

## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, June 18, 2020

RDOS Boardroom – 101 Martin Street, Penticton

### SCHEDULE OF MEETINGS

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9:00 am	-	11:00 am	Corporate Services Committee
11:00 am	-	11:45 am	Environment and Infrastructure Committee
11:45 am		12:00 pm	Break
12:00 pm	-	2:30 pm	RDOS Board

***“Karla Kozakevich”***

Karla Kozakevich  
RDOS Board Chair

2020 Notice of Meetings			
June 18	RDOS Board		Committee Meetings
July 2	RDOS Board		Committee Meetings
July 16	RDOS Board	OSRHD Board	Committee Meetings
August 6	RDOS Board		Committee Meetings
August 20	RDOS Board	OSRHD Board	Committee Meetings
September 3	RDOS Board		Committee Meetings
September 17	RDOS Board	OSRHD Board	Committee Meetings



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**  
**Corporate Services Committee**

Thursday, June 18, 2020  
9:00 am

**AGENDA**

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**A. APPROVAL OF AGENDA**

**RECOMMENDATION 1**

**THAT the Agenda for the Corporate Services Meeting of June 18, 2020 be adopted.**

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**B. 2021 RDOS BUDGET PUBLIC ENGAGEMENT PROCESS**

1. Report
2. Engagement Strategy

**RECOMMENDATION 2**

**THAT the Board of Directors implement the administrative recommendations for the 2021 RDOS budget public engagement process as contained in the report of June 18, 2020.**

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**C. COMMUNICATIONS UPDATE**

1. Report
  2. CivicReady Notification Options - Mark Up
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**D. 2020 UBCM PROPOSED RESOLUTION -EFFECTIVE ENFORCEMENT OPTIONS FOR DEVELOPMENT PERMITS**

1. Report

**RECOMMENDATION 3**

**THAT Committee instruct staff to bring forward options for bylaw amendments to allow for the ticketing of development permit infractions rather than pursue legislative changes through a resolution to UBCM.**

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**E. 2020 UBCM CONVENTION – FOR INFORMATION ONLY**

1. Report
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**F. CITIZEN SURVEY**

1. Report
  2. Proposed Survey
  3. Previous Survey Question Sets
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**G. ADJOURNMENT**

## ADMINISTRATIVE REPORT

**TO:** Corporate Services Committee

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** RDOS Budget Public Consultation

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**Administrative Recommendation:**

**THAT the Board of Directors implement the administrative recommendations for the 2021 RDOS budget public engagement process as contained in the report of June 18, 2020.**

**Purpose:**

To establish a comprehensive plan for gathering feedback and sharing information about the proposed 2021 RDOS budget.

**Business Plan Objective:**

KSD 1.1 – To be an effective, fiscally responsible organization

KSD 2.1 – to provide a high level of customer service

**Background:**

In 2020, videos were created for each Electoral Area draft budget and posted on the RDOS YouTube channel. Information releases provided links to the videos as well as additional budget information. Links were also posted on the Electoral Area News web pages.

**2020 RDOS Electoral Area Budget Videos Online – January 23, 2020**

[http://www.rdosmaps.bc.ca/min\\_bylaws/NewAndEvents/Press\\_Releases/2020/20200123\\_RDOS\\_2020\\_Budget\\_Info\\_Release.pdf](http://www.rdosmaps.bc.ca/min_bylaws/NewAndEvents/Press_Releases/2020/20200123_RDOS_2020_Budget_Info_Release.pdf)

**Analysis:**

Establishing procedures for booking and organizing public presentations, and employing the use of videos and an online engagement platform are key elements in the development of a successful and transparent budget consultation process.

2020 budget videos received an average of 50 views each. The RDOS Budget Overview video received approximately 90 views. The videos included powerpoint slides used during budget presentations. The videos provided residents with an on-demand option about draft budgets for each Electoral Area. The videos also offered an alternative to public meetings.

**Alternatives:**

The RDOS Regional Connections public engagement website can be used to gather feedback on proposed changes and existing services. This feedback would then be incorporated into the powerpoint presentations for the proposed 2021 draft budgets, and incorporated into separate videos for each.

In addition, electronic public meetings in place of in-person meetings with the Finance Manager would offer another option for residents. This would limit the need to travel during often inclement conditions. The electronic meetings can be facilitated through the Webex platform or via YouTube. Questions and comments can be gathered in realtime through email or phone.

**Communication Strategy:**

All public engagement activities will be promoted using the RDOS website, Facebook page and CivicReady Mass Notification System. Information releases and media advisories will also be shared throughout the process. In addition, all materials, meetings and videos will be posted on the RDOS Regional Connections online public engagement platform, as well as the RDOS website and Facebook page.

**Respectfully submitted:**

*"Christy Malden"*

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C. Malden, Manager of Legislative Services

## **RDOS 2021 Budget**

### **Public Engagement Overview**

#### **Strategy**

Create a 2021 Budget tab on the RDOS Regional Connections website to provide a comprehensive overview of the public engagement process.

Include the following:

- Board Review Process and Timeline: First, Second and Third Reading
- Public Engagement Opportunities: Feedback and Questions

#### **Engagement Material:**

- Information Release: Public Engagement Opportunities and Timeline
  - Include Budget Fact Sheet: Regional District Structure and Legislative Requirements
- Regional Connections Editorial Content: Message from the Chair
- Videos and PowerPoint: RDOS and Electoral Area Proposed Budgets
  - Provide link to Power Point presentations which are updated throughout the process

#### **Public Input:**

- Budget Workshops & Board Meetings
- Electronic Public Meetings with PowerPoint: Webex Platform on YouTube
  - Public participation through email and phone
- Electoral Area Public Meeting: Finance Manager via Webex Platform On Screen or In Person
- RDOS Regional Connections: Feedback and Questions via Email
- Drop off or Mail Letter or Email directly to the RDOS

#### **Public Notification:**

- RDOS Website
- Regional Connections Website
- RDOS Calendar
- RDOS Facebook
- Newspaper and Online Advertising
- CivicReady Mass Notification System

#### **2021 Budget Timeline**

- November/December 2020: Three Board Workshops – Open to the Public
- January 2021: First Reading – Open to the Public
- Finance Manager creates proposed budget Power Point presentations
  - Includes RDOS 2021 and Electoral Area Budgets
  - Budget slides are updated throughout the process and available to view on the RDOS website
- February 2021: Second Reading
- March 18, 2021: Final Reading

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Communications Update

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**Purpose:**

To streamline internal and external RDOS communications through electronic notification, information updates and regular meetings and discussions.

**Reference:**

CivicReady Notification Options

**Business Plan Objective:**

KSD#2: Optimize the Customer Experience

**Background:**

CivicReady

The RDOS uses the CivicReady Mass Notification System to update residents (who have signed up for the service) on topics of interest in their area. Notifications can be sent via email, text message or phone call by either using text-to-voice or creating a pre-recorded message. As indicated on the original notification options document, not all groups were enabled to receive notifications across all platforms. This is limiting for residents who, for example, may not have internet access due to their rural location.

Issues?

1. Threshold for use of CivicReady for Emergency Notifications
2. Inter-departmental consistency
3. Clear definition of expectations (what citizens received vs. what they signed up for)
4. How & when do Directors get notified of a news burst?
5. When do we use CivicReady v. other social media platforms?

**Analysis:**

CivicReady

Expanding the use of the CivicReady platform provides additional opportunities to share information with residents. Users can choose their preferred method of contact (email, text or

phone call) to receive notifications about community events including open house and town hall meetings and workshops, land use changes relating to applications and projects, public safety notifications, sewer and water systems, regional recreation and emergency notices. In order to provide more opportunities for residents to receive notifications, the restrictions on CivicReady groups will be removed. All notifications on the CivicReady platform will be available via email, text message or text-to-voice/pre-recorded phone call.

Notifications will be sent when there is a change to regular service, when notices are advertised in newspapers or on social media, to inform residents of RDOS events and meetings, and at the discretion of the Emergency Operations Centre (EOC) to inform residents about public safety and emergency situations. CivicReady will be used to inform RDOS board members in advance of the public messaging relating to public safety and emergency situations.

Residents will be encouraged to sign up for CivicReady notifications whenever possible, including during open house and town hall meetings, at RDOS facilities, through the RDOS and EOC websites, Facebook and RDOS information releases. Staff are currently exploring a text-to-register option to facilitate easy sign up, and are exploring hosting registration sessions. These would be similar to an open house format where participants receive a brief presentation about the CivicReady platform followed by sign up and registration assistance.

Staff are also in discussion with CivicReady regarding the Alert Me mobile app. If feasible, residents will also be encouraged to download this app during regular CivicReady promotions.

#### Intercommunications Committee

By establishing an Intercommunications (InterComm) Committee, departments can meet regularly to discuss upcoming projects and support public outreach initiatives including, but not limited to the RDOS website and social media, CivicReady, brochures, and community events and will help in providing regular, consistent updates via standard communication methods.

#### Additional Tools

Templates are another tool that will help coordinate communications across RDOS messaging. Using templates ensures writing voice remains the same across departments and having them readily available means communication can be disseminated quicker and more efficiently. Templates for CivicReady notifications, routine correspondence such as public notices and other publications in print and online, including processes for use will be developed accordingly. Templates are currently being used in the EOC.

RDOS Board Members can also help streamline corporate communications. The Chair is designated to speak on behalf of the RDOS for all matters including corporate information. The Chair can also designate an Area Director or staff to speak on behalf of the RDOS. In the event an isolated incident takes place in an Electoral Area, the Communications Coordinator may work with the Area Director to provide background information, speaking notes and an updated status report. Official statements on behalf of the Board come from the Chair, including directives, next steps and

policies. Any statements or comments from individual board members should be on their respective letterhead, or posted with a disclaimer indicating the comments are their own, and not the official position of the RDOS.

## CivicReady

Be Safe – Be Informed – Be Involved in Your Community!

Sign Up Now For Routine & Emergency Notifications!

We want to make sure our citizens are safe, informed and involved in their communities. CivicReady® Mass Notification System is a communication service available to our residents to receive emergency and routine notifications. You have the ability to customize your notification preferences once signed up. Communications can be received through email, text and/or phone call. Your notification preferences, account information and groups can be managed by signing in below. The information you provide is confidential and will not be shared.

To learn more about the CivicReady Mass Notification [Click Here.](#)

What kinds of notifications should you expect to receive?

Group	Description
Community Events	Get notified when any RDOS events are happening in your area i.e.: Town Halls Meetings, Open Houses, Workshops etc.  <del>(Notification method used: Email Only)</del>
Curbside Garbage and Recycling Collection	Be informed of changes or concerns to collection of garbage, recycling, yard waste or large items from rural RDOS properties  <del>(Notification method used: Email &amp; Text Messages)</del>
Emergency Notifications	Receive Emergency Operations Center (EOC) updates on evacuation alerts, orders and rescinds, as well as, information regarding sandbag locations, Emergency Support Services (ESS) locations, public information meetings and wildfire updates in your area  <del>(Notification method used: Email, Text Message and Text to Voice Phone Call)</del>

Land Use Changes: Applications	<p>Receive notifications on Bylaw Amendment (rezoning) applications in your area. Notifications will include dates for Public Information Meetings, Advisory Planning Commission meetings, and Public Hearings</p> <p><del>(Notification method used: Email Only)</del></p>
Land Use Changes: Projects	<p>Receive notifications for larger projects such as Official Community Plan reviews taking place in your area.</p> <p><del>(Notification method used: Email Only)</del></p>
Landfills and Recycling	<p>Find out about programs and changes at all RDOS managed Landfills including Campbell Mountain (Penticton), Oliver, Okanagan Falls and Keremeos Landfills. Also be informed about new recycling programs at landfills and at businesses in the community.</p> <p><del>(Notification method used: Email Only)</del></p>
Public Safety Notifications	<p>Alerts or notifications will be issued in the event of a wildlife conflict issue such as: Warning – Bears in your area</p> <p><del>(Notification method used: Email Only)</del></p>
Regional Recreation	<p>Sign up to receive our e-newsletter for the RDOS operated rec programs (Kaleden – Area I, OK Falls – Area D, Naramata – Area E, West Bench – Area F, and Similkameen Area G).</p> <p>Get notified when RDOS recreation events and programs are happening in and around your area, i.e.: Physical Activity Trailer (PAT), general recreation and fitness programs, special events. (Currently Electoral Areas D, E, F, G and I only)</p> <p><del>(Notification method used: Email, Text Message and Text to Voice Phone Call)</del></p>

Sewer Systems	<p>Alerts or notifications will be used for events that directly affect the RDOS owned and managed sewer system and its users such as: system upgrades or construction, maintenance, cleaning, flushing, system issues or meetings (Okanagan Falls Treatment Plan, Gallagher Lake Sewer)</p> <p><del>(Notification method used: Email, Text Message and Text to Voice Phone Call)</del></p>
Water Systems	<p>Alerts or notifications will be issued for events that directly affect the RDOS owned and managed water system and its users such as: Water Quality Advisories, Boil Water Notices, system upgrades or construction. Maintenance related water disruptions, watering restrictions, system issues or meetings (Faulder, Naramata, Sage Mesa, Sun Valley, Olalla, West Bench and Willowbrook.</p> <p><del>(Notification method used; Email, Text Message and Text to Voice Phone Call)</del></p>

**TO:** Corporate Services Committee

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Effective Enforcement Options for Development Permits

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**Administrative Recommendation:**

**THAT Committee instruct staff to bring forward options for bylaw amendments to allow for the ticketing of development permit infractions rather than pursue legislative changes through a resolution to UBCM.**

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**Background:**

The Regional District has a history of frustration with retroactive enforcement for contravention of development permits. There was a contemplation of sending a resolution forward to UBCM to recommend a legislative change to the Province to enable enforcement in the Local Government Act, other than seeking a court injunction.

Under Section 488(1) of the *Local Government Act*, the Regional District has authority to designate development permit areas for, amongst other things:

- *the protection of the natural environment its ecosystems and biological diversity;*
- *the protection of development from hazardous conditions;*
- *the protection of farming; and*
- *the form and character of commercial, industrial or multi-family residential development.*

At present, there is no authority under the *Local Government Act*, the *Community Charter* or the *Local Government Bylaw Notice Enforcement Act* that would allow a local government to enforce violations to a development permit requirement.

Rather, violations of a development permit are seen to be against Section 489 (Activities that require a development permit) of the *Local Government Act* and not a local government bylaw.

Accordingly, the only recourse available to a local government seeking to enforce a development permit is by way of civil proceeding in B.C. Supreme Court, which is costly, administratively onerous and time consuming.

This issue has previously been considered at the UBCM Annual Convention on three different occasions:

- “Development Permit Areas: Enforcement” (2003);
- “Enforcement of Development Permits” (2011); and
- “Development Permit Area Requirements: (2019).

The 2003 Resolution, which was endorsed by the Convention, requested that “legislative changes be made to the *Local Government Act* to provide local governments the ability to levy fines and/or other

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enforcement tools, for use when development permit requirements associated with environmental protection have been violated.”

In response, the province advised that a bylaw notice enforcement system (then “being tested in selected locations” and anticipated to be available to all municipalities by 2005) would “permit the levying of monetary penalties for simple bylaw contraventions and an administrative, rather than judicial, forum for handling disputed allegations.” The province further considered that municipalities could seek injunctions against actions that contravene their bylaws.

The 2011 Resolution, which was endorsed by the Convention, requested “the provincial government make changes to the *Local Government Act* to permit local governments to issue tickets and initiate prosecution through municipal ticketing processes to enforce ...” development permits.

In response, the province advised that they considered this to be a “new interpretation of how the legislation governing the enforcement of development permit violations operates” and that “the Ministry will look into this issue further and will clarify if needed.” It is not clear if any clarification from the province was forthcoming.

The 2019 Resolution, which was endorsed by the Convention, requested “the provincial government improve enforceability of development permit area requirements by enabling local governments to enforce violations by way of prosecution, ticket or bylaw notices.

In response, the province advised that it considers local governments already have the ability to enforce development permit violations through ticketing “where the development permit requirements are established in a regulatory manner in the bylaw. For example, some local governments have included development permit rules in the matters that can be enforced under their Municipal Ticket Information bylaws ...”

#### UBCM Resolutions:

While local governments are encouraged to submit resolutions for consideration at the annual UBCM Convention through their local Area Association (e.g. Southern Interior Local Government Association), resolutions may also be submitted directly to UBCM prior to June 30<sup>th</sup> of each year.

#### **Analysis:**

In light of the recentness in which a similar resolution regarding the enforceability of development permits was endorsed at a UBCM Annual Convention, that the provincial government has advised that it considers local governments to already have the necessary authority under the Act to ticket development permit infractions and that no legislative changes are currently being contemplated, Administration is recommending that a resolution on this matter not be forwarded to the UBCM for consideration.

That said, Administration does consider there to be merit in exploring bylaw amendments, either to the Regional District’s Electoral Area Official Community Plan (OCP) Bylaws or Bylaw Notice Enforcement Bylaw or other applicable bylaws to allow for ticketing of development permit violations.

Accordingly, it is further recommended that Administration be directed to bring forward options to a forthcoming meeting of the Planning and Development (P&D) Committee regarding such amendments in order that bylaw infractions may be ticketed.

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**Alternative:**

THAT the Board of Directors submit the following resolution for consideration at the UBCM Convention:

*WHEREAS development permit violations are seen as being against the Local Government Act and not local government bylaws;*

*AND WHEREAS local governments do not have the authority to penalize property owners through ticketing or prosecution in provincial court for these development permit violations:*

*THEREFORE BE IT RESOLVED that UBCM lobby the provincial government to make changes to the Local Government Act to permit local governments to issue tickets and initiate prosecution through municipal ticketing processes to enforce the prohibitions in s. 484 and the requirement s. 501 that land be developed strictly in accordance with the permit.*

**Respectfully submitted:**

  
C. Garrish, Planning Manager

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 2, 2020

**RE:** 2020 UBCM Convention – For Information Only

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The Union of BC Municipalities (UBCM) convention will take place September 22 through 24 in a virtual format, as a result of the COVID-19 pandemic. Exact details of the virtual platform will be released in late June. Cabinet Ministers and provincial staff will still be receiving resolution requests in an abbreviated format.

The typical process involves the Board identifying issues they would like to discuss with the Province. Administration will then submit the list along with the issue/purpose, background and expected outcome. Shortly before the convention, we will be advised of a meeting time if our meeting request has been approved.

***The Deadline to request meetings has not be determined as of yet.*** Further discussion on the details and process for booking UBCM meetings will take place at the Corporate Services meeting of July 2; however, Directors with an interest in having issues considered should provide those, on the form approved in the *UBCM Meeting Request Policy*, to the Manager of Legislative Services prior so they can be distributed with the report for July 2.

In 2019, meetings were requested with Ministers and/or Senior Provincial Staff on the following topics:

Minister	Topic
Forests, Lands, Natural Resource Operations & Rural Development	Chain Lake Dam
Forests, Lands, Natural Resources Operations & Rural Development	OBWB Milfoil Program
Forests, Lands, Natural Resource Operations & Rural Development	Christie Memorial Aster
Environment - Deputy Minister Mark Zacharias	Single Use Plastics
Environment - Deputy Minister Mark Zacharias	National Park Consultations and negotiations to include areas A, B, C, and G.
Staff	Topic
Municipal Affairs & Housing	Incorporation of OK Falls
Forests, Lands & Natural Resources	Permitting for works in creeks/streams
Forests, Lands & Natural Resources	Cutting Practices in mixed use areas and watersheds

Health	Physician Recruitment and Retention
Health	Okanagan Falls Primary Care Space
Health	Rural Prace Subsidy Formula
Municipal Affairs & Housing	Options on new funding Streams - Housing for OK Falls
Tourism, Arts & Culture	Support for local rural economic development and tourism funding.
Transportation & Infrastructure	Road Right of Way Maintenance
Transportation & Infrastructure	Sport Bicycles on narrow agricultural roads. Signage, license fees and penalty fines
Public Safety and Solicitor General	Use of Community gas tax for rural volunteer/on call fire department/Funding Rural Fire Departments

Due to the cancellation of the in-person conference, hotel rooms have been cancelled. If any Directors have booked their own accomodations, they may wish to proceed with cancellation of those accomodations at this time, as well.

**Respectfully submitted:**

*"C. Malden"*

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C. Malden, Manager, Legislative Services

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Citizen Survey 2020

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The Regional District of Okanagan-Similkameen (RDOS) Citizen Survey provides an opportunity to engage and educate residents about local government services. The Citizen Survey will also help determine how informed residents are about those services, and their level of satisfaction. Feedback and opinions gathered from residents is vital to the effective delivery of local government services, just as customer surveys are to private sector companies

The RDOS will use the data from the Citizen Survey to gauge customer satisfaction with services and programs, and to determine where improvements and public education can be advanced.

**Purpose:**

To determine and guide educational and engagement strategies to promote RDOS services and programs, and to learn how and where residents prefer to get information about their local government.

**Reference:**

Proposed Survey

**Business Plan Objective:**

KSD#2: Optimizing the Customer Experience

**Background:**

The last Citizen Survey was conducted in 2017 through phone calls and online polls. It had several open-ended questions for citizens to share what they like, what they want to see, how they can become more involved in decision making. The survey focused on identifying citizen involvement barriers.

**Analysis:**

The 2020 Citizen Survey seeks to establish how and to what level of frequency the public uses RDOS services, how satisfied they are with those services, and what their sources are for learning about changes to those services.

This survey information will help RDOS staff better communicate with the public. For example, if the majority of respondents cite the corporate website as their main source of information but rate

the site as difficult to navigate, staff can take appropriate measures to ensure information continues to be posted. Changes could be explored such as different layout options to make accessing the information easier for the end user, and ultimately improving the customer service experience.

The 2020 Citizen Survey will be created using Lime Survey software, and facilitated through the RDOS Regional Connections public engagement website. Regional Connections will include a project timeline and links to RDOS departments and services. Results from the survey will be shared internally across departments to develop action plans as required based on the recommendations generated from the survey. Results from the survey, including the action plans, will be shared with the public as the final stage of engagement through the Regional Connections website.

**Alternatives:**

Postpone the Citizen Survey until 2021.

**Respectfully submitted:**

*"Christy Malden"*

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C. Malden, Manager of Legislative Services

# Regional District of Okanagan-Similkameen (RDOS)

## 2020 Citizen Survey

Tell us about yourself, your community and how we can serve you better. This survey will take approximately 10 minutes to complete.

### Getting to know you

1. Which Electoral Area do you live in?
  - ☐ Electoral Area "A" – Osoyoos Rural
  - ☐ Electoral Area "B" – Cawston
  - ☐ Electoral Area "C" – Oliver Rural
  - ☐ Electoral Area "D" - Skaha East and OK Falls
  - ☐ Electoral Area "E" – Naramata
  - ☐ Electoral Area "F" – Okanagan Lake West/West Bench
  - ☐ Electoral Area "G" Keremeos Rural/Hedley
  - ☐ Electoral Area "H" Princeton Rural
  - ☐ Electoral Area "I" Skaha West, Kaleden and Apex
2. How long have you lived in the RDOS?
  - ☐ 0 - 10 years
  - ☐ 10 - 20 years
  - ☐ 20+ years
3. Is your principal residence in the RDOS?
  - ☐ Yes
  - ☐ No
4. Do you use Email and Social Media? Please select all that apply:
  - ☐ Facebook
  - ☐ Twitter
  - ☐ Instagram
  - ☐ LinkedIn
  - ☐ I do not use social media
5. Do you follow the RDOS on social media?
  - ☐ Yes
  - ☐ No
  - ☐ I do not use social media

Please rate the following 3 questions.

1 = poor

2 = below average

3 = average

3 = above average

5 = excellent

6. How do you rate the overall quality of life in your community?

7. How do you rate your community as a place to raise children?

8. How do you rate your community as a place to retire?

9. In your opinion, what is the single most important issue facing the Regional District of Okanagan Similkameen; that is, the one issue you feel should receive the greatest attention?

Please note: the RDOS does not maintain roads or highways. The Province contracts this work to AIMRoads.

- ☐ Vacation Rentals
- ☐ Climate Change
- ☐ Unsightly premises
- ☐ Homelessness
- ☐ Dogs at large, no clean up, barking
- ☐ Residential growth
- ☐ Water quality and protection
- ☐ Crime Prevention
- ☐ Sewer
- ☐ Health Care
- ☐ Land Preservation/Agriculture
- ☐ Taxes
- ☐ Environment
- ☐ Recreation (Parks and Trails)

10. How satisfied are you with each of the following services?

- ☐ Parks/Trails
- ☐ Recreation Facilities and Programming
- ☐ Public Transit
- ☐ Emergency Planning and Response
- ☐ Flooding Response and Recovery
- ☐ Air Quality
- ☐ Recycling/ Compost/ Garbage pick-up
- ☐ Water quality
- ☐ Mosquito Control
- ☐ Bylaw Enforcement
- ☐ Building Inspections
- ☐ Land-Use Planning & Development

- Invasive plants
- Preserving environmentally sensitive areas

11. Which services would you like to see provided or improved by the RDOS in your community?

12. Please rate the RDOS on each of the following relating to the District:

- Informing you of important information and decisions
- Consulting you about topics and decisions
- Responding to your feedback on topics and decisions

13. I am aware of the mass notification system Civic Ready

- Yes
- No

14. I have signed up with Civic Ready to receive emergency and/or routine notifications

- Yes
- No

15. In the last 12 months, have you contacted the RDOS?

- Yes
- No
- Not Sure

16. If yes, how did you contact the RDOS?

- In person at the RDOS office (Penticton, OK Falls, other)
- In person at a community event (Open House, Information Meeting, Party in the Park)
- Telephone
- Mail
- Email
- Social Media
- RDOS Website
- Have not contacted the RDOS

17. Used a recreation centre.

- Never
- 1-2 times
- 3-4times
- 5-11 times
- 12+ times

18. Used a park, trail or beach

- Never
- 1-2 times
- 3-4times

- 5-11 times
- 12+ times

19. Attended a public meeting about RDOS matters

- Never
- 1-2 times
- 3-4times
- 5-11 times
- 12+ times

20. Visited the RDOS Office

- Never
- 1-2 times
- 3-4 times
- 5-11 times
- 12+ times

21. Visited a landfill

- Never
- 1-2 times
- 3-4 times
- 5-11 times
- 12+ times

22. Used regional transit

- Never
- 1-2 times
- 3-4 times
- 5-11 times
- 12+ times

23. Please rate the following with 1 equal to very dissatisfied and 5 as very satisfied. If less than 3, please indicate your concern:

- Curbside Garbage and Recycling Collection
- Treatment of invasive, unwanted plant species
- Subdivision Services
- Development Services
- Bylaw Enforcement – Dog Control
- Mosquito Control
- Parks and Recreation Services (Trails/KVR)
- Protective Services
- Regional Transit

- Regional Library
- Water
- Sewer
- Landfill Operations
- Wildsafe Program

24. If faced with the following realistic choices, what would you advise the RDOS Board to do?

- Increase taxes to improve or expand services
- Keep taxes the same with service levels unchanged
- Reduce taxes and provide fewer services

### Your sources:

25. How do you learn about local government issues?

- Contact RDOS staff
- Contact RDOS Board
- Community Association
- RDOS website
- RDOS Social Media
- TV
- Community bulletin board
- Word of mouth: neighbours, friends
- Online news service
- Through my Area Director's website (personal web page/Facebook page/etc)
- Radio
- Newspaper
- Attend public meetings

26. If newspaper above, which newspaper?

27. If online news service above, which news service?

28. What would be your preferred method of engagement regarding RDOS initiatives and projects?

- Town Halls/Public Meetings
- RDOS website ([www.rdos.bc.ca](http://www.rdos.bc.ca))
- RDOS Regional Connections website ([www.rdosregionalconnections.ca](http://www.rdosregionalconnections.ca))
- Social Media
- Newsletter
- Newspaper
- CivicReady
- Online Surveys
- Electronic town meetings
- Phone Survey

29. The RDOS website ([www.rdos.bc.ca](http://www.rdos.bc.ca)) is easy to navigate

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

30. The information on the RDOS website is useful and relevant

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

31. My community is well represented on the RDOS website

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

32. The online payment system is an easy and convenient option to pay my bills, taxes or tickets

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5
- ☐ I do not use the online payment system

Please provide any additional comments you would like us to know:

Thank you for taking our survey! Your input is important to us.

# Regional District of Okanagan-Similkameen (RDOS)

## 2020 Citizen Survey

Tell us about yourself, your community and how we can serve you better. This survey will take approximately 10 minutes to complete.

### Getting to know you

1. Which Electoral Area do you live in?
  - ☐ Electoral Area "A" – Osoyoos Rural
  - ☐ Electoral Area "B" – Cawston
  - ☐ Electoral Area "C" – Oliver Rural
  - ☐ Electoral Area "D" - Skaha East and OK Falls
  - ☐ Electoral Area "E" – Naramata
  - ☐ Electoral Area "F" – Okanagan Lake West/West Bench
  - ☐ Electoral Area "G" Keremeos Rural/Hedley
  - ☐ Electoral Area "H" Princeton Rural
  - ☐ Electoral Area "I" Skaha West, Kaleden and Apex
2. How long have you lived in the RDOS?
  - ☐ 0 - 10 years
  - ☐ 10 - 20 years
  - ☐ 20+ years
3. Is your principal residence in the RDOS?
  - ☐ Yes
  - ☐ No
4. Do you rent or own your home?
  - ☐ Rent
  - ☐ Own
5. What is your age category?
  - ☐ 18-39
  - ☐ 49-64
  - ☐ 65+
6. What is your gender?
  - ☐ Male
  - ☐ Female
  - ☐ Prefer not to disclose

7. Do you use email?

- ☐ Yes
- ☐ No

8. Do you use Social Media? Please select all that apply:

- ☐ Facebook
- ☐ Twitter
- ☐ Instagram
- ☐ LinkedIn
- ☐ I do not use social media

9. Do you follow the RDOS on social media?

- ☐ Yes
- ☐ No
- ☐ I do not use social media

10. Do you know who your Electoral Area Director is?

- ☐ Yes
- ☐ No

Please rate the following.

1 = poor

2 = below average

3 = average

3 = above average

5 = excellent

11. How do you rate the overall quality of life in your community?

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

12. How do you rate your community as a place to raise children?

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

13. How do you rate your community as a place to retire?

- ☐ 1

- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

14. Which of the following are issues in your community? Please select all that apply.

Please note: the RDOS does not maintain roads or highways. The Province contracts this work to AIMRoads.

- ☐ Affordable housing options
- ☐ AirBNB/seasonal housing taking up real estate space
- ☐ Unsightly premises
- ☐ Homelessness
- ☐ Noise control
- ☐ Dogs at large, no clean up, barking
- ☐ Retail and employment opportunities
- ☐ Residential growth
- ☐ Water quality and protection
- ☐ Protective Services (policing, fire and 911)
- ☐ Crime/Safety of citizens
- ☐ Lack of services
- ☐ Economy
- ☐ Infrastructure
- ☐ Sewer
- ☐ Schools/education
- ☐ National Park
- ☐ Affordable Housing
- ☐ Health Care
- ☐ Land Preservation/Agriculture
- ☐ Beautification/Revitalization
- ☐ Internet access/cell service
- ☐ Taxes/Budget
- ☐ Immigration
- ☐ Environment
- ☐ Recreation (Parks and Trails)

15. Which of the following are issues in the Regional District? Please select all that apply.

- ☐ Air Quality
- ☐ Water quality
- ☐ Water supply
- ☐ Wildlife
- ☐ Wildfire
- ☐ Invasive plants
- ☐ Reducing Carbon Footprint

- Over development
- Preserving environmentally sensitive areas
- Enhancing parks and trails

16. Are you aware of the Regional District of Okanagan-Similkameen Hospital Board?

- Yes
- No

## RDOS Services:

17. In the last 12 months, have you contacted the RDOS?

- Yes
- No
- Not Sure

18. If yes, how did you contact the RDOS?

- In person at the RDOS office (Penticton, OK Falls, other)
- In person at a community event (Open House, Information Meeting, Party in the Park)
- Telephone
- Mail
- Fax
- Email
- Social Media
- RDOS Website
- Have not contacted the RDOS

19. When you contacted the RDOS, what type of service or assistance were you seeking?

- Animal Control
- Building Permits, Permits, Temporary Use Permits
- Zoning – Land Use, Setbacks
- Utility payments
- Property Taxes, where do I pay?
- Bylaw enforcement
- Burning permits
- Regulatory bylaws (burning/fire permits)
- Water supply (charges, issues)
- Recreation or Community program
- Transit
- Garbage, recycling
- Other: please specify
- Have not contacted the RDOS

In the last 12 months, please indicate the number of times you have used one of the following services, facilities or events:

20. Visited a library

- ☐ Never
- ☐ 1-2 times
- ☐ 3-4times
- ☐ 5-11 times
- ☐ 12+ times

21. Used a recreation centre.

- ☐ Never
- ☐ 1-2 times
- ☐ 3-4times
- ☐ 5-11 times
- ☐ 12+ times

22. Used a park, trail or beach

- ☐ Never
- ☐ 1-2 times
- ☐ 3-4times
- ☐ 5-11 times
- ☐ 12+ times

23. Attended a public meeting about RDOS matters

- ☐ Never
- ☐ 1-2 times
- ☐ 3-4times
- ☐ 5-11 times
- ☐ 12+ times

24. Visited the RDOS Office

- ☐ Never
- ☐ 1-2 times
- ☐ 3-4times
- ☐ 5-11 times
- ☐ 12+ times

25. Visited a landfill

- ☐ Never
- ☐ 1-2 times
- ☐ 3-4times
- ☐ 5-11 times
- ☐ 12+ times

26. Used regional transit

- ☐ Never
- ☐ 1-2 times
- ☐ 3-4times
- ☐ 5-11 times
- ☐ 12+ times

Please rate the following with 1 equal to very dissatisfied and 5 as very satisfied:

27. Curbside Garbage and Recycling Collection

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

28. Treatment of invasive, unwanted plant species

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

29. Development of Subdivision Services

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

30. Bylaw Enforcement – Dog Control

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

31. Mosquito Control

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

32. Parks and Recreation Services (Trails/KVR)

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

33. Protective Services

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

34. Regional Transit

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

35. Regional Library

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

36. Water

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

37. Sewer

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

38. Landfill Operations

- ☐ 1
- ☐ 2
- ☐ 3

- 4
- 5

39. Wildsafe Program

- 1
- 2
- 3
- 4
- 5

40. If faced with the following realistic choices, what would you advise the RDOS Board to do?

- Increase taxes to improve or expand services
- Keep taxes the same with service levels unchanged
- Reduce taxes and provide fewer services

## Your sources:

41. How do you learn about local government issues?

- Contact RDOS staff
- Contact RDOS Board
- Community Association
- RDOS website
- RDOS Social Media
- TV
- Word of mouth: neighbours, friends
- Online news service
- Radio
- Newspaper
- Attend public meetings

42. If newspaper above, which print paper?

- Penticton Herald
- Oliver Chronicle
- Penticton Western News
- Keremeos Review
- Summerland Review
- Osoyoos Times
- Similkameen Spotlight
- Skaha/Apex Matters
- Vancouver Province, Sun
- Similkameen News Leader

Please rank the following with 1 being not important and 5 being very important:

43. Advisory Committees

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

44. Public Opinion Surveys

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

45. Community Associations

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

46. E-town Meetings

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

47. Public Meetings/Hearings

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

48. Referendum/Other Voting Opportunities

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

49. What would be your preferred method of engagement regarding RDOS initiatives and projects?

- ☐ Town Halls/Public Meetings
- ☐ RDOS website ([www.rdos.bc.ca](http://www.rdos.bc.ca))
- ☐ Social Media
- ☐ Newsletter
- ☐ Newspaper
- ☐ Online Surveys
- ☐ Electronic town meetings
- ☐ Phone Survey

Please rate the following with 1 equal to strongly disagree and 5 as strongly agree:

50. My Electoral Area Director listens to citizens and encourages involvement

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

51. My Electoral Area Director provides informative communication updates to my community on a regular basis

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

Please provide any additional comments you would like us to know:

Thank you for taking our survey! Your input is important to us.



# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## Environment and Infrastructure Committee

Thursday, June 18, 2020

11:00 am

### AGENDA

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**A. APPROVAL OF AGENDA**

**RECOMMENDATION 1**

**THAT the Agenda for the Environment and Infrastructure Committee Meeting of June 18, 2020 be adopted.**

---

**B. DELEGATION**

**1. Michael Bezener, ECommunity Program Director, En'owkin Centre**

Mr. Bezener will address the Board to discuss the South Okanagan Conservation Fund project and proposed collaborative establishment of snpinktn Conservation Land Trust by the En'owkin Centre and Penticton Indian Band

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**C. RECYCLEBC BANS BLUE BAGS**

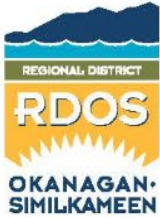
**1. Presentation**

---

**D. ADJOURNMENT**

# Environment and Infrastructure

Blue Bags Banned



# RecycleBC

- RecycleBC (MMBC) formed under the BC Recycling Regulation to manage residential recycling of packaging and printed paper
- RecycleBC contracts the RDOS to provide curbside and depot recycling collection
- Contributed \$400,000 in 2019 to curbside collection of recyclable

# Plastic Bags



- Plastic bags by weight and volume a major source of contamination
- Damage equipment and require constant cleaning
- Blue and Clear Bags banned as containers July 1<sup>st</sup>, 2020

# Survey Results



Potential Option	Responses
Option 1: Cart Supplied by RDOS	35%
Option 2: Blue Bins Supplied by RDOS	18%
Options 3: Customer Supplies Cart, Bin or Can	47%

# Recycling Collection



Bundled cardboard  
placed separately  
remains allowed.



Shredded paper in  
separate clear bag  
remains allowed.

# Communications

- Survey sent Feb 2019
- Newsletter sent May 2019 with billing
- Reminder Information Release Dec 2019
- Information Release May 2020
- Newsletter June 2020 with billing
- No collection of Blue Bags July 1<sup>st</sup>
- Blue bags placed out July 6<sup>th</sup> to 10<sup>th</sup> not collected
- 5000 + “Recycle Only” stickers provided

# Solid Waste Services

## Questions?

## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, June 18, 2020

12:00 pm

### REGULAR AGENDA

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#### A. APPROVAL OF AGENDA

**RECOMMENDATION 1** (Unweighted Corporate Vote – Simple Majority)

**THAT the Agenda for the RDOS Board Meeting of June 18, 2020 be adopted.**

##### 1. Consent Agenda – Corporate Issues

###### a. Corporate Services Committee – June 4, 2020

*THAT the Minutes of the June 4, 2020 Corporate Services Committee meeting be received.*

###### b. Environment and Infrastructure Committee – June 4, 2020

*THAT the Minutes of the June 4, 2020 Environment and Infrastructure Committee meeting be received.*

###### c. Planning and Development Committee – June 4, 2020

*THAT the Minutes of the June 4, 2020 Planning and Development Committee meeting be received.*

###### d. RDOS Regular Board Meeting – June 4, 2020

*THAT the minutes of the June 4, 2020 RDOS Regular Board meeting be adopted.*

**RECOMMENDATION 2** (Unweighted Corporate Vote – Simple Majority)

**THAT the Consent Agenda – Corporate Issues be adopted.**

---

##### 2. Consent Agenda – Development Services

###### a. Electoral Area “D” Advisory Planning Commission (APC) Appointment

*THAT the Board of Directors appoint Bob Pearce as a member of the Electoral Area “D” Advisory Planning Commission until October 31, 2022.*

**RECOMMENDATION 3** (Unweighted Rural Vote – Simple Majority)

**THAT the Consent Agenda – Development Services be adopted.**

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#### B. DELEGATIONS

##### 1. Mr. Richard Cannings, Member of Parliament, New Democratic Party of South Okanagan-West Kootenay

Mr. Cannings will address the Board to with regards to 5G networks.

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- 
2. **Mr. Leighton McCarthy, South Okanagan Performing Arts Position Centre Society**  
Mr. McCarthy will address the Board to discuss the SOPAC Workshop Results.
- 

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

**1. Housing Needs Assessment Report – Contract Award**

**RECOMMENDATION 4** (Weighted Corporate Vote –Majority)

**THAT the Board of Directors award the Housing Needs Assessment Report contract to EcoPlan in the amount of \$116,827.**

---

**2. Floodplain Exemption Application — 3297 Coalmont Road, Electoral Area “H”**

a. Flood Protection Report

To allow for the construction of a single detached dwelling within the floodplain setback and below the flood construction level of Perley Creek.

**RECOMMENDATION 5** (Unweighted Rural Vote – Simple Majority)

**THAT the floodplain exemption application for Lot 2, Plan KAP18873, District Lot 1740, YDYP, in order to permit the development of a single detached dwelling within the floodplain setback and below the flood construction level of Perley Creek, be approved subject to a statutory covenant being registered on title in order to:**

- a) “save harmless” the Regional District against any damages as a result of a flood occurrence; and,
  - b) secure the recommendations contained within the flood hazard assessment report, dated May 5, 2020, prepared by Alan Bates (P.Eng.), of Streamworks Consulting Inc.
- 

**3. Agricultural Land Commission Referral (“non-farm” use) – 7738 Island Road, Electoral Area “C”**

**RECOMMENDATION 6** (Unweighted Corporate Vote – Simple Majority)

**THAT the Board of Directors “not authorize” the application to operate a “small trailer/modular repair” for a “non-farm use” at 7738 Island Road (Lot 57, Plan 1729, District Lot 2450S, SDYP, Except (1) Parcel A (DD144161F) and (2) Plans 12996 and 14574) in Electoral Area “C” to proceed to the Agricultural Land Commission.**

---

**4. Liquor and Cannabis Regulation Branch Referral – Unit 8A, 5350 Highway 97, Electoral Area “D”**

a. Representations

**RECOMMENDATION 7** (Unweighted Corporate Vote – Simple Majority)

**THAT the Board of Directors direct staff to forward the following recommendation to the Liquor & Cannabis Regulation Branch (LCRB); and further,**

**THAT in accordance with Section 33(1) of the *Cannabis Control and Licencing Act*, the Board of Directors recommends support of an application from Sticky Leaf for a proposed non-medical retail cannabis location at Unit 8A, 5350 Highway 97, Okanagan Falls (Lot A, Plan KAP60058, District Lot**

**2883s, SDYD), for a Non-medical Cannabis Retail Licence with operating hours from 9:00 am to 11:00 pm seven days a week; and further,**

**THAT the RDOS Board of Directors comments are as follows:**

- i) The proposed store is located in the General Commercial (C1) and the use is permitted in the C1 zone.**
  - ii) No significant negative impact on the community is anticipated if the application is approved.**
  - iii) The Board provided opportunity for residents to provide their views on the licence application. Public notice indicating that the Board would accept written comments on the application until June 5, 2020 was published in the Penticton Western News on May 13, 2020 and May 20, 2020, published on Castanet from May 13 to May 15, 2020, posted on the municipal web site from May 1, 2020, were mailed to owners and tenants within 100 metres of the subject parcel on May 8, 2020. Further, a notification sign was posted on the store front at Unit 8A, 5350 Highway 97 from April 28, 2020 until the Board considered the application on June 18, 2020.**
  - iv) The views of the residents were considered by the Board and attached to the agenda of June 18, 2020 Regular Board meeting or delivered as late items if correspondence was received after the agenda was published.**
- 

#### **D. COMMUNITY SERVICES**

##### **1. South Okanagan-Similkameen Community Child Care Planning Project – Contract Award**

**RECOMMENDATION 8** (Weighted Corporate Vote – Majority)

**THAT the Board of Directors award the South Okanagan-Similkameen Community Child Care Planning Project (the Project) to Social Planning and Research Council of British Columbia (Sparc BC) in the amount of \$114,520.**

---

#### **E. FINANCE**

##### **1. 2019 Audited Financial Statements**

Mr. Markus Schrott, Engagement Partner of BDO Canada LLP will present to the Board:

- a. Report**
- b. Okanagan Similkameen Regional District Audit Final Report**
- c. Draft 2019 Financial Statements**

**RECOMMENDATION 9** (Weighted Corporate Vote –Majority)

**The 2019 Audited Financial Statements of the Regional District of Okanagan-Similkameen as of December 31, 2019 be received; and**

**THAT the RDOS Board adopts all reported 2019 transactions as amendments to the 2019 Final Budget.**

---

#### **F. LEGISLATIVE SERVICES**

##### **1. Okanagan Sterile Insect Release Program**

- a. Report**
- b. Letter**

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**RECOMMENDATION 10** (Unweighted Corporate Vote – Majority)

**THAT the Board of Directors support the Okanagan Kootenay Sterile Insect Release Program Board to authorize, by bylaw, a cashflow management program that mirrors the revenue anticipation borrowing authority granted to local governments under the *Local Government Act* s. 404, such that borrowed funds may only be used to cover current-year operating expenditures included in OKSIR's Five-Year Financial Plan, to a maximum of the amount owing to the OKSIR from the current-year tax requisitions.**

---

**2. Board Remuneration Bylaw No. 2903, 2020**

- a. Report
- b. Bylaw 2903

**RECOMMENDATION 11** (Unweighted Corporate Vote –Majority)

**THAT Board Remuneration, Expenses and Benefits Bylaw No. 2903, 2020 be given first, second and third readings and be adopted**

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**G. CAO REPORTS****1. Verbal Update**

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**H. OTHER BUSINESS****1. Chair's Report**

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**2. Board Representation**

- a. BC Grape Growers Association and Starling Control – *Bush, Monteith (Alternate)*
  - b. Municipal Finance Authority – *Kozakevich (Chair), Holmes (Vice Chair, Alternate)*
  - c. Municipal Insurance Association – *Kozakevich (Chair), Holmes (Vice Chair, Alternate)*
  - d. Okanagan Basin Water Board - *McKortoff, Boot, Knodel, Pendergraft (Alternate to McKortoff), Holmes (Alternate to Boot), Monteith (Alternate to Knodel)*
    - i. Okanagan Basin Water Report – June 2020
  - e. Okanagan Film Commission – *Gettens, Holmes (Alternate)*
  - f. Okanagan Regional Library – *Kozakevich, Roberts (Alternate)*
  - g. Okanagan-Kootenay Sterile Insect Release Board – *Bush, Knodel (Alternate)*
  - h. South Okanagan Similkameen Fire Chief Association – *Pendergraft, Knodel, Monteith, Obirek, Roberts*
  - i. Okanagan-Similkameen Regional Hospital District – *Veintimilla, Boot (Alternate)*
  - j. South Okanagan Similkameen Rural Healthcare Community Coalition (formerly Developing Sustainable Rural Practice Communities) – *McKortoff, Bauer (Alternate)*
  - k. Southern Interior Municipal Employers Association – *Knodel, Kozakevich (Alternate)*
- 

**3. Directors Motions – Director B. Coyne****RECOMMENDATION 12** (Unweighted Corporate Vote – Simple Majority)

**THAT administration be directed to investigate methods of support and funding levels of other Regional Districts with respect to Search and Rescue programs in their communities.**

---

#### **4. Board Members Verbal Update**

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#### **I. ADJOURNMENT**



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**  
**Corporate Services Committee**

Thursday, June 4, 2020

9:17 am

## MINUTES

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**MEMBERS PRESENT:**

Chair K. Kozakevich, Electoral Area "E"  
Vice Chair D. Holmes, District of Summerland  
Director M. Bauer, Village of Keremeos  
Director J. Bloomfield, City of Penticton  
Director T. Boot, District of Summerland  
Director G. Bush, Electoral Area "B"  
Director B. Coyne, Electoral Area "H"  
Director S. Coyne, Town of Princeton  
Director R. Gettens, Electoral Area "F"  
Director J. Kimberley, City of Penticton

Director S. McKortoff, Town of Osoyoos  
Director S. Monteith, Electoral Area "I"  
Director R. Knodel, Electoral Area "C"  
Director M. Pendergraft, Electoral Area "A"  
Director R. Obirek, Electoral Area "D"  
Director F. Regehr, City of Penticton  
Director T. Roberts, Electoral Area "G"  
Director J. Vassilaki, City of Penticton  
Director P. Veintimilla, Town of Oliver

**MEMBERS ABSENT:**

**STAFF PRESENT:**

B. Newell, Chief Administrative Officer  
C. Malden, Manager of Legislative Services

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**A. APPROVAL OF AGENDA**

**RECOMMENDATION 1**

**It was MOVED and SECONDED**

THAT the Agenda for the Corporate Services Meeting of June 4, 2020 be adopted.

**CARRIED**

---

**B. STIMULUS PROJECT PREPARATION – For Discussion**

1. Project List

The Committee was advised of the various proposed Capital or Consulting Projects.

---

**C. ELECTED OFFICIAL REMUNERATION BYLAW**

1. Report
2. Marked Up Bylaw
3. Clean Copy Bylaw

**It was MOVED and SECONDED**

THAT the Corporate Services Committee recommend that Board Remuneration Bylaw No. 2903, 2020 be given first, second and third readings and be adopted.

**CARRIED**

---

**D. LOCAL GOVERNMENT AWARENESS WEEK RESULTS – FOR INFORMATION****1. Report**

Due to time constraints, .this item was postponed to the next Corporate Services Committee

---

**E. ADJOURNMENT**

By consensus, the Corporate Services Committee meeting adjourned at 10:02 a.m.

APPROVED:

CERTIFIED CORRECT:

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K. Kozakevich  
RDOS Board Chair

---

B. Newell  
Corporate Officer



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**  
**Environment and Infrastructure Committee**

Thursday, June 4, 2020  
10:32 am

## MINUTES

**MEMBERS PRESENT:**

Chair G. Bush, Electoral Area "B"  
Vice Chair R. Gettens, Electoral Area "F"  
Director M. Bauer, Village of Keremeos  
Director J. Bloomfield, City of Penticton  
Director T. Boot, District of Summerland  
Director B. Coyne, Electoral Area "H"  
Director S. Coyne, Town of Princeton  
Director D. Holmes, District of Summerland  
Director J. Kimberley, City of Penticton  
Director R. Knodel, Electoral Area "C"

Director K. Kozakevich, Electoral Area "E"  
Director S. McKortoff, Town of Osoyoos  
Director S. Monteith, Electoral Area "I"  
Director R. Obirek, Electoral Area "D"  
Director M. Pendergraft, Electoral Area "A"  
Director F. Regehr, City of Penticton  
Director T. Roberts, Electoral Area "G"  
Director J. Vassilaki, City of Penticton  
Director P. Veintimilla, Town of Oliver

**MEMBERS ABSENT:**

**STAFF PRESENT:**

B. Newell, Chief Administrative Officer  
C. Malden, Manager of Legislative Services

L. Bloomfield, Manager of Engineering

Vice Chair Gettens chaired the meeting.

**A. APPROVAL OF AGENDA**

**RECOMMENDATION 1**

**It was MOVED and SECONDED**

THAT the Agenda for the Environment and Infrastructure Committee Meeting of June 4, 2020 be adopted.

**CARRIED**

**B. KALEDEN SEWERAGE COLLECTION SYSTEM – For Information Only**

1. Report
2. Preliminary Design Report from Urban Systems

The Committee was provided a summary of the predesign report and the next stages of the project for the sewer expansion to Kaleden from Okanagan Falls.

**C. ADJOURNMENT**

By consensus, the Environment and Infrastructure Committee meeting adjourned at 10:58 a.m.

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APPROVED:

CERTIFIED CORRECT:

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R. Gettens  
Committee Vice-Chair

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B. Newell  
Chief Administrative Officer



## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN Planning and Development Committee

Thursday, June 4, 2020  
10:03 a.m.

# MINUTES

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### MEMBERS PRESENT:

Chair M. Pendergraft, Electoral Area "A"  
Vice Chair R. Knodel, Electoral Area "C"  
Director M. Bauer, Village of Keremeos  
Director K. Kozakevich, Electoral Area "E"  
Director J. Bloomfield, City of Penticton  
Director T. Boot, District of Summerland  
Director G. Bush, Electoral Area "B"  
Director B. Coyne, Electoral Area "H"  
Director S. Coyne, Town of Princeton  
Director R. Gettens, Electoral Area "F"

Director D. Holmes, District of Summerland  
Director J. Kimberley, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director S. Monteith, Electoral Area "I"  
Director R. Obirek, Electoral Area "D"  
Director F. Regehr, City of Penticton  
Director T. Roberts, Electoral Area "G"  
Director J. Vassilaki, City of Penticton  
Director P. Veintimilla, Town of Oliver

### MEMBERS ABSENT:

### STAFF PRESENT:

B. Newell, Chief Administrative Officer  
C. Malden, Manager of Legislative Services

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Due to technical issues, Vice Chair Knodel chaired the meeting.

## A. APPROVAL OF AGENDA

### RECOMMENDATION 1

It was **MOVED** and **SECONDED**

THAT the Agenda for the Planning and Development Committee Meeting of June 4, 2020 be adopted.

**CARRIED**

---

## B. DELEGATIONS

### 1. Peter Robinson, Chief Technology Officer, Community Energy Association (CEA)

#### a. Presentation

Mr. Robinson addressed the Committee regarding the following:

- Climate Action for the Okanagan-Similkameen, CEA and FCM Partners for Climate Protection Program
  - BC Energy Step Code and support for adoption in RDOS and regionally
  - BC Building Code Timelines
  - Working with an Energy Advisor/Local Government role
  - Support for the building industry
  - Community benefits
-

**C. ADJOURNMENT**

By consensus, the Planning and Development Committee meeting adjourned at 10:32 a.m.

APPROVED:

CERTIFIED CORRECT:

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R. Knodel  
Committee Vice-Chair

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B. Newell  
Chief Administrative Officer



## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Minutes of the Regular Board Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 11:00 a.m. on Thursday, June 4, 2019 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

### MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"  
Vice Chair D. Holmes, District of Summerland  
Director M. Bauer, Village of Keremeos  
Director J. Bloomfield, City of Penticton  
Director T. Boot, District of Summerland  
Director G. Bush, Electoral Area "B"  
Director B. Coyne, Electoral Area "H"  
Director S. Coyne, Town of Princeton  
Director R. Gettens, Electoral Area "F"  
Director J. Kimberley, City of Penticton

Director R. Knodel, Electoral Area "C"  
Director S. McKortoff, Town of Osoyoos  
Director S. Monteith, Electoral Area "I"  
Director R. Obirek, Electoral Area "D"  
Director M. Pendergraft, Electoral Area "A"  
Director F. Regehr, City of Penticton  
Director T. Roberts, Electoral Area "G"  
Director J. Vassilaki, City of Penticton  
Director P. Veintimilla, Town of Oliver

### MEMBERS ABSENT:

### STAFF PRESENT:

B. Newell, Chief Administrative Officer  
C. Malden, Manager of Legislative Services

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Ministerial Order 139/2020 directed that, despite section 228 of the *Local Government Act*, a board may adopt a bylaw described in that section at the same meeting at which the bylaw passes third reading if the motion for adoption receives the majority of the votes cast.

### A. APPROVAL OF AGENDA

**RECOMMENDATION 1** (Unweighted Corporate Vote – Simple Majority)

It was **MOVED** and **SECONDED**

THAT the Agenda for the RDOS Board Meeting of June 4, 2020 be amended to add Item G6 EOC Update and remove Item B1 Delegation.

**CARRIED**

---

### 1. Consent Agenda – Corporate Issues

#### a. Corporate Services Committee – May 21, 2020

*THAT the Minutes of the May 21, 2020 Corporate Services Committee meeting be received.*

*THAT the Committee recommend that Board of Directors adopt the UBCM Meeting Request Policy.*

**b. Planning and Development Committee – May 21, 2020**

*THAT the Minutes of the May 21, 2020 Planning and Development Committee meeting be received.*

*THAT the Regional District of Okanagan-Similkameen Okanagan Basin Lakes Official Community Plan and Zoning Amendment Bylaw No. 2862 proceed to first reading.*

**c. Protective Services Committee – May 21, 2020**

*THAT the Minutes of the May 21, 2020 Protective Services Committee meeting be received.*

*THAT the Protective Services Committee recommend that Bylaw No. 2901, 2020, being of the Regional District of Okanagan-Similkameen, to regulate the administration and operation of the Regional Emergency Management Program be given first, second and third readings and adopted by the Board of Directors.*

**d. RDOS Regular Board Meeting – May 21, 2020**

*THAT the minutes of the May 21, 2020 RDOS Regular Board meeting be adopted.*

**RECOMMENDATION 2** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

**THAT the Consent Agenda – Corporate Issues be adopted.**

**CARRIED**

---

**2. Consent Agenda – Development Services****a. Development Variance Permit Application – 1802 45<sup>th</sup> Street, Osoyoos/Area “A”****i. Permit**

*THAT Development Variance Permit No. A2020.004-DVP be approved.*

**b. Temporary Use Permit Application – Electoral Area “E”****i. Permit****ii. Representations**

*THAT Temporary Use Permit No. E2020.003-TUP be approved.*

**c. Temporary Use Permit Application – Electoral Area “E”****i. Permit****ii. Representations**

*THAT Temporary Use Permit No. E2020.005-TUP be approved.*

**RECOMMENDATION 3** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

**THAT the Consent Agenda – Development Services be adopted.**

**CARRIED**

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**B. DELEGATIONS****1. Mr. Dan Albas, Member of Parliament**

This item was removed from the agenda.

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**C. DEVELOPMENT SERVICES****1. Appointment of Bylaw Enforcement Officer**

**RECOMMENDATION 4** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT the Regional District of Okanagan-Similkameen Board appoint Wayne Belleville as a Bylaw Enforcement Officer to enforce regulatory bylaws for the Regional District of Okanagan-Similkameen.

**CARRIED**

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**D. DEVELOPMENT SERVICES – Building Inspection****1. Building Bylaw Infraction at 117/115 Farleigh Lake Road, Electoral Area “I”**

The property owner addressed the Board.

Chair Kozakevich requested that the motion be split.

**RECOMMENDATION 5** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 15, District Lot 1444, District Plan KAP23234, SDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and 2805.

**CARRIED**

Opposed: Director Bloomfield

**It was MOVED and SECONDED**

THAT injunctive action be commenced.

**CARRIED**

Opposed: Directors Pendergraft, Veintimilla, Regehr, Kimberley, Knodel, Boot, McKortoff

---

**2. Building Bylaw Infraction at 465 North Beach Road, Electoral Area “F”**

The property owner addressed the Board.

**RECOMMENDATION 6** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT, if an application for a building permit and a Watercourse Development Permit has not been submitted by September 30, 2020, a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 12, Plan KAP11635, District Lot 2694, ODYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and 2805; and

THAT injunctive action be commenced.

**CARRIED**

Opposed: Directors Bush, Knodel

---

**3. Building Bylaw Infraction at 2881 Princeton-Summerland Road, Electoral Area “H”**

The property owner addressed the Board.

**RECOMMENDATION 7** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 14, Plan KAP30710, District Lot 2140 KDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2805; and

THAT injunctive action be commenced.

**CARRIED**

---

**4. Building Bylaw Infraction at 3582 Princeton-Summerland Road, Electoral Area “H”**

The property owner addressed the Board.

**RECOMMENDATION 8** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 1, Plan 29330, District Lot 2075, KDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and 2805.

**CARRIED**

---

**5. Building Bylaw Infraction at 3027 Spruce Drive, Electoral Area “E”**

The Chair enquired whether the property owner was present to address the Board; however, they were not.

**RECOMMENDATION 9** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 2, Plan KAP24519, District Lots 207 and 266, SDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and 2805.

**CARRIED**

---

**6. Building Bylaw Infraction at 2620 Nicola Avenue, Electoral Area “H”**

The Chair enquired whether the property owner was present to address the Board; however, they were not.

**RECOMMENDATION 10** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Parcel A (KJ30021), Block 17, District Lot 128 YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and 2805.

**CARRIED**

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**7. Building Bylaw Infraction at 99 Apex Mountain Road, Electoral Area “I”**

The property owner addressed the Board.

**RECOMMENDATION 11** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 1, District Lot 1801, Plan 14698 Except Plans H13599 & KAP54136, SDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and 2805; and

THAT injunctive action be commenced.

**CARRIED**

---

**8. Building Bylaw Infraction at 8490 Princeton-Summerland, Electoral Area “F”**

The Chair enquired whether the property owner was present to address the Board; however, they were not.

**RECOMMENDATION 12** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 6, District Lot 2888, Plan 647, ODYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and 2805; and

THAT injunctive action be commenced.

**CARRIED**

---

**E. DEVELOPMENT SERVICES – Rural Land Use Matters****1. Development Variance Permit Application – 3008 Highway 5A, Allison Lake/ Area H**

- a. Permit
- b. Representations

To allow for the construction of an accessory structure.

**RECOMMENDATION 13** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Development Variance Permit No. H2019.031-DVP be approved.

