

# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## BOARD of DIRECTORS MEETING

Thursday, December 4, 2025

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9



MEMBERS PRESENT: Chair M. Pendergraft, Electoral Area "A"  
Vice-Chair C. Watt, City of Penticton  
Director R. Barkwill, District of Summerland  
Director J. Bloomfield, City of Penticton  
Director G. Bush, Electoral Area "B"  
Director I. Chahal, Electoral Area "C"  
Director B. Coyne, Electoral Area "H"  
Director S. Coyne, Town of Princeton  
Director A. Fedrigo, Electoral Area "E"  
Director R. Graham, City of Penticton  
Director I. Gilbert, City of Penticton  
Director D. Holmes, District of Summerland  
Director M. Johansen, Town of Oliver  
Director S. McKortoff, Town of Osoyoos  
Director S. Monteith, Electoral Area "I"  
Director T. Roberts, Electoral Area "G"  
Alt. Director S. Stewart, City of Penticton  
Director M. Taylor, Electoral Area "D"  
Director J. Wiebe, Village of Keremeos

MEMBERS ABSENT: Director J. Reynen, City of Penticton  
Director R. Gettens, Electoral Area "F"

STAFF PRESENT: J. Zaffino, CAO  
N. Evans-MacEwan, CFO  
T. Batten, Corporate Officer

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The meeting was called to order at 10:09 am.

### A. APPROVAL OF AGENDA

(Unweighted Corporate Vote - Simple Majority)

#### **MOVED and SECONDED**

That the Agenda for the RDOS Board Meeting of December 4, 2025, be adopted. **-CARRIED**

#### A.1 Consent Agenda - Corporate Issues

(Unweighted Corporate Vote - Simple Majority)

THAT the Consent Agenda Corporate Services be adopted.

##### A.1.1 Parks and Recreation Commissions

###### A.1.1.1 Okanagan Falls Parks and Recreation Commission

THAT the Minutes of the October 23, 2025, Okanagan Falls Parks and Recreation Commission meeting be received.

##### A.1.2 Corporate Services Committee Special Meeting

THAT the Minutes of the October 23, 2025, Corporate Services Committee Special meeting be adopted.

- A.1.3 Corporate Services Committee  
THAT the Minutes of the November 13, 2025, Corporate Services Committee meeting be adopted.
- A.1.4 Protective Services Committee  
THAT the Minutes of the November 20, 2025, Protective Services Committee meeting be adopted.
- A.1.5 Community Services Committee  
THAT the Minutes of the November 20, 2025, Community Services Committee meeting be adopted.
- A.1.6 RDOS Board of Directors  
THAT the Minutes of the November 20, 2025, RDOS Board of Directors meeting be adopted.

**B. DEVELOPMENT SERVICES - Building Inspection**

- B.1 Enforcement of Building Bylaw Violations Policy  
(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT the Board endorse the addition of time-based enforcement parameters to the Building Bylaw Enforcement Policy; and,

THAT contraventions associated with building permit files older than ten (10) years, or construction completed more than ten (10) years prior, be generally categorized as Minor or Major Deficiencies unless an immediate life-safety concern is identified. -

**CARRIED**

**C. DEVELOPMENT SERVICES - Rural Land Use Matters**

- C.1 Development Variance Permit Application — Electoral Area “E” (E2025.027-DVP)  
(Unweighted Rural Vote - Simple Majority)

**MOVED and SECONDED**

THAT Development Variance Permit No. E2025.027-DVP, to allow a holding tank as a method of on-site sewage disposal at 4535 Mill Road, be approved. -**CARRIED**

- C.2 Development Variance Permit Application — Electoral Area “E” (E2025.028-DVP)  
(Unweighted Rural Vote - Simple Majority)

**MOVED and SECONDED**

THAT Development Variance Permit No. E2025.028-DVP, to allow a holding tank as a method of on-site sewage disposal at 4545 Mill Road, be approved. -**CARRIED**

C.3 Development Variance Permit Application — Electoral Area “G” (G2025.022-DVP)

(Unweighted Rural Vote - Simple Majority)

**MOVED and SECONDED**

THAT Development Variance Permit No. G2025.022-DVP, to allow for the creation of new parcels to be serviced by a private on-site sewage system and less than 1.0 ha in area at 762 Daly Avenue, Hedley, be approved.

**MOVED and SECONDED**

THAT the motion be deferred. -**CARRIED**

C.4 Official Community Plan (OCP) & Zoning Bylaw Amendment – Electoral Area “G” (G2025.011-ZONE)

(Unweighted Rural Vote - Simple Majority)

**MOVED and SECONDED**

THAT the Electoral Area “G” Official Community Plan Amendment Bylaw No. 2975.01, 2025, and the Electoral Area “G” Zoning Amendment Bylaw No. 2781.02, 2025, be adopted. -**CARRIED**

C.5 Fees and Charge Bylaw Amendment – Bylaw Amendment (Rezoning) Application Fees

(Weighted Corporate Vote - Majority)

**MOVED and SECONDED**

THAT the Regional District’s Fees and Charges Amendment Bylaw No. 3097.05, 2025, be adopted. -**CARRIED**

