

**Minutes of the *REGULAR BOARD MEETING* of the Regional District of Central Okanagan held in the Woodhaven Board Room, Regional District Offices on Monday, April 19, 2004**

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Directors: R. Cannan (City of Kelowna)  
C. Day (City of Kelowna)  
A. Dinwoodie (Westside Elect. Area)  
W. Gray (City of Kelowna)  
P. Hanson (Ellison/Joe Rich Elect. Area)  
B. Harriman (District of Peachland)  
R. Hobson (City of Kelowna)  
R. Hein (District of Lake Country)  
D. Knowles (Westside Elect. Area)  
L. Novakowski (Westside Elect. Area)  
S. Shepherd (City of Kelowna)

Staff: W. d'Easum, Chief Administrative Officer  
K. Arcuri, Director of Planning Services  
M. Kopp, Assistant Director, Parks & Recreation  
B. Vos, Director of Parks & Recreation  
M. Drouin, Administrative Assistant (recording secretary)

R. Hobson, Chair brought the meeting to order at 7:00 p.m.

**1. MINUTES**

- 1.1 Public Hearing Meeting – April 5 2004
- 1.2 Regular Board Meeting – April 5, 2004

**#164/04 HEIN/KNOWLES**

THAT the Public Hearing Meeting minutes of April 5, 2004 be received;

AND FURTHER THAT the Regular Board Meeting minutes of April 5, 2004 be adopted as circulated.

CARRIED

**2. DELEGATION**

No delegation

**3. CORRESPONDENCE**

- 3.1 Jack Peters, Chair – Okanagan Film Commission

**#165/04**     HEIN/GRAY

THAT the April 8, 2004 letter from Jack Peters, Chair of the Okanagan Film Commission be received;

AND FURTHER THAT Jack Peters be re-appointed as the Regional District's representative to the Okanagan Film Commission for 2004.

CARRIED

- 3.2     Doug Findlater – Chair, Westside Governance Committee re: Phase One Study

**#166/04**     DINWOODIE/NOVAKOWSKI

THAT the April 8, 2004 letter from Doug Findlater, Chair of the Westside Governance Committee re: Phase One Study be received.

CARRIED

It was noted that the Westside Governance Committee has forwarded their recommendations to the Ministry of Community, Aboriginal and Women's Services for consideration to begin Phase 2 of the study. Should the Province wish to complete Phase 2 of the study, terms of reference and budget considerations will need to be determined.

**4.     UNFINISHED BUSINESS**

- 4.1     Regional District of Central Okanagan Lakeshore Road Fire Protection Service Area Establishment Bylaw No. 1058, 2004 **Adoption** (*All Directors - Unweighted Vote*)

It was confirmed that the City of Kelowna approved the agreement to supply fire protection to this area.

**#167/04**     HANSON/SHEPHERD

THAT Regional District of Central Okanagan Lakeshore Road Fire Protection Service Area Establishment Bylaw No. 1058, 2004 be reconsidered and adopted this 19<sup>th</sup> day of April 2004.

CARRIED

**5.     FINANCE DEPARTMENT**

No Board action required/requested

**6. PLANNING DEPARTMENT**

**6.1 Correspondence (Unweighted Vote)**

- a) Report regarding entering into a contract with Urban Systems Inc. to undertake the review process of the Westbank Town Centre Plan. (*All Directors*)

**#168/04 NOVAKOWSKI/DINWOODIE**

THAT the Regional Board support the commencement of the process for the review of the Westbank Town Centre Plan;

AND FURTHER THAT the Regional Board endorse entering into a contract agreement with Urban Systems Inc. to undertake the work.

CARRIED

- b) Report regarding Land & Water B.C. Inc. Referral Application to allow a communication site in the vicinity of Damer Lake. (CL-04-06) Ellison/Joe Rich Electoral Area (*All Directors*)

**#169/04 HANSON/SHEPHERD**

THAT the application CL-04-06 for Silk FM Broadcasting Ltd. for a license of occupation to allow a communication site on Crown Land be supported by the Regional Board subject to endorsement from the North Okanagan Regional District;

AND FURTHER THAT the Planning and Services Department report dated April 13, 2004 be forwarded to Land and Water B.C. Inc. for their information.