**CARRIED**

---

**2. Development Variance Permit Application – 407 Valiant Drive, Electoral Area “F”**

- a. Permit
- b. Representations

To increase the maximum height for a retaining wall.

**RECOMMENDATION 14** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Development Variance Permit No. F2020.003-DVP be approved.

**CARRIED**

---

**3. Official Community Plan (OCP) and Zoning Bylaw Amendment – Electoral Area “I” Apex Mountain Zone Review**

- a. Bylaw No. 2683.03
- b. Bylaw No. 2457.26
- c. Representations

**RECOMMENDATION 15** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT the matter of Official Community Plan (OCP) and Zoning Bylaw Amendment – Electoral Area “I” Apex Mountain Zone Review Bylaw Nos. 2683.03 and 2457.26 be postponed until a second public hearing takes place.

**CARRIED**

Opposed: Director Bush

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**4. Temporary Use Permit Application – 3055 Hayman Road, Electoral Area “E”**

- a. Permit
- b. Representations

**RECOMMENDATION 16** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Temporary Use Permit No. E2020.004-TUP be approved.

**CARRIED**

---

**5. Zoning Bylaw Amendment – 256 Copper Mountain Road, Electoral Area “H”**

- a. Bylaw No. 2498.21

**RECOMMENDATION 17** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Bylaw No. 2498.21, 2020, Electoral Area “H” Zoning Amendment Bylaw be adopted.

**CARRIED**

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**6. Zoning Bylaw Amendment – Duplex Zone Review (Residential Zone Update – Phase 2) Electoral Areas “A”, “C”, “D”, and “E”**

- a. Bylaw No. 2886

**RECOMMENDATION 18** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Bylaw No. 2886, 2020, Regional District of Okanagan-Similkameen Duplex Zone Update Amendment Bylaw be adopted.

**CARRIED**

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7. **Zoning Bylaw Amendment – 8025 Princeton-Summerland Road, Electoral Area “F”**
- a. Bylaw 2461.14
  - b. Representations

**RECOMMENDATION 19** (Unweighted Rural Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Bylaw No. 2461.14, 2020, Electoral Area “F” Zoning Amendment Bylaw be read a first and second time and proceed to public hearing;

AND THAT the holding of a public hearing be scheduled for the Regional District Board meeting of July 16, 2020;

AND THAT staff give notice of the public hearing in accordance with the requirements of the *Local Government Act*;

AND THAT a statutory covenant be registered on title prior to bylaw adoption to ensure the home industry operations are fully contained and within a sound-dampened building.

**CARRIED**

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8. **Regional District of Okanagan-Similkameen Wildfire Hazard Development Permit Area Project – Contract Award**

**RECOMMENDATION 20** (Weighted Corporate Vote – Majority)

**It was MOVED and SECONDED**

THAT the Board of Directors award the RDOS Wildfire Hazard Mapping and Development Permit Area Guidelines Project contract to B.A. Blackwell & Associates in the amount of \$49,896.00.

**CARRIED**

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9. **Statement of Significance – David Woodbury McLellan Residence, 995 Ellis Avenue, Hedley, BC**
- a. Statement of Significance

**RECOMMENDATION 21** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT the David Woodbury McLellan Residence be included on the RDOS Community Heritage Register.

**CARRIED**

---

**F. FINANCE****1. Area “H” Community Works (Gas Tax) Reserve Expenditure Bylaw**

- a. Bylaw No. 2902
- b. Quote

**RECOMMENDATION 22** (Weighted Corporate Vote – Majority)

**It was MOVED and SECONDED**

THAT Bylaw No.2902, 2020, Electoral Area “H” Community Works (Gas Tax) Reserve Fund Expenditure Bylaw be read a first, second, and third time and be adopted.

**CARRIED**

---

**G. LEGISLATIVE SERVICES****1. Okanagan Falls Sanitary Sewer Service Petition**

- a. Bylaw 1239.08

**RECOMMENDATION 23** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Bylaw No. 1239.08, 2020 Okanagan Falls Sanitary Sewer Service Area Extension Bylaw be read a first, second and third time.

**CARRIED**

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**2. Willowbrook Fire Protection Local Service Establishment Amendment Bylaw**

- a. Bylaw 1388.03
- b. Bylaw 1388.02
- c. Bylaw 2874

**RECOMMENDATION 24** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT Willowbrook Fire Protection Local Service Establishment Amendment Bylaw No. 1388.03, 2020, be read a first, second and third time and be forwarded to the Inspector of Municipalities for approval.

**CARRIED**

**It was MOVED and SECONDED**

THAT first, second and third readings of Willowbrook Fire Protection Local Service Establishment Amendment Bylaw No. 1388.02, 2019 and Willowbrook Fire Truck Acquisition Loan Authorization Bylaw No. 2874, 2019 be rescinded and the bylaws abandoned.

**CARRIED**

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**3. Emergency Program Regulatory Bylaw**

- a. Bylaw 2901

**RECOMMENDATION 25** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

That Bylaw No. 2901, 2020, Regional Emergency Management Program Regulatory Bylaw be read a first, second and third time and adopted.

**CARRIED**

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**4. Open Burning Regulations Bylaw**

- a. Bylaw No. 2898
- b. Bylaw No. 2364

**RECOMMENDATION 26** (Unweighted Participant Vote “A”, “B”, “C”, “D”, “E”, “G”, “H”, “I” – Simple Majority)

**It was MOVED and SECONDED**

THAT Bylaw No. 2898, 2020 Regional District of Okanagan-Similkameen Open Burning Regulations Bylaw be read a first, second and third time and be adopted.

**It was MOVED and SECONDED**

THAT consideration of Bylaw No. 2898 be deferred until the first Board meeting in September to allow consultation with the public.

**CARRIED**

---

**5. UBCM Meeting Request Policy**

- a. Policy

**RECOMMENDATION 27** (Unweighted Corporate Vote – Simple Majority)

**It was MOVED and SECONDED**

THAT the UBCM Meeting Request Policy be adopted.

**CARRIED**

---

## ADDENDUM

**6. EOC Update**

**It was MOVED and SECONDED**

THAT the Board of Directors ratify the declaration of a State of Local Emergency for Electoral Area “B” authorized by the Chair on May 31st, 2020; and,

THAT the declaration be sent to the Minister responsible for Emergency Preparedness

**CARRIED**

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**H. CAO REPORTS****1. Verbal Update**

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**I. OTHER BUSINESS****1. Chair's Report**

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**2. Directors Motions**

**RECOMMENDATION 28** (Unweighted Corporate Vote – Simple Majority)

Director's Motion - Chair Kozakevich

**It was MOVED and SECONDED**

That staff bring forward options for zoning regulations to govern the placement of solar energy devices including but not limited to solar panels and solar trees.

**CARRIED**

Opposed: Pendergraft

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Notice of Motion – Director B. Coyne

THAT staff explore how different regions are supporting (i.e. funding mechanisms) Search and Rescue groups.

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**3. Board Members Verbal Update**

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**J. ADJOURNMENT**

By consensus, the meeting adjourned at 1:46.

APPROVED:

CERTIFIED CORRECT:

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K. Kozakevich  
RDOS Board Chair

---

B. Newell  
Corporate Officer

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Electoral Area "D" Advisory Planning Commission (APC) Appointment

---

### **Administrative Recommendation:**

**THAT the Board of Directors appoint Bob Pearce as a member of the Electoral Area "D" Advisory Planning Commission until October 31, 2022.**

---

### **Purpose:**

The purpose of this report is to seek direction from the Regional District Board regarding the appointment of Bob Pearce as a member of the Electoral Area "D" Advisory Planning Commission (APC).

### **Background:**

The role of Area Planning Commission is to provide recommendations to the Regional District on all matters referred to it by the Regional District or by its Electoral Area Director respecting land use, the preparation and adoption of an official community plan or a proposed bylaw and permits under Divisions 2, 7, 9 and 11 of Part 26 of the *Local Government Act*.

Section 4 of Bylaw 2339 (Advisory Planning Commissions) provides for the appointment of members, requiring the Board, by resolution, to appoint members to each Commission on the recommendation of the respective Electoral Area Director.

At least two-thirds of the members of a Commission for an Electoral Area shall be residents of that electoral area. Commission appointments shall be made by the Board for terms which run concurrent with the Board term, and no term of appointment shall extend beyond the term of the Electoral Area Director unless re-appointed by the Board.

### **Analysis:**

The candidate has previously served on the Electoral Area "D" APC for many years prior to resigning in late 2019, and Director Obirek has recommended his consideration for appointment by the Board.

### **Respectfully submitted:**

A handwritten signature in blue ink, appearing to read "C. Garrish", is written over a horizontal line.

C. Garrish, Planning Manager

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Housing Needs Assessment Report — Contract Award

---

### **Administrative Recommendation:**

**THAT the Board of Directors award the Housing Needs Assessment Report contract to EcoPlan in the amount of \$116,827.**

---

### **Purpose:**

The purpose of this report is to seek direction from the Board with regard to the awarding of a consulting contract to undertake a Housing Needs Assessment Report that will include all of the RDOS electoral areas, along with the City of Penticton, the District of Summerland and the Village of Keremeos.

### **Background:**

On April 16, 2019, Bill 18 - 2018 came into effect, which amended the Local Government Act to require all local governments in B.C. to complete Housing Needs Reports by April 2022, and every five years thereafter.

On October 3, 2019, the RDOS Board of Directors resolved that the RDOS submit an application to the Province to initiate a Rural Housing Needs Report in 2020, with the City of Penticton, District of Summerland, and the Village of Keremeos as project partners.

On February 21, 2021 the RDOS received notice from the project grant in the amount of \$140,000 was approved. As per the grant application, \$130,000 is earmarked for consulting costs, and \$10,000 for the RDOS's administrative costs.

On April 24, 2020, the Regional District posted a Request for Proposals (RFP) consultant teams with proven experience and expertise in developing housing needs assessments to complete the project. The scope of work outlined in the RFP includes the following:

- determine current and projected housing needs by collecting, generating and analyzing approximately fifty (50) distinct kinds of data about current and projected population, household income, significant economic sectors, currently available and anticipated housing units for each electoral area and partnering municipality.
  - develop statements about key areas of local need for each electoral area and each partnering municipality, including affordable housing, rental housing, special needs housing, seniors housing, family housing, as well as shelters and housing for people at risk of homelessness.
  - undertake stakeholder consultation that includes non-profit service providers, health authorities, and post-secondary institutions, First Nations and local Indigenous organizations, and the development sector.
-

- work with the RDOS to identify any opportunities for integrated data collection/collaborative stakeholder engagement with the RDOS's 2020 Child Care Needs Assessment project.
- host housing needs workshops for staff and relevant stakeholders, and present the Housing Needs Report to each of the Municipal Councils and the RDOS Board in public forums.

The proposed schedule for completing the Housing Needs Assessment Report is as follows, with completion anticipated in February, 2020:

Task	Completion Date
Award to Consultant	June, 2020
Start-up meeting and/or phone calls with RDOS staff	June, 2020
Research, stakeholder consultations, and data analysis	June - August, 2020
Develop Draft Reports & Final Report; Capacity Building Workshops	September – December, 2020
4 Public Presentations (RDOS Board & 3 Municipal Councils)	January - February, 2020

In response to the RFP, ten submissions were received by the May 22, 2020 deadline and met the RFP's qualifications. In accordance with the terms of the RFP, an evaluation team of three (3) persons reviewed and ranked each proposal independently and then met to discuss results, as outlined in the following table:

Proponent	Price (including GST)	Score
EcoPlan	\$116,827.00	85.49
City Spaces	\$121,065.00	83.31
Urbanics	\$121,265.00	82.41
Urban Matters	\$127,135.00	80.31
Makola	\$129,917.00	77.19
Colliers	\$111,650.00	71.50
SHS	\$125,401.00	69.81
Colliers 2	\$126,000.00	66.47
Malatest	\$129,729.60	66.46
Quintessential	\$128,100.00	65.43

#### Analysis:

The successful proponent, EcoPlan, showed comparatively greater strengths in the categories of experience, qualifications, methodology, and resources. In particular, the company provides a team with excellent qualifications, provided a proposal with a very solid methodology, and has directly related experience in completing a Housing Needs Assessment Report in the South Okanagan.

Overall, the evaluation team believes that the EcoPlan provides the best value and experience for the project.

There are adequate consulting funds available to cover this project.

---

**Alternative:**

THAT the Board not award the contract to EcoPlan.

**Respectfully submitted:**

*Cory Labrecque*

C. Labrecque, Planner II

**Endorsed by:**

*CG*

C. Garrish, Planning Manager

Attachments: No. 1 – RFP Evaluation Form

Attachment No. 1 – RFP Evaluation Form

Proponent's Name: \_\_\_\_\_

Project Title: 2020 Housing Needs Report: Penticton, Summerland, Keremeos, & Rural Okanagan-Similkameen

Evaluation Date: \_\_\_\_\_

Evaluator: \_\_\_\_\_

Step 1:		YES	NO
Mandatories	Proposal received prior to closing		
	Subconsultant list submitted		
	Project Manager identified		
	Proposed schedule included		
	Reference List		
	Hourly rates provided		
	Maximum or upset fee included		
	Complete proposal as requested		
Step 2:		Assigned Points	Points
Proponent (up to 30 points)	Qualifications of firm and project team members	10	
	Experience of firm and project team members	10	
	Past Performance / References	5	
	Resources	5	
Proposal (up to 50 points)	Scope	5	
	Methodology	15	
	Environmental Performance	5	
	Scheduling	10	
	Project Team - Level of Effort	5	
	Clarity of Proposal	10	
Price (up to 20 points)	Points for Price = (lowest cost Proposal divided by Proposal being evaluated) x (20% weight)	20	
Total Score	Proponent + Proposal + Price Scores	100	

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Floodplain Exemption Application — Electoral Area “H”

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### Administrative Recommendation:

**THAT the floodplain exemption application for Lot 2, Plan KAP18873, District Lot 1740, YDYG, in order to permit the development of a single detached dwelling within the floodplain setback and below the flood construction level of Perley Creek, be approved subject to a statutory covenant being registered on title in order to:**

- a) “save harmless” the Regional District against any damages as a result of a flood occurrence; and,**
  - b) secure the recommendations contained within the flood hazard assessment report, dated May 5, 2020, prepared by Alan Bates (P.Eng.), of Streamworks Consulting Inc.**
- 

Purpose: To allow for the construction of a single detached dwelling within the floodplain setback and below the flood construction level of Perley Creek.

Owners: Neal & Carmen Rempel

Agent: Dave Penner

Folio: H-00983.005

Civic: 3297 Coalmont Road

Legal: Lot 2, Plan KAP18873, District Lot 1740, YDYG

OCP: Small Holdings (SH)

Zoning: Small Holdings Four (SH4)

---

### Proposed Development:

This application seeks an exemption from the floodplain regulations contained within the Electoral Area “H” Zoning Bylaw No. 2498, 2012, in order to allow for the construction of a single detached dwelling within the floodplain setback and below the flood construction level of Perley Creek.

In support of the proposal, the applicant has provided a flood hazard assessment report, prepared by Alan Bates (P.Eng.), of Streamworks Consulting Inc. The assessment report states “the subject property may be safely developed for the use intended (i.e. residential occupation) ... [subject to] conditions.”

### Site Context:

The subject parcel is approximately 7,757 m<sup>2</sup> in area and is situated on Coalmont Road within the “St. Andrews Recreation Development”, approximately 5 km north of Tulameen. The property contains a single detached dwelling and accessory buildings.

The surrounding pattern of development consists of similar small holdings parcels to the north and south, Crown lands to the west, and Otter Lake to the east.

### Background:

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File No: H2020.002-FPE

---

It is not known when the current boundaries of the subject property were created, as no subdivision plan is on file. Regional District records indicate that building permits have previously been issued for accessory buildings in 1999 and 2001.

Under Electoral Area “H” Official Community Plan (OCP) Bylaw No. 2497, 2012, the subject property is designated as Small Holdings (SH) and is situated within a Watercourse Development Permit (WDP) Area.

Under Electoral Area “H” Zoning Bylaw No. 2498, 2012, Section 8.0 Floodplain Regulations specifies that lands lower than 1.5 metres above the natural boundary of a watercourse are designated floodplain (Section 8.1); that no person must construct, reconstruct or extend a floor system or pad that supports a habitable area below the flood level specified in Section 8.1 (Section 8.3.2); and that no building or structure shall be located within 15.0 metres of the natural boundary of a creek.

### **Statutory Requirements**

Section 524(7) of the *Local Government Act* allows the Regional District to consider exempting a specific parcel from its floodplain regulations if the Board considers it advisable and either:

- (a) considers that the exemption is consistent with the Provincial guidelines, or*
- (b) has received a report that the land may be used safely for the use intended, which report is certified by a person who is*
  - (i) a professional engineer or geoscientist and experienced in geotechnical engineering, or*
  - (ii) a person in a class prescribed by the environment minister under subsection (9).*

### **Analysis:**

In considering this floodplain exemption request against the requirements of Section 524(7) of the *Local Government Act*, Administration notes that the property owners have submitted a flood hazard assessment report prepared by a professional engineer experienced in geotechnical engineering (Alan Bates (P.Eng.), of Streamworks Consulting Inc.) dated May 5, 2020, which concludes the following:

*The subject property may be safely developed for the use intended (i.e. residential occupation) under the following conditions:*

- the building is setback 15 m from the top of creek bank, as depicted in the Site Plan Drawing A1.00;*
- the building is constructed as shown on the attached Building Elevation Drawings A3.00 – A3.02 (with a main floor elevation no lower than 783.5 m elevation and the top of basement floor slab no lower than 781.4 m).*
- that the top of foundation walls on the west side of the garage be constructed at least 0.5 m above the surrounding grade, and that the driveway in front of the house grades down toward the creek.*

Conversely, it is noted that the OCP speaks to preventing or minimizing “property damage as a result from natural hazards” and to discouraging “development of land susceptible to flooding”. In this instance, other options appear to be available to the applicant such as elevating the building above the flood construction level.

---

In summary, and based upon the recommendations contained within the flood protection report, Administration is recommending that the floodplain exemption request be approved, and that the applicant enter into a statutory covenant in order to “save harmless” the Regional District in the event of future flood events.

**Alternative:**

THAT the Regional Board deny the Floodplain Exemption request.

**Respectfully submitted**



T. Donegan, Planning Technician

**Endorsed by:**



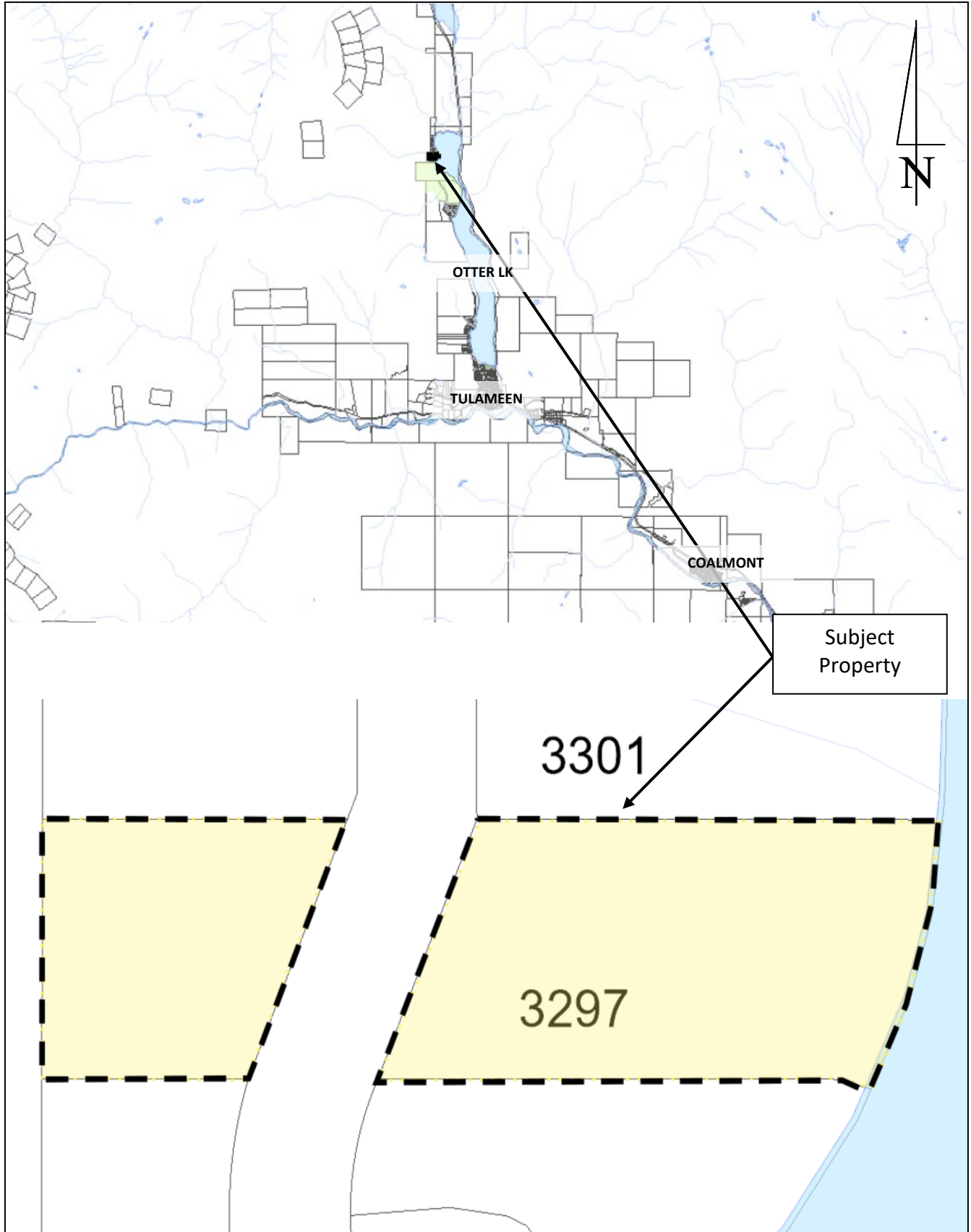
C. Garrish, Planning Manager

Attachments: No. 1 – Context Maps

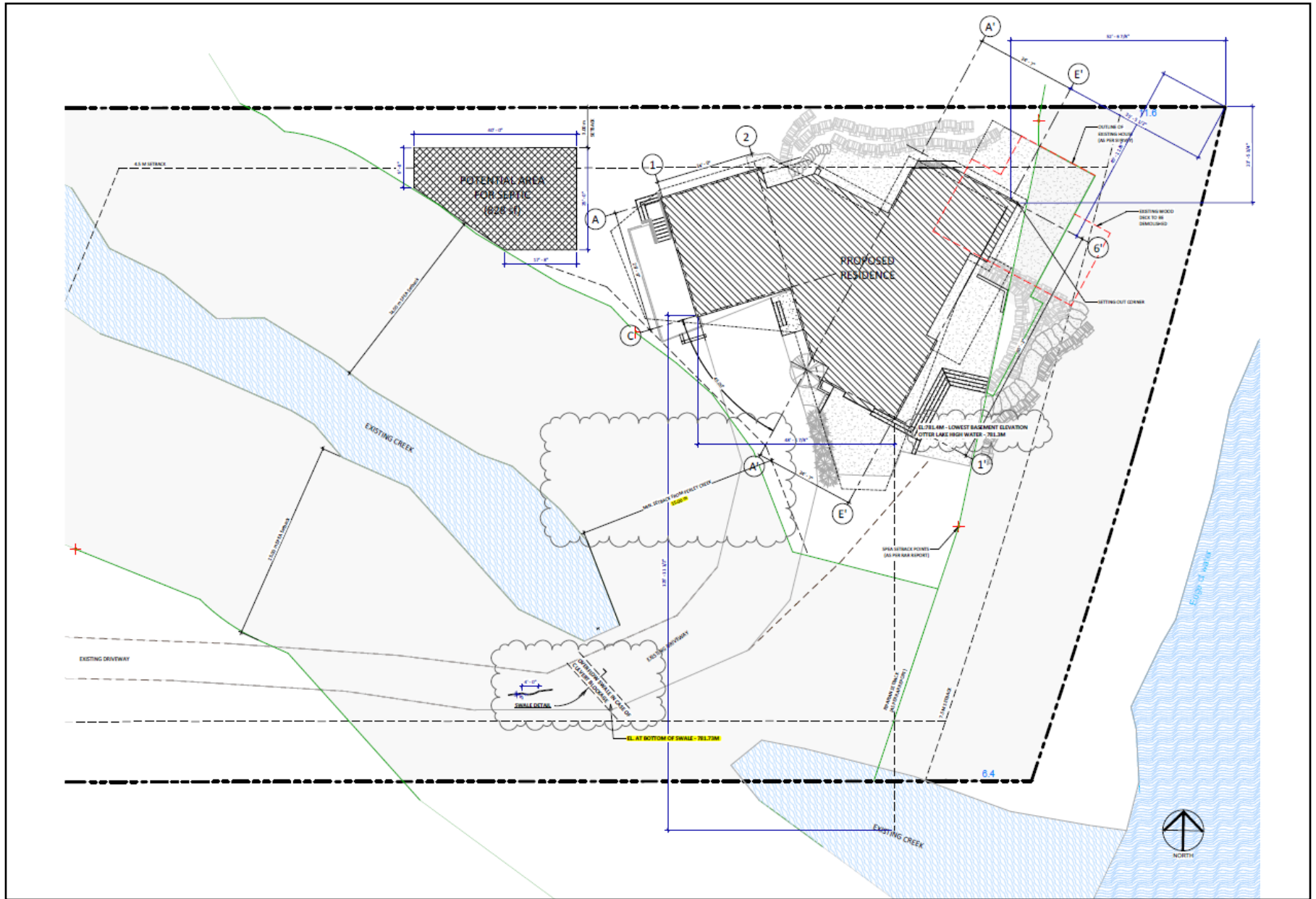
No. 2 – Applicant’s Site Plan

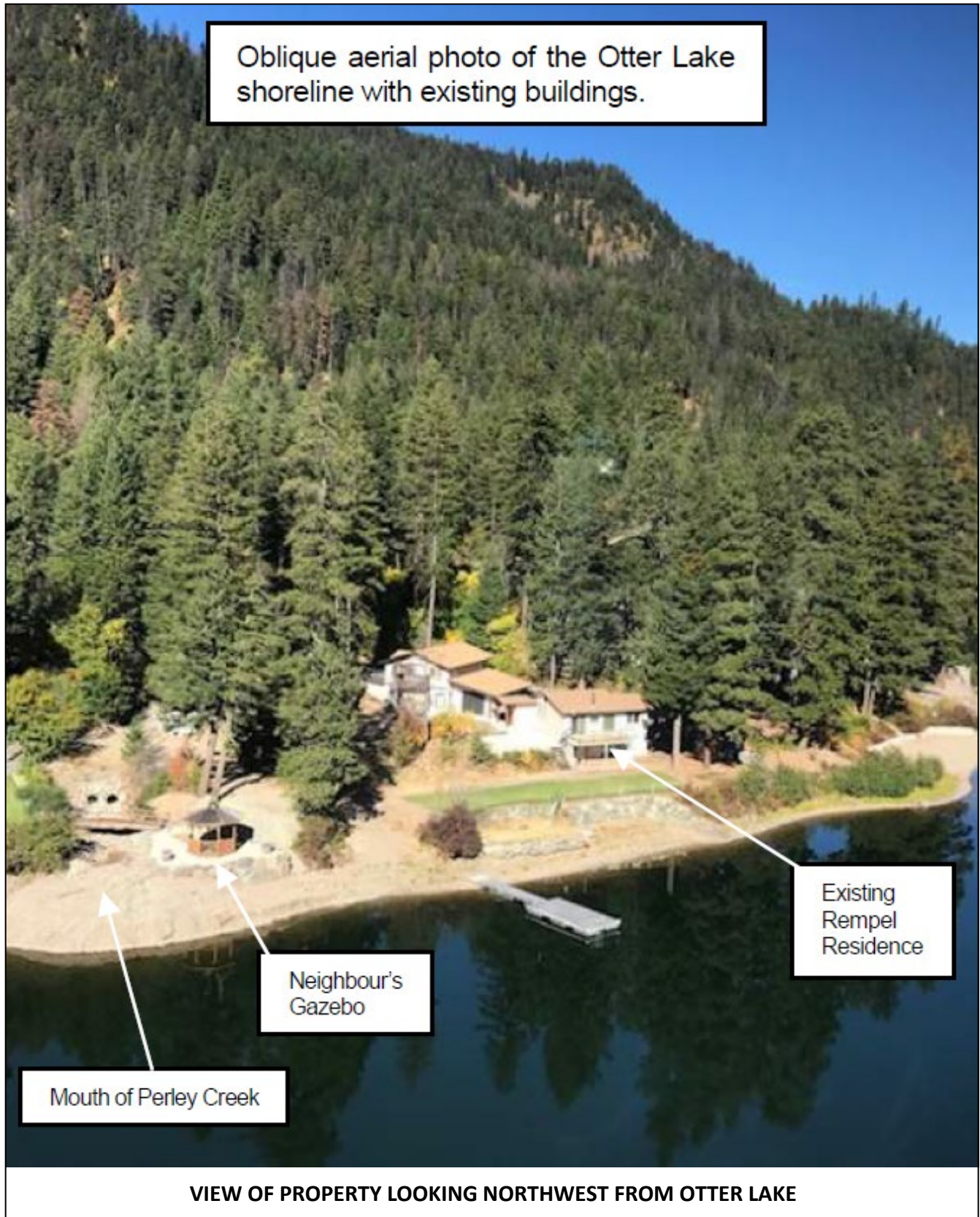
No. 3 – Applicant’s Site Photo

Attachment No. 1 – Context Maps



## Attachment No. 2 – Applicant's Site Plan







5690 Lakeshore Road NE  
Salmon Arm, BC V1E 3P5  
Phone/Fax: (250) 832-3095  
Email: [streamworks@telus.net](mailto:streamworks@telus.net)

May 5, 2020

Neal Rempel  
c/o Berts Electric  
26049 30A Avenue  
Aldergrove, BC, V4W 2W6

Attention: Neal Rempel

***Re: Flood Hazard Assessment for a 3297 Coalmont Road near Tulameen, BC legally described as Lot 2, District Lot 1740, YDYD, Plan 18873.***

Dear Mr. Rempel:

At your request, I have undertaken a review of hydrologic and geomorphic risks associated with plans for new construction at the above noted address on the foreshore of Otter Lake near Tulameen, BC. The property is also adjacent to the mouth of Perley Creek which has formed a small fan where it discharges into Otter Lake. It should be noted that the Regional District of Okanagan-Similkameen (RDOS) Parcel Viewer Mapping shows the creek as crossing the parcel immediately to the north (3301 Coalmont Road) and not the subject property. This is assumed to be a mapping error. Field inspection confirmed that the Perley Creek channel, the only creek channel in the area, crosses the subject property and discharges into Otter Lake across the corner of the next property to the south.

The subject property is located on the western shore of Otter Lake on an alluvial fan formed by Perley Creek (Lat: 49°35'29.32"N, Lon: 120°46'30.31"W). A topographic site plan has been provided as Figure 1, showing elevations of the lake and existing structures. Building plans by Site Lines Architecture dated November 8, 2018 are also attached. This set of drawings includes a proposed site plan depicting horizontal setbacks (Sheet A1.00), along with proposed building elevation drawings (Sheets A3.00, A3.01 and A3.02).

It is my understanding that your proposal is seeking exemption from fully complying with the floodplain regulations and bylaws, particularly with bylaw 8.1.1c, which requires the habitable floor to be 1.5m above the natural boundary of the watercourse. This will result in a home that is unsightly, as well as difficult to construct and access. The neighbors have also voiced their concern, suggesting if the home is elevated as per the current bylaws, the grading requirements will negatively affect their property. As such, there is no reasonable way of fully complying with the bylaws, and the requirements will unfairly penalize you, the landowner.

I visited the subject property on August 28, 2019. The review included an inspection of the lot, proposed building site, existing road crossings and the Perley Creek channel upstream for approximately 400m (to the apex of the fan). The upper basin was also reviewed using Google Earth imagery from 2003 and 2013. No other background information concerning the hydrology of Perley Creek was found available. Provincial Floodplain Mapping is available for the Tulameen River, including Otter Lake. This letter summarizes my findings and recommendations.

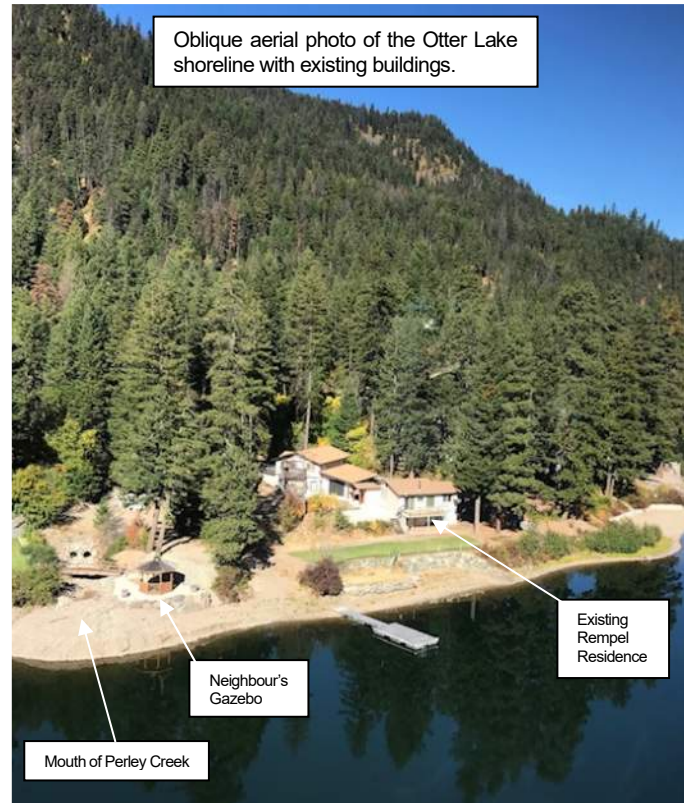
Perley Creek drains approximately 3.2 km of mostly forested terrain above Otter Lake. The present-day alluvial fan adjacent to the creek likely mostly developed during Fraser deglaciation approximately 10,000 years ago. Meltwaters at that time would have been considerably larger than the current flow regime for the creek, bringing with them large volumes of sediment from the newly exposed, bare landscape. The current channel/flow is therefore substantially smaller than the meltwater channel that created the fan. Most of the relict fan is no longer active and fully forested with mature coniferous timber. The smaller flows have incised

into a small relatively stable channel from the apex of the fan to the lake. The creek is now ephemeral, running only during the spring months.

The creek channel through the property has a bank full width of approximately 4m, a bank full depth between 1 and 2m and a gradient of 15%. Substrates are predominantly cobble and gravel with a few lag boulders. No in-channel woody debris structure was observed within the limits of the property. No water was running in the channel at the time of inspection. Evidence of occasional cobble-sized bedload was noted. Deposits into the lake disappear over a steep drop-off around the limit of the fan. Two 1000mm corrugated pipes with bevelled inlets provided drainage under the existing driveway. Some bank sections through the subject property and the adjacent property had been protected with sizeable angular riprap. It is my understanding that the existing home (which does not comply with present zoning bylaws), has never been affected by the creek.

Creek drainage through Coalmont Road upslope of the property is provided by two 950mm culverts. Low rust lines in the culverts suggest that the clear water capacity of the pipes is adequate. The channel gradient decreases above the road and the riparian includes more deciduous trees. The creek has more of a floodplain above the road crossing. If the culverts became obstructed, flows would most likely follow the ditchlines north and south, away from the subject property.

At the apex of the fan, Perley Creek emerges from a steep, confined, bedrock-controlled canyon. Gradients increase to more than 60%. No evidence of debris flow or catastrophic bedload movement was identified. Banks and larger boulders were frequently mossy. Some woody debris jam/structure in this reach had served to control bedload movement. Mature trees with no evidence of impact were noted standing in close proximity to the creek. While there may be the odd flush of bedload when debris jams breach, there was no indication that these events develop into larger catastrophic movements.



Reviewing available imagery, the canyon section of Perley Creek appears to extend for approximately 1 km upstream. Above an elevation of about 1100m, the terrain rolls off onto a more moderate sloping plateau. This lower gradient reach is less likely to initiate landslides or channelized debris flows. Between 2003 and 2013, a significant portion of this plateau in upper Perley Creek watershed was harvested. Local knowledge noted that this may have increased flow in the creek for the past few decades. This makes hydrologic sense given the extent of the clearcutting in the higher snowpack zone. The fact that the lower creek channel has remained stable through this major hydrologic disturbance suggests the system must be fairly robust.

The subject property falls within Electoral Area 'H' of RDOS and is governed by the Zoning Bylaw No. 2498, 2012. Section 8 of the Bylaw specifies floodplain management provisions for habitable areas adjacent to lakes and rivers. Provincial Floodplain Mapping has been developed for the Similkameen and Tulameen Rivers, issued by the BC Ministry of Environment, Water Management Branch in 1981. According to the mapping, Otter Lake has a designated 200 year flood level of 781.3m (G.S.C) including freeboard. This provides a Flood Construction Level (FCL) for properties adjacent to the lake. The underside of a wooden floor system, or the top of a floor pad in a habitable area must be above this FCL. Setback distances are minimum 7.5m from the natural boundary of a lake.

With regards to Perley Creek, the Bylaw (8.1.1c)) prescribes construction levels must be 1.5m above the natural boundary of watercourses (other than along the Tulameen and Similkameen Rivers). Section 8.3.3 a),i further states for dwelling units that the underside of any wooden floor system, or top of the pad for any habitable area, be situated no lower than 1.0 metre above the natural ground elevation taken at any point on the perimeter of the building (unless Bylaw 8.1.1. is greater). Setback distances are minimum 15m from the natural boundary of a watercourse.

Given the steepness (15%) of Perley Creek adjacent to the proposed building site, the elevation of the natural boundary of the creek changes significantly according to which point along the stream you choose to use as an elevation. Typically, the elevation of the natural boundary is taken on a line from the building site perpendicular to the creek. The lower creek is on a tilted, but relatively flat alluvial fan. During an overbank flood event the flood flows would be expected to spread over a broad area once out of the channel. These overflows would be uncontained and hence relatively shallow. This would be the case even if the overflows occurred upstream of (higher than) the proposed dwelling. In my opinion, Section 8.3.3 a),i presents the most effective approach to floodproofing by ensuring the dwelling is sufficiently above the natural grade. That said, it is highly unlikely given the small, seasonal nature of the creek, that flow over the fan could ever approach 1m depth. Any shallow overland flow from above the proposed residence would be deflected by the garage and concrete foundation walls around the house. I would recommend that the top of foundation walls be constructed at least 0.5m above the surrounding grade on the west side of the garage, and that the driveway in front of the house grade down toward the creek. Ideally, the lowest point of the driveway should be at or near the culvert crossing. This will ensure that in the event the culverts become blocked or their capacity is exceeded, any overflows will simply cross over the driveway and back into the normal channel. These recommendations provide a safe route for creek overflows around the proposed residence.

**In conclusion, the subject property may be safely developed for the use intended (i.e. residential occupation) under the following conditions:**

- the building is setback 15 m from the top of creek bank, as depicted in the Site Plan Drawing A1.00;
- the building is constructed as shown on the attached Building Elevation Drawings A3.00 – A3.02 (with a main floor elevation no lower than 783.5m elevation and the top of basement floor slab no lower than 781.4m).
- that the top of foundation walls on the west side of the garage be constructed at least 0.5m above the surrounding grade, and that the driveway in front of the house grades down toward the creek.

Please feel free to contact me if you have any questions regarding the contents of this letter.

Sincerely,



Alan Bates, P.Eng., Water Resources Engineer, Streamworks Consulting Inc.



Photo A – The mouth of Perley Creek where it discharges into Otter Lake. Recent gravel deposits indicative of bedload.



Photo B – Twin 1000mm bevelled culverts on dry Perley Creek passing under the driveway to the subject property. Wellhead shed to the right will be removed.



Photo C – Looking downstream along Perley Creek from Coalmont Road. Most of the property is over the left bank.



Photo D – Inlets of twin 950mm culverts under Coalmont Road. These culverts will have a lower capacity than the driveway culverts downstream (beveling increases capacity).



Photo E – Large fir and cedar trees immediately adjacent to the Perley Creek channel at the top of the fan.



Photo F – Looking upstream along the Perley Creek channel from the apex of the fan. Note bedrock in bed and banks.

TOPOGRAPHIC SITE PLAN OF PART  
OF LOT 2, DISTRICT LOT 1740, YDYD,  
PLAN 18873.

SCALE 1:250 METRIC



THE INTENDED PLOT SIZE OF THIS PLAN IS 560 mm IN WIDTH  
BY 432 mm IN HEIGHT (C-size) WHEN PLOTTED AT A SCALE  
OF 1:250 METRIC.

LEGEND

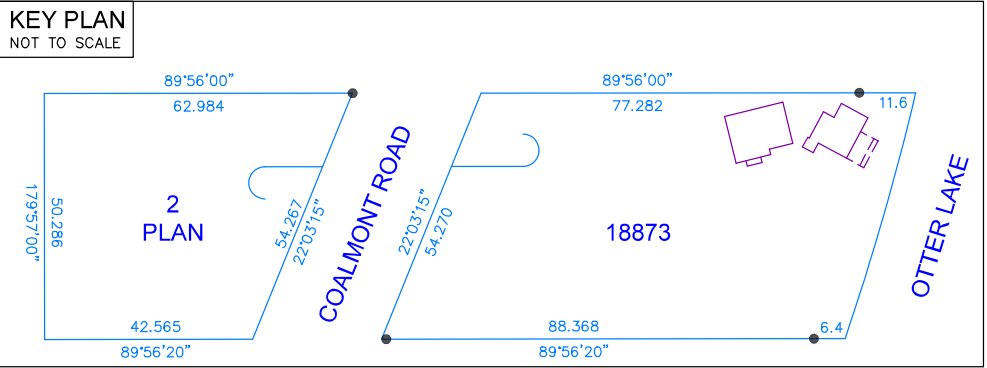
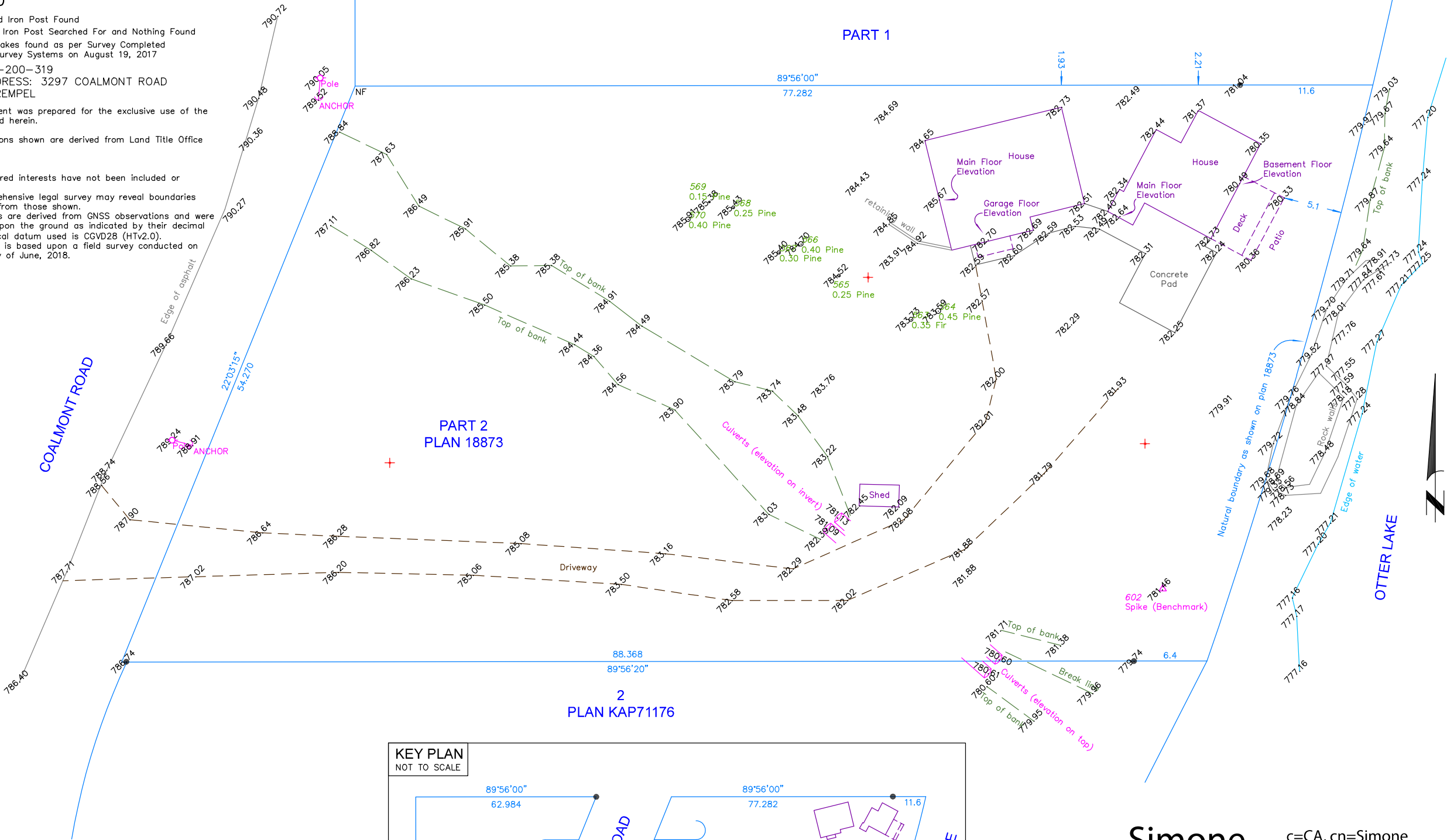
- Standard Iron Post Found
- NF Denotes Iron Post Searched For and Nothing Found
- + SPEA Stakes found as per Survey Completed  
by 3D Survey Systems on August 19, 2017

PID: 008-200-319  
CIVIC ADDRESS: 3297 COALMONT ROAD  
CLIENT: REMPEL

This document was prepared for the exclusive use of the  
client named herein.

Lot dimensions shown are derived from Land Title Office  
records.

- Notes:.
- Unregistered interests have not been included or  
considered.
  - A comprehensive legal survey may reveal boundaries  
that differ from those shown.
  - Elevations are derived from GNSS observations and were  
measured upon the ground as indicated by their decimal  
point. Vertical datum used is CGVD28 (HTV2.0).
  - This plan is based upon a field survey conducted on  
the 8th day of June, 2018.



**AllTerra**  
Land Surveying Ltd.  
www.AllTerraSurvey.ca  
Ph: 250.452.9298 File: 118054-TO

● Pole

Simone  
Porcellato  
STR6SW

c=CA, cn=Simone  
Porcellato STR6SW,  
o=BC Land Surveyor,  
ou=Verify ID at  
www.juricert.com/  
LKUP.cfm?id=STR6SW

REVISIONS

DATE	DESCRIPTION
1 Apr. 06, 2018	Client Review - Initial concept
2 Apr. 11, 2018	Client Review - Exterior design
3 Aug. 03, 2018	Client Review - Concept version 2
4 Sept. 27, 2018	Client Review - Concept version 3
5 Oct. 15, 2018	Client Review - Plans & Ext. (v3)
6 Nov. 02, 2018	Client Review - Updated drawings
8 Aug. 27, 2019	Issued for BP
9 Aug. 30, 2019	Issued for Tender
10 2020.04.30	Re-issue - Site pan

REMPEL  
RESIDENCE

3297 Coalmont Rd.  
Tulameen, B.C.

title  
SITE PLAN

scale 1" = 10'-0"

date November 08, 2018

drawn JD checked GK

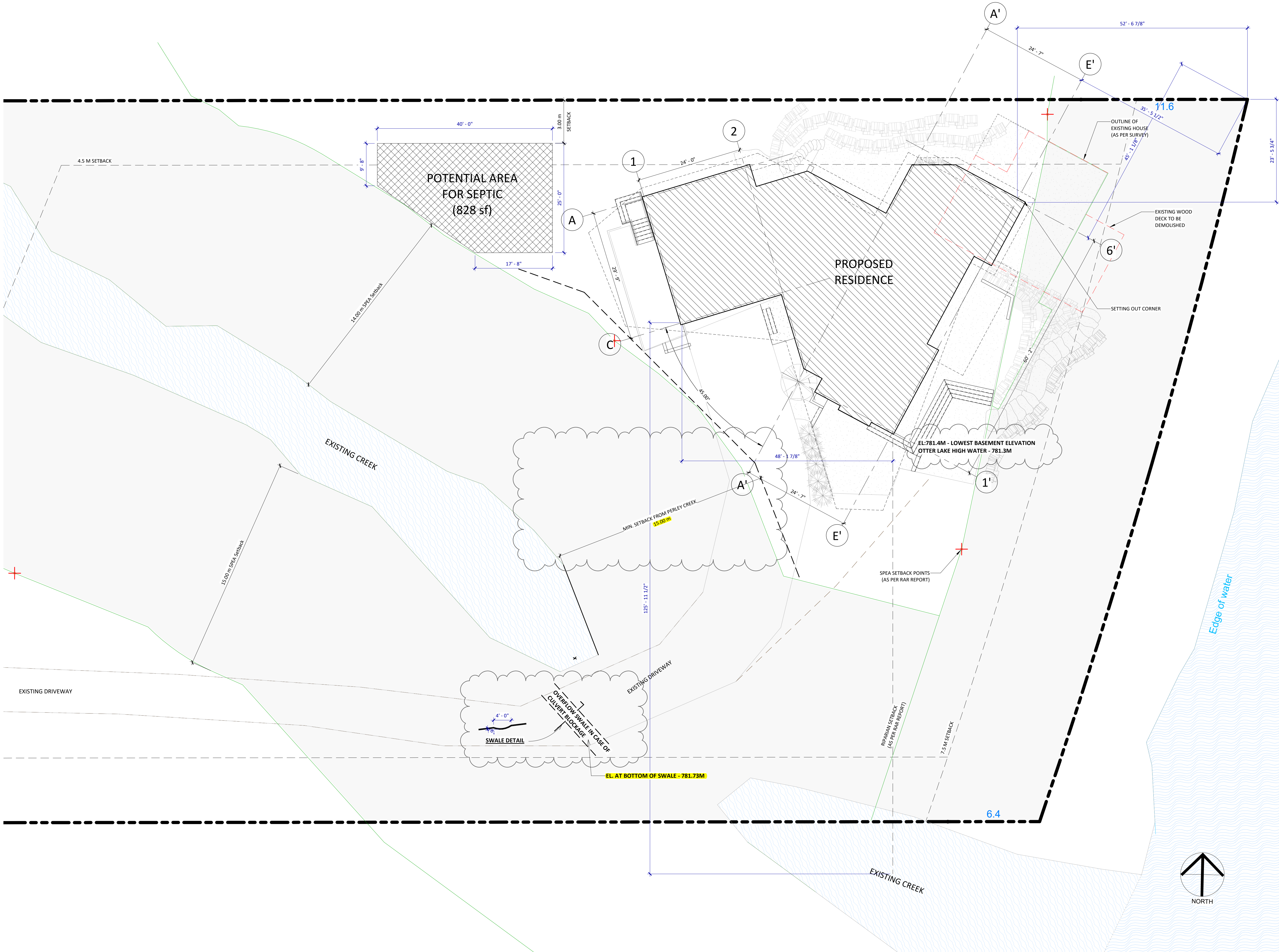
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sheet no. A1.00

seal

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REMPEL  
RESIDENCE

3297 Coalmont Rd.  
Tulameen, B.C.

title  
BASEMENT FLOOR  
PLAN

scale 1/4" = 1'-0"

date November 08, 2018

drawn JD checked GK

job no. 1808

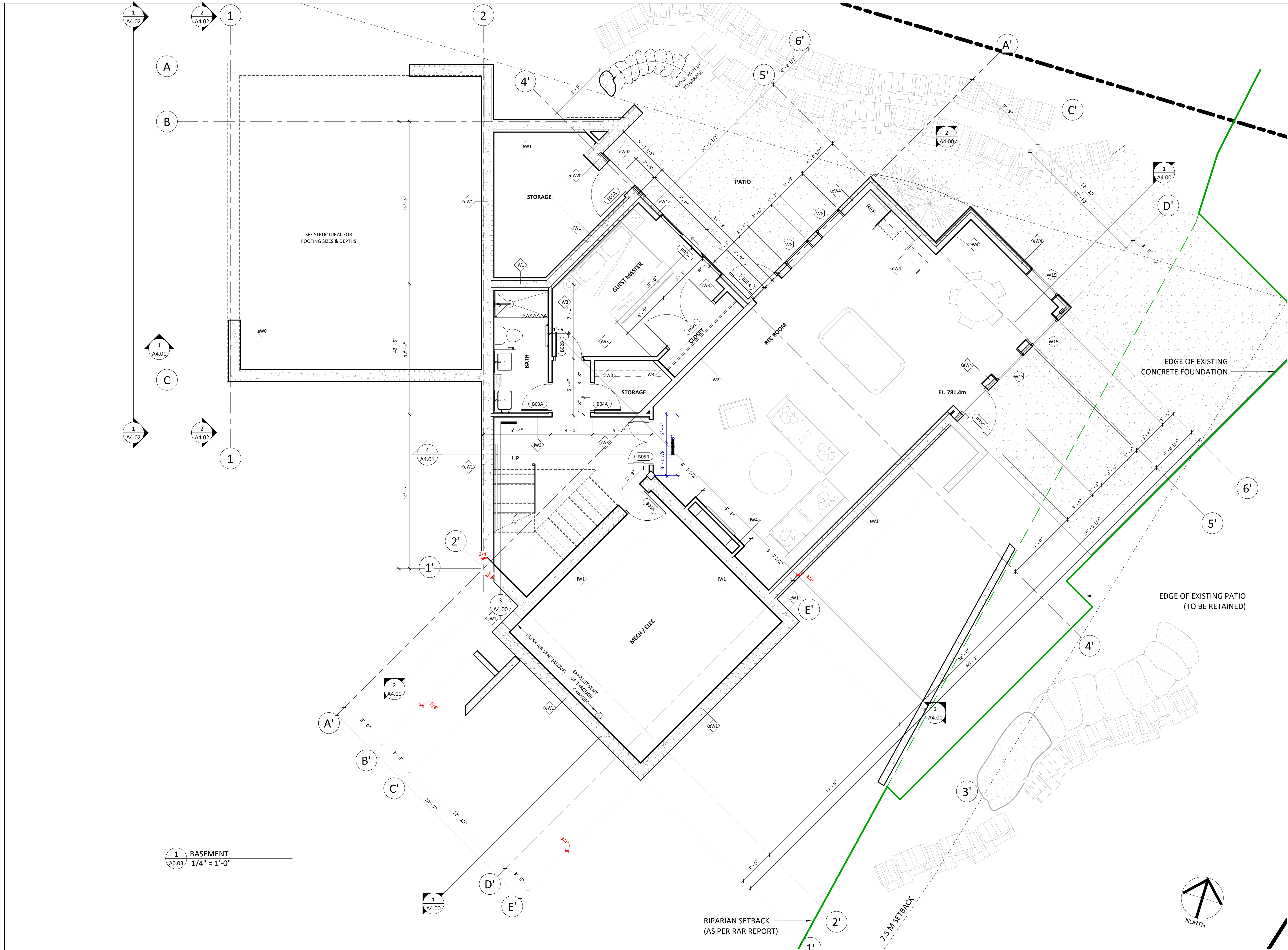
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10 2020.04.30	Re-issue - Site plan

REMPEL  
RESIDENCE

3297 Coalmont Rd.  
Tulameen, B.C.

title  
MAIN FLOOR PLAN

scale 1/4" = 1'-0"

date November 08, 2018

drawn JD checked GK

job no. 1808

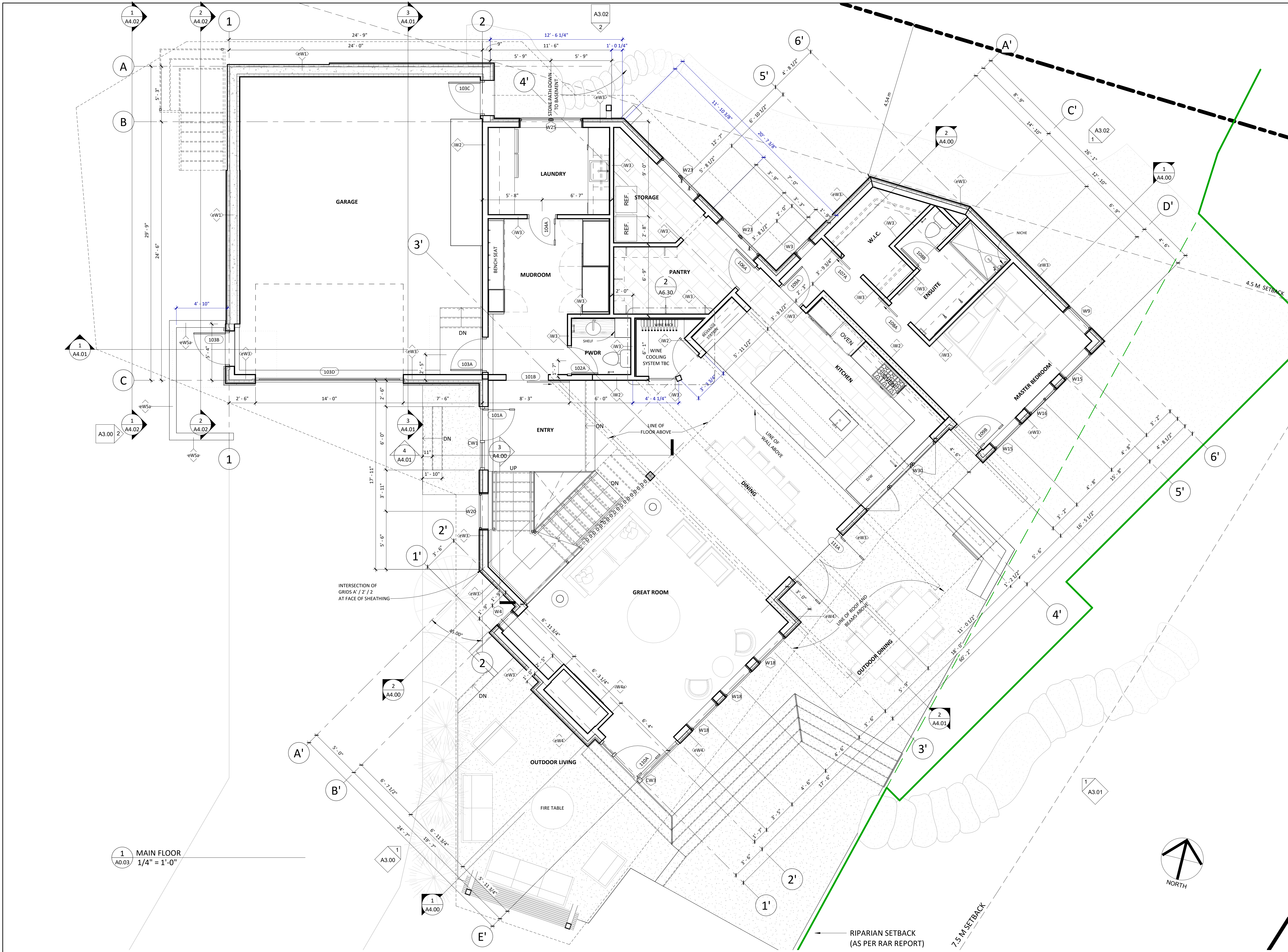
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9 Aug. 30, 2019	Re-issue - Site pan
10 2020.04.30	

