



REGIONAL DISTRICT OF NORTH OKANAGAN

MINUTES of a **REGULAR** meeting of the **ELECTORAL AREA ADVISORY COMMITTEE** held in the Board Room at the Regional District Office on Thursday, August 2, 2012

Members:	Director R. Fairbairn	Electoral Area "D"	Chair
	Director B. Fleming	Electoral Area "B"	Vice Chair
	Director M. Macnabb	Electoral Area "C"	
	Director E. Foisy	Electoral Area "E"	
	Director J. Pearase	Electoral Area "F"	

Staff:	T. Hall	Administrator
	L. Mellott	General Manager, Electoral Area Administration
	R. Smailes	General Manager, Planning and Building
	D. McTaggart	General Manager, Engineering
	R. Baker	Community / Protective Services Manager
	Z. Marcolin	Utilities Engineer
	A. Kittel	Regional Growth Strategy Coordinator
	L. Schrauwen	Clerk, Electoral Area Administration / Human Resources (taking minutes)

Others:	Director P. Nicol	City of Vernon (Board Chair)
	R. Morgan	Regional Crime Prevention Coordinator, City of Vernon

CALL MEETING TO ORDER

The chair called the meeting to order at 10:53 a.m.

APPROVAL OF AGENDA

Regular Agenda – August 2, 2012

Moved and seconded by Directors Macnabb and Foisy

That the Agenda of the August 2, 2012 Electoral Area Advisory Committee meeting be approved as presented.

CARRIED

ADOPTION OF MINUTES

Electoral Area Advisory Committee – July 5, 2012

Moved and seconded by Directors Fleming and Macnabb

That the minutes of the July 5, 2012 Electoral Area Advisory Committee Meeting be adopted as circulated.

CARRIED

IN CAMERA

Moved and seconded by Directors Macnabb and Pearase

That, pursuant to Section 92 of the Community Charter, the regular meeting of the Electoral Area Advisory Committee convene In Camera to deal with matters deemed closed to the public in accordance with Section 90(1)(f) of the Community Charter.

CARRIED

The regular meeting of the Electoral Area Advisory Committee adjourned to meet In Camera at 10:55 a.m.

The regular meeting of the Electoral Area Advisory Committee reconvened at 11:25 a.m.

PETITIONS AND DELEGATIONS

Vernon / North Okanagan Safe Communities Unit

Moved and seconded by Directors Fleming and Foisy

That the report dated July 23, 2012 from the Vernon / North Okanagan Detachment – Safe Communities Unit be received for information.

CARRIED

The Committee was advised that the Lockout Auto Crime Program is currently underway and is focussing on public education especially in common tourist areas such as Atlantis Waterslides and BX Ranch Park. The Speed Watch Program continues with some drivers / public providing the Regional Crime Prevention Coordinator with suggestions for additional areas to monitor. It was noted that just the presence of the Program in an area seems to reduce most drivers' speed drastically. It was mentioned that a report has been forwarded to the Kingfisher newspaper to provide residents with information on how to report dangerous incidents / concerns regarding activities on and / or near the Shuswap River. The stolen boat lists are being updated regularly and posted at local boat launches. Block Watch Programs are currently being established in the BX Road (Electoral Area "C") and Cedar Ridge Street (Rural Lumby) areas. The Regional Crime Prevention Coordinator has been liaising with the community regarding parking issues at / near Rivermouth Marina (Shuswap River). The Regional Crime Prevention Coordinator was requested to take pictures of unsafe and illegal parking in the Rivermouth and Mabel Lake problem areas. It was also requested that occasional patrols be done in the Commonage Road area to monitor the illegal dumping situation.

Greater Vernon Recycling and Disposal Facility

Moved and seconded by Directors Fleming and Pearase

That the report dated June 4, 2012 from the Regional Crime Prevention Program Coordinator regarding the Security Review of the Greater Vernon Recycling and Disposal Facility be received for information.

CARRIED

In response to an inquiry, the Committee was advised that the Engineering Department requested a Security Review of the GVRDF operations and facility to provide recommendations in order to prevent theft and vandalism which had been occurring recently.

It was mentioned that the recommendations from the Security Review of a lower monetary value will be implemented and the recommendations of a higher monetary value will be brought forward for inclusion in the 2013 budget process.

