

Minutes of the **GOVERNANCE & SERVICES COMMITTEE** meeting of the Regional District of Central Okanagan held at Regional District Offices, 1450 KLO Road, Kelowna, B.C. on Thursday, May 12, 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)
C. Fortin (District of Peachland)
G. Given (City of Kelowna)
T. Gray (City of Kelowna)
M. Bartyik, alternate for P. Hanson (Central Okanagan East Electoral Area)
D. Ophus (City of West Kelowna)
M. Singh, alternate for B. Sieben (City of Kelowna)
L. Stack (City of Kelowna)

Absent:

C. Derickson (Westbank First Nation)

Staff:

B. Reardon, Chief Administrative Officer
C. Griffiths, Manager Economic Development
M. Kopp, Director of Parks Services
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 8:34 a.m.

2. **ADDITION OF LATE ITEMS**

There were no late items to the agenda

3. **ADOPTION OF THE AGENDA**

OPHUS/GRAY

THAT the agenda be adopted.

CARRIED Unanimously

4. **ADOPTION OF MINUTES**

4.1 April 14, 2016 Meeting Minutes

#GS23/16

#GS24/16

BAKER/BASRAN

THAT the Governance & Services Committee meeting minutes of April 14, 2016 be adopted.

CARRIED Unanimously

Director Singh arrives at 8:35 a.m.

5. DELEGATION

5.1 Dr. John Janmaat, The LEEF BC Regional Innovation Chair-Water Resources & Ecosystem Sustainability

Dr. Janmaat, Professor of Economics at UBC-Okanagan, presented the findings from a five year research chair project on water-use challenges that directly impact the Okanagan communities. The Okanagan Basin Water Board, on behalf of RDCO, RDNO and RDOS, contributed \$500,000 to the project over five years.

Research themes based on the advisory committee input were highlighted: water and the Okanagan economy; the value contributed by water; and governance and water.

#GS25/16

SINGH/STACK

THAT the presentation by Dr. John Janmaat, The LEEF BC Regional Innovation Chair-Water Resources & Ecosystem, from a five-year research project on water-use challenges that directly impact the Okanagan communities, be received for information.

CARRIED Unanimously

5.2 Economic Development Commission Update - Corie Griffiths, EDC Manager

Corie Griffiths presented an update on EDC's 2016 Operational Plan including highlights of what EDC does—develop programs and initiatives that enhance the existing business base, attract investment and support economic growth; supporting business retention and expansion, coordination, facilitation and communication and investment attraction.

#GS26/16

OPHUS/FORTIN

THAT the Economic Development Commission update on the 2016 Operational Plan be received for information.

CARRIED Unanimously

6. CORPORATE SERVICES

6.1 Board Policy Review - Corporate Services

In January 2016, the Board directed staff to systematically review all Board policies over the next 18-24 months. Staff have begun the review, the first being Administration/Corporate Service policies. The review includes: if they are a bona fide Board policy and not a report, reinstatement of legislation, provisions superseded by bylaw, or something that is operational or procedural in nature, and should the policy be administrative. Review of policy definitions was outlined.

Five 'policies' are brought forward for consideration:

1. Communication Plan – administrative policy which has been updated on a regular basis.
2. Emergency 911 Policy and Procedure – 911 PSAP services are now contracted to ECOMM. New operating guidelines are part of the contract with ECOMM. This policy is redundant
3. Regional Board meetings – this policy is part of the RDCO Procedure Policy and therefore redundant.
4. Awarding of small jobs – the RDCO has a purchasing policy, therefore redundant.
5. No smoking policy for arenas – the RDCO no longer operates arenas, therefore this policy is redundant.

#GS27/16

FINDLATER/BAKER

THAT the Governance & Services Committee recommends the Regional Board rescind Board policies:

- No. 2.0 entitled 'Communication Plan' adopted March 12, 2001;
- No. 2.16 entitled 'Emergency 911 Policies and Procedure' adopted April 29, 1996;
- No. 2.18 entitled 'Regional Board Meetings' adopted May 5, 1975;
- No. 2.19 entitled 'Awarding of Small Jobs' adopted June 5, 1978; and
- No. 2.21 entitled 'No Smoking Policy – Arena's' adopted November 18, 1991.