REMPEL  
RESIDENCE

3297 Coalmont Rd.  
Tulameen, B.C.

title  
UPPER FLOOR PLAN

scale 1/4" = 1'-0"

date November 08, 2018

drawn JD checked GK

job no. 1808

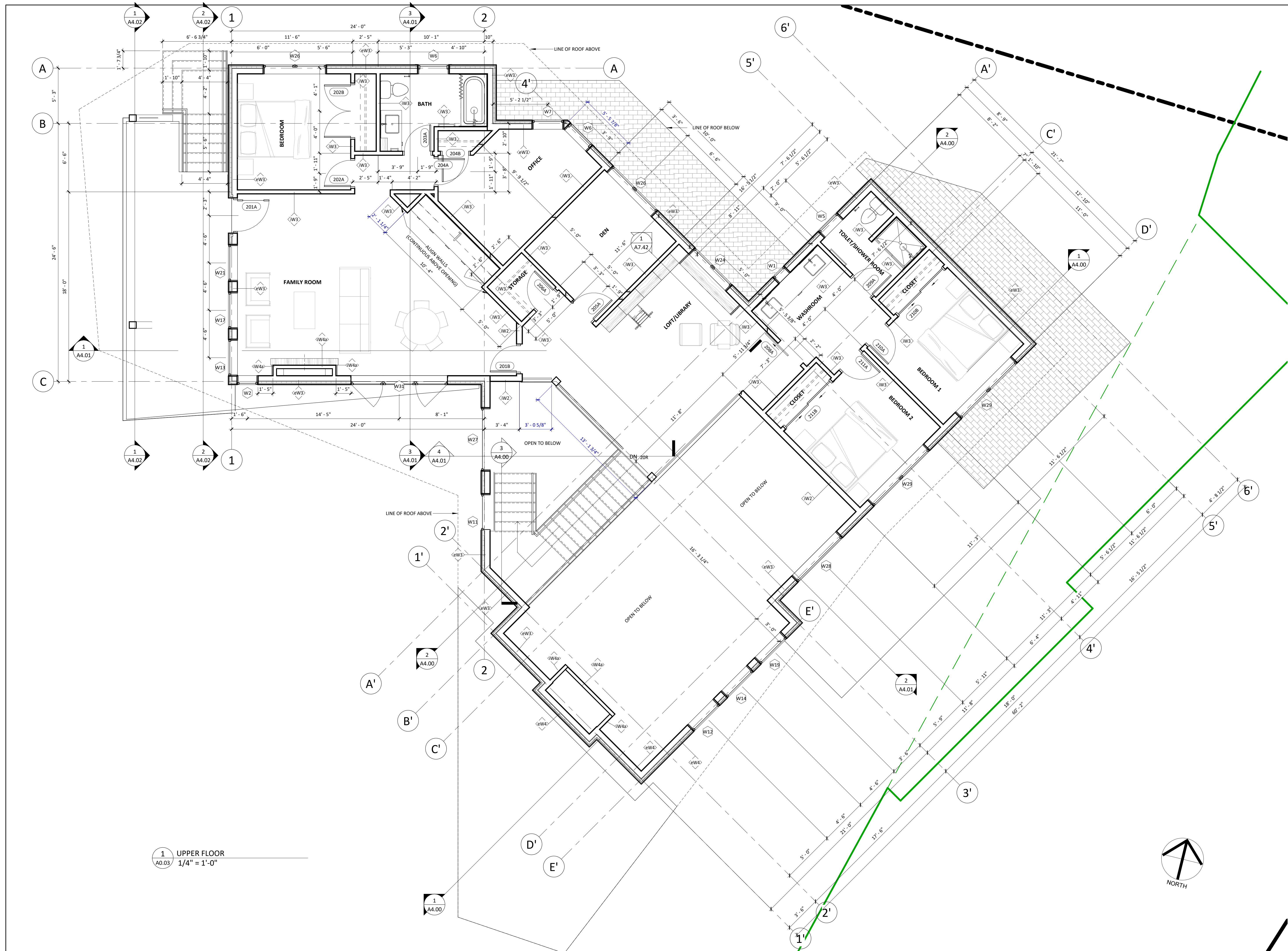
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8 Aug. 27, 2019	Issued for BP
9 Aug. 30, 2019	Issued for Tender
10 2020.04.30	Re-issue - Site pan

REMPEL  
RESIDENCE

3297 Coalmont Rd.  
Tulameen, B.C.

title  
BUILDING ELEVATIONS

scale 1/4" = 1'-0"

date November 08, 2018

drawn checked

job no. 1808

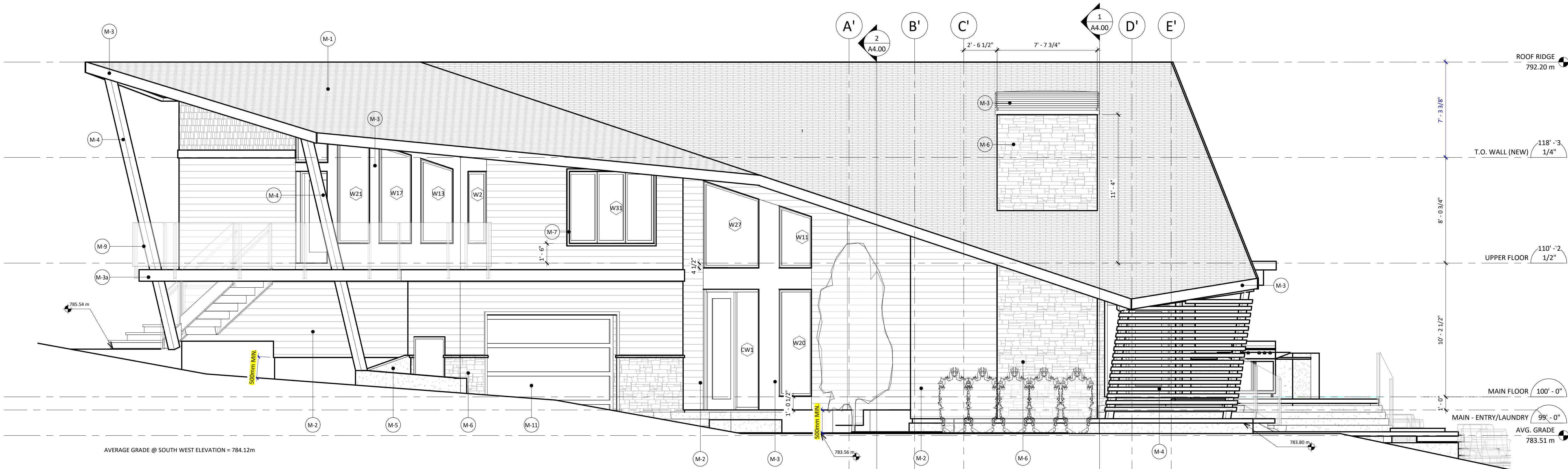
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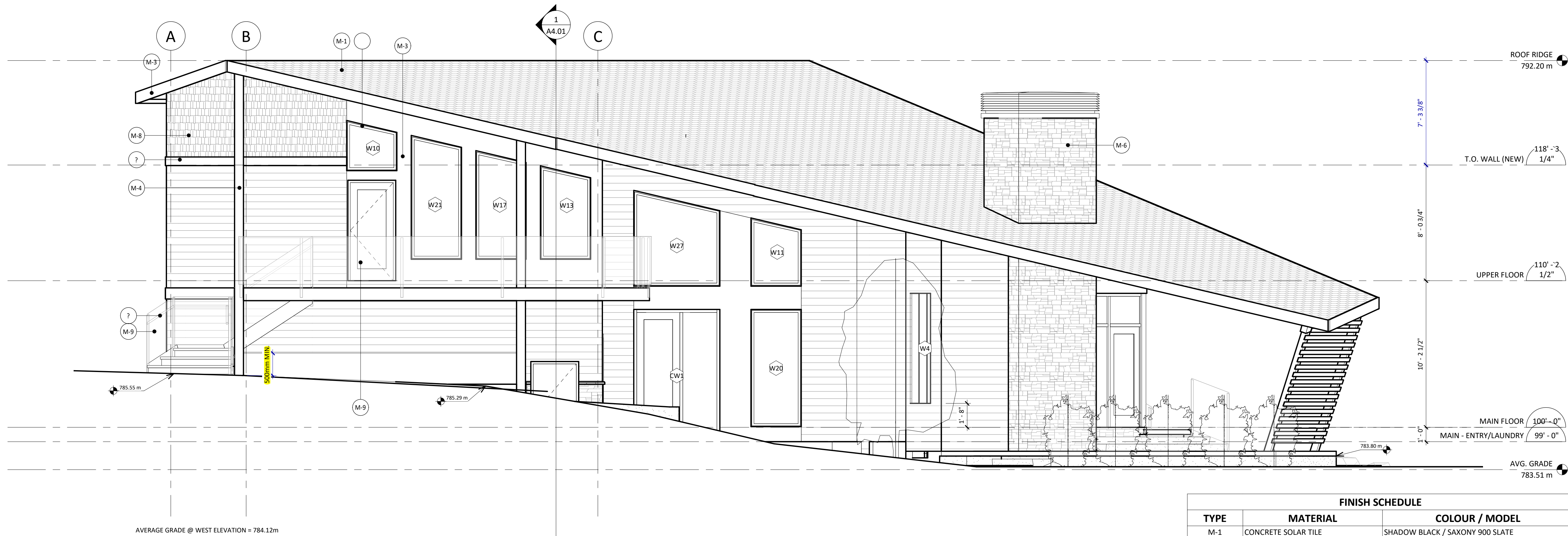
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1 SOUTH WEST ELEVATION  
1/4" = 1'-0"



AVERAGE GRADE @ WEST ELEVATION = 784.12m

2 WEST ELEVATION  
1/4" = 1'-0"

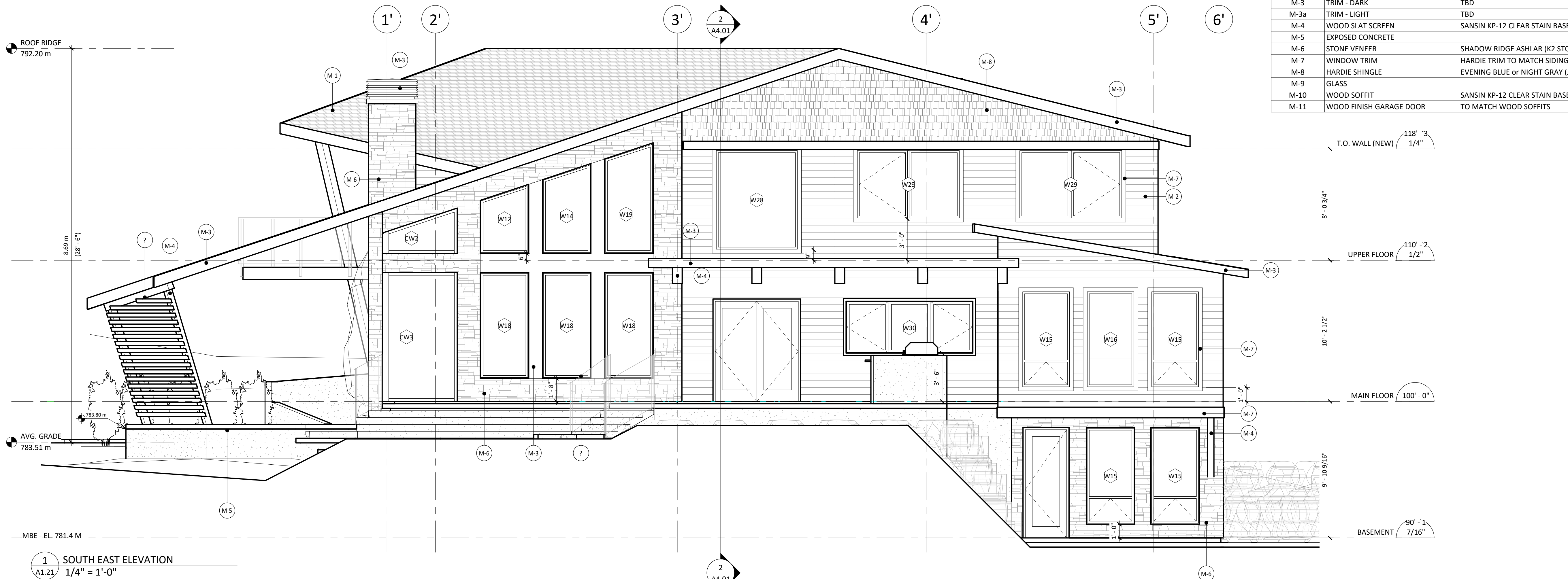
FINISH SCHEDULE		
TYPE	MATERIAL	COLOUR / MODEL
M-1	CONCRETE SOLAR TILE	SHADOW BLACK / SAXONY 900 SLATE
M-2	HARDIE HORIZONTAL SIDING	EVENING BLUE or NIGHT GRAY (JAMES HARDIE)
M-3	TRIM - DARK	TBD
M-3a	TRIM - LIGHT	TBD
M-4	WOOD SLAT SCREEN	SANSIN KP-12 CLEAR STAIN BASE AND FINISH COAT
M-5	EXPOSED CONCRETE	
M-6	STONE VENEER	SHADOW RIDGE ASHLAR (K2 STONE)
M-7	WINDOW TRIM	HARDIE TRIM TO MATCH SIDING
M-8	HARDIE SHINGLE	EVENING BLUE or NIGHT GRAY (JAMES HARDIE)
M-9	GLASS	
M-10	WOOD SOFFIT	SANSIN KP-12 CLEAR STAIN BASE AND FINISH COAT
M-11	WOOD FINISH GARAGE DOOR	TO MATCH WOOD SOFFITS

2020-05-08 3:32:12 PM

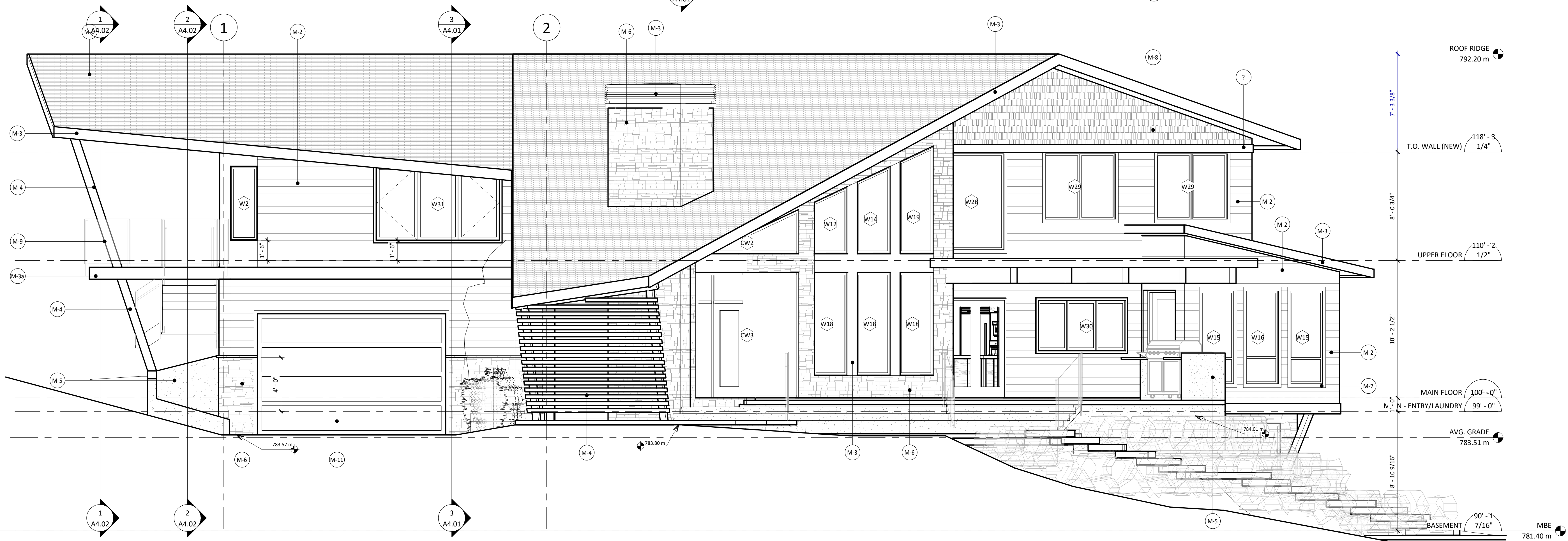
REVISIONS

	DATE	DESCRIPTION
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9	Aug. 30, 2019	Issued for Tender
10	2020.04.30	Re-issue - Site pan

FINISH SCHEDULE		
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M-9	GLASS	
M-10	WOOD SOFFIT	SANSIN KP-12 CLEAR STAIN BASE AND FINISH COAT
M-11	WOOD FINISH GARAGE DOOR	TO MATCH WOOD SOFFITS



1 SOUTH EAST ELEVATION  
1/4" = 1'-0"



2 SOUTH ELEVATION  
1/4" = 1'-0"

REMPEL  
RESIDENCE

3297 Coalmont Rd.  
Tulameen, B.C.

title  
BUILDING ELEVATIONS

scale 1/4" = 1'-0"

date November 08, 2018

drawn JD checked Checker

job no. 1808

sheet no. A3.01

seal

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REMPEL  
RESIDENCE

3297 Coalmont Rd.  
Tulameen, B.C.

title  
BUILDING ELEVATIONS

scale 1/4" = 1'-0"

date November 08, 2018

drawn JD checked GK

job no. 1808

sheet no. A3.02

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## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 16, 2020

**RE:** Agricultural Land Commission Referral ("non-farm" use) – Electoral Area "C"

---

### Administrative Recommendation:

**THAT the RDOS "not authorize" the application to operate a "small trailer/modular repair" for a "non-farm use" at 7738 Island Road (Lot 57, Plan 1729, District Lot 2450S, SDYD, Except (1) Parcel A (DD144161F) and (2) Plans 12996 and 14574) in Electoral Area "C" to proceed to the Agricultural Land Commission.**

---

Purpose: To allow for a small trailer/modular repair "non-farm use" in the Agricultural Land Reserve (ALR)

Owner: Harry and Irmgard Peters

Agent: Dean Keller

Folio: C-05310.000

Legal: Lot 57, Plan 1729, DL 2450S, SDYD, Except (1) Parcel A (DD144161F) and (2) Plans 12996 and 14574

Civic: 7738 Island Road

OCP: Agriculture (AG)

Zone: Agriculture One (AG1)

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### Proposed Development:

An application to the Agricultural Land Commission (ALC) under Section 20(2) of the *Agricultural Land Commission Act* (the Act) has been referred to the Regional District, in order to allow "small trailer/modular repair" on a parcel of land within the Agricultural Land Reserve (ALR).

Specifically, the applicant is seeking the Commission's approval to allow for a "small trailer/modular repair". The proposed area to be utilized for this non-farm use is 0.3 ha.

In support of this proposal, the applicant has stated that they are seeking "small trailer/modular repair (ex: window, door, ceiling, floor repairs) for Agricultural use of modular and mobile trailers for the purpose of Farm use for migrant workers."

### Statutory Requirements:

Under Section 34 of the *Agricultural Land Commission Act*, the Regional District of Okanagan-Similkameen (RDOS) must "review the application, and ... forward to the commission the application together with [its] comments and recommendations", unless Section 25(3) applies wherein the Board has the ability to refuse to "authorise" an application.

In this instance, Section 25(3) is seen to apply as the property "is zoned by bylaw to permit [an] agricultural or farm use".

### Site Context:

The subject property is approximately 2.25 ha in area and is located on the west side of Island Road, approximately 3.5 km north of the Town of Oliver. The property is understood to be comprised of an existing mobile home, shop, and water sheds, with the majority of the property vacant land.

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The surrounding pattern of development is characterised by agricultural parcels containing agriculture and residential uses.

**Background:**

Parcel Information

It is unknown when the current boundaries of the subject property were created by a plan of subdivision, while records for building permits include a mobile home (1978), house (1984/1985), addition (1990) and shed (1991).

The subject parcel is entirely within the Agricultural Land Reserve (ALR) and is surrounded by ALR lands and has classified the property as Residential (01) and Business and Other (06) by BC Assessment.

Current Land Use Bylaws

Under the Electoral Area “C” Official Community Plan (OCP) Bylaw No. 2452, 2008 the subject property is designated as Agriculture (AG) and is also subject to a Watercourse Development Permit (WDP) Area designation.

Under Section 9.0 Agriculture, there are applicable policies for lands designated as agriculture, including to:

- preserve and protect the existing agricultural base in rural Oliver (Section 9.3.5);
- direct that the principal use of lands designated as ‘Agriculture’ shall be agriculture (Section 9.3.9);
- encourage maximizing productive farm activity and minimizing non-farm use on farmland by limiting the footprint of non-farm uses (Section 9.3.19); and
- on existing parcels, encourage agricultural use of all farm parcels regardless of size (Section 9.3.22).

In the Electoral Area “C” OCP Bylaw, major service commercial uses are directed to Primary Growth Areas such as the Town of Oliver (Section 12.3.5), and major industrial uses are directed to town centres (Section 13.2.2.5), which have the necessary infrastructure and support services.

Under the Electoral Area “C” Zoning Bylaw No. 2453, 2008, the property is zoned Agriculture One (AG1). The bylaw defines a “service industry establishment” as meaning a business premises or building, where non-personal goods and services are provided, including storage and repair, among other listed uses. This use is seen to capture the current use of the property and is not permitted in the AG1 Zone.

Enforcement

Enforcement records indicate instances of non-farm uses occurring on the property periodically since 1997 and have historically been successfully discontinued through combined enforcement efforts of the ALC, RDOS and legal counsel.

Most recently, on July 3, 2014, the RDOS delivered an “order to comply” letter to cease all industrial and/or commercial activities on the property. Multiple inspections in 2014, 2015, 2016, 2017 and 2018 confirmed continued operation and fines were subsequently issued.

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On June 18, 2018, the RDOS filed a compliance and enforcement land use activity report form to the ALC for industrial/commercial activity of retrofitting mobile homes, Atco trailers, repair and storage of tractor trailer units/trucks; and construction of structures on property for use elsewhere.

On June 28, 2018, the ALC delivered to the property owner an “Unauthorized Commercial Activity in the Agricultural Land Reserve” letter and required the non-farm activity use to immediately cease and not continue until permitted under application decision and submit a non-farm use application by August 6, 2018.

This non-farm use application was received on February 25, 2020, after several extensions were provided to the property owner to cease activities and remove all commercial and industrial equipment or to submit a non-farm use application.

**Analysis:**

In considering this referral, Administration notes that the Electoral Area “C” OCP Bylaw contains objectives to protect land from uses which are inconsistent with agricultural use or are incompatible with existing agricultural uses in the area. Further, the OCP Bylaw directs that the principal use of agriculturally-designated lands be agriculture.

Administration has concerns that allowing a service industry establishment in an agriculturally designated area is not consistent with policies to preserve the agricultural land base, to direct principal uses of the property to be agriculture, or to encourage farm activity.

Commercial/industrial uses are also inconsistent with surrounding land use patterns, which are primarily agricultural and rural residential and the OCP speaks to directing these to designated Growth Areas and town centres. As such, the proposed use would be more appropriately located in an existing industrial area or within the Town of Oliver.

Although not in the purview of the ALC, it should be noted that a portion of the service industry establishment is proposed within a Watercourse Development Permit (WDP) Area, which may not be consistent with provincial regulations.

Conversely, the service industry establishment is to allow for small trailer/modular repairs that indirectly supports agriculture, as the modular and mobile trailers repaired are intended for use by migrant farm workers.

In summary, the proposed use is not consistent with the agricultural designation of the property. Introduction of a service industry establishment would be inconsistent with OCP policies that encourage agricultural uses on the subject property and direct commercial/industrial uses to other locations.

Therefore, Administration is recommending that the application not be authorized to proceed to the ALC.

Should this application be authorised by the Board to proceed to the ALC, and is subsequently approved by the Commission, an OCP amendment and rezoning would be required.

**Alternatives:**

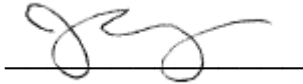
1. THAT the RDOS “authorize” the application to operate “small trailer/modular repair” for a “non-farm use” at 7738 Island Road (Lot 57, Plan 1729, District Lot 2450S, SDYD, Except (1)

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Parcel A (DD144161F) and (2) Plans 12996 and 14574) in Electoral Area “C” to proceed to the Agricultural Land Commission.

2. THAT the Board of Directors defers making a decision and directs that the proposal be considered by the Electoral Area “C” Advisory Planning Commission (APC).

**Respectfully submitted**



J. Peachey, Planner I

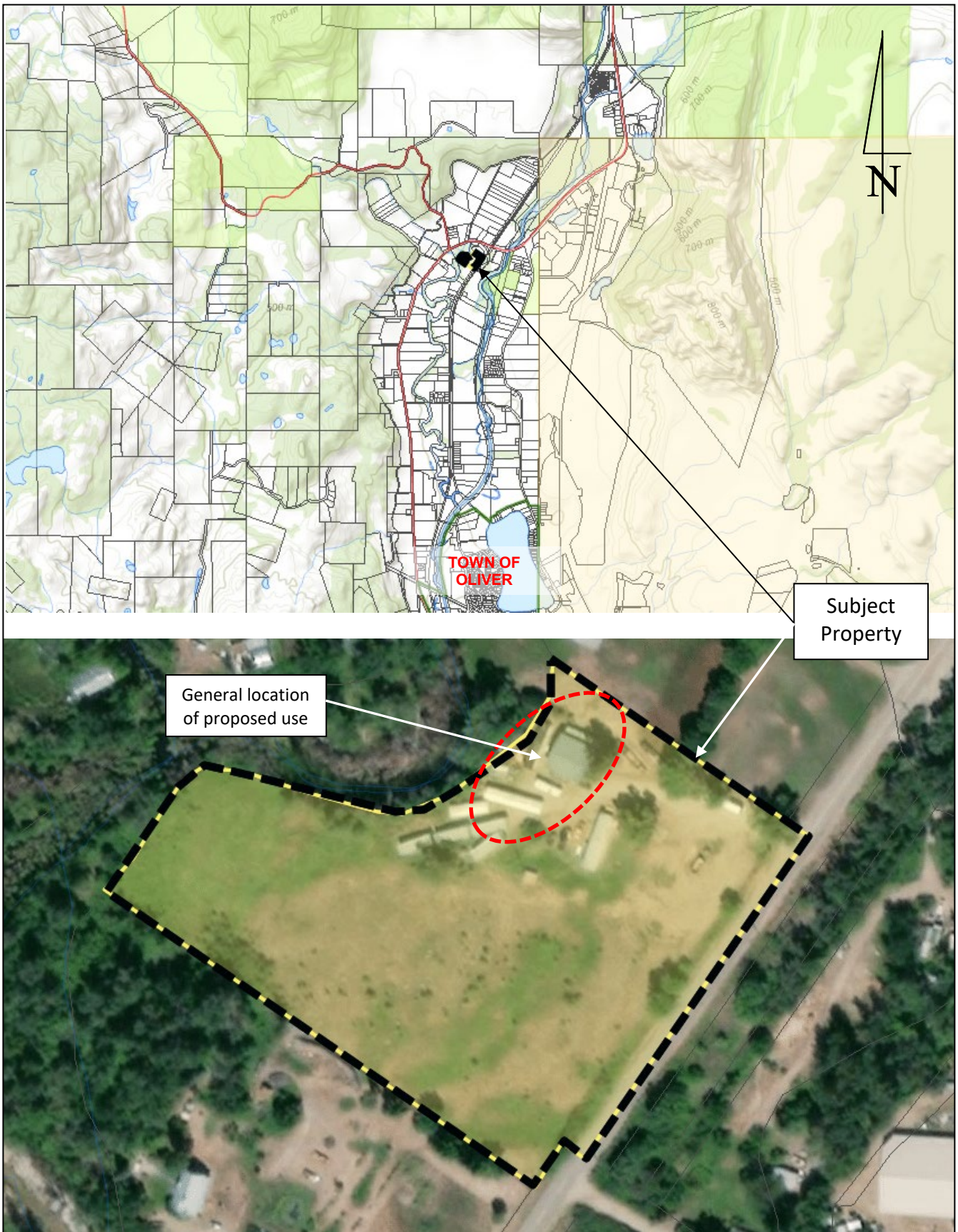
**Endorsed by:**



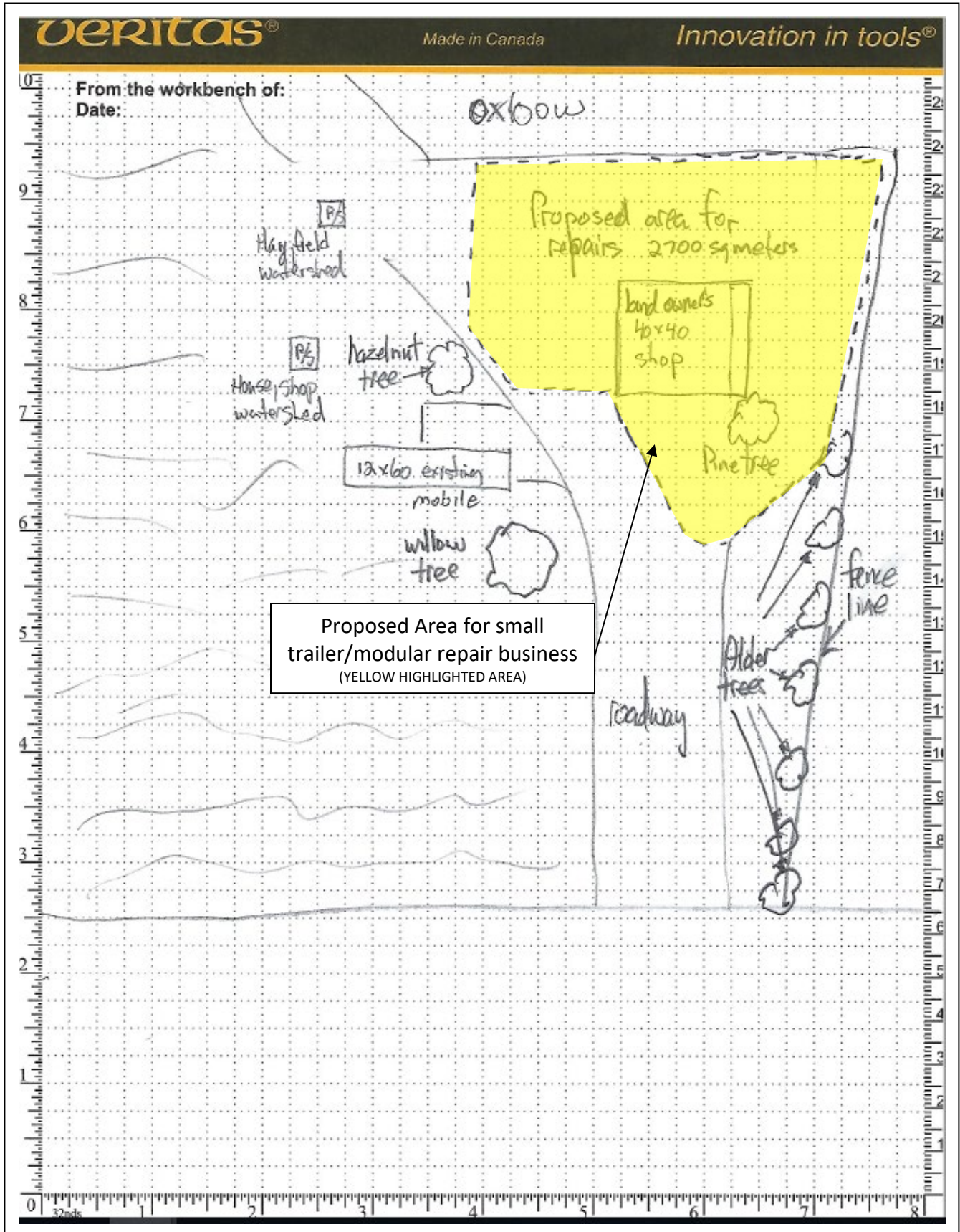
C. Garrish, Planning Manager

Attachments: No. 1 – Context Maps  
No. 2 – Applicant’s Site Plan  
No. 3 – Enforcement’s Site Photo (2018)  
No. 4 – Aerial Photo (Google Earth)

Attachment No. 1 – Context Maps



Attachment No. 2 – Applicant's Site Plan



Attachment No. 3 – Enforcement's Site Photo (2018)



08.11.2018 16:35

Attachment No. 4 – Aerial Photo (Google Earth)



**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** OCP Bylaw Amendments - Electoral Areas "A", "C", "D", "E", "F", "G", "H" & "I"  
Micro Cannabis Production Facilities

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## **Administrative Recommendation:**

**THAT Bylaw No. 2858, 2020, Electoral Area Official Community Plan Amendment Bylaw be read a third time and adopted.**

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## **Purpose:**

The purpose of the proposed amendments to the Electoral Area Official Community Plan (OCP) Bylaws is to introduce policy statements that indicate the criteria against which the Regional District Board *may* choose to evaluate an amendment bylaw application for a "micro cannabis production facility".

## **Background:**

Public information meetings were held on July 31, 2019 (Kaleden), August 1, 2019 (Princeton), August 19, 2019 (Oliver) and August 21, 2019 (Naramata). Attendance at these meetings consisted of four (4) persons in Kaleden, two (2) persons in Princeton, four (4) persons in Oliver and approximately 37 persons in Naramata.

At its meeting of October 17, 2019, the P&D Committee considered all representations received in relation to this consultation process and resolved that "more information is required."

At its meeting of January 23, 2020, the P&D Committee of the Board further considered Bylaw No. 2858 and resolved that "staff be instructed to explore separate setbacks for agricultural properties abutting agricultural and residential land and come back with recommendations as to reasonable setbacks for intensive farming operations."

At its meeting of February 6, 2020, the P&D Committee of the Board resolved that Bylaw No. 2858 be amended prior to proceeding to first reading so that:

- *all amendments to the Electoral Area zoning bylaws be removed; and*
- *new policy statements regarding the criteria against which a bylaw amendment application proposing a micro cannabis production facility in a Rural zone will be assessed against be introduced into the Electoral Area Official Community Plan Bylaws.*

At its meeting of March 19, 2020, the Regional District Board resolved to approve first and second reading of the amendment bylaws and directed that a public hearing occur at the Board meeting of April 16, 2020.

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At its meeting of March 19, 2020, the Board subsequently resolved that all non-regulatory public hearings on land use matters be waived, and all regulatory public hearings be postponed until further notice in response to the on-going health crisis related to the COVID-19 virus.

On May 1, 2020, Ministerial Order M139, issued under the *Emergency Program Act*, enables local governments to hold a public hearing by means of electronic or other communication facilities.

An electronic public hearing on the amendment bylaws is scheduled to occur on June 18, 2020, ahead of the regular meeting of the Board.

All representations received to date that are seen to be related to Bylaw No. 2858, including those from external agencies, are included as a separate item on the Board agenda.

**Analysis:**

Further to the direction provided by the P&D Committee of the Board at its meeting of February 6, 2020, Bylaw No. 2858 is proposing to introduce OCP policies that speak to the criteria the Board would use when considering rezoning applications proposing to allow micro cannabis production facility. Specifically:

- i) the parcel under application has an area not less than 2.0 hectares;*
- ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;*
- iii) confirmation is provided that adequate water and servicing is available to the site; and*
- iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.*

Administration supports these amendments as they will provide direction to the public, property owners and staff on basic parameters a rezoning application to allow for a micro cannabis production facility should be addressing.

**Alternatives:**

- .1 THAT third reading of Zoning Amendment Bylaw No. 2858, 2020, be deferred.
- .2 THAT third reading of Zoning Amendment Bylaw No. 2858, 2020, be denied.

**Respectfully submitted:**



C. Garrish, Planning Manager

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 2858, 2020**

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**A Bylaw to amend the Electoral Areas “A”, “C”, “D”, “E”, “F”, “H” and “I”  
Regional District of Okanagan-Similkameen Official Community Plan Bylaws**

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The REGIONAL BOARD of the Regional District of Okanagan-Similkameen in open meeting assembled, ENACTS as follows:

1. This Bylaw may be cited for all purposes as the "Regional District of Okanagan-Similkameen Micro Cannabis Production Facilities Amendment Bylaw No. 2858, 2020."

**Electoral Area “A”**

2. The “Regional District of Okanagan-Similkameen, Electoral Area “A” Official Community Plan Bylaw No. 2450, 2008” is amended by:
  - i) adding a new Section 5.3.10 (Policies) under Section 5.0 (Resource Area) to read as follows:
    - .10 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
      - i) the parcel under application has an area not less than 2.0 hectares;
      - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
      - iii) confirmation is provided that adequate water and servicing is available to the site; and
      - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
  - ii) adding a new Section 6.3.19 (Policies) under Section 6.0 (Agriculture) to read as follows and renumbering all subsequent sections:

- .19 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
  - i) the parcel under application has an area not less than 2.0 hectares;
  - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
  - iii) confirmation is provided that adequate water and servicing is available to the site; and
  - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iii) adding a new Section 7.3.10 (Policies) under Section 7.0 (Rural Holdings) to read as follows:
  - .10 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iv) adding a new Section 8.3.13 (Policies - General) under Section 8.0 (Residential) to read as follows:
  - .13 Does not support the development of “micro cannabis production facilities” on land designated Low Density Residential (LR) or Medium Density Residential (MR).

#### Electoral Area “C”

- 3. The “Regional District of Okanagan-Similkameen, Electoral Area “C” Official Community Plan Bylaw No. 2452, 2008” is amended by:
  - i) adding a new Section 8.3.10 (Policies) under Section 8.0 (Resource Area) to read as follows:
    - .10 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
      - i) the parcel under application has an area not less than 2.0 hectares;
      - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;

- iii) confirmation is provided that adequate water and servicing is available to the site; and
  - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- ii) adding a new Section 9.3.27 (Policies) under Section 9.0 (Agriculture) to read as follows:
  - .27 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iii) adding a new Section 10.3.10 (Policies) under Section 10.0 (Rural Holdings) to read as follows:
  - .10 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iv) adding a new Section 11.3.13 (Policies - General) under Section 11.0 (Residential) to read as follows:
  - .13 Does not support the development of “micro cannabis production facilities” on land designated Low Density Residential (LR) or Medium Density Residential (MR).

#### Electoral Area “D”

- 4. The “Regional District of Okanagan-Similkameen, Electoral Area “D” Official Community Plan Bylaw No. 2603, 2013” is amended by:

- i) adding a new Section 8.2.8 (Policies) under Section 8.0 (Resource Area) to read as follows and renumbering all subsequent sections:
  - .8 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- ii) adding a new Section 9.2.26 (Policies) under Section 9.0 (Agriculture) to read as follows and renumbering all subsequent sections:
  - .26 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iii) adding a new Section 10.3.12 (Policies) under Section 10.0 (Rural Holdings) to read as follows:
  - .12 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.

- iv) adding a new Section 11.2.21 (Policies - General) under Section 11.0 (Residential) to read as follows:
  - .21 Does not support the development of “micro cannabis production facilities” on land designated Low Density Residential (LR) or Medium Density Residential (MR).

#### Electoral Area “E”

5. The “Regional District of Okanagan-Similkameen, Electoral Area “E” Official Community Plan Bylaw No. 2458, 2008” is amended by:

- i) adding a new Section 8.3.12 (Policies) under Section 8.0 (Resource Area) to read as follows:
  - .12 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- ii) adding a new Section 9.3.19 (Policies) under Section 9.0 (Agriculture) to read as follows:
  - .19 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iii) adding a new Section 10.3.11 (Policies - General) under Section 10.0 (Rural Holdings) to read as follows:
  - .11 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:

- i) the parcel under application has an area not less than 2.0 hectares;
  - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
  - iii) confirmation is provided that adequate water and servicing is available to the site; and
  - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iv) adding a new Section 8.3.13 (Policies - General) under Section 8.0 (Residential) to read as follows:
  - .10 Does not support the development of “micro cannabis production facilities” on land designated Low Density Residential (LR) or Medium Density Residential (MR).

#### Electoral Area “F”

6. The “Regional District of Okanagan-Similkameen, Electoral Area “F” Official Community Plan Bylaw No. 2790, 2018” is amended by:
  - i) adding a new Section 8.3.16 (Policies) under Section 8.0 (Resource Area) to read as follows:
    - .16 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
      - i) the parcel under application has an area not less than 2.0 hectares;
      - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
      - iii) confirmation is provided that adequate water and servicing is available to the site; and
      - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
  - ii) adding a new Section 9.3.20 (Policies) under Section 9.0 (Agriculture) to read as follows:
    - .20 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
      - i) the parcel under application has an area not less than 2.0 hectares;
      - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
      - iii) confirmation is provided that adequate water and servicing is available to the site; and

- iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iii) adding a new Section 10.3.10 (Policies - General) under Section 10.0 (Rural Holdings) to read as follows:
  - .10 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iv) adding a new Section 11.3.13 (Policies – General Residential) under Section 11.0 (Residential) to read as follows:
  - .13 Does not support the development of “micro cannabis production facilities” on land designated Low Density Residential (LR) or Medium Density Residential (MR).

#### Electoral Area “H”

- 7. The “Regional District of Okanagan-Similkameen, Electoral Area “H” Official Community Plan Bylaw No. 2497, 2012” is amended by:
  - i) adding a new Section 9.3.13 (Policies) under Section 9.0 (Resource Area) to read as follows and renumber all subsequent sections:
    - .13 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
      - i) the parcel under application has an area not less than 2.0 hectares;
      - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
      - iii) confirmation is provided that adequate water and servicing is available to the site; and
      - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
  - ii) adding a new Section 10.3.19 (Policies) under Section 10.0 (Agriculture) to read as follows:

- .19 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
  - i) the parcel under application has an area not less than 2.0 hectares;
  - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
  - iii) confirmation is provided that adequate water and servicing is available to the site; and
  - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iii) adding a new Section 11.3.11 (Policies) under Section 11.0 (Rural Holdings) to read as follows:
  - .11 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iv) adding a new Section 12.3.9 (General Residential Policies) under Section 12.0 (Residential) to read as follows:
  - .9 Does not support the development of “micro cannabis production facilities” on land designated Low Density Residential (LR) or Medium Density Residential (MR).

#### Electoral Area “I”

- 8. The “Regional District of Okanagan-Similkameen, Electoral Area “I” Official Community Plan Bylaw No. 2683, 2016” is amended by:
  - i) adding a new Section 8.3.10 (Policies) under Section 8.0 (Resource Area) to read as follows:
    - .10 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
      - i) the parcel under application has an area not less than 2.0 hectares;
      - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;

- iii) confirmation is provided that adequate water and servicing is available to the site; and
  - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- ii) adding a new Section 9.3.17 (Policies) under Section 9.0 (Agriculture) to read as follows and renumbering all subsequent sections:
  - .17 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iii) adding a new Section 10.3.12 (Policies - General) under Section 10.0 (Rural Holdings) to read as follows:
  - .12 Will consider “micro cannabis production facility” proposals on a case-by-case basis through a site specific zoning amendment process, and may use the following criteria to assess an application:
    - i) the parcel under application has an area not less than 2.0 hectares;
    - ii) the maximum size of the plant surface cultivation area is 200.0 m<sup>2</sup>;
    - iii) confirmation is provided that adequate water and servicing is available to the site; and
    - iv) if the parcel of land that is the subject of an application adjoins a Low or Medium Density Residential zone, the micro cannabis production facility will be setback 60.0 metres from that zone boundary.
- iv) adding a new Section 11.3.13 (Policies - General) under Section 11.0 (Residential) to read as follows:
  - .13 Does not support the development of “micro cannabis production facilities” on land designated Low Density Residential (LR) or Medium Density Residential (MR).

READ A FIRST AND SECOND TIME this 19<sup>th</sup> day of March, 2020.

PUBLIC HEARING held on this 18<sup>th</sup> day of June, 2020.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ADOPTED this \_\_ day of \_\_, 2020.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Corporate Officer



February 18, 2020

File No: X2019.005-ZONE

Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, B.C. V2A 5J9  
Via E-mail: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

Re: Bylaw Referral – File No. X2019.005-ZONE (Cannabis)

Dear Christopher Garrish,

Thank you for providing the B.C. Ministry of Agriculture the opportunity to comment on the OCP bylaw amendment No.2858. We have reviewed the documentation you have provided. From an agricultural perspective we can offer the following comments:

- Ministry staff note that with this proposal:
  - a required site-specific rezoning for a micro cannabis production facility may place an additional burden on a potential agricultural operator, unlike for other agricultural sectors;
  - if any proposed micro processing cannabis facilities in the ALR through site-specific rezoning procedures as described are not approved by the Board, this may lead to a potential inconsistency with ALR Use Regulation section 8, which identifies certain conditions of cannabis production as a farm use in which local governments can not prohibit, and any accompanying issues.
- RDOS may wish to further consider allowing micro processing cannabis facilities on the ALR, through their zoning bylaw, and consistent with the *ALC Act*, to provide a lesser burden for the interested ALR agricultural operator.

If you have any questions, please contact me directly at [christina.forbes@gov.bc.ca](mailto:christina.forbes@gov.bc.ca) or (250) 861-7201.

Sincerely,

Christina Forbes, P.Ag  
Regional Agrologist  
B.C. Ministry of Agriculture – Kelowna  
Office: (250) 861-7201  
E-mail: [christina.forbes@gov.bc.ca](mailto:christina.forbes@gov.bc.ca)  
Email copy: Sara Huber, ALC Regional Planner, [Sara.Huber@gov.bc.ca](mailto:Sara.Huber@gov.bc.ca)

Gregory Bartle  
Land Use Planner  
B.C. Ministry of Agriculture  
Phone: (778) 974-3836  
Email: [Gregory.Bartle@gov.bc.ca](mailto:Gregory.Bartle@gov.bc.ca)  
[Sara.Huber@gov.bc.ca](mailto:Sara.Huber@gov.bc.ca)

February 28, 2020

Regional District of Okanagan-Similkameen  
101 Martin Street,  
Penticton, BC, V2A-5J9

**RE: File No. X2019.005-ZONE; Bylaw: 2858**

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Thank you for the opportunity to provide a health perspective regarding the above referenced application. It is our understanding that the proposed OCP amendments identify site specific rezoning criteria for micro cannabis production facilities. We have reviewed the application with a Healthy Communities Development lens. The following comments are noted and should be given consideration regarding the amendments:

**Drinking Water Supply:**

The water supply system that services the facility may be subject to the approval and permitting requirements of the BC Drinking Water Protection Act and Regulation.

**Waste Water Disposal:**

Domestic Sewage includes washroom, food preparation, dishwashing and showering waste. This falls under the BC Sewerage System Regulation and is enforced by Interior Health. Waste water generated by these facilities may not be considered "domestic sewage." Industrial Waste is managed by the Ministry of Environment, under the Environmental Waste Management Act, Municipal Sewage Regulation.

**Location:**

Industrial operations are expected to follow best practices for protecting the environment and public health. Best practices, however, may not be adequate to contain all odors from the operation. As such, proximity and impact on adjacent land uses need to be considered:

- proximity to residences and schools;
- the size and configuration of the property, including access to the property;
- proposed scale of the production facility and accessory usage;
- potential noise, glare and vibration issues;
- air quality – prevailing winds, ventilation, odors.

**Agricultural Land:**

Consider food security when cannabis production is a proposed use for agricultural land. Cannabis production does not support food security. While soil based cannabis production does not contribute to food security, the land is available for when food production will be needed in the future (should the cannabis production not render the land incapable of food production). Construction of indoor cannabis growing facilities contributes to the loss of agriculture land for future food production.

Farmland preservation helps to maintain a level of food production that contributes to food self-sufficiency, and food self-sufficiency supports healthy eating.

Bus: 250-469-7070 x12287  
[tanya.osborne@interiorhealth.ca](mailto:tanya.osborne@interiorhealth.ca)  
[www.interiorhealth.ca](http://www.interiorhealth.ca)

POPULATION HEALTH  
505 Doyle Avenue  
Kelowna BC V1Y 0C5

February 28, 2020

Food self-sufficiency in BC is increasingly important as extreme weather will affect production in California, which is currently where 40%–50% of BC's supply of fruits and vegetables comes from.

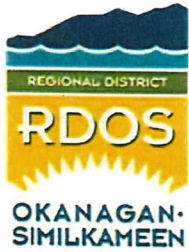
The legalization of cannabis presents both an opportunity and challenge for local governments in the development of healthy, vibrant communities. Interior Health – Healthy Communities welcomes the opportunity to collaborate with the Regional District of Okanagan-Similkameen around education and awareness efforts.

Thank you for the opportunity to comment on this application. If you have any questions or concerns, please feel free to contact me at 250-469-7070 x12287.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Osborne'.

**Tanya Osborne, BAHS**  
Community Health Facilitator  
Healthy Communities  
Interior Health Authority



# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: Adam Sexsmith (please print)  
Street Address: [REDACTED]

RE: Proposed Electoral Area Official Community Plan Amendment Bylaw No. 2858  
Micro Cannabis Production Facility Policies

My comments / concerns are:

- ☒ I do support the proposed textual amendments to the OCP bylaws.
- ☒ I do support the proposed textual amendments to the OCP bylaws, subject to the comments listed below.
- ☐ I do not support the proposed textual amendments to the OCP bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2858.

I support the amendments for micro cultivation and processing for ALR land. Although I agree that post-harvest activities like Drying, curing, storage, packaging, and extraction be inside a building or structure, I would respectfully like to strongly suggest that outdoor cultivation or temporary structures be used for cultivation ie: hoop houses(in a secured area)to be able to utilize the natural sun and be able to keep costs of operations down. The LPs are making deals at 50cent per gram and micro cultivatorsust be able to produce for approximately 10cents per gram to be able to compete.

To combat imminent commoditization of raw product materials, please strongly consider not forcing these into bunkers or warehouse type operations.  
Thank you very much for your time and consideration moving forward to help ensure a successful model.

Feedback Forms must be completed and returned to the Regional District  
no later than **March 6, 2020**

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.

## Lauri Feindell

---

**Subject:** FW: Amendment Bylaw (No. 2858) Health Canada under the federal "micro cultivation" license  
**Attachments:** Understanding Cannabis Micro-cultivation copy.pdf; ATT00001.htm; RDOS BYLAW 2858,2019.pdf; ATT00002.htm

**From:** Chris Couzelis <  
**Sent:** January 29, 2020 8:31 AM  
**To:** Info <[info@rdos.bc.ca](mailto:info@rdos.bc.ca)>  
**Subject:** Amendment Bylaw (No. 2858) Health Canada under the federal "micro cultivation" license

### Attention: Planning & Development committee

I am submitting the attached document for your review and information regarding my input to the Draft Zoning Amendment of ByLaw No 2858. I was not aware of the prior meetings, and had I known, would have been very interested to attend.

One observation in the Bylaw amendment, [at 2.ii)7.27]) proposes to limit the building facility to not exceed 400.0 m2.

In this vein, I would state by limiting the building size, it runs counter-productive to multi-purposing the building, with other than Cannabis crops. In our case and at our farm, we are in the early stages of developing a seasonal garlic crop. This crop is planted in late fall and harvested in mid-July, each year. Currently, we do not have sufficient processing buildings on the property for the current harvest and if approved to seek a Micro Cultivation License, the option of constructing a building used for processing our food crop, would be economical and efficient.

Health Canada (in our opinion) has well thought out the restricted canopy growing area for Micro Cultivation @ 200.0 m2. With Health Canada not specifying building size, demonstrates forward thinking, as it recognizes a new farm building constructed, could have multiple uses. By limiting farm building size increases the risk of square peg and round hole, misfits. I am certain, there will be other RDOS applications for Micro Cultivation and those with existing farm building is in excess of 400m2, are disqualified misfits.

Overall, the Micro Cultivation license is a good thing for small farmers like ourselves and in time we will be contributing to a premium craft industry. And with growth, could reduce the illicit production of cannabis.

My request is to not limit the building size, although if it is an imperative part of the amendment, to take into consideration a size of at least 4 times the canopy growing area, as defined in the Health Canada regulations.

I am confident the RDOS in its progressive thinking will recognize the positive impacts and benefits of having many micro-cultivation operations legally operating, within the RODS.

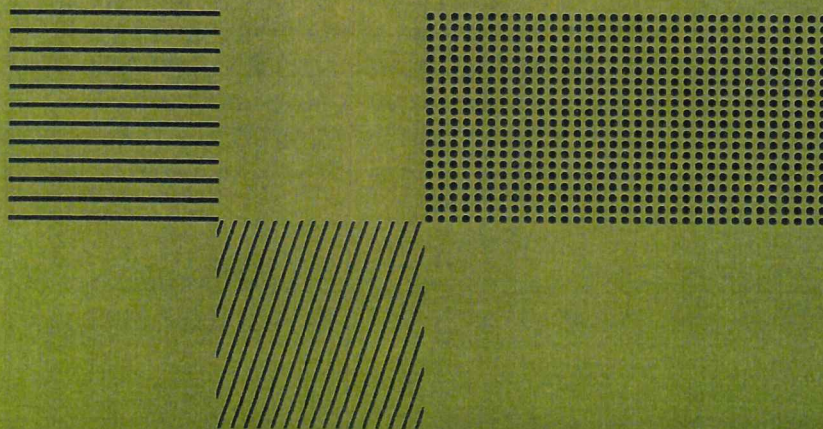
# Understanding Cannabis Micro-cultivation for Municipalities

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Susan Chapelle, MBA *Director Government Relations and Affairs*  
Patrick Mulholland, R.P. Bio. *Government Relations Strategist*

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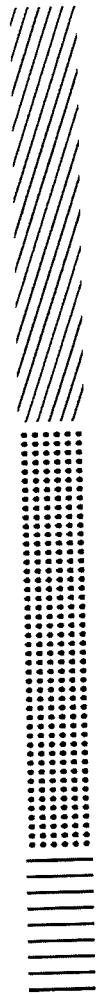
2019



# Introduction

With the passing of the Cannabis Act in October 2018, Canada became the second country in the world to legalize the production and use of cannabis for the recreational market. The introduction of this legislation comes with the growing pains of understanding, enabling and regulating this new industry, and building the institutional infrastructure. Much of this work will fall to the municipalities who are responsible for land-use zoning, bylaw and law enforcement.

Understanding the impacts and benefits of cannabis micro-cultivation for municipalities opens new doors for tax revenue, local economic development and land use planning. The benefits of a vertically integrated economy and the many ancillary businesses that are being created can be a powerful economic driver for small communities. ■



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# Existing Small Cannabis Growers are an Integral Part of the BC Economy

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**Cannabis cultivation in British Columbia is not new. Cannabis has been important to communities in British Columbia. In the Kootenays, it is estimated that up to 30% of the local economy has been driven by cannabis cultivation (Paris, 2018). Small communities in B.C. that have had downturns in the resource sector have quietly relied on the craft cannabis industry.**

Craft growers have been operating in our communities for many years and have built an industry with a global reputation. Generally, people are unaware of the micro-cultivation facilities that exist all around them. These small growers are your friends and neighbours who care about their communities and want to contribute by entering the new, legal framework.

It wasn't the large corporations that built the cannabis industry in BC, it was craft growers and advocates for access to medicinal cannabis. It is time to recognize their achievements and allow these craft producers to enter this burgeoning market. Failing to acknowledge these craft growers with appropriate land use could lead to rural BC communities taking a financial hit. ■



# Purposes of the Cannabis Act

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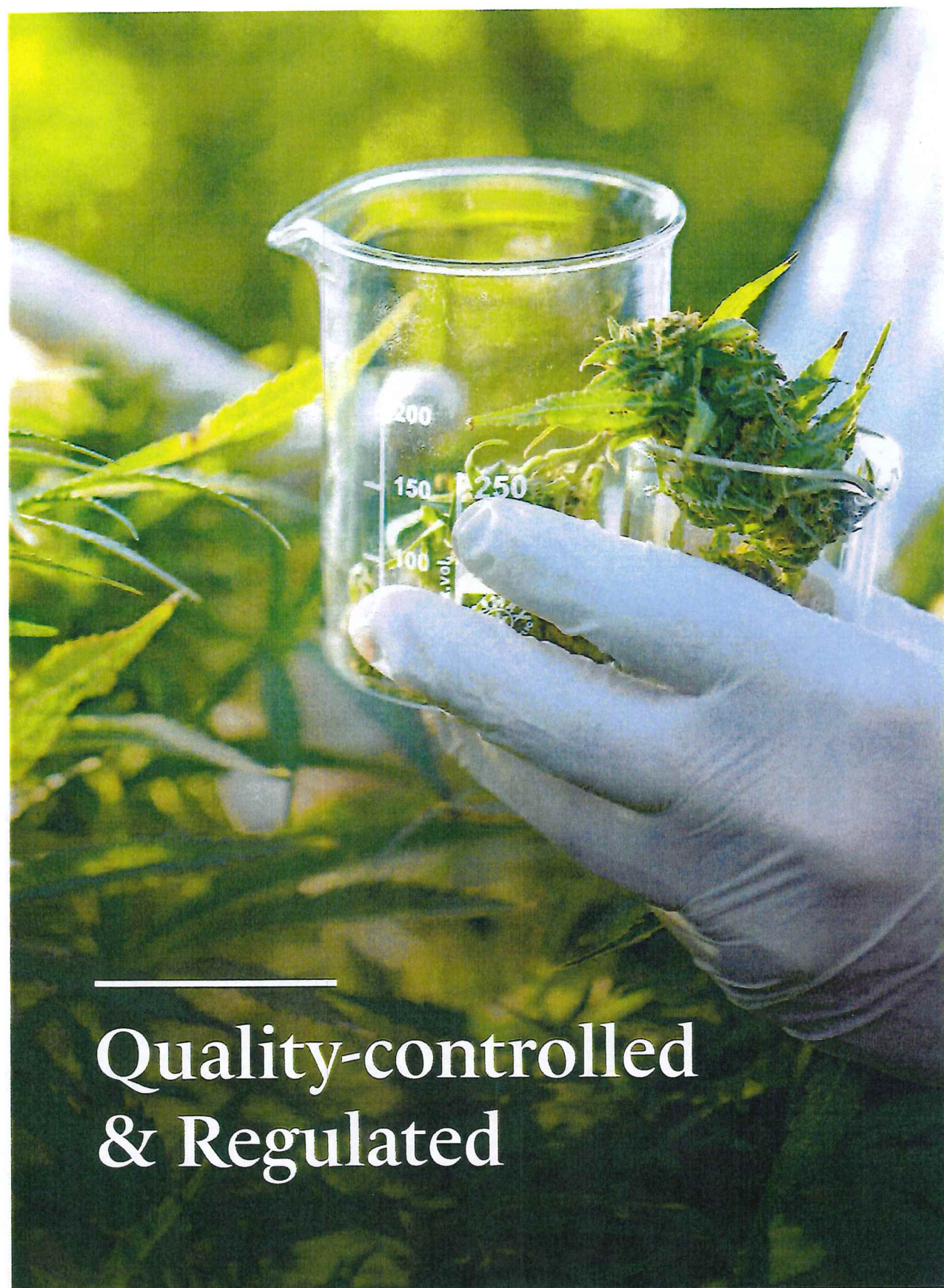
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**The Cannabis Act was established by the Government of Canada with several purposes in mind.**

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1. Protecting young persons by restricting access to cannabis
2. Protecting young persons from inducements to use cannabis
3. Provide for the licit production of cannabis to reduce illicit activities
4. Deter illicit activities in relation to cannabis
5. Reduce the burden on the criminal justice system
6. Provide access to a quality-controlled supply of cannabis
7. Enhance public awareness of the health risks associated with cannabis use

**Safety & Awareness  
Are Key**



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Quality-controlled  
& Regulated

# Health Canada Regulatory Compliance is Different Under the Cannabis Act

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**Prior to the establishment of the Cannabis Act, there was little regulatory oversight into how cannabis growers operated. In order to achieve the goal of providing access to a safe, quality-controlled supply of cannabis, Health Canada has established a stringent regulatory compliance program which includes:**

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- Security clearances and site-specific security requirements
- Facility inspections
- Good Production Practices (GPP)
- Odour control and mitigation requirements
- Record keeping audits, Seed to Sale tracking, and inventory verification to prevent diversion
- Product sampling and analysis to ensure product safety
- Product recall and complaint procedures

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# Classes of Licences Established in the Cannabis Act

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## Cultivation Licences

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### Standard Cultivation Licence

- There is no limit on the size of the growing area
- Facilities range in size from 2000m<sup>2</sup> (20000 ft<sup>2</sup>) to 200000m<sup>2</sup> (2,000,000 ft<sup>2</sup>)

### Nursery Licence

- No limit on the size of the growing area for vegetative growth
- Limited to 50m<sup>2</sup> (~500 ft<sup>2</sup>) of growing area for flowering growth

### Micro-Cultivation Licence

- Limited to 200 m<sup>2</sup> (2100 ft<sup>2</sup>) of growing area

## Processing Licences

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### Standard Processing Licence

- No limit on the amount of cannabis that can be processed

### Micro Processing Licences

- Limited to possession of 600kg of cannabis in a year

### Analytical Testing Licence

### Research Licence

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# Micro-cultivation Licences are Different

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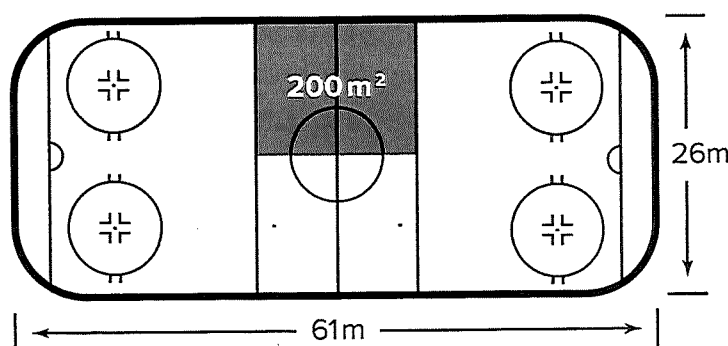
**Micro-cultivation licences were created by Health Canada at the request of the B.C. government as a way of allowing the EXISTING craft cannabis growers a route to join the legal framework of the Cannabis Act.**

The goals of the Micro-cultivation licence are:



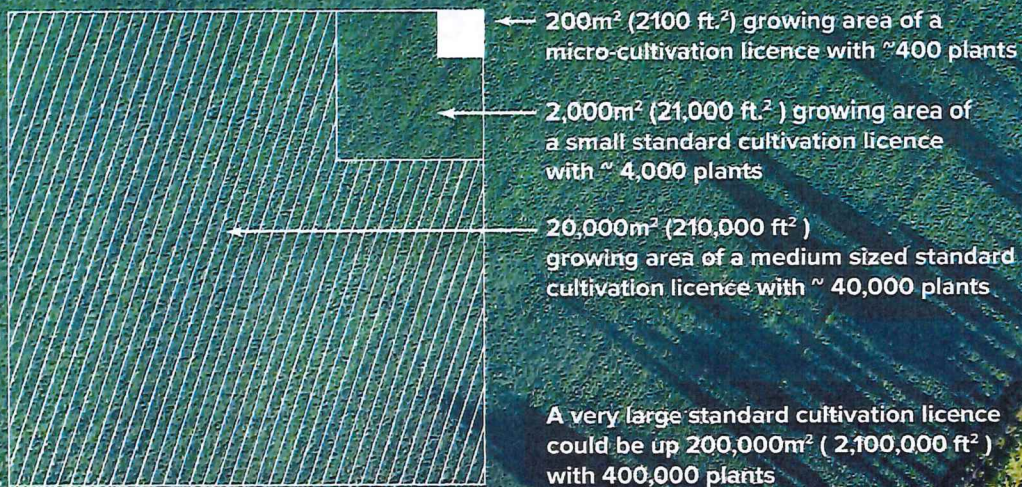
- **Prevent monopolization of the cannabis industry by large corporations by allowing individuals and small businesses who built the cannabis industry into the regulated framework**
- **Provide for the licit production of cannabis to reduce illicit activities by allowing existing small growers to join the legal framework**

A Micro-cultivation licence is very different than a standard cultivation licence. Growers utilize a very small footprint. The canopy area of a micro-cultivation is only 200m<sup>2</sup> which is about the size illustrated below. ■



Standard size NHL rink

In contrast a Standard Cultivation licence could have a growing area up to 200,000 m<sup>2</sup> or 20 Ha. An entire micro-cultivation facility including fencing and parking will only be about 1000 m<sup>2</sup> or 0.1 Ha.