**Waiver of Lot Frontage Application
OBERMEIER, S. c/o J.R. Shortt**

No one was present to speak to the application.

**Waiver of Lot Frontage Application
FOGH, Carol and Arne c/o J.R. Shortt**

No one was present to speak to the application.

NEW BUSINESS

Bylaw 2515 – Drainage Conversion and Establishment – Electoral Areas “B”, “C” and “D”

Moved and seconded by Directors Macnabb and Fleming

That it be recommended to the Board of Directors that Regional District of North Okanagan Drainage Conversion and Establishment Bylaw No. 2515, 2012 be given first, second, and third readings; and further,

That Regional District of North Okanagan Drainage Conversion and Establishment Bylaw No. 2515, 2012 be referred to service participants for consent.

CARRIED

The Committee was advised that Argo Road Maintenance and the Ministry of Transportation and Infrastructure have been co-operative with the RDNO in dealing with drainage issues; however, completion of projects is still pending.

Bylaw 2533 – Development Application Procedures and Administrative Fees Amendment

Moved and seconded by Directors Pearase and Macnabb

That it be recommended to the Board of Directors that Development Application Procedures and Administrative Fees Amendment Bylaw No. 2533, 2012, which proposes to amend Development Application Procedures and Administrative Fees Bylaw No. 2315, 2008 to include:

1. Amendments to include a procedure and fee for a Development Permit Amendment Application; and
2. Amendment of the fee for applications which require a Public Hearing, as outlined in the staff report dated July 10, 2012, be given First, Second and Third Readings; and further,

That Development Application Procedures and Administrative Fees Amendment Bylaw No. 2533, 2012 be Adopted.

CARRIED

It was noted that the amendment will provide for a reduced rate for Development Permit Amendment applications and will increase fees for Public Hearings largely due to the increasing cost of advertising.

**Bylaw 2555 – Delegation
Board Policy LU053 – Waivers of Lot Frontage**

Moved and seconded by Directors Fleming and Pearase

That it be recommended to the Board of Directors that Board Policy LU053 – Waivers of Lot Frontage which outlines reasonable frontage requirements for properties zoned Country Residential, Non-Urban, and Large Holding and a new procedure for processing Waivers of Lot Frontage be Adopted; and further,

That it be recommended to the Board of Directors that Delegation Bylaw No. 2555, 2012 which proposes to delegate the Board of Directors' powers, duties and functions of the approvals of Development Permits where no variances or exemptions of Regional District Bylaws are involved to the General Manager, Planning and Building, be given First, Second, and Third Readings; and further,

That Delegation Bylaw No. 2555, 2012 be Adopted.

CARRIED

**Waiver of Lot Frontage Application
OBERMEIER, S. c/o J.R. Shortt [File No. 12-0261-B-WVR]**

Moved and seconded by Directors Fleming and Pearase

That the memorandum from the Planning Department dated June 13, 2012 regarding Waiver of Lot Frontage Application for the properties legally described as Lots 29 and 30, Secs 22 and 27, ODYD, Plan 336 and located at 7626 and 7652 Old Kamloops Road, Electoral Area "B" be received for information.

CARRIED

Moved and seconded by Directors Fleming and Macnabb

That it be recommended to the Board of Directors that the 10% minimum frontage requirement of Section 802.7 of the RDNO Zoning Bylaw No. 1888, 2003 be waived for the properties legally described as Lots 29 and 30, Secs 22 and 27, ODYD, Plan 336 and located at 7626 and 7652 Old Kamloops Road, Electoral Area "B" by reducing the lot frontage of proposed Lot B from 111.3 metres to 97.296 metres and as shown on the site plan attached to the Planning Department memorandum dated June 13, 2012.

CARRIED

**Waiver of Lot Frontage Application
FOGH, Carol and Arne c/o J.R. Shortt [File No. 12-0280-F-WVR]**

Moved and seconded by Directors Pearase and Macnabb

That the memorandum from the Planning Department dated June 25, 2012 regarding Waiver of Lot Frontage Application for the properties legally described as Lot 1, Secs 23 and 26, Twp 18, R8, W6M, KDYD, Plan 16570, Except Plans 26527 and 27037 AND The NE 1/4, Sec 23, Twp 18, R8, W6M, KDYD, Except: (1) Part Thereof Lying to the West Bank of the Spallumcheen River, (2) Plan 16570 AND That Part of SE ¼, Sec 23, Lying to the North of the Right Bank of the Spallumcheen River, Twp 18, R8, W6M, KDYD, and located at 1042, 1100 and 1104 Enderby Mabel Lake Road, Electoral Area "F" be received for information.

