

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, February 11, 2016

Directors:

J. Baker (District of Lake Country)
C. Basran (City of Kelowna)
W. Carson (Central Okanagan West Electoral Area)
M. DeHart (City of Kelowna)
D. Findlater (City of West Kelowna)
T. Condon, alternate for C. Fortin (District of Peachland)
G. Given (City of Kelowna)
T. Gray (City of Kelowna)
P. Hanson (Central Okanagan East Electoral Area)
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
M. Kopp, Director of Parks 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 9:50 a.m.

2. **ADDITION OF LATE ITEMS**

No additional items

3. **ADOPTION OF THE AGENDA**

The Administrator clarified the voting rule for 6.1 and 6.2 (All Directors – Unweighted Vote). Solid Waste Management is a regional function.

#33/16

BAKER/FINDLATER

THAT the agenda be adopted as amended.

- Change voting for 6.1 and 6.2 as (All Directors – Unweighted Vote)

CARRIED Unanimously

4. **ADOPTION OF MINUTES**

4.1 Regular Board Meeting – January 25, 2016 (*All Directors – Unweighted Vote*)

Under Director Items, Director Carson noted that he had raised a follow-up question that firefighters had not yet been paid for last years' Shelter Cove fire.

#34/16

OPHUS/CARSON

THAT the Regular Board Meeting minutes of January 25, 2016 be adopted as amended.

Under Director Items:

"Director Carson raised a follow-up question regarding payment for the volunteer firefighters for the Shelter Cove fire which had not been completed. Staff will follow-up to ensure payment is made."

CARRIED Unanimously

5. CORRESPONDENCE

- 5.1 Southern Interior Local Government Association (SILGA) – Call for Resolutions for 2016 Convention and Call for Nominations (*All Directors – Unweighted Vote*)

A question had been raised at the last meeting whether a resolution would be of benefit regarding legal marijuana sites being built in areas with no fire protection. It was noted that this is a federal issue, whereby Health Canada oversees the approval and permit for legal marijuana sites. There is no requirement for a site to be in a fire protection area.

A question was raised on whether further resolutions are required for quagga mussels? No, the Ministry has heard the message – OBWB is communicating further with the Province. There are more things that can be done but OBWB is waiting to see what the Province comes up with. The federal government need to be involved as well.

#35/16

BAKER/GRAY

THAT the Southern Interior Local Government Association (SILGA) – Call for Resolutions for 2016 Convention and Call for Nominations be received.

CARRIED Unanimously

6. COMMUNITY SERVICES

- 6.1 Westside Waste Disposal & Recycling Centre Financial and Tipping Fee Analysis (*All Directors – Unweighted Vote*)

Staff report dated February 3, 2016 outlined the financial and tipping fee analysis for the operation of the Westside Waste Disposal & Recycling Centre. Budget deficits have occurred over the last two years relating to a number of factors including higher than expected quantities of garbage and yard waste to transport and dispose of, as well as poor markets for scrap metal and yard waste.

Staff are proposing increases in fees to avoid further deficits. The fee increases were reviewed.

There are no commercial vehicles permitted on the site. It is only for residential waste. Staff reviewed what material comes to the site which is then transported off site to various locations.

Current tipping fees are the same as the Glenmore Landfill. It's important to note that the Regional District pays for all material transferred off site. There were deficits in 2014 (-\$51,000) as well as 2015 (-\$62,000). A budget amendment is being proposed to reduce the deficit using reserves. The reason for the deficit was highlighted including an unexpected increase of 23% in yard waste. Contributing factors also include closure of Peachland site and new weigh scales at Glenmore Landfill which weighs the trucks more accurately. In addition, fixed values (salary, insurance, electricity, etc.) can be forecasted, but variable values (transport fees, tipping fees) are challenging to forecast, and fluctuate over short periods of time. Staff reviewed the pressures on future variable expenses.

The options for consideration were reviewed. Staff noted the report was presented to the technical committee which has representation from all municipalities. The changes are to be implemented April 1st. As well, in the future, adjustments may be made to tipping fees upon City of Kelowna completing their review of tipping fees.

Discussion:

- Are there changes in funding from MMBC? They do not contribute to this facility. They are managed at the depot on a different cost centre. Market challenges are not expected to increase.
- Illegal dumping may increase. When staff attends and clean-up illegal dump sites, the cost is paid by everyone.
- Is there consideration to move the transfer station out of a residential area to a more industrial centre? It's not something staff have considered, no complaints are received by customers or nearby residents. Some analysis has been done for adding more transfer stations.
- Private depots do not accept the same materials accepted at the transfer/landfill stations.
- Cost to dispose of waste is known at the Glenmore Landfill. Variable costs are unknown. Other areas don't have much of an impact—yard waste has an impact to the budget.
- Closure of the Peachland Compost site caused a vocal response from some Peachland residents but transfer of material from Peachland to the Westside site isn't too much further. It has been a challenge for commercial haulers who must now transport to Glenmore Landfill.
- There are no additional charges at the North Westside transfer site. The increases apply only to the Westside transfer station.
- Has consideration been given to extending yard waste pickup particularly in the fall? This may reduce transfer to the station.

#36/16

BAKER/OPHUS

THAT the Regional Board support the implementation of the Option 2 Tipping Fee Schedule for the Westside Waste Disposal & Recycling Centre effective April 1, 2016.

CARRIED (Opposed: Carson)

6.2 Regional District of Central Okanagan Solid Waste Management Regulation Amendment Bylaw No. 1383, **1st, 2nd and 3rd readings and Adoption** (All Directors – Unweighted Vote)

#37/16

OPHUS/BAKER

THAT Regional District of Central Okanagan Solid Waste Management Regulation Amendment Bylaw No. 1383 be given first, second and third readings and adopted.