C.6 Proposed Provincial Professional Reliance Act (Bill M216)

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT the Select Standing Committee on Private Bills and Private Members' Bills, the Minister of Housing and Municipal Affairs as well as the Union of British Columbia Municipalities (UBCM) be advised of the Regional District’s concerns regarding the proposed *Professional Reliance Act*, being Bill M216. -**CARRIED**

**D. COMMUNITY SERVICES**

D.1 Renewal of Visitor Information Centre Fee for Service Agreement – Oliver Tourism Association

(Weighted Corporate Vote - Majority)

**MOVED and SECONDED**

THAT the Board endorse the signing of the renewed Visitor Information Centre Fee for Service Agreement (2025-2028) with the Town of Oliver and the Oliver Tourism Association. -**CARRIED**

D.2 Regional Trails – Trans Canada Trail Catalyst Funding Application

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT the RDOS Board direct staff to submit funding applications to the Trans Canada Trail - Trail Catalyst Fund for the Adra Tunnel precinct upgrades project. **-CARRIED**

**E. PROTECTIVE SERVICES**

E.1 N'kwala Mountain Site – Communications Shelter Transition

(Weighted Corporate Vote - Majority)

**MOVED and SECONDED**

THAT the Board approves the relocation of RDOS emergency communications infrastructure from the Mt. N'kwala CBC/Vista site to the N'kwala Omega Communications site; and,

THAT the Board approves the use of Operational Reserves to fund the total project cost of \$19,395.41, which includes transition expenses of \$14,546.56 and a 25% contingency fund. **-CARRIED**

**F. FINANCE**

F.1 Community Works Fund (Gas Tax) Reserve Expenditure Bylaw – Apex Fire Hall Construction

(Weighted Corporate Vote - 2/3 Majority)

**MOVED and SECONDED**

THAT Bylaw No. 3127, 2025, being a bylaw that authorizes the expenditure of \$7,500 from Electoral Area "I" Community Works Fund (Gas Tax) Reserve for the purpose of the construction of the Apex Mountain Fire Hall be read a first, second and third time and be adopted; and

THAT Bylaw No.3102.11, 2025, being a bylaw to amend the 2025-2029 Five Year Financial Plan to allocate \$7,500 of Electoral Area "I" Community Works Fund (Gas Tax) Reserve to the Apex Mountain Fire Hall Construction Project and transfer \$7,500 of Apex Mountain Fire Protection Operating Reserve funding from the Apex Fire Hall Construction Project to the Apex Mountain Fire Protection Operating Budget for the purposes of completing fire hydrant flow testing, be read a first, second and third time and be adopted. **-CARRIED**

- F.2 Community Works Fund (Gas Tax) Reserve Expenditure Bylaw – Olalla Reservoir Relining  
(Weighted Corporate Vote - 2/3 Majority)

**MOVED and SECONDED**

THAT Bylaw No. 3130, 2025, being a bylaw that authorizes the expenditure of \$50,000 from the Electoral Area “G” Community Works Fund (Gas Tax) Reserve for the purpose of relining the Olalla Water System Reservoir be read a first, second and third time and be adopted; and

THAT Bylaw No. 3102.13, 2025, being a bylaw to amend the 2025-2029 Five Year Financial Plan to allocate an additional \$50,000 from the Electoral Area “G” Community Works Fund (Gas Tax) Reserve to the Olalla Water System Reservoir Repairs & Equipment Project and reallocate \$76,150 of the Electoral Area “G” Community Works Fund (Gas Tax) funding from the Olalla Water System Critical Updates Project to the Olalla Water System Reservoir Repairs & Equipment Project, be read a first, second and third time and be adopted. **-CARRIED**

- F.3 2025-2029 Five Year Financial Plan Amendment – Similkameen Recreation Centre Repairs and Electoral Area “I” Smart Board Purchase

(Weighted Corporate Vote - 2/3 Majority)

**MOVED and SECONDED**

THAT Bylaw No. 3102.14, 2025, being a bylaw to amend the 2025-2029 Five Year Financial Plan to include expenditures for Similkameen Recreation Centre equipment repairs totaling \$5,000 to be funded from the Electoral Area “B-G” - Keremeos Recreation Facility Operating Reserve, and;

THAT for the purchase and installation of a smart board for Electoral Area “I” at a cost of \$11,000 to be funded from the Electoral Area “I” Rural Projects Operating Reserve, be read a first, second and third time and be adopted. **-CARRIED**

- F.4 Community Works Fund (Gas Tax) Reserve Expenditure Bylaw – Hedley Improvement District Well Feasibility Study

(Weighted Corporate Vote - 2/3 Majority)

**MOVED and SECONDED**

THAT Bylaw No. 3131, 2025, being a bylaw that authorizes the expenditure of \$100,000 from the Electoral Area “G” Community Works Fund (Gas Tax) Reserve to assist the Hedley Improvement District with a well feasibility study, be read a first, second and third time and be adopted; and