CARRIED

Moved and seconded by Directors Pearase and Macnabb

That it be recommended to the Board of Directors that the 10% minimum frontage requirement of Section 804.7 of the RDNO Zoning Bylaw No. 1888, 2003 be waived for the properties legally described as Lot 1, Secs 23 and 26, Twp 18, R8, W6M, KDYD, Plan 16570, Except Plans 26527 and 27037 AND The NE 1/4, Sec 23, Twp 18, R8, W6M, KDYD, Except: (1) Part Thereof

Lying to the West Bank of the Spallumcheen River, (2) Plan 16570 AND That Part of SE ¼, Sec 23, Lying to the North of the Right Bank of the Spallumcheen River, Twp 18, R8, W6M, KDYD, and located at 1042, 1100 and 1104 Enderby Mabel Lake Road, Electoral Area “F” by reducing the lot frontage of proposed Lot 1 from 375.1 metres to 210.7 metres, proposed Lot 2 from 369.8 metres to 210.7 metres and proposed Lot 3 from 351.6 metres to 210.7 metres as shown on the site plan attached to the Planning Department report dated June 25, 2012.

CARRIED

Community Works Fund Project #073

Moved and seconded by Directors Pearase and Fleming

That it be recommended to the Board of Directors that the project to deepen the Mabel Lake Water intake be funded from the Community Works Fund at a net cost of \$36,100 (excluding HST).

CARRIED

The Committee was advised that the project to deepen the Mabel Lake Water intake may eliminate the requirement to install a filter in the water system which would save approximately \$4 million. Tests will commence shortly to determine the ideal water depth for the intake with the following requiring consideration: turbidity, plankton layer, algae growth, temperature, etc.

Regional Economic Development – Options

Moved and seconded by Directors Pearase and Foisy

That the report dated May 23, 2012 and the letter dated June 26, 2012 from the Regional Growth Strategy Coordinator regarding Regional Economic Development Alternatives and Funding Options be received for information.

CARRIED

Moved and seconded by Directors Pearase and Foisy

That the report dated May 23, 2012 and the letter dated June 26, 2012 from the Regional Growth Strategy Coordinator regarding Regional Economic Development Alternatives and Funding Options be included on the August 15, 2012 Board of Directors agenda for discussion; and further,

That the report be referred to local Chambers of Commerce for the consideration of economic development alternatives and comment.

CARRIED

It was noted that the RDNO does not currently have a Regional Economic Development Service.

The report provides the following economic development alternatives and funding options:

1. (Sub) Regional Economic Development Service
2. Intermunicipal Service Agreement (Sub-regional)
3. Contract Service

Discussion ensued regarding the inventory of industrial / employment lands and the involvement of local Chambers of Commerce in regional economic development. It was noted that an option for a Regional Economic Development function may be the establishment of a grant function.

Electoral Area Annexation Impact Study Update

The Regional Growth Strategy Coordinator provided a letter dated July 30, 2012 to the Committee from Urban Systems regarding an updated work program for the Electoral Area Annexation Impact Study. The letter outlined areas in the study where the Committee will be required to provide direction and comment by the end of the study. Urban Systems recommends that a workshop be held at the 2012 Union of British Columbia Municipalities Convention (UBCM) to provide an update on the study to other Regional Districts and the Ministry of Community, Sport and Cultural Development.

It was noted that Urban Systems has been advised to commence work on Phase 2 of the study. It was mentioned that Phase 1 of the study focused on issue assessment while Phase 2 will focus on a detailed financial accounting of annexations.

Moved and seconded by Directors Pearase and Macnabb

That the letter dated July 30, 2012 from Urban Systems regarding the Electoral Area Annexation Impact Study – Phase 2 Updated Work Plan be received for information; and further,

That the letter dated July 30, 2012 from Urban Systems regarding the Electoral Area Annexation Impact Study – Phase 2 Updated Work Plan be included on the August 15, 2012 Board of Directors agenda for discussion.

