

Minutes of the *REGULAR BOARD MEETING* of the Regional District of Central Okanagan held at Regional District Offices, 1450 KLO Road, Kelowna, B.C. on Thursday, January 14, 2016

Directors:

J. Baker (District of Lake Country)
C. Basran (City of Kelowna)
W. Carson (Central Okanagan West Electoral Area)
C. Hodge, alternate for M. DeHart (City of Kelowna)
D. Findlater (City of West Kelowna)
C. Fortin (District of Peachland)
G. Given (City of Kelowna)
T. Gray (City of Kelowna)
P. Hanson (Central Okanagan East Electoral Area)
R. DeJong, alternate for D. Ophus (City of West Kelowna)
B. Sieben (City of Kelowna)
L. Stack (City of Kelowna)

Absent:

C. Derickson (Westbank First Nation)

Staff:

B. Reardon, Chief Administrative Officer
R. Fralick, Manager of Planning
C. Radford, Director of Community Services
M. Rilkoff, Director of Financial Services
B. Smith, Communications
M. Drouin, Manager - Corporate Services (recording secretary)

1. CALL TO ORDER

Chair Given called the meeting to order at 9:11 a.m.

2. ADDITION OF LATE ITEMS

There were no late items for the agenda.

3. ADOPTION OF THE AGENDA

#01/16

BAKER/FINDLATER

THAT the agenda be adopted.

CARRIED Unanimously

4. ADOPTION OF MINUTES

4.1 Statutory Meeting – December 7, 2015 and Regular Board Meeting – December 7, 2015 (*All Directors – Unweighted Vote*)

#02/16

FORTIN/GRAY

THAT the Statutory Board Meeting minutes of December, 7, 2015, the Regular Board Meeting minutes of December 7, 2015 be adopted.

CARRIED Unanimously

5. CORRESPONDENCE

- 5.1 Union of BC Municipalities – 2016 Age-Friendly Community Planning & Projects Program – Grant Approved (*All Directors – Unweighted Vote*)

#03/16

SIEBEN/STACK

THAT the Union of BC Municipalities correspondence of December 7, 2015 regarding approval of the 2016 Age-Friendly Community Planning & Projects Program Grant Application – *Regional Park Age-friendly Recreational Access Project* in the amount of \$20,000 be received for information.

CARRIED Unanimously

6. PARKS SERVICES

- 6.1 Crown Foreshore Licence of Occupation Renewal – Multiple Parks (*All Directors – Weighted Vote*)

Staff report dated January 6, 2016 outlined the Licence of Occupation renewals for Lakeshore Road Community Park, Bertram Creek and Gellatly Nut Farm and Kalamoir Regional Parks.

It was noted that in anticipation of other existing RDCO park foreshore licence renewals for either 10 or 30 year terms, Board support is sought for any similarly offered extended terms. Provincial staff have suggested that Board approval be sought for all renewals that are coming up (19 Crown tenures) for example, 8 are due in 2016-2017, and 3 in 2017-2018. Staff outlined the various parks in Crown tenure. Staff noted that a stand-alone report will be brought forward for Mission Creek Regional Park as discussions continue with Westbank First Nation on renewal of a Licence of Occupation.

It was noted that the Kalamoir Park tenure does not run the full length of the park but is divided into three pockets along the foreshore of the park. The question was raised whether the RDCO could seek tenure for the full length of the Crown land foreshore? Staff noted that the key swim areas are protected through a foreshore license with the federal government. The RDCO has limited management authority on the foreshore.

#04/16

DEJONG/SIEBEN

THAT the Regional Board approves the renewal of Licence of Occupation #341938 for a 30-year Licence of Occupation from the Province of BC for Lakeshore Road Community Park, and Bertram Creek, Gellatly Nut Farm and Kalamoir Regional Parks;

AND FURTHER THAT the Regional Board approves the renewal of any existing Licence of Occupation tenures for park purposes for either a 10-year or 30-year term as nominated by the Province of BC.

