



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, July 16, 2020
RDOS Boardroom – 101 Martin Street, Penticton

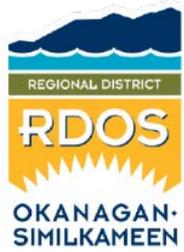
SCHEDULE OF MEETINGS

9:00 am	-	9:15 am	Public Hearing – Electoral Area “F” Zoning Bylaw Amendment – No. 2461.14, 2020 (8025 Princeton-Summerland Road)
9:15 am	-	10:00 am	Protective Services Committee
10:00 am	-	10:15 am	Community Services Committee
10:15 am	-	11:00 am	Planning and Development Committee
11:00 am	-	12:00 pm	Environment and Infrastructure Committee
12:00 pm	-	12:15 pm	Break
12:15 pm	-	1:30 pm	Corporate Services Committee
1:30 pm	-	2:15 pm	OSRHD Board
2:15 pm	-	3:30 pm	RDOS Board

“Karla Kozakevich”

Karla Kozakevich
RDOS Board Chair

Advance Notice of 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
October 1	RDOS Board		Committee Meetings



NOTICE OF PUBLIC HEARING

Electoral Area “F” Zoning Bylaw Amendment No. 2461.14, 2020 (8025 Princeton-Summerland Road)

Notice is hereby given by the Regional District of Okanagan-Similkameen (RDOS) that all persons who believe that their interest in property is affected by the **Electoral Area “F” Zoning Amendment Bylaw 2461.14, 2020**, will be afforded a reasonable opportunity to be heard or to present written submissions respecting matters contained in the proposed bylaws at a public hearing to be held by electronic means on:

Date: Thursday, July 16, 2020

Time: 9:00 a.m.

Location: <https://rdos.webex.com> (Meeting number: 146 272 8891 / password: RD@S)

INSTRUCTIONS ON HOW TO PARTICIPATE

To participate in the electronic public hearing, please enter the text provided under “Location” (above) into the address bar of an internet browser (e.g. Chrome, Firefox, Safari, Edge). Interested individuals may also participate in the public hearing by calling 250-490-4217 or Toll Free at 1-877-610-3737.

The Regional District is utilizing Cisco’s Webex videoconferencing services and individuals interested in participating in the public hearing are encouraged to test this service on their computer or mobile device prior to the date of the hearing. Additional instructions on how to participate in an electronic public hearing are available on the Regional District’s website: www.rdos.bc.ca (Property & Development → Planning, Zoning & Subdivision, → Current Applications & Decisions → Electoral Area F → F2020.008-ZONE).

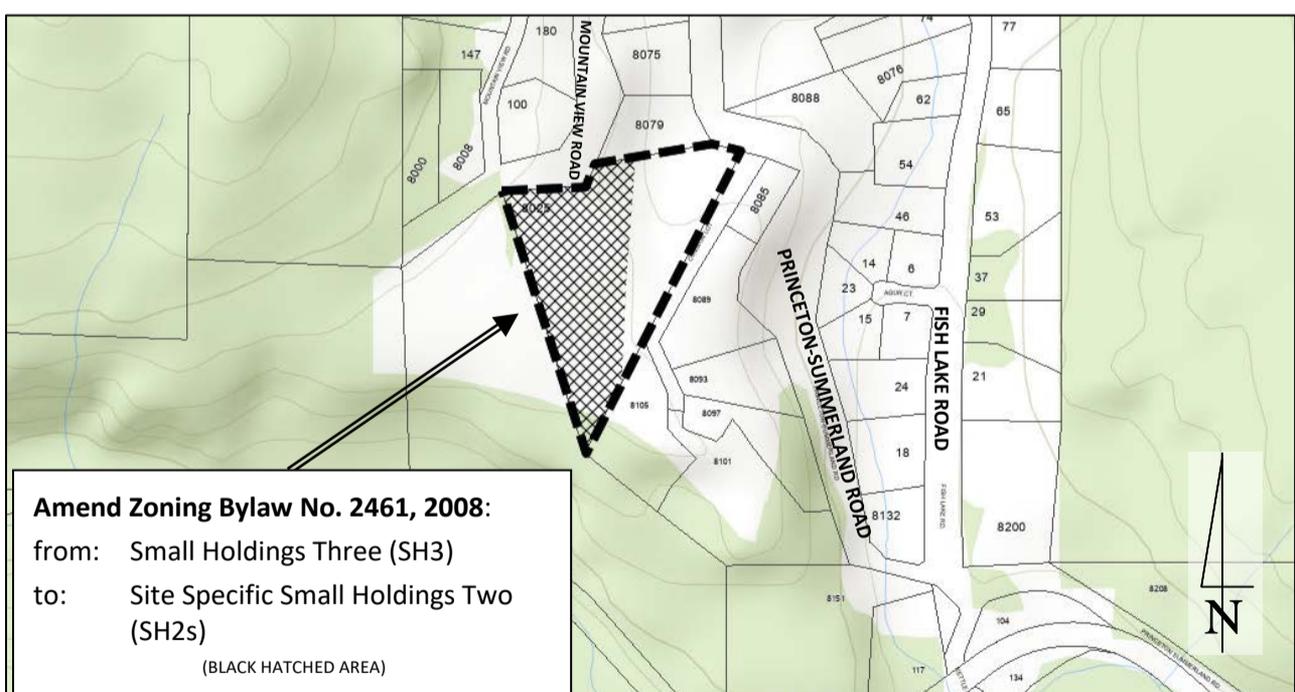
Anyone who considers themselves affected by the amendment bylaws can present written information to the Regional District prior to or during the public hearing and may also speak at the public hearing. No letter, report or representation from the public will be received after the conclusion of the public hearing.