CARRIED

**6.2 Development Permits (Unweighted Vote)**

- a) Application for a Development Permit for Thomas Mathieson and Henry Maddock (owners) and Water Street Architecture/Canadian Adult Communities (agents) located adjacent to Ingram Road. (DP-03-18) Westside Electoral Area (*Electoral Areas Only*)

Chair Hobson asked if there was anyone in the gallery who deemed their property to be affected by the permit. There was no-one.

General discussion further to the public hearing occurred regarding: building height, roof line, whether affordable housing units will be available, Phase II will begin approximately a year after Phase I is completed, Elliott Road extension will be developed approximately 2/3 length of the property, Ministry of Transportation

have indicated they would not require Elliott Road to be dedicated; and Ingram Road will have sidewalks, curb and gutter installed.

**#170/04**      DINWOODIE/NOVAKOWSKI

THAT Development Permit application DP-03-18 be approved subject to the following condition;

- The Regional District receives a letter of credit or bank draft in the amount of \$68,750.00 in order to ensure completion of the landscaping, mulching and installation of an automatic irrigation system within one year of the issuance of the Development Permit. This amount is refundable upon completion of the landscaping to the satisfaction of Regional District staff.

CARRIED

**6.3 Development Variance Permits (Unweighted Vote)**

- a) Application for a Development Variance Permit for Brett Allingham and Jason Beath (owners) located adjacent to Wetton Road. (VP-04-02) Westside Electoral Area (*Electoral Areas and Kelowna Fringe Area*)

Chair Hobson asked if there was anyone in the gallery who deemed their property to be affected by the permit. There was no-one.

**#171/04**      DINWOODIE/NOVAKOWSKI

THAT the Regional Board approve Development Variance Permit application VP-04-02 to vary Section 10.1.6 of Zoning Bylaw No. 871 by reducing the minimum side yard setback requirement in the R3A zone from 3.0 metres (9.8ft) to 1.32 (4.33 ft) in order to permit the siting of the existing residence.

CARRIED

**7. INSPECTION SERVICES DEPARTMENT**

- 7.1 Building Violation – Lot 1733, District Lot 3998, Lease #339146, Beaver Lake Road (Ellison/Joe Rich Electoral Area) Notice to be placed on Lease – Owner: Gussen (*All Directors - Unweighted Vote*) **WITHDRAWN FROM THE AGENDA**

**8. PARKS AND FACILITIES DEPARTMENT**

- 8.1 Award of Mission Creek Greenway Bridge Contract (*All Directors - Weighted Vote*)

**#172/04**      SHEPHERD/HANSON

THAT the Regional Board approve the awarding of a contract for the construction and installation of three bridges on Phase II of the Mission Creek Greenway to Greyback Construction Ltd. for the tendered price of \$268,265.00 excluding GST.

CARRIED

8.2      Rescinding Member Appointment – Westside Parks & Recreation Commission (*All Directors - Unweighted Vote*)

**#173/04**      KNOWLES/NOVAKOWSKI

THAT the Regional Board rescind the appointment of Lisa Thomson to the Westside Parks & Recreation Commission in accordance with attendance policy requirements of the Westside Parks & Recreation Commission.

CARRIED

8.3      Letter of Support to School District No. 23 (*All Directors - Unweighted Vote*)

**#174/04**      DINWOODIE/KNOWLES

THAT the Regional Board provide a letter of support for advancing provincial funding from the Ministry of Education to assist in meeting continuing infrastructure needs associated with the proposed expansion of Mount Boucherie Secondary School.

AND FURTHER THAT the Regional District of Central Okanagan consider any advanced Provincial and School District No. 23 infrastructure funding associated with the Mount Boucherie Secondary School in any future planning associated with future expansion of the Mount Boucherie Recreation Complex.

CARRIED

8.4      Parks and Recreation Department Advertising Policy (*All Directors - Unweighted Vote*)

**#175/04**      SHEPHERD/HARRIMAN

THAT the Regional Board approve the attached Parks and Recreation Department Advertising Policy;

AND FURTHER THAT all advertising agreements confirm dates of the advertising arrangement, clearly indicate what the advertiser is contributing, state the value of the contribution, (or best market value estimate), identify the location and the form(s) of recognition the Regional District has agreed to;

AND FURTHER THAT this agreement must be signed by the appropriate representatives, from both the Regional District and the advertiser, prior to the provision of any recognition.