CARRIED Unanimously

#05/16

FINDLATER/STACK

THAT staff seek an extended License of Occupation over the complete foreshore with the Province for Kalamoior Regional Park.

CARRIED Unanimously

7. NEW BUSINESS

7.1 Rise & Report – November 12, 2015 Governance & Services Committee Meeting

a) POMAX Consulting – Fire Service Review (Delegation: Jon Hambides, Principal POMAX Consulting) *(All Directors – Unweighted Vote)*

POMAX Consulting was contracted in 2015 to complete a service review on the electoral area fire services. The final report with 22 recommendations was presented to the Board's Governance & Services Committee in November 2015. It is being presented to the Board for final consideration.

Jon Hambides of POMAX addressed the Board providing an overview of the proposed recommendations:

- The project process for the review was outlined.
- Recommendations were highlighted:
 - Formal written agreement to transfer ownership
 - Purchasing authority – planning required on a business-like process. Find efficiencies and cooperation with other local governments.
 - No business case for Ellison classroom/clubroom in the community hall at an annual cost of \$29,749. Recommend that meeting space be relocated to the Ellison Firehall.
 - Amend bylaws – currently they are fairly basic (ie: 'including but not limited to' which is too wide-ranging). Need to determine what you want the fire departments to do. Some do more than others. This is particularly important in regards to training in volunteer departments. There are liability issues and concerns in regards to expectations for the departments.
 - Operational and administrative guidelines should be the same for all fire services, professionally written and exceptions should be documented.
 - RDCO must satisfy the requirements of the BC Structure Firefighter Competency and Training Playbook.
 - Join with the City of Kelowna on a regional electronic records management system. All history to be transferred into a new client accessible system.
 - Apply a moratorium on administration hours at each department. Work with fire chiefs to determine what administration duties are and establish policies, guidelines and procedures on 'administration'.
 - Develop a standardized process and succession planning for all departments. Formalize an administrative policy on hiring fire chiefs.

- Establish and formalize policies and procedures for minimum level of service (response) in order to meet the approved service delivery standards within each department.
- Restructure fire services to include one fire chief to oversee the four fire departments, and a local fire services structure that include deputy fire chiefs in each department. Level of authorities to be established for a standard service organization.
- Fire services organizational structure should not operate independently. The current structure needs to change.
- The four departments should become four fire service districts. The Community Services Department to continue on their current path to increase effectiveness and efficiency.

Discussion:

- The POMAX recommendations are for Board consideration. Staff will review the recommendations and come back to the Board with a report outlining the implications for further discussion.
- It is the Board's responsibility to ensure fire departments are operating as required as the liability sits with the Board as a whole.
- It would be negligent of the Board not to work to improve the operation of all departments.
- Recommendations do not regionalize the service. It's a consolidation of four departments for efficiencies, coordination, saving taxpayer dollars, and bringing greater control over administration and operational issues.
- The recommended organization changes outlined are how other fire departments operate throughout Canada.
- The outcomes are the 'outcomes'. Status quo cannot be an option to consider going forward.
- The job of the Board is to look forward. Historical information is relevant. There are some sensitive personnel matters outlined in the report but the report is not based on innuendo but facts. The Board had agreed In Camera that the full report was to be made public.
- Applaud POMAX for completing a report based on fact.
- Public safety is critical to ensure volunteers are trained appropriately.
- This is not a condemnation of the work volunteers have done now or in the past. This is about moving forward to the next level to ensure strong community centred departments – effective, efficient, safety for the volunteer firefighters and the public they serve.

#06/16

FINDLATER/BASRAN

THAT the Board receive the presentation on the Fire Services review (November 2015) from Mr. Jon Hambides, Principal POMAX Consulting;

AND THAT the Board approve support in principle for the recommendations included in the POMAX Fire Service Review report;

AND FURTHER THAT the Board request staff report back outlining the implications of implementing all of the recommendations in the POMAX Fire Services Review report.