PURPOSE OF THE BYLAW(S):

The purpose of the proposed amendments is to change the zoning designation of a portion of the property to facilitate a 300 m² home industry use. More specifically:

Amendment Bylaw No. 2461.14, 2020, proposes to amend Electoral Area “F” Zoning Bylaw No. 2461, 2008, as follows:

- amend Schedule ‘1’ (Zoning Text) by introducing a new Site Specific Small Holdings Two regulation at Section 17.5.2 in order to increase the maximum floor area utilized for a home industry from 200 m² to 300 m²; and
- amend Schedule ‘2’ (Zoning Map) by changing the land use designation of a 3.3 ha portion of the subject property from Small Holdings Three (SH3) to Site Specific Small Holdings Two (SH2s).



FURTHER INFORMATION

For further information about the content of **Amendment Bylaw No. 2461.14, 2020** and the land affected by them, persons are encouraged to inspect a copy of the proposed Bylaws at the Regional District of Okanagan-Similkameen office at 101 Martin Street, Penticton, BC, on weekdays (excluding statutory holidays) between the hours of 8:30 a.m. to 4:30 p.m.

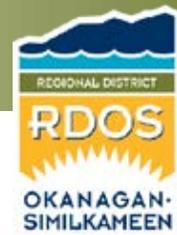
Basic information related to this proposal is also available at: www.rdos.bc.ca (Property & Development → Planning, Zoning & Subdivision → Current Applications → Electoral Area “F” → F2020.008-ZONE).

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

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.

Postal: 101 Martin St, Penticton, BC, V2A-5J9 | **Tel:** 250-492-0237 | **Email:** planning@rdos.bc.ca



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Protective Services Committee

Thursday, July 16, 2020

9:15 am

AGENDA

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- A. **APPROVAL OF AGENDA**
RECOMMENDATION 1
THAT the Agenda for the Protective Services Meeting of July 16, 2020 be adopted.
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- B. **FIRE DISPATCH CONTRACT – For Information Only**
1. Presentation by Kelowna Fire
-
- C. **ACTIVITY REPORT – For Information Only**
1. Q2 Report
-
- D. **REGIONAL EMERGENCY MANAGEMENT PROGRAM – For Information Only**
1. Verbal Report from July 15th Workshop
-
- E. **ADJOURNMENT**

ADMINISTRATIVE REPORT

TO: Protective Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: July 16, 2020
RE: Q2 Activity Report – For information Only

Emergency Management, Policing, E-911, FireSmart

Activities Completed in Q2 2020:

Training

- Conducted 16 Emergency Operations Centre (EOC) and Emergency Support Services (ESS) training events for communities and volunteer groups throughout the region with 114 staff, volunteers and member municipality participants.
- Continued the 2020 Regional Emergency Preparedness training schedule.
- Coordinated changes to the 2020 Regional Emergency Preparedness training schedule to align with COVID-19 social distancing requirements.

