



REGIONAL DISTRICT OF NORTH OKANAGAN

MINUTES of a **REGULAR** meeting of the **BOARD of DIRECTORS** of the **REGIONAL DISTRICT OF NORTH OKANAGAN** held in the Boardroom at the Regional District Office on Wednesday, September 4, 2013

Members:	Director P. Nicol	City of Vernon	Chair
	Director R. Fairbairn	Electoral Area "D"	Vice Chair
	Director S. Fowler	City of Armstrong	
	Director D. Dirk	District of Coldstream	
	Director H. Cyr	City of Enderby	
	Director K. Acton	Village of Lumby	
	Director J. Brown	Township of Spallumcheen	
	Director R. Sawatzky	City of Vernon	
	Alt. Director C. Lord	City of Vernon	
	Director M. O'Keefe	City of Vernon	
	Director B. Fleming	Electoral Area "B"	
	Director M. Macnabb	Electoral Area "C"	
	Director E. Foisy	Electoral Area "E"	
	Director J. Pearase	Electoral Area "F"	

Staff:	T. Hall	Administrator
	D. Sewell	General Manager, Finance
	J. Byron	Corporate Officer / Human Resources Manager
	L. Mellott	General Manager, Electoral Area Administration
	G. Routley	Deputy Planning Manager
	D. McTaggart	General Manager, Engineering
	P. Luscombe	Chief Building Inspector
	C. Mazzotta	Information Services Manager
	A. Kittel	Regional Growth Strategy Coordinator
	L. Schrauwen	Temp. Senior Clerk (taking minutes)

Also Present:	Councilor G. Kiss	District of Coldstream
	Alt. Director J. Garlick	District of Coldstream
	Media and Public	

The Chair advised that the following winners of a \$500 bursary were announced at the Interior Provincial Exhibition:

- Miranda Brownell
- Brett White

CALL MEETING TO ORDER

The meeting was called to order at 4:12 p.m.

APPROVAL OF AGENDA**Board of Directors – September 4, 2013**

Moved and Seconded by Directors O’Keefe and Fowler

That the Agenda of the September 4, 2013 regular meeting of the Board of Directors be approved as presented.

CARRIED

ADOPTION OF MINUTES**Board of Directors – August 21, 2013**

Moved and Seconded by Directors Fairbairn and Foisy

That the minutes of the August 21, 2013 meeting of the Board of Directors be adopted as circulated.

CARRIED

Committee of the Whole – June 26, 2013

Moved and Seconded by Directors Macnabb and Pearase

That the minutes of the June 26, 2013 Committee of the Whole Meeting be adopted as circulated.

CARRIED

NEW BUSINESS**Bylaw 2591 – Rezoning Bylaw [Guild]**

Moved and Seconded by Directors Foisy and Fairbairn

That Rezoning Bylaw No. 2591, 2013 which proposes to rezone the property legally described as Lot 3, Sec 24, Twp 57, ODYD, Plan 33142 and located at 49 Pine Road, Electoral Area “E” from the Non-Urban (N.U) zone to the Country Residential (C.R) zone be given Third Reading.

CARRIED

Notice on Title (BARON, Rees and HARRISON, Colin)**File No. 13-0221-C-NT**

Moved and Seconded by Directors Macnabb and Cyr

That registration of a “Notice on Title” be authorized pursuant to Section 57 of the *Community Charter* for construction of an addition to an accessory building without a valid Building Permit on the property legally described as Lot 1, Sec. 30, Twp. 5, O.D.Y.D, Plan KAP63911 and located at 7981 Keddleston Road, Electoral Area “C”; and further,

That further enforcement action be taken to bring the property into compliance with local and provincial regulations in accordance with Board Land Use Policy No. 031 and Planning and Building Operational Procedure No. PB010 through the issuance of Municipal Tickets.

Moved and Seconded by Directors Macnabb and Cyr
That the motion be amended by removing the second paragraph.

CARRIED

Motion as amended:

That registration of a “Notice on Title” be authorized pursuant to Section 57 of the *Community Charter* for construction of an addition to an accessory building without a valid Building Permit on the property legally described as Lot 1, Sec. 30, Twp. 5, O.D.Y.D, Plan KAP63911 and located at 7981 Keddleston Road, Electoral Area “C”.

