

# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## BOARD of DIRECTORS MEETING

Thursday, October 19, 2023

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9



MEMBERS PRESENT: Chair M. Pendergraft, Electoral Area "A"  
Vice-Chair S. Coyne, Town of Princeton  
Director J. Bloomfield, City of Penticton  
Director G. Bush, Electoral Area "B"  
Director B. Coyne, Electoral Area "H"  
Director A. Fedrigo, Electoral Area "E"  
Director R. Gettens, Electoral Area "F"  
Director R. Graham, City of Penticton  
Director D. Holmes, District of Summerland  
Director M. Johansen, Town of Oliver  
Director R. Knodel, Electoral Area "C"  
Director H. Konanz, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director J. Miller, City of Penticton  
Director S. Monteith, Electoral Area "I"  
Director T. Roberts, Electoral Area "G"  
Director M. Taylor, Electoral Area "D"  
Director J. Wiebe, Village of Keremeos  
Alt. Director R. Barkwill, District of Summerland  
Alt. Director I. Gilbert, City of Penticton

MEMBERS ABSENT: Director M. Van Alphen, District of Summerland Director C. Watt, City of Penticton

STAFF PRESENT: B. Newell, Chief Administrative Officer C. Malden, Senior Manager of Legislative Services  
L. Bloomfield, Senior Manager of Utilities

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The meeting was called to order at 2:30 pm.

### A. APPROVAL OF AGENDA

#### **MOVED and SECONDED**

THAT the Agenda for the RDOS Board Meeting of October 19, 2023 be adopted.-**CARRIED**

#### A.1 Consent Agenda - Corporate Issues

##### **MOVED and SECONDED**

THAT the Consent Agenda Corporate Services be adopted.-**CARRIED**

##### A.1.1 Planning and Development Committee

*THAT the Minutes of the October 5, 2023 Planning and Development Committee meeting be received.*

##### A.1.2 Protective Services Committee

*THAT the Minutes of the October 5, 2023 Protective Services Committee meeting be received.*

A.1.3 Corporate Services Committee

*THAT the Minutes of the October 5, 2023 Corporate Services Committee meeting be received.*

A.1.4 RDOS Board of Directors Meeting

*THAT the Minutes of the October 5, 2023 RDOS Board of Directors meeting be received.*

**B. DEVELOPMENT SERVICES - Rural Land Use Matters**

B.1 Official Community Plan (OCP) & Zoning Bylaw Amendment – Electoral Area “E” (E2023.005-ZONE)

**MOVED and SECONDED**

THAT the Electoral Area “E” Official Community Plan Amendment Bylaw No. 2458.21, 2023, and the Okanagan Valley Zoning Amendment Bylaw No. 2800.27, 2023, be read a first and second time and proceed to public hearing;

AND THAT the Board of Directors considers the process, as outlined in this report from the Chief Administrative Officer dated October 19, 2023, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*;

AND THAT, in accordance with Section 477 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 2458.21, 2023, in conjunction with its Financial and applicable Waste Management Plans.-**CARRIED**

**MOVED and SECONDED**

THAT the holding of a public hearing be delegated to Director Fedrigo;

AND THAT staff give notice of the public hearing in accordance with the requirements of the *Local Government Act*.-**CARRIED**

B.2 Electoral Area “E” OCP Bylaw No. 3010, 2023 (E2021.027-ZONE)

**MOVED and SECONDED**

THAT Bylaw No. 3010, 2023, a bylaw to adopt the Electoral Area “E” Official Community Plan and to repeal Bylaw 2458, 2008, be postponed until the November 16, 2023 meeting.-**CARRIED**

**C. PUBLIC WORKS**

C.1 Acquisition of Skaha Estates Improvement District Water System

**MOVED and SECONDED**

THAT the Regional District commence the due diligence to evaluate the Skaha Estates Improvement District Water System.-**CARRIED**

**MOVED and SECONDED**

THAT expenses for the acquisition process be paid from Electoral Area Administration and be recovered from the Service following a successful transfer of ownership to the Regional District.-**CARRIED**

**Opposed: Directors Bush, Fedrigo, Gettens, Holmes, Konanz, Miller, Monteith, Roberts, Wiebe**

**D. COMMUNITY SERVICES**

- D.1 UBCM Community Emergency Preparedness Fund Disaster Risk Reduction - Climate Adaptation Grant