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# Economic Benefits of Micro-cultivation

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**Every community has dozens and, in some cases hundreds of micro-cultivators operating within their community. These growers want to move out of the shadows and become part of the new legal framework and be accepted as local small businesses that contribute to the social fabric of their communities.**

As these facilities upgrade to meet the standards required by the Cannabis Act, they will have to engage with a large number of local contractors such as:

- Building contractors
- Electricians, HVAC Specialists, Plumbers
- Computer programmers
- Security companies
- Laboratory testing companies

# Economic Benefits of Micro-cultivation

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In B.C. it is estimated that there are as many as 6000 of these micro-cultivators operating under the Federal program (Shore, 2019). If we look at the cumulative effects of licensing, just 10% or 600 of these existing micro-cultivators, we can see how small rural communities that are suffering from a downturn in the resource sector can benefit:

	Each Micro-cultivator	600 Micro-cultivators
<b>Amount of land used</b>	0.1 Ha	60 Ha
<b>Direct Full Time Jobs</b>	4	2400
<b>Local Wages <sup>1</sup></b>	\$200,000	\$120M
<b>Gross Revenue to Growers <sup>2</sup></b>	\$2.4M	\$1.4B

1. Assuming a \$25/hr. wage

2. Assumes 400kg/yr./micro of production and a retail price of \$12/g which is the mid-price for premium flower as listed on the BCLDB website for premium cannabis. Wholesale price to growers is assumed to be 50% of retail

Municipalities will also benefit from:

- Increased municipal revenue to communities through permits and fees
- Reduced bylaw enforcement and policing costs
- Reduced fire and life safety risks

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# Cannabis Micro-cultivation in the ALR

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**On Feb.22, 2019, the Agricultural Land Commission clarified that all forms of cannabis production are a ‘farm-use’, and that application to the ALC was not required for growing cannabis. The ALC does allow local governments to limit cannabis production in certain forms through local zoning bylaws.**

The ALC specified that local government **may not** prohibit cannabis production if it is produced:

- Outdoors in a field
- Inside a structure that has a base entirely consisting of soil
- Inside a structure built before July 13, 2018 for the purpose of growing crops

Due to concerns that large cannabis companies are accessing farmland to build huge industrial scale greenhouses for cannabis production, some municipalities have taken the path of prohibiting all forms of cannabis production in the ALR except for that which the ALC allows. ■

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# Cannabis Micro-cultivation in the ALR

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## **This does not acknowledge the difference in scale of operations between Micro-cultivation licences and Standard cultivation licences**

Limiting cannabis production to soil based within the ALR effectively prohibits micro-cultivation for the following reasons:

- Micro-cultivators are craft growers who tend to each plant by hand to grow the high-quality flower that B.C. has become world famous for.
- Most cannabis grown outdoors or in greenhouses with a soil base is only suitable for extraction
- Health Canada has strict limits for microbial and pesticide contamination for flower, which are difficult to achieve with a soil base
- Outdoor cannabis may be subject to contamination from neighbouring crops
- Health Canada requires licencees to use Good Production Practices (GPP) which include stringent sanitation practices that are extremely difficult to achieve with a soil base

## Micro-cultivation can Help Support B.C. Farmers

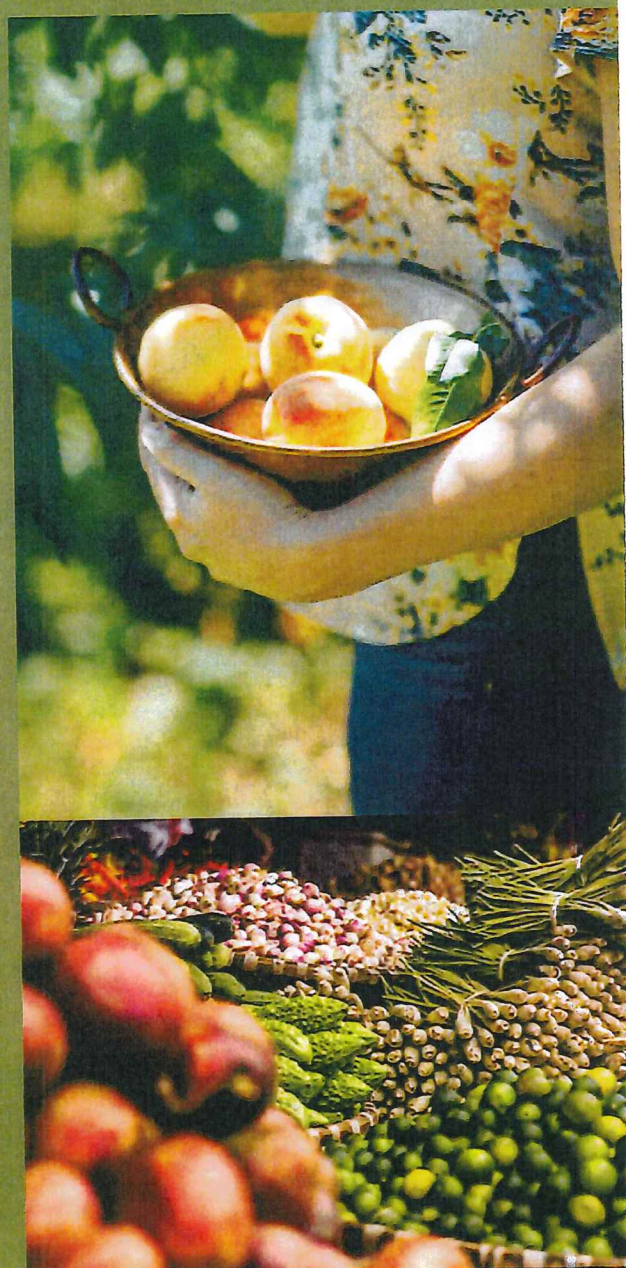
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**Municipalities are rightfully concerned about the use of agricultural land for large scale cannabis production. The conversion of large-scale greenhouses that were built for food production on ALR land into cannabis production facilities has caused municipalities to be concerned. Some believe that cannabis production on ALR land is really just about getting cheaper agricultural land for industrial use. (Kwan, 2019)**

Not all farmland is created equal and not all farmland is used for food production. The ALR represents about 5% of the land area in B.C., but only about 50% of the ALR is suitable for a range of crops. ALR land is used for growing many different crops including; flowers, ornamental plants, shrubs, trees, hops and grape vines. Farming is a complicated business with huge capital expenditures and many variables. Farmers should have the right to grow the crops that they choose in the way that they choose to grow.

ALR land is used for a variety of other activities including the Oil and Gas industries, without disrupting its use for agricultural purposes.

Micro-cultivators are getting caught in the crossfire of the ALR debate. In reality, micro-cultivators are already in many outbuildings on ALR land. Allowing micro-cultivators to operate legally will have no effect on the availability of farmland for agricultural use. The additional income that this year-round crop provides to traditional food farmers enhances the viability of these farmers and allows them to continue to produce other crops that are becoming economically marginal due to cheaper production internationally. ■



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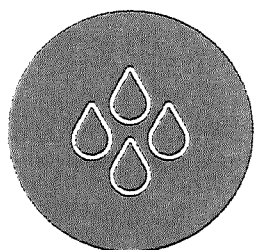
# Cannabis Production and Infrastructure

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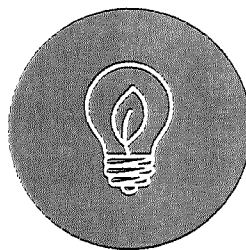
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**Municipalities have expressed concern regarding the burden that cannabis production places on local infrastructure. Micro-cultivators, due to their small size, do not place the same burden on municipal infrastructure that large corporate standard cultivators do. Micro-cultivators are focused on sustainable cannabis cultivation.**



## Water

Cannabis plants need 15-20 litres of water per day for each plant. For a micro-cultivator with 500 plants, this amounts to 7500-10000 litres per day. This is a fraction of what standard cultivators are using. Micro-cultivation facilities are developing effective water conservation strategies such as rain water collection, and reusing water from fertigation systems and dehumidifiers.



## Electricity

This is the number one input for micro-cultivation facilities. A micro-cultivation facility will use only 1% of the energy used by a medium sized 20,000 m<sup>2</sup> facility. New developments in LED technology and the use of hybrid greenhouse facilities that still utilize sunlight are all helping to reduce this cost.

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# Cannabis Production and Infrastructure

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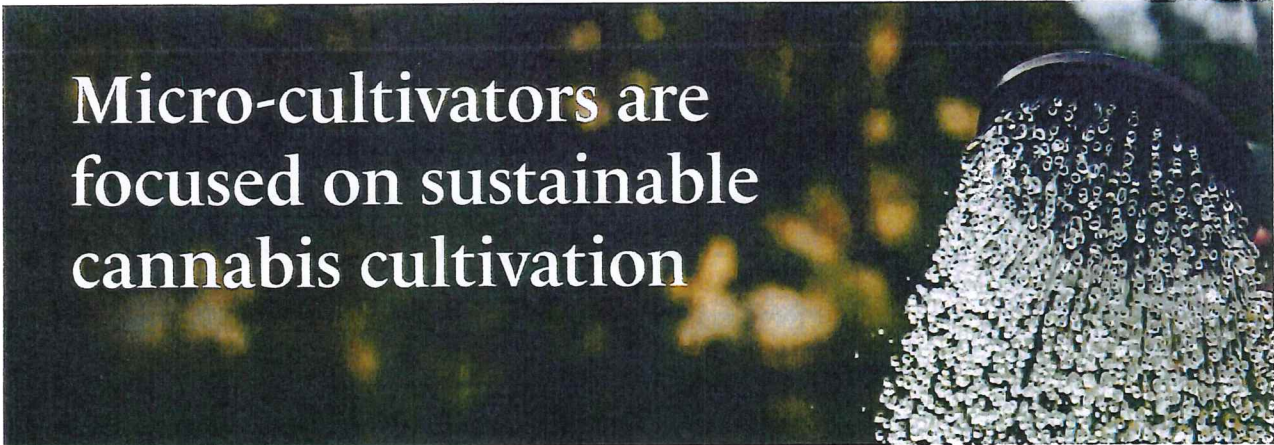
## Wastewater

Micro-cultivation facilities are striving to reduce the discharge of waste water through the use of recirculating hydroponic systems, which recycle fertigation water.



## Organic Waste

Composting is the preferred method of disposal for the organic waste that is produced by cultivation operations. Almost all communities in B.C. have access to a commercial composting operation. It does not need to be disposed of in landfills.



**Micro-cultivators are  
focused on sustainable  
cannabis cultivation**

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# Cannabis Production and Odours

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**Some municipalities have been having problems with odour complaints due to large standard cultivation operations. Cannabis odours are created by the plant's essential oils (terpenes) that are produced during the flowering phase. There are over 200 compounds that have been identified as terpenes that can create smells ranging from pine and citrus to earthy and skunky.**

The problem is many large cultivators with 100's of thousands of plants ignored this problem. Micro-cultivators may only have a few hundred plants, and the reality is that they are already controlling their odours, because no one realizes they already exist in neighbourhoods, or industrial areas.

Public Health Ontario completed a literature search that found no studies associating health effects with these odours. However, odours can still be perceived as unpleasant even if they don't have any health effects associated with them, and this can be a source of irritation to nearby residents.



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**As per The Cannabis Act SOR 2018-144 s.85**

**The building or part of the building where cannabis is produced, packaged, labeled and stored must be equipped with a system that filters air to prevent the escape of odours**

**Under the Cannabis Act, Health Canada has mandated that producers control their odour.**

Many industries have to control odours, so this is not something new. There are a variety of effective odour mitigation systems including: Carbon Filters, Biofilters, and Non-thermal plasma technology. Municipalities can require via their bylaws that an effective odour management plan be in place in order to prevent this from being a problem.

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# The Municipal Role in Implementing the Cannabis Act

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**Municipalities have a shared responsibility in the implementation of the institutional infrastructure that supports the implementation of the Cannabis Act. Municipalities, Provincial and Federal governments all have the same desire; to reduce crime and the costs associated with illegal cannabis activities. It is only through enabling micro-cultivation licences that we can reduce illegal activities associated with cannabis production. Municipalities need to work with the Federal government to help achieve the goals of:**

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Reducing and deterring Illicit activities in relation to cannabis.

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Reducing the burden on the criminal justice system.

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# The Municipal Role in Implementing the Cannabis Act

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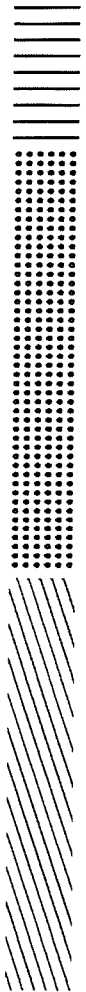
Prohibition has not worked in reducing the illegal activities associated with cannabis. If the response is; “we don’t want production in any form in our communities”, then the underground economy will continue unabated. Municipalities can affect a positive change without the negative side effects by:

- Allowing indoor Micro-cultivation licences on ALR land up to 1000m<sup>2</sup> total facility size which aligns with ALC regulations regarding fill. This will allow Micro-cultivators to operate, while still protecting agricultural land and food production
- Specifying micro-cultivation and processing as an allowed use in current commercial (C) and industrial (I) zones
- Allowing micro-cultivation in Rural Residential (RR) areas with lot sizes greater than 2 Ha
- Developing Comprehensive Development (CD) zones that would allow for technology hubs to be created. This would allow for micro-cultivation, processing, extraction, packaging and lab services to support the entire vertical cannabis economy.

# Conclusion

Canada's cannabis industry exists because of the hard work of local craft cannabis cultivators. B.C. has a history of supporting local agriculture and 'craft' culture, through its support of local wineries and beer producers.

**If you do not allow local micro-cultivators to enter the legal framework, then you are encouraging the consolidation of the cannabis industry in the hands of a few large corporations, not unlike the alcohol industry after prohibition ended. There will be few benefits to small communities across B.C. in this scenario, and the craft growers will be marginalized and pushed to the sidelines or choose to remain in the illicit market. By supporting your local growers through policy and regulations, you are building a safe and sustainable new industry. ■**



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## References

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Presented by



CSE: CRFT





Representations Received at  
October 17, 2019 –  
Planning and Development Committee





June 25, 2019

File No: X2019.005-ZONE

Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, B.C. V2A 5J9  
Via E-mail: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

Re: Bylaw Referral – File No. X2019.005-ZONE

Dear Christopher Garrish,

Thank you for providing the B.C. Ministry of Agriculture the opportunity to comment on the bylaw referral X2019.005-ZONE (Home Occupation Industry & Cannabis Zoning) regarding Bylaw No. 2849 and 2858 for the South Okanagan Electoral Areas. I have reviewed the documentation you have provided. From an agricultural perspective I can offer the following comments:

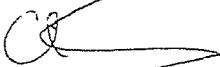
- Ministry staff note that as per our previous recommendation that “cannabis production, outdoor” has been added to the definition of agriculture.
- The Strengthening Farming team has identified the definition of agriculture to be problematic with respect to processing as it prohibits processing of farm products in the Agricultural Land Reserve (ALR). As per Section 11(2) of the *ALR Use Regulation*, processing is a permitted farm use in the ALR if at least 50% of the farm product is produced on the agricultural land on which the farm product is produced.
- Ministry staff support the proposed inclusion of cannabis production as a permitted use in the Regional District’s Electoral Area General Industrial Zones.
- It appears the proposed changes with respect to cannabis are partially consistent with the *ALR Use Regulations*. The proposed changes are consistent with Section 8(1) but by banning the indoor cannabis production in the ALR (notably, the concrete bottomed industrial style) the RDOS may have also inadvertently banned the production methods as listed in Section 8(2) of the ALR Regulations with respect to grandfathering of existing structures.
- The Ministry’s Guide for Bylaw Development in Farming Areas provides a maximum setback for greenhouses as 4.5m from interior side and rear lot lines and 7.5m from front and exterior side lot lines. The proposed bylaw has a 15.0m setback to lot lines. Given that this bylaw appears to be driven towards cannabis production these setbacks may be overly restrictive to greenhouses used in production of other crops that may not have the same odour concerns.



- Ministry staff also noted that there appears to be inconsistencies in the messaging between the RDOS website and the bylaw referral document. The website states: "to allow cannabis production as a form of "home industry" use but clarifying that it is not a permitted form of "home occupation" use". The bylaw referral document states: "amend the general regulations of "home industry" and "home occupation" to make these consistent across Electoral Area zoning bylaws and, amongst other things, to:
  - o Specifically exclude "cannabis production" as a type of these uses;"

If you have any questions please contact me directly at [christina.forbes@gov.bc.ca](mailto:christina.forbes@gov.bc.ca) or 250-861-7201.

Sincerely,



Christina Forbes, P.Ag., Regional Agrologist  
B.C. Ministry of Agriculture – Kelowna  
Office: (250) 861-7201  
E-mail: [christina.forbes@gov.bc.ca](mailto:christina.forbes@gov.bc.ca)

Email copy: Sara Huber, ALC Regional Planner, [Sara.Huber@gov.bc.ca](mailto:Sara.Huber@gov.bc.ca)



DEVELOPMENT APPROVALS  
PRELIMINARY BYLAW  
COMMUNICATION

Your File #: X2019.005-  
ZONE  
(Amendment  
Bylaw No. 2849)  
eDAS File #: 2019-01666  
Date: April 2, 2019

Regional District Okanagan Similkameen  
101 Martin Street  
Penticton, BC V2A 5J9

Attention: Lauri Feindell, Planning Secretary

Re: **Proposed Text Amendment Bylaw 2849, 2019 for:**  
**Electoral Areas, A, C, D, E, F, G, H, and I**

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

If you have any questions please feel free to call Rob Bitte at (250) 490-2280.

Yours truly,

Rob Bitte  
District Development Technician

Local District Address
Penticton Area Office 102 Industrial Place Penticton, BC V2A 7C8 Canada Phone: (250) 712-3660 Fax: (250) 490-2231





April 29, 2019

File No: X2019.005-Zone

Regional District of Okanagan-Similkameen

101 Martin Street

Penticton, B.C. V2A 5J9

Via E-mail: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

Re: Bylaw Referral – File No. X2019.005-ZONE

Dear Christopher Garrish,

Thank you for providing the B.C. Ministry of Agriculture the opportunity to comment on the bylaw referral X2019.005-ZONE (Home Occupation Industry & Cannabis Zoning) regarding Bylaw No. 2849, 2918 for Electoral Areas A, C, D, E, F, G, H and I. I have reviewed the documentation you have provided. From an agricultural perspective I can offer the following comments:

- Part 2 of the ALR Use Regulation lists farm uses that local governments may not prohibit; including cannabis production criteria in Section 8.
- Ministry staff recognise that the proposed zoning bylaw text on 'Prohibited Uses of Land, Buildings and Structure' specifically excludes cannabis production as described in the old ALR USP Regulation.
- For clarity and consistency Ministry staff encourage keeping cannabis production in the definition of agriculture with reference that it must be done in accordance with Section 8 of the new ALR Land Use Regulations.
- It appears that the only zoning bylaw provisions that will permit cannabis production on the ALR will be as a 'home industry'. While Ministry staff acknowledge a local government's authority to regulate use on the ALR, there are concerns that this zoning bylaw doesn't clearly identify where on the ALR cannabis production as described in section 8 of the ALR Use Regulation is permitted.
- For example, as currently drafted, the proposed Electoral Area A zoning bylaw section 7.18.3 (for home industry) appears to not permit the growing of cannabis outdoors in a field. This would appear to be inconsistent with the ALR Use Regulation.
- Ministry staff also suggest confirming with Health Canada that if the intent is to provide a path forward for micro cultivation licenses, the provisions as described for 'home industry' allow for this type of cannabis production at the federal level.
- Ministry staff support the proposed inclusion of cannabis production as a permitted use in the Regional District's Electoral Area General Industrial Zones.

If you have any questions please contact me directly at [christina.forbes@gov.bc.ca](mailto:christina.forbes@gov.bc.ca) or 250-861-7201.



Sincerely,



Christina Forbes, P.Ag., Regional Agrologist  
B.C. Ministry of Agriculture – Kelowna  
Office: (250) 861-7201  
E-mail: [christina.forbes@gov.bc.ca](mailto:christina.forbes@gov.bc.ca)



Gregory Bartle, Land Use Planner  
B.C. Ministry of Agriculture  
Phone: (778) 974-3836  
Email: [Gregory.Bartle@gov.bc.ca](mailto:Gregory.Bartle@gov.bc.ca)

Email copy: Sara Huber, ALC Regional Planner, [Sara.Huber@gov.bc.ca](mailto:Sara.Huber@gov.bc.ca)



**From:** Collins, Martin J ALC:EX <Martin.Collins@gov.bc.ca>  
**Sent:** March 25, 2019 11:17 AM  
**To:** Planning <planning@rdos.bc.ca>  
**Subject:** FW: Bylaw Referral X2019.005-ZONE

Lauri

Thank you for the referral.

The ALC has no objection to the proposed bylaw as noted on the attached.

Regards

Martin Collins  
Director of Policy and Planning  
Agricultural Land Commission  
#201, 4940 Canada Way, Burnaby, BC V5G 4K6  
Phone: 604-660-2554  
[martin.collins@gov.bc.ca](mailto:martin.collins@gov.bc.ca)



## RESPONSE SUMMARY

### AMENDMENT BYLAW NO. 2849

- |   |   |
|---|---|
| <input type="checkbox"/> Approval Recommended for Reasons Outlined Below  | <input checked="" type="checkbox"/> Interests Unaffected by Bylaw               |
| <input type="checkbox"/> Approval Recommended Subject to Conditions Below | <input type="checkbox"/> Approval Not Recommended Due to Reasons Outlined Below |

Signature: Cheryl E. Palle

Signed By: GERAL NALLA

Agency: Kaladan Irrigation District

Title: Administrator

Date: April 24, 2019.





**Agricultural Land Commission**

201 – 4940 Canada Way  
Burnaby, British Columbia V5G 4K6  
Tel: 604 660-7000 | Fax: 604 660-7033  
www.alc.gov.bc.ca

July 4, 2019

Reply to the attention of Sara Huber  
ALC Planning Review: 46671  
Local Government File: X2019.005-ZONE

Christopher Garrish  
Regional District of Okanagan-Similkameen  
cgarrish@rdos.bc.ca

**Delivered Electronically**

**Re: RDOS Electoral Area Official Community Plan and Zoning Amendment Bylaw Nos. 2840 and 2858 (Home-Industry Occupation and Cannabis Production)**

Thank you for forwarding a draft copy of Regional District of Okanagan Similkameen (RDOS) Electoral Area Official Community Plan (OCP) and Zoning Amendment Bylaw Nos. 2840 and 2858 (the "Bylaws") for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Bylaws is consistent with the purposes of the Agricultural Land Commission Act (ALCA), the Agricultural Land Reserve General Regulation, (the "General Regulation"), the Agricultural Land Reserve Use Regulation (the "Use Regulation"), and any decisions of the ALC.

The Bylaws seek to update the regulations related to "home industry" and "home occupation" uses as well as those related to the production of cannabis, specifically:

**Bylaw No. 2849**

- Introduces policies into the Electoral Area OCP Bylaws that support the development of large-scale cannabis production facilities on lands designated Industrial (I), and not in other land use designations;
- Introduces new definitions of "cannabis production, indoor" and permit this as a use in the General Industrial (I1) and Heavy Industrial (I2) zones;
- Introduces a new regulation prohibiting "cannabis production, indoor" in all other zones unless occurring outside in a field or in a structure in the ALR with a base consisting entirely of soil (with certain exceptions for columns or posts supported by a concrete footing);
- Clarifies that the setbacks for greenhouses and cannabis production facilities from a parcel line are to be 15.0 metres;
- Introduces a new definition of "cannabis production, outdoor" and amend the definition of "agriculture" to include this use as a form of "agriculture";
- Amends the definitions of "home industry" and "home occupation" to make these consistent across Electoral Area zoning bylaws;

- Amends the general regulations of “home industry” and “home occupation” to make these consistent across Electoral Area zoning bylaws and, amongst other things, to:
  - Specifically exclude “cannabis production” as a type of “home industry” or “home occupation”;
  - a home occupation shall not occupy more than 50% of the floor area of a principal dwelling unit or accessory building to a maximum of 50.0 m<sup>2</sup>;
  - a home occupation shall not involve the outdoor storage of materials and equipment associated with a contractor, trade or mobile service;
  - no home industry shall be permitted on a parcel less than 2.0 hectares in size;
  - the maximum floor area utilized for a home industry, including the indoor or outdoor storage of materials, commodities or finished products associated with the home industry shall not exceed 200.0 m<sup>2</sup>; and
  - only persons residing in the principal dwelling unit may carry on the home industry located on the parcel, and up to two (2) non-resident employees may be on the parcel.

**Bylaw No. 2858**

- Proposes to introduce a new definition of “micro cannabis production facility”;
- Proposes to introduce new general regulations for “micro cannabis production facility” that will, amongst other things:
  - Require a minimum parcel area of 2.0 ha; and,
  - Establish a maximum floor area of 400 m<sup>2</sup>.
- Proposes to introduce “micro cannabis production facility” as a permitted use in the Resource Area (RA), Agriculture (AG1, AG2, and AG3), Large Holdings (LH1 and LH2), and Small Holdings Two (SH2) Zones.

**ALC Response**

ALC staff considers the proposed Bylaws to be consistent with the ALCA and its regulations and has no objection to the adoption of the above referenced Bylaws.

\*\*\*\*\*

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any Orders of the Commission.

If you have any questions about the above comments, please contact the undersigned at 604-660-7019 or by e-mail ([Sara.Huber@gov.bc.ca](mailto:Sara.Huber@gov.bc.ca)).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in black ink, appearing to be 'Sara Huber', written in a cursive style.

Sara Huber, Regional Planner

Enclosure: Bylaw Referral Sheet (Home Occupation Industry Cannabis)

CC: Ministry of Agriculture – Attention: Christina Forbes

46671m1

## RESPONSE SUMMARY

### AMENDMENT BYLAW NOS. 2849 & 2858

☐ Approval Recommended for Reasons Outlined Below

☒ Interests Unaffected by Bylaw

☐ Approval Recommended Subject to Conditions Below

☐ Approval Not Recommended Due to Reasons Outlined Below

Signature: \_\_\_\_\_

*P. J. Abrahamian*

Agency: \_\_\_\_\_

*SD 53*

Date: \_\_\_\_\_

*4<sup>th</sup> JUNE 2019*

Signed By: \_\_\_\_\_

*SUBRA PALIAPPA*

Title: \_\_\_\_\_

*SECRETARY TREASURER*





**Interior Health**  
*Every person matters*

June 18, 2019

Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, BC, V2A 5J9

**RE: File No. X2019.005-ZONE; Bylaw: 2849 & 2858**

---

Thank you for the opportunity to provide comments for consideration regarding the above referenced application. It is our understanding that amendments are to be made to the Electoral Area Official Community Plan and Zoning Bylaw, to allow for the production of cannabis within specific areas. We have reviewed the application with a Healthy Communities Development and Healthy Food Systems lens. The following comments are noted and should be given consideration regarding cannabis production facilities:

**Healthy Communities Development**

1. Location:

Industrial operations are expected to follow best practices for protecting the environment and public health. Best practices, however, may not be adequate to contain all odors from the operation. As such, proximity and impact on adjacent land uses need to be considered:

- proximity to residences and schools
- The size and configuration of the property, including access to the property
- Proposed scale of the production facility and accessory usage
- Potential noise, glare and vibration issues
- Air quality – prevailing winds, ventilation, odors

*If development is NOT on a Community Drinking Water System and/or Community Waste Water Disposal (Sewer):*

2. Drinking Water Supply:

The water supply system that services the facility may be subject to the approval and permitting requirements of the BC Drinking Water Protection Act and Regulation.

3. Waste Water Disposal:

Waste water generated by these operations is not considered “domestic sewage.” Domestic Sewage would include washroom, food preparation, dishwashing and showering waste. Interior Health enforces the BC Sewerage System Regulation.

Industrial Waste is managed by the Ministry of Environment, under the Environmental Waste Management Act, Municipal Sewage Regulation.

**Healthy Food System**

Interior Health has an interest in protecting agricultural land for food production and increasing the capacity of local food systems to support food security. Food security is vital to the health and well-being of a community and is the foundation for healthy eating. Farmland preservation helps to maintain a level of food production that

Bus: 250-469-7070 x12287  
[tanya.osborne@interiorhealth.ca](mailto:tanya.osborne@interiorhealth.ca)  
[www.interiorhealth.ca](http://www.interiorhealth.ca)

POPULATION HEALTH  
505 Doyle Avenue  
Kelowna BC V1Y 0C5



contributes to food self-sufficiency, and food self-sufficiency supports healthy eating. Food self-sufficiency in BC is increasingly important as extreme weather will affect production in California, which is currently where 40%–50% of BC's supply of fruits and vegetables comes from.

The proposed amendment to bylaw No. 2849 appears to support food security and has the potential to preserve agriculture land for future food production by:

- prohibiting large-scale and indoor cannabis production facilities in all zones other than industrial
- not supporting the use of lands designated Agriculture (AG) for indoor cannabis production
- prohibiting indoor cannabis production in the ALR, unless the structure has a base consisting entirely of soil

The proposed amendment to Bylaw No. 2858 introducing "micro cannabis production facilities" as a permitted use in AG1, AG2 and AG3 zones does not appear to support preservation of agriculture land as per the specification that "a micro cannabis production facility shall be conducted within an enclosed building or structure". Therefore, it appears this amendment does not support capacity for future local food production nor food security.

Consider food security in cannabis production on Agricultural Land Reserve (ALR) lands. See the [Agricultural Land Commission](#) website for further information on regulatory requirements.

The legalization of cannabis presents both an opportunity and challenge for local governments in the development of healthy, vibrant communities. Interior Health – Healthy Communities welcomes the opportunity to collaborate with the Regional District of Okanagan-Similkameen around education and awareness efforts.

Thank you for the opportunity to comment on this application. If you have any questions or concerns, please feel free to contact me at 250-469-7070 x12287.

Sincerely,



Tanya Osborne, BAHS  
Community Health Facilitator  
Healthy Communities  
Interior Health Authority



Kristi Estergaard, RD  
Public Health Dietitian  
Healthy Communities  
Interior Health Authority

## Lauri Feindell

---

**From:** Judy Morris <ofid@telus.net>  
**Sent:** June 13, 2019 1:57 PM  
**To:** Planning  
**Subject:** Bylaw Referral - X2019.005-ZONE - Bylaw 2849&2858

Good afternoon, the Board of Trustees have reviewed the Bylaw Referral and offer the following comments.

1/ The RDOS provide a map to the Okanagan Falls Irrigation District outlining the potential properties that could be effected by this bylaw

2/ Anyone requiring a water service/or change in existing water service be directed to our office

Thank you.



Judy Morris  
Office Administrator  
OKANAGAN FALLS IRRIGATION DISTRICT  
PO Box 110 – 1109 Willow Street  
Okanagan Falls, BC  
V0H 1R0  
Phone: 250.497.8541  
Fax: 250.497.5817  
Email: [ofid@telus.net](mailto:ofid@telus.net)  
[www.okanaganfallsirrigationdistrict.ca](http://www.okanaganfallsirrigationdistrict.ca)



## RESPONSE SUMMARY

### AMENDMENT BYLAW NOS. 2849 & 2858

☐ Approval Recommended for Reasons  
Outlined Below

☒ Interests Unaffected by Bylaw

☐ Approval Recommended Subject to  
Conditions Below

☐ Approval Not Recommended Due  
to Reasons Outlined Below

Signature: Carol E. Dala

Signed By: Carol E. Dala

Agency: KALEEN IRRIGATION DISTRICT

Title: Financial Administrator

Date: July 1, 2019





# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: Lidia Devonshire  
(please print)

Street Address: [REDACTED]

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☒ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☐ I do not support the proposed textual amendments to the zoning bylaws.

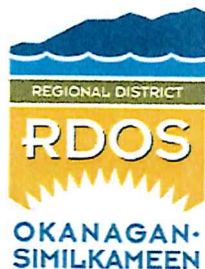
Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

limit light noise and smell pollution  
in residential areas

Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.





# Feedback Form

RECEIVED  
Regional District

SEP - 6 2019

101 Martin Street  
Penticton BC V2A 5J9

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen

FILE NO.: X2019.005-ZONE

FROM: Name: LEO ASTORINO

(please print)

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

PLEASE PUT A "HOLD" ON EVERYTHING.

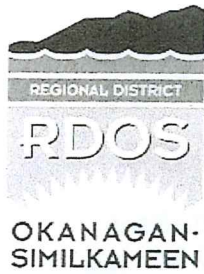
Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

FROM MY RESEARCH, I SEE THERE IS NO LEGAL WAY THAT THE R.D.O.S. CAN MAKE ANY ZONING BYLAW CHANGES WITHOUT A LEGAL OPINION FROM THE PROVINCIAL GOVERNMENT. THE WAY IT STANDS NOW THERE IS NO CLEAR DIRECTION REGARDING STANDARD SETBACKS FOR ALL ALR LANDS, WHAT USES, HEALTH STANDARDS, ENVIRONMENTAL EMISSIONS, 10 FILTERING SYSTEM. THE RDOS IS TOTALLY OUT OF THEIR LEGAL AND RESPONSIBILITY ZONE. THEY HAVE TO GET LEGAL COUNSEL BEFORE PROCEEDING FURTHER. THANK YOU

Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.





# Feedback Form

RECEIVED  
Regional District

SEP - 6 2019

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

101 Martin Street  
Penticton BC V2A 5J9

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name:

CHARLES SWYDER

(please print)

Street Address:

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.



27th August 2019

## Cannabis Regulation for Naramata

Libby Parsons

As many residents have heard there is concern in the Arawana neighbourhood about a proposed Cannabis Microprocessing Operation very close to a number of residential properties. The Draft By-law recommends 2 hectares of land and a 400 square metre building (although Health Canada only allows 200 square metres of growth area).

The recommended setbacks from residential property, we were told at the recent meeting, would be only 15 metres however this does not seem to be specifically written into the Draft legislation. In addition, there is no protection written into the By-law to protect surrounding property owners from odour, lights and noise.

Local residents have many concerns about this Draft By-law and feel that this is an important topic for all residents of Naramata especially those with residential properties adjoining ALR land. It is important to be careful about creating By-laws and take time to get them right from the outset. It is important to protect and represent the residents of Naramata rather than the rights of only a few individuals who want to grow cannabis.

These are some of the concerns of residents:

1. Setbacks. It appears that many other communities are adopting a 60 metre setback from residential property.
2. Odour, lights and noise. There are no provisions in the Draft legislation to protect surrounding residents. Interestingly these provisions are included the Draft By-law for Home Occupation/Industry.
3. Security. A high value crop is a security risk and the RCMP in Penticton do not patrol Naramata regularly. It would be much easier to patrol industrial areas.
4. Highly volatile chemicals used in processing. Butane is one of these products and with the high fire risk in this area, it is of great concern. These would be better used in industrial areas.
5. Lack of public consultation in developing these By-laws. Other communities have sent a feedback form to each household, conducted workshops or public consultations in developing their regulations. Some communities require public consultation when an application is made to grow cannabis.

Please complete the attached Feedback Form (see below under pdf) and return to the RDOS before Sep 6, 2019.

### ATTACHMENTS

2 COMMENTS

READER TOOLS

EMAIL IT

SHARE ON FACEBOOK

TWEET

COMMENT

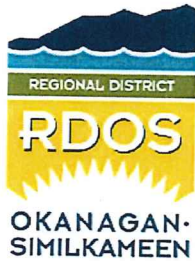
PRINT

SUBSCRIBE

AUTHOR TOOLS

EDIT · DEL





# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

RECEIVED  
Regional District

AUG 28 2019

101 Martin Street  
Penticton BC V2A 5J9

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: ROGER COLDELL  
(please print)

Street Address: [REDACTED]

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

THE RDOS SHOULD HAVE MORE CONTROL OVER  
WHAT ACTIVITIES ARE ALLOWED HERE.  
IT SEEMS BUSINESS ARE MORE IMPORTANT THAN  
RESIDENTS INTERESTS

Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.





OKANAGAN-  
SIMILKAMEEN

# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

**RECEIVED**  
Regional District

SEP - 6 2019

101 Martin Street  
Penticton BC V2A 5J9

TO: Regional District of Okanagan Similkameen

FILE NO.: X2019.005-ZONE

FROM: Kare S. MARTIN + Gudrun MARTIN  
(please print)

RE: Draft Zoning Amendment Bylaw No. 2849

My comments / concerns are:

- ☐ I do not support the proposed textual amendments to the zoning bylaws.
- ☒ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☐ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

We ask the RDB to be very careful, as it sets the tone for the future landscape.

On our property we already experience loud ventilation noise and floodlighting from a nearby winery and how would look these sealed buildings on Norwaste Beach for example. Business people max everything out and don't stick to their proposals, as we experienced in our neighborhood. Please keep that in mind!

Thank you!

no later than September 6, 2019

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Sorry, we ran out of pink ink!





OKANAGAN-  
SIMILKAMEEN

# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: BOB & PATTY PIPARS  
(please print)

Street Address: [REDACTED]

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

*Look at other Regional District Bylaws that have more stringent rules, such as Central Okanagan for example. Study as many other districts as possible and take the best ideas of those surveying. This is a serious matter that has to be done once and done right.*

Feedback Forms must be completed and returned to the Regional District no later than September 6, 2019

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RDOS



**RECEIVED**  
Regional District

SEP - 5 2019

101 Martin Street  
Penticton BC V2A 5J9





# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

RECEIVED  
Regional District

SEP - 3 2019

101 Martin Street  
Penticton BC V2A 5J9

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: LINDA SEARS  
(please print)

Street Address: [REDACTED]

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

- Proposed bylaw amendments to permit cannabis production under Home Industry do not protect neighbouring residential properties.
- Health Canada decrees a maximum growth area of 200m<sup>2</sup>. No rationale is given for why RDOS suggests 0400m<sup>2</sup>. A greenhouse that large will be an eyesore in a residential area.
- Proposed setback of 15m is far less than many other jurisdictions, viz. 60m.
- Bylaw 7.18.7 states there should be no nuisance from noise... odours, glare, etc. Odours and glare (security lights) will be a problem. By what means will the

RDOS monitor and regulate? no later than September 6, 2019

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# Feedback Form

**Regional District of Okanagan Similkameen**

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

**TO:** Regional District of Okanagan Similkameen **FILE NO.:** X2019.005-ZONE

**FROM:** Name: Brenda Wozniak + Doug Gibson  
(please print)

Street Address: [REDACTED]

**RE:** Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

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Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

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Comments for Feedback form for Bylaw 2858 and 2849:

- The minimum size of 2.0 hectares is too small if the region properly takes into account necessary setbacks, landscaping, buffers or other requirements to mitigate the impact of anticipated odour and any other nuisances. The original draft indicated 4 hectares so we do not understand why this has been reduced. We are seeing other regions with larger minimum land requirements in ALR – Regional District Central Okanagan has a minimum of 8 hectares when it abuts residential properties, with 30 metre setbacks; Regional District North Okanagan is considering no minimum land size but requires a 60 metre setback from residential properties. Squamish-Lillooet has a minimum of 5 hectares and is not considered in residential zones. Our bylaws do not address the impact to residential properties in any way and this needs to be seriously reconsidered. We believe that there should be no industrial manufacturing facilities allowed in SH2 zoned areas.
- Setback of 15 metres are not big enough to mitigate the concerns around nuisances likely coming from the facility – noise, odour and traffic. Other districts are adopting a much higher setback – Kelowna 60 metres from residential properties, Abbotsford has 60 metres to non ALR land and Nanaimo has 60 metres from lot lines of non ALR land. Increased setback MUST be considered.
- The odour that is anticipated from these facilities are a concern. While there may be work done on the building to manage the odour, when you have extremely hot lights in the facility, that heat needs to be released and with it will come the odour – this will be a significant nuisance and an impact not just for those residents living close by, but throughout the community, depending on the wind.
- Issue concerning electricity/lights. The owner of the Arawana property has specified in an article in MyNaramata that there will be no windows in his facility. This may not be the case for other facilities looking for approval and unless these buildings are concrete with no windows, the impact of lighting being on 24/7 will be significant to residents in the immediate area – nothing has been indicated to ensure that this can be managed. If these building are concrete then the appearance of the community changes to an industrial view rather than the current farm/vineyard/residential community, which has so much appeal for both residents and tourists.
- Traffic will be an issue if the property size is not big enough. There will be employees with parking required – this has not been addressed. The facility on Arawana has indicated that they would have at least 6 employees – so where will they park? Is there room on the property after the facility has been built to accommodate that without any impact to the community?
- At the Public Information meeting it was indicated that the region does not have the resources to oversee the mandate for Cannabis facilities to ensure they are running according to the bylaws – if there are no resources, why isn't the region coming up with more stringent bylaws that work within the Region's economy/resources?
- We trust that the RDOS will not approve any facilities while the community is going through the amendment process.
- RDOS Mission is to initiate and implement policies which preserve and enhance the quality of life and serve the broader public interest in an effective, equitable, environmental and fiscally responsible manner.
- As presented, the current by-law proposals for Cannabis Micro-Processing do not serve the broader public and need to be better thought out with more due-diligence.



**Lauri Feindell**

---

**From:** [REDACTED]  
**Sent:** September 5, 2019 4:07 PM  
**To:** Planning  
**Cc:** Renee Chamberland  
**Subject:** File No: X2019.005-Zone

Hi,

Following the public information meeting here is our feedback regarding the proposed Zoning Amendments on Cannabis Micro Production Facilities in Naramata.

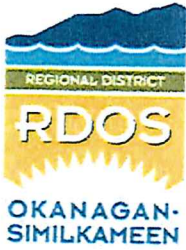
I am in favour of amending the bylaws, however, I think they should include a minimum distance between any cannabis production and residential homes. I would suggest that the minimum distance be 200 meters.

Thank you for giving us the opportunity to provide you some feedbacks.

Best regards,

Michel Martel





# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: LEE CHANIN  
(please print)

Street Address: [REDACTED]

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

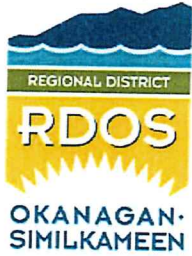
Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

- I would like to know what discussion and consultation was undertaken prior to drafting this bylaw and whether the board reviewed any other jurisdictional bylaws relative to Cannabis production. If not why didn't the board review other bylaws. It appears to me that rather than take the view of protecting the existing home owners rights, the RDOS merely went along with the municipalities and didn't give any thought to the effect this will have on the community.

Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

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# Feedback Form

**Regional District of Okanagan Similkameen**

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

**TO:** Regional District of Okanagan Similkameen **FILE NO.:** X2019.005-ZONE

**FROM:** Name: Janice Drganc  
(please print)

Street Address: [REDACTED]

**RE:** **Draft Zoning Amendment Bylaw No. 2849**  
**Update of Home Occupation/Industry Regulations and Cannabis Production Facilities**

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

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Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

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**Lauri Feindell**

---

**From:** Stefanie Gale [REDACTED]  
**Sent:** September 6, 2019 2:36 PM  
**To:** Planning  
**Cc:** don mancell; Roger Houle; Lee Chanin; Lyle Armour  
**Subject:** Cannabis

Planning Department;

Please note that in May of 2019, I wrote to the Chair of the RDOS outlining the Naramata Society for Responsible Infrastructure concerns regarding Cannabis operations in Area "E".

I am forwarding our concerns to you so that they may be included in the feedback requested of area residents to recently proposed bylaws.

In April of 2019, the Board of the NSRI met and discussed the cannabis issue.

The NSRI is of the opinion that like other Regional Districts, bylaws can and should be put in place to mitigate possible negative impacts of cannabis production. It is important that everyone living in RDOS Area "E" may feel assured that steps are being taken to ensure a healthy environment and community relationships.

The NSRI requests the RDOS take action through the creation/amendment of bylaws to ensure that cannabis production effluent is properly handled; that the air quality is preserved and odours frequently associated with cannabis production are prevented (cannabis farms be required to have effective and sufficient number of 'air scrubbers' or similar filtration systems to mitigate smells), and; that there are controls on the potential light pollution which typically occurs with cannabis production.

We further highlight recent research which has raised significant concern with water and energy consumption utilized by cannabis operations. We should all be trying to be responsible in reducing, not increasing our impact on the environment.

Thank you for including the feedback of the NSRI.

Sincerely,

Stefanie Gale,

NSRI President



**Lauri Feindell**

---

**From:** STACEY HANNA [REDACTED]  
**Sent:** September 5, 2019 11:21 AM  
**To:** Planning  
**Subject:** Feedback Draft Zoning Amendment Bylaw No. 2849/File no: X2019.005-ZONE

To Whom it may concern,

Please include this feedback with regards to the proposed zoning amendments regarding Cannabis Production Facilities in Naramata/RDOS.

I do not support proposed amendments to the zoning bylaws.

While we all agree that we live in an agricultural area and that there are certain activities that we can expect to happen at certain times of year/day, it would be wise to take a closer look with regards to a new agricultural crop.

This is the opportunity to set strict bylaws. Exceptions can be applied for, but we should set the high standard now so we aren't dealing with uncooperative property owners down the road.

While these are properties in the ALR, they do often border residential properties. At the time that those properties were sold off as residential, there was no way of knowing that 30+ years later owners would have to deal with a new type of agriculture. Cannabis has only been made legal in the last year, it is unreasonable to brush aside property owners very real concerns with regards to light, odour, etc...

I'm sure, the collective property taxes paid by all the surrounding residential properties far exceeds the taxes the RDOS receive from one agricultural property. I'm confused as to why these concerns have not been more closely respected.

The surrounding property owners are not looking to restrict the possibility of cannabis growing facilities but are looking to set strict bylaws that all owners would have to abide by: building sizes, setbacks, light, sound, smell. This seems reasonable.

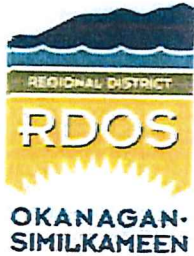
In the end, I think it serves all residents of the RDOS to set strict bylaws for cannabis facilities. It does not take away the possibility of using agriculture/ALR land for this crop but sets the high standard for possible growers.

Respectfully,

Stacey Hanna  
[REDACTED]

Sent from my iPad





# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: VICTORIA ROGERS & JO INGRAHAM  
(please print)

Street Address:

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

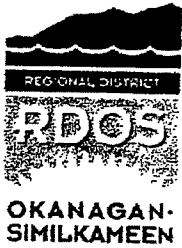
WE DO, HOWEVER, SUPPORT THE DEVELOPMENT OF NEW BYLAWS CONCERNING THE CANNABIS MICRO-PRODUCTION CATEGORY. WE JUST DON'T FEEL THAT THE PROPOSED AS CURRENTLY WRITTEN WILL ADEQUATELY PROTECT SURROUNDING RESIDENTIAL NEIGHBORHOODS

THE MINIMUM PARCEL SIZE FOR THIS CATEGORY NEEDS TO BE INCREASED, AS DO SETBACK REQUIREMENTS; AND SPECIFICS OF ODOUR, LIGHT, NOISE, FIRE AND CRIME DANGER NEED TO BE ADDRESSED.

Feedback Forms must be completed and returned to the Regional District  
no later than September 6, 2019

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# Feedback Form

1/2

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen

FILE NO.: X2019.005-ZONE

FROM: Name:

JOHN N. SHASKE

Street Address:

Co-owner

AREA E

RE: Draft Zoning Amendment Bylaw No. 2849

Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

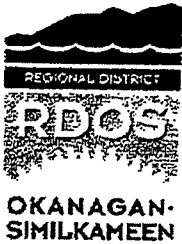
Too much, too late, too fast.  
Not well-considered (not thought out well)  
in greater scheme of community  
& what land uses pay a lot of taxes  
currently. Your RDOS proposal risks  
devaluing land values & long time owner  
enjoyment of their property

Feedback Forms must be completed and returned to the Regional District

no later than September 6, 2019

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# Feedback Form

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101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

2/2

TO: Regional District of Okanagan Similkameen

FILE NO.: X2019.005-ZONE

FROM: Name:

SHEILA M KITSON

Street Address:

Nanamota BC (RDOS-E)

RE:

Draft Zoning Amendment Bylaw No. 2849

Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

+2849

My comments / concerns are:

☐

I do support the proposed textual amendments to the zoning bylaws.

☐

I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.

☒

I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

Back when established, the Ark was intended for food crops/farming. How will viable land covered by concrete slabs & huge sheds ever be recovered into viable farm land again? What about pollution - light, noise, prison like fencing? etc.?

Feedback Forms must be completed and returned to the Regional District no later than September 6, 2019

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## Cannabis Microprocessing Feedback Forms

Libby Parsons

This is just a reminder that the Feedback Forms on Cannabis Microprocessing are due no later than Sep 6th.

I would like to draw your attention to this document which has been recently sent to me by a neighbour: Federal document "Municipal Guide to Cannabis Legalization- A roadmap for local governments." In particular, this part: As local governments anticipate an increase in nuisance complaints with legalized cannabis, odour issues rank among their top concerns—and these are notoriously difficult to regulate and remediate. Because odours are hard to quantify objectively in terms of strength or character, setting regulatory standards is challenging. While some odour testing labs exist in Canada, their usefulness for regulatory purposes is questionable, and testing can be onerous and expensive. Even if and when the quantification of odour can be satisfactorily addressed, an odour's source can be challenging to prove to the standard needed in court. Proactive approaches to cannabis-related odour and nuisance abatement are therefore preferable. For example, odour impact assessments and control plans might be included in requirements for rezoning applications or development approvals in circumstances where these are authorized and warranted. Zoning setbacks, landscaping, buffer or similar requirements may be considered for certain types of facilities that are anticipated to cause odour or other nuisances. This is in addition to the basic locational criteria that have traditionally restricted problem activities to their own special zones. Municipalities may also want to set business licence conditions that could reduce nuisance concerns around cannabis production and retail facilities.

In addition another neighbour has gone to the effort of calling Regional District for Central Okanagan and Regional District for North Okanagan Planners to find out what policies and by-laws they are developing.

Regional District Central Okanagan: For ALR - Min 8 hectares when it abuts residential properties, 30 metre setbacks.

Regional District North Okanagan: For ALR - no min hectares set but has a 60 metre setback from residential. Things are in flux, in 1st reading & he didn't know if min hectares would be implemented.

I have also researched other communities which are a mix of rural agricultural land and residential and found:  
Squamish-Lillooet: 5 hectares minimum and not considered in residential zones and 200 sq m greenhouse.

Vernon: 50 metres from any property where residential is the principal use.

Nanaimo: 60 metres from lot lines of non-ALR land

Kelowna: 60 metre setback from residential property

Abbotsford: 60 metres to non-agriculture land

**RDOS Mission:** To initiate and implement policies which preserve and enhance the quality of life and serve the broader public interest in an effective, equitable, environmental and fiscally responsible manner.

The current By-law proposals for Cannabis Microprocessing do not serve the broader public nor do they appear well thought out!





# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: X2019.005-ZONE

FROM: Name: Norbert Laciis & Patti Laciis  
(please print)

Street Address: [Redacted] Naramata

RE: Draft Zoning Amendment Bylaw No. 2849  
Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☒ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☐ I do not support the proposed textual amendments to the zoning bylaws.

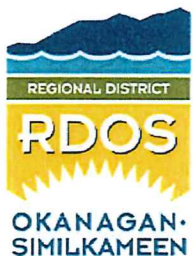
Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

Cannabis production and processing has the potential for significant odour & other impacts on neighbours. In Naramata, A/R properties are often close to residential areas. As a result, setbacks building sizes & land sizes must be very conservative. Other BC communities have setbacks of 60 metres. We should as well. I also believe building size should be less than 400 m<sup>2</sup> & properties should be at least 4 hectares. Please be careful you don't create problems for residents.

Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the Freedom of Information and Protection of Privacy Act (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.





# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen

FILE NO.: X2019.005-ZONE

FROM: Name: Harvey King

(please print)

Street Address:

Naramata BC

RE: Draft Zoning Amendment Bylaw No. 2849

Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

☐

I do support the proposed textual amendments to the zoning bylaws.

☒

I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.

☐

I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

I am not opposed to the concept of having Cannabis operations in the RDOS, but I have some concerns that the specific regulations are not strict enough in controlling potential issues, especially around odour, lights and noise. I know that we are an agricultural area, that agriculture is a crucial industry and part of our overall "charm." However, we are also an area that crucially depends on new residential developments, and especially on the charm of our vineyards and wineries in attracting new residents AND tourists. If we have problematic Cannabis operations, then we will lose our future residential buyers, and our tourists. I would suggest that the RDOS strengthen the following aspects of the regulations, similar to what other BC Regional Districts have done:

1. Create stronger and larger setbacks from residential property.
2. Set regulations on odour, lights and noise for not just Home Occupation/Industry, but also for the Microprocessing industry.
3. Ensure that the industry has sufficient security (especially if their crop is prone to theft) in place, or is taxed to increase the amount of RCMP presence in the community.

Thanks for your consideration.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the Freedom of Information and Protection of Privacy Act (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.



From: [Tracy Kuitz](#)  
To: [Christopher Garrish](#)  
Subject: Proposed By-law Amendments  
Date: April 26, 2019 4:11:55 PM

---

Dear Mr. Garrish:

We understand from the RDOS website, that the deadline to make comment on the proposed by-law amendments regarding Home Industry and Cannabis Growth is April 26 (tomorrow).

We have read your proposals and these are our objections or changes we would like to see proposed:

1. We do not believe Cannabis Growth should occur in a residential neighbourhood and be categorized as a "home industry". It should occur in an Industrial area. (\*Please see the SLRD by-law amendments restricting Cannabis Growth to non-residential areas).
2. If Cannabis Growth should occur on Agricultural Land, there should be a restriction of land size to 10 hectares rather than 2 hectares.
3. On page 13 Section 7. of your Amendments, it states that *"No nuisance from noise, vibration, smoke, dust, odours, heat, glare, disturbance shall be produced by the home industry and, at all times, the privacy and enjoyment of adjacent dwellings shall be preserved and the home industry shall not adversely affect the character of the area."* Added to this should be the glare of lights and the smell/odour produced by Cannabis Growth.
4. On page 13, Section 7. This section is really a contradiction of terms as a Cannabis Growth Operation in a mostly residential neighbourhood will obviously disturb *"the privacy and enjoyment of adjacent dwellings"* and will *"adversely affect the character of the area"*. Cannabis Growth should occur either on larger land parcels or in an industrial area. It should not occur close to residential properties.

These are the concerns we have listed in our previous email to you:

1. The smell from cannabis growth can be quite a nuisance to surrounding neighbours. As RDOS does not have by-laws in place governing this, neighbours will have little recourse, once this operation is in place, to have the odours monitored and controlled.
2. Security issues - this is a high value crop with all the associated security issues. This neighbourhood has families with children within metres of this property and this poses a security risk to these families and all residents.
3. As we are in an area of high fire risk, this operation poses an additional threat during fire season. If this operation processes and uses butane in the processing, it is highly explosive.
4. Cannabis growth generally uses round the clock lighting - this will be an




additional nuisance to residents - the RDOS has no by-law in place to control this.

5. Cannabis growth uses more water and hydro than other agricultural crops - this is another burden on the community.

6. A Cannabis operation in a residential neighbourhood stigmatizes the properties and will negatively affect their values.

Sincerely

Tracy Kuhtz and Harvey King

  
Naramata

From

Sent: April 26, 2019 2:57 PM

To: Christopher Garrish <[cgarrish@rdos.bc.ca](mailto:cgarrish@rdos.bc.ca)>

Subject: Arowana Proposed By-law Amendments

Hello Christopher. I understand you are the individual residents of Naramata are to correspond with regarding proposed by-law amendments being considered for Home Industry & Cannabis Growth.

My wife and I just recently heard the proposed shocking change to our beautiful residential area mixed with vineyards and orchards.

- 1) Can you comment on the possibility our property values will be negatively effected? If so, I am presuming our taxes will correspondingly reduce too. If not, why not? **I cannot comment.**
- 2) When the Federal Government first proposed changes to the Cannabis licensing and such, I recall reading the home Gro-ops would be a thing of the past and operations would be located in Industrial Park and similar locations away from residential areas. Has it changed? **I don't believe this was the case as the Agricultural Land Commission (ALC) advised in 2013, following the legalisation of medical cannabis production, that they considered this to be a "farm" use and something that local governments could not prohibit from occurring within the Agricultural Land Reserve (ALR).**
- 3) Can a cannabis operation be set up on the size of land currently being proposed? **Yes.**
- 4) Can I ask what assurances will be put in place to not have the odors which come from a Gro-op? There is or was a residential Gro-op just off Naramata Road and often when driving along, you could smell this awful odour which we suspected originated from this Cannabis gro-op. **This is something that is regulated by Health Canada as part of their approval process.**
- 5) Can I ask what assurances there will be for lighting pollution? **I am not sure what would constitute light pollution, but as you may be aware, agricultural producers in the ALR or on parcels zoned to allow for "agriculture" enjoy protection under the Farm Practices Protection (Right to Farm) Act for what are considered "normal farm practices".**
- 6) Will there be traffic all hours of the night? **Unknown.**
- 7) Will this be a sales outlet with increased traffic to our quiet community? **Unknown, however, such a use would require the approval of the provincial government through the LCRB. The AG1 Zoning that applies to most properties in the ALR in Electoral Area "E" does allow for retail sales of farm products.**
- 8) Is there the potential for increased theft or burglary in our community with there being another reason to attract the criminal element to our community? **Unknown.**
- 9) What sort of building and size is being proposed? What kind of lighting will be on 24 hours a day? Will it stick out like a sore thumb and not blend into our desirable residential community? **I am assuming that you are referring to the property at 2860 Arawana Road? If so, the applicant is applying for a "Micro-Cultivation" license through Health Canada, so will be limited to a growing area not exceeding 200 m<sup>2</sup>. Please be advised that this property is not considered residential, but is zoned for Agriculture and is in the ALR.**



I rarely if ever have put my concerns and/or question as they pen to paper. So for me to write shows the high concern I have. My wife shares the same concerns, though respect I cannot speak for her.

Was there an open community meeting to hear what is being proposed and get feedback? If so, I am now beating myself up for missing out on hearing more facts and what my neighbours think how our community could be negatively changed for ever. There will no going back if this Cannabis operation is approved and goes forward. Actually I am shocked the Provincial and Regional governments would allow.