CARRIED

Opposed: Director O’Keefe

Building Permits for Medical Marihuana Facilities

Moved and Seconded by Directors Dirk and Foisy
That the matter of Building Permits for all medical marihuana facilities be deferred until Building Department staff have reviewed the matter and prepared a report for the Electoral Area Advisory Committee.

CARRIED

Opposed: Director Macnabb

Kelowna Railway

Moved and Seconded by Directors O’Keefe and Pearase
That staff send a letter to Canadian National Railway to encourage them to take over the sections of rail affected by the Kelowna Pacific Railway bankruptcy, and keep them operational, as they form part of an important transportation corridor for agriculture and many other industries.

CARRIED

Regional Growth Management Advisory Committee Regular Meeting Time Change

Moved and Seconded by Directors Brown and Fairbairn
That the matter of the Regional Growth Management Advisory Committee Regular Meeting Time Change be deferred until the October 2, 2013 Board of Directors meeting.

CARRIED

Connection of Adventure Bay to Greater Vernon Water

Moved and Seconded by Directors Dirk and Fleming
That pursuant to Article 3.5 of the *Water Distribution, Operations, Maintenance and Repair Agreement*, the Board provide written consent to the City of Vernon to expand the system components of Greater Vernon Water to connect the Adventure Bay community to the Greater Vernon Water system.

The Board represents and warrants to the City of Vernon that the Board will use best reasonable efforts to take such actions as are necessary to assume the long term debt for the water service extension to the proposed Adventure Bay Area Water System.

The Regional District enters into, and the Chair and Corporate Officer are authorized to execute and deliver, the Adventure Bay Water System Agreement in the form and with the content of that circulated to the Directors at this meeting by the Corporate Officer.

DEFEATED

Opposed: Directors Brown, Dirk, Acton, Fleming, Foisy, Pearase, Fairbairn, Fowler, Cyr and Macnabb

City of Vernon employees Greg Thompson, Financial Technician and Rob Dickinson, Director, Engineering and GIS spoke on the matter.

Moved and Seconded by Directors Dirk and Fleming

That pursuant to Article 3.5 of the *Water Distribution, Operations, Maintenance and Repair Agreement*, the Board directs staff to provide written consent to the City of Vernon to expand the system components of Greater Vernon Water to connect the Adventure Bay community to the Greater Vernon Water system, provided a Local Service Area is established.

CARRIED

Opposed: O’Keefe

Moved and Seconded by Alternate Director Lord and Director Sawatzky

That staff move forward expediently with making reasonable efforts to take action to assume the long term debt for water service extension to Adventure Bay Area Water System and that it be an A priority under the issues tracking system.

Moved and Seconded by Directors Dirk and Acton

That the motion be amended to remove reference to an A priority.

CARRIED

Opposed: Alternate Director Lord and Directors Sawatzky, Nicol and O’Keefe

Motion as amended:

That staff move forward expediently with making reasonable efforts to take action to assume the long term debt for water service extension to Adventure Bay Area Water System.

CARRIED

Moved and Seconded by Director O’Keefe and Alternate Director Lord

That the Regional District establish a process by which to assume debt for assets that will be totally owned by the Greater Vernon Water Utility.

CARRIED

Moved and Seconded by Directors Dirk and Macnabb

That staff bring back to the October 2, 2013 Board meeting the Regional District of North Okanagan policy regarding taking over failed water systems within the Greater Vernon Water Utility service area for discussion.

CARRIED

Multi-Material BC

Moved and Seconded by Directors Acton and Fleming

That provided an acceptable contract is negotiated, the Regional District of North Okanagan accept Multi-Material BC's financial incentives for Curbside Collection, and Depot Collection as offered in Multi-Material BC's letter dated June 17, 2013; and further,

Staff undertake negotiations towards service contract terms with Multi-Material BC; and further,

Staff undertake a tendering process for procurement of collection services for packaging and printed paper from single family and multi family residences located within the current blue bag curbside collection service area after a contract with Multi-Material BC is finalized; and further,

Staff develop a detailed, stand alone budget for the service to be included as a component of the 2014 Engineering Department Budget.