**MOVED and SECONDED**

THAT the Regional District submit an application under the 2024 Community Emergency Preparedness Disaster Risk Reduction-Climate Adaptation (DRR-CA) program for up to \$150,000 to conduct a Hazard, Risk and Vulnerability Assessment (HRVA) for the Region.-**CARRIED**

- D.2 Rural Economic Diversification and Infrastructure Program Grant Application - KVR Trail

**MOVED and SECONDED**

THAT the Regional District submit a grant application under the Rural Economic Diversification and Infrastructure Program (REDIP) for resurfacing an eight km section of the KVR trail above Naramata, between the Glenfir parking lot and Adra tunnel.-

**CARRIED**

- D.3 Award of the UBCM Community Emergency Preparedness Fund - Extreme Heat Risk Assessment and Planning Contract

**MOVED and SECONDED**

THAT the Extreme Heat Risk Assessment and Planning project contract be awarded to Introba Canada LLP. for \$248,705, plus GST.-**CARRIED**

**E. FINANCE**

- E.1 Bylaw 3034, 2023 – Electoral Area “E” Growing Community Fund Reserve Expenditure Bylaw

**MOVED and SECONDED**

THAT Bylaw No.3034, 2023, being a bylaw to withdraw \$75,000 to fund a liquid waste management plan, \$50,000 to fund the updating of the Naramata water system master plan and \$75,000 to fund the relocation of the Naramata water office from the Electoral Area “E” Growing Community Reserve be given first, second and third reading and adopted.-**CARRIED**

- E.2 Bylaw No. 3035, 2023 – Area “C” Community Works (Gas Tax) Reserve Expenditure Bylaw for the Town of Oliver Lion’s Park Washroom

**MOVED and SECONDED**

THAT Bylaw No 3035. 2023, a bylaw to withdraw \$50,000 from the Electoral Area “C” Community Works Reserve to contribute funding for the Lion’s park Public Washroom be given first, second, & third readings and be adopted.-**CARRIED**

- E.3 Property Tax Exemption Bylaw No. 3036, 2023

**MOVED and SECONDED**

THAT Bylaw No. 3036, 2023, being a bylaw of the Regional District of Okanagan-Similkameen to exempt specific properties from property taxation be read a first, second and third time and be adopted.-**CARRIED**

- E.4 2023 Community Emergency Preparedness Fund - Fire Department Equipment and Training Grant Application

**MOVED and SECONDED**

THAT the Regional District submit an application under the Volunteer and Composite Fire Department Equipment and Training Grant Program and provide overall grant management.-**CARRIED**

- E.5 Bylaw 3037, 2023 - Area “C” Growing Community Fund Reserve Expenditure Bylaw

**MOVED and SECONDED**

THAT Bylaw No.3037, 2023, being a bylaw to authorize the withdrawal of \$100,000 from the Electoral Area “C” Growing Community Reserve to fund the construction of a basketball court at the Oliver Parks and Recreation Facility be given first, second and third reading and be adopted.-**CARRIED**

- E.6 Bylaw 3039, 2023 - Area “C” Community Works Reserve Fund Expenditure Bylaw

**MOVED and SECONDED**

THAT Bylaw No.3039, 2023, being a bylaw to authorize the withdrawal of \$25,000 from the Electoral Area “C” Community Works Reserve (Gas Tax) to fund the subdivision costs of land which is being purchased from the Town of Oliver to construct a basketball court at the Oliver Parks and Recreation Facility be given first, second and third reading and adopted.-**CARRIED**

- E.7 Bylaw 3038, 2023 - Area “H” Growing Community Fund Reserve Expenditure Bylaw

**MOVED and SECONDED**

THAT Bylaw No.3038, 2023, being a bylaw to withdraw \$498,111.11 from the Electoral Area “H” Growing Community Fund Reserve to fund the construction of a single-stage reinforced concrete spillway structure, along with a single-span pre-fabricated bridge for Chain Lake Dam be given first, second and third reading and adopted.-**CARRIED**

## F. LEGISLATIVE SERVICES

### F.1 Officer Position and CAO Delegation Bylaws

#### **MOVED and SECONDED**

THAT Bylaw No. 3032, being a bylaw to establish the Officer positions of Chief Administrative Officer, Finance Officer and Corporate Officer for the Regional District, be given first, second and third reading and be adopted; and,