Looking forward to your response to my questions. I will agree, I have hastily put this email together after hearing today is the deadline to get comments in. I am not a religious person, but praying this proposal does not go forward.

Cheers, Colin Ballance

Naramata, BC



**From:** [REDACTED]  
**To:** [Christopher Garrish](#)  
**Cc:** [Anarcanna MJ](#)  
**Subject:** Home Industry/Occupation & Cannabis Production  
**Date:** April 26, 2019 12:14:20 PM

---

Hello Christopher,

My name is Jonathan Fernandes and I am with Green Amber Canada. We are a company that performs consulting for micro cannabis cultivation applications and also are close to receiving our own standard cannabis cultivation licence here in the Okanagan.

I was following up with you for one of our clients Terry Meyers, who is about to submit a micro application for a site in Osoyoos.

Terry highlighted me to the amendments proposed to your home industry by-law which would limit the use to only 200 square meters.

I wanted to provide you with some information to highlight why it is limiting for a micro cannabis cultivator to operate in this size space.

In addition to the space(area) allowed for micro cultivation found in Part 2 of the Cannabis regulations made under the Cannabis Act, Part 5 Good Production Practices (GPP) highlights many other applicable requirements to obtain a licence. Sections 80-88 highlight these other requirements that must be followed to receive a licence from Health Canada. They focus on storage, equipment, distribution, contamination, sanitation, processing, pest control and quality assurance. These other requirements need additional or ancillary space to conduct the necessary work.

The 200 square metres that is described in Part 2 of the regulation only applies to canopy space for cultivation. Our team has submitted many applications and know from experience that if you limit the building size to what you are proposing, applicants will not be able to maximize the capacity of their allowable 200 square metres for cultivation. To maximize this space and to meet these requirements you would need at least an additional 1500-2000 square feet.

It would be beneficial if we could speak with those in the RDOS who are working on this by-law to show them that additional space is needed for these requirements. Some of these requirements could almost take up the original 200 square metres alone.

Please let me know if you or relevant staff have time to discuss.

Thank you for your time,



**From:** [Martin Au-Yeung](#)  
**To:** [Christopher Garrish](#); [alc.okanagan@gov.bc.ca](mailto:alc.okanagan@gov.bc.ca); [riccardo.peggi@gov.bc.ca](mailto:riccardo.peggi@gov.bc.ca); [martin.collins@gov.bc.ca](mailto:martin.collins@gov.bc.ca)  
**Subject:** Cannabis Operations at Arawana Road  
**Date:** April 26, 2019 1:51:10 PM

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I am going to provide my feedback on the proposed by-law amendments regarding Home Industry and Cannabis Grown in the RDOS (the District) based on my first-hand experience as an insurance professional. Like most residents in the community, I do not support the proposal. The risk is too big for the community to manage - just to name a few:

- Depending on the facility layout, cannabis growing operations are very hard to protect from the fire protection standpoint due to complex storage arrangement and intensive use of plastics in construction. Sometimes there is no practical way to protect such operations, but if solutions do exist, they would be complex and require strong water supply that is not available in a residential area. Large cannabis growing operations are mainly in industrial areas where infrastructures are available to handle associated fire protection.
- Extraction of active ingredients requires use of flammable solvents and present a significant fire hazard to a residential neighborhood.
- If the operation caught on fire in a hot, dry summer day, ambers could ignite forested areas nearby and pose a major forest fire exposure to the community.
- Fires at cannabis operations could happen as we learned from the incident in Squamish in a few months ago.

Cannabis business is not insurable by most commercial insurance carriers because of the above reasons. It makes no sense to me to have the entire community accept a risk that is not even acceptable to most insurance professionals.

Please consider our position.

Regards,

Martin Au-Yeung  
[REDACTED]



**Lauri Feindell**

---

**Subject:**

FW: Cannabis Operation Update

To Whom It May Concern and also Karla Kozakevich,

Please see attached emails,

Bud and Brenda Van Iderstine

> To Whom It May Concern,

>

> We are Bud and Brenda Van Iderstine

> living on the Naramata Bench at [REDACTED] Naramata BC

> V0H1N1.

>

> We are very concerned about the

> potential of a Cannabis Gro-Op being approved for operation in our

> residential neighbourhood along Arawana Road. In Mr Bob Parsons

> attached email numerous very good reasons are well presented for why

> any Cannabis operation SHOULD NOT be approved for our residential

> area, or indeed for any residential area.

>

> Please DO NOT APPROVE this type of

> enterprise that can only lead to severe community problems!

>

> Respectfully submitted,

> Bud and Brenda van Iderstine

>

>



**From:** [Libby and Bob Parsons](#)  
**To:** [Christopher Garrish](#)  
**Subject:** Re: Proposed By-law Amendments  
**Date:** April 25, 2019 10:18:41 AM

---

Hello Mr. Garrish:

We understand from the RDOS website, that the deadline to make comment on the proposed by-law amendments regarding Home Industry and Cannabis Growth is April 26 (tomorrow).

We have read your proposals and these are our objections or changes we would like to see proposed:

1. We do not believe Cannabis Growth should occur in a residential neighbourhood and be categorized as a "home industry". It should occur in an Industrial area. (\*Please see the SLRD by-law amendments restricting Cannabis Growth to non-residential areas).
2. If Cannabis Growth should occur on Agricultural Land, there should be a restriction of land size to 10 hectares rather than 2 hectares.
3. On page 13 Section 7. of your Amendments, it states that *"No nuisance from noise, vibration, smoke, dust, odours, heat, glare, disturbance shall be produced by the home industry and, at all times, the privacy and enjoyment of adjacent dwellings shall be preserved and the home industry shall not adversely affect the character of the area."* Added to this should be the glare of lights and the smell/odour produced by Cannabis Growth.
4. On page 13, Section 7. This section is really a contradiction of terms as a Cannabis Growth Operation in a mostly residential neighbourhood will obviously disturb *"the privacy and enjoyment of adjacent dwellings"* and will *"adversely affect the character of the area"*. Cannabis Growth should occur either on larger land parcels or in an industrial area. It should not occur close to residential properties.

These are the concerns we have listed in our previous email to you:

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2. Security issues - this is a high value crop with all the associated security issues. This neighbourhood has families with children within metres of this property and this poses a security risk to these families and all residents.
3. As we are in an area of high fire risk, this operation poses an additional threat during fire season. If this operation processes and uses butane in the processing, it is highly explosive.
4. Cannabis growth generally uses round the clock lighting - this will be an additional nuisance to residents - the RDOS has no by-law in place to control this.
5. Cannabis growth uses more water and hydro than other agricultural crops - this is another burden on the community.
6. A Cannabis operation in a residential neighbourhood stigmatizes the properties and will negatively affect their values.

Sincerely  
Libby and Bob Parsons



**From:** [Deb Green](#)  
**To:** [cannabis@canada.ca](mailto:cannabis@canada.ca); [ALC.Okanagan@gov.bc.ca](mailto:ALC.Okanagan@gov.bc.ca); [Riccardo.Peggi@gov.bc.ca](mailto:Riccardo.Peggi@gov.bc.ca); [Martin.Collins@gov.bc.ca](mailto:Martin.Collins@gov.bc.ca); [Christopher Garrish](#); [Dan.Ashton.MLA@leg.bc.ca](mailto:Dan.Ashton.MLA@leg.bc.ca)  
**Subject:** Cannabis Building Proposal in Naramata  
**Date:** April 26, 2019 5:43:11 PM

---

Hello —

Today is Friday April 26. We have just been sent the information below. Is this a joke? Today is the deadline to report concerns on a cannabis greenhouse proposal that could directly affect our right to peaceful comfort in our homes, yet we have not been informed or "consulted" in any way until now? Despite the proposed development being "in the ALR", it is ONE STREET AWAY where we will be directly affected by light, noise and air quality. This is also an extremely high fire risk area — the use of metal fans, butanes, propanes and other potentially incendiary materials should have made this proposal an absolute non-starter to begin with. We are not opposed to cannabis production generally, but this is a heavily residential neighborhood and has been so for the past 30 years. IT IS NOT AN INDUSTRIAL LOCATION FOR A FACTORY. There has been ZERO consultation on this matter with the taxpayers who live in the area.

As a taxpayer, this is unacceptable and I expect to be consulted in a proper, designated forum before any further decisions are made.

*Deb Green, CSA, CDC*

*CEO, Earthwave Entertainment Inc.*

**From:** Libby and Bob Parsons  
**Subject:** **IMPORTANT: Please send your letters to RDOS and ALC**  
**Date:** April 25, 2019 at 9:15:53 AM PDT

Hello All:

Please read the attached articles. The RDOS by-law amendments have just come to light today and it is interesting that in spite of all our letters of concern, no one at RDOS brought this to our attention! Please send in your objections today to meet the deadline of April 26th. Ask that the minimum lot size be 5 hectares (SLRD, another municipality has been able to state that limit in their by-laws). These by-laws amendments look as though they were written specifically for the applicant in our neighbourhood to allow him to grow Cannabis as the outlined restrictions in the by-laws are exactly what he is proposing. The



second article is about the Cannabis stink at Edmonton airport - it is a much larger operation but they cannot seem to control the smell in spite of numerous filters and HVACs. Do we want this in our neighbourhood?

Please also write to the ALC who seem to also have a deadline of April 26th for complaints. Reference File no.ALC Application 58440 (Josey)

These are the concerns we have listed in our letters:

1. The smell from cannabis growth can be quite a nuisance to surrounding neighbours. As RDOS does not have by-laws in place governing this, neighbours will have little recourse, once this operation is in place, to have the odours monitored and controlled.
2. Security issues - this is a high value crop with all the associated security issues. This neighbourhood has families with children within metres of this property and this poses a security risk to these families and all residents.
3. As we are in an area of high fire risk, this operation poses an additional threat during fire season. If this operation processes and uses butane in the processing, it is highly explosive.
4. Cannabis growth generally uses round the clock lighting - this will be an additional nuisance to residents - the RDOS has no by-law in place to control this.
5. Cannabis growth uses more water and hydro than other agricultural crops - this is another burden on the community.
6. A Cannabis operation in a residential neighbourhood stigmatizes the properties and will negatively affect their values.

In conclusion, Cannabis Growth should take place in an industrial area and NOT in a residential neighbourhood.

Please be proactive and send emails to be part of the process to prevent this operation in our residential neighbourhood.

Health Canada: [cannabis@canada.ca](mailto:cannabis@canada.ca)  
Agricultural Land Commission:  
[ALC.Okanagan@gov.bc.ca](mailto:ALC.Okanagan@gov.bc.ca)

[Riccardo.Peggi@gov.bc.ca](mailto:Riccardo.Peggi@gov.bc.ca)

[Martin.Collins@gov.bc.ca](mailto:Martin.Collins@gov.bc.ca)

1. <https://www.rdos.bc.ca/departments/development-services/planning/strategic-projects/home-industryoccupation-cannabis-production-update/>

#### **Home Industry/Occupation & Cannabis Production Update Background**

The Regional District is proposing a series of amendments to the Electoral Area Zoning Bylaws in order to update the regulations related to "home industry" and "home occupation" uses.

It is further proposed to prohibit cannabis production in all zones, other than



Industrial, with exceptions being provided for parcels in the Agricultural Land Reserve (ALR) where cannabis production complies with the requirements of the *Agricultural Land Commission (ALC) Act & Regulations* and to allow cannabis production as a form of “home industry” use but clarifying that it is not a permitted form of “home occupation” use.

With regard to the update of “home industry” and “home occupation” regulations, it is being proposed to, amongst other things, introduce standardized wording related to:

- A home occupation shall not occupy more than 50% of the floor area of a principal dwelling unit or accessory building to a maximum of 50.0 m<sup>2</sup>
- A home occupation shall not involve the outdoor storage of materials and equipment associated with a contractor, trade or mobile service;
- No home industry shall be permitted on a parcel less than 2.0 hectares in size;
- The maximum floor area utilized for a home industry, including the indoor or outdoor storage of materials, commodities or finished products associated with the home industry shall not exceed 200.0 m<sup>2</sup>; and
- Only persons residing in the principal dwelling unit may carry on the home industry located on the parcel, and up to two (2) non-resident employees may be on the parcel.

#### Contact Us!

For additional information, or to submit comments, please contact:

Christopher Garrish  
Planning Manager  
[cgarrish@rdos.bc.ca](mailto:cgarrish@rdos.bc.ca)  
[250-490-4101](tel:250-490-4101)

#### 2. Pot plant stink at airport

<https://www.castanet.net/news/Canada/254597/Pot-plant-stink-at-airport>



**From:** [REDACTED]  
**To:** [Christopher Garrish](#)  
**Subject:** Naramata Grow Op  
**Date:** April 27, 2019 6:36:52 PM

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Hello Chris,

As a resident of Naramata, I would like to add my concerns to the Marijuana grow facility that has been proposed on Arawana Road.

I am hopeful that the applicants desire to put in a concrete floor is enough to stop this proposal. The regulations seem to allow for the use on a soil base and that a cement pad requires a variance. Will there be an opportunity for the public to speak to this matter when it come up for approval?

I want to add my voice to the overwhelming support of Naramata residents to stop this development.

Thank You  
Ken & Susan Keir



**From:** [Dawn Lennie](#)  
**To:** [Christopher Garrish](#)  
**Cc:** [Karla Kozakevich](#)  
**Subject:** Cannabis Production in residential neighbourhood  
**Date:** April 29, 2019 9:51:32 AM

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Hi Christopher,

I understand we may have missed an April 26th deadline to voice concerns on this topic, however, unfortunately, we weren't aware of this until this past weekend so I hope that our comments will still be considered.

As business owners and residents of Naramata, we would like to voice our opposition to having this type of production or manufacturing that is proposed currently up Arawana Road in a residential neighbourhood. Whether it's on ALR property or not, it does not seem fair to devalue people's property with a business like this operating right next door given all the concerns surrounding it - particularly the smell. I don't think anyone would want a Money's mushroom plant coming in and setting up shop right in the middle of a residential neighbourhood either for the same reason.

We have experienced this type of business (illegally) for years in our neighbourhood and the smell at certain times is very strong and difficult to explain to our kids. We just always say that someone must have run over a skunk when we're on the way to school for lack of a better explanation for a child under 10:)

We understand that there are also concerns about 24 lighting, fire safety, security and so on, which are concerns we have had with at least two illegal operations right around our home for years. This does not seem like the type of business that should be allowed to operate legally on a residential property with immediate neighbours in a residential neighbourhood.

As for proposed changes to what is allowed regarding operating a business on a residential property, as business owners of a commercial property, we have just recently voiced our opinion on that subject. Our concerns were voiced to both you and Karla as it related to another residential property wanting to operate a business so I'm sure our feelings on that are clear.

Thanks for reading our letter.

Dawn & Doug Lennie



## Lauri Feindell

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**From:** Christopher Garrish  
**Sent:** May 23, 2019 9:04 AM  
**To:** Tracy Kuhtz  
**Cc:** Karla Kozakevich; [REDACTED]  
**Subject:** RE: Cannabis bylaw

Hi Tracey,

Thanks for the feedback. To clarify, we are proposing that the reference in the zoning bylaw to setbacks for "soil-less medium production facilities" be changed to "greenhouses" and "production facilities". While the setback itself is not changing, we think this will make it clearer that the 15.0 metre setback for these types of uses apply and not the 7.5/4.5 metre setbacks for accessory structures.

Is this the doubling of setbacks that you were referencing below, or were you looking for them to be increased to 30.0 metres?

Chris.



**Christopher Garrish MA, MSS, MCIP, RPP** • Planning Manager

Regional District of Okanagan-Similkameen

101 Martin Street, Penticton, BC V2A 5J9

p. 250.490.4101 | tf. 1.877.610.3737 | f. 250.492.0063

[www.rdos.bc.ca](http://www.rdos.bc.ca) | [cgarrish@rdos.bc.ca](mailto:cgarrish@rdos.bc.ca) | [FACEBOOK](#) | [YOUTUBE](#) | Sign up for [REGIONAL CONNECTIONS](#)

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-----Original Message-----

From: Tracy Kuhtz [REDACTED]

Sent: May 22, 2019 4:36 PM

To: Christopher Garrish <[cgarrish@rdos.bc.ca](mailto:cgarrish@rdos.bc.ca)>; Karla Kozakevich <[kkozakevich@rdos.bc.ca](mailto:kkozakevich@rdos.bc.ca)>

Subject: Cannabis bylaw

Good afternoon. I have read the report on proposed revisions to bylaws micro production being considered tomorrow.

I am disappointed that the recommendation re nuisances (smell from these production facilities) are not being considered in these bylaws as they may be difficult to monitor or enforce. Many good public policies or laws that protect people have been enacted even though they are not simple to enforce. Public space smoking comes to mind. I would expect more concern for this issue for the residents that within winds ( up to 5 km reported in other jurisdictions). If I was visiting a winery and this blew past me. I would likely question whether or not to return to the area.

Your proposed solution of increasing the size of the land from 2 to 4 hectares without changing the set back from property boundaries does little to effect a greater barrier in the transmission of the smell. I would expect a doubling of the setbacks if you truly want to make a change that may improve the smell nuisance.

I look forward to a public hearing where more information can be provided to all residents re the issues.



13 August 2019

Christopher Garrish  
cc Karla Kozakevich

Dear Mr. Garrish,

We wish to express concerns about the proposed changes in the bylaws affecting Electoral Area "E", specifically to create a new "micro cannabis production facility" use. This change in the bylaws is especially salient at this time, because one of our neighbors in Naramata is planning such a facility on his property, which directly adjoins many residential properties in the Naramata hillside area.


We understand that public information sessions are being held this month, but we will be out of town and unable to attend. Therefore, we wish to make our concerns known via this letter in advance of the meeting. I sincerely hope that minutes of the meeting will be publicly available and that further commentary will be welcomed.

We, along with many of our neighbors, have serious concerns about light, noise, and particularly odor that could affect the quality of life and property values in our area. Thus, we have attempted to glean as much information as possible about the newly proposed bylaw. We searched the RDOS website under "update of home industry and home occupation regulations and cannabis production" but found mostly the same information that is contained in the advert page. The lack of detail about the regulation of these facilities is concerning, especially given the fact that, in other parts of the country, mitigation efforts have, in many cases, proven to be inadequate or even noxious in themselves. Especially worrisome is the lack of any specifics about setbacks from lot lines. With regard to the proposed facility in Naramata, site preparation is occurring very close to the lot line, which backs directly up to neighbors' houses. We feel that there is simply not enough detail provided to provide assurance that the surrounding neighborhoods can be protected.

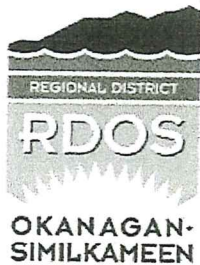
For example, the text of the proposed bylaw states that the micro-Cannabis facilities may be placed on parcels 2.0 ha and above, and that the maximum size of such facilities is 400 square meters in size. What is the reasoning behind these particular numbers? Why, for example, is the maximum size of these facilities double the allowable size of other home industry? What is the rationale behind the minimum lot size of 2.0 ha? Why not 3.0 ha or 4.0 ha? These are all questions that need to be answered prior to placing this new bylaw in effect.

Given these crucial questions and the need for additional detail, it is our view that these sorts of facilities should be prohibited in residential areas until concerns such as these and others can be addressed.

Sincerely,

Victoria Rogers and Jo Ingraham  






# Feedback Form

RECEIVED  
Regional District

AUG 23 2019

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

101 Martin Street  
Penticton BC V2A 5J9

TO: Regional District of Okanagan Similkameen

FILE NO.: X2019.005-ZONE

FROM: Name:



Mr. Michael Coton

(please print)

Street Address:

RE: Draft Zoning Amendment Bylaw No. 2849

Update of Home Occupation/Industry Regulations and Cannabis Production Facilities

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☒ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☐ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

Please inform ALR that their regulations permitting cannabis on ALR land in ANY fashion is unacceptable to Naramata citizens.

Feedback Forms must be completed and returned to the Regional District  
no later than **September 6, 2019**

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.



# Feedback Form

**Regional District of Okanagan Similkameen**

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

**TO:** Regional District of Okanagan Similkameen **FILE NO.:** X2019.005-ZONE

**FROM:** Name: Cheryl + Ed Bingley  
(please print)

Street Address: \_\_\_\_\_

**RE:** **Proposed Electoral Area Zoning Bylaw Amendments**  
**Update of Home Occupation/Industry Regulations and Cannabis Production Facilities**

My comments / concerns are:

- ☐ I do support the proposed textual amendments to the zoning bylaws.
- ☐ I do support the proposed textual amendments to the zoning bylaws, subject to the comments listed below.
- ☒ I do not support the proposed textual amendments to the zoning bylaws.

Written submissions received from this information meeting will be considered by the  
Regional District Board prior to 1<sup>st</sup> reading of Amendment Bylaw No. 2849.

We do not support it at this time simply because  
we haven't had the opportunity to ask questions to  
fully understand.

We look forward to doing so at an information mtg  
and/or public hearing.

Feedback Forms must be completed and returned to the Regional District  
no later than **April 26, 2019**

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**From:** --  
**Sent:** April 26, 2019 12:14 PM  
**To:** Christopher Garrish <[cgarrish@rdos.bc.ca](mailto:cgarrish@rdos.bc.ca)>  
**Cc:** Anarcanna MJ  
**Subject:** Home Industry/Occupation & Cannabis Production

Hello Christopher,

My name is Jonathan Fernandes and I am with Green Amber Canada. We are a company that performs consulting for micro cannabis cultivation applications and also are close to receiving our own standard cannabis cultivation licence here in the Okanagan.

I was following up with you for one of our clients Terry Meyers, who is about to submit a micro application for a site in Osoyoos.

Terry highlighted me to the amendments proposed to your home industry by-law which would limit the use to only 200 square meters.

I wanted to provide you with some information to highlight why it is limiting for a micro cannabis cultivator to operate in this size space.

In addition to the space(area) allowed for micro cultivation found in Part 2 of the Cannabis regulations made under the Cannabis Act, Part 5 Good Production Practices (GPP) highlights many other applicable requirements to obtain a licence. Sections 80-88 highlight these other requirements that must be followed to receive a licence from Health Canada. They focus on storage, equipment, distribution, contamination, sanitation, processing, pest control and quality assurance. These other requirements need additional or ancillary space to conduct the necessary work.

The 200 square metres that is described in Part 2 of the regulation only applies to canopy space for cultivation. Our team has submitted many applications and know from experience that if you limit the building size to what you are proposing, applicants will not be able to maximize the capacity of their allowable 200 square metres for cultivation. To maximize this space and to meet these requirements you would need at least an additional 1500-2000 square feet.

It would be beneficial if we could speak with those in the RDOS who are working on this by-law to show them that additional space is needed for these requirements. Some of these requirements could almost take up the original 200 square metres alone.

Please let me know if you or relevant staff have time to discuss.

Thank you for your time,  
Jonathan Fernandes  
Green Amber Canada



**From:** [Tracy Kultz](#)  
**To:** [Christopher Garrish](#)  
**Subject:** Proposed By-law Amendments  
**Date:** April 26, 2019 4:11:55 PM

---

Dear Mr. Garrish:

We understand from the RDOS website, that the deadline to make comment on the proposed by-law amendments regarding Home Industry and Cannabis Growth is April 26 (tomorrow).

We have read your proposals and these are our objections or changes we would like to see proposed:

1. We do not believe Cannabis Growth should occur in a residential neighbourhood and be categorized as a "home industry". It should occur in an Industrial area. (\*Please see the SLRD by-law amendments restricting Cannabis Growth to non-residential areas).
2. If Cannabis Growth should occur on Agricultural Land, there should be a restriction of land size to 10 hectares rather than 2 hectares.
3. On page 13 Section 7. of your Amendments, it states that *"No nuisance from noise, vibration, smoke, dust, odours, heat, glare, disturbance shall be produced by the home industry and, at all times, the privacy and enjoyment of adjacent dwellings shall be preserved and the home industry shall not adversely affect the character of the area."* Added to this should be the glare of lights and the smell/odour produced by Cannabis Growth.
4. On page 13, Section 7. This section is really a contradiction of terms as a Cannabis Growth Operation in a mostly residential neighbourhood will obviously disturb *"the privacy and enjoyment of adjacent dwellings"* and will *"adversely affect the character of the area"*. Cannabis Growth should occur either on larger land parcels or in an industrial area. It should not occur close to residential properties.

These are the concerns we have listed in our previous email to you:

1. The smell from cannabis growth can be quite a nuisance to surrounding neighbours. As RDOS does not have by-laws in place governing this, neighbours will have little recourse, once this operation is in place, to have the odours monitored and controlled.
2. Security issues - this is a high value crop with all the associated security issues. This neighbourhood has families with children within metres of this property and this poses a security risk to these families and all residents.
3. As we are in an area of high fire risk, this operation poses an additional threat during fire season. If this operation processes and uses butane in the processing, it is highly explosive.
4. Cannabis growth generally uses round the clock lighting - this will be an



additional nuisance to residents - the RDOS has no by-law in place to control this.

5. Cannabis growth uses more water and hydro than other agricultural crops - this is another burden on the community.

6. A Cannabis operation in a residential neighbourhood stigmatizes the properties and will negatively affect their values.

Sincerely  
Tracy Kuhtz and Harvey King

Naramata



**From:**  
**To:** [Christopher Garrish](#)  
**Subject:** Naramata Grow Op  
**Date:** April 27, 2019 6:36:52 PM

---

Hello Chris,

As a resident of Naramata, I would like to add my concerns to the Marijuana grow facility that has been proposed on Arawana Road.

I am hopeful that the applicants desire to put in a concrete floor is enough to stop this proposal. The regulations seem to allow for the use on a soil base and that a cement pad requires a variance. Will there be an opportunity for the public to speak to this matter when it come up for approval?

I want to add my voice to the overwhelming support of Naramata residents to stop this development.

Thank You  
Ken & Susan Keir

Naramata  
Sent from my iPad



**From:** [Dawn Lennie](#)  
**To:** [Christopher Garrish](#)  
**Cc:** [Karla Kozakevich](#)  
**Subject:** Cannabis Production in residential neighbourhood  
**Date:** April 29, 2019 9:51:32 AM

---

Hi Christopher,

I understand we may have missed an April 26th deadline to voice concerns on this topic, however, unfortunately, we weren't aware of this until this past weekend so I hope that our comments will still be considered.

As business owners and residents of Naramata, we would like to voice our opposition to having this type of production or manufacturing that is proposed currently up Arawana Road in a residential neighbourhood. Whether it's on ALR property or not, it does not seem fair to devalue people's property with a business like this operating right next door given all the concerns surrounding it - particularly the smell. I don't think anyone would want a Money's mushroom plant coming in and setting up shop right in the middle of a residential neighbourhood either for the same reason.

We have experienced this type of business (illegally) for years in our neighbourhood and the smell at certain times is very strong and difficult to explain to our kids. We just always say that someone must have run over a skunk when we're on the way to school for lack of a better explanation for a child under 10:)

We understand that there are also concerns about 24 lighting, fire safety, security and so on, which are concerns we have had with at least two illegal operations right around our home for years. This does not seem like the type of business that should be allowed to operate legally on a residential property with immediate neighbours in a residential neighbourhood.

As for proposed changes to what is allowed regarding operating a business on a residential property, as business owners of a commercial property, we have just recently voiced our opinion on that subject. Our concerns were voiced to both you and Karla as it related to another residential property wanting to operate a business so I'm sure our feelings on that are clear.

Thanks for reading our letter.

Dawn & Doug Lennie



## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Liquor and Cannabis Regulation Branch Referral – Electoral Area “D”

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### Administrative Recommendation:

**THAT** the RDOS Board of Directors direct staff to forward the following recommendation to the Liquor & Cannabis Regulation Branch (LCRB);

**AND THAT** in accordance with Section 33(1) of the *Cannabis Control and Licensing Act*, the RDOS Board of Directors recommends support of an application from Sticky Leaf for a proposed non-medical retail cannabis location at Unit 8A, 5350 Highway 97, Okanagan Falls (Lot A, Plan KAP60058, District Lot 2883s, SDYD), for a Non-medical Cannabis Retail Licence with operating hours from 9:00 am to 11:00 pm seven days a week;

**AND FURTHER THAT** the RDOS Board of Directors comments are as follows:

- i) The proposed store is located in the General Commercial (C1) and the use is permitted in the C1 zone.
  - ii) No significant negative impact on the community is anticipated if the application is approved.
  - iii) The Board provided opportunity for residents to provide their views on the licence application. Public notice indicating that the Board would accept written comments on the application until June 5, 2020 was published in the Penticton Western News on May 13, 2020 and May 20, 2020, published on Castanet from May 13 to May 15, 2020, posted on the municipal web site from May 1, 2020, were mailed to owners and tenants within 100 metres of the subject parcel on May 8, 2020. Further, a notification sign was posted on the store front at Unit 8A, 5350 Highway 97 from April 28, 2020 until the Board considered the application on June 18, 2020.
  - iv) The views of the residents were considered by the Board and attached to the agenda of June 18, 2020 Regular Board meeting or delivered as late items if correspondence was received after the agenda was published.
- 

Purpose: To obtain a Non-Medical Cannabis Retail Store licence

Owners: Mountain Enterprises Ltd.      Applicant: Sticky Leaf      Folio: D-00890.010

Civic: Unit 8A, 5350 Highway 97      Legal: Lot A, Plan KAP60058, District Lot 2883s, SDYD

OCP: Town Centre (TC)      Zone: General Commercial (C1)/Okanagan Falls Town Centre (OFTC)

---

### Proposed Development:

An application to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) licence, whereby under Section 33(1) of the *Cannabis Control and Licensing Act* the

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LCRB is prevented from issuing a CRS licence without a positive recommendation from the local government.

Specifically, the applicant is seeking LCRB approval to operate a 116 m<sup>2</sup> cannabis retail store within an existing commercial building, with operating hours from 9:00 a.m. to 11:00 p.m., seven days a week.

**Site Context:**

The subject property is approximately 1.2 ha in area and is situated on the north side of Highway 97 (9<sup>th</sup> Avenue) and currently contains a commercial shopping centre with multiple retail units. The surrounding pattern of development is characterised by commercial and multi-family dwelling properties along Highway 97.

**Background:**

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on September 18, 1997, while available Regional District records indicate that a building permit(s) for a shopping centre commercial building (1997) and multiple tenant improvements and signage (1999, 2000, 2003, 2016).

Under the Electoral Area “D” Official Community Plan (OCP) Bylaw No. 2603, 2013, the subject property is currently designated Town Centre (TC), and is also situated within the Okanagan Falls Town Centre Commercial Development Permit Area.

Under the Electoral Area “D” Zoning Bylaw No. 2455, 2008, the property is split zoned Okanagan Falls Town Centre (OFTC) and General Commercial (C1). The proposed cannabis retail store is located entirely within the C1 zone, wherein general retail stores are permitted.

At its meeting of August 16, 2018, the Planning and Development (P&D) Committee of the Regional District Board resolved to “direct staff to consider the retail sales of cannabis as a retail use permitted in any zone where retail uses are listed.”

In accordance with Schedule 9 of *Development Procedures Bylaw No. 2500, 2011*, when a Cannabis Retail Store Licence application is received and retail sales are permitted on the subject property, public consultation process is to be completed prior to Board consideration of the application. Based upon feedback received as part of this process, the Board decide that additional consultation is required and direct that a public hearing be scheduled.

BC Assessment has classified the property as Business and Other (06).

**Public Process:**

Public consultation, in accordance with Schedule 9 of *Development Procedures Bylaw No. 2500, 2011*, included a 28-day period for written comments to be received. Based upon feedback received as part of this process, the Board may decide that additional consultation is required and direct that a public hearing be scheduled.

In accordance with Section 5.5 of the Development Procedures Bylaw, referral to an Advisory Planning Commission requirements are waived during the provincial state of emergency declaration in relation to COVID-19.

---

As such, this application has not been reviewed by the Electoral Area “D” APC. However, Electoral Area “D” APC members were invited to comment individually on the application.

All comments received to date in relation to this application are included as a separate item on the Board agenda.

**Analysis:**

In considering this proposal, Administration notes that a cannabis retail store is a permitted use in the General Commercial (C1) zone as cannabis retail is considered a retail use. As such, the proposed location is consistent with Board direction to permit cannabis retail in any zone in which retail sales are listed as a permitted use.

Further, this application aligns with the objectives of the Town Centre in the Electoral Area “D” OCP Bylaw, which supports the creation of a resilient and diverse commercial base that provides a diversity of shopping, dining, entertainment and employment opportunities for local residents.

As the cannabis retail store is to be contained within an existing commercial building, there are no further zoning considerations for this proposal.

Administration acknowledges that Okanagan Falls is a small community where general retail services are limited and local retail services include two liquor stores and one retail cannabis store. The community has also been impacted by the closure of the local grocery store.

In response to comments regarding the need or appropriateness of a second cannabis retail store in Okanagan Falls, the Okanagan Falls Town Centre is intended to support a diverse commercial base, which can include multiple businesses of the same type as well as a wide variety of businesses. An additional store helps support the commercial base in the OFTC.

In response to the proposed cannabis retail store being adjacent to residential units, parks, and the library, and not fitting with the other existing commercial tenants, the C1 and OFTC zones are meant to allow for a broad range of commercial uses within this area.

Further, there are no separation regulations for cannabis retail stores to parks, schools, residences or any other uses, and the Okanagan Falls Town Centre has an approved cannabis retail store location less than 200 metres from the proposed location.

Conversely, cannabis retail stores in general may not be seen by some members of the community as the positive growth that Okanagan Falls is trying to encourage and could be a deterrent in attracting economic development or residents to the community if cannabis retailers are clustered within a small service area.

Given the above, it is Administration’s recommendation to support the application.

**Alternatives:**

1. THAT the RDOS Board of Directors recommends that the subject development application be deferred to allow for additional consultation in the form of a public hearing;  
AND THAT a public hearing be scheduled for the Regional District Board meeting of July 16, 2020;  
AND THAT staff give notice of the public hearing in accordance with Development Procedures Bylaw No. 2500, 2011.

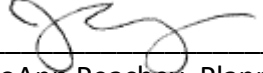
- 
2. THAT the RDOS Board of Directors direct staff to forward the following recommendation to the Liquor & Cannabis Regulation Branch (LCRB);

AND THAT in accordance with Section 33(1) of the *Cannabis Control and Licencing Act*, the RDOS Board of Directors recommend denial of an application from Sticky Leaf for a proposed non-medical retail cannabis location at Unit 8A, 5350 Highway 97, Okanagan Falls (Lot A, Plan KAP60058, District Lot 2883s, SDYD), for a Non-medical Cannabis Retail Licence with operating hours from 9:00 am to 11:00 pm seven days a week;

AND FURTHER THAT the RDOS Board of Directors comments are as follows:

i) TBD

**Respectfully submitted:**

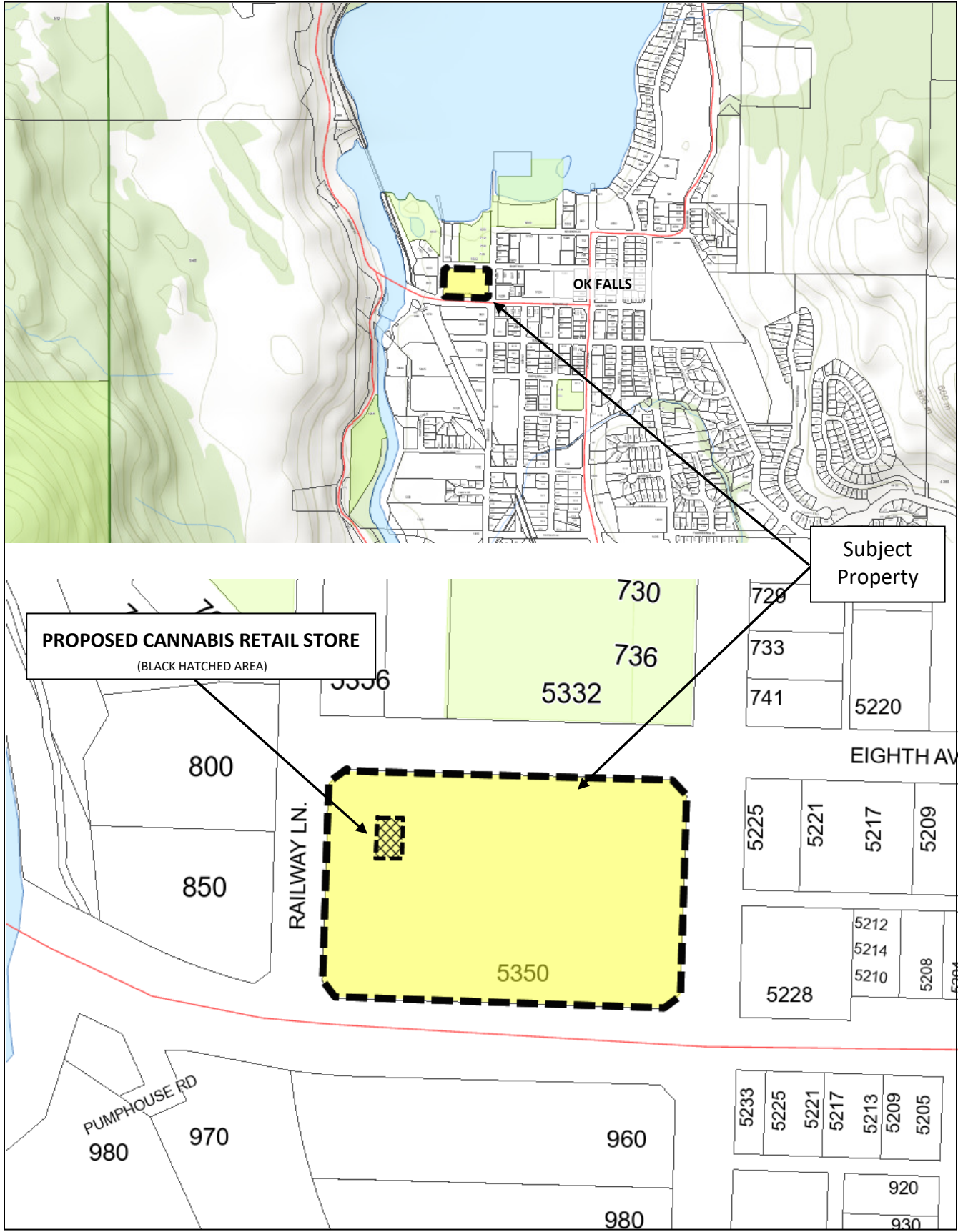
  
JoAnn Peachey, Planner I

**Endorsed By:**

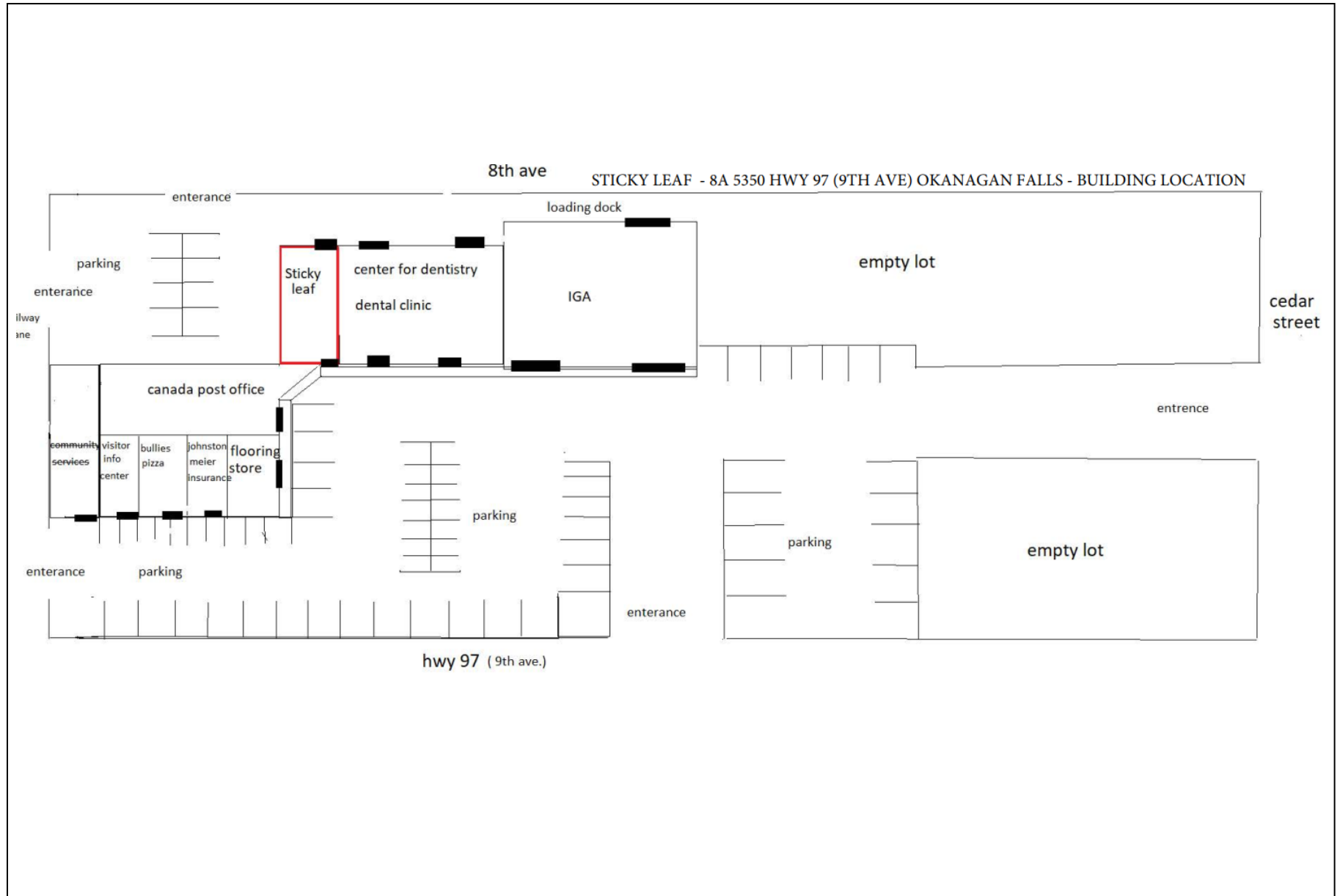
  
C. Garrish, Planning Manager

Attachments: No. 1 – Context Maps  
No. 2 – Applicant's Site Plan  
3 – Site Photo (May 2020)

Attachment No. 1 – Context Maps

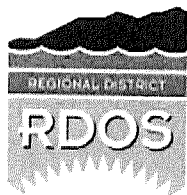


Attachment No. 2 – Applicant's Site Plan



Attachment No. 3 – Site Photo (May 2020)





OKANAGAN-  
SIMILKAMEEN

# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9  
Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: D2019.014-LCRB

FROM: Name: Doug & Jean Crozier  
(please print)

Street Address: 181-4400 McLean Creek Rd, Ok Falls

RE: LCRB Application (Cannabis Retail Store Licence)  
Unit 8A 5350 Highway 97, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- ☐ I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97
- ☐ I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97, subject to the comments listed below.
- ☒ I do not support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97

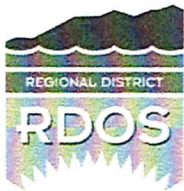
All written submissions will be considered by the Regional District Board

You already approved, one shop in Ok Falls  
why do we need two or even one  
we need a grocery store.

So - having two cannabis retail stores  
in Ok Falls and even to have them  
1/2 block apart is out of control.

Feedback Forms must be submitted to the Regional District office prior to **June 5, 2020**.  
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.



OKANAGAN-  
SIMILKAMEEN

# Feedback Form

## Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen FILE NO.: D2019.014-LCRB

FROM: Name: Delanie Fraser  
(please print)

Street Address: 5216 Thomas Place

RE: LCRB Application (Cannabis Retail Store Licence)  
Unit 8A 5350 Highway 97, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- ☐ I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97
- ☐ I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97, subject to the comments listed below.

☒ I do not support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97

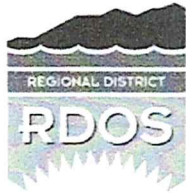
All written submissions will be considered by the Regional District Board

I do NOT support having more than one cannabis retail store in our small town. It is bad enough that we have "multiple" liquor outlets! Is this all we are here. Also, it makes it hard for small business owners if they are all the same category + have to compete with each other for a living

Feedback Forms must be submitted to the Regional District office prior to **June 5, 2020**.

All representations will be made public when they are included in the Board Agenda.

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SIMILKAMEEN

# Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9  
Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen

FILE NO.: D2019.014-LCRB

FROM: Name:

Lorna Hallow

(please print)

Street Address:

152 - 4400 McLean Creek Rd, OK Falls

RE: LCRB Application (Cannabis Retail Store Licence)  
Unit 8A 5350 Highway 97, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- ☐ I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97
- ☐ I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97, subject to the comments listed below.
- ☒ I do not support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97

All written submissions will be considered by the Regional District Board

We do not need a second Cannabis store  
in this size of town. I also have a business  
in the same location and was promised that  
no such business would be at this location  
we have enough issues with rift apart  
hanging around and do not need it in  
this location. This would not go well.

Please do not approve

Feedback Forms must be submitted to the Regional District office prior to **June 1, 2020**.

All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.

**From:** Julie LaChapelle <  
**Sent:** May 13, 2020 10:19 AM  
**To:** JoAnn Peachey <jpeachey@rdos.bc.ca>  
**Subject:** Re: RE: Cannabis retail store Okanagan Falls

Okey dokey...☐. Thank you for clarifying that for me. I have no objections (should be a "happy" town) It's interesting that we can't sustain a restaurant or grocery store, but, investors believe that this small predominantly senior town can keep 2 cannabis retailers liquid.

**Sent:** Tuesday, May 12, 2020 at 3:08 PM  
**From:** "JoAnn Peachey" <jpeachey@rdos.bc.ca>  
**To:** "Julie LaChapelle" <  
**Subject:** RE: Cannabis retail store Okanagan Falls

Hi Julie,

Thanks for your email.

The location on the notice is for a proposed cannabis retail store licence at Unit 8A, 5350 Highway 97. This is in the shopping complex (blue star shown below). The proposal at Unit 8A, 5350 Highway 97 is the second retail cannabis store application in Okanagan Falls (Sticky Leaf).

There is an approved cannabis retail store (Green Light Cannabis), located next to the gas station at 5212 9<sup>th</sup> Ave (Highway 97).



I hope this helps clarify the locations.

Regards,



**JoAnn Peachey • Planner I**

Regional District of Okanagan-Similkameen

101 Martin Street, Penticton, BC V2A 5J9

p. 250.490.4384 • tf. 1.877.610.3737 • f. 250.492.0063

[jpeachey@rdos.bc.ca](mailto:jpeachey@rdos.bc.ca) • [RDOS](http://rdos.bc.ca)

**From:** Julie LaChapelle [

**Sent:** May 12, 2020 2:28 PM

**To:** Planning <[planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)>

**Subject:** Cannabis retail store Okanagan Falls

Good day

Received your notice today and am a little confused.

I have no issue with this store opening.

My confusion is the location you have on the notice. According to your map and address it says the store will be opening in the small mall that has the Bullies Pizza. If this is the location then why is there a store set up and store front signage next to the gas station at 5228.

Please look into this and advise me what the location will be.  
Thankyou

Julie LaChapelle

**From:** Diane Schlamp >  
**Sent:** May 13, 2020 3:26 PM  
**To:** JoAnn Peachey <jpeachey@rdos.bc.ca>  
**Subject:** Cannabis Store in OkFalls

Good afternoon JoAnne;

I am not sure of the process the RDSO goes through to accept new businesses into the area. My concern which stems back to the day when we had three liquor stores in this little village. Two remain to date and now I see that there has been a plan for another cannabis store only a block from another one that I believe has been approved. Is there really a need for two within a block in this small village? This should not even be considered. We haven't even got a grocery store but have lots of booze and weed coming. How are we to encourage families, retirees and small businesses into this town, here that would be of a benefit to everyone?

Diane Schlamp

TO: Regional District of Okanagan Similkameen

FILE NO.: D2019.014-LCRB

FROM: Electoral Area "D" APC Member Name:

G. Stewart

(please print)

DATE: May 19, 2020

RE: Liquor and Cannabis Regulation Branch

Unit 8A-5350 Highway 97 — Lot A, Plan KAP60058, District Lot 2883s, SDYD

My comments / concerns are:

- ☐ I do support the proposed cannabis retail store on the subject parcel.
- ☐ I do support the proposed cannabis retail store on the subject parcel, subject to the comments listed below.
- ☒ I do not support the proposed cannabis retail store on the subject parcel.

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I do not support this application and will vote no if it comes to our APC. Okanagan Falls already has one cannabis outlet and does not need a second. Also, OK Falls already has two liquor outlets We do not need more sources of booze and drugs, even if they are legal. What we need are types of businesses that will attract people wishing to make Okanagan Falls their home. A grocery store would be a good start. Additionally, I hope the RDOS Board will not take advantage of the lack of meetings to push through controversial applications – like the proposed recent application to remove land from the ALC on Vaseux Lake

LLAP

JS

**From:** Malcolm Paterson

**Sent:** May 21, 2020 5:00 PM

**To:** ALMIRA NUNES < Gerry Stewart < JoAnn Peachey <jpeachey@rdos.bc.ca>

**Cc:** Bob Pearce < Don Allbright, allbright@shaw.ca < >; Doug Lychak < >; Shona Schleppe <sschleppe@rdos.bc.ca>; Jill Adamson, >; Navid Chaudry < Sue Gibbons <sgibbons@rdos.bc.ca>; Ron Obirek <rjobirek@icloud.com>; Norm Gaumont, Kurtis Hiebert, >; Kelvin Hall, >; Nancy Wigley <nwigley@rdos.bc.ca>; Alf Hartviksen,

**Subject:** Re: Recent cannabis application

I have found this application difficult to adjudicate as there is precious little of substance on which to base a decision.

The RDOS P&D administration recommends that the application be supported since "retail sales of cannabis are a permitted use in the General Commercial (C1) zone where it is to be located."

The referenced *Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores* document states that "if the local government chooses to make a ... recommendation on the licensee's application to the LCRB, it must gather the views of residents. I would surmise that we, as members of the APC, are considered a part of the residents-gathering process. In that regard, the views of OK residents in general and those near the General Commercial (C1) zone in particular are paramount as they have much more 'skin in the game' that I do living in Heritage Hills. Some may be opposed, for example, for concerns that the presence of a cannabis retail store may be a future deterrent in attracting a grocery store at the nearby site vacated by the IGA. I assume their collective views will be aggressively sought and weighed heavily in the RDOS' final recommendation.

Under Floor Plans in the aforementioned document, "Applicants must submit a floor plan with their licence application for approval so the LCRB can identify store features such as sales, storage and delivery areas." Unless I overlooked it, no such plans were submitted in the application.

While I can fully understand the reasoning of Gerry and others in voting against approval of the application on the grounds that OK Falls does not need a second cannabis retail store, first we need to make sure that the first one, Green Leaf, is still operational as its website indicates that the store is permanently closed. Does that mean new ownership is being sought or the owners have suspended operations indefinitely.

I, as do several others, have serious misgivings concerning the way in which we are deliberating during these COVID-19 times. A virtual interview could have cleared up some of the issues raised above, not to mention enable us to evaluate better the preparedness of the applicant to run a retail store with best practices in place to promote the health and well-being of the general public.

Although I was away when the Green Leaf application was reviewed, I read it retrospectively and was impressed with the general quality of the application.

Regrettably, I have no such assurance in this case.

In closing, I have serious reservations regarding this application as it currently stands and vote 'no'. Even if the Green Leaf has gone out of business, I would want to hear more about the application's operational plans to change my vote.

Mac Paterson

**From:** Kurthiebert

**Sent:** May 23, 2020 10:02 AM

**To:** Malcolm Paterson

**Cc:** ALMIRA NUNES Gerry Stewart JoAnn Peachey <jpeachey@rdos.bc.ca>; Bob Pearce Don Allbright, Doug Lychak Shona Schleppe Jill Adamson, >; Navid Chaudry Sue Gibbons <sgibbons@rdos.bc.ca>; Ron Obirek <rjobirek@icloud.com>; Norm Gaumont, < Kelvin Hall, Nancy Wigley <nwigley@rdos.bc.ca>; Alf Hartviksen, >

**Subject:** Re: Recent cannabis application

I really appreciate your response Mac, well deliberated.  
Kurt Hiebert

On May 21, 2020, at 5:00 PM, Malcolm Paterson wrote:

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The RDOS P&D administration recommends that the application be supported since "retail sales of cannabis are a permitted use in the General Commercial (C1) zone where it is to be located."

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preparedness of the applicant to run a retail store with best practices in place to promote the health and well-being of the general public.

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Mac Paterson

**From:** ALMIRA NUNES  
**Sent:** May 20, 2020 11:14 AM  
**To:** Gerry Stewart  
**Subject:** Re: Recent cannabis application

Hi to All ---

I am in full agreement with Gerry on this application -- I'd also like to add that I find this process difficult in the absence of discussion that would occur at our meetings.

Almira Nunes

---

**From:** "Gerry Stewart"  
**To:** "Bob Pearce" "Don Allbright, < "Doug Lychak" < "Shona Schleppe" < "Jill Adamson, < "Navid Chaudry" < "Sue Gibbons" <[sgibbons@rdos.bc.ca](mailto:sgibbons@rdos.bc.ca)>, "Ron Obirek" <[rjobirek@icloud.com](mailto:rjobirek@icloud.com)>, "Norm Gaumont, >, "Malcolm Paterson, "Kurtis Hiebert, >, "Kelvin Hall, "Nancy Wigley" <[nwigley@rdos.bc.ca](mailto:nwigley@rdos.bc.ca)>, "Alf Hartviksen, < "Almira & Florian Nunes" <  
**Sent:** Tuesday, May 19, 2020 10:32:39 AM  
**Subject:** Recent cannabis application

Hello APC members, this is my response to the request for feedback. Additionally, I found the form very difficult to use

I do not support this application and will vote no if it comes to our APC. Okanagan Falls already has one cannabis outlet and does not need a second. Also, OK Falls already has two liquor outlets We do not need more sources of booze and drugs, even if they are legal. What we need are types of businesses that will attract people wishing to make Okanagan Falls their home. A grocery store would be a good start. Additionally, I hope the RDOS Board will not take advantage of the lack of meetings to push through controversial applications – like the proposed recent application to remove land from the ALC on Vaseux Lake .

LLAP  
JS

## JoAnn Peachey

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**From:** Gerry Stewart <gerstew@shaw.ca>  
**Sent:** May 24, 2020 7:08 PM  
**To:** Alf Hartviksen  
**Cc:** Doug Lychak; Kelvin Hall; Ron Obirek; Jill Adamson; Don Allbright; Navid Chaudry; Norm Gaumont; Kurtis Hiebert; Almira Nunes; Malcolm Paterson; Christopher Garrish; Sue Gibbons; Robin Irwin; JoAnn Peachey  
**Subject:** Re: LCRB referral for Unit 8A - 5350 Highway 97  
**Follow Up Flag:** Follow up  
**Flag Status:** Completed

A good conversation. Just make sure that the comments reach Donna and Bill. Also I had no idea that my original comment would result in such a long and detailed discussion. It is truly gratifying to see such commitment to Area D. Don't forget to preserve this email trail - FOA requirements

LLAP  
JS

On May 24, 2020, at 6:40 PM, Alfred Hartviksen <[ahartviksen@shaw.ca](mailto:ahartviksen@shaw.ca)> wrote:

This application appears to meet planning criteria; i.e. zoning, OCP, Town Centre Plan, etc., that the APC might consider. Malcom's comments hit the nail on the head.

Personally I too object to another such facility in our small community; and vote 'no'. However, I see not why APC involvement is appropriate and my personal opinions seem beyond the APC's mandate. I think that broader community input should be sought? Regards, Alf

**From:** Kurtis Hiebert  
**Sent:** Saturday, May 23, 2020 10:02 AM  
**To:** Malcolm Paterson  
**Cc:** Almira Nunes; Gerry Stewart; JoAnn Peachey; Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Kelvin Hall; Nancy Wigley; Alf Hartviksen  
**Subject:** Recent cannabis application

I really appreciate your response Mac, well deliberated. Kurt Hiebert Sent from my iPhone

**From:** Malcolm Paterson  
**Sent:** Thursday, May 21, 2020 5:00 PM  
**To:** Almira Nunes; Gerry Stewart; JoAnn Peachey  
**Cc:** Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen  
**Subject:** Recent cannabis application

I have found this application difficult to adjudicate as there is precious little of substance on which to base a decision.

The RDOS P&D administration recommends that the application be supported since "retail sales of cannabis are a permitted use in the General Commercial (C1) zone where it is to be located."

The referenced *Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores* document states that "if the local government chooses to make a ... recommendation on the licensee's application to the LCRB, it must gather the views of residents. I would surmise that we, as members of the APC, are considered a part of the residents-gathering process. In that regard, the views of OK residents in general and those near the General Commercial (C1) zone in particular are paramount as they have much more 'skin in the game' than I do living in Heritage Hills. Some may be opposed, for example, for concerns that the presence of a cannabis retail store may be a future deterrent in attracting a grocery store at the nearby site vacated by the IGA. I assume their collective views will be aggressively sought and weighed heavily in the RDOS' final recommendation.

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I, as do several others, have serious misgivings concerning the way in which we are deliberating during these COVID-19 times. A virtual interview could have cleared up some of the issues raised above, not to mention enable us to evaluate better the preparedness of the applicant to run a retail store with best practices in place to promote the health and well-being of the general public.

Although I was away when the Green Leaf application was reviewed, I read it retrospectively and was impressed with the general quality of the application.

Regrettably, I have no such assurance in this case.

In closing, I have serious reservations regarding this application as it currently stands and vote 'no'. Even if the Green Leaf has gone out of business, I would want to hear more about the application's operational plans to change my vote.

Mac Paterson

**From:** Kurtis Hiebert  
**Sent:** Wednesday, May 20, 2020 12:09 PM  
**To:** Almira Nunes  
**Cc:** Gerry Stewart; Bob Pearce; Don Allbright;; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kelvin Hall; Nancy Wigley; Alf Hartviksen  
**Subject:** Recent cannabis application

I am missing the constructive debate that takes place at our meetings. I'm in favor of reconvening. I'm having a hard time not supporting any business that wishes to establish itself in Ok Falls, however some diversity would be nice. Kurt Sent from my iPhone

**From:** Almira Nunes  
**Sent:** Wednesday, May 20, 2020 11:14 AM  
**To:** Gerry Stewart  
**Cc:** Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen  
**Subject:** Recent cannabis application

Hi to All --- I am in full agreement with Gerry on this application -- I'd also like to add that I find this process difficult in the absence of discussion that would occur at our meetings. Almira Nunes

**From:** Gerry Stewart  
**Sent:** Tuesday, May 19, 2020 6:28 PM

**To:** Norm Gaumont  
**Cc:** Kelvin Hall; Don Allbright; Bob Pearce; Doug Lychak; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Malcolm Paterson; Kurtis Hiebert; Nancy Wigley; Alf Hartviksen; Almira Nunes  
**Subject:** Recent cannabis application  
Thanks for everyone's comments. I hope everyone has returned the feed back form to JoAnn  
PS. Shona should be deleted from the addresses - she has retired from RDOS - my error LLAP JS

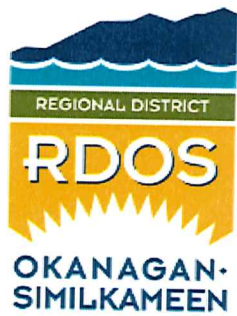
**From:** Norm Gaumont  
**Sent:** Tuesday, May 19, 2020 6:01 PM  
**To:** Kelvin Hall; Don and Pat Allbright  
**Cc:** Gerry Stewart; Bob Pearce; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Malcolm Paterson; Kurtis Hiebert; Nancy Wigley; Alf Hartviksen; Almira Nunes  
**Subject:** Recent cannabis application  
I agree that is not what Okanagan Falls needs!! It would be nice if we could meet through skype or zoom to discuss these issues and then we can go back and write one report for the group based on our collective discussions. Doing this in isolation doesn't make much sense since collectively we have much more expertise. Norm Gaumont

**From:** Kelvin Hall  
**Sent:** Tuesday, May 19, 2020 5:46 PM  
**To:** Don Allbright  
**Cc:** Gerry Stewart; Bob Pearce; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Nancy Wigley; Alf Hartviksen; Almira Nunes  
**Subject:** Recent cannabis application  
Fully agree with Gerry's comments. No, No, No    Regards Kelvin    Cell: 250 462-8376    E-mail: va7kph@shaw.ca    via iPhone 8+

**From:** Don Allbright  
**Sent:** Tuesday, May 19, 2020 11:32 AM  
**To:** Gerry Stewart  
**Cc:** Bob Pearce; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen; Almira Nunes  
**Subject:** Recent cannabis application  
I have just sent in my reply re cannabis application. I have since opened Jerry Stewart's comments. I would like to state that I agree with him wholeheartedly. Don    Sent from my iPad

**From:** Gerry Stewart  
**Sent:** Tuesday, May 19, 2020 10:33 AM  
**To:** Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen; Almira Nunes  
**Subject:** Recent cannabis application  
Hello APC members, this is my response to the request for feedback. Additionally, I found the form very difficult to use  
I do not support this application and will vote no if it comes to our APC. Okanagan Falls already has one cannabis outlet and does not need a second. Also, OK Falls already has two liquor outlets. We do not need more sources of booze and drugs, even if they are legal. What we need are types of businesses that will attract people wishing to make Okanagan Falls their home. A grocery store would be a good start. Additionally, I hope the RDOS Board will not take advantage of the lack of meetings to push

through controversial applications – like the proposed recent application to remove land from the ALC on Vaseux Lake . LLAP JS  
<Mail Attachment.eml>



# APC Member Feedback Form

**Regional District of Okanagan Similkameen**

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

**TO:** Regional District of Okanagan Similkameen **FILE NO.:** D2019.014-LCRB

**FROM:** Electoral Area "D" APC Member Name:  
Alfred Hartviksen

**DATE:** 24 May 2020

**RE:** **Liquor and Cannabis Regulation Branch**  
**Unit 8A-5350 Highway 97 — Lot A, Plan KAP60058, District Lot 2883s, SDYD**

My comments / concerns are:

- ☐ I do support the proposed cannabis retail store on the subject parcel.
- ☐ I do support the proposed cannabis retail store on the subject parcel, subject to the comments listed below.
- ☒ I do not support the proposed cannabis retail store on the subject parcel.