CARRIED

Issues Tracking Procedure

Moved and Seconded by Directors Dirk and Macnabb

That the following categories of prioritization be accepted:

- **A:** Very high, safety, health, serious legal or financial: Deadlines imposed, no control, imminent, no advance notice.
- **B:** Significant, often statutory and financial, i.e. budget, lobbying on issues affecting objectives. Deadlines have some flexibility or some advance notice, annual routines.
- **C:** Moderate and/or indeterminate, i.e. policy investigations, management projects. Deadlines are organization controlled
- **D:** Low and/or indeterminate effect on organizational objectives. Deadlines are organization controlled

CARRIED

Moved and Seconded by Director Cyr and Alternate Director Lord

That the following process be maintained to assist the Board in tracking issues arising from Board resolutions:

- Post Board Management Team Meeting, assignment, prioritization;
- Corporate Services enters issues into SharePoint;
- Corporate Services exports to excel and uploads to Director's web page;
- Update at least once per month by all Department Heads;
- Work completed stays on spreadsheet for one iteration then removed to a 'completed' spreadsheet, unless Board directs otherwise on any issue;
- Bring forward date is added as required;
- Board can question CAO on issues during Administrator's Report or call CAO anytime;
- Search ability will allow research by users;
- An administrative procedure for staff to follow.

CARRIED

REPORTS

Standing and Select Committees

Moved and Seconded by Directors Pearase and Macnabb

That the minutes of the following meetings be received for information:

- White Valley Parks, Recreation and Culture Advisory Committee - Regular - August 12, 2013 (unadopted)
- Community Sports Field and Athletics Facility - Regular - Construction Management Committee - July 2, 2013
- Community Sports Field and Athletics Facility - Regular - Construction Management Committee - July 30, 2013
- Regional Growth Management Advisory Committee - Regular - August 22, 2013 (unadopted)
- Regional Agricultural Advisory Committee - Regular - August 22, 2013 (unadopted)

CARRIED

External Committee Reports

Sterile Insect Release – Director Fowler provided an update.

Okanagan Regional Library – Alternate Director Lord provided an update.

Southern Interior Local Government Association – Director Brown provided an update.

Southern Interior Beetle Action Coalition - Director Foisy provided an update.

Okanagan Basin Water Board – Director Pearase provided an update.

Administrator's Report

- Budget overview of timelines / process provided by David Sewell, General Manager, Finance
- Requirement for consent for necessary water projects
- 2013 Union of British Columbia Municipalities convention commences September 16, 2013
- Greater Vernon Parks and Recreation Service Review meeting scheduled for September 12, 2013
- Building Inspection Service Review meeting scheduled for October 24, 2013

Chair's Report

- Met with MLA Eric Foster and Pat Pimm, Minister of Agriculture regarding meat regulations.
- A meeting has been scheduled with Network BC regarding internet connectivity at the 2013 Union of British Columbia Municipalities convention.

IN CAMERA

Moved and Seconded by Directors Acton and Fairbairn

That, pursuant to Section 92 of the Community Charter, the regular meeting of the Board of Directors convene In Camera to deal with matters deemed closed to the public in accordance with Section 90(1) (c) of the Community Charter.

CARRIED

The regular meeting of the Board of Directors adjourned to meet In Camera at 6:27 p.m.

The regular meeting of the Board of Directors reconvened at 8:06 p.m.

REPORT FROM IN CAMERA

That the following matters be reported in open meeting:

That staff bring Phase One of the Joint Job Evaluation Plan process (JJEP) to conclusion by:

- providing employees with JJEP results;
- adjusting compensation to bring all jobs above the lower 10% error range of the salary base line; and
- making remaining salary adjustments through attrition or other negotiated processes such as partial Consumer Price Index adjustments.

That changes resulting from conclusion of Phase One of the Joint Job Evaluation Plan process (JJEP) be implemented effective January 1, 2014.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:06 p.m.

CERTIFIED CORRECT



Chair
PATRICK NICOL



Corporate Officer
JEANNE BYRON