



**MINUTES OF A REGULAR MEETING OF THE OKANAGAN BASIN WATER BOARD HELD APRIL 7, 2009,
AT THE REGIONAL DISTRICT OF NORTH OKANAGAN, 9848 ABERDEEN ROAD, COLDSTREAM,
BRITISH COLUMBIA**

PRESENT:

Chair Brian Given	Regional District Central Okanagan
Director Doug Findlater	Regional District Central Okanagan
Director James Baker	Regional District Central Okanagan
Vice Chair Stu Wells	Regional District Okanagan-Similkameen
Director Michael Brydon	Regional District Okanagan-Similkameen
Director Gordon Clark	Regional District Okanagan-Similkameen
Director Rick Fairbairn	Regional District North Okanagan
Director Buffy Baumbrough	Regional District North Okanagan
Director Gyula Kiss	Regional District North Okanagan
Director Tom Siddon	Okanagan Water Stewardship Council
Director Toby Pike	Water Supply Association of BC
Director Tim Manuel	Okanagan Nation Alliance

OBWB STAFF:

Anna Warwick Sears	Executive Director
Nelson Jatel	Water Stewardship Director
Genevieve Dunbar	Office and Grants Administrator
Kellie Garcia	Research and Communications Coordinator

OTHERS:

Bernie Bauer	UBC Okanagan, Water Stewardship Council member
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1. CALL MEETING TO ORDER

Chair Given called the meeting to order at 10:06 am.

2. APPROVAL OF AGENDA

Moved by Director Pike

Seconded by Director Fairbairn

“That the agenda of the regular meeting of the Okanagan Basin Water Board of April 7, 2009 be approved as circulated.”

CARRIED

3. INTRODUCTION OF LATE ITEMS

Financial authorizations memorandum – Item 6.2.1
IHA Turbidity notification program – Item 6.7

4. ADOPTION OF MINUTES

4.1 Minutes of a Regular Meeting of the Okanagan Basin Water Board of March 3, 2009 at the Regional District Of Okanagan-Similkameen.

Moved by Director Baker

Seconded by Director Fairbairn

“That the minutes of the regular meeting of the Okanagan Basin Water Board of March 3rd, 2009 held at the Regional District of Okanagan-Similkameen be adopted as amended.”

CARRIED

5. STAFF REPORTS

5.1 Executive Director Report

Dr. Warwick Sears announced that the strategic planning session will be held on June 2 at the Regional District Okanagan Similkameen.

Dr. Warwick Sears told the Board that Dr. Larder was unable to attend the April and May Board meetings. He is tentatively scheduled for June 2, if it can be arranged to work around or complement the strategic planning session. Chair Given requested that Dr. Warwick Sears invite Dr. Larder to a later meeting rather than the June 2 meeting.

Moved by Director Baker

Seconded by Director Baumbrough

“That the Executive Director Report from Dr. Warwick Sears dated March 31, 2009 be received.”

CARRIED

5.2 Water Stewardship Director’s Report

Mr. Jatel told the Board that the new term of the Water Stewardship Council begins on Thursday, April 9. Six committees have been set up and action plans prepared for each committee. Guest speakers at the upcoming meeting will include Vic Jensen from the Ministry of Environment and representatives from the OCEOLA Fish & Game Club. A new Chair and Vice-Chair will be elected at the meeting.

Moved by Director Wells

Seconded by Director Baker

“That the Water Stewardship Director Report from Mr. Jatel dated April 1, 2009 be received.”

CARRIED

5.3 Office and Grants Administrator Report

5.3.1 Recommendations on 2009 WCQI Grants

Ms. Dunbar presented to the Board a summary of staff recommendations with regards to the Water Conservation and Quality Improvement Grants. The Board asked several questions regarding the staff recommendations, which Ms. Dunbar answered to their satisfaction.

A recess was called at 11:06 to allow regional directors to discuss staff recommendations for their specific jurisdictions (i.e., north, central, and south Okanagan). The meeting reconvened at 11:18 and the following motions were made:

Moved by Director Baumbrough

Seconded by Director Kiss

“That the Okanagan Basin Water Board approve the Water Conservation and Quality Improvement Grant staff recommendations for the North Okanagan as received.”

CARRIED

Moved by Director Findlater

Seconded by Director Baker

“That the Okanagan Basin Water Board approve the Water Conservation and Quality Improvement Grant staff recommendations for the Central Okanagan as received.”

CARRIED

Moved by Director Wells

Seconded by Director Brydon

“That the Okanagan Basin Water Board approve the Water Conservation and Quality Improvement Grant staff recommendations for the South Okanagan as received.”

CARRIED

Director Pike abstained from voting on all resolutions regarding the grant program.

5.4 Research and Communications Coordinator Report

Ms. Garcia told the Board about World Water Week events that occurred between March 24 and 27. Ms. Garcia also provided a summary of March media and of recent and upcoming presentations and networking events.

Moved by Director Baker

Seconded by Director Fairbairn

“That the Update on Communications memorandum from Ms. Garcia dated March 30, 2009 be received.”