## **HOWEVER:**

This application appears to meet planning criteria; i.e. zoning, OCP, Town Centre Plan, etc., that the APC might consider.

Personally I object to another such facility in our small community; and vote 'no'. However, I see not why APC involvement is appropriate and my personal opinions seem beyond the APC's mandate.

I think that broader community input should be sought?

**Lauri Feindell**

---

**Subject:**

FW: Recent cannabis application

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**From:** Norm & Michele <

**Sent:** May 24, 2020 11:50 AM

**To:** Malcolm Paterson <ALMIRA NUNES < Gerry Stewart < >; JoAnn Peachey <jpeachey@rdos.bc.ca>

**Cc:** Bob Pearce < >; Don Allbright, < Doug Lychak < Jill Adamson, < >; Navid Chaudry < Sue Gibbons <sgibbons@rdos.bc.ca>; Ron Obirek <rjobirek@icloud.com>; Kurtis Hiebert, < >; Kelvin Hall, Va7kph@shaw.ca Nancy Wigley <nwigley@rdos.bc.ca>

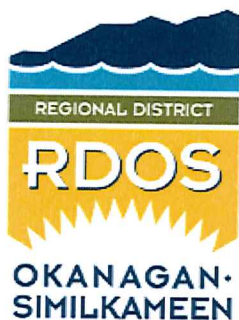
**Subject:** RE: Recent cannabis application

Good morning,

Since there is already a cannabis store and liquor establishments in the area and the process allows for public consultation, I would also recommend that a public forum take place to give an opportunity for individuals living in Okanagan Falls to provide their input on this development. This will allow the RDOS to better gauge the level of public support for another cannabis and liquor establishment. I would recommend notifying home owners and neighbouring businesses of a pending public forum by sending a notice through the mail and through the local media. This forum could be used to get people's thoughts on the type of future developments they would like to see for their community. I do believe in having more commercial establishments in Okanagan Falls but at the same time I don't believe the community wants to become known for having only liquor and cannabis stores.

On a final note I also would like to stress the importance of putting in place an ability for the APC to properly consult through the internet (Skype or Zoom) or simply having a meeting where we are 6 feet apart. The Province is opening up establishments and I believe having meetings at least with APC members and the applicants is required if we are to properly provide consultation to the RDOS. I feel the present process really does not work well and hinders our ability to share our expertise and thoughts and come up with one well articulated submission.

Norm Gaumont



# APC Member Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A-5J9

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan Similkameen

FILE NO.: D2019.014-LCRB

FROM: Electoral Area "D" APC Member Name:

\_\_\_\_\_ Norbert Gaumont \_\_\_\_\_

(please print)

DATE: \_\_\_\_\_ 5/25/2020 \_\_\_\_\_

RE: **Liquor and Cannabis Regulation Branch**  
**Unit 8A-5350 Highway 97 — Lot A, Plan KAP60058, District Lot 2883s, SDYD**

My comments / concerns are:

- ☐ I do support the proposed cannabis retail store on the subject parcel.
- X I do support the proposed cannabis retail store on the subject parcel, subject to the comments listed below.
- ☐ I do not support the proposed cannabis retail store on the subject parcel.

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Norm Gaumont

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.

**Lauri Feindell**

---

**Subject:**

FW: LCRB referral for Unit 8A - 5350 Highway 97

**From:** Jill >

**Sent:** May 25, 2020 2:37 PM

**To:** Gerry Stewart <>; Alf Hartviksen <>; **Cc:** Doug Lychak >; Kelvin Hall <Ron Obirek >; Don Allbright <>; Navid Chaudry  
Norm Gaumont <Kurtis Hiebert <Almira Nunes <Malcolm Paterson <>; Christopher Garrish <cgarrish@rdos.bc.ca>;  
Sue Gibbons <sgibbons@rdos.bc.ca>; Robin Irwin <rirwin@rdos.bc.ca>; JoAnn Peachey <jpeachey@rdos.bc.ca>  
**Subject:** RE: LCRB referral for Unit 8A - 5350 Highway 97

Great conversation everyone, I also miss our discussions. I would prefer other kinds of businesses to open up in Okanagan Falls, but when another cannabis, or liquor store for that matter make an application to locate here and adhere to all zoning and licensing requirements, I don't feel comfortable saying no (as an APC member) based on my personal feelings. (Full disclosure; I'm a party pooper who does not drink or use drugs but don't feel I have the right to prevent those who want to). I also want to be cautious about making assumptions about who the clients are for these stores, and why my first response was to feel it is a negative reflection on our community. I find it interesting that no seems to think there are too many wineries in the area and suspect the same judgements aren't applied to their product, or to people who buy wine by the caseload. I believe, anecdotally, that there are many seniors or people on disability currently using cannabis for health reasons, and others who enjoy the relaxation it brings them after a long day, in much the same way people enjoy wine.

I've been reflecting on why cannabis was legalized; it was an effort to neutralize the illegal drug trade, allow people to use it for medical reasons, and attain the ability to tax the sale of cannabis. There have been glitches in the system and hopefully the supply chain model will improve so that people who buy from retail stores do not have to pay more than they would from the guy down the street. Presumably the new applicants have done a market analysis and feel they can make a go of it even with a competitor close by. (Hopefully they have also considered "the guy down the street" as their biggest competition.)

In our meeting regarding the Green Leaf application I think we were all impressed by the calibre of the application and left feeling reassured the owners would adhere to all licensing and legal requirements of them. It sounded like they had to go through a rigorous through the LCRB. Sounds like the new applicants still have to go through a vetting process which may make our input a moot point.

So, long story short; I will say yes depending on LCRB's further investigation and licensing process.

Warm regards everyone, love this nice soaking rain we are getting.

Jill Adamson

**From:** Kelvin Hall

**Sent:** May 25, 2020 3:23 PM

**Subject:** Re: LCRB referral for Unit 8A - 5350 Highway 97

Reflecting back when I lived in Kaleden in 2015 the local corner store tried to get a liquor license and was turned down as there were two in OK Falls. They were told that if there is a liquor store within a certain distance they would not qualify. My question is how is this new application different?

Regards

Kelvin

**Lauri Feindell**

---

**Subject:**

FW: Attention: JoAnn Peachey

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**From:** Rhonda Martin

**Sent:** May 27, 2020 4:23 PM

**To:** Planning <planning@rdos.bc.ca>

**Subject:** Attention: JoAnn Peachey

Re: Project No. D2019.014-LCRB - Proposed Cannabis Retail Store Licence at Unit 8A, 5350 Highway 97, Okanagan Falls

I am replying to the notice of this Liquor/Cannabis Application at the above location that we received in the mail. We own a condo at 850 Railway Lane, Okanagan Falls.

My concern about this store licence being granted is as follows:

- Is this the SECOND licence being issued for a Cannabis Retail Store in Okanagan Falls? If it is, I am totally not in favour of this being granted. One Cannabis licence is more than sufficient for the population of OK Falls.
- There are a number of concerned residents, myself included, that are wanting to see more positive growth in Okanagan Falls. There is a committee/individuals dedicated to this cause. Our community is suffering because our grocery store has closed. Access to groceries is an example of a more positive and essential business for the community. I should think that the RDOS and the owner of the former grocery store building, would be more concerned about providing a service that is a necessity for the entire population of Okanagan Falls, rather than a Cannabis store for a select few. I realize that every new business initiates some growth, but my personal opinion, is that this is not a "positive" contribution to the community.
- the avenue behind the proposed location of this Cannabis store is used by many children and adults that are on their way to the beach and park, especially from the adjacent condo complexes. I walk this avenue many times in the day to access the beach and in the evening when out visiting friends. I am concerned that this is not the ideal location for a Cannabis store. It should not be located so close to people's homes in the adjacent condo complexes.

Thank you for your consideration in this matter.

Rhonda Martin

**From:** Don and Pat Allbright  
**Sent:** May 29, 2020 11:39 AM  
**To:** JoAnn Peachey <jpeachey@rdos.bc.ca>  
**Subject:** Re: LCRB referral for Unit 8A - 5350 Highway 97

My concern is not with the application itself that has seemed to meet all the criteria. My concern is how many is enough. We already have two liquor outlets. Could go back to three should the hotel reopen. At the end of the day we could have three liquor and two cannabis stores. All this to get all our drugs but we can't properly buy groceries.

Sent from my iPad

Hi Director Obirek,

The Board made the subsequent resolution at the September 6, 2018 Board meeting, after receiving the Committee minutes of August 16, 2018:

[http://www.rdosmaps.bc.ca/min\\_bylaws/board/Board\\_Meetings/2018/20180906MINBD.pdf](http://www.rdosmaps.bc.ca/min_bylaws/board/Board_Meetings/2018/20180906MINBD.pdf)

It then followed that at the September 20, 2018 meeting:

*THAT staff be directed to initiate amendments to the Development Procedures Bylaw No. 2500, 2011, and Fees and Charges Bylaw No. 2787, 2018, in order to introduce processing procedures and fees for Cannabis Retail store license referrals from the Liquor and Cannabis Regulations Branch*

The procedures outlined in our Development Procedures Bylaw for when a cannabis retail store licence application involves the use of land in which retail sales are a permitted use is to provide notification (including written notices to neighbours, posting on our website and social media, advertising in the newspaper, requiring a notification sign) and minimum comment period of 28 days for the public.

We have completed all of the advertising and the public comment period is scheduled to end on June 5<sup>th</sup>.

There is also requirement to refer to the APC (however, this requirement is waived during the Provincial State of Emergency). As you know, we have invited individual APC members to provide comments and have received comments from 8 members.

Under our Procedures Bylaw, the next step in the process is to proceed to the Board. If you are interested in further public consultation, the Board can defer the application for a public hearing.

Regards,

<image003.png>

**JoAnn Peachey** • Planner I

Regional District of Okanagan-Similkameen

101 Martin Street, Penticton, BC V2A 5J9

p. 250.490.4384 • tf. 1.877.610.3737 • f. 250.492.0063

[jpeachey@rdos.bc.ca](mailto:jpeachey@rdos.bc.ca) • [RDOS](#)

[FACEBOOK](#) • [YOUTUBE](#) • Sign up for [REGIONAL CONNECTIONS](#)

**Lauri Feindell**

---

**Subject:** FW: proposed cannabis/liquor outlet location.

**From:** Eleanor J Walker

**Date:** June 3, 2020 at 10:42:35 PM PDT

**To:** Ron Obirek <[robirek@rdos.bc.ca](mailto:robirek@rdos.bc.ca)>

**Subject:** proposed cannabis/liquor outlet location.

Good evening, gentlemen;

I do not support the location of the proposed cannabis/liquor outlet in the OK Corral mall.

This is a family and business oriented area. I do not believe that a venture of this nature fits with the existing tenants. These include a medical clinic, dental clinic, post office, service businesses, a restaurant, information centre and economic development office. As well, the mall is adjacent to residential units, parks and the library. None of these offer other than family friendly products and services.

It is my opinion that this is a business that is more suited to being in what might be called the "entertainment" area of the community, i.e., south main street.

To be honest, I do not understand the rationale for another liquor outlet and a second cannabis supplier in Okanagan Falls, but that is neither my focus nor concern.

Thank you for your attention.

E.J. Walker

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** South Okanagan-Similkameen Community Child Care Planning Project – Contract Award

---

### Administrative Recommendation:

**THAT the Board of Directors award the South Okanagan-Similkameen Community Child Care Planning Project (the Project) to Social Planning and Research Council of British Columbia (Sparc BC) in the amount of \$114,520.**

### Purpose:

On 2020 May 6, the Regional District of Okanagan and Similkameen (RDOS) requested submission of proposals from qualified proponents with experience and expertise in delivering a community child care space creation action plan. The project requires a highly skilled team of consultants with experience/expertise in child care, strategic planning and social science research.

After an evaluation process was conducted by the Child Care Steering Committee (Steering Committee), the Steering Committee is recommending the award of the South Okanagan Child Care Planning Project go to Sparc bc.

### Reference:

Approved Regional District of Okanagan- Similkameen Board Resolution – November 21, 2019.  
Village of Keremeos Certified Resolution – November 4, 2019  
District of Summerland Certified Resolution – November 7, 2019  
Town of Oliver Certified Resolution – February 24, 2020  
Town of Princeton Certified Resolution – December 3, 2019

### Business Plan Objective: *(Tie to current RDOS Business Plan)*

Key Success Driver 3: Build a Sustainable Region

Goal 3.2 To develop an economically sustainable region

Objective 3.2.3 By Reviewing Long-Range Planning Documents

## Background:

It has been identified that the demand for licensed child care spaces in BC exceeds the existing supply, resulting in significant shortages across the province. To address this need, the Province is supporting local governments to plan and build licensed child care spaces that will best meet the needs of local families in their communities. The Community Child Care Planning program grant (through UBCM) will provide funding to local governments to engage in child care planning activities with the intent to develop a community child care space creation action plan and a planning inventory spreadsheet which will include local child care data.

With Resolutions of Support from the District of Summerland, Village of Keremeos, Town of Princeton and the Town of Oliver, through the Regional District of the Okanagan and Similkameen (RDOS), and a successful application for grant funding through UBCM, the Project is a collaborative regional endeavor. This Project intends to; coordinate the collection of child care data, analyze how child care is being used, identify gaps, and assess future child care needs for the South Okanagan-Similkameen area. Currently, there is anecdotal information across the region that child care is deficient and access can be improved. This project would provide information on the gaps, challenges, opportunities and priorities in child care for the region. Having a coordinated approach allows for consistent information to be collected, an increased understanding of how families utilize child care in their own area and neighboring communities while ultimately producing a prioritized plan for the region. Additionally, a regional approach will also allow for better coordination and efficiency of engagement with consistency of communication to the public.

To help guide the project, a Steering Committee consisting of representatives from each of the Partnering Local Governments (Village of Keremeos, District of Summerland, Town of Oliver, Town of Princeton and the RDOS) is in place. Upon receiving a successful grant application from UBCM, the Steering Committee membership expanded to include representation from The City of Penticton and OneSky Community Resources.

All project activities must be completed no later than 2021 March 11.

## Analysis:

### RFP Evaluation Process:

1. RFP was released on May 6, 2020.
2. Steering Committee established a smaller representative group to form an Evaluation team.
3. Eight submissions were received by the RDOS by the deadline of May 29, 2020.
4. The Evaluation team utilized the RFP Evaluation Form (provided in the RFP, which included factors such as past experience, consultant qualifications, references, prices etc...) as the basis for scoring the proposals.
5. All individual scores from the Evaluation team members were recorded and totaled, see the Table A.
6. The Evaluation team met to discuss the proposals to determine which proposal would be recommended to the overall Steering Committee for endorsement.
7. The Steering Committee endorsed the presented recommendation and supports a report to the RDOS Board for a contract award.

A summary of the scores and prices of the eight proposals are provided in Table A.

Table A:

Proponent	Price (including GST)	Score
Idea Research & Consulting	\$125,028.75	65.33
City Spaces	\$104,494.95	81.88
Cherie Enns Consulting	\$120,750.00	69.38
Sparc BC	\$114,520.00	85.25
BUNYAAD Public Affairs	\$114,750.00	67.17
Blue Monarch Management	\$122,752.00	66
Urban Matters	\$104,936.00	77.06
Malatest	\$123,465.30	76.5

The Steering Committee recognized that Sparc bc overall had the strongest proposal. As a registered non-profit society, with experience in completing over 20 other Child care research projects, Sparc bc has a well-rounded and qualified project team. Sparc bc has targeted for all final reports/activities to be completed for this project by February 2021.

#### Alternatives:

THAT the Board not award the contract to Sparc bc

#### Respectfully submitted:

*Augusto Romero*

---

Select report author...

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** 2019 Audited Financial Statements

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### Administrative Recommendation:

#### THAT

The 2019 Audited Financial Statements of the Regional District of Okanagan-Similkameen as of December 31, 2019 be received;

**AND THAT** the RDOS Board adopts all reported 2019 transactions as amendments to the 2019 Final Budget

### Business Plan Objective: *(Tie to current RDOS Business Plan)*

Objective 1.1.1: By providing the Board with accurate, current financial information.

### Analysis:

The 2019 Financial Statements for the RDOS are presented with an unqualified audit opinion. In the opinion of our auditors, our financial statements represent fairly, in all material respects, the financial position of the RDOS in accordance with GAAP (Generally Accepted Accounting Principles) and PSAS (Public Sector Accounting Standards).

Please note that the attached 2019 Financial Statements are not on letterhead or signed by the auditors or RDOS representatives. Canadian Audit Standards requires the auditors to keep the audit file open until the Board has received and taken ownership of the financial statements. Ownership transfers with the passing of the above noted resolution. The attached document is the proposed final 2019 Financial Statements and once accepted by the Board, the document will include the appropriate letterhead and signatures of the auditors and RDOS representatives

**Respectfully submitted:**

*“John Kurvink, Manager of Finance/CFO”*

J. Kurvink, Finance Manager



# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## AUDIT FINAL REPORT TO THE BOARD OF DIRECTORS

June 18, 2020

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SUMMARY..... 2

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INTERNAL CONTROL MATTERS ..... 6

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## SUMMARY

Our audit and therefore this report will not necessarily identify all matters that may be of interest to the Board of Directors in fulfilling its responsibilities. This report has been prepared solely for the use of the Board of Directors and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.



### Status of the Audit

As of the date of this report, we have substantially completed our audit of the 2019 consolidated financial statements, pending completion of the following items:

- ▶ Receipt of signed management representation letter
- ▶ Subsequent events review through to financial statement approval date
- ▶ Approval of consolidated financial statements by the Board of Directors

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the consolidated financial statements are free from material misstatement. See [Appendix A](#) for our independent auditor's report.

The scope of the work performed was substantially the same as that described in our Planning Report to the Board of Directors dated February 21, 2020.



### Audit Findings

Our audit focused on the risks specific to your business and key accounts. Our discussion points below focus on areas of significant risks of material misstatement, or the following item(s):

- ▶ Risk of Management Override of Controls



### Materiality

As communicated to you in our Planning Report to the Board of Directors, preliminary materiality was \$1,000,000. Final materiality remained unchanged from our preliminary assessment.



### Internal Control Matters

We are required to report to you in writing, any significant deficiencies in internal control that we have identified. The specifics of this communication are included in our report below.



### Independence

Our annual letter confirming our independence was previously provided to you. We know of no circumstances that would cause us to amend the previously provided letter.



### Adjusted and Unadjusted Differences

We have disclosed all significant adjusted and unadjusted differences and disclosure omissions identified through the course of our audit engagement. Each of these items has been discussed with management.

We confirm that there are no unadjusted differences to report to the Board of Directors.



### Management Representations

During the course of our audit, management made certain representations to us. These representations were verbal or written and therefore explicit, or they were implied through the consolidated financial statements. Management provided representations in response to specific queries from us, as well as unsolicited representations. Such representations were part of the evidence gathered by us to be able to draw reasonable conclusions on which to base our audit opinion. These representations were documented by including in the audit working papers memoranda of discussions with management and written representations received from management.

A summary of the representation we have requested from management is set out in the representation letter included in [Appendix C](#) to the report.



### Fraud Discussion

Through our planning process, and current and prior years' audits, we have developed an understanding of your oversight processes. We are not currently aware of any fraud affecting the Regional District.

If you are aware of changes to processes or are aware of any instances of actual, suspected or alleged fraud affecting the Regional District since our discussions held at planning, we request that you provide us with this information.

Please refer to the Auditor's Responsibilities for Detecting Fraud in the Planning Report to the Board of Directors.

## AUDIT FINDINGS

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the Regional District's accounting practices, including accounting policies, accounting estimates and financial statement disclosures. In order to have a frank and open discussion, these matters will be discussed verbally with you. A summary of the key discussion points are as follows:

SIGNIFICANT RISKS OF MATERIAL MISSTATEMENT	RISKS NOTED	AUDIT FINDINGS
Management Override of Internal Controls	A potential risk of material misstatement was raised in our audit file for the potential of misstatement related to management override of controls. Canadian Audit Standards require that auditors must perform audit procedures to address this risk.	We conducted the procedures set out in our planning letter in order to reduce the risk of material misstatement to a sufficient level and it was assessed that based on the testing performed; no instances of management override was determined during the year.

## INTERNAL CONTROL MATTERS

During the course of our audit, we performed the following procedures with respect to the Regional District's internal control environment:

- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.

The results of these procedures were considered in determining the extent and nature of substantive audit testing required.

We are required to report to you in writing, significant deficiencies in internal control that we have identified during the audit. A significant

deficiency is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

As the purpose of the audit is for us to express an opinion on the Regional District's consolidated financial statements, our audit cannot be expected to disclose all matters that may be of interest to you. As part of our work, we considered internal control relevant to the preparation of the consolidated financial statements such that we were able to design appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

No control deficiencies were noted that, in our opinion, are of significant importance to discuss with the Board of Directors.

## OTHER REQUIRED COMMUNICATIONS

Potential effect on the financial statements of any material risks and exposures, such as pending litigation, that are required to be disclosed in the financial statements.

- BDO Response: There are no material contingencies that need to be disclosed in the consolidated financial statements.

Material uncertainties related to events and conditions that may cast significant doubt on the entity's ability to continue as a going concern.

- BDO Response: Per our analysis of management's going concern assessment, no going concern uncertainty noted.

Disagreements with management about matters that, individually or in the aggregate, could be significant to the entity's financial statements or our audit report.

- BDO Response: No disagreements were noted.

Matters involving non-compliance with laws and regulations.

- BDO Response: No matters involving non-compliance were noted.

Significant related party transactions that are not in the normal course of operations and which involve significant judgments made by management concerning measurement or disclosure.

- BDO Response: No related party transactions were determined to be outside the normal course of operations.

Management consultation with other accountants about significant auditing and accounting matters.

- BDO Response: No management consultations with other accountants noted, other than those engaged to provide audit services related to shared services entities with which the Regional District participates.

Other Matters

- BDO Response: No other matters noted.

Professional standards require independent auditors to communicate with those charged with governance certain matters in relation to an audit. In addition to the points communicated within this letter, the attached table summarizes these additional required communications.

# APPENDICES

Appendix A: Independent Auditor's Report

Appendix B: Independence Update

Appendix C: Representation Letter

Appendix D: BDO Resources

## **APPENDIX A: INDEPENDENT AUDITOR'S REPORT**

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## Independent Auditor's Report

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### To the Board of Directors of Regional District of Okanagan-Similkameen

#### Opinion

We have audited the consolidated financial statements of Regional District of Okanagan-Similkameen (the "Regional District"), which comprise the consolidated statement of financial position as at December 31, 2019, and the consolidated statement of operations and accumulated surplus, the consolidated statement of change in net financial assets and the consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Regional District as at December 31, 2019, and its consolidated results of operations and accumulated surplus, its consolidated change in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Regional District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements of Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Regional District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Regional District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Regional District's financial reporting process.

#### Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in

accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Regional District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Regional District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Regional District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Regional District to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Chartered Professional Accountants

*BDO Canada LLP*

Vernon, British Columbia  
June 18, 2020

## **APPENDIX B: INDEPENDENCE UPDATE**

June 18, 2020

Members of the Board of Directors  
Regional District of Okanagan-Similkameen

Dear Board of Directors Members:

We have been engaged to audit the consolidated financial statements of Regional District of Okanagan-Similkameen (the "Regional District") for the year ended December 31, 2019.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the Regional District and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute/order and applicable legislation, covering such matters as:

- Holding a financial interest, either directly or indirectly in a client;
- Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- Economic dependence on a client; and
- Provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since February 21, 2020, the date of our last letter.

We have provided assistance in the preparation of the consolidated financial statements, including adjusting journal entries and/or bookkeeping services. These services created a self-review threat to our independence since we subsequently expressed an opinion on whether the consolidated financial statements presented fairly, in all material respects, the financial position, results of operations and cash flows of the Regional District in accordance with Accounting Standard for Not-for-Profit Organizations.

We, therefore, required that the following safeguards be put in place related to the above:

- Management provided us with a trial balance and draft consolidated financial statements, including notes, prior to completion of our audit.
- Management created the source data for all the accounting entries.
- Management developed any underlying assumptions required with respect to the accounting treatment and measurement of the entries.
- Management reviewed advice and comments provided and undertook their own analysis considering the Society's circumstances and generally accepted accounting principles.
- Management reviewed and approved all journal entries prepared by us, as well as changes to financial statement preparation and disclosure.

- Someone other than the preparer reviewed the proposed journal entries and financial statements.

We hereby confirm that we are independent with respect to the Regional District within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of British Columbia as of June 18, 2020.

This letter is intended solely for the use of the Board of Directors, management and others within the Regional District and should not be used for any other purposes.

Yours truly,

*BDO Canada LLP*

Chartered Professional Accountants

## **APPENDIX C: REPRESENTATION LETTER**

Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, BC  
V2A 5J9

June 18, 2020

BDO Canada LLP  
Chartered Professional Accountants  
202 - 2706 30th Avenue  
Vernon, BC  
V1T 2B6

This representation letter is provided in connection with your audit of the financial statements of Regional District of Okanagan-Similkameen for the year ended December 31, 2019, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

### **Financial Statements**

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated January 11, 2018, for the preparation of the financial statements in accordance with Canadian public sector accounting standards; in particular, the financial statements are fairly presented in accordance therewith.

- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian public sector accounting standards.
- All events subsequent to the date of the financial statements and for which Canadian public sector accounting standards require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.
- To the extent that our normal procedures and controls related to our financial statement close process at any of our locations were adversely impacted by the COVID-19 outbreak, we took appropriate actions and safeguards to reasonably ensure the fair presentation of the financial statements in accordance with Public Sector Accounting Standards.
- Other than as disclosed in Note 22 to the financial statements, no other impacts from the COVID-19 outbreak are necessary to be reflected in the financial statements.
- Disclosures included in the financial statements regarding the relevant significant business, financial, and reporting impacts of the COVID-19 outbreak accurately reflect management's full consideration of such impacts.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.
- We have reviewed and approved all journal entries recommended by the practitioners during the audit. A list of the journal entries is attached to the representation letter.

## Information Provided

- We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

## Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management;
  - employees who have significant roles in internal control; or
  - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

## General Representations

- Where the value of any asset has been impaired, an appropriate provision has been made in the financial statements or has otherwise been disclosed to you.
- We have provided you with significant assumptions that in our opinion are reasonable and appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity when relevant to the use of fair value measurements or disclosures in the financial statements.
- Except as disclosed in the financial statements, there have been no changes to title, control over assets, liens or assets pledged as security for liabilities or collateral.

- The entity has complied with all provisions in its agreements related to debt and there were no defaults in principal or interest, or in the covenants and conditions contained in such agreements.
- There have been no plans or intentions that may materially affect the recognition, measurement, presentation or disclosure of assets and liabilities (actual and contingent).
- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the entity, except as disclosed in the financial statements.

### **Other Representations Where the Situation Exists**

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. Since there are no actual, outstanding or possible litigation and claims, no disclosure is required in the financial statements.

Yours truly,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Position

## Regional District of Okanagan-Sim

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Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: 1 To PY7

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
1	12/31/2019	FUNDED SICK TIME LIABILITY - MGMT	1-4-0000-5800	CC. 07	183,683.42	
1	12/31/2019	FUNDED SICK TIME RESERVE - MGMT	1-4-0000-7019	CC. 07		183,683.42
To reallocate management sick time as a reserve.						
2	12/31/2019	OLIVER LANDFILL CLOSURE EXPENSE	2-2-3000-5000	APT HH. 01.00	11,639.00	
2	12/31/2019	KEREMEOS LANDFILL CLOSURE EXPENSE	2-2-3400-5000	APT HH. 01.00	50,648.00	
2	12/31/2019	CMLF LANDFILL CLOSURE EXPENSE	2-2-3500-5000	APT HH. 01.00	15,967.00	
2	12/31/2019	OK FALLS LANDFILL CLOSURE EXPENSE	2-2-3501-5000	APT HH. 01.00	21,505.00	
2	12/31/2019	LANDFILL LIABILITY OLIVER	2-4-3000-5000	APT HH. 01.00		11,639.00
2	12/31/2019	LANDFILL LIABILITY KEREMEOS	2-4-3400-5000	APT HH. 01.00		50,648.00
2	12/31/2019	LANDFILL LIABILITY CMLF	2-4-3500-5000	APT HH. 01.00		15,967.00
2	12/31/2019	LANDFILL LIABILITY OK FALLS	2-4-3501-5000	APT HH. 01.00		21,505.00
To record current year landfill liability expense.						
3	12/31/2019	GAS TAX FUNDING	1-1-0300-2915	APT SS. 07		1,035,977.48
3	12/31/2019	GAS TAX FUNDING	1-1-0300-2915	APT SS. 07		1,065,302.37
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDING	1-1-0320-2915	APT SS. 07	18,946.62	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	1-1-0320-6070	APT SS. 07		18,946.62
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDS	1-1-0330-2915	APT SS. 07	100,000.00	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	1-1-0330-6070	APT SS. 07		100,000.00
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDING	1-1-0380-2915	APT SS. 07	103,471.56	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	1-1-0380-6070	APT SS. 07		103,471.56
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDING	1-1-0390-2915	APT SS. 07	135,867.58	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	1-1-0390-6070	APT SS. 07		135,867.58
3	12/31/2019	GRANT REVENUE	1-1-3400-2920	APT SS. 07	24,681.16	
3	12/31/2019	TRANSFER FROM RESERVE - GAS TAX	1-1-3400-6070	APT SS. 07		24,681.16
3	12/31/2019	GAS TAX REVENUE - CWF	1-1-7490-2900	APT SS. 07	2,353.10	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	1-1-7490-6070	APT SS. 07		2,353.10
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDING	1-1-7520-2915	APT SS. 07	111,365.35	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	1-1-7520-6070	APT SS. 07		111,365.35
3	12/31/2019	COMMUNITY GAS TAX FUNDING	1-1-7530-2915	APT SS. 07	435,566.19	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	1-1-7530-6070	APT SS. 07		435,566.19
3	12/31/2019	COMMUNITY GAS TAX FUNDING	1-1-7870-2915	APT SS. 07	4,360.14	
3	12/31/2019	TRANSFER FROM GAS TAX RESERVE	1-1-7870-6070	APT SS. 07		4,360.14
3	12/31/2019	TRANSFER TO RESERVE	1-2-0300-9200	APT SS. 07	1,035,977.48	
3	12/31/2019	TRANSFER TO RESERVE	1-2-0300-9200	APT SS. 07	1,065,302.37	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	3-1-3930-2920	APT SS. 07	11,609.48	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	3-1-3930-6070	APT SS. 07		11,609.48
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDING	3-1-3940-2915	APT SS. 07	24,058.10	
3	12/31/2019	TRANSFER FROM RESERVE - GAS TAX	3-1-3940-6070	APT SS. 07		24,058.10
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDING	3-1-3960-2915	APT SS. 07	40,719.98	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	3-1-3960-6070	APT SS. 07		40,719.98
3	12/31/2019	COMMUNITY WORKS GAS TAX FUNDING	4-1-3800-2915	APT SS. 07	450,463.86	
3	12/31/2019	TRANSFER FROM RESERVE - GASTAX	4-1-3800-6070	APT SS. 07		450,463.86
To book the current year gas tax transfers and revenue.						
4	12/31/2019	INTEREST INCOME	1-1-0100-2700	APT- B. 03		385,141.91
4	12/31/2019	INVESTMENTS - CAPITAL RESERVES (110-1)	1-3-0000-1000	APT- B. 03	370,906.66	
4	12/31/2019	INVESTMENTS - OLIVER PARKS & REC (110-)	1-3-0000-1010	APT- B. 03	14,456.93	
4	12/31/2019	INVESTMENTS - KALEDEN REC (110-4)	1-3-0000-1020	APT- B. 03		221.68

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# Regional District of Okanagan-Sim

0. 10-1

Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: 1 To PY7

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
To book adjustment to change investments to cost value.						
5	12/31/2019	INVESTMENT INCOME - VFCFC	1-1-9998-2780	APT -M. 03		112,463.00
5	12/31/2019	INVESTMENT IN GOV'T ENT - VFCFC	1-3-9998-1080	APT -M. 03	112,463.00	
To record equity pickup of Vermillion Forks Forest Corp for the current year.						
7	12/31/2019	INVESTMENT IN GOV'T ENT - VFCFC	1-3-9998-1080	APT M. 03		25,774.99
7	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	APT M. 03	25,774.99	
To adjust prior year ending Vermillion Forest Corp equity balance to actual						
8	12/31/2019	VACATION LIABILITY - REGIONAL	1-2-9999-1010	APT CC. 08		95,068.90
8	12/31/2019	VACATION LIABILITY - RURAL	1-2-9999-1020	APT CC. 08		60,837.76
8	12/31/2019	VACATION LIABILITY - EMERGENCY SERVICE	1-2-9999-1030	APT CC. 08		
8	12/31/2019	VACATION LIABILITY - SOLID WASTE	1-2-9999-1040	APT CC. 08		19,440.36
8	12/31/2019	VACATION LIABILITY - ENGINEERING	1-2-9999-1050	APT CC. 08		55,290.02
8	12/31/2019	VACATION LIABILITY - RECREATION	1-2-9999-1060	APT CC. 08		5,106.00
8	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	APT CC. 08	235,743.04	
To remove the 2018 accrual for the vacation payable as it was expensed in the current year when the opening balance were brought into the current year.						
9	12/31/2019	OPRS CASH	1-3-0000-0590	APT JJJ.03-F9	484,457.00	
9	12/31/2019	OPRS ACCOUNTS RECEIVABLE	1-3-0000-2401	APT JJJ.03-F9	90,833.00	
9	12/31/2019	OPRS ACCOUNTS PAYABLE	1-4-0000-5401	APT JJJ.03-F9		154,326.00
9	12/31/2019	OPRS DEFERRED REVENUE	1-4-0000-5602	APT JJJ.03-F9		85,528.00
9	12/31/2019	DUE TO RDOS	1-4-0000-6831	APT JJJ.03-F9		335,436.00
To record the opening balance of the Oliver Parks and Recreation (OPRS), that were not recorded by the client.						
10	12/31/2019	OPRS CASH	1-3-0000-0590	APT JJJ.03-F9	57,241.00	
10	12/31/2019	OPRS ACCOUNTS RECEIVABLE	1-3-0000-2401	APT JJJ.03-F9		43,687.00
10	12/31/2019	OPRS ACCOUNTS PAYABLE	1-4-0000-5401	APT JJJ.03-F9		1,639.00
10	12/31/2019	OPRS DEFERRED REVENUE	1-4-0000-5602	APT JJJ.03-F9		40,367.00
10	12/31/2019	DUE TO RDOS	1-4-0000-6831	APT JJJ.03-F9	28,452.00	
To record the change in balance for the OPRS consolidated information.						
12	12/31/2019	INVESTMENT IN GOV'T ENT - VFCFC	1-3-9998-1080	APT SS. 11	763,881.31	
12	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	APT SS. 11		763,881.31
To record the adjusting entries not picked up from the prior year, to bring the long-term investments to actual.						
13	12/31/2019	MISCELLANEOUS REVENUE (Year-End)	1-1-9999-9000	GL		63,444.00
13	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	GL	63,444.00	
To record miscellaneous revenue to						

# Regional District of Okanagan-Sim

0. 10-2

Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: 1 To PY7

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
bring accumulated surplus to actual for the year.						
PY1	12/31/2019	INTEREST INCOME	1-1-0100-2700			12,822.23
PY1	12/31/2019	INTEREST INCOME	1-1-0100-2700			9,774.49
PY1	12/31/2019	INTEREST INCOME	1-1-0100-2700			58.17
PY1	12/31/2019	INTEREST INCOME	1-1-7530-2700			284.29
PY1	12/31/2019	REVENUE - PLOTS	1-1-8950-4330			1,800.00
PY1	12/31/2019	SUPPLIES	1-2-0100-7000			6,422.19
PY1	12/31/2019	INTEREST EXPENSE - LEASES	1-2-0100-9050		853.42	
PY1	12/31/2019	MFA LEASING	1-2-7720-8700			9,009.12
PY1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		14,577.89	
PY1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		12,822.23	
PY1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		1,800.00	
PY1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		9,774.49	
PY1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		58.17	
PY1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		850.00	
PY1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		284.29	
PY1	12/31/2019	CONNECTION & EXTENSION FEES	3-1-3940-4510			850.00
To record prior year PSAB entries that should have been recorded by the client. (Prior Year Entries #1/9/13/14/19/20)						
PY2	12/31/2019	INVESTMENTS - CAPITAL RESERVES (110-1)	1-3-0000-1000	APT SS. 11	132,536.72	
PY2	12/31/2019	INVESTMENTS - OLIVER PARKS & REC (110-)	1-3-0000-1010	APT SS. 11	5,166.02	
PY2	12/31/2019	INVESTMENTS - KALEDEN REC (110-4)	1-3-0000-1020	APT SS. 11	221.68	
PY2	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	APT SS. 11		137,924.42
To record prior year adjusting entry #7.						
PY3	12/31/2019	SALARIES & WAGES	1-2-0100-1000			4,320.61
PY3	12/31/2019	SALARIES & WAGES	1-2-0200-1000			4.08
PY3	12/31/2019	SALARIES & WAGES	1-2-0300-1000			7,633.93
PY3	12/31/2019	SALARIES & WAGES	1-2-0310-1000			16.67
PY3	12/31/2019	SALARIES & WAGES	1-2-0320-1000			24.84
PY3	12/31/2019	SALARIES & WAGES	1-2-0330-1000			24.84
PY3	12/31/2019	SPECIAL PROJECTS - WAGES	1-2-0340-1000			463.77
PY3	12/31/2019	SALARIES & WAGES	1-2-0360-1000			66.38
PY3	12/31/2019	SALARIES & WAGES	1-2-0370-1000			98.37
PY3	12/31/2019	SALARIES & WAGES	1-2-0380-1000			24.84
PY3	12/31/2019	SALARIES & WAGES	1-2-0390-1000			98.37
PY3	12/31/2019	SALARIES & WAGES	1-2-0400-1000			83.35
PY3	12/31/2019	SALARIES & WAGES	1-2-0410-1000			1,573.35
PY3	12/31/2019	SALARIES & WAGES	1-2-0600-1000			1,551.00
PY3	12/31/2019	SALARIES & WAGES	1-2-2500-1000			163.40
PY3	12/31/2019	SALARIES & WAGES	1-2-3000-1000			62.31
PY3	12/31/2019	SALARIES & WAGES	1-2-3400-1000			112.02
PY3	12/31/2019	SALARIES & WAGES	1-2-3500-1000			652.04
PY3	12/31/2019	SALARIES & WAGES	1-2-4000-1000			16.34
PY3	12/31/2019	SALARIES & WAGES	1-2-4200-1000			714.14
PY3	12/31/2019	SALARIES & WAGES	1-2-4250-1000			49.02
PY3	12/31/2019	SALARIES & WAGES	1-2-4300-1000			197.46
PY3	12/31/2019	SALARIES & WAGES	1-2-4310-1000			55.32
PY3	12/31/2019	SALARIES & WAGES	1-2-5000-1000			1,221.72
PY3	12/31/2019	SALARIES & WAGES	1-2-5020-1000			65.36
PY3	12/31/2019	SALARIES & WAGES	1-2-5100-1000			228.76

# Regional District of Okanagan-Sim

0. 10-3

Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: 1 To PY7

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PY3	12/31/2019	SALARIES & WAGES	1-2-5500-1000			4.09
PY3	12/31/2019	SALARIES & WAGES	1-2-5600-1000			4.09
PY3	12/31/2019	SALARIES & WAGES	1-2-5700-1000			16.34
PY3	12/31/2019	SALARIES & WAGES	1-2-5800-1000			4.08
PY3	12/31/2019	SALARIES & WAGES	1-2-7200-1000			685.72
PY3	12/31/2019	SALARIES & WAGES	1-2-7310-1000			420.28
PY3	12/31/2019	SALARIES & WAGES	1-2-7720-1000			83.35
PY3	12/31/2019	SALARIES & WAGES	1-2-9380-1000			1,177.00
PY3	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		22,690.73	
PY3	12/31/2019	SALARIES & WAGES	3-2-3910-1000			95.68
PY3	12/31/2019	SALARIES & WAGES	3-2-3920-1000			28.94
PY3	12/31/2019	SALARIES & WAGES	3-2-3930-1000			74.22
PY3	12/31/2019	SALARIES & WAGES	3-2-3940-1000			237.96
PY3	12/31/2019	SALARIES & WAGES	3-2-3960-1000			61.62
PY3	12/31/2019	SALARIES & WAGES	3-2-3970-1000			81.70
PY3	12/31/2019	SALARIES & WAGES	3-2-3975-1000			27.40
PY3	12/31/2019	SALARIES & WAGES	3-2-3980-1000			20.77
PY3	12/31/2019	SALARIES & WAGES	4-2-3800-1000			117.80
PY3	12/31/2019	SALARIES & WAGES	4-2-3815-1000			27.40
To record prior year PSAB entries that should have been recorded by the client. ( Prior Year Entries #16)						
PY4	12/31/2019	YEAR-END PAYABLES	1-4-0000-5900	APT SS. 11		292,837.00
PY4	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	APT SS. 11	292,837.00	
Adjusting journal entry #10 from prior year.						
PY5	12/31/2019	INTEREST INCOME	1-1-0100-2700	SS. 11	30,739.73	
PY5	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	SS. 11		30,739.73
To record prior year adjusting entry #4.						
PY6	12/31/2019	DUE FROM TOWN OF OSOYOOS	1-4-0000-6941	PY PSAB 23		111.18
PY6	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	PY PSAB 23	111.18	
To record prior year adjustment to due from Osoyoos.						
PY7	12/31/2019	INVESTMENT IN GOV'T ENT - LSFLP	1-3-9999-1090	PY AJE#8		38,820.84
PY7	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	PY AJE#8	38,820.84	
To record 2018 AJE #8 not recorded in the prior year related to investment in gov't ent-LSFLP account						
					6,659,982.71	6,659,982.71
Net Income (Loss)			6,057,240.98			

# Regional District of Okanagan-Sim

0.11

Year End: December 31, 2019

PBC Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: PBC? To PBC?

Prepared by JT 05/24/2020	Detail Rev BG 05/24/2020	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PBC1	12/31/2019	BANK - RDOS OPERATING	1-3-0000-0500	APT- FSD. 03	21,417.37	
PBC1	12/31/2019	BANK - RDOS OPERATING	1-3-0000-0500	APT- FSD. 03		176,670.95
PBC1	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT- FSD. 03		21,417.37
PBC1	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT- FSD. 03	176,670.95	
<p>PREPARED BY CLIENT- JV1290- Adjusting entry provided by client to reallocate adjustments to the correct bank account.</p>						
PBC2	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT-FSD. 02	26,550.95	
PBC2	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT-FSD. 02	28,005.00	
PBC2	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT-FSD. 02	8,738.67	
PBC2	12/31/2019	YEAR-END PAYABLES	1-4-0000-5900	APT-FSD. 02		26,550.95
PBC2	12/31/2019	YEAR-END PAYABLES	1-4-0000-5900	APT-FSD. 02		36,743.67
<p>PREPARED BY CLIENT- JV1293 - To reclass CRA payroll remittance (EFT Payment Dec 31/19), ref JV 1211.</p>						
PBC3	12/31/2019	BANK - PAYROLL	1-3-0000-0501	APT- FSD. 04		21,417.37
PBC3	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT- FSD. 04	21,417.37	
<p>PREPARED BY CLIENT- JV1292- To reverse payment cancelled in 2019 in Error OPUS000 EFT No 01460-0028 S/B Cancelled in 2020.</p>						
PBC4	12/31/2019	BANK - RDOS OPERATING	1-3-0000-0500	APT- FSD. 05	41,585.30	
PBC4	12/31/2019	BANK - PAYROLL	1-3-0000-0501	APT- FSD. 05	141,130.02	
PBC4	12/31/2019	BANK - PAYROLL	1-3-0000-0501	APT- FSD. 05	8,748.23	
PBC4	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT- FSD. 05		41,585.30
PBC4	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT- FSD. 05		141,130.02
PBC4	12/31/2019	ACCOUNTS PAYABLE	1-4-0000-5200	APT- FSD. 05		8,748.23
<p>PREPARED BY CLIENT - JV1291 - To reclass A/P EFT payments posted in 2019 but paid in 2020 9vatch 511, 542 &amp; 557).</p>						
					<b>474,263.86</b>	<b>474,263.86</b>

Net Income (Loss) 6,057,240.98

# Regional District of Okanagan-Sim

0. 12

Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: TCA? To TCA?

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
TCA1	12/31/2019	RDOS OFFICE LAND	2-3-0100-4000	FS.01/APT-U.	30,380,944.00	
TCA1	12/31/2019	LAND IN TRUST - K.D&T.C	2-3-0100-4010	FS.01/APT-U.		5,100.00
TCA1	12/31/2019	RDOS OFFICE BUILDING	2-3-0100-4200	FS.01/APT-U.	7,525,374.06	
TCA1	12/31/2019	RDOS - VEHICLES	2-3-0100-4300	FS.01/APT-U.	6,334,526.42	
TCA1	12/31/2019	RDOS OFFICE ENGINEERING STRUCTURES	2-3-0100-4400	FS.01/APT-U.	51,201,206.34	
TCA1	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	FS.01/APT-U.	3,409,182.00	
TCA1	12/31/2019	TUGELNUIT LAKE DRAINAGE SYST.	2-3-0100-4410	FS.01/APT-U.		129,757.57
TCA1	12/31/2019	RDOS IT INFRASTRUCTURE	2-3-0100-4500	FS.01/APT-U.	1,108,679.09	
TCA1	12/31/2019	RDOS OFFICE EQUIPMENT	2-3-0100-4600	FS.01/APT-U.	6,355,005.60	
TCA1	12/31/2019	RDOS ACC. AMORT. LAND	2-3-0200-4000	FS.01/APT-U.		1,783,216.00
TCA1	12/31/2019	RDOS ACC. AMORT. BUILDINGS & IMPROVM	2-3-0200-4200	FS.01/APT-U.		3,197,515.00
TCA1	12/31/2019	RDOS ACC. AMORT. VEHICLES	2-3-0200-4300	FS.01/APT-U.		4,603,505.88
TCA1	12/31/2019	RDOS ACC. AMORT. ENGINEERING STRUCT	2-3-0200-4400	FS.01/APT-U.		11,452,470.00
TCA1	12/31/2019	RDOS ACC. AMORT. IT INFRASTRUCTURE	2-3-0200-4500	FS.01/APT-U.		868,588.00
TCA1	12/31/2019	RDOS ACC. AMORT. MACH & EQUIP	2-3-0200-4600	FS.01/APT-U.		4,443,248.12
TCA1	12/31/2019	RURAL OFFICE EQUIPMENT	2-3-0300-4600	FS.01/APT-U.		15,039.73
TCA1	12/31/2019	9-1-1 EMERGENCY SYSTEM	2-3-0400-4400	FS.01/APT-U.		340,263.14
TCA1	12/31/2019	911 EMERGENCY CALL SYSTEM - EQUIPMEN	2-3-0400-4600	FS.01/APT-U.		37,877.93
TCA1	12/31/2019	EMERGENCY PLANNING EQUIPMENT	2-3-0410-4600	FS.01/APT-U.		23,423.21
TCA1	12/31/2019	GIS - EQUIPMENT	2-3-0600-4600	FS.01/APT-U.		41,369.28
TCA1	12/31/2019	KEREMEOS FIREHALL BUILDING	2-3-1100-4200	FS.01/APT-U.		131,792.41
TCA1	12/31/2019	KEREMEOS FIRE FIGHT. EQUIPMENT	2-3-1100-4600	FS.01/APT-U.		1,200,215.96
TCA1	12/31/2019	OK FALLS FIREHALL BUILDING	2-3-1200-4200	FS.01/APT-U.		302,357.93
TCA1	12/31/2019	OK FALLS FIRE FIGHT. EQUIPMENT	2-3-1200-4600	FS.01/APT-U.		1,180,463.44
TCA1	12/31/2019	TULAMEEN FIREHALL BUILDING	2-3-1400-4200	FS.01/APT-U.		55,950.08
TCA1	12/31/2019	TULAMEEN FIRE FIGHT. EQUIPMENT	2-3-1400-4600	FS.01/APT-U.		71,351.13
TCA1	12/31/2019	WILLOWBROOK FIREHALL BUILDING	2-3-1500-4200	FS.01/APT-U.		56,454.80
TCA1	12/31/2019	WILLOWBROOK FIRE DEPT - ENG. STRUCTL	2-3-1500-4400	FS.01/APT-U.		30,979.18
TCA1	12/31/2019	WILLOWBROOK FIRE FIGHT EQUIP.	2-3-1500-4600	FS.01/APT-U.		65,030.44
TCA1	12/31/2019	KALEDEN FIREHALL LAND	2-3-1600-4000	FS.01/APT-U.		6,133.00
TCA1	12/31/2019	KALEDEN FIREHALL BUILDING	2-3-1600-4200	FS.01/APT-U.		87,033.04
TCA1	12/31/2019	KALEDEN FIRE FIGHT. EQUIPMENT	2-3-1600-4600	FS.01/APT-U.		882,802.39
TCA1	12/31/2019	NARAMATA FIRE HALL	2-3-1700-4200	FS.01/APT-U.		313,472.59
TCA1	12/31/2019	NAR. EMERG. PLAN - ENG. STRUCTURE	2-3-1700-4400	FS.01/APT-U.		4,555.92
TCA1	12/31/2019	NAR FIRE DEPT EQUIPMENT	2-3-1700-4600	FS.01/APT-U.		1,015,386.53
TCA1	12/31/2019	MACHINERY & EQUIPMENT-AMFD	2-3-1800-4600	FS.01/APT-U.		446,235.53
TCA1	12/31/2019	SIMILKAMEEN BROADBAND - STRUCTURES	2-3-2010-4400	FS.01/APT-U.		344,960.00
TCA1	12/31/2019	SIMILKAMEEN BROADBAND - EQUIPMENT	2-3-2010-4600	FS.01/APT-U.		55,261.25
TCA1	12/31/2019	BUILDING INSPECTION - EQUIPMENT	2-3-2500-4600	FS.01/APT-U.		31,892.26
TCA1	12/31/2019	OLIVER LANDFILL	2-3-3000-4050	FS.01/APT-U.		60,343.75
TCA1	12/31/2019	REFUSE DISPOSAL - OLIVER EQUIPMENT	2-3-3000-4600	FS.01/APT-U.		6,186.36
TCA1	12/31/2019	KEREMEOS LANDFILL	2-3-3400-4050	FS.01/APT-U.		243,251.13
TCA1	12/31/2019	OKANAGAN FALLS LANDFILL	2-3-3500-4050	FS.01/APT-U.		242,054.18
TCA1	12/31/2019	PENTICTON LANDFILL	2-3-3500-4100	FS.01/APT-U.		79,670.48
TCA1	12/31/2019	PENTICTON LANDFILL BUILDING	2-3-3500-4200	FS.01/APT-U.		41,644.00
TCA1	12/31/2019	PENTICTON LF LIQUID WASTE SYSTEM	2-3-3500-4400	FS.01/APT-U.		91,855.89
TCA1	12/31/2019	PENTICTON LANDFILL EQUIPMENT	2-3-3500-4600	FS.01/APT-U.		136,806.89
TCA1	12/31/2019	RECYCLING EQUIPMENT	2-3-3550-4600	FS.01/APT-U.		13,599.45
TCA1	12/31/2019	SHINISH CREEK DIVERSION	2-3-4000-4400	FS.01/APT-U.		10,520.00
TCA1	12/31/2019	LANDFILL SITE DEVELOPMENT - LAND	2-3-4300-4000	FS.01/APT-U.		5,220.00
TCA1	12/31/2019	LANDFILL SITE DEVELOPMENT	2-3-4300-4400	FS.01/APT-U.		613,276.41
TCA1	12/31/2019	ELECTORAL AREA PLANNING - EQUIPMENT	2-3-5000-4600	FS.01/APT-U.		2,645.00
TCA1	12/31/2019	PEST AND WEED CONTROL	2-3-5500-4400	FS.01/APT-U.		46,009.68
TCA1	12/31/2019	MOSQUITO CONTROL EQUIPMENT	2-3-5700-4600	FS.01/APT-U.		6,762.25
TCA1	12/31/2019	PRINCETON ARENA BUILDING	2-3-7000-4200	FS.01/APT-U.		1,292,970.27
TCA1	12/31/2019	PRINCETON-RIVERSIDE THEATRE (WELLNE	2-3-7000-4220	FS.01/APT-U.		330,847.57

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Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: TCA? To TCA?

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
TCA1	12/31/2019	OSOYOOS ARENA BUILDING	2-3-7050-4200	FS.01/APT-U.		796,771.37
TCA1	12/31/2019	OSOYOOS ARENA EQUIPMENT	2-3-7050-4600	FS.01/APT-U.		364,497.19
TCA1	12/31/2019	OLIVER ARENA BUILDING	2-3-7100-4200	FS.01/APT-U.		558,395.33
TCA1	12/31/2019	OLIVER ARENA EQUIPMENT	2-3-7100-4600	FS.01/APT-U.		290,331.21
TCA1	12/31/2019	KEREMEOS COMMUNITY CENTRE	2-3-7200-4200	FS.01/APT-U.		982,855.35
TCA1	12/31/2019	RECREATION FACILITY - KEREMEOS EQUIP	2-3-7200-4600	FS.01/APT-U.		35,215.68
TCA1	12/31/2019	OLIVER POOL	2-3-7300-4400	FS.01/APT-U.		670,698.28
TCA1	12/31/2019	KEREMEOS POOL	2-3-7310-4400	FS.01/APT-U.		38,303.25
TCA1	12/31/2019	OLIVER COMMUNITY CENTRE	2-3-7400-4200	FS.01/APT-U.		472,313.49
TCA1	12/31/2019	OLIVER LIBRARY BUILDING	2-3-7400-4210	FS.01/APT-U.		26,982.74
TCA1	12/31/2019	OLIVER COMM. CENTRE EQUIPMENT	2-3-7400-4600	FS.01/APT-U.		58,882.50
TCA1	12/31/2019	OSOYOOS THEATRE BUILDING	2-3-7440-4200	FS.01/APT-U.		363,117.54
TCA1	12/31/2019	OK FALLS PARK LAND	2-3-7520-4000	FS.01/APT-U.		599,888.60
TCA1	12/31/2019	OK FALLS COMMUNITY CENTRE	2-3-7520-4200	FS.01/APT-U.		322,128.94
TCA1	12/31/2019	OK FALLS REC - EQUIPMENT	2-3-7520-4600	FS.01/APT-U.		21,588.70
TCA1	12/31/2019	KALEDEN PARK LAND	2-3-7530-4000	FS.01/APT-U.		442,761.37
TCA1	12/31/2019	KALEDEN - ORCHARD STATION	2-3-7530-4200	FS.01/APT-U.		32,087.18
TCA1	12/31/2019	KALEDEN REC COMM - EQUIPMENT	2-3-7530-4600	FS.01/APT-U.		32,162.76
TCA1	12/31/2019	NARAMATA COMMUNITY CENTRE	2-3-7540-4200	FS.01/APT-U.		146,301.46
TCA1	12/31/2019	NARAMATA LIBRARY BUILDING	2-3-7540-4210	FS.01/APT-U.		86,309.39
TCA1	12/31/2019	NARAMATA WHARF	2-3-7540-4400	FS.01/APT-U.		52,898.07
TCA1	12/31/2019	NAR REC EQUIPMENT	2-3-7540-4600	FS.01/APT-U.		79,908.86
TCA1	12/31/2019	NARAMATA PARKS & REC - PARKS	2-3-7540-4800	FS.01/APT-U.		5,361.17
TCA1	12/31/2019	CAWSTON REC COMM - EQUIPMENT	2-3-7550-4600	FS.01/APT-U.		21,098.59
TCA1	12/31/2019	AREA F - LAND	2-3-7570-4000	FS.01/APT-U.		10,785.64
TCA1	12/31/2019	AREA F - EQUIPMENT	2-3-7570-4600	FS.01/APT-U.		3,205.56
TCA1	12/31/2019	OLIVER PARK LAND	2-3-7700-4000	FS.01/APT-U.		179,542.65
TCA1	12/31/2019	OLIVER-WOLFE CREEK PHASE I	2-3-7700-4010	FS.01/APT-U.		110,705.42
TCA1	12/31/2019	OLIVER PARK EQUIPMENT	2-3-7700-4600	FS.01/APT-U.		65,471.41
TCA1	12/31/2019	EASTGATE/THISTLE ROAD ELECT.	2-3-9430-4400	FS.01/APT-U.		38,979.75
TCA1	12/31/2019	MISSEZULA LAKE ELEC SYSTEM	2-3-9440-4400	FS.01/APT-U.		1,229,161.02
TCA1	12/31/2019	EASTGATE POWER LINE	2-3-9650-4400	FS.01/APT-U.		470,600.59
TCA1	12/31/2019	HUSULA STREET LIGHTING	2-3-9660-4400	FS.01/APT-U.		1.00
TCA1	12/31/2019	EQUITY IN PHYSICAL ASSETS	2-4-0000-9930	FS.01/APT-U.		43,398,721.07
TCA1	12/31/2019	APEX ENGINEERING STRUCTURES	5-3-3900-4400	FS.01/APT-U.		54,319.72
TCA1	12/31/2019	FAULDER WATER PUMPHOUSE	5-3-3920-4410	FS.01/APT-U.		363,913.16
TCA1	12/31/2019	NARAMATA WATER SYSTEM	5-3-3940-4420	FS.01/APT-U.		12,472,181.62
TCA1	12/31/2019	NARAMATA WATER - VEHICLES	5-3-3940-4720	FS.01/APT-U.		106,629.71
TCA1	12/31/2019	OLALLA WATER SYSTEM	5-3-3960-4430	FS.01/APT-U.		786,374.57
TCA1	12/31/2019	WEST BENCH WATER SYSTEM - ASSETS	5-3-3970-4420	FS.01/APT-U.		1,387,497.01
TCA1	12/31/2019	OK FALLS LAND	6-3-3800-4000	FS.01/APT-U.		310,712.54
TCA1	12/31/2019	OK FALLS ENGINEERING STRUCTURE	6-3-3800-4400	FS.01/APT-U.		2,253,933.21
TCA1	12/31/2019	OK FALLS EQUIPMENT	6-3-3800-4600	FS.01/APT-U.		123,957.79

To record opening balance of TCA  
as per prior year and before current year additions/disposals and amortization.

TCA2	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	HH. 03	5,008,517.00	
TCA2	12/31/2019	LANDFILL LIABILITY OLIVER	2-4-3000-5000	HH. 03		795,744.00
TCA2	12/31/2019	LANDFILL LIABILITY KEREMEOS	2-4-3400-5000	HH. 03		840,810.00
TCA2	12/31/2019	LANDFILL LIABILITY CMLF	2-4-3500-5000	HH. 03		2,859,332.00
TCA2	12/31/2019	LANDFILL LIABILITY OK FALLS	2-4-3501-5000	HH. 03		512,631.00

To record opening balance of  
landfill liabilities as per prior year.

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Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: TCA? To TCA?

