

**Minutes of the *REGULAR BOARD MEETING* of the Regional District of Central Okanagan held at Regional District Offices, 1450 KLO Road, Kelowna, B.C. on Thursday, July 17, 2014**

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Directors

J. Baker (District of Lake Country)  
C. Basran (City of Kelowna)  
J. Edgson (Central Okanagan West Electoral Area)  
K. Fielding (District of Peachland)  
D. Findlater (District of West Kelowna)  
G. Given (City of Kelowna)  
W. Gray (City of Kelowna)  
P. Hanson (Central Okanagan East Electoral Area)  
R. Hobson (City of Kelowna)  
D. Ophus (District of West Kelowna)  
L. Stack (City of Kelowna)  
G. Zimmermann (City of Kelowna)  
C. Derickson, (Westbank First Nation)

Staff:

M. Rilkoﬀ, Deputy Chief Administrative Officer  
R. Fralick, Manager of Planning  
C. Radford, Director of Community Services  
B. Smith, Communications Coordinator  
M. Drouin, Manager - Corporate Services (recording secretary)

**1. CALL TO ORDER**

Chair Hobson brought the meeting to order at 8:40 a.m.

Chair Hobson requested that 5.1 - RDCO 2013 Financial Statements be discussed at this time in order that the auditors may leave.

**5.1 RDCO 2013 Financial Statements – Year Ended December 31, 2013 (*All Directors – Unweighted Vote*)**

Mike Gilmore & Peter Geh, BDO Canada LLP, was in attendance to present the audited financial statements for the RDCO. It was noted that the RDCO Audit Committee met to discuss the statements and recommends the Board approve the financial statements.

Staff highlighted the July 7, 2014 report on how the financial statements are to be reviewed. The Public Sector Accounting Board (PSAB) adopted revised standards with which all local governments comply with. It was further noted BDO has been provided a management letter stating there are no issues.

**#117/14**

**FIELDING/OPHUS**

THAT the RDCO 2013 Financial Statements Year Ended December 31, 2013 be approved.

CARRIED Unanimously

*The Board recessed to a Governance & Services Committee meeting at 8:45 a.m.*

*The Board reconvened at 11:00 a.m.*

**2. ADDITION OF LATE ITEMS**

- 5.4 Ministry Letter – Late 2013 Financial Statements
- 8.1 Bylaw Enforcement Officer Appointment

**3. ADOPTION OF THE AGENDA**

**#118/14**

EDGSON/BAKER

THAT the agenda be adopted as amended

CARRIED Unanimously

**4. ADOPTION OF MINUTES**

- 4.1 Regular Board Minutes – June 23, 2014

**#119/14**

STACK/BAKER

THAT the Regular Board Meeting Minutes of June 23, 2014 be adopted.

CARRIED Unanimously

**5. FINANCE & ADMINISTRATIVE SERVICES**

- 5.1 RDCO 2013 Financial Statements – Year Ended December 31, 2013 (*All Directors – Unweighted Vote*)

*Agenda item 5.1 was discussed earlier in the agenda.*

- 5.2 2013 Financial Disclosure Schedules (Remuneration and Expenses for Board and Employees) and Schedule of Payments Made for the Provision of Goods or Services – 2013, Schedule of Guarantee and Indemnity Agreements (*All Directors - Unweighted Vote*)

Staff report dated June 30, 2014 outlined the financial disclosure schedules for 2013, Schedule of Payments Made for the Provision of Goods or Services and Schedule of Guarantee and Indemnity Agreements as required by the Financial Information Act.

#120/14

EDGSON/BASRAN

THAT the Board approve the 2013 Financial Disclosure Schedules – Schedule of Board Remuneration, Schedule of Employee Remuneration, Schedule of Payment to Suppliers, and Schedule of Guarantee and Indemnity Agreements.

CARRIED Unanimously

5.3 RDCO Security Issuing Bylaw No. 1350 (*All Directors – Weighted Vote*)

#121/14

EDGSON/ZIMMERMANN

THAT RDCO Security Issuing Bylaw No. 1350 be given first, second and third readings and adopted this 17<sup>th</sup> day of July 2014.

CARRIED Unanimously

5.4 Ministry of Community, Sport & Cultural Development – Late 2013 Financial Statements (*All Directors – Unweighted Vote*)

Staff report dated July 10, 2014 outlined a letter from the Ministry of Community, Sport & Cultural Development regarding the late filing of the 2013 financial statements. The Audit Committee reviewed the letter and issues resulting in the delayed reporting and recommends the Board approve the following resolution.

It was further noted that should staff need a budget amendment for further resources in order to meet the Province's deadline next year that this is to be brought forward to the Board for early consideration.

#122/14

FIELDING/BAKER

THAT staff continue to review position workloads within the Finance Department during 2014, complete the hiring process for the new approve accounting position, and continue to make changes internally to meet Ministry deadlines in 2015.

CARRIED Unanimously

## 6. COMMUNITY SERVICES

### Planning

6.1 RDCO Development Applications Procedure Amendment Bylaw No. 944-9, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading and Adoption (*All Directors – Unweighted Vote*)

Staff report dated July 8, 2014 outlined the amendment to the above bylaw to allow extension periods of one year for development applications. This amendment brings inline the region's bylaw with other local government bylaws and policies.

Staff recommends that an amendment be made to the bylaw proposed changing the wording from “twelve (12) months” to “up to 12 months”.

#123/14

GIVEN/EDGSON

THAT RDCO Development Applications Procedure Amendment Bylaw No. 944-9 be given first, second and third readings as amended and adopted this 17<sup>th</sup> day of July 2014.

Amendment: 2.1.1. delete “twelve (12) months” and replace with “up to twelve (12) months”.

CARRIED Unanimously

**7. COMMITTEE RECOMMENDATIONS**

7.1 Rise & Report - Governance & Services Committee meeting of July 17, 2014

a) Sobering Centre

#124/14

FIELDING/BAKER

THAT the presentation by Christene Walsh, Social Development Coordinator, on the need for a sobering centre in the Central Okanagan be received for information;

AND FURTHER THAT the Regional Board be requested to:

1. Seek support from Kelowna Council for a land site for a sobering centre in Kelowna;
2. Direct Chair Hobson and Director Gray to meet with IHA to develop a concept of a shared business case and report back to the Board.

AND FURTHER THAT consideration of a ‘Homeless Memorial Site’ be referred to Kelowna Council for consideration.

CARRIED Unanimously

**8. NEW BUSINESS**

8.1 Appointment of Bylaw Enforcement Officer – Diane Merenick (*All Directors – Unweighted Vote*)

Staff report dated July 16 outlined the requirement for appointment of a Bylaw Enforcement Officer.

#125/14

FINDLATER/ZIMMERMANN

THAT Diane Merenick be appointed as a Bylaw Enforcement Officer for the Regional District of Central Okanagan.

CARRIED Unanimously

**9. DIRECTOR ITEMS**

- a) Director Edgson noted that the Ministry of Transportation has begun upgrades to Westside Road. Shutdowns will occur on Westside Road for further blasting. It is anticipated the \$9mil project will take approximately a year to complete.

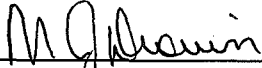
**10. ADJOURN**

There being no further business the meeting was adjourned at 11:09 a.m.

**CERTIFIED TO BE TRUE AND CORRECT**



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R. Hobson (Chair)



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M. Drouin (Deputy Director of Corporate Services)