CARRIED Unanimously

#GS28/16

FINDLATER/FORTIN

THAT the Governance & Services Committee recommends the Regional Board approve the Policy Definitions in Appendix 'A' of the CAO's Board Policy Review report dated April 27, 2016.

CARRIED Unanimously

6.2 Health & Safety Policy Approval

An update of the RDCO Occupational Health & Safety Statement Policy was presented. Distinct roles and responsibilities are identified in the new policy statement.

The question was raised on Page 10 second paragraph – ‘your health and safety’ is the word ‘your’ required? It was agreed it is not. It is best practice for policies to be reviewed on an annual basis. It is also a requirement under WorkSafe BC to review the Health & Safety Policy annually. There are no financial considerations in regards to the policy.

#GS29/16

BAKER/FINDLATER

THAT the Governance & Services Committee recommends the Regional Board rescind Board Policy No. 2.17 entitled “Health & Safety Policy Statement” as adopted on June 29, 1992;

AND THAT “Occupational Health and Safety Statement Policy No. 3 – 2016”, attached as Appendix ‘C’ be approved, as amended (remove your);

AND FURTHER THAT with the exception of Occupational Health and Safety Statement Policy No. 3 – 2016, the Board confirms the administrative authority of the CAO to approve all future occupational health and safety programs, and amendments made thereto, unless Board approval is required by law, or it is recommended by the CAO for policy best practices.

CARRIED Unanimously

7. PARK SERVICES

7.1 Goats Peak Regional Park Management Plan (presented by Eric Lees and John Kirbyson, Lees & Associates, Landscape Architects and Planners)

Staff report dated May 3, 2016 outlined the Regional District purchased in September 2014, 52.0 hectare waterfront property located at 2990 Seclusion Bay Road in West Kelowna which is now known as Goats Peak Regional Park. The intent of the Goats Peak Regional Park Management Plan is to provide direction on park development and management for the next 20 years. The Plan identifies the overall vision and 14 goals for future park management under the follow four key categories: passive recreation, conservation, interpretation and education, and stewardship and partnerships.

Lees & Associates were contracted to develop the Plan and were in attendance to review the draft plan including: project overview, key findings and ecological context; vision; concept (construction of the phases will be over 20 years), passive recreation (recommendation is for mountain bikes restricted to Big Sage Trail, all other trails only for walking/hiking); conservation; interpretation

and education; stewardship and partnerships; park operations; implementation summary (estimate \$75,000 over the next 5-years to 'hit the baseline' recommendations). Over the next 20 years approximately \$800,000 in funding is projected. The Plan is not a direction to spend but a framework for budgeting and building and managing the park.

Questions:

- What activities are considered low impact – walking/hiking. High impact would be mountain biking. The park does not lend itself to sport fields.
- Educational opportunities with Westbank First Nation (cultural management plan and how to protect and preserve pictograph sites).
- Critical to protect the sensitive areas within the park. Vandalism in some area of the beach access has occurred in the past.
- Staff will continue to work with West Kelowna for access connections in the comprehensive development plan area.
- Will there be trails accessible to mobility challenged individuals. Due to topography Goats Peak is not a park easily accessible for mobility challenged people. The Community Recreation Initiative Society receives funding from the RDCO and offers accessibility opportunities in parks.

#GS30/16

FINDLATER/BAKER


THAT the Governance and Services Committee recommends the Regional Board approve the Goats Peak Regional Park Management Plan dated April 2016.

CARRIED Unanimously

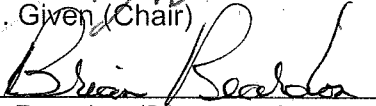
8. ADJOURN

There being no further business the meeting was adjourned at 10:45 a.m.

CERTIFIED TO BE TRUE AND CORRECT



G. Given (Chair)



B. Reardon (Director of Corporate Services)