Date	Type of Training	Location	# Total number of participants (RDOS Staff)
March 26	JIBC online course offerings		Circulated to EPCs
April 4	JIBC ESS Registration and Referral		Cancelled - COVID
April 5	JIBC ESS Managing Volunteer Programs		Cancelled - COVID
April 8	JIBC EOC Operations		Cancelled - COVID
April 18	JIBC ESS Registration and Referral		Cancelled - COVID
April 21	ERA Super-user Training	Online	3 (3)
April 22	JIBC ESS Workshop		Cancelled - COVID
April 24	Info Officer Training	EOC/Webex	9 (8)
April 29	JIBC EOC Logistics		Cancelled - COVID
April 29	Crisis Management Training	Online	Circulated to ESSD/EPCs
April 30	Agricultural Liaison Training	WebEx	8 (1)
May 5	JIBC ESS Site Management		Cancelled - COVID
May 6	JIBC ESS Registration and Referral	RDOS	10 (1)
May 12	JIBC ESS Reception Centers		Cancelled - COVID
May 13	Agricultural Wildfire Info Exchange	WebEx	23 (2)
May 19	DPS PFA – webinar booster	Online	Circulated to ESSD/EPCs
May 19	ESS Online ERA Training by EMBC	Online	Circulated to ESSD/EPCs

May 21	ERA Training Online	Online	1
May 22	SMT Mini Session 1 - Activation	EOC	2 (2)
May 25	SMT Mini Session 1 – Rerun	EOC	0
May 26	ERA Training	Penticton	4
May 29	SMT Mini Session 2 – Status Reports/Action Plans/Sit Rep	EOC	2 (2)
June 1	SMT Mini Session 2 – Rerun	EOC	1 (1)
June 1	ERA Training	Osoyoos	5
June 2	ERA Training	Oliver	11
June 4	ERA Training	Penticton	4
June 5	SMT Mini Session 3 – Resource Requests, EAFs, and Info Briefing	EOC	5 (5)
June 5	ERA Training	Penticton	4
June 8	SMT Mini Session 3 – Rerun	EOC	1 (1)
June 8	ERA Training	RDOS	6
June 9	ESS Registration and Referral	Online	Circulated to ESSD/EPCs
June 11	ERA Training	Penticton	3
June 12	SMT Mini Session 4 – SOLE, Alert, Order	EOC	1 (1)
June 13	ERA Training	RDOS	4
June 15	SMT Mini Session 4 – Rerun	EOC	0
June 16	ERA Training	Keremeos	7
June 25	ESS First Nations Presentation – Online EMBC – RDOS Hosting	RDOS	
Apr-Jun	Q2 Training		114 (27)

- With COVID-19, the focus within the training matrix shifted from EOC training to ESS Electronic Registration and Assistance (ERA) training to meet the requirements set out by EMBC. The RDOS and Municipal partners jointly have 57 people trained; Provincially there are 356-trained users. The RDOS and Municipal partners are ahead of the curve with training and usage with the ERA tool. Within this time period there were 13 ERA responses provincially, 1 of which was the RDOS Chopaka event – where persons under Alert were registered in order to expedite support in the event of needing to upgrade to an Order.

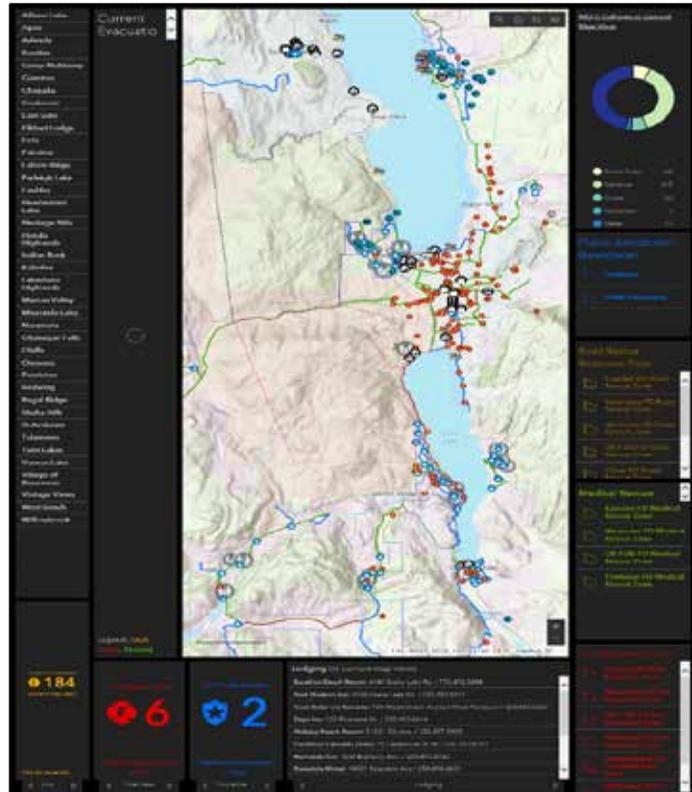
E911 Radio System & Fire Dispatch

- Commenced the Kaleden E911 Radio Tower project.
- Updated the RDOS Fire Departments response logic for the Fire Dispatch service.
- Commence initial review of the Regional Fire Dispatch service contract (ending Dec. 2021).
- Re-established the the Emergency Tele-communications Committee with Fire Departments.