CARRIED

City of Vernon Annexation Referral

Moved and seconded by Directors Macnabb and Fleming

That the letter dated July 6, 2012 from the City of Vernon regarding Annexation Applications be received for information.

CARRIED

The deadline to submit comments to the City of Vernon regarding the proposed annexations is August 6, 2012. The General Manager, Electoral Area Administration will collect responses and forward them to the City of Vernon.

UBCM Member Release: Agricultural Land Commission Changes

Moved and seconded by Directors Pearase and Fleming

That the letter dated July 20, 2012 from the Union of British Columbia Municipalities (UBCM) regarding Agricultural Land Commission Changes be received for information.

CARRIED

It was noted that the Agricultural Land Commission's new online application process will create difficulties for applicants especially those without available internet connections. It was noted that the Planning and Building Department constantly assists applicants through the application process as it is complex. The Planning and Building Department does not have the resources / capacity to assist applicants with the online application process.

REPORTS

Second Quarter Report – Planning and Building

Moved and seconded by Directors Pearase and Macnabb
That the report dated July 20, 2012 regarding Planning and Building – Second Quarter Summary be received for information.

CARRIED

Municipal Planning Services

Moved and seconded by Directors Fleming and Pearase
That the letter dated July 16, 2012 from the City of Armstrong regarding Planning Services be received for information.

CARRIED

Moved and seconded by Directors Macnabb and Fleming
That the letter dated July 16, 2012 from the City of Armstrong regarding Planning Services be included on the August 15, 2012 Board of Directors agenda for discussion.

CARRIED

Emergency Management – Flooding

Moved and seconded by Directors Macnabb and Pearase
That the report dated July 24, 2012 from the Community / Protective Services Manager regarding Emergency Management – Flooding be received for information.

CARRIED

Moved and seconded by Directors Macnabb and Pearase
That it be recommended to the Board of Directors that a letter be forwarded to Emergency Management British Columbia outlining the following concerns:

- Disconnect between the resource capacity and legislated role of local government and the resources available from the Province to provide site response services.
- Lack of EMBC and provincial funding for many highly vulnerable areas left unprotected.
- The length of time it has taken to address road closures in the rural areas.

CARRIED

UBCM Member Release: Local Government Contract Management Committee Meeting and the RCMP Respectful Workplace Action Plan

Moved and seconded by Directors Pearase and Macnabb
That the letter dated July 20, 2012 from the Union of British Columbia Municipalities (UBCM) regarding the Local Government Contract Management Committee Meeting and the letter dated June 26, 2012 from the RCMP regarding the Respectful Workplace Action Plan be received for information.

CARRIED

It was noted that comments from the Committee regarding the letter received from UBCM can be forwarded to the General Manager, Electoral Area Administration.

General Manager's Report

The General Manager, Electoral Area Administration advised the Committee that an attendance sheet will not be provided for future meetings as a monthly meeting claim form is currently being submitted for the Directors which serves the same purpose.

Internet Connectivity

- Applications for Community Infrastructure Improvement Fund Grant will be submitted today.
- Two applications were submitted – one for Area "D" and one for Area "E".
- Funding potential of \$250,000 in each area.

UBCM

- Registration forms need to be completed as soon as possible.
- Ministerial meetings are being booked and briefing notes are being prepared. Directors that will be attending the 2012 UBCM convention can advise the General Manager, Electoral Area Administration if there are particular meetings that they would find desirable to attend.

The Committee was reminded that a Delegated Public Hearing regarding the Kingfisher Local Area Plan will be held at the Kingfisher Hall on August 16, 2012 at 6:30 p.m.

IN CAMERA

Moved and seconded by Directors Macnabb and Fleming

That, pursuant to Section 92 of the Community Charter, the regular meeting of the Electoral Area Advisory Committee convene In Camera to deal with matters deemed closed to the public in accordance with Section 90(1)(g) of the Community Charter.

CARRIED


The regular meeting of the Electoral Area Advisory Committee adjourned to meet In Camera at 1:06 p.m.

The regular meeting of the Electoral Area Advisory Committee reconvened at 1:30 p.m.

ADJOURNMENT

There being no further business the meeting was adjourned at 1:30 p.m.

Certified Correct:



Chair



Corporate Officer
JEANNE BYRON
CORPORATE OFFICER