CARRIED

6. NEW AND UNFINISHED BUSINESS

6.1 Hydrometric Monitoring Report – presentation by Don Dobson

Hydrologist Don Dobson presented the results of a study that determined hydrometric requirements for the Basin. He reported that 156 government stations have been discontinued in the Okanagan since the 1980s, and the current network of 25 Water Survey of Canada stations is not adequate. The study indicates that a network of 160 stations in full operation by 2013 is required for best management. Hydrometric (water level and streamflow) information is essential for water supply management, regional flood and drought forecasting, and assessment of aquatic ecosystem health.

Moved by Director Clark

Seconded by Director Baker

“That the Okanagan Basin Water Board receive the report by Dobson and Letvak and consider the report recommendations in the upcoming OBWB strategic planning session.”

CARRIED

6.2 Signing Authority for OBWB finance at Central Okanagan Regional District

Moved by Director Fairbairn

Seconded by Director Clarke

“WHEREAS it is desirable for the Okanagan Basin Water Board (hereinafter called the “Corporation”) to authorize certain of its officers to, inter alia, sign cheques, deposit promissory notes and cheques, receive paid cheques, obtain and deliver from the Corporation’s bankers, copies of all or any stocks and bonds;

NOW THEREFORE, the Corporation hereby enacts as follows:

1. *That all cheques of the corporation drawn on its General Accounts be signed on its behalf by Brian Given, Chair; Doug Findlater, Director; or James Baker, Director; and signed/countersigned by any one of the following: Marilyn Rilkoff, Manager of Finance and Administration, or Harold Reay, Chief Administrative Officer of the Regional District of Central Okanagan.*
2. *That Marilyn Rilkoff, Manager of Finance and Administration, and Harold Reay, Chief Administrative Officer be and is/and are hereby authorized for and on behalf of the Corporation to negotiate with, deposit with or transfer to the Corporation's Bank (but for the credit of the said Corporation only) all or any Bills of Exchange. Promissory notes, Cheques and Orders for payments of money and other negotiable paper, and for the said purpose to endorse the same or any of them on behalf of the said Corporation either in writing, rubber stamp, or electronic printer.*
3. *That Marilyn Rilkoff, Manager of Finance and Administration, and Harold Reay, Chief Administrative Officer be and is/are hereby authorized for and on behalf of the said Corporation from time to time to arrange, settle, balance and certify all books and accounts between the said corporation and the bank; and to receive all paid cheques and vouchers unpaid and unaccepted bills of exchange and other negotiable instruments.*
4. *That Marilyn Rilkoff, Manager of Finance and Administration, and Harold Reay, Chief Administrative Officer be and is hereby authorized for and on behalf of the said Corporation to obtain delivery from the said bank for all or any stocks, bonds or other securities held by the said Bank in safe-keeping or otherwise for the account of the said Corporation and to give valid and binding receipts thereof.*
5. *That this resolution be communicated to the said Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being the Branch of the Bank at which the Account of the said Corporation is kept and receipt of such notice duly acknowledged in writing."*
6. *This resolution shall take effect on the 1st day of May, 2009.*

"That the Signing Authority Resolution be approved as presented."

CARRIED

6.2.1. Financial authorizations

Moved by Director Baker

Seconded by Director Baumbrough

“That the accounting firm of BDO Dunwoody be appointed as the auditors of the Okanagan Basin Water Board for the fiscal year of 2008-2009, and until such time as the Water Board changes this appointment.”

AND FURTHER THAT

“That the job duties of the Okanagan Basin Water Board Executive Director are as amended:

The role of the Executive Director is to provide leadership for the entire OBWB program, ensuring smooth operation of Board programs, managing staff, and working with the Board and Okanagan Water Stewardship Council to develop long-term strategic plans. The Executive Director reports directly to the Okanagan Basin Water Board and acts as Board representative and primary point of contact for political leaders, First Nations, senior government officials and staff. The Executive Director is responsible for the following functions:

General

- *Responsible for the day-to-day operations of Water Board programs.*
- *Works with Board Chair and Directors to set the agenda for Board meetings and address action items arising from those meetings.*
- *Manages budgets and funding allocations for Board programs and pass-through funding for Water Supply and Demand Study and other senior government initiatives, with administrative authority for Board bank and credit accounts.*
- *Manages Board human resources, addresses overall staffing needs and concerns of individual staff members.*
- *Primary media contact for Board issues. Works with staff to develop communication approaches for Board initiatives.*
- *Prepares correspondence on behalf of the Board.*

Water Management

- *Supervises Water Stewardship Director and Coordinator in developing and implementing the Water Stewardship Council’s Sustainable Water Strategy and other programs. Works with Water Stewardship Director to develop Council work plans and analyze water management issues.*
- *Represents the Board on working groups of Water Supply and Demand Study, Groundwater Assessment of the Okanagan Basin, and other senior government initiatives.*
- *Administers Sewage Facilities Grants program.*

Eurasian Watermilfoil

- *Takes primary responsibility for the interface between the watermilfoil program, local government, and environmental regulators.*
- *Provides administrative oversight for watermilfoil operations, working with Field Supervisor on budgeting and staffing issues.”*

CARRIED

6.3 Co-op student MOU for Water Supply & Demand Project

Moved by Director Baumbrough

Seconded by Director Kiss

“That the Okanagan Basin Water Board enter into a Memorandum of Understanding with the Ministry of Agriculture and Lands to provide support for a summer student to work on the Water Supply & Demand Project.”

