerie Road to exempt the subject property from Section 3.28.2.1.1 Floodplain Regulations of Zoning Bylaw No. 871 by allowing a reduction of the minimum setback from Okanagan Lake from 15.0 m to 10.32 m.

CARRIED

CARSON/BARTYIK

THAT the Regional Board approves Development Variance Permit application VP-22-03 for Lot 1, District Lot 3329, ODYD, Plan 20209 located at 7 Nerie Road to vary the following provisions of Zoning Bylaw No. 871:

- Section 7.1.4 by allowing a reduction of the minimum front setback from 4.5 m to 0.61 m.

CARRIED

BARTYIK/CARSON

THAT the Regional Board approves Development Permit application DP-22-06 for Lot 1, District Lot 3329, ODYD, Plan 20209 located at 7 Nerie Road, subject to the conditions specified in 'Schedule A' attached to the Report of the Director of Community Services dated June 27, 2022.

CARRIED

8. PARK SERVICES

- 8.1 Woodhaven Nature Conservancy Regional Park - UBC/RDCO Partnership Agreements
All Directors - Stakeholder Weighted Vote - Majority (LGA s.209)

Staff provided an overview of the report and responded to questions from the Board.

BAKER/SINGH

THAT the Regional Board approve renewing a Memorandum of Understanding and Lease Agreements with the University of British Columbia for a 5-year term and an option for an additional 5-year term, for the delivery of an Artist-in-Residence Program and Community Programming within a portion of Woodhaven Nature Conservancy Regional Park located at 969 Raymer Road;

AND THAT the Board Chairperson and Corporate Officer be authorized to execute the Memorandum of Understanding and Lease Agreements on behalf of the Regional District of Central Okanagan.

CARRIED

- 8.2 2022 Strategic Priorities Fund Application - RDCO Community Connections
All Directors - Unweighted Corporate Vote - Simple Majority (LGA s.208)

Staff provided an overview of the report and responded to questions from the Board.

BAKER/JOHNSTON

THAT the Regional Board supports the Regional District of Central Okanagan UBCM Strategic Priority Fund Grant application submission seeking a \$3.8 million grant to complete the “*Community Connections through Regional Parks and Greenways*” capital investment project.

CARRIED

8.3 Parks Services Budget Amendment - Habitat Stewardship Program Grant

All Directors - Stakeholder Weighted Vote - Majority (LGA s.210)

Staff advised of the funding received from the grant application and noted the need for a budget amendment to add the funds to the financial plan.

DEHART/BAKER

THAT the Regional Board approves amending the 2022 year of the RDCO 2022 – 2026 5 Year Financial Plan No. 1502 for Function 142 – Regional Parks as follows:

- Increase 01-1-7100-500-142 Federal Grant Operating revenue line by \$200,000 from \$0 to \$200,000, and
- Increase 01-2-8210-507-142 Transfer to Capital Facility Reserves Operating Expense line by \$200,000 from \$3,850,000 to \$4,050,000.

CARRIED

10. **CORRESPONDENCE**

To receive local, provincial, or federal correspondence, and board committee or RDCO funded organization correspondence for information.

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

10.1 Provincial Order in Council - RDCO Voting Unit Change

10.2 OBWB - June Board Report

The CAO noted the effective date of the voting unit change would be November 01, 2022, and result in a reduction of the City of Kelowna Director appointees from seven (7) to six (6).

STACK/HODGE

THAT the Regional Board receive the following June 27, 2022 correspondence for information:

- Provincial Order in Council - RDCO Voting Unit Change; and
- OBWB - June Board Report.

CARRIED

11. DIRECTOR ITEMS

Director Coble:

- Acknowledged the RDCO Board and staff participation in the blanket exercise hosted by Westbank First Nation on Friday, June 24, 2022.

12. ADJOURN

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

BARTYIK/JOHNSTON

THAT the June 9, 2022 Regional District of Central Okanagan Regular Board meeting be adjourned.

CARRIED

The meeting was adjourned at 9:59pm

CERTIFIED CORRECT:

G. Milsom, Vice-Chairperson

K. Needham, Corporate Officer

KN/slh