

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, December 21, 2023

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9



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

MEMBERS ABSENT: Director M. Johansen, Town of Oliver Director S. McKortoff, Town of Osoyoos
Director H. Konanz, City of Penticton

STAFF PRESENT: J. Zaffino, CAO G. Cramm, Legislative Services Coordinator
C. Garrish, Sr. Manager of Planning Services

The meeting was called to order at 1:15 pm.

A. APPROVAL OF AGENDA

MOVED and SECONDED

THAT the Agenda for the RDOS Board Meeting of December 21, 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 Parks and Recreation Commissions

A.1.1.1 Naramata Parks & Recreation Commission

THAT the Minutes of the November 27, 2023 Naramata Parks and Recreation Commission meeting be received.

A.1.1.2 Kaleden Parks & Recreation Commission

THAT the Minutes of the November 21, 2023 Kaleden Parks and Recreation Commission meeting be received.

A.1.1.3 Parks and Recreation Commission Member Appointments

THAT the Board of Directors appoint the following members to the subsequent Commissions:

- *Electoral Area "B" Cawston - Tammy Vesper, Sonja Vandenhoeck*
- *Electoral Area "D" Okanagan Falls/Heritage Hills - Judy Garner*
- *Electoral Area "E" Naramata - Maureen Balcaen, Cynthia Enns, Kim Hoath, Vince Boutilier, Eileen Meehan*
- *Electoral Area "F" West Bench/Faulder/Meadow Valley - Jane Windeler, Ben Johnson, Erin Aitkens, Laura Dean, Amanda Dean, Mathew Desbiens, James Rutledge, Lua Warkentin*
- *Electoral Area "I" Kaleden/Twin Lakes - Randy Cranston, Debbie Shillitto, Rick Johnson*
- *Similkameen Recreation/Electoral Areas "B", "G" & Keremeos - Joseph Domijan, Alexander Rousseau*

A.1.2 Planning and Development Committee

THAT the Minutes of the December 7, 2023 Planning and Development Committee meeting be received.

A.1.3 Corporate Services Committee

THAT the Minutes of the December 6 & 7, 2023 Corporate Services Committee meeting be received.

A.1.4 Environment and Infrastructure Committee

THAT the Minutes of the December 7, 2023 Environment and Infrastructure Committee meeting be received.

A.1.5 Special Board Meeting

THAT the Minutes of the November 30, 2023 Special Board meeting be received.

A.1.6 RDOS Board of Directors Meeting

THAT the Minutes of the December 7, 2023 RDOS Board of Directors meeting be received.

A.2 Consent Agenda - Development Services

MOVED and SECONDED

THAT the Consent Agenda – Development Services be adopted.-**CARRIED**

A.2.1 Development Variance Permit Application — Electoral Area “F” (F2023.030-DVP)

THAT Development Variance Permit No. F2023.030-DVP, to allow for the construction of two retaining walls at 2437 Westwood Drive, be approved.

A.2.2 Development Variance Permit Application — Electoral Area “F” (F2023.037-DVP)

THAT Development Variance Permit No. F2023.037-DVP, to formalize an existing swimming pool within a front parcel line setback at 2636 Forsyth Drive, be approved.

B. DEVELOPMENT SERVICES - Rural Land Use Matters

B.1 Development Variance Permit Application — Electoral Area “D” (D2023.041-DVP)

MOVED and SECONDED

THAT Development Variance Permit No. D2023.041-DVP, to allow for the construction of three retaining walls at 162 Saliken Drive, be sent to the APC.-**CARRIED**

B.2 Temporary Use Permit Application – Electoral Area “H” (H2023.031-TUP)

The property owner or agent was present to address the Board.

MOVED and SECONDED

THAT the Board of Directors deny Temporary Use Permit No. H2023.031-TUP.-**CARRIED**

B.3 Park Land Dedication Proposal – Electoral Area “I” (I2023.002-PLD)

MOVED and SECONDED

THAT the Board of Directors require the owner of the land described as Lot A, Plan KAP27201, DL 2463s, Sections 3 & 10, SDYD, Township 88, Except Plan SPK180 to provide cash-in-lieu of park land, in accordance with Section 510(1)(b) of the *Local Government Act*, and

THAT an amount of \$78,500 be paid to the Regional District as fulfillment of the requirements of Section 510(1)(b) of the *Local Government Act* for the subdivision of the property described as Lot A, Plan KAP27201, DL 2463s, Sections 3 & 10, SDYD, Township 88, Except Plan SPK180 within six months.-**CARRIED**

B.4 Official Community Plan (OCP) & Zoning Bylaw Amendment – Electoral Area “D” (D2023.010-ZONE)