CARRIED

- 8.5 Parks and Recreation Department Donation and Sponsorship Policy (*All Directors - Unweighted Vote*)

**#176/04** SHEPHERD/KNOWLES

THAT the Regional Board approve the attached Donation and Sponsorship Policy;

AND FURTHER THAT before any future fundraising initiatives begin, a collaborative agreement will be signed between the Regional District and the fundraising group outlining the guidelines to be used during the initiative;

AND FURTHER THAT all sponsorship agreements include a) the term of recognition, b) the amount received for this recognition, and c) the form of recognition agreed to.

CARRIED

**9. NEW BUSINESS**

- 9.1 Regional District of Central Okanagan Westside Regional Street Lighting Service Area Establishment Bylaw No. 1063, 2004, **1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings** (*All Directors - Unweighted Vote*)

**#177/04** NOVAKOWSKI/KNOWLES

THAT Regional District of Central Okanagan Westside Regional Street Lighting Service Area Establishment Bylaw No.1063, 2004 be given first, second and third reading this 19<sup>th</sup> day of April 2004.

CARRIED

- 9.2 Westside Issues Committee Recommendations of April 2, 2004 (*All Directors - Unweighted Vote*)

**#178/04** DINWOODIE/KNOWLES

THAT staff be directed to work with the North Westside Communities Association to determine the best way to secure ongoing funding for the maintenance and up keep of the North Westside Road Community Hall.

AND THAT staff be instructed to make an application for infrastructure funding for the Glenrosa sewer project regardless of the projects overall priority.

AND THAT a Westside Electoral Area grant in aid for \$325 be supported for the North Westside Ratepayers Association to cover the increase in rent being charged by the North Westside Communities Association for the rental of the community hall.

AND THAT a one-time Westside Electoral Area grant in aid for \$9,000 to the Westbank Okanagan Thompson International Sculpture Society be supported.

AND THAT a Westside Electoral Area grant in aid for \$2,500 to the Westside Celebration Society for Westside Daze be supported.

AND THAT the Regional Board supports travel expenses for Director Dinwoodie to attend the Spirit of 2010 Business Summit in Vancouver on May 3, 2004.

AND THAT the Regional Board supports a coordinated approach through the Economic Development Commission and the Okanagan Film Commission to maximize the monies made available through the UBCM to encourage community participation in the “Picture BC” initiative.

AND FURTHER THAT Planning staff be directed to bring a report to the Regional Board as to how best to utilize monies made available through the UBCM to assist communities in developing innovative local solutions and strategies for dealing with an aging population.

CARRIED

9.3 Proclamation – Annual Day of Mourning ‘20 Years of Remembering Lost Lives’ – April 28, 2004 (*All Directors - Unweighted Vote*)

**#179/04** SHEPHERD/HANSON

THAT in memory of persons killed or injured in the workplace April 28, 2004 be proclaimed Annual Day of Mourning ‘20 Years of Remembering Lost Lives’.

CARRIED

9.4 Westside WWTP Upgrade – Supply of One Multi-Stage Centrifugal Blower (*All Directors - Weighted Vote*)

**#180/04** NOVAKOWSKI/DAY

THAT the Regional Board support the quotation/proposal from Gardner Denver Blowers for the Westside WWTP Upgrade – Supply of one multi-stage centrifugal blower in the amount of \$85,200.00 plus applicable taxes.

CARRIED

**10. OTHER BUSINESS**

10.1 Director Items

a) Westside Electoral Area Grant-in-aid

**#181/03** NOVAKOWSKI/DINWOODIE

THAT a Westside Electoral Area grant in aid in the amount of \$920.48 be allocated to the Regional District to offset the costs of drawings for the Westside Governance Committee.

CARRIED

b) Regional District of North Okanagan (NORD) - Air Quality Function

Director Shepherd noted that NORD has agreed to allocate funds to an air quality function at the Regional District.

**#182/03** HEIN/CANNAN

THAT Director Shepherd's travel expenses be covered to meet with the Regional District of North Okanagan regarding air quality.

CARRIED

c) Regional District Emergency Plan

*ACTION:* Staff to request Sid Lebeau, Regional District's Emergency Coordinator, to address the Board regarding the need for a communication plan for elected officials during a provincial state of emergency.

**11. ADJOURN**

There being no further business the meeting was adjourned at 8:00 p.m.

**CERTIFIED TO BE TRUE AND CORRECT**

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**Robert Hobson (Chair)**

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**W. B. d'Easum (Chief Administrative Officer)**