Okanagan Falls Incorporation Study Committee
Committee Meeting
April 16, 2024

MINUTES

MEMBERS PRESENT:	Debbie Rose	Eugene Dettling
	Judy Garner	Kelvin Hall
	Randy Ludwar	Eleanor Walker
	Ian Bowen	Kea Adachi
	Marcel Olsthoorn	Rick Wilson
EX-OFFICIO MEMBERS PRESENT:	Electoral Area "D" Director M. Taylor Alternate Director J. D'Andrea	
OTHERS PRESENT:	Allan Neilson, Neilson Strategies Inc. Sherry Hurst, Leftside Partners Inc. Natasha Horsman, Horsman Strategies Simon Rasmussen, Ministry of Municipal Affairs Rick Collins, Urban Systems	
STAFF PRESENT;	C. Malden, Corporate Officer / Deputy CAO D. Francisco, Senior Manager of Information Services K. Roemer, Clerk	

The meeting was called to order at 6:02 pm by Rick Wilson, Chair

A. INTRODUCTIONS

B. APPROVAL OF MINUTES

MOVED AND SECONDED
THAT the Minutes for the Okanagan Falls Incorporation Study Committee Meeting of February 5, 2024 be adopted. – **CARRIED**

C. STUDY PURPOSE and PROCESS
The consultants reviewed with the Committee the purpose and process for the Incorporation Study.

D. SERVICE SHEETS

1. The Local Roads Service Sheet was presented and reviewed by the committee. Rick Collins from Urban Systems spoke to the Urban Systems report. Discussion included but was not limited to:
    a. *Question asked about the cost for road drainage.*
        i. *Rick Collins responded that not a lot of money is being spent on road drainage currently.*
    b. *Question: What are the risks associated with the roads / drainage being "OK"*
        i. *Rick Collins responded there are some maintenance issues that could be addressed.*
    c. *Question asked about commercial vehicles vs residential vehicles and the impact on the roads.*
        i. *Rick Collins responded that a road that was built to a commercial vehicle standard every 25 years they would be expected to need reinvestment in it and a local road around every 40 years just over all but there are always exceptions.*
    d. *Question: If Incorporated would the Okanagan Falls tax payers be responsible for maintaining the roads that are used by the RDOS for the landfill, logging trucks, and other commercial vehicles.*
        i. *Rick Collins responded yes, and that is a very common question asked by municipalities and there are grants that can be applied for.*
    e. *Question: Is the capital cost for building new roads or for repair and maintenance of existing roads?*
        i. *It's not maintenance, that is covered under the operations and maintenance budget. The capital budget is more for roads that need greater work done than regular maintenance covers to extend the life of the road.*
    f. Question: Does the Province have any obligation to give the municipality good roads if incorporated?
        i. The Province does not have an "obligation" but generally speaking it's common to ask that roads be turned over in a decent condition.

    MOVED and SECONDED
    THAT the Local Roads Service sheet be endorsed as presented by the consultants, with reservations pending the Provincial Offer. **–CARRIED**

2. The Sewer and Utility Service Sheet was presented and reviewed by the committee. Discussion included but was not limited to:
    a. *Question: If another community wanted to tie into the Okanagan Falls sewage plant how would costs be recovered?*
        i. *Generally speaking if Okanagan Falls is Incorporated and another community ties into the sewer system they would have to become part of the Okanagan Falls municipality boundary as one option. Another option is having a service agreement for anyone using the system that is outside of the boundary.*
    b. *Question: Who pays for the service?*
        i. *Only those connected to the service pay for the service through user fees.*

    MOVED and SECONDED
    THAT the Sewer and Utility Service Sheet be endorsed as presented by the consultants -**CARRIED**

3. The Water Service Sheet was presented and reviewed by the committee. No discussion followed.

   MOVED and SECONDED
   THAT the Water Service Sheet be endorsed as presented by the consultants. **–CARRIED**

4. The Local Policing Service Sheet was presented and reviewed by the committee. Discussion included but was not limited to:
   a. *Question: Is the community currently meeting the provinces targeted collection of 33%?*
      i. *Yes the consultants believe Okanagan Falls is.*
   b. *Question:* W*hat would be the cost increase if the population surpasses 5,000?*
      i. *When the municipality grows to over 5,000 residents then the cost would increase from 33% to around 70%.*

   MOVED and SECONDED
   THAT the Local Policing Service Sheet be endorsed as presented by the consultants.
   -CARRIED

5. The Administration Service Sheet was presented and reviewed by the consultants. Discussion included but was not limited to:
   a. *Question: Would the municipality pay for the person that sits on the RDOS Board?*
      i. *The Regional District would pay the Municipal Director (and all directors) through the General Government service. The cost of the service would be recovered through requisitions sent to all jurisdictions, including a new Okanagan Falls municipality.*

   MOVED and SECONDED
   THAT the Administration Service Sheet be endorsed as presented by the consultants.
   -CARRIED

   b. The Economic Development Service Sheet was brought back to the committee for review. No discussion followed.

   MOVED and SECONDED
   THAT the Economic Development Service Sheet be endorsed as presented by the consultants. **–CARRIED**

E. COMMUNICATIONS and ENGAGEMENT

1. Consultants reviewed with the Committee all the information that has been posted on the study website and around the community.

F. QUESTIONS AND COMMENTS FROM THE PUBLIC IN ATTENDANCE

Members of the Public that were in attendance in person and online were given the opportunity to identify themselves and indicate if they lived in the study area to ask questions. Questions and discussion included but were not limited to:

a. *Question asked about how information will be given to the community.*
    i. *All information once gathered will be given to the community in a fashion that is understandable to everyone.*
b. *Question asked regarding the highways at the 7th and Maple strip that needs repairs / area of concern, will the neighbours be advised by Highways or by anyone of the adjustments that are being done within the budget and will they have a say on it?*
    i. *If the community chooses to incorporate then residents in the municipality will have input into decision that are made about the road systems including decisions that are made about traffic calming*
c. *Question: There was no mention of tourism, is there any budget if incorporated for tourism, parking, signage?*
    i. *In the Economic Development Service sheet tourism was mentioned in there as a portion of that service.*
d. *Question: When the time comes for voting who will be allowed to vote?*
    i. *Anyone who currently votes in Electoral elections will be allowed to vote.*

G. NEXT MEETING

1. The next meeting is confirmed for May 28, 2024 at 6:00pm.
2. The consultants will provide a brief preview of what to expect at the next meeting.

H. ADJOURNMENT

MOVED and SECONDED
That the meeting adjourn at 8:40 pm. **-CARRIED**