CARRIED

6.4 Streamlined Water Use Reporting Pilot proposal support

Dr. Warwick Sears told the Board that an application has been submitted to Infrastructure Canada’s Building Communities Fund to develop a streamlined water use reporting web-based tool. Based on costs of similar tools developed for the Water Supply & Demand project and for the Ministry of Agriculture, the cash budget for the project is \$231,000 with the grant providing 2/3 or \$153,846. The project requires one-third matching funds and a resolution from the Board.

A discussion ensued regarding the project budget, and whether the full match would be provided by senior government. Dr. Warwick Sears suggested that the Board make funding of the project contingent on 2/3 funding from Infrastructure Canada.

Director Fairbairn asked if additional funding is available to augment the OBWB portion of the project.

Dr. Warwick Sears said that staff will pursue additional funding from the MoE and other sources to reduce the OBWB contribution.

Moved by Director Clark

Seconded by Director Baker

“That the Okanagan Basin Water Board endorses the March 16th proposal to the Building Canada Fund – Building Communities component to support the development of a Streamlined Water Use Reporting system for the Okanagan Basin, contingent on the Building Canada Fund providing a full 2/3 contribution to the allowable costs of the project.”

CARRIED

6.5 NR Can Regional Adaptation Collaboratives proposal support

Moved by Director Baumbrough

Seconded by Director Baker

“That the Okanagan Basin Water Board supports the NR Can Regional Adaptation Collaboratives proposal for “Advancing Adaptation Decision Making in the Okanagan Basin,” committing a total of \$160,000 in cash from the Okanagan Water Supply & Demand Project and \$75,000 in-kind contributions of OBWB staff time over the fiscal years of 2009-'10, 2010-'11, and 2011-'12 .”

CARRIED

6.6 Appointment of OBWB Executive Committee

Chair Given requested that the Board consider the appointment of an Executive Committee to the OBWB that would help the Chair and Executive Director make recommendations to the Board, address personnel issues, and mediate sensitive political matters before bringing them to the full Board. The Executive Committee would not take independent action without the support of the Board.

Discussion ensued regarding the need, function, and constitutional basis for the formation of such a committee. The Board decided that more discussion and research must be conducted before a decision can be made.

Moved by Director Baker

Seconded by Director Kiss

“That a decision regarding an Executive Committee be deferred until the matter can be discussed at the June strategic planning session.”

CARRIED

6.7 Turbidity Notifications – Interior Health Authority

Director Pike provided an update on the turbidity notification program currently under development by the Ministry of Healthy Living and Sport. The new program is based on a “decision tree” that provides water suppliers with more opportunity to use their professional judgment to decide when turbidity alerts are needed. Changes that are proposed are good from a technical perspective, but the new program seems to be lacking an effective communications plan. The spring freshet is coming soon and water suppliers in the Okanagan have not been notified about the new program. It is not clear whether program information will come from the Province or the Interior Health Authority.

7. CORRESPONDENCE

7.1 Letter from City of Vernon regarding SILGA and reservoir lots

Moved by Director Baumbrough

Seconded by Director Baker

“That the letter from the City of Vernon dated March 11, 2009, responding to the OBWB request for support in encouraging SILGA to pass a resolution against the sale of leased lots on upper-watershed drinking water reservoirs, be received.”

CARRIED

7.2 Letter from Lloyd Manchester regarding reservoir lots

Dr. Warwick Sears told the Board that Mr. Manchester would be attending the next OBWB meeting (May). She suggested that the best way for the Board to deal with this issue is to develop a formal policy that addresses the issues identified in the letters received from Mr. Manchester and the Millers.

Mr. Jatel suggested that the Board send a formal response letter to Mr. Manchester and Mr. and Mrs. Miller that includes a copy of the policy, once it is developed.

A discussion ensued regarding the policy format and content.

Moved by Director Findlater

Seconded by Director Clark

“That staff prepare a draft OBWB policy regarding the sale of leased lots on upper drinking water reservoirs.”

CARRIED

7.2.1 Letter from Mr. and Mrs. Miller

8. NEXT MEETING

8.1 The next meeting of the Okanagan Basin Water Board will be May 5, 2009, at the Regional District of Central Okanagan.

9. ADJOURNMENT

Moved by Director Wells

“That there being no further business, the regular meeting of the Okanagan Basin Water Board of April 7, 2009 be adjourned at 2:31 pm.”

CARRIED

Certified Correct:		
Chair		Executive Director