CARRIED (Opposed: Carson)

7. FINANCIAL SERVICES

7.1 Information Report – Purchase Commitments >\$100,000 during 4 (All Directors – Weighted Vote)

#38/16

BAKER/BASRAN

THAT the Regional Board, as per section 4.6 of the RDCO Purchasing Policy, receive for information the report on the purchase commitments which exceeded \$100,000 made during the fourth quarter, ending December 31, 2015.

CARRIED Unanimously

7.2 Regional District of Central Okanagan 2015 – 2019 Financial Plan Amending Bylaw No. 1384, **1st, 2nd and 3rd reading and Adoption** (All Directors – Weighted Vote)

Staff report dated January 29, 2016 outlined the amendments to the Financial Plan.

- Solid Waste Management Cost Centre (092) deficit \$42,000
- Joe Rich Fire Department wildfire expenses - \$26,000 deficit (cost of firefighter response to protect homes which is not covered by Provincial funding)

The question was raised why taxes would not be adjusted for next year instead of using reserves. Staff noted there is a duty to mitigate any deficits at year-end. Budgets are not over budgeted in the event that there may be a wildfire in an area. Joe Rich is a very small tax base impacted by tax requisitions, and there is a need to budget for future reserves.

#39/16

BAKER/CONDON

THAT Regional District of Central Okanagan 2015-2019 Financial Plan Amending Bylaw No. 1384 be given first, second and third readings and adopted.

CARRIED Unanimously

8. CORPORATE SERVICES

8.1 Dog Control Licensing Update (*All Directors – Unweighted Vote*)

Staff report dated February 2, 2016 outlined the status of dog control licensing for 2015.

The service model for dog control is premised on **responsible dog ownership**. To that end, Responsible Dog Ownership Bylaw No. 1343 stipulates that 'An Owner shall, annually on or before the last day of February in each year, or as soon as his or her dog is three (3) months of age, obtain a license from the Regional District.'

The Board's policy is 'zero tolerance' for not having a dog licensed. This policy was implemented following a service review by Allan Neilson and implementation of various service recommendations in 2013.

In late 2015, it was determined that there were 2,400 unpaid dog licenses from 2014 leaving the status of the dog on each account in question. Dog Control staff commenced, as part of their regular duties, a license audit in mid-November 2015 visiting 900 homes before the holiday season. The goal is to update dog licensing data and seek compliance of licensing regulations.

Discussion ensued:

- It would seem fairer if dog owners were given notice to renew before zero tolerance fine is issued. If dog owner was home they received a fine, but if they weren't home may have had a chance to purchase the license before officer returned. It would still be 'zero tolerance' if license not purchased.
- Is it possible to implement a multi-year license? What would the financial/operational challenges be?
- On-line renewal process has greatly assisted renewing an annual license.
- Need to maximize revenue for the service and be more user pay. Non-dog owners continue to subsidize the service.
- Continue with the audit but provide notice in advance before issuing a fine. Seven days to renew or fine issued.
- Calgary's model for responsible dog ownership took 4-5 years for dog owners to 'get the message'. RDCO still working on getting the message out.

Director Basran left at 11:15 a.m.

- Continue with zero tolerance as it works but need some flexibility in how it is applied when doing the audit. Compliance is the goal.
- Is it possible to mail the ticket and have owner contact the District?
- There was a challenge in timing of the audit—need to start earlier in the year.
- Message needs to get out that 'every dog needs to be licensed, no matter what'.
- How staff conduct the audit is an operational issue. The Board has provided feedback on how they wish to see the audit continue to seek compliance.

#40/16

STACK/BAKER

THAT the Dog Control Licensing Update be received for information;

AND FURTHER THAT staff undertake completing the unlicensed dog audit, by first delivering a notice to the dog owner providing seven (7) days to renew the license or a zero tolerance fine will be issued.

CARRIED (opposed Findlater, Sieben)

9. NEW BUSINESS

9.1 Rise and Report from the Feb. 11, 2016 Governance & Services Committee Meeting (*All Directors – Unweighted Vote*)

There were no issues to rise and report

10. DIRECTOR ITEMS (*items for information*)

- Director Baker noted Lake Country is hosting a Children's Festival Feb 27th.

11. ADJOURN IN CAMERA

#41/16

OPHUS/BAKER

THAT pursuant to Section 90 (1)(j) (k)(o) of the *Community Charter* the Regional Board adjourn and convene to a closed to the public meeting to discuss:

1. 90(1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under Section 21 of the *Freedom of Information and Protection of Privacy Act*.
2. 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal (regional district) service that are at their preliminary stages and that, in the view of the council (Board), could reasonably be expected to harm the interests of the municipality (regional district) if they were held in public.
3. 90(1)(o) the consideration of whether the authority under section 91 [*other persons attending closed meeting*] should be exercised in relation to a council (Regional Board) meeting.

CARRIED Unanimously

There being no further business the meeting adjourned at 11:35 a.m.

The Board rose from In Camera at 12:00 p.m. and reported on the following:

Single Employee Model

The Board rose and reported from its January 25, 2016 In Camera meeting that the Board approved using the *Single Employee Model* and confirms the CAO is the Board's single employee.


Reference has been made by the Regional Board to the model but it has not, through resolution, formalized it. The model has been recognized as a 'best practice' in BC for years and is commonplace in local government organizations.

There being no further business the meeting was adjourned 12:02 p.m.

CERTIFIED TO BE TRUE AND CORRECT



G. Given (Chair)



B. Reardon (Director of Corporate Services)