CARRIED (Opposed Carson, Hanson)

The Board recessed at 11:10 a.m. and reconvened at 11:17 a.m.

The Administrator noted that establishment bylaws will be reviewed as there are new sections in the *Local Government Act* that came into effect January 1, 2016 that may apply to the bylaws.

b) Bylaw Enforcement – Unsightly Premises (Electoral Areas) Service Review
(*Electoral Area Directors – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for bylaw enforcement - unsightly premises in the two electoral areas.

Director Carson noted that at the Governance & Services Committee meeting in November he did not support the continuation of the unsightly premise service. He wishes to look at contracting out in the future. Further discussion with the CAO will occur.

It was noted that this is a service that one bylaw enforcement staff enforces as part of multiple services.

#07/16

CARSON/HANSON

THAT the Regional Board receive the Unsightly Premises Service review information.

CARRIED Unanimously

c) Bylaw Enforcement – Noise Control (Electoral Areas) Service Review
(*Electoral Area Directors – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for bylaw enforcement – noise control in the two electoral areas.

Directors Carson and Hanson do not support the continuation of this service. Director Carson stated the RCMP should respond or contract out. The question was raised what would occur with the Kelowna Dirt Bike Club's court order and special permits approved annually by the Board. Further discussion with the CAO will occur.

#08/16

HANSON/CARSON

THAT the Regional Board receive the Noise Control Service review information.

CARRIED Unanimously

#09/16

CARSON/HANSON

THAT staff be directed to continue to meet with the electoral area directors to review electoral area services and discuss options available.

CARRIED Unanimously

- d) Okanagan Regional Library Services for Electoral Areas, Service Review
(*Electoral Area Directors – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the Okanagan Regional Library service in the two electoral areas.

#10/16

CARSON/HANSON

THAT the Regional Board support continued electoral area participation in the Okanagan Regional Library service;

AND THAT staff continue with the appeal process relating to population numbers in 2016 to obtain a population increase closer to the average for all participants;

AND THAT staff report back to the Board during the budget process;

AND FURTHER THAT staff continue to review the fairness of the proration annually.

CARRIED Unanimously

- e) RCMP Victim Assistance Program – Service Review (*All Directors – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the RCMP Victim Assistance Program.

#11/16

BAKER/BASRAN

THAT the Regional Board continue to support the current service delivery model for the RCMP Victims Assistance Program.

CARRIED Unanimously

- f) Crime Prevention Program (Region Wide Service [includes WFN], except for Kelowna) (*Stakeholders: West Kelowna, Peachland, Lake Country, Central Okanagan East and Central Okanagan West Electoral Areas – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the Crime Prevention Program.

#12/16

BAKER/DEJONG

THAT the Regional Board continue to support the current service delivery model for the Crime Prevention Program.

CARRIED Unanimously

- g) False Alarm Reduction Program (*Stakeholders: West Kelowna, Peachland, Lake Country, Central Okanagan East and Central Okanagan West Electoral Areas – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the False Alarm Reduction Program. A new bylaw was adopted by the Regional Board in December 2015.

#13/16

BAKER/FINDLATER

THAT the Regional Board continue to support the current service delivery model for the False Alarm Reduction Program.

CARRIED Unanimously

- h) Crime Stoppers Program (*All Directors – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the Crime Stoppers Program.

#14/16

BAKER/GRAY

THAT the Regional Board continue to support the current service delivery model for the Crime Stoppers Program.

CARRIED Unanimously

- i) Solid Waste Collection Program (*Central Okanagan East & West Electoral Areas – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the electoral area solid waste collection program.

#15/16

CARSON/HANSON

THAT the Regional Board continue to support the current service delivery model for the electoral area's Solid Waste Collection Program.

CARRIED Unanimously

- j) Business Licensing Program (*Central Okanagan East & West Electoral Areas – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the electoral area business licensing program.

#16/16

HANSON/CARSON

THAT the Regional Board continue to support the current service delivery model for the Business License Program.