MOVED and SECONDED

THAT the Electoral Area “D” Official Community Plan Amendment Bylaw No. 2603.24,

2023, and the Okanagan Valley Zoning Amendment Bylaw No. 2800.30, 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 December 21, 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. 2603.24, 2023, in conjunction with its Financial and applicable Waste Management Plans; and

THAT the holding of a public hearing be scheduled for the Regional District Board meeting of January 18, 2024; and

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

B.5 Environmentally Sensitive Development Permit (ESDP) Area Review (X2020.009-ZONE)

MOVED and SECONDED

THAT the Regional District of Okanagan-Similkameen Environmentally Sensitive Development Permit Area Update Official Community Plan Amendment Bylaw No. 2912, 2023, be deferred.-**CARRIED**

C. FINANCE

C.1 Area "H" Community Works Gas Tax Expenditure for Memorial Park Concession and Princeton Fire Hall Roof Replacement

MOVED and SECONDED

THAT Bylaw No. 3060, 2023, a bylaw to authorize contribution to the Town of Princeton for the roof replacement on the Princeton Fire Hall and the concession roof at the Memorial Park for the total amount \$38,129.07 from the Electoral Area "H" Community Works (Gas Tax) Reserve Fund, be read a first, second and third time and adopted.-**CARRIED**

MOVED and SECONDED

THAT the Agenda for the RDOS Board Meeting of December 21, 2023 be adopted as amended to include item C.2 under Finance.-**CARRIED**

C.2 Area "I" Community Works Gas Tax Reserve Expenditure

MOVED and SECONDED

THAT Bylaw No. 3057, 2023, being a bylaw to authorize an expenditure of \$20,082.66 from the Electoral Area "I" Community Works Gas Tax Reserve Fund for water assessments within Electoral Area "I", be read a first, second and third time and be adopted.-**CARRIED**

D. LEGISLATIVE SERVICES

D.1 Freedom of Information and Protection of Privacy Bylaw Amendment

MOVED and SECONDED

THAT Bylaw No. 2519.02, being a bylaw to amend the Freedom of Information and Protection of Privacy Bylaw, be read a first, second and third time and be adopted.-
CARRIED

D.2 Board Policy Review

MOVED and SECONDED

1. THAT the Enterprise Unit Data and Services Policy be adopted, as amended.
2. THAT the Insurance Coverage – Rental & Personal Vehicles, Director and Alternate Director Accident Insurance, and the Liability Insurance policies be rescinded.
3. THAT the Insurance Policy be adopted.
4. THAT the Landfill Customer Accounts Policy be amended as presented.-**CARRIED**

E. CAO REPORTS

E.1 Verbal Update

F. OTHER BUSINESS

F.1 Chair's Report

F.2 Directors Motions

F.2.1 Motion - Director Gettens

MOVED and SECONDED

THAT the Board of Directors review the current RDOS Correspondence Policy with respect to privacy and confidentiality of public submissions.-**CARRIED**

F.2.2 Notice of Motion – Director Monteith

THAT RDOS staff bring forward zoning options to address the on-site vehicle parking requirements at 300 Strayhorse Road at Apex.

F.3 Board Members Verbal Update

F.4 Board Representation

1. Municipal Finance Authority – *Pendergraft, S. Coyne (Alternate)*
2. Municipal Insurance Association – *Pendergraft, Taylor (Alternate)*

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

G. ITEMS COMING OUT OF CLOSED SESSION

G.1 Positions of Chief Financial Officer and Deputy Chief Administrative Officer

MOVED and SECONDED

THAT the Board of the Regional District of Okanagan-Similkameen name Noelle Evans-MacEwan as the Chief Financial Officer (CFO), statutory position, for the Regional District of Okanagan-Similkameen, and;

THAT the Board of the Regional District of Okanagan-Similkameen name Christy Malden as the Regional District of Okanagan-Similkameen Deputy Chief Administrative Officer.-

CARRIED

G.2 Changes to Protective Services

MOVED and SECONDED

THAT the Board of the Regional District of Okanagan-Similkameen direct staff to implement the changes recommended in the December 21, 2023 in-camera report from the Chief Administrative Officer.-**CARRIED**

G.3 Staff Retention Pilot Project

MOVED and SECONDED

THAT staff be directed to formalize an administrative strategy which incorporates flexible scheduling to enhance employee retention efforts for implementation in 2024, and;

THAT the strategy be considered a pilot project for the duration of one calendar year with the results of the pilot project communicated for consideration of a permanent flexible schedule.-**CARRIED**

H. ADJOURNMENT

MOVED and SECONDED

THAT the meeting adjourn at 2:25 pm.-**CARRIED**

M. Pendergraft, Chair

Corporate Officer