THAT Bylaw No.3102.15, 2025, being a bylaw to amend the 2025-2029 Five Year Financial Plan to include the additional expenditure of \$100,000 from the Electoral Area “G” Community Works Fund (Gas Tax) Reserve be read a first, second and third time and be adopted. **-CARRIED**

## **G. LEGISLATIVE SERVICES**

### **G.1 Okanagan Regional Library Trustee Appointment-2026**

(Unweighted Corporate Vote - Simple Majority)

#### **MOVED and SECONDED**

THAT the Board appoint Director Fedrigo as the RDOS' Okanagan Regional Library Trustee and Director Monteith as the alternate for 2026. **-CARRIED**

### **G.2 RDOS Committee Structure Pilot - 2026**

(Unweighted Corporate Vote - Simple Majority)

#### **MOVED and SECONDED**

THAT the Board supports a six-month pilot (January-June 2026) of a new Committee structure that includes a Committee of the Whole and Electoral Area Services Committee; and,

THAT the Board approves the Terms of Reference for the Committee of the Whole and the Electoral Area Services Committee dated December 2025 as amended to increase the meeting schedule to bi-monthly and attached to this report; and,

THAT the Board suspends the current committee structure during the six-month pilot except for the Protective Services committee; and,

THAT the Board direct staff to provide a report to the Board in June 2026 outlining the successes and obstacles of the pilot committee structure to determine the future action. **-CARRIED**

## **H. CAO REPORTS**

### **H.1 Terms of Reference for Senior Leadership Team**

(Unweighted Corporate Vote - Simple Majority)

#### **MOVED and SECONDED**

THAT the RDOS Board endorse the Terms of Reference for the Senior Leadership Team as outlined in the December 4, 2025, Board report. **-CARRIED**

### **H.2 Verbal Update**

#### **H.2.1 Strategic Priorities Board Amendments**

#### **H.2.2 Board Action Items Update**

## I. OTHER BUSINESS

### I.1 Chair's Report

### I.2 Directors Motions

#### I.2.1 Notice of Motion - Director Roberts

##### Funding Model for Route 50 Transit Service

WHEREAS the Regional District of Okanagan-Similkameen (RDOS) currently funds the Route 50 bus service based on a percentage allocation among participating jurisdictions;

WHEREAS this percentage-based model does not reflect the actual assessed property values within each jurisdiction, which is a more equitable basis for cost-sharing;

WHEREAS aligning the funding formula with assessed property values ensures fairness and consistency with other regional service funding models;

THEREFORE BE IT RESOLVED that the Board of the RDOS direct staff to amend the funding model for the Route 50 bus service from a percentage-based allocation, currently as follows:

Jurisdiction	Current Allocation
Town of Princeton	31%
Village of Keremeos	18%
Electoral Area "B"	3%
Electoral Area "G"	34%
Electoral Area "H"	13%
<b>TOTAL</b>	<b>100%</b>

to a formula based on the assessed value of properties within each participating jurisdiction.

### I.2.2 Notice of Motion - Director S. Coyne

THAT the Regional District of Okanagan-Similkameen (RDOS) engage with the City of Penticton to develop a Memorandum of Understanding (MOU) outlining mutual expectations and commitments relating to the operation of the Temporary Winter Shelter;

AND THAT the MOU include a Letter of Assurance from the City of Penticton confirming:

1. Continuation of Shelter Operations:  
That the Temporary Winter Shelter will remain open until the end of the original provincially funded operational timeline;
2. Non-Discriminatory Access:  
That the Temporary Winter Shelter will accept individuals from outside the City of Penticton when space is available, and that no preferential treatment or bias will be applied in determining access to the facility.

AND THAT the Regional District of Okanagan-Similkameen enter into an agreement with the City of Penticton regarding the RDOS's \$80,000 financial contribution through the Housing Initiatives Team, with the agreement to include the following provisions:

1. Regular Reporting:  
That the City of Penticton provide regular updates to the RDOS Board on the progress and implementation of the regional homelessness and housing strategy;
2. RDOS Representation:  
That the RDOS be granted a seat on the Housing Initiatives Team to ensure regional participation and oversight;
3. Project Continuity Assurance:  
That the City of Penticton provide a letter of assurance confirming that the project will remain funded for the full three-year term and that the initiative will not be interrupted, delayed, or cancelled due to political interference.

#### Purpose:

To promote regional equity in shelter access, ensure transparency and stability in homelessness initiatives, and formalize RDOS's role in ongoing regional housing partnerships.

## I.3 Board Members Verbal Update

**J. CLOSED SESSION**

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT in accordance with Section 90(1)(e), and (m) of the *Community Charter*, the Board close the meeting to the public on the basis of:

- the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the Regional District, and;
- a matter that, under another enactment, is such that the public may be excluded from the meeting. **-CARRIED**

*The meeting closed to the public at 11:38 am and reopened to the public at 12:29 pm.*

**L. ADJOURNMENT****MOVED and SECONDED**

THAT the meeting adjourn at 12:30 pm. **-CARRIED**

APPROVED BY:

*"Original Signed by"*

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M. Pendergraft, Chair

CERTIFIED CORRECT:

*"Original Signed by"*

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T. Batten, Corporate Officer