

**Minutes of the *SPECIAL BOARD MEETING* of the Regional District of Central Okanagan held at Regional District Offices, 1450 KLO Road, Kelowna, B.C. on Friday, March 9, 2007**

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- Directors: J. Baker, (District of Lake Country)  
B. Clark (City of Kelowna)  
C. Day (City of Kelowna)  
B. Given (City of Kelowna)  
P. Hanson (Central Okanagan East Electoral Area)  
R. Hobson (City of Kelowna)  
D. Knowles (Westside Electoral Area)  
L. Novakowski (Westside Electoral Area)  
G. Reid (District of Peachland)  
S. Shepherd (City of Kelowna)
- Regrets: A. Dinwoodie (Westside Electoral Area)
- Staff: W. d'Easum, Chief Administrative Officer  
K. Arcuri, Director of Planning Services  
D. Darling Engineering Services  
G. Leier, Director of Human Resources  
H. Reay, Director of Finance  
M. Rilkoff, Deputy Treasurer  
K. Roth, Director of Inspection Services  
B. Vos, Director of Parks and Recreation Services  
M. Drouin, Administrative Assistant (recording secretary)

**1. Call to order**

Chair Hobson brought the meeting to order at 9:00 a.m.

**2. Review of 2007- 2011 Financial Plan**

2.1 Regional Grant in aid - BC Fruit & Grape Growers Associations – Starling Program (*All Directors - Unweighted Vote*)

Staff noted that the BC Fruit & Grape Growers Association addressed the Planning & Environment Committee and a recommendation has come out of the Committee directed to the Board. It is understood that this program will be a valley-wide program. The Associations do have funding from other sources: a contribution from industry itself, as well the other valley regional districts are being asked to contribute. It was noted that the OBWB is being asked to discuss how pest management programs can be handled on a valley-wide basis. Longer term funding may come through the OBWB but it is not available for 2007.

Concern was expressed about the process of regional grants in aid and that this group had been given the opportunity to address their issue directly to a Board committee. Regional grants in aid were dealt with in January and other groups were not given the opportunity to present their case.

It was agreed that the grant in aid process needs to be reviewed for next year to allow groups the opportunity to present to the Board.

**#75/07**      NOVAKOWSKI/KNOWLES

THAT a regional grant in aid in the amount of \$25,000 for the BC Fruit & Grape Growers Associations starting program be included in the regional grant in aid allocations subject to the North and South Regional Districts contributing to the program.

CARRIED (Given, Shepherd opposed)

**#76/07**      REID/GIVEN

THAT staff review the regional grant in aid process for 2008 and that consideration be given for applicants to present to the Regional Board.

CARRIED

The question was raised about the SPCA funding and when the Board will have the opportunity to have the SPCA address the Board. Staff noted that the Regional District has a three-year agreement with the SPCA (entering the second year). The SPCA has been asked to present to the Board at the March 23<sup>rd</sup> budget meeting.

## 2.2      Review of Financial Plan

Staff presented a review of the Regional District's performance based budget system section by section, highlighting the District's Mission Statement.

### Department Plans, Initiatives and Projects for 2007

- Engineering – costs have risen in some cases when tenders were put out and a recommendation will come forward to the Engineering Committee to put on hold some projects due to the large increase in sewer projects (ie: Ranch Road) until funds can be found to fund the projects (provincial funding, gas tax funding).
- Parks Advisory Committee – issue of Full Time Employees (FTE's) in regional parks was raised because of the large increase in staffing. Staff reviewed that a number of areas have increased: bylaw officers have helped with problems in parks and at the arena; a forest health staff person was hired with assistance in funding from HRDC; increase in operations which means increase from part-time to full-time staff; as well as increasing in planning staff to assist with GIS.

**ACTION:** Staff to provide a detailed written report to the Parks Advisory Committee explaining the increase in staffing.

**ACTION:** A request to show the overall increase in the annual budgets over the last five years was requested. Staff to present this before the final budget comes forward for approval.

**2007 Budget Overview**

Tax requisitions

City of Kelowna	\$8,064,875	Increase	\$620,099	8.33%	\$3.42
District of Peachland	\$407,883	Increase	\$18,880	4.85%	\$3.53
District of Lake Country	\$699,368	Increase	\$72,474	11.56%	\$3.57
Westside North	\$6,637,932	Increase	\$555,872	9.14%	\$4.57
Westside South	\$13,707,927	Increase	\$1,491,429	12.21%	\$48.38
Central Okanagan East	\$529,161	Decrease	\$29,974	-5.36%	++

++ Staff to review figure

\*figures based on a \$380,000 average home.