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
TCA3	12/31/2019	AMORTIZATION EXPENSE - REGIONAL	1-2-0100-9100	APT-U.101	222,929.01	
TCA3	12/31/2019	AMORTIZATION EXPENSE - EMERGENCY	1-2-0410-9100	APT-U.101	482,774.94	
TCA3	12/31/2019	AMORTIZATION EXPENSE - RURAL	1-2-2500-9100	APT-U.101	7,998.58	
TCA3	12/31/2019	AMORTIZATION EXPENSE - SW	1-2-3000-9100	APT-U.101	143,622.36	
TCA3	12/31/2019	AMORTIZATION EXPENSE - RECREATION	1-2-7000-9100	APT-U.101	481,464.20	
TCA3	12/31/2019	AMORTIZATION EXPENSE - ENGINEERING - I	1-2-8950-9100	APT-U.101	67,990.46	
TCA3	12/31/2019	RDOS ACC. AMORT. LAND	2-3-0200-4000	APT-U.101		292,884.00
TCA3	12/31/2019	RDOS ACC. AMORT. BUILDINGS & IMPROVM	2-3-0200-4200	APT-U.101		288,026.84
TCA3	12/31/2019	RDOS ACC. AMORT. VEHICLES	2-3-0200-4300	APT-U.101		289,080.12
TCA3	12/31/2019	RDOS ACC. AMORT. ENGINEERING STRUCT	2-3-0200-4400	APT-U.101		1,314,706.32
TCA3	12/31/2019	RDOS ACC. AMORT. IT INFRASTRUCTURE	2-3-0200-4500	APT-U.101		156,874.67
TCA3	12/31/2019	RDOS ACC. AMORT. MACH & EQUIP	2-3-0200-4600	APT-U.101		418,203.31
TCA3	12/31/2019	AMORTIZATION EXPENSE - ENGINEERING - I	3-2-3900-9100	APT-U.101	788,159.66	
TCA3	12/31/2019	AMORTIZATION EXPENSE	3-2-3930-5400	APT-U.101		
TCA3	12/31/2019	AMORTIZATION EXPENSE	3-2-3970-5400	APT-U.101		
TCA3	12/31/2019	AMORTIZATION EXPENSE - ENGINEERING - I	4-2-3800-9100	APT-U.101	564,836.05	
To record the current year amortization expense.						
TCA4	12/31/2019	DONATIONS	1-1-1700-9500	APT- U.101		205,000.00
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-0100-5500	APT- U.101		58,297.52
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-0100-5500	APT- U.101		5,136.00
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-0100-5500	APT- U.101		3,327.96
TCA4	12/31/2019	EQUIPMENT	1-2-0100-5600	APT- U.101		90,010.45
TCA4	12/31/2019	COMMUNITY WORKS GAS TAX EXPENSES	1-2-0390-2915	APT- U.101		45,130.08
TCA4	12/31/2019	SITE & RADIO MTNCE - TOWERS	1-2-0400-2231	APT- U.101		13,976.03
TCA4	12/31/2019	EQUIPMENT	1-2-0410-5600	APT- U.101		15,983.71
TCA4	12/31/2019	OTHER EXP - ESS GRANT	1-2-0410-9601	APT- U.101		3,275.46
TCA4	12/31/2019	OTHER EXP - EOC GRANT EXP	1-2-0410-9602	APT- U.101		3,823.00
TCA4	12/31/2019	OTHER EXP - EOC GRANT EXP	1-2-0410-9602	APT- U.101		11,415.85
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1100-5500	APT- U.101		4,418.40
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1100-5500	APT- U.101		3,154.88
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1100-5630	APT- U.101		3,320.00
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1100-5630	APT- U.101		2,728.50
TCA4	12/31/2019	EQUIPMENT - TURNOUT GEAR	1-2-1100-5632	APT- U.101		8,067.00
TCA4	12/31/2019	EQUIPMENT - TURNOUT GEAR	1-2-1100-5632	APT- U.101		9,009.00
TCA4	12/31/2019	EQUIPMENT - TURNOUT GEAR	1-2-1100-5632	APT- U.101		5,462.00
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1200-5630	APT- U.101		2,913.62
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1200-5630	APT- U.101		10,108.53
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING - HOSES	1-2-1200-5631	APT- U.101		10,806.14
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING - PROTECTIVE	1-2-1200-5632	APT- U.101		10,216.97
TCA4	12/31/2019	SUPPLIES	1-2-1200-7000	APT- U.101		2,683.56
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1400-5500	APT- U.101		21,605.00
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1400-5500	APT- U.101		4,354.61
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1400-5630	APT- U.101		2,524.83
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1400-5630	APT- U.101		4,547.40
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1500-5500	APT- U.101		6,634.00
TCA4	12/31/2019	EQUIPMENT	1-2-1500-5600	APT- U.101		4,257.51
TCA4	12/31/2019	EQUIPMENT	1-2-1500-5600	APT- U.101		14,316.60
TCA4	12/31/2019	BUILDING MAINTENANCE	1-2-1600-2000	APT- U.101		3,340.00
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1600-5630	APT- U.101		2,558.64
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1600-5630	APT- U.101		5,112.00
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1700-5500	APT- U.101		47,829.00
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1700-5500	APT- U.101		3,855.00
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-1700-5500	APT- U.101		5,824.28

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Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: TCA? To TCA?

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
TCA4	12/31/2019	EQUIPMENT - VEHICLES	1-2-1700-5620	APT- U.101		3,500.00
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1700-5630	APT- U.101		13,880.32
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING - HOSES	1-2-1700-5631	APT- U.101		7,874.14
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING - HOSES	1-2-1700-5631	APT- U.101		6,034.46
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING - RADIOS/PAGE	1-2-1700-5633	APT- U.101		6,108.63
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1800-5630	APT- U.101		9,700.00
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1800-5630	APT- U.101		4,066.00
TCA4	12/31/2019	EQUIPMENT - FIREFIGHTING	1-2-1800-5630	APT- U.101		22,800.00
TCA4	12/31/2019	EQUIPMENT	1-2-2500-5600	APT- U.101		12,512.25
TCA4	12/31/2019	OPERATIONS	1-2-3000-2500	APT- U.101		1,572.90
TCA4	12/31/2019	CONSULTANTS	1-2-3000-3000	APT- U.101		53,772.86
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-3000-5500	APT- U.101		11,900.07
TCA4	12/31/2019	OPERATIONS	1-2-3400-2500	APT- U.101		5,242.35
TCA4	12/31/2019	OPERATIONS	1-2-3400-2500	APT- U.101		1,048.60
TCA4	12/31/2019	CONSULTANTS	1-2-3400-3000	APT- U.101		8,456.96
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-3400-5500	APT- U.101		1,442.90
TCA4	12/31/2019	OPERATIONS	1-2-3500-2500	APT- U.101		5,035.23
TCA4	12/31/2019	OPERATIONS	1-2-3500-2500	APT- U.101		9,284.18
TCA4	12/31/2019	OPERATIONS	1-2-3500-2500	APT- U.101		6,815.90
TCA4	12/31/2019	OPERATIONS	1-2-3500-2500	APT- U.101		2,707.10
TCA4	12/31/2019	OPERATIONS - OKFL	1-2-3500-2501	APT- U.101		1,572.90
TCA4	12/31/2019	CONSULTANTS	1-2-3500-3000	APT- U.101		37,627.80
TCA4	12/31/2019	CONSULTANTS	1-2-3500-3000	APT- U.101		22,576.53
TCA4	12/31/2019	CONSULTANTS	1-2-3500-3000	APT- U.101		21,579.89
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-3500-5500	APT- U.101		154,394.86
TCA4	12/31/2019	CAPITAL EXPENDITURES - OKFL	1-2-3500-5501	APT- U.101		43,081.97
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-4310-5500	APT- U.101		668,377.20
TCA4	12/31/2019	SUPPLIES	1-2-5000-7000	APT- U.101		3,350.50
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-5700-5500	APT- U.101		40,419.00
TCA4	12/31/2019	EQUIPMENT	1-2-5700-5600	APT- U.101		2,915.75
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7200-5500	APT- U.101		3,498.90
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7400-5500	APT- U.101		130,991.51
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7400-5500	APT- U.101		38,532.31
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7400-5500	APT- U.101		13,675.57
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7400-5500	APT- U.101		29,568.38
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7400-5500	APT- U.101		10,053.39
TCA4	12/31/2019	CAPITAL EXPENSES - PARKS	1-2-7520-5501	APT- U.101		96,823.48
TCA4	12/31/2019	CAPITAL EXPENSES - PARKS	1-2-7520-5501	APT- U.101		14,279.44
TCA4	12/31/2019	CAPITAL EXPENSES - PARKS	1-2-7520-5501	APT- U.101		7,921.93
TCA4	12/31/2019	CAPITAL EXPENDITURES - PARKS	1-2-7530-5501	APT- U.101		272,569.76
TCA4	12/31/2019	CAPITAL EXPENDITURES - PARKS	1-2-7530-5501	APT- U.101		156,514.93
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7540-5500	APT- U.101		19,556.16
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7540-5500	APT- U.101		7,409.00
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7540-5500	APT- U.101		4,064.25
TCA4	12/31/2019	PARKS IMPROVEMENTS	1-2-7570-5900	APT- U.101		6,380.00
TCA4	12/31/2019	PARKS IMPROVEMENTS	1-2-7570-5900	APT- U.101		60,171.54
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7580-5500	APT- U.101		2,956.60
TCA4	12/31/2019	OPERATIONS	1-2-7700-2500	APT- U.101		4,175.14
TCA4	12/31/2019	CAPITAL EXPENDITURES	1-2-7720-5500	APT- U.101		42,826.75
TCA4	12/31/2019	RDOS OFFICE LAND	2-3-0100-4000	APT- U.101	558,434.57	
TCA4	12/31/2019	RDOS OFFICE BUILDING	2-3-0100-4200	APT- U.101	304,976.43	
TCA4	12/31/2019	RDOS OFFICE BUILDING	2-3-0100-4200	APT- U.101	493,075.22	
TCA4	12/31/2019	RDOS OFFICE BUILDING	2-3-0100-4200	APT- U.101	78,104.22	
TCA4	12/31/2019	RDOS - VEHICLES	2-3-0100-4300	APT- U.101	86,161.50	
TCA4	12/31/2019	RDOS OFFICE ENGINEERING STRUCTURES	2-3-0100-4400	APT- U.101	2,531,924.29	
TCA4	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	APT- U.101		614,852.25

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# Regional District of Okanagan-Sim

0. 12-4

Year End: December 31, 2019

Journal Entries

Date: 01/12/1999 To 12/31/2019

Account No: TCA? To TCA?

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
TCA4	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	APT- U.101		327,498.41
TCA4	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	APT- U.101		303,393.28
TCA4	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	APT- U.101		205,121.75
TCA4	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	APT- U.101		4,350.16
TCA4	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	APT- U.101		2,521,283.79
TCA4	12/31/2019	UTLITIIES INFRASTRUCTURE - WIP	2-3-0100-4405	APT- U.101	2,301,819.91	
TCA4	12/31/2019	RDOS IT INFRASTRUCTURE	2-3-0100-4500	APT- U.101	110,735.82	
TCA4	12/31/2019	RDOS OFFICE EQUIPMENT	2-3-0100-4600	APT- U.101	1,012,150.80	
TCA4	12/31/2019	CONSULTANTS	3-2-3920-3000	APT- U.101		1,904.76
TCA4	12/31/2019	OPERATIONS	3-2-3930-2500	APT- U.101		10,640.50
TCA4	12/31/2019	CAPITAL EXPENDITURES	3-2-3930-5500	APT- U.101		11,609.48
TCA4	12/31/2019	CAPITAL PROJ - BCWWF	3-2-3930-5501	APT- U.101		8,279.39
TCA4	12/31/2019	OPERATIONS	3-2-3940-2500	APT- U.101		9,235.90
TCA4	12/31/2019	OPERATIONS	3-2-3940-2500	APT- U.101		4,679.11
TCA4	12/31/2019	CONSULTANTS	3-2-3940-3000	APT- U.101		18,581.52
TCA4	12/31/2019	COMMUNITY WORKS GAS TAX EXPENSE	3-2-3960-2915	APT- U.101		12,668.75
TCA4	12/31/2019	COMMUNITY WORKS GAS TAX EXPENSE	3-2-3960-2915	APT- U.101		28,048.23
TCA4	12/31/2019	CONSULTANTS	3-2-3960-3000	APT- U.101		1,904.76
TCA4	12/31/2019	OPERATIONS	3-2-3970-2500	APT- U.101		5,007.60
TCA4	12/31/2019	CONSULTANTS	3-2-3970-3000	APT- U.101		2,857.14
TCA4	12/31/2019	CAPITAL PROJ - BCWWF	3-2-3980-5501	APT- U.101		25,717.45
TCA4	12/31/2019	GAS TAX - OK WWTP SOLIDS PROCESSING	4-2-3800-2960	APT- U.101		141,750.20
TCA4	12/31/2019	GAS TAX - OK FALLS WETLAND ENHANCEMI	4-2-3800-2961	APT- U.101		450,463.86
TCA4	12/31/2019	CONSULTANTS	4-2-3800-3000	APT- U.101		890.65
To record the current year capital asset additions per the entries provided by the client.						
TCA5	12/31/2019	PROCEEDS FROM SALE OF ASSETS	1-1-1500-4810	APT- U.101	586.49	
TCA5	12/31/2019	PROCEEDS FROM SALE OF ASSETS	1-1-1500-4810	APT- U.101	4,500.00	
TCA5	12/31/2019	GAIN/LOSS ON DISPOSAL OF ASSETS REGIC	2-2-0100-9900	APT- U.101	793.00	
TCA5	12/31/2019	GAIN/LOSS ON DISPOSAL OF ASSETS REGIC	2-2-0100-9900	APT- U.101		4,500.00
TCA5	12/31/2019	RDOS - VEHICLES	2-3-0100-4300	APT- U.101		25,519.00
TCA5	12/31/2019	RDOS IT INFRASTRUCTURE	2-3-0100-4500	APT- U.101		139,650.89
TCA5	12/31/2019	RDOS OFFICE EQUIPMENT	2-3-0100-4600	APT- U.101		10,733.56
TCA5	12/31/2019	RDOS ACC. AMORT. VEHICLES	2-3-0200-4300	APT- U.101	25,519.00	
TCA5	12/31/2019	RDOS ACC. AMORT. IT INFRASTRUCTURE	2-3-0200-4500	APT- U.101	138,271.40	
TCA5	12/31/2019	RDOS ACC. AMORT. MACH & EQUIP	2-3-0200-4600	APT- U.101	10,733.56	
To record the current year asset disposal and gain/loss on disposals.						
					121,740,995.98	121,740,995.98

Net Income (Loss) 6,057,240.98

## Regional District of Okanagan-Similkla

0. 13

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PSAB1	12/31/2019	Transfer from Reserve Contra	1-1-0000-6000	TRA. 02	1,223,994.82	
PSAB1	12/31/2019	Gas Tax Transfers contra	1-1-0000-9202	TRA. 02	1,451,853.64	
PSAB1	12/31/2019	VEHICLE DEPRECIATION CONTRA	1-2-0000-5400	TRA. 02		103,670.25
PSAB1	12/31/2019	Transfer to Reserves Contra	1-2-0000-9200	TRA. 02		5,890,017.60
PSAB1	12/31/2019	Transfer to Interest Reserves Contra	1-2-0000-9205	TRA. 02		944,695.38
PSAB1	12/31/2019	Transfer to Operating Reserve Contra	1-2-0000-9290	TRA. 02		727,965.47
PSAB1	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	TRA. 02	4,990,500.24	
To record reserve transfers through retained earnings for presentation purposes.						
PSAB2	12/31/2019	DEBENTURE PROCEEDS	1-1-1800-7200	OTH. 02	10,844.71	
PSAB2	12/31/2019	DEBENTURE PROCEEDS	1-1-4310-7200	OTH. 02	670,863.83	
PSAB2	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	OTH. 02		681,708.54
To remove bank loan proceeds for presentation purposes (to bring accounts to nil).						
PSAB3	12/31/2019	PRIOR YEARS SURPLUS	1-1-1800-9990	H80	129,443.07	
PSAB3	12/31/2019	DEBT PRINCIPLE	1-2-0400-9020	H80		130,863.55
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-1100-9020	H80		12,285.51
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-1400-9020	H80		12,366.31
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-1700-9020	H80		20,411.41
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-1800-9020	H80		10,844.71
PSAB3	12/31/2019	CFWD OPERATING DEBT BALANCE	1-2-1800-9980	H80		129,443.07
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-3810-9020	H80		23,406.48
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-7410-9020	H80		124,252.48
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-7520-9020	H80		79,682.83
PSAB3	12/31/2019	DEBT PRINCIPLE	1-2-7540-9020	H80		42,798.06
PSAB3	12/31/2019	DEBT PRINCIPAL	1-2-7865-9020	H80		41,058.22
PSAB3	12/31/2019	EQUITY IN PHYSICAL ASSETS	2-4-0000-9930	H80	846,413.84	
PSAB3	12/31/2019	DEBT PRINCIPAL	3-2-3901-9020	H80		2,333.93
PSAB3	12/31/2019	DEBT PRINCIPAL	3-2-3920-9020	H80		4,785.94
PSAB3	12/31/2019	DEBT PRINCIPAL	3-2-3940-9020	H80		89,862.08
PSAB3	12/31/2019	DEBT PRINCIPAL	3-2-3970-9020	H80		90,269.93
PSAB3	12/31/2019	DEBT PRINCIPAL	4-2-3800-9020	H80		161,192.40
To remove payment of debt principal for presentation purposes.						
PSAB4	12/31/2019	DEBENTURE PAYMENT - PENTICTON	1-1-9990-7010	NN. 07	3,761,003.02	
PSAB4	12/31/2019	DEBENTURE PAYMENT - SUMMERLAND	1-1-9990-7020	NN. 07	2,126,011.23	
PSAB4	12/31/2019	DEBENTURE PAYMENT - OSOYOOS	1-1-9990-7030	NN. 07	390,753.41	
PSAB4	12/31/2019	DEBENTURE PAYMENT - OLIVER	1-1-9990-7040	NN. 07	530,242.09	
PSAB4	12/31/2019	DEBENTURE PAYMENT - KEREMEOS	1-1-9990-7060	NN. 07	13,186.39	
PSAB4	12/31/2019	INTEREST EXPENSE - LEASES	1-2-0100-9050	NN. 07		0.09
PSAB4	12/31/2019	DEBT INTEREST- PENTICTON	1-2-9990-9080	NN. 07		1,783,301.00
PSAB4	12/31/2019	DEBT INTEREST- PENTICTON	1-2-9990-9080	NN. 07	48,643.74	
PSAB4	12/31/2019	DEBT INTEREST- SUMMERLAND	1-2-9990-9090	NN. 07		932,596.00
PSAB4	12/31/2019	DEBT INTEREST- SUMMERLAND	1-2-9990-9090	NN. 07	4,265.87	
PSAB4	12/31/2019	DEBT INTEREST- OSOYOOS	1-2-9990-9100	NN. 07		205,931.00
PSAB4	12/31/2019	DEBT INTEREST- OSOYOOS	1-2-9990-9100	NN. 07		17,779.13
PSAB4	12/31/2019	DEBT INTEREST- OLIVER	1-2-9990-9110	NN. 07		151,623.00
PSAB4	12/31/2019	DEBT INTEREST- OLIVER	1-2-9990-9110	NN. 07	1,321.77	
PSAB4	12/31/2019	DEBT INTEREST- KEREMEOS	1-2-9990-9130	NN. 07		8,892.00
PSAB4	12/31/2019	DEBT INTEREST- KEREMEOS	1-2-9990-9130	NN. 07	875.70	

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# Regional District of Okanagan-Similkla

0. 13-1

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PSAB4	12/31/2019	DEBT PRINCIPAL- PENTICTON	1-2-9990-9140	NN. 07		2,026,346.00
PSAB4	12/31/2019	DEBT PRINCIPAL- SUMMERLAND	1-2-9990-9150	NN. 07		1,197,681.00
PSAB4	12/31/2019	DEBT PRINCIPAL- OSOYOOS	1-2-9990-9160	NN. 07		167,043.00
PSAB4	12/31/2019	DEBT PRINCIPAL- OLIVER	1-2-9990-9170	NN. 07		379,941.00
PSAB4	12/31/2019	DEBT PRINCIPAL- KEREMEOS	1-2-9990-9190	NN. 07		5,170.00

To remove municipal debt payments  
for presentation purposes, and allocate the extra balance from benenture payment to clear  
out the debt interest per minicipality.

PSAB5	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	NN. 02		5,384,053.02
PSAB5	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	NN. 02	110,507.02	
PSAB5	12/31/2019	PRINCIPAL PAYMENTS ON DEBT	2-4-0000-9950	NN. 02	2,426,228.38	
PSAB5	12/31/2019	MFA SINKING FUND	2-4-0000-9960	NN. 02	262,947.30	
PSAB5	12/31/2019	MFA SINKING FUND	2-4-0000-9960	NN. 02		36,227.58
PSAB5	12/31/2019	PRINCIPAL PAYMENTS ON DEBT	5-4-0000-9950	NN. 02	1,456,635.91	
PSAB5	12/31/2019	MFA SINKING FUND	5-4-0000-9960	NN. 02	365,171.39	
PSAB5	12/31/2019	MFA SINKING FUND	5-4-0000-9960	NN. 02		46,899.53
PSAB5	12/31/2019	PRINCIPAL PAYMENTS ON DEBT	6-4-0000-9950	NN. 02	805,962.00	
PSAB5	12/31/2019	MFA SINKING FUND	6-4-0000-9960	NN. 02	67,108.04	
PSAB5	12/31/2019	MFA SINKING FUND	6-4-0000-9960	NN. 02		27,379.91

To record principal payments on  
debt and MFA sinking fund through surplus for presentation purposes.

PSAB6	12/31/2019	INTEREST INCOME - VFCFC	1-1-9998-2700	INR. 02	7,039.53	
PSAB6	12/31/2019	INVESTMENT INCOME - VFCFC	1-1-9998-2780	INR. 02	503,501.34	
PSAB6	12/31/2019	INVESTMENT INCOME - LSCFLP	1-1-9999-2790	INR. 02	5,240.84	
PSAB6	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	INR. 02		515,781.71

To remove prior year modified  
equity pickup from income statement for presentation purposes. Balances come from INR.

PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-0400-7300	APT-INR. 06		3,925.91
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-1100-7300	APT-INR. 06		7,383.99
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-1400-7300	APT-INR. 06		370.99
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-1700-7300	APT-INR. 06		612.34
PSAB7	12/31/2019	DEBENTURE PROCEEDS	1-1-1800-7200	APT-INR. 06	5,794.49	
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-1800-7300	APT-INR. 06		5,794.49
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-7520-7300	APT-INR. 06		9,603.77
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-7520-7300	APT-INR. 06		2,153.11
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-7540-7300	APT-INR. 06		1,283.94
PSAB7	12/31/2019	ACTUARIAL EARNINGS	1-1-7865-7300	APT-INR. 06		10,893.53
PSAB7	12/31/2019	MFA SINKING FUND	2-4-0000-9960	APT-INR. 06	36,227.58	
PSAB7	12/31/2019	ACTUARIAL EARNINGS	3-1-3901-7300	APT-INR. 06		396.44
PSAB7	12/31/2019	ACTUARIAL EARNINGS	3-1-3920-7300	APT-INR. 06		291.46
PSAB7	12/31/2019	ACTUARIAL EARNINGS	3-1-3940-7300	APT-INR. 06		32,760.56
PSAB7	12/31/2019	ACTUARIAL EARNINGS	3-1-3970-7300	APT-INR. 06		13,451.07
PSAB7	12/31/2019	ACTUARIAL EARNINGS	4-1-3800-7300	APT-INR. 06		27,379.91
PSAB7	12/31/2019	MFA SINKING FUND	5-4-0000-9960	APT-INR. 06	46,899.53	
PSAB7	12/31/2019	MFA SINKING FUND	6-4-0000-9960	APT-INR. 06	27,379.91	

To record actuarial earnings.

PSAB8	12/31/2019	SUPPLIES	1-2-0100-7000	APT- NN. 08		11,359.05
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## Regional District of Okanagan-Similkla

0. 13-2

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PSAB8	12/31/2019	INTEREST EXPENSE - LEASES	1-2-0100-9050	APT- NN. 08	1,624.54	
PSAB8	12/31/2019	MFA LEASING	1-2-7720-8700	APT- NN. 08		15,832.11
PSAB8	12/31/2019	EQUITY IN PHYSICAL ASSETS	2-4-0000-9930	APT- NN. 08	25,566.62	
		To reverse MFA capital lease payments for presentation purposes.				
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0100-1000	GL		5,859.70
PSAB9	12/31/2019	TRANSFER TO OPERATING RESERVE	1-2-0100-9290	GL	31,723.47	
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0200-1000	GL		4.65
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0300-1000	GL		9,537.77
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0310-1000	GL		31.52
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0320-1000	GL		48.62
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0330-1000	GL		59.10
PSAB9	12/31/2019	SPECIAL PROJECTS - WAGES	1-2-0340-1000	GL		112.52
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0350-1000	GL		52.80
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0360-1000	GL		115.52
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0370-1000	GL		68.72
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0380-1000	GL		56.42
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0390-1000	GL		171.32
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0400-1000	GL		790.80
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0410-1000	GL		1,253.80
PSAB9	12/31/2019	SALARIES & WAGES	1-2-0600-1000	GL		1,676.00
PSAB9	12/31/2019	SALARIES & WAGES	1-2-1100-1000	GL		5.47
PSAB9	12/31/2019	SALARIES & WAGES	1-2-1200-1000	GL		5.47
PSAB9	12/31/2019	SALARIES & WAGES	1-2-1400-1000	GL		3.29
PSAB9	12/31/2019	SALARIES & WAGES	1-2-1500-1000	GL		2.19
PSAB9	12/31/2019	SALARIES & WAGES	1-2-1600-1000	GL		4.38
PSAB9	12/31/2019	SALARIES & WAGES	1-2-1700-1000	GL		6.57
PSAB9	12/31/2019	SALARIES & WAGES	1-2-1800-1000	GL		5.48
PSAB9	12/31/2019	SALARIES & WAGES	1-2-2500-1000	GL		186.00
PSAB9	12/31/2019	SALARIES & WAGES	1-2-3000-1000	GL		193.20
PSAB9	12/31/2019	SALARIES & WAGES	1-2-3400-1000	GL		336.60
PSAB9	12/31/2019	SALARIES & WAGES	1-2-3500-1000	GL		895.80
PSAB9	12/31/2019	SALARIES & WAGES	1-2-4000-1000	GL		18.60
PSAB9	12/31/2019	SALARIES & WAGES	1-2-4200-1000	GL		1,429.20
PSAB9	12/31/2019	SALARIES & WAGES	1-2-4250-1000	GL		71.40
PSAB9	12/31/2019	SALARIES & WAGES	1-2-4300-1000	GL		385.80
PSAB9	12/31/2019	SALARIES & WAGES	1-2-4310-1000	GL		146.40
PSAB9	12/31/2019	SALARIES & WAGES	1-2-5000-1000	GL		4,394.00
PSAB9	12/31/2019	SALARIES & WAGES	1-2-5020-1000	GL		74.40
PSAB9	12/31/2019	SALARIES & WAGES	1-2-5100-1000	GL		186.00
PSAB9	12/31/2019	SALARIES & WAGES	1-2-5500-1000	GL		4.65
PSAB9	12/31/2019	SALARIES & WAGES	1-2-5600-1000	GL		4.65
PSAB9	12/31/2019	SALARIES & WAGES	1-2-5700-1000	GL		49.80
PSAB9	12/31/2019	SALARIES & WAGES	1-2-5800-1000	GL		4.65
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7200-1000	GL		748.08
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7310-1000	GL		404.32
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7520-1000	GL		155.04
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7530-1000	GL		193.80
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7540-1000	GL		25.84
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7570-1000	GL		167.96
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7580-1000	GL		25.84
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7720-1000	GL		462.00
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7830-1000	GL		38.76
PSAB9	12/31/2019	SALARIES & WAGES	1-2-7870-1000	GL		12.92

# Regional District of Okanagan-Similkla

0. 13-3

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PSAB9	12/31/2019	SALARIES & WAGES	1-2-8200-1000	GL		186.00
PSAB9	12/31/2019	SALARIES & WAGES	1-2-8950-1000	GL		64.60
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3905-1000	GL		15.60
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3910-1000	GL		31.20
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3920-1000	GL		42.00
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3930-1000	GL		24.90
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3940-1000	GL		367.20
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3960-1000	GL		94.80
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3970-1000	GL		202.20
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3975-1000	GL		17.10
PSAB9	12/31/2019	SALARIES & WAGES	3-2-3980-1000	GL		20.25
PSAB9	12/31/2019	SALARIES & WAGES	4-2-3800-1000	GL		152.70
PSAB9	12/31/2019	SALARIES & WAGES	4-2-3815-1000	GL		17.10

To record transfers to management  
sick time fund reserve through transfers. Sort GL to show Managment sick time fund.

PSAB10	12/31/2019	TRANSFER FROM RESERVE - VEHICLE	3-1-3940-6040	CW- AMR.02/ CW-		1,974.15
PSAB10	12/31/2019	AMORTIZATION EXPENSE	3-2-3930-5400	CW- AMR.02/ CW-		150.00
PSAB10	12/31/2019	DEPRECIATION/REPLACEMENT VEHICLES	3-2-3940-5400	CW- AMR.02/ CW-	7,191.25	
PSAB10	12/31/2019	DEPRECIATION/REPLACEMENT VEHICLES	3-2-3940-5400	CW- AMR.02/ CW-	150.00	
PSAB10	12/31/2019	DEPRECIATION/REPLACEMENT VEHICLES	3-2-3940-5400	CW- AMR.02/ CW-	2,000.00	
PSAB10	12/31/2019	SUPPLIES	3-2-3940-7000	CW- AMR.02/ CW-		7,191.25
PSAB10	12/31/2019	SUPPLIES	3-2-3940-7000	CW- AMR.02/ CW-	1,974.15	
PSAB10	12/31/2019	AMORTIZATION EXPENSE	3-2-3970-5400	CW- AMR.02/ CW-		2,000.00

To record depreciation transferred  
to reserves and expenses paid for from reserves for replacement vehicles

PSAB11	12/31/2019	OTHER EXPENSES - MISCELLANEOUS	1-2-7050-9600	APT-JJJ.06/ ADJ- F		111.18
PSAB11	12/31/2019	TRANSFER TO RESERVE	1-2-7310-9200	APT-JJJ.06/ ADJ- F	111.18	

To remove prior year Sunbowl  
surplus from income statement for presentation purposes.

PSAB12	12/31/2019	DEBT INTEREST	1-2-9440-9010	APT-NN. 05	35,000.00	
PSAB12	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	APT-NN. 05		35,000.00

FOR PRESENTATION PURPOSES - to  
record debt reserve repayment through net income.

PSAB13	12/31/2019	TRANSFER TO RESERVE	1-2-9998-9200	H80		464,620.53
PSAB13	12/31/2019	TRANSFER TO RESERVE	1-2-9999-9200	H80		120,536.00
PSAB13	12/31/2019	RETAINED EARNINGS	1-4-0000-9990	H80	585,156.53	

To remove opening balance (2018  
Carry forward transfer balances) from transfer accounts.

PSAB14	12/31/2019	REVENUES	1-1-5100-2951	APT-SS. 10	201,988.00	
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2600-2650	APT-SS. 10		6,060.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2610-2650	APT-SS. 10		3,030.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2620-2650	APT-SS. 10		3,030.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2630-2650	APT-SS. 10		3,030.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2640-2650	APT-SS. 10		4,040.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2650-2650	APT-SS. 10		450.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2650-2650	APT-SS. 10		881.37

## Regional District of Okanagan-Similkla

0. 13-4

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2650-2650	APT-SS. 10	41.97	
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2650-2650	APT-SS. 10		295.05
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2650-2650	APT-SS. 10	14.05	
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2650-2650	APT-SS. 10		6,060.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2700-2650	APT-SS. 10		112.50
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2700-2650	APT-SS. 10		6,290.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2700-2650	APT-SS. 10		1,789.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2710-2650	APT-SS. 10		5,050.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2720-2650	APT-SS. 10		5,050.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT	1-2-2730-2650	APT-SS. 10		5,050.00
PSAB14	12/31/2019	BYLAW ENFORCEMENT ALLOCATION	1-2-5000-1410	APT-SS. 10		133,310.00
PSAB14	12/31/2019	BYLAW ADJUDICATION	1-2-5100-6200	APT-SS. 10	1,682.90	
PSAB14	12/31/2019	BYLAW ENFORCEMENT ALLOCATION	1-2-9200-1410	APT-SS. 10		20,199.00

To reverse internal bylaw

enforcement allocation for presentation purposes. Filter GL to show Bylaw Enforcement and Bylaw Enforcement Allocation.

PSAB15	12/31/2019	ADMINISTRATION FEES	1-1-0100-2000	APT-PUR. 01	659,049.00	
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0300-1400	APT-PUR. 01		32,753.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0310-1400	APT-PUR. 01		1,596.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0320-1400	APT-PUR. 01		1,973.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0330-1400	APT-PUR. 01		3,935.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0340-1400	APT-PUR. 01		8,633.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0360-1400	APT-PUR. 01		1,451.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0370-1400	APT-PUR. 01		1,480.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0380-1400	APT-PUR. 01		2,802.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0390-1400	APT-PUR. 01		2,347.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0400-1400	APT-PUR. 01		26,936.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0410-1400	APT-PUR. 01		8,844.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-0600-1400	APT-PUR. 01		39,369.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1000-1400	APT-PUR. 01		5,384.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1100-1400	APT-PUR. 01		6,409.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1200-1400	APT-PUR. 01		5,067.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1300-1400	APT-PUR. 01		1,539.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1400-1400	APT-PUR. 01		1,770.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1500-1400	APT-PUR. 01		1,339.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1600-1400	APT-PUR. 01		3,310.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1700-1400	APT-PUR. 01		5,515.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-1800-1400	APT-PUR. 01		3,214.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-2500-1400	APT-PUR. 01		79,174.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3000-1400	APT-PUR. 01		23,297.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3100-1400	APT-PUR. 01		2,217.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3200-1400	APT-PUR. 01		550.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3400-1400	APT-PUR. 01		10,720.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3500-1400	APT-PUR. 01		95,301.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3520-1400	APT-PUR. 01		5,876.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3530-1400	APT-PUR. 01		3,313.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3540-1400	APT-PUR. 01		9,437.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3550-1400	APT-PUR. 01		15,588.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3570-1400	APT-PUR. 01		10,947.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3580-1400	APT-PUR. 01		7,177.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3590-1400	APT-PUR. 01		896.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3810-1400	APT-PUR. 01		1,187.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-3820-1400	APT-PUR. 01		699.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-4000-1400	APT-PUR. 01		463.00

## Regional District of Okanagan-Similkla

0. 13-5

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-4200-1400	APT-PUR. 01		4,561.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-4250-1400	APT-PUR. 01		822.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-4300-1400	APT-PUR. 01		7,846.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-4310-1400	APT-PUR. 01		827.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-5000-1400	APT-PUR. 01		98,190.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-5020-1400	APT-PUR. 01		1,926.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-5100-1400	APT-PUR. 01		14,472.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-5500-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-5600-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-5700-1400	APT-PUR. 01		4,993.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-5800-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-6000-1400	APT-PUR. 01		11,810.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-6500-1400	APT-PUR. 01		10,362.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7000-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7050-1400	APT-PUR. 01		13,266.00
PSAB15	12/31/2019	ADMIN CHARGES - TOWN	1-2-7050-1410	APT-PUR. 01	165,329.00	
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7100-1400	APT-PUR. 01		1,425.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7200-1400	APT-PUR. 01		8,021.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7300-1400	APT-PUR. 01		1,425.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7310-1400	APT-PUR. 01		4,324.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7400-1400	APT-PUR. 01		1,425.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7410-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7420-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7490-1400	APT-PUR. 01		893.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7510-1400	APT-PUR. 01		640.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7520-1400	APT-PUR. 01		15,566.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7530-1400	APT-PUR. 01		5,115.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7540-1400	APT-PUR. 01		7,715.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7570-1400	APT-PUR. 01		3,198.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7580-1400	APT-PUR. 01		776.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7700-1400	APT-PUR. 01		1,425.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7720-1400	APT-PUR. 01		6,602.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7810-1400	APT-PUR. 01		1,425.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7820-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7830-1400	APT-PUR. 01		381.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7860-1400	APT-PUR. 01		724.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7865-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7870-1400	APT-PUR. 01		1,130.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-7890-1400	APT-PUR. 01		902.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-8300-1400	APT-PUR. 01		3,998.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-8350-1400	APT-PUR. 01		145.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-8400-1400	APT-PUR. 01		59.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-8500-1400	APT-PUR. 01		4,260.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-8600-1400	APT-PUR. 01		1,429.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-8950-1400	APT-PUR. 01		1,827.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9200-1400	APT-PUR. 01		4,665.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9350-1400	APT-PUR. 01		637.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9380-1400	APT-PUR. 01		6,034.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9500-1400	APT-PUR. 01		522.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9660-1400	APT-PUR. 01		522.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9670-1400	APT-PUR. 01		522.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9680-1400	APT-PUR. 01		1,114.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	1-2-9900-1400	APT-PUR. 01		11,839.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3905-1400	APT-PUR. 01		736.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3920-1400	APT-PUR. 01		6,446.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3930-1400	APT-PUR. 01		608.00

## Regional District of Okanagan-Similkla

0. 13-6

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3940-1400	APT-PUR. 01		46,591.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3960-1400	APT-PUR. 01		6,978.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3970-1400	APT-PUR. 01		18,557.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3975-1400	APT-PUR. 01		562.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	3-2-3980-1400	APT-PUR. 01		1,216.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	4-2-3800-1400	APT-PUR. 01		34,717.00
PSAB15	12/31/2019	ADMINISTRATION CHARGES	4-2-3815-1400	APT-PUR. 01		603.00

To reverse internal admin charges.

PSAB16	12/31/2019	RECOVERIES	1-1-0600-2500	APT- PUR. 04	677,486.00	
PSAB16	12/31/2019	IS	1-2-0100-1500	APT- PUR. 04		66,059.00
PSAB16	12/31/2019	IS	1-2-0200-1500	APT- PUR. 04		500.00
PSAB16	12/31/2019	IS	1-2-0300-1500	APT- PUR. 04		270,749.00
PSAB16	12/31/2019	IS	1-2-0400-1500	APT- PUR. 04		36,762.00
PSAB16	12/31/2019	IS	1-2-0410-1500	APT- PUR. 04		8,347.00
PSAB16	12/31/2019	IS	1-2-1100-1500	APT- PUR. 04		2,822.00
PSAB16	12/31/2019	IS	1-2-1200-1500	APT- PUR. 04		4,317.00
PSAB16	12/31/2019	IS	1-2-1400-1500	APT- PUR. 04		1,339.00
PSAB16	12/31/2019	IS	1-2-1500-1500	APT- PUR. 04		3,198.00
PSAB16	12/31/2019	IS	1-2-1600-1500	APT- PUR. 04		3,274.00
PSAB16	12/31/2019	IS	1-2-1700-1500	APT- PUR. 04		3,998.00
PSAB16	12/31/2019	IS	1-2-1800-1500	APT- PUR. 04		2,606.00
PSAB16	12/31/2019	IS	1-2-2500-1500	APT- PUR. 04		22,655.00
PSAB16	12/31/2019	GIS	1-2-3000-1500	APT- PUR. 04		4,477.00
PSAB16	12/31/2019	GIS	1-2-3500-1500	APT- PUR. 04		8,226.00
PSAB16	12/31/2019	GIS	1-2-3520-1500	APT- PUR. 04		3,275.00
PSAB16	12/31/2019	GIS	1-2-3530-1500	APT- PUR. 04		1,728.00
PSAB16	12/31/2019	GIS	1-2-3540-1500	APT- PUR. 04		5,249.00
PSAB16	12/31/2019	GIS	1-2-3550-1500	APT- PUR. 04		9,832.00
PSAB16	12/31/2019	GIS	1-2-3570-1500	APT- PUR. 04		6,100.00
PSAB16	12/31/2019	GIS	1-2-3580-1500	APT- PUR. 04		4,041.00
PSAB16	12/31/2019	GIS	1-2-3590-1500	APT- PUR. 04		2,539.00
PSAB16	12/31/2019	GIS	1-2-4200-1500	APT- PUR. 04		6,255.00
PSAB16	12/31/2019	GIS	1-2-4250-1500	APT- PUR. 04		2,878.00
PSAB16	12/31/2019	GIS	1-2-4300-1500	APT- PUR. 04		4,477.00
PSAB16	12/31/2019	GIS	1-2-5000-1500	APT- PUR. 04		92,743.00
PSAB16	12/31/2019	GIS	1-2-5020-1500	APT- PUR. 04		4,000.00
PSAB16	12/31/2019	GIS	1-2-5100-1500	APT- PUR. 04		17,590.00
PSAB16	12/31/2019	GIS	1-2-5700-1500	APT- PUR. 04		4,150.00
PSAB16	12/31/2019	IS	1-2-7200-1500	APT- PUR. 04		959.00
PSAB16	12/31/2019	IS	1-2-7520-1500	APT- PUR. 04		1,445.00
PSAB16	12/31/2019	IS	1-2-7530-1500	APT- PUR. 04		1,119.00
PSAB16	12/31/2019	IS	1-2-7540-1500	APT- PUR. 04		697.00
PSAB16	12/31/2019	GIS	1-2-7720-1500	APT- PUR. 04		14,278.00
PSAB16	12/31/2019	IS	1-2-7890-1500	APT- PUR. 04		1,439.00
PSAB16	12/31/2019	GIS	1-2-8950-1500	APT- PUR. 04		4,388.00
PSAB16	12/31/2019	IS	3-2-3910-1500	APT- PUR. 04		2,303.00
PSAB16	12/31/2019	GIS	3-2-3920-1500	APT- PUR. 04		2,303.00
PSAB16	12/31/2019	IS	3-2-3930-1500	APT- PUR. 04		1,279.00
PSAB16	12/31/2019	GIS	3-2-3940-1500	APT- PUR. 04		22,736.00
PSAB16	12/31/2019	GIS	3-2-3960-1500	APT- PUR. 04		3,938.00
PSAB16	12/31/2019	IS CHARGES	3-2-3970-1500	APT- PUR. 04		4,098.00
PSAB16	12/31/2019	IS	3-2-3980-1500	APT- PUR. 04		1,279.00
PSAB16	12/31/2019	GIS	4-2-3800-1500	APT- PUR. 04		11,039.00

# Regional District of Okanagan-Similkwa

0. 13-7

Year End: December 31, 2019

Journal Entries

Date: 12/31/2017 To 12/31/2019

Account No: PSAB? To PSAB??

Prepared by JT 05/25/2020	Detail Rev	Gen Rev	Quality Rev
4th Level Rev	Tax Rev	IS Audit Rev	Other Rev

Number	Date	Name	Account No	Reference	Debit	Credit
To reverse Internal IS allocation for presentation purposes.						
PSAB17	12/31/2019	CEC - LOWER ZONE	3-1-3940-4541	APT- SS. 04	11,400.00	
PSAB17	12/31/2019	TRANSFER TO RESERVE	3-2-3940-9200	APT- SS. 04		11,400.00
To remove deferred revenue from transfers for presentation purposes.						
PSAB18	12/31/2019	OPRS CASH	1-3-0000-0590	APT- JJJ.03-FS		
PSAB18	12/31/2019	OPRS ACCOUNTS RECEIVABLE	1-3-0000-2401	APT- JJJ.03-FS		
PSAB18	12/31/2019	OPRS ACCOUNTS PAYABLE	1-4-0000-5401	APT- JJJ.03-FS		
PSAB18	12/31/2019	OPRS DEFERRED REVENUE	1-4-0000-5602	APT- JJJ.03-FS		
PSAB18	12/31/2019	DUE TO RDOS	1-4-0000-6831	APT- JJJ.03-FS		
(Replaced with ADJ #9 & ADJ#10) To record consolidation of Oliver Parks and Recreation Society for the current year.						
PSAB19	12/31/2019	DUE FROM TOWN OF OSOYOOS	1-4-0000-6941	JJJ. 09		839.00
PSAB19	12/31/2019	DUE TO RDOS	1-4-0000-6942	JJJ. 09	839.00	
To record consolidation of Osoyoos Sun Bowl Arena for the current year.						
PSAB20	12/31/2019	Surplus Contra Account	1-1-0000-9900	APT SS. 11	1,271,766.94	
PSAB20	12/31/2019	Surplus Contra Account	1-1-0000-9900	APT SS. 11		4,035.27
PSAB20	12/31/2019	RETAINED EARNINGS-Y/E AUDIT DISCLOSURE	1-4-9999-9990	APT SS. 11	154,116.00	
PSAB20	12/31/2019	EQUITY IN PHYSICAL ASSETS	2-4-0000-9930	APT SS. 11		9,405,437.24
PSAB20	12/31/2019	EQUITY IN PHYSICAL ASSETS	2-4-0000-9930	APT SS. 11	4,035.27	
PSAB20	12/31/2019	EQUITY	2-4-0000-9990	APT SS. 11	11,161.59	
PSAB20	12/31/2019	EQUITY IN PHYSICAL ASSETS	5-4-0000-9930	APT SS. 11	10,062,479.14	
PSAB20	12/31/2019	EQUITY	5-4-0000-9990	APT SS. 11	17,310.15	
PSAB20	12/31/2019	EQUITY IN PHYSICAL ASSETS	6-4-0000-9930	APT SS. 11		2,111,396.58
FOR PRESENTATION PURPOSES - To close out retained earnings accounts to equity in physical assets.						
PSAB22	12/31/2019	RETAINED EARNINGS	1-4-0000-9990		44,579.22	
PSAB22	12/31/2019	REFUSE DISPOSAL OLIVER OPERATING REVENUE	1-4-3000-7800			44,579.22
To reclassify equity from unrestricted surplus to operating/capital surplus						
					<b>36,300,636.60</b>	<b>36,300,636.60</b>

Net Income (Loss) 6,057,240.98

## APPENDIX D: BDO RESOURCES

BDO is a leading provider of professional services to clients of all sizes in virtually all business sectors. Our team delivers a comprehensive range of assurance, accounting, tax, and advisory services, complemented by a deep industry knowledge gained from nearly 100 years of working within local communities. As part of the global BDO network, we are able to provide seamless and consistent cross-border services to clients with global needs. Commitment to knowledge and best practice sharing ensures that expertise is easily shared across our global network and common methodologies and information technology ensures efficient and effective service delivery to our clients.

Outlined below is a summary of certain BDO resources which may be of interest to the Board of Directors.

### TAX BULLETINS, ALERTS AND NEWSLETTERS

BDO Canada's national tax department issues a number of bulletins, alerts and newsletters relating to corporate federal, personal, commodity, transfer pricing and international tax matters.

For additional information on tax matters and links to archived tax publications, please refer to the following link: [Tax Library | BDO Canada](#)

Government Entities operating in Canada are impacted by commodity taxes in some way or another. These include GST/HST, QST, PST, various employer taxes, and unless managed properly, can have a significant impact on your organization's bottom line. The rules for Government Entities can be especially confusing, and as a result many organizations end up paying more for indirect tax than they need to.

Government Entities must keep on top of changes to ensure they are taking advantage of the maximum refund opportunities. At BDO, we have helped a number of organizations of all sizes with refund opportunities, which can reduce costs for the organization and improve overall financial health.

For more information, please visit the following link: <https://www.bdo.ca/en-ca/services/tax/commodity-tax-services/overview/>

### SMART CITY ARCHITECTURE: A BLUEPRINT FOR BUILDING URBAN INFRASTRUCTURE

Transforming a city into a smart city can bring long-term benefits and opportunities for sustainability and innovation for both citizens and businesses. However when undertaking an integration initiative of this magnitude many issues can surface. A well-established plan coupled with active stakeholder engagement can clear the path to realizing this new urban infrastructure vision.

For more information, please visit the following link: <https://www.bdo.ca/en-ca/insights/industries/public-sector/smart-cities-blueprint-urban-infrastructure/>

**Regional District of Okanagan-Similkameen**  
**Consolidated Financial Statements**  
For the year ended December 31, 2019

# Regional District of Okanagan-Similkameen

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For the year ended December 31, 2019

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## Management's Responsibility for Financial Reporting

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The accompanying consolidated financial statements of Regional District of Okanagan-Similkameen are the responsibility of management and have been approved by the Chief Administrative Officer and the Board Chair on behalf of the Board of Directors.

These consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the consolidated financial statements are presented fairly, in all material respects.

Regional District of Okanagan-Similkameen maintains systems of internal accounting and administrative controls, consistent with reasonable costs. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the Regional District's assets are appropriately accounted for and adequately safeguarded.

Regional District of Okanagan-Similkameen is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the consolidated financial statements.

The Board of Directors reviews the Regional District of Okanagan-Similkameen's consolidated financial statements and recommends their approval to the Chief Administrative Officer and the Board Chair. The Board meets periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the annual report, consolidated financial statements and external auditor's report.

The consolidated financial statements have been audited by BDO Canada LLP in accordance with Canadian generally accepted auditing standards. BDO Canada LLP has full and free access to the Board of Directors.

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Chief Administrative Officer

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Board Chair  
June 18, 2020

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## Independent Auditor's Report

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To the Board of Directors  
Regional District of Okanagan-Similkameen

### Opinion

We have audited the consolidated financial statements of Regional District of Okanagan-Similkameen and its controlled entities (the "Regional District"), which comprise the consolidated statement of financial position as at December 31, 2019, and the consolidated statement of operations and accumulated surplus, the consolidated statement of change in net financial assets and the consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Regional District as at December 31, 2019, and its consolidated results of operations and accumulated surplus, its consolidated change in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Regional District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements of Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Regional District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Regional District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Regional District's financial reporting process.

## Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Regional District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Regional District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Regional District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Regional District to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Chartered Professional Accountants**

**Vernon, British Columbia  
June 18, 2020**

Draft

# Regional District of Okanagan-Similkameen

## Consolidated Statement of Financial Position

	2019	2018
<b>Financial assets</b>		
Cash and cash equivalents (Note 2)	\$ 18,189,951	\$ 2,835,237
Temporary investments (Note 2)	20,914,852	25,467,243
Accounts receivable (Note 4)	5,582,427	10,171,686
Debt reserve fund (Note 5)	5,931,084	5,916,449
Long-term investments (Note 6)	286,013	882,001
Debt recoverable member municipalities (Note 12)	58,271,566	60,620,468
	<b>109,175,893</b>	<b>105,893,084</b>
<b>Financial Liabilities</b>		
Accounts payable and accrued liabilities (Note 7)	4,249,245	3,440,512
Short-term debt (Note 8)	120,000	120,000
Deferred revenue (Note 9)	4,114,404	3,828,608
Landfill closure and post-closure liabilities (Note 10)	5,108,276	5,008,517
Development cost charges (Note 11)	943,307	762,967
MFA equipment financing	50,984	76,550
Debt reserve fund (Note 5)	5,931,084	5,916,449
Long-term debt (Note 12)	75,748,289	79,084,988
Due to Town of Osoyoos	3,170	111
	<b>96,268,759</b>	<b>98,238,702</b>
<b>Net financial assets</b>	<b>12,907,134</b>	<b>7,654,382</b>
<b>Non-financial assets</b>		
Prepaid expenses	25,730	21,260
Tangible capital assets (Note 13)	83,289,646	82,489,627
	<b>83,315,376</b>	<b>82,510,887</b>
<b>Accumulated surplus (Note 14)</b>	<b>\$ 96,222,510</b>	<b>\$ 90,165,269</b>

Approved on behalf of Council

Board Chair

Chief Administrative Officer

## Regional District of Okanagan-Similkameen Consolidated Statement of Operations and Accumulated Surplus

December 31, 2019	Budget	2019	2018
<b>Revenues</b>			
Property taxes and grant in lieu (Note 19)	\$ 19,113,783	\$ 19,168,460	\$ 17,497,651
Sales of goods and services	10,901,184	12,312,006	11,690,751
Government transfers	5,078,741	3,609,164	2,908,953
Interest and investment income	126,382	1,369,450	713,500
Donations	23,500	232,748	473,203
Rental	336,282	624,071	443,041
Other contracts and miscellaneous	634,844	1,617,344	1,583,197
<b>Total revenues for the year</b>	<b>36,214,716</b>	<b>38,933,243</b>	<b>35,310,296</b>
<b>Expenses</b>			
General government	5,332,819	5,582,644	5,005,852
Protective services	4,791,242	4,427,284	3,829,058
Transportation services	344,785	359,867	326,724
Development services	2,356,578	1,865,266	1,640,974
Parks, recreation and culture	7,805,373	6,478,207	6,380,139
Environmental services	11,688,958	8,821,719	8,243,528
Bylaw enforcement	162,165	278,759	248,627
Water services	2,842,493	3,437,198	3,356,590
Sewer services	941,858	1,548,227	1,853,811
Economic development	198,755	189,294	163,706
<b>Total expenses for the year</b>	<b>36,465,026</b>	<b>32,988,465</b>	<b>31,049,009</b>
<b>Excess of revenue over expenses for the year</b>	<b>(250,310)</b>	<b>5,944,778</b>	<b>4,261,287</b>
<b>Net income from enterprises (Note 6)</b>	<b>-</b>	<b>112,463</b>	<b>751,462</b>
<b>Annual surplus (deficiency) (Note 21)</b>	<b>(250,310)</b>	<b>6,057,241</b>	<b>5,012,749</b>
<b>Accumulated surplus, beginning of year</b>	<b>90,165,269</b>	<b>90,165,269</b>	<b>85,152,520</b>
<b>Accumulated surplus, end of year</b>	<b>\$ 89,914,959</b>	<b>\$ 96,222,510</b>	<b>\$ 90,165,269</b>

## Regional District of Okanagan-Similkameen Consolidated Statement of Change in Net Financial Assets

December 31, 2019	Budget	2019	2018
<b>Annual surplus</b>	\$ (250,310)	\$ 6,057,241	\$ 5,012,749
Acquisition of tangible capital assets	(2,953,941)	(3,598,804)	(3,132,381)
Amortization of tangible capital assets	-	2,759,775	2,545,162
Contributed tangible capital assets	-	-	(401,000)
Disposal of tangible capital assets	-	39,010	-
	(2,953,941)	(800,019)	(988,219)
Use (acquisition) of prepaid expenses	-	(4,470)	12,412
(Acquisition) transfer of land in trust	-	-	60,283
	-	(4,470)	72,695
<b>Increase in net financial assets</b>	<b>(3,204,251)</b>	<b>5,252,752</b>	<b>4,097,225</b>
<b>Net financial assets, beginning of year</b>	<b>7,654,382</b>	<b>7,654,382</b>	<b>3,557,157</b>
<b>Net financial assets, end of year</b>	<b>\$ 4,450,131</b>	<b>\$ 12,907,134</b>	<b>\$ 7,654,382</b>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

## Regional District of Okanagan-Similkameen

### Consolidated Statement of Cash Flows

December 31, 2019	2019	2018
<b>Cash flows from operating activities</b>		
Cash received from grants, other governments, and own sources	\$ 39,567,957	\$ 31,384,641
Cash paid to employees and suppliers	(26,958,462)	(29,517,338)
Interest paid	(682,611)	(647,746)
Interest received	2,210,436	1,464,962
	<u>14,137,320</u>	<u>2,684,519</u>
<b>Cash flows from capital activities</b>		
Purchase of tangible capital assets	(3,598,804)	(3,132,381)
Proceeds from sale of tangible capital assets	39,010	-
	<u>(3,559,794)</u>	<u>(3,132,381)</u>
<b>Cash flows from financing activities</b>		
Decrease in long-term debt recoverable from municipalities	2,348,903	7,007,229
Proceeds from MFA leases	-	50,701
Repayment of long-term debt	(3,362,266)	(7,940,423)
Decrease in due from related parties	3,170	7,250
	<u>(1,010,193)</u>	<u>(875,243)</u>
<b>Cash flows from investing activities</b>		
Decrease in temporary investments	4,552,391	4,545,861
Decrease (Increase) in long-term investments	1,295,273	(751,462)
(Increase) decrease in deposit on land	(60,283)	60,283
	<u>5,787,381</u>	<u>3,854,682</u>
<b>Increase in cash for the year</b>	<b>15,354,714</b>	<b>2,531,577</b>
<b>Cash, beginning of year</b>	<u><b>2,835,237</b></u>	<u><b>303,660</b></u>
<b>Cash, end of year</b>	<u><b>\$ 18,189,951</b></u>	<u><b>\$ 2,835,237</b></u>

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# Regional District of Okanagan-Similkameen

## Notes to the Consolidated Financial Statements

December 31, 2019

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### 1. Summary of Significant Accounting Policies

#### Nature of business

The Regional District of Okanagan-Similkameen ("Regional District") was incorporated as a regional district in 1966 under the Municipal Act (replaced by the Local Government Act) of British Columbia. The Regional District is composed of the member municipalities of the City of Penticton, the District of Summerland, the Town of Oliver, the Town of Osoyoos, the Village of Keremeos, and the Town of Princeton, and Electoral Areas A through I.

The Regional District provides a political framework and administrative framework for region-wide services and sub-regional services as well as act as the local government for electoral areas. The Board of Directors is composed of appointees from each member municipality and a director elected from each electoral area. Municipal directors serve until council decides to change the appointment. Directors from electoral areas serve for a four year term. The number of directors and the number of votes each may cast is based upon the population of the municipality or electoral area.

The Regional District reporting entity includes the local government and all related entities that are controlled by the Regional District.

#### Basis of Presentation

These consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards prescribed for governments, as recommended by the Public Sector Accounting Board ("PSAB").

#### Principles of Consolidation

All governmental units are fully consolidated by the government reporting entity. Other business enterprises and partnerships which meet the definition of a government business enterprise or partnership are accounted for on the modified equity basis of accounting.

Entities that fall under the consolidated basis of accounting are fully consolidated on a line-by-line basis with inter-organizational balances and transactions eliminated. The following entities are accounted for on a consolidation basis:

*Sunbowl Arena*  
*Oliver Parks and Recreation Society*

Government business partnerships that are accounted for on the modified equity basis of accounting includes the cost of the Regional District's investment in the entities including the proportionate share of earnings. Under the modified equity basis of accounting inter-organizational balances are not eliminated. The following entities are accounted for on a modified equity basis:

*Vermilion Forks Community Forest Corporation*

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## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

**December 31, 2019**

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#### **1. Summary of Significant Accounting Policies (continued)**

##### **Cash and Cash Equivalents**

Cash and cash equivalents consist of cash on hand, bank balances and investments in money market instruments with maturities of three months or less. Cash and cash equivalents on the consolidated statement of cash flows is represented by cash, short-term investments as disclosed on the consolidated statement of financial position.

##### **Temporary Investments**

Include guaranteed investment certificates, short-term bonds and mutual funds maturing at various times during the next fiscal year. These investments are recorded at cost.

##### **Retirement Benefits**

The Regional District's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred. The costs of other retirement benefits are determined using the projected benefit method prorated on services based on management's best estimate of retirement ages, inflation rates, investment returns, wage and salary escalation, insurance and health care costs trends, employee turnover and discount rates. Actuarial gains and losses are amortized on a straight-line basis over the expected average remaining service life of the employee group.

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## Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

**December 31, 2019**

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### **1. Summary of Significant Accounting Policies (continued)**

#### **Revenue Recognition**

Revenue is recognized as it becomes receivable under the terms of applicable funding agreements. Revenue received under the funding arrangements which relates to a subsequent fiscal period is reflected as deferred revenue in the year of receipt and classified as such on the summary statement of financial position.

Taxes are recognized as revenue in the year they are levied.

Charges for sewer and water usage are recorded as user fees. Connection fee revenue are recognized when the connection has been established.

Rental revenue is recognized when the services are provided to tenants, and collection is reasonably assured. When rental payments are received in advance of contracted services, the Regional District records this as deferred revenue.

Charges for sewer and water usage are recorded as user fees and are recognized on an accrual basis. Connection fee revenues are recognized when the connection has been established.

All other revenue is recognized in the period in which the good or service is provided and collection is reasonably assured.

#### **Government Transfers**

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when the transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

When the Regional District is deemed to be the transferor, the transfer expense is recognized when the recipient is authorized and has met the eligibility criteria.

#### **Contaminated Sites**

Liabilities for remediation of contaminated sites are recognized when an environmental standard exists, contamination exceeds the standard, the Regional District has responsibility for remediation of the site, future economic benefits will be given up, and a reasonable estimate of the amount can be made.

#### **Deferred Revenue**

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general government purposes are accounted for as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations and accumulated surplus in the year in which it is used for the specified purpose.