THAT Bylaw No. 3033, being a bylaw to replace CAO Delegation Bylaw 2793, be given first, second and third reading and be adopted, and,

THAT the Board of Directors appoint the following individuals to the following Officer positions effective immediately:

Bill Newell     Chief Administrative Officer

Christy Malden     Corporate Officer

Jim Zaffino     Chief Financial Officer-**CARRIED**

## G. CAO REPORTS

### G.1 Verbal Update

## H. OTHER BUSINESS

### H.1 Chair's Report

### H.2 Board Representation

1. Municipal Finance Authority – *Pendergraft (Chair), Coyne (Vice Chair, Alternate)*
2. Municipal Insurance Association – *Pendergraft (Chair), Coyne (Vice Chair, Alternate)*
3. Okanagan Basin Water Board - *McKortoff, Holmes, Knodel, Fedrigo (Alternate), Monteith (Alternate), Taylor (Alternate)*
4. Okanagan Film Commission – *Gettens*
5. Okanagan Regional Library – *Monteith*
6. Okanagan-Kootenay Sterile Insect Release Board – *Bush, Roberts (Alternate)*
7. Southern Interior Municipal Employers Association – *Knodel, Coyne (Alternate)*
8. Starling Control – *Bush*
9. Economic Trust of the Southern Interior (ETSI) - *Johansen, McKortoff, Bloomfield*

### H.3 Directors Motions

#### H.3.2.1 Administrative Response to Director's Motion – Electoral Area "H" Vacation Rentals

*Due to Director B. Coyne's withdrawal, this item was not considered.*

#### H.3.2 Motions - Director B. Coyne

*Director B. Coyne withdrew the following motions in light of the new Provincial regulations:*

##### H.3.2.1 Motion 1

THAT the RDOS undertake an Area H Official Community Plan (OCP) review with the specific purpose of identifying areas suitable for temporary vacation rentals, and that an OCP amendment process be initiated to incorporate temporary vacation rentals into the OCP.

##### H.3.2.2 Motion 2

THAT the RDOS establish a distinct zoning definition for temporary vacation rentals within the CT1 (Tourist Commercial One Zone). Additionally, and that the RDOS make necessary amendments to the RDOS Electoral Area "H" Zoning Bylaw No. 2498, 2012, to include this new definition; and,

THAT all relevant building codes, health codes, and other provincial rental accommodation requirements pertaining to the CT1 designation be taken into consideration when formulating the temporary vacation rental designation. Lastly, I call for the creation of an appropriate fine schedule to enforce compliance with the new zoning designation.

##### H.3.2.3 Motion 3

THAT a temporary deferral of all Temporary Use Permits (TUPs) and any applications related to temporary vacation rentals within Area H. This deferral shall remain in effect until the completion of the OCP review, subsequent amendment, and necessary zoning changes related to temporary vacation rentals.

##### H.3.2.4 Motion – Director Fedrigo

#### **MOVED and SECONDED**

THAT S. 6.6 of the Board Procedure Bylaw be suspended to allow this notice of motion to be considered at the October 19<sup>th</sup> meeting.-**CARRIED**

**MOVED and SECONDED**

THAT the Public Hearing for 1313 Greyback Mountain Rd. that was recessed and rescheduled until November 1, 2023 be delegated to the Board and have the Public Hearing held on November 16, 2023.-**CARRIED**

## H.3.2.5 Motion – Director Gettens

**MOVED and SECONDED**

THAT S. 6.6 of the Board Procedure Bylaw be suspended to allow this notice of motion to be considered at the October 19<sup>th</sup> meeting.-**CARRIED**

**MOVED and SECONDED**

THAT the Corporate Officer develop an officers delegation bylaw for the following positions, Chief Administrative Officer, Corporate Officer and Chief Financial Officer.-**CARRIED**

## H.4 Board Members Verbal Update

**J. ADJOURNMENT****MOVED and SECONDED**

THAT the meeting adjourn at 3:25 pm.-**CARRIED**

**APPROVED:**

*"Original signed by:"*

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M. Pendergraft, Chair

**CERTIFIED CORRECT:**

*"Original signed by:"*

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Corporate Officer