Protective Services Grants

- Continued work on the Similkameen flood response and mapping projects through UBMC (CEPF) grant.

- Commenced work on the Park Rill, Horn Creek, Kerns Creek Flood Mapping and Report (CEPF) Grant
- Awarded the UBCM (CEPF) EOC Tools and Training Grant (\$25,000)
- Awarded UBCM (CEPF) ESS Modernization and Training Grant – RDOS joint grant with: Town of Oliver, Osoyoos Indian Band, Town of Osoyoos, Village of Keremeos, and the Town of Princeton (\$133,470.00)
- Finalized and submitted the 2019 UBCM CEPF EOC Tools and Training Grant (\$25,000)
- Continued work on the Evacuation Route Planning project (UBCM CEPF \$25,000 grant). Image to the right.



Evacuation Route Plan - Example

Wildfire Mitigation and FireSmart

- Continued work on FireSmart activities under UBCM’s CRI program through the Interagency Cooperation Initiative and CWPP update process. Held 2nd committee meeting June 9th.
- Supported the development of a FireSmart Development Permit Area process for Electoral Area A in cooperation with RDOS Planning Dept.
- Initiated the FireSmart community assessments for Hedley, Apex and Olalla. Consulted assigned to 2 of 3.
- Began the development of an RDOS FireSmart website to provide valuable links and resources for the public.
- Completed reporting for the 2019 FireSmart program grant through the UBCM CRI program.

Emergency Operations Centre (EOC) support

- Continued support of COVID-19 response.
- Facilitated 27 Regional EOC meetings for COVID 19
- Facilitated 13 Regional EOC meetings for Freshet
- Activated 14 regional Sandbag Centres across the RDOS
- Developed a COVID-19 specific pandemic plan and supporting response plans.

- Ensured the RDOS EOC was prepared for spring freshet.
- Facilitated Regional Emergency Preparedness working committee meetings.
- Develop and implement COVID-19 Freshet plans and procedures.

Date	Response Type	Location	Support Type	Services Provided	Evacuation Type			
					Alert	Order	Rescind	SoLe
March 16	Health	COVID-19	Health					
April 25	Landslide	Shinish Creek	Closure of KVR					
May 4	Flooding	Faulder	Sandbags					
May 15	Freshet	Keremeos	Pumping					
May 23	Gas Leak	Keremeos	ESS					
May 31	Freshet	Chopaka	Evacuation	Hotel, Food	X	X	X	X
June 4	Landslide	EMBC	ESS					
June 6	Fire	Osoyoos	ESS	Hotel, Food				

Emergency Support Services

- Continued recruitment for Emergency Support Services volunteers.
- Held 7 (bi-weekly) Regional Emergency Support Services (ESS) committee meeting – this was a shift from the monthly meetings during COVID-19 to meet via Teleconference and more frequently as information was changing frequently – as of July the meetings will return to being held monthly.



ESS Volunteers - ERA Training Osoyoos

Loose Bay Campground (EOC support)

- Oversight of the campground has been established with guidelines for cleaning and maintenance to meet COVID-19 requirements.
- A COVID-19 Coordinator was hired and trained and is providing orientation to campers, monitoring of persons who come on to the site to minimize the risk of COVID-19.
- In the event on an outbreak, plans are in place to mitigate the risk to the general public and to ensure food security within the region.
- A communication plan was developed and deployed to increase the public awareness of steps taken at Loose Bay and the importance of the seasonal farmworkers.

- Continues to be a coordinated effort with the Ministry of Agriculture, Interior Health, BC Fruit Growers, BC Housing, the South Okanagan Woman in Need Society, RDOS Bylaw and local farmers.