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## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

December 31, 2019

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#### 1. Summary of Significant Accounting Policies (continued)

##### Landfill closure and

##### post-closure

The estimated costs to close and maintain the closed solid waste landfill sites are based on estimated future expenses in current dollars, discounted, adjusted for estimated inflation, and are recognized and charged to expense as the landfill site's capacity is used.

##### Long-term debt

Long-term debt is recorded net of related sinking fund balances and actuarial earnings.

##### Tangible Capital Assets

Tangible capital assets are not available to discharge existing liabilities and are held for use in the provision of goods and services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Tangible capital assets are valued at acquisition cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs.

Amortization is charged against tangible capital assets based on the estimated useful life of the asset as follows:

- |                                      |                            |
|--------------------------------------|----------------------------|
| - Automotive equipment               | - 5-20 years straightline  |
| - Buildings and improvements         | - 10-75 years straightline |
| - IT infrastructure equipment        | - 3-10 years straightline  |
| - Land improvements                  | - 5-20 years straightline  |
| - Machinery and equipment            | - 5-20 years straightline  |
| - Utilities infrastructure equipment | - 10-75 years straightline |

Tangible capital assets under construction, development or that have been removed from service are not amortized until they are available to be put into service.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Regional District's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the consolidated statement of operations.

Contributed tangible capital assets are recorded at their fair value on the date of contribution, except in unusual circumstances where fair value cannot be reasonably determined, in which case they are recognized at nominal value.

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## Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2019

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### 1. Summary of Significant Accounting Policies (continued)

#### Segmented Information

The Regional District provides a wide range of services including general government, protective services, transportation services, development services, parks, recreation and culture, environmental services, bylaw enforcement, water services, sewer services, and economic development. For management reporting purposes, the Regional District's operations and activities are organized and reported by segment.

**General government services** is comprised of a number of different services, including: corporate services; administration; finance; human resources; information systems; and electoral area costs. Corporate services involves staff and management working closely with the Regional District Board and community partners to coordinate the delivery of a wide range of functions and services. The finance department is responsible for the requisition of tax revenues from the Province and from member municipalities and all treasury and accounting functions. Human resources involves the administration of full-time and part-time employees, as well as the responsibility for labour relations, recruitment, training and career planning, employee health and safety and Workers Compensation regulations. Information systems includes an all-encompassing computer database and mapping system for properties in the Regional District, which is used by regional services and Regional District departments and other government agencies, as well as members of the public and businesses.

**Protective services** includes a number of different programs. These programs include electoral area fire protection; 911 services; crime stoppers; victims services; and crime prevention. These services are designed to provide a safe environment to the community. The Regional District is responsible for ensuring these services are provided to various jurisdictions within the unincorporated electoral areas A through I.

**Transportation services** includes road/street light improvements and transit services.

**Development services** includes regional planning, sustainability, and zoning. The department is responsible for land use planning for all unincorporated electoral areas.

**Parks, recreation and culture** includes the community halls, regional parks, community parks, and Okanagan Regional Library. The parks department is responsible for nine regional parks and various community and neighbourhood parks. The department is also responsible for future recreational opportunities through parkland acquisition and development.

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## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

December 31, 2019

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#### 1. Summary of Significant Accounting Policies (continued)

<b>Segmented Information</b>	<p><b>Environmental services</b> is responsible for refuse disposal and recycling services, including regional waste management and disposal, and various communication and educational programs.</p> <p><b>Bylaw services</b> is responsible for building inspection, dog control, mosquito control, starling control, and prohibited animal control.</p> <p><b>Water services</b> includes a total of six water systems that provides water services to local service areas within the electoral areas.</p> <p><b>Sewer services</b> includes the OK Falls Sewer System and the Gallagher Lake Sewer System.</p> <p><b>Economic development</b> is responsible for delivering insect &amp; weed control, sterile insect release, economic development and planning. Economic development provides assistance to businesses and entrepreneurs in the Regional District and to those interested in relocating to the region. The planning function is responsible for developing land use policies that provide guidance to elected officials, developers, the public and other decision makers. It puts land use plans and policies into action and ensures proper infrastructure and orderly development. The program also evaluates applications and provides recommendations to decision makers; assists the public with land use regulations, applications, and processes; and invites and responds to public comments.</p>
<b>Measurement Uncertainty</b>	<p>The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts in the financial statements and the disclosure of contingent liabilities. Significant estimates in these consolidated financial statements include the determination of the useful lives of tangible capital assets, valuation of the landfill closure and post-closure obligation, valuation of the contaminated sites obligation, and assessment of legal claims. For common consolidated financial statement items, such as accounts payable and accrued liabilities, measurement uncertainty is inherent but not assessable. These estimates and assumptions are based on management's judgment and the best information available at the time of preparation and may differ significantly from actual results. Estimates are reviewed annually to reflect new information as it becomes available.</p>

## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

**December 31, 2019**

#### 2. Cash and Temporary Investments

	2019	2018
Consists of:		
Cash	<u>\$ 18,189,951</u>	<u>\$ 2,835,237</u>
Temporary Investments		
Term deposits	-	5,030,740
Mutual funds	3,790	3,721
MFA short-term bond fund	20,911,062	20,432,782
(Market value - \$20,387,995 (2018 - \$19,798,227))		
	<u>20,914,852</u>	<u>25,467,243</u>
	<u>\$ 39,104,803</u>	<u>\$ 28,302,480</u>
Restricted Internally		
Capital reserves	\$ 20,126,762	\$ 19,634,822
Oliver Parks & Recreation reserves	784,300	765,129
Kaleden Recreation reserves	-	32,831
	<u>20,911,062</u>	<u>20,432,782</u>
Unrestricted	<u>18,193,741</u>	<u>7,869,698</u>
	<u>\$ 39,104,803</u>	<u>\$ 28,302,480</u>

#### 3. Funds held in trust

The Regional District holds \$164,405 (2018 - \$184,780) in trust for South Okanagan Similkameen Conservation Program.

The Regional District also holds \$4,380 (2018 - \$4,266) in trust for Allison Lake Rate Payers Association.

The Regional District also holds \$11,500 (2018 - \$Nil) in trust for the Oliver Parks & Recreation Society Sport Court renovations.

# Regional District of Okanagan-Similkameen

## Notes to the Consolidated Financial Statements

**December 31, 2019**

### 4. Accounts Receivable

	2019	2018
Trade accounts receivable	\$ 3,931,262	\$ 9,281,274
Allowance for doubtful accounts	-	(178,586)
GST receivable	1,111,664	483,838
Due from Municipalities	539,501	585,160
Net accounts receivable	<u>\$ 5,582,427</u>	<u>\$ 10,171,686</u>

### 5. Debt Reserve Fund - Municipal Finance Authority

The Regional District is required to issue its long-term debt through the Municipal Finance Authority ("MFA"). As a condition of borrowing, 1% of the gross debenture proceeds are withheld by the MFA as a debt reserve fund and 0.06% of the gross debenture proceeds are withheld as a debt issue expense. The debt reserve fund is invested by the MFA and interest earned and expenses incurred are reported annually to the Regional District. If at any time the MFA does not have sufficient funds to meet payments or sinking fund contributions due on its obligations, the payments will be made from the debt reserve fund. Details of cash deposits held in the debt reserve fund are as follows:

Debt Reserve Fund - Cash Deposits	2019	2018
Regional District	\$ 260,388	\$ 253,020
Member Municipalities	1,683,743	1,658,036
	<u>\$ 1,944,131</u>	<u>\$ 1,911,056</u>

The Regional District is also required to execute a demand note for each borrowing in the amount of one-half of the average annual principal and interest due, less the amount held back for the debt reserve fund. The demand notes payable to the MFA are only callable in the event that a local government defaults on its loan obligation. Details of demand notes are as follows:

Demand notes	2019	2018
Regional District	\$ 556,711	\$ 556,711
Member Municipalities	3,430,242	3,448,682
	<u>\$ 3,986,953</u>	<u>\$ 4,005,393</u>

Cash deposits and demand notes	2019	2018
Cash deposits	\$ 1,944,131	\$ 1,911,056
Demand notes	3,986,953	4,005,393
	<u>\$ 5,931,084</u>	<u>\$ 5,916,449</u>

## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

December 31, 2019

#### 6. Long-term investments

##### Vermillion Community Forest Corporation

This is a Corporation that is established under the laws of British Columbia and is engaged in the business of silviculture, planting and harvesting of specified forests operated under license. The Regional District has a 33.33% interest in the Corporation.

	2019	2018
Assets		
Current	\$ 894,916	\$ 2,906,025
Liabilities		
Current	\$ 36,846	\$ 337,316
Equity	858,070	2,568,709
	\$ 894,916	\$ 2,906,025
Revenue	\$ 973,505	\$ 5,483,514
Expenditures	636,116	3,229,127
Total income	\$ 337,389	\$ 2,254,387
Allocation	\$ 112,463	\$ 751,462

#### 7. Accounts Payable and Accrued Liabilities

	2019	2018
Trade payables	\$ 3,285,883	\$ 2,745,599
Government remittances payable	64,794	53,294
Holdbacks	288,789	208,819
Accrued salaries and employee benefits payable	609,779	432,800
	\$ 4,249,245	\$ 3,440,512

## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

December 31, 2019

#### 8. Short-term debt

The MFA provides short-term financing under various pieces of legislation to help local governments with their cash flow needs. There are no fees to set up a short-term loan. Interest is calculated daily, compounded monthly and automatically collected the 2nd business day of the following month. As at December 31, 2019 the Regional District had been advanced \$120,000 (2018 - \$120,000) in short-term financing at a variable interest rate of 2.43% (2018 - 2.65%).

#### 9. Deferred Revenue

	2019	2018
Deferred government transfers and other revenue	\$ 3,744,507	\$ 3,471,994
Deposits	98,250	91,988
Parkland dedication	271,647	264,626
	<u>\$ 4,114,404</u>	<u>\$ 3,828,608</u>

#### 10. Landfill Closure and Post-Closure Liabilities

The Regional District has three active landfills and one closed landfill that is being used as a transfer station within its boundaries and is responsible for the costs of their closure and post-closure activities. The costs related to these activities are provided for over the estimated remaining life of active landfill sites based on usage.

Closure activities include covering, grading and surface water management. Post-closure activities include leachate and environmental monitoring, maintenance and reporting. Post-closure activities are expected to occur for approximately 30 years for all landfills.

Key variables used in estimating the value of the closure and post-closure obligation include the cost of capital, inflation rate, timing of closure and post-closure activities, and total capacity. In management's opinion, the assumptions used represent the most likely scenario. As the projections are made over a long period of time, the amount of the obligation is very sensitive to changes in the variables.

The Regional District has estimated the costs associated with these activities based on engineering studies required by the Ministry of Environment. Changes in the liability are a result from settling of waste or changes in fill rates, changes in regulatory requirements, inflation rates and/or interest rates.

## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

**December 31, 2019**

#### **10. Landfill Closure and Post-Closure Liabilities (continued)**

In 2017, the Regional District obtained new engineering reports for the OK Falls and Oliver Landfills, these reports included updated useful lives for these landfills. Changes in the liability for cumulative capacity used to date, and updated expected useful life of the landfill are recognized prospectively.

In 2019, estimated expenses were calculated as the present value of future cash flows associated with closure and post-closure costs, discounted using the Regional District's weighted average cost of capital of 2.88% (2018 - 2.88%) and inflated using an average inflation rate of 2.30% (annual BC CPI for 2019) (2018 - 2.40%). The liability recognized is the difference between total estimated expenses for the entire closure and post-closure period less any amounts spent at the end of December of the reporting year.

	Total estimated capacity (cubic meters)	Cumulative capacity used (cubic meters)	Estimated remaining life (years)	Time for post-closure care (years)	Estimated total expenses	2019 Remaining to recognize
Campbell Mountain	3,214,155	1,092,569	85	30	\$ 10,554,492	\$ 7,679,193
Keremeos	25,000	25,000	0	30	891,458	-
OK Falls	100,000	53,330	11	30	1,001,567	467,432
Oliver	496,842	215,767	36	30	1,859,144	1,051,760
					\$ 14,306,661	\$ 9,198,385
						<u>\$ 5,108,276</u>
	Total estimated capacity (cubic meters)	Cumulative capacity used (cubic meters)	Estimated remaining life (years)	Time for post-closure care (years)	Estimated total expenses	2018 Remaining to recognize
Campbell Mountain	3,214,155	1,063,678	86	30	\$ 10,867,847	\$ 8,008,515
Keremeos	25,000	25,000	0	30	840,810	-
OK Falls	100,000	51,544	12	30	994,550	481,919
Oliver	496,842	209,052	37	30	1,891,200	1,095,456
					\$ 14,594,407	\$ 9,585,890
						<u>\$ 5,008,517</u>

## Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

**December 31, 2019**

### 11. Development Cost Charges

The Regional District collects development cost charges ("DCCs") to pay for a proportionate share of infrastructure related to new growth. In accordance with the Local Government Act of BC, these funds must be deposited into a separate reserve fund. When the related costs are incurred, the DCCs are recognized as revenue.

	<u>2019</u>	<u>2018</u>
OK Falls Sewer DCC	\$ 298,865	\$ 291,140
Faulder Water DCC	7,631	7,434
Olalla Water DCC	5,578	5,434
Naramata Water DCC	26,151	25,475
Naramata Water - Lower Zone	294,366	130,799
Naramata Water - Upper Zone	310,716	302,685
	<u>\$ 943,307</u>	<u>\$ 762,967</u>

#### DCC Activity

	<u>2019</u>	<u>2018</u>
Balance, beginning of the year	\$ 762,967	\$ 723,628
Return on investments	22,340	10,839
DCCs levied in the year	158,000	28,500
	<u>\$ 943,307</u>	<u>\$ 762,967</u>

## Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

**December 31, 2019**

### 12. Long-term Debt

The Regional District incurs long-term debt directly as well as on behalf of member municipalities. Loan agreements with the MFA provide that if at any time the payments from member municipalities are not sufficient to meet their obligations in respect of such borrowings, the resulting deficiency becomes a liability of the Regional District.

All long-term debt is reported net of sinking fund balances. Sinking fund instalments are invested by the MFA and earn income, which together with principal payments are expected to be sufficient to retire the debt issue at maturity. Where the MFA has determined that sufficient funds exist to retire a debt issue on its maturity date without further instalments, payments are suspended by the MFA and the Regional District's liability is reduced to nil. Should those funds prove to be insufficient at maturity, the resulting deficiency becomes a liability of the Regional District. The 2019 earnings in the sinking fund were calculated to be \$116,302 (2018 - \$107,555) and are included in interest and investment income on the consolidated statement of operations.

Debentures issued mature at various dates ranging from June 2020 to December 2047 with interest rates ranging from 1.75% to 3.30%. The weighted average interest rate on long-term debt was 2.88% (2018 - 2.88%) and interest expense was \$3,718,479 (2018 - \$4,765,720).

	<u>2019</u>	<u>2018</u>
Municipal Finance Authority	<b>\$ 75,748,289</b>	\$ 79,084,988
Less: Regional District portion	<b><u>17,476,723</u></b>	<u>18,464,520</u>
Total Municipal Portion	<b><u>\$ 58,271,566</u></b>	<u>\$ 60,620,468</u>

Principal payments and sinking fund installments due in the next five years and thereafter are as follows:

	Total Payment	Total Recoverable from member municipalities	Net Payment
2020	\$ 4,668,729	\$ 3,822,315	\$ 846,414
2021	4,543,901	3,697,487	846,414
2022	4,505,014	3,670,886	834,128
2023	4,469,970	3,635,842	834,128
2024	4,240,935	3,430,032	810,903
Thereafter	<u>22,535,095</u>	<u>15,378,093</u>	<u>7,157,002</u>
Total principal payments	44,963,644	33,634,655	11,328,989
Expected actuarial adjustment	<u>30,784,645</u>	<u>24,636,911</u>	<u>6,147,734</u>
Total	<b><u>\$ 75,748,289</u></b>	<b><u>\$ 58,271,566</u></b>	<b><u>\$ 17,476,723</u></b>

**Regional District of Okanagan-Similkameen**  
**Notes to the Consolidated Financial Statements**

**December 31, 2019**

**13. Tangible Capital Assets**

								<b>2019</b>
	Automotive Equipment	Buildings and Improvements	Machinery and Equipment	IT Infrastructure	Land and Land Improvements	Utilities Infrastructure	Work in Process	<b>Total</b>
Cost, beginning of year	\$ 6,334,525	\$ 8,354,494	\$ 7,759,409	\$ 1,071,049	\$ 30,599,512	\$ 51,332,651	\$ 3,348,900	<b>108,800,540</b>
Additions	86,162	261,304	499,285	148,366	230,936	10,650	2,362,101	<b>3,598,804</b>
Disposals	(25,519)	-	(10,734)	(139,651)	-	-	-	<b>(175,904)</b>
Transfers	-	614,852	512,865	-	327,498	2,521,284	(3,976,499)	<b>-</b>
Cost, end of year	6,395,168	9,230,650	8,760,825	1,079,764	31,157,946	53,864,585	1,734,502	<b>112,223,440</b>
Accumulated amortization, beginning of year	4,585,427	3,197,514	4,461,328	830,958	1,783,216	11,452,470	-	<b>26,310,913</b>
Amortization	289,080	288,027	418,203	156,875	292,884	1,314,706	-	<b>2,759,775</b>
Disposals	(25,519)	-	(10,734)	(100,641)	-	-	-	<b>(136,894)</b>
Accumulated amortization, end of year	4,848,988	3,485,541	4,868,797	887,192	2,076,100	12,767,176	-	<b>28,933,794</b>
Net carrying amount, end of year	\$ 1,546,180	\$ 5,745,109	\$ 3,892,028	\$ 192,572	\$ 29,081,846	\$ 41,097,409	\$ 1,734,502	<b>\$ 83,289,646</b>

**Regional District of Okanagan-Similkameen**  
**Notes to the Consolidated Financial Statements**

**December 31, 2019**

**13. Tangible Capital Assets (continued)**

								2018
	Automotive Equipment	Buildings and Improvements	Machinery and Equipment	IT Infrastructure	Land and Land Improvements	Utilities Infrastructure	Work in Process	Total
Cost, beginning of year	\$ 6,256,729	\$ 8,311,894	\$ 7,185,276	\$ 994,353	\$ 29,723,831	\$ 51,332,651	\$ 1,503,893	105,308,627
Additions	77,796	42,600	574,133	118,164	170,029	-	2,149,659	3,132,381
Disposals	-	-	-	(41,468)	-	-	-	(41,468)
Transfers	-	-	-	-	304,652	-	(304,652)	-
Contributed assets	-	-	-	-	401,000	-	-	401,000
Cost, end of year	6,334,525	8,354,494	7,759,409	1,071,049	30,599,512	51,332,651	3,348,900	108,800,540
Accumulated amortization, beginning of year	4,303,076	2,934,266	4,096,111	793,939	1,510,247	10,169,580	-	23,807,219
Amortization	282,351	263,248	365,217	78,487	272,969	1,282,890	-	2,545,162
Disposals	-	-	-	(41,468)	-	-	-	(41,468)
Accumulated amortization, end of year	4,585,427	3,197,514	4,461,328	830,958	1,783,216	11,452,470	-	26,310,913
Net carrying amount, end of year	\$ 1,749,098	\$ 5,156,980	\$ 3,298,081	\$ 240,091	\$ 28,816,296	\$ 39,880,181	\$ 3,348,900	82,489,627

## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

**December 31, 2019**

#### 14. Accumulated Surplus

Reserves are non-statutory reserves which represent an appropriation of surplus for specific purposes and are comprised of the following:

	Balance Dec. 31, 2018	Transfers to (from)	Surplus (Deficit)	Balance Dec. 31, 2019
Unrestricted surplus	\$ 61,344,605	\$ (4,901,302)	\$ 6,057,241	\$ 62,500,544
Operating	2,863,572	693,907		3,557,479
	64,208,177	(4,207,395)	6,057,241	66,058,023
Community Works Gas Tax	4,909,263	773,828	-	5,683,091
Capital	21,047,829	3,433,567	-	24,481,396
	25,957,092	4,207,395	-	30,164,487
	\$ 90,165,269	\$ -	\$ 6,057,241	\$ 96,222,510

#### 15. Municipal Insurance Association - Liability Insurance

Commencing December 31, 1987, the Regional District entered into a self-insurance program with British Columbia municipalities and regional districts. The Regional District is obliged under the program to pay a percentage of its fellow insured's' losses. The Regional District pays an annual premium, which is anticipated to be adequate to cover any losses incurred.

#### 16. Comparative Figures

Certain comparative figures presented in the financial statements have been restated to conform to the current year's presentation.

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## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

December 31, 2019

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#### 17. Letters of Credit and Performance Bonds

In addition to the performance deposits reflected in the consolidated statement of financial position, the Regional District is holding irrevocable letters of credit and performance bonds in the amount of \$1,125,030 (2018 - \$1,184,004) which were received from depositors to ensure their performance of works to be undertaken within the Regional District. These amounts are not reflected in the consolidated financial statements but are available to satisfy liabilities arising from non-performance by the depositors.

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#### 18. Line of Credit

The Regional District has a revolving line of credit for up to \$2,000,000 with an interest rate of prime plus 0.00% per annum, that is due on demand and unsecured. At December 31, 2019 and December 31, 2018 the line of credit was unutilized.

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#### 19. Tax Revenue

	2019	2018
Property taxation revenue	\$ 18,019,212	\$ 16,527,173
Parcel tax	1,037,428	862,690
Grant in lieu	111,820	107,788
Net property taxation revenue	<u>\$ 19,168,460</u>	<u>\$ 17,497,651</u>

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## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

**December 31, 2019**

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#### **20. Municipal Pension Plan**

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Regional District paid \$544,068 (2018 - \$505,351) for employer contributions to the plan in fiscal December 31, 2019.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

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## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

**December 31, 2019**

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#### 21. Budget

The Regional District's Budget Bylaw adopted by the Board of Directors on May 9, 2019 was not prepared on a basis consistent with that used to report actual results (PSAB). The budget was prepared on a modified accrual basis while PSAB require a full accrual basis. The budget figures anticipated use of surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to \$nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the consolidated statements of operations and change in net financial assets represent the Budget adopted by the Board of Directors on May 9, 2019 with adjustments as follows:

	<u>2019</u>
Budget Bylaw surplus for the year	\$ -
Add:	
Capital expenditures	2,953,941
Debt principal	5,495,560
Municipal interest	3,770,783
Less:	
Budgeted transfers from accumulated surplus	(2,974,737)
Admin revenue	(170,844)
Bank loan proceeds	<u>(9,325,013)</u>
Budget surplus per consolidated statement of operations	<u>\$ (250,310)</u>

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#### 22. Subsequent Events

Subsequent to year end, the impact of COVID-19 in Canada and on the global economy increased significantly. As the impacts of COVID-19 continue, there could be further impact on the Regional District, its residents, employees, suppliers and other third party business associates that could impact the timing and amounts realized on the Regional District's assets and future ability to deliver services and projects. At this time, the full impact of COVID-19 on the Regional District is not known.

## Regional District of Okanagan-Similkameen

### Notes to the Consolidated Financial Statements

**December 31, 2019**

#### 23. Statement of Expenses by Object

	2019	2018
Administration	\$ 11,557	\$ 16,479
Advertising and promotion	100,733	131,872
Agreements	182,639	205,306
Amortization	2,759,776	2,545,162
Bank charges	55,211	42,115
Bylaw	10,378	3,815
Collections on behalf of other agencies	2,468,407	2,427,556
Contract services	6,768,831	6,501,566
Development charges	6,257	5,681
Donations	2,491	9,278
Education and training	235,335	246,314
Environmental	132,643	112,628
Gas tax expenses	237,689	219,260
Grants	907,414	609,365
Insurance	394,970	404,935
Interest on long-term debt	682,611	647,746
Landfill closure	99,759	492,059
Loan and lease payments	78,652	64,115
Materials, supplies and services	1,037,090	937,755
Office	313,558	262,419
Professional fees	261,283	133,347
Program	227,651	230,640
Rental of facilities and equipment	95,721	89,720
Repairs and maintenance	5,162,633	4,955,448
Salaries and benefits	9,621,971	8,667,762
Telephone	787,238	735,821
Travel and meetings	305,163	303,275
Vehicle	40,804	47,570
<b>Total expenses for the year</b>	<b>\$ 32,988,465</b>	<b>\$ 31,049,009</b>

**Regional District of Okanagan-Similkameen**  
**Notes to the Consolidated Financial Statements**  
**Schedule of Segmented Operations**

**2019**

	General Government	Protective Services	Transportation Services	Development Services	Parks Recreation and Culture	Environmental Services	Bylaw Enforcement	Water Services	Sewer Services	Economic Development	Total
<b>Revenue</b>											
Government transfers	\$ 2,543,443	\$ 216,826	\$ 31,621	\$ 342,305	\$ 128,919	\$ 12,500	\$ -	\$ 72,135	\$ 261,415	\$ -	\$ 3,609,164
Sales of goods and services	28,879	10,614	61,778	627,310	688,631	7,576,919	86,710	2,109,937	1,121,228	-	12,312,006
Donations	300	231,588	-	-	860	-	-	-	-	-	232,748
Rental	-	-	-	-	624,071	-	-	-	-	-	624,071
Property taxes and grant in lieu	3,481,149	4,172,967	367,534	1,409,447	5,757,943	2,504,829	88,053	1,110,843	44,075	231,620	19,168,460
Interest and Investment income	688,554	100,430	297	17,751	63,052	327,327	412	139,752	31,482	393	1,369,450
Other contracts and miscellaneous	150,618	869,980	-	55,360	110,907	194,608	-	232,957	2,914	-	1,617,344
	<b>6,892,943</b>	<b>5,602,405</b>	<b>461,230</b>	<b>2,452,173</b>	<b>7,374,383</b>	<b>10,616,183</b>	<b>175,175</b>	<b>3,665,624</b>	<b>1,461,114</b>	<b>232,013</b>	<b>38,933,243</b>
<b>Expenses</b>											
Administrative	-	2,212	-	-	5,251	4,093	-	-	-	-	11,556
Amortization	222,929	482,775	-	7,999	549,455	143,622	-	788,160	564,836	-	2,759,776
Grants	180,374	3,070	-	-	33,054	599,760	-	69,156	-	22,000	907,414
Lease payments	-	-	-	-	78,652	-	-	-	-	-	78,652
Materials, supplies, utilities	1,050,951	684,648	-	240,588	736,798	870,362	26,251	566,581	371,016	49,156	4,596,351
Operations and maintenance	852,678	2,237,602	355,602	133,590	2,965,678	4,976,100	90,204	502,085	248,493	82,547	12,444,579
Landfill closure	-	-	-	-	-	99,759	-	-	-	-	99,759
Transfers to other organizations	-	-	-	-	877,858	897,611	-	692,938	-	-	2,468,407
Salaries and benefits	3,275,712	1,016,977	4,265	1,483,089	1,231,461	1,230,412	162,304	818,278	363,882	35,591	9,621,971
	<b>5,582,644</b>	<b>4,427,284</b>	<b>359,867</b>	<b>1,865,266</b>	<b>6,478,207</b>	<b>8,821,719</b>	<b>278,759</b>	<b>3,437,198</b>	<b>1,548,227</b>	<b>189,294</b>	<b>32,988,465</b>
<b>Excess (deficiency) of revenue for the year</b>	<b>\$ 1,310,299</b>	<b>\$ 1,175,121</b>	<b>\$ 101,363</b>	<b>\$ 586,907</b>	<b>\$ 896,176</b>	<b>\$ 1,794,464</b>	<b>\$ (103,584)</b>	<b>\$ 228,426</b>	<b>\$ (87,113)</b>	<b>\$ 42,719</b>	<b>\$ 5,944,778</b>

**Regional District of Okanagan-Similkameen**  
**Notes to the Consolidated Financial Statements**  
**Schedule of Segmented Operations**

2018

	General Government	Protective Services	Transportation Services	Development Services	Parks Recreation and Culture	Environmental Services	Bylaw Enforcement	Water Services	Sewer Services	Economic Development	Total
<b>Revenue</b>											
Government transfers	\$ 1,598,952	\$ 263,258	\$ 31,621	\$ -	\$ 81,583	\$ 12,500	\$ -	\$ 362,210	\$ 558,829	\$ -	\$ 2,908,953
Sales of goods and services	15,455	8,375	53,677	764,607	605,973	6,998,555	83,559	2,039,082	1,121,468	-	11,690,751
Donations	-	438,123	-	-	35,080	-	-	-	-	-	473,203
Rental	-	-	-	-	443,041	-	-	-	-	-	443,041
Property taxes and grant in lieu	2,991,034	3,919,485	265,214	1,337,281	5,325,759	2,415,198	82,134	906,392	44,101	211,053	17,497,651
Interest and Investment income	328,486	62,361	162	12,861	36,293	163,743	114	84,107	25,157	216	713,500
Other contracts and miscellaneous	38,954	700,468	-	38,597	303,596	137,933	-	360,283	3,216	150	1,583,197
	4,972,881	5,392,070	350,674	2,153,346	6,831,325	9,727,929	165,807	3,752,074	1,752,771	211,419	35,310,296
<b>Expenses</b>											
Administrative	-	-	-	-	12,426	4,053	-	-	-	-	16,479
Amortization	136,044	465,534	-	7,999	512,401	85,149	-	774,854	563,181	-	2,545,162
Grants	180,351	9,395	-	-	34,090	327,837	9,000	36,690	-	12,002	609,365
Lease payments	-	-	-	-	64,115	-	-	-	-	-	64,115
Materials, supplies, utilities	1,021,729	611,694	1,656	210,716	674,733	827,061	21,792	522,612	359,526	43,118	4,294,637
Operations and maintenance	909,992	1,677,401	324,133	80,034	3,189,097	4,561,486	58,730	508,881	608,861	13,259	11,931,874
Landfill closure	-	-	-	-	-	492,059	-	-	-	-	492,059
Transfer to organizations	-	-	-	-	818,619	913,743	-	695,194	-	-	2,427,556
Salaries and benefits	2,757,736	1,065,034	935	1,342,225	1,074,658	1,032,140	159,105	818,359	322,243	95,327	8,667,762
	5,005,852	3,829,058	326,724	1,640,974	6,380,139	8,243,528	248,627	3,356,590	1,853,811	163,706	31,049,009
Excess (deficiency) of revenue for the year	\$ (32,971)	\$ 1,563,012	\$ 23,950	\$ 512,372	\$ 451,186	\$ 1,484,401	\$ (82,820)	\$ 395,484	\$ (101,040)	\$ 47,713	\$ 4,261,287

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Okanagan Kootenay Sterile Insect Release Program – Request for Resolution

---

### Administrative Recommendation:

**THAT the Board of Directors support the Okanagan Kootenay Sterile Insect Release Program Board to authorize, by bylaw, a cashflow management program that mirrors the revenue anticipation borrowing authority granted to local governments under the *Local Government Act* s. 404, such that borrowed funds may only be used to cover current-year operating expenditures included in OKSIR's Five-Year Financial Plan, to a maximum of the amount owing to the OKSIR from the current-year tax requisitions.**

### Reference:

OKSIR letter of June 2, 2020 accompanying this report.

### Background:

The OKSIR would like to address the gap they experience between the timing of the bulk of annual operating expenses (March through August) and the receipt of tax revenues (early August) in a given fiscal year.

While the *Local Government Act* enables local governments to borrow through a revenue anticipation bylaw, to cover current-year expenditures included in the local government's five-year financial plan, the OKSIR Program's governing legislation does not provide the same authority for the OKSIR without the support of the partnering regional districts.

### Analysis:

The OKSIR Program is seeking the support of the Regional District partners to authorize their own cashflow management through revenue anticipation borrowing, subject to all the same restrictions as local governments. Authorization by the Regional Districts can be provided through the administrative recommendation noted above.

### Alternatives:

THAT the Board of Directors chose not to support the OKSIR request for resolution.

### Respectfully submitted:

*"Christy Malden"*

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C. Malden, Manager of Legislative Services



OKSIR Administration Office  
1450 KLO Road  
Kelowna, BC, V1W 3Z4  
250-469-6187 | [www.oksir.org](http://www.oksir.org)

Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, BC, V2A 5J9

June 2, 2020

Dear Chair Kozakevich,

**Re: Request for Resolution in Support of OKSIR's Ability to Authorize Revenue Anticipation Borrowing**

The OKSIR Board prides itself on sound fiscal management. The program has not raised its tax rates since 2010, all while continuing to provide environmental, economic, and social benefit to our valleys. As a local government organization, OKSIR is faced many of the same financial challenges as our partnering regional districts. One of these challenges is the gap between the timing of the bulk of our annual operating expenses (March through August) and the receipt of tax revenues (early August) in a given fiscal year.

The *Local Government Act*, s.404, provides a mechanism for local governments to authorize, through bylaw, borrowing to cover current-year operating expenditures included in the local government's five-year financial plan bylaw. Revenue anticipation borrowing through s.404 is not to be used to cover long-term borrowing needs or capital financing, and the borrowing is done through the Municipal Finance Authority.

Unfortunately, the OKSIR Program's governing legislation, the *Municipalities Enabling and Validating Act* (MEVA), s. 283 (1989), does not contemplate the same authority for the OKSIR Board, despite giving the Board autonomy over its annual budget and operations. Rather, the MEVA prohibits the OKSIR from borrowing money or incurring liabilities without the support of the partnering regional districts.

The OKSIR Program seeks the support of the Regional District partners to authorize our own cashflow management through revenue anticipation borrowing, subject to all the same restrictions as local governments. Authorization by the Regional Districts can be provided through the following resolution:

*THAT the Regional District Board support OKSIR Board to authorize, by bylaw, a cashflow management program that mirrors the revenue anticipation borrowing authority granted to local governments under the Local Government Act s. 404, such that borrowed funds may only be used to cover current-year operating expenditures included in OKSIR's Five-Year Financial Plan, to a maximum of the amount owing to the OKSIR from the current-year tax requisitions.*

The enclosed briefing note provides some additional background on our request.

As always, the OKSIR Board is grateful for the continued support of the regional district partners, as well as the continued service of the Directors who sit on the Board.

Sincerely,

Shirley Fowler  
OKSIR Board Chair

Encl. 'Request for Resolution' Briefing Note, June 2020



Okanagan-Kootenay Sterile Insect Release Program  
Letter to Participating Regional Districts  
Briefing Note, June, 2020

## REQUEST FOR RESOLUTION

### in Support of OKSIR's Ability to Authorize Revenue Anticipation Borrowing

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#### THE PROGRAM

The Okanagan-Kootenay Sterile Insect Release (OKSIR) Program is an area-wide, integrated pest management program that was established in 1989 to reduce the use of pesticides in local communities, and to protect the pome fruit industry of the Okanagan, Shuswap and Similkameen Valleys from infestations of codling moth. The Program today operates as an inter-regional service with four participating Regional Districts: the Regional Districts of Okanagan-Similkameen, Central Okanagan, North Okanagan and Columbia Shuswap.

The OKSIR Program has attracted considerable attention at home and abroad for its innovative and successful approach to pest management. Since its inception, the Program has enabled growers to reduce the volume of pesticides used to control codling moth infestation by 95%. Wild codling moth populations have dropped by +90% across the Program's service area; damage from the moth at time of harvest has been reduced to 0.2% of fruit in nearly 90% of all commercial orchards. Tourism, food security and relations between residents and orchardists have all benefitted from OKSIR's sustainable approach to pest management, as has BC's international reputation as a centre of excellence in horticultural research and innovation.

The Program's success can be attributed, in large part, to the support and involvement of the participating Regional Districts and the tree fruit industry. Success is also a function of the Program's legislative framework (MEVA s.283) that assigns responsibility for operations to an autonomous SIR Board, and which gives the Board key powers, including those related to budget approval and regulation.

#### OKSIR BUDGET APPROVAL/ANNUAL CASH FLOW

OKSIR follows local government financial standards. A five-year financial plan is prepared annually and approved by the OKSIR Board of Directors.

Like local governments, OKSIR's fiscal year begins January 1. Two of the biggest line item expenses in the OKSIR operating budget are diet ingredients (275K current year budget) and wages and benefits (2.28M current year budget). The bulk of diet ingredients are purchased in the first three months of the year. Seasonal labour costs (~700K) begin in March, peaking from May through August, and tailing off in October.

Taxes (both land and parcel) are received from the regional districts in the first weeks of August. Receivables from sales of egg sheets and moths are billed monthly, with the bulk of income occurring June through October.

#### LOCAL GOV. REVENUE ANTICIPATION BORROWING

The challenge of covering operating expenses in the months before tax revenues are collected can be common problem for local governments. If local governments cannot fund their operations between January and July from their existing cash surplus, they can borrow against their anticipated revenue for the year. The *Local Government Act*, s.404 provides a mechanism for local governments to authorize, through bylaw, borrowing to cover current-year operating expenditures included in the local government's five-year financial plan bylaw. Revenue anticipation borrowing is not to be used to cover long-term borrowing needs or capital financing, and the borrowing is done through the Municipal Finance Authority.

#### REGIONAL DISTRICT SUPPORT FOR OKSIR'S REVENUE ANTICIPATION BORROWING

OKSIR's legislation does not support the program to incur liabilities or borrow money without the support of the partnering regional districts. OKSIR seeks the regional districts support to allow the OKSIR Board to authorize revenue anticipation borrowing through its own bylaws. All borrowing would be subject to the guidance laid out by the



Province for Local Government Revenue Anticipation Borrowing. The borrowed funds may only be used to cover current-year operating expenditures included in OKSIR's Five-year Financial Plan, to a maximum of the amount due from the current year tax requisitions.

OKSIR does not have access to funds through the Municipal Finance Authority, and revenue anticipation borrowing would have to be done through OKSIR's bank with a line of credit. Current interest rates offered through OKSIR's bank are competitive with MFA rates.

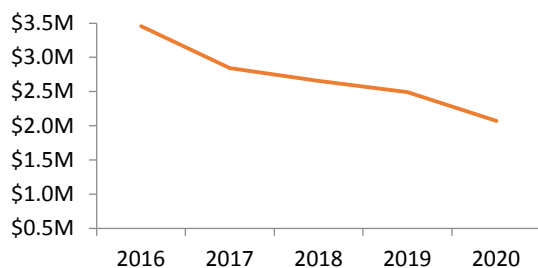
### OKSIR'S SOUND FISCAL MANAGEMENT

The OKSIR Program has a long history of sound fiscal management. The Program has not raised land nor parcel taxes since 2010. Additionally, with the support of the regional district partners, the program is making strides towards significant revenue generation. Using the excess capacity of the program's production facility, OKSIR is on track to earn over \$600K in sales for 2020.

### OKSIR SURPLUS AND RESERVES

OKSIR does not have any statutory reserve requirements in its legislation, and all monies can be kept in a general fund. As a requirement of our permit for the irradiator, however, the program must keep a financial reserve to decommission the irradiator (~300K) when it is no longer needed (a replacement fund is not required). The decommissioning and replacement of the irradiator is a major capital expense, and from 2005-2015, the program earmarked funds for this purpose, budgeting \$1.5M. The process was completed in 2016, using cash from the reserve, for \$1.05M.

Figure 1. Financial Assets (cash, portfolio investments, and accounts receivable) as of January 1



Rather than raise taxes, which were last increased in 2010, the Board has slowly drawn the general fund for capital replacement and operating costs in excess of yearly tax revenues.

### OKSIR CASH FLOW PROJECTIONS: 2020 & BEYOND

Despite the complications of the current pandemic, OKSIR is on track to finish the year on budget as approved in the 2020-24 Five Year Financial Plan, OKSIR Bylaw No. 35. Having started the 2020 fiscal with only \$2M in the general fund, however, a cash flow analysis predicts a likely shortfall through June and July 2020 until requisitions are received.

For 2021 and beyond, OKSIR will continue to face cash flow challenges unless the program increases its reserve.

### ALTERNATE OPTIONS

If the Board is unable to access revenue anticipation borrowing, the alternative cash flow management options include:

- 1) Increase tax requisitions to build reserves back to levels that allow the program to fund operations from existing cash surplus until tax requisitions are received in August; or,
- 2) Request an advance on tax requisitions from the regional district partners.

### REQUESTED RESOLUTION

The SIR Program seeks the support of the Regional District partners to authorize their own cashflow management through revenue anticipation borrowing, rather than through the alternate options provided above. Authorization by the Regional Districts can be provided through the resolution provided below:

*THAT the Regional District Board support OKSIR Board to authorize, by bylaw, a cashflow management program that mirrors the revenue anticipation borrowing authority granted to local governments under the Local Government Act s. 404, such that borrowed funds may only be used to cover current-year operating expenditures included in OKSIR's Five-Year Financial Plan, to a maximum of the amount owing to the OKSIR from the current-year tax requisitions.*

## ADMINISTRATIVE REPORT

**TO:** Corporate Services Committee

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** June 18, 2020

**RE:** Board Remuneration, Expenses and Benefits Bylaw No. 2903, 2020

---

### Administrative Recommendation:

**THAT Board Remuneration, Expenses and Benefits Bylaw No. 2903, 2020 be given first, second and third readings and be adopted.**

### Reference:

Corporate Services Committee report of June 4, 2020

### Business Plan Objective:

KSD 1 - By being an effective, fiscally responsible organization

### Background:

At the June 4, 2020 Corporate Services meeting, the committee was presented with proposed adjustments to the Remuneration, Expenses and Benefits bylaw, including the following:

- Additional definitions, such as *Alternate Director*, *Consumer Price Index*, *Discretionary Meeting* offer more clarity;
- Removal of the reference to 1/3 tax free allowance for expenses, to comply with new Canada Revenue Agency (CRA) rules;
- Addition of clauses to address when the Vice Chair would be compensated as Chair during the Chair's absence;
- Addition of clause to address suspension of compensation when a Director is absent for a designated period of time without Board support;
- An avenue for review, adjudication and appeal for a matter which may arise under this bylaw;
- The requirement to review the Board Remuneration Bylaw one year prior to each Local Government Election, as recommended in the UBCM Council & Board Remuneration Guide;
- An adjustment in the base rate calculation for travel by automobile expenses, based on new CRA legislation;
- The addition of the clause clarifying that Directors must pay all premiums for benefits received;
- The removal of reference to Accident Insurance, which is not available through the RDOS

**Analysis:**

The committee resolved to advance the bylaw to the Board for first three readings and adoption; therefore, the bylaw is now before the Board for action.

**Alternatives:**

- That the Board of Directors approve the proposed bylaw.
- That the Board of Directors reject the proposed bylaw.

**Respectfully submitted:**

*"Christy Malden"*

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C. Malden, Manager of Legislative Services

## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

### BYLAW NO. 2903, 2020

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A bylaw to provide for remuneration and expenses to Elected Officials of the Regional District of Okanagan-Similkameen.

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#### 1.0 CITATION

- 1.1 This Bylaw may be cited for all purposes as the **“Board Remuneration, Expenses and Benefits Bylaw No. 2903, 2020”**

#### 2.0 DEFINITIONS

- 2.1 In this Bylaw:

**‘Alternate Director’** is a person appointed as an Alternate Director pursuant to the *Local Government Act*, and when that person is acting in the place of the Electoral Area Director.

**‘Committee’** means a standing, select or special Committee of the Regional Board and also means an appointment of a Director for representation to an outside committee whereby the Director does not receive remuneration or expenses from that committee.

**‘Consumer Price Index adjustment’** means the British Columbia, All-Items CPI year-over-year percentage change, as reported by Statistics Canada.

**‘Director’** means a Municipal Director or Electoral Area Director of the Board, and includes Alternate Directors when that Alternate Director has been delegated by the Director to act in the place of the Director for an event or a specified period of time.

**‘Discretionary meeting’** means all other meetings, conferences and workshops relating to RDOS business not covered elsewhere in this Bylaw.

**‘Double Occupancy Rates’** means the rate charged when one or two individuals occupy a hotel or motel room. Additional persons would result in a higher rate charged.

**‘Regional District’** means the Regional District of Okanagan-Similkameen (RDOS).

**‘RDOS Chair’** means where the context requires, the Chair of the Board elected pursuant to the Local Government Act or the person appointed as the Chair, or other person presiding at a meeting of the Board or Committee.

**‘RDOS Vice-Chair’** means where the context requires, the Vice Chair of the Board elected pursuant to the Local Government Act or the person appointed as Vice Chair at a meeting of the Board or Committee.

### **3.0 REMUNERATION**

- 3.1 There shall be provided in the annual budget an amount sufficient to pay remuneration to each of the Directors the amounts indicated on Schedule ‘A’ attached to and forming part of this bylaw.
- 3.2 The annual remuneration listed in Schedule ‘A’ shall be increased each January 1 by the change in the Consumer Price Index for the Province of British Columbia. This amount shall be reviewed after each five years to ensure that the amount paid is reasonable in comparison to other Regional Districts in the Province of a similar size.
- 3.3 In the event of the resignation or death of the Chair, the Vice Chair shall automatically be entitled to the remuneration for Chair as set out in Schedule ‘A’ until such time as another Chair is elected pursuant to the Board Procedure Bylaw.
- 3.4 In the event that the Chair becomes incapacitated for longer than thirty days, the Vice Chair shall be entitled to the remuneration for Chair as set out in Schedule ‘A’ ....
- 3.5 Notwithstanding any other section of this bylaw, if a Director is absent for three consecutive meetings of the Regional Board without the leave of the Regional Board, the Regional District shall suspend payment to that Director, which shall be effective the day following the date of such third consecutive meeting of the Regional Board.
- 3.6 Whereas subsection 3.5 of this bylaw has been invoked in respect of a Director and such Director subsequently attends a meeting of the Regional Board, the Regional District shall reinstate payment, which shall be effective the day of the first meeting of the Regional Board that such Director attends after his or her absence.

### **4.0 EXPENSES**

- 4.1 There shall be provided in the annual budget an amount sufficient to pay expenses to each of the Directors the amounts indicated in Schedule ‘B’ attached to and forming part of this bylaw.
- 4.2 Such amounts are payable only to reimburse each Director for expenses incurred when the Director is representing the Regional District, or engaging in Regional District business, or attending a meeting, course, seminar or convention, or attending a meeting of a committee of which the Director is a member.
- 4.3 Electoral Area Directors shall be provided a form T2200 “Declaration of Conditions of Employment”, indicating that a portion of his or her home is required to be used for work.

## **5.0 BENEFITS**

- 5.1 There shall be provided in the financial plan an amount sufficient to pay benefits, if applicable, on behalf of each of the Directors. The amounts are indicated on Schedule 'C' attached hereto and forming part of this bylaw.

## **6.0 REPORTING**

- 6.1 The remuneration, expenses and benefits paid to each member of the Board, by name, shall be reported annually in accordance with the *Local Government Act*.

## **7.0 INTERPRETATION AND APPLICATION:**

- 7.1 The Regional District of Okanagan-Similkameen Finance department will be responsible for ensuring that Director's Remuneration and Expense Reports are consistent with this Bylaw.
- 7.2 Any issues, discrepancies or conflict in the interpretation of the Bylaw shall be referred to the Regional Board Chair together with the Chief Administrative Officer, for review and adjudication. If the matter is not resolved to the satisfaction of the Director, the matter will be referred to the Regional Board.
- 7.3 A review of the Board Remuneration, Expenses and Benefits Bylaw is to be conducted one year prior to each Local Government Election, as recommended in the UBCM Council & Board Remuneration Guide (2019).
- 7.4 The decision of a court that a provision of this bylaw is invalid shall not affect the validity of the remainder of this bylaw.

## **8.0 REPEAL**

- 8.1 Bylaw No. 2621, 2012 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME this xx day of xx, 2020.

ADOPTED BY AT LEAST 2/3 OF THE VOTE this xx day of xx, 2020.

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RDOS Chair

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Chief Administrative Officer

**SCHEDULE 'A'**  
CPI at Dec 2019

DESCRIPTION	REMUNERATION	EXPENSE ALLOWANCE	TOTAL
Municipal Director	\$406.46/month	\$202.93/month	\$609.39/month
Electoral Area Director	\$1,405.90/month	\$701.89/month	\$2107.79month
RDOS Chairperson	\$2108.40/month	\$1052.62/month	\$3161.02 month <sup>1</sup>
RDOS Vice-Chair	\$384.21/month	\$191.81/month	\$576.02/month <sup>2</sup>
Attendance at Board Meetings	\$182.27/meeting	\$91.00/meeting	\$273.27/meeting
Attendance at Committee Meetings – same day as Board meeting	\$60.75/meeting	\$30.33/meeting	\$91.09/meeting <sup>3</sup>
Attendance at Committee Meetings – separate day from Board meeting	\$135.21/mtg day	\$67.50/mtg day	\$202.71/mtg day
Electronic Attendance at Meetings	\$67.61/mtg day		\$67.61/mtg day

**ALTERNATE DIRECTOR REMUNERATION**

CLASSIFICATION	REMUNERATION	EXPENSE ALLOWANCE	TOTAL
Attendance at Board Meetings(in place of director)	\$182.27/meeting	\$91.00/meeting	\$273.27/meeting
Attendance at Committee Meetings – same day as Board meeting (in place of Director)	\$60.75/meeting	\$30.33/meeting	\$91.09/meeting <sup>3</sup>
Attendance at Committee Meetings – separate day from Board meeting (in place of Director)	\$135.21/mtg day	\$67.50/mtg day	\$202.71/mtg day
Attendance at Other Meetings (in place of Director)	\$135.21/mtg day (prorated to time spent)	\$67.50/mtg day	\$202.71/mtg day
Electronic Attendance at meetings - teleconference	\$67.61/mtg day		\$67.61/mtg day
Alternate Rural Area Director	\$60.75/month	\$30.33/month	\$91.09/month

<sup>1</sup> The RDOS Chairperson, in addition, also receives the respective annual remuneration for being a Rural or Municipal Director.

<sup>2</sup> The Vice-Chairperson, in addition, also receives the respective annual remuneration for being a Rural or Municipal Director.

<sup>3</sup> The maximum remuneration for attendance at a full day of Board and Committee meetings is \$364.36

## **SCHEDULE 'B'**

### **DIRECTORS' EXPENSES**

#### **TRAVEL EXPENSES**

1. (a) Travel throughout the Regional District by a Director to attend Board meetings, public hearings and other non-sanctioned meetings to fulfill the duties of an elected official will be reimbursed. Travel expenses will commence from the home or place of work (whichever is closer) of the director to the place of the meeting, and return.

Regular Travel will be reimbursed at the Canada Revenue Agency non-taxable reasonable per kilometer rate

- (b) For other travel – travel by automobile will be reimbursed at the rate of \$0.48 per kilometer.

Actual expenses incurred will be reimbursed for travel by bus, train, ferry or air (economy class). Receipts are required. The Regional District will reimburse the lower transportation cost of airfare or vehicle. An analysis must be made to identify the most economical mode of transportation that will be reimbursed.

#### **MEALS**

2. (a) When travel requires over 24 hours absence from place of residence, a daily allowance in accordance with 2(b) will be paid to a Director. Partner or spouse's meals cannot be claimed. Alcoholic Beverages cannot be claimed.
- (b) When travel requires less than 24 hours absence from place of residence, meal expenses will be paid as follows:

	<u>Zone A</u>	<u>Zone B</u>	<u>Zone C</u>	<u>Zone D</u>
Breakfast:	\$20	\$20	\$15	\$15
Lunch:	\$30	\$30	\$25	\$20
Dinner:	<u>\$41</u>	<u>\$51</u>	<u>\$36</u>	<u>\$31</u>
Daily Allowance:	<u>\$91</u>	<u>\$101</u>	<u>\$76</u>	<u>\$66</u>

Zone A – Vancouver Island

Zone B – Lower Mainland – includes Whistler and meals outside BC and Canada

Zone C – Okanagan & Thompson Valley's

Zone D – All other BC

(c) Partial Day Travel Allowance

On the day of departure, if the travel status begins:

- After 7:00 a.m., breakfast cannot be claimed;
- After 12:00 noon, breakfast and lunch cannot be claimed;
- After 6:00 p.m., no meals can be claimed.

On the day of return, if a Director's travel status terminates:

- Prior to 7:00 a.m., no meals can be claimed;
- Prior to 12:00 noon, breakfast can be claimed;
- Prior to 6:00 p.m., breakfast and lunch can be claimed;
- After 6:00 p.m., all meals can be claimed.

*\* As meal expenses will be claimed on the Director Mileage and Claim form and reimbursed in accordance with the terms of Section 2 of this Schedule; the submission of receipts is not required. Should a Director not use the full amount of the daily allowance/partial day allowance, nothing precludes that individual from claiming a lesser amount by submitting receipts.*

**SEMINARS, COURSES, CONFERENCES AND MEETINGS**

3. Registration fees will be paid for single participation only. Receipts are required. If any meals are included with registration fee, they are to be deducted accordingly from the daily allowance/partial day allowance.

**ACCOMMODATION**

4. Expenses will be reimbursed based on double occupancy rates. Receipts are required. If a Director chooses not to stay at a hotel, a \$52 per day accommodation allowance may be claimed.

**TAXI EXPENSES, LONG DISTANCE TELEPHONE CALLS, PARKING, MISCELLANEOUS EXPENSES**

5. Reimbursement will be made for actual expenses incurred while performing duties for the Regional District. Receipts are required.

**MISCELLANEOUS EXPENSES**

6. Commemorative expenses and the postage, stationary and printing costs associated with providing newsletters to constituents while performing the duties of an electoral area director within the Regional District shall be reimbursed from each Electoral Area's Directors administration budget.

## **SCHEDULE 'C'**

### **DIRECTORS' BENEFITS**

1. Pursuant to the *Local Government Act*, the Regional Board may enter into agreements for benefits for all or some of its Directors and their dependents, including medical and dental services and insurance policies.

Benefits provided to a Director and their dependants shall terminate at the end of the month in which they cease to be a member of the Board.

2. The Directors shall pay premiums for any Benefits received; the Board must not pay all or part of the premiums for coverage.

Director Benefits may include, but are not limited to:

- Medical and dental services
- Extended health
- Life insurance
- Accidental death and dismemberment

### **MEDICAL AND DENTAL SERVICES**

2. The Board may provide medical and/or dental services by agreement noted in Section 1 of this Schedule, but must not pay all or part of the premium for this coverage. The Directors shall pay these premiums.

### **EXTENDED HEALTH BENEFITS**

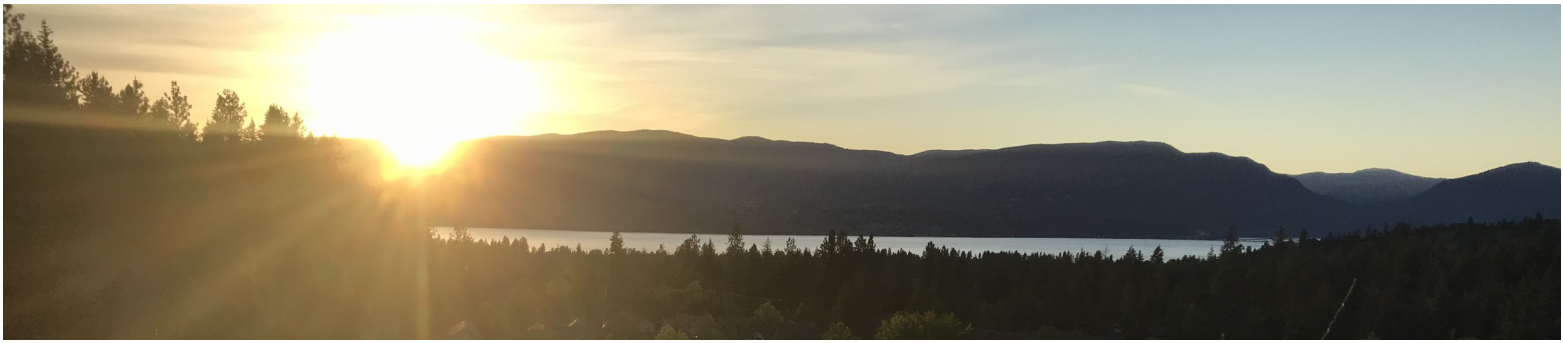
3. The Board may provide extended health benefits by agreement noted in Section 1 of this Schedule, but must not pay all or part of the premium for this coverage. The Directors shall pay these premiums.

### **LIFE INSURANCE**

4. The Board may provide life insurance coverage by agreement noted in Section 1 of this Schedule, but must not pay all or part of the premium for this coverage. The Directors shall pay these premiums.

### **ACCIDENTAL DEATH AND DISMEMBERMENT**

5. The Board may provide accidental death and dismemberment coverage by agreement noted in Section 1 of this Schedule, but must not pay all or part of the premium for this coverage. The Directors shall pay these premiums.



**Okanagan Basin**  
WATER BOARD

## BOARD REPORT: June 3, 2020

1450 KLO Road, Kelowna, BC V1W 3Z4  
P 250.469.6271 F 250.762.7011  
[www.obwb.ca](http://www.obwb.ca)

### Okanagan Basin Water Board Meeting Highlights

#### **OBWB Directors**

**Sue McKortoff - Chair,**  
Regional District of Okanagan-Similkameen

**Cindy Fortin - Vice-Chair,**  
Regional District of Central Okanagan

**Victor Cumming,** Regional  
District of North Okanagan

**Rick Fairbairn,** Regional  
District of North Okanagan

**Bob Fleming,** Regional District  
of North Okanagan

**James Baker,** Regional  
District of Central Okanagan

**Colin Basran,** Regional District  
of Central Okanagan

**Toni Boot,** Regional District of  
Okanagan-Similkameen

**Rick Knodel,** Regional District  
of Okanagan-Similkameen

**Chris Derickson,** Okanagan  
Nation Alliance

**Bob Hrasko,** Water Supply  
Association of B.C.

**Denise Neilsen,** Okanagan  
Water Stewardship Council

The next regular meeting of  
the OBWB will be 10 a.m.  
Tuesday, July 7, 2020.  
Location to be determined.

**Water Board repeats call to Province to improve groundwater licencing:** Directors voted to send a letter to the B.C. Government, urging them to step up efforts to licence existing groundwater users. Groundwater licencing was key in moving from the century old B.C. Water Act to the new Water Sustainability Act in 2016, recognizing that it would help users and decision makers better understand B.C.'s water use and manage it during scarcity. In fall 2018, the OBWB pushed for an extension to help more users register and the province extended the deadline to March 2022. However, only about 4,000 of 20,000 groundwater users have applied to-date. The board's letter will include recommendations, including better communication to potential applicants. More info on the importance of licencing can be found at <https://www.obwb.ca/well/>.

**Board moves forward on Indigenous reconciliation:** The board accepted a staff report on the UN Declaration on the Rights of Indigenous People and Canada's Truth and Reconciliation Commission Calls for Action, as it relates to water. The report is consistent with the goals in the OBWB's recently adopted "Strategic Plan – 2020-2024." The board and staff will be embarking on an education process to advance reconciliation with Okanagan Indigenous communities. The Strategic Plan is available at <https://bit.ly/3eJeSxw>.

**Virtual events planned to wrap 2020 B.C. AquaHacking Challenge:** The board heard that after a successful virtual semi-final in late March, the B.C. AquaHacking (AH) Challenge Final will be held online on June 25. As part of the lead-up to the final, there will be a screening of "Brave Blue World" on June 19. The film, like the AH Challenge itself, focuses on tech solutions to today's water issues. More details will be available soon at [www.OBWB.ca](http://www.OBWB.ca) and on our Facebook page [www.facebook.com/OkWaterWise](https://www.facebook.com/OkWaterWise).

**Okanagan mayors sharing water-saving videos from home:** An update was provided on the launch of the OBWB-Okanagan WaterWise's annual outdoor water conservation campaign, "Make Water Work." Due to COVID-19 and the difficulties with an in-person, public launch, Okanagan mayors submitted videos of themselves pledging to Make Water Work (MWW) and taking actions to conserve water in their yards, recognizing the hot summer ahead. The campaign, delivered in partnership with Okanagan local governments and water utilities, includes an expanded MWW Plant Collection and 10 garden centres promoting the collection, encouraging residents to make WaterWise plant choices. Details at [www.MakeWaterWork.ca](http://www.MakeWaterWork.ca). The mayor's video is at <https://youtu.be/Xv4evZNbeWM>.

**Long-anticipated Okanagan flood maps unveiled:** After two years of effort, and with the help of many partners, new Okanagan flood maps are complete. The maps are the cornerstone of a new website at [www.OkanaganFloodStory.ca](http://www.OkanaganFloodStory.ca). Visitors to the site will also find information on the Okanagan's flood history, how climate change is effecting flooding, how to reduce risk, prepare and more. The board learned that one of the partners, Regional District of Central Okanagan, has received a "Community Excellence Award for Environmental Sustainability" from the Southern Interior Local Government Association for the collaborative project.

**For more information, please visit: [www.OBWB.ca](http://www.OBWB.ca)**