CARRIED Unanimously

- k) Building Inspection Program (*Central Okanagan East & West Electoral Areas – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the electoral area building inspection program.

The electoral area directors wish to look at whether this service can be contracted out.

It was noted that this service had previously been reviewed as a possibility to contract out and it was shown not to be feasible. None of the municipalities were interested in contracting this service. It was noted there are multiple areas within the region that receive the service: North Westside, Brent Road, Trepanier, Joe Rich, Ellison, etc.

#17/16

HANSON/CARSON

THAT the Building Inspection Program Service report be received.

CARRIED Unanimously

- l) Electoral Area Fire Prevention Program (*EA Directors – Weighted Vote*)

Staff report dated January 4, 2016 outlined the 2015 service review for the electoral area fire prevention program.

Director Carson noted he is opposed to continuation of the fire prevention program. Both electoral area directors have stated their wish to withdraw from this service.

The question was raised what withdrawal from this service would mean to the services provided to the residents of the electoral areas. Staff noted a further report would be forthcoming outlining the issues and implications.

#18/16

HANSON/CARSON

THAT the Electoral Area Fire Prevention program service review be received;

AND FURTHER THAT the electoral area directors continue discussions with the CAO regarding the implications of opting out of the service.

CARRIED Unanimously

7.2 2016 Committee/Board Appointments (*All Directors – Unweighted Vote*)

Chair Given noted that Central Okanagan West Alternate Director Darryl Hordo's wife, Cheryl Hordo, recently passed away. She was a member of the Westside Advisory Planning Commission

The appointments for 2016 have been reviewed by the Chair and presented for consideration. It was noted that the Chair represents the Regional Board on committees and as such represents the electoral areas on the Audit Committee and the EDC Advisory Board. The Board's motion of sanctions for Director Hanson was very specific in which committees she was removed from for the next year.

#19/16

BAKER/DEJONG

THAT the 2016 Committee/Board Appointments be approved.

CARRIED (Opposed: Carson/Hanson)

8. DIRECTOR ITEMS (*items for information*)

a) Dog Control Licensing Audit

The current Dog Control Audit which began in November was raised. While the Board supports zero tolerance for not having a license and the \$300 fine, the question was raised whether the current door-to-door campaign is getting people to comply with as 'little pain' as possible. Staff noted that other local governments have carried out a similar approach checking their database to ensure dog owners have licensed their animals. While the campaign has produced a lot of positive results, it also has produced negative comments from the public. Concern was raised that if the dog owner was home, and had not renewed their 2014 license in 2015, they received a zero tolerance fine, while if the dog owner wasn't home received a 'door knocker' and possibly had a second chance to renew their license.

The question was raised whether the approach can be modified? The goal is compliance. Do people still find the zero tolerance model to be 'new'? The goal of the service is for dog owners to fund the program and be funded less by the general taxpayer.

ACTION: The Administrator noted that staff will review the audit at an administrative level and bring back a report to the Board on its findings, including year-to-date financials.

Director Hanson left at 12:18 p.m.

b) Director Carson raised the question whether volunteer firefighters have been paid for fighting the Shelter Cove fire. Staff noted they get paid their base rate, and are topped up when monies are received from Province. Staff will look into whether full payment has been completed.

- c) The question was raised when the electronic board software will be implemented. It was noted that there have been some challenges that have delayed implementation of the I-pads and software but that final work is being completed for implementation in the first quarter of 2016.

Director Baker left at 12:20 p.m.

- d) Director Findlater noted that OBWB continues to request the need for action to prevent invasive zebra and quagga mussels from entering our lake systems. An infestation would harm the environment, economy and way of life and cannot be reversed. It is hoped that Emergency Management BC and the federal government will increase funding.

9. ADJOURN

There being no further business the meeting adjourned at 12:22 p.m.

CERTIFIED TO BE TRUE AND CORRECT



G. Given (Chair)



B. Reardon (Director of Corporate Services)