**ACTION:** Staff to request the Okanagan Basin Water Board to address the Regional Board on its activities, grants received and where expenditures are taking place (Water Stewardship Council Update).

General increases over 2006 and administrative overhead explanation were reviewed. Full-time employees by department for 2007 and the last five years was presented.

**ACTION:** Regional grants in aid administrative cost should be 5%. Staff to correct chart.

Information systems – add on the tax requisition comparisons page

Budget revision requests were reviewed:

Regional rescue – additional capital for EOC. Add \$50,000 to complete the upgrade of the EOC and new space at the airport.

Solid Waste Collection – additional contract services costs increase - \$57,000

Westside Fire Hall capital – looks like costs will be substantially higher. Costs to be determined and will be brought back to the final budget meeting.

Central Okanagan East requests a drop in the maximum mill rate for fire protection to \$2.25. Staff to review and bring report back on bylaw amendment requirements. Normally provincial approval is needed when increased.

**Budget Sheet Review**

A review of each department was completed.

***Engineering:***

- Pg.43 Effluent water disposal. Processing will be done through Lake Country. Closure costs and environmental testing will be done for the next few years. The site will be reclaimed as ranch land. \$107,000 surplus from last year. The surplus relates to the volumes. Requisition may not stay down. Costs based on volumes.

- Pg 23 June Springs Fire – contract based assessment.

- Pg 71-72 Westside Wastewater Treatment Plant – increase in parcel tax depends on how many DCCs come in this year. 2008 amount may change.

*ACTION:* Engineering to provide an information report to the Engineering Committee on the Oogrow project with the City of Kelowna/City of Vernon. It was noted that the Winfield facility is also being shut down.

#### *Parks and Recreation*

- City of Kelowna has only agreed to \$.02 cents for 2007 for the Parks Legacy Program and will continue to review the assumptions and sites within the City. This will affect the budgets in the 2008-2011 financial plan. Sustainable funding will need to be confirmed.

*ACTION:* Staff to remove future projections for the Parks Legacy Program in 2008-2011 until future funding is confirmed by the City of Kelowna.

#### *Bylaw Enforcement*

- Anticipate current construction levels will remain high for the next few years. Staffing levels will be adjusted as required.  
- Pg 107 – surplus on permits. This will be reviewed in future governance options.  
- There may be more occasions for noxious insects work due to increased occasions from the SIR program. In the past the Regional District has assisted SIR on these initiatives.

#### *Regional Planning*

Staff reviewed the projects in regional planning including funding for sustainability initiatives which may include working with UBC-Okanagan.

#### *Human Resources*

No comments

#### *Finance*

- Increase in Westside transit – expenses part of last years and this years expansion. No revenue from Province was included as it is not known what, if any, revenue will be received. Assumed partnership for the BRT service.

*ACTION:* Westside Directors to receive a basic breakdown of the transit services projections for 2007.

#### *Administration*

- Is it possible to identify the administrative overhead for each function for each municipality/electoral area?

*ACTION:* Staff to review.

- Transportation Demand Management – updating of study has been requested – priority raised in study with regard to Lake Country's request. There is going to be a cost to do this. Lake Country does not participate in TDM and needs to confirm what their intention is to become involved, sooner than later requested.

*Economic Development Commission*  
No comments

*Regional District Board*  
Regional Grants in aid – add the starting program. Westside directors submitted changes to Westside Electoral area allocations.  
Westside grant – add \$20,000 for a total of \$80,000.  
Central Okanagan East – leave at \$9,000 for grants in aid.

*Hospital District Budget*  
- Based on information from last year. Dollar amounts the same but projects may be different.

**3. ADJOURN IN CAMERA**

**#77/07 SHEPHERD/DAY**

THAT pursuant to Section 90 of the Community Charter the Regional Board adjourn and convene to an 'In-Camera' session to discuss land issue and personnel issues.

**CARRIED**

The meeting was adjourned at 12:30 p.m.

**CERTIFIED TO BE TRUE AND CORRECT**

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**R. Hobson (Chair)**

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