Communication:

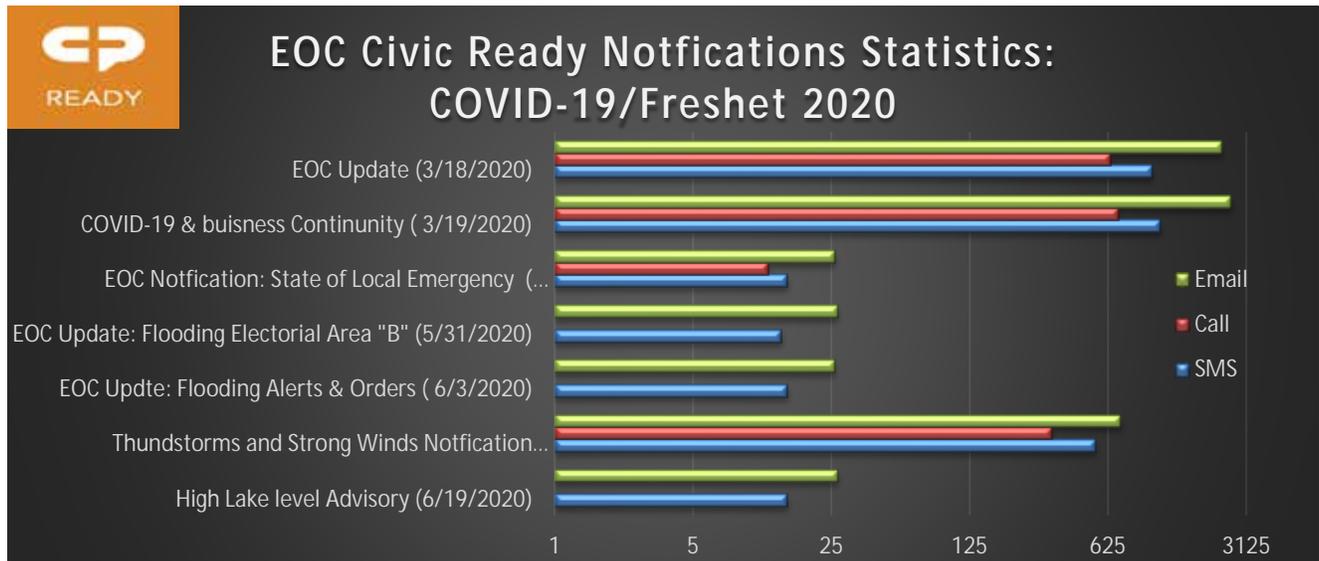
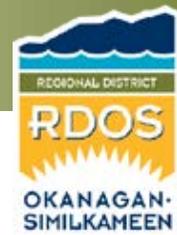


Table 1: Civic Ready Q2 Statistics

Planned Activities for Q3 2020:

- Re-establish the Emergency Tele-communications Committee with Fire Departments.
- Commence initial review of the Regional Fire Dispatch service contract (ending Dec. 2021).
- Develop RFP and award contract for the Kaleden E911 Radio Tower project. Awaiting co-location pre-approvals from Transport Canada.
- Continue to develop web based training to ensure EOC and ESS training continues during COVID-19 for communities and volunteer groups throughout the region.
- Ensure the RDOS EOC is prepared for summer wildfire season.
- Continued recruitment for ESS volunteers.
- Continued work on the Similkameen flood response and mapping projects through UBMC (CEPF) grant.
- Award RFP and commence work on the Park Rill, Horn Creek, Kerns Creek Flood Mapping and Report (CEPF) Grant
- Commence work on the UBCM (CEPF) EOC Tools and Training Grant (\$25,000).
- Commence work on the UBCM (CEPF) ESS and Training Grant (\$133,470.00).
- Complete the Evacuation Route Planning project (UBCM CEPF \$25,000 grant),

- Coordinate changes to the 2020 Regional Emergency Preparedness training schedule to align with COVID-19 social distancing requirements.
- Continue work on FireSmart activities under UBCM's CRI program through the Interagency Cooperation Initiative and CWPP update process.
- Begin to carry out FireSmart community assessments for Hedley and Apex.
- Finalize the RDOS FireSmart website to provide valuable links and resources for the public.
- Complete reporting for the 2019 FireSmart program grant through the UBCM CRI program.
- Continue to provide sand and sandbags to residents for spring freshet preparedness.
- Continue updating the Regional Emergency Management Plan.
- Continued support of Loose Bay Campground to include installation of Wi-Fi and 2 permeant wash carts (washrooms, laundry and showers).
- Faciliate a Regional Emergency Management workshop for municipal CAO's and emergency management staff.



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Community Services Committee

Thursday, July 16, 2020
10:00 am

AGENDA

- A. **APPROVAL OF AGENDA**
RECOMMENDATION 1
THAT the Agenda for the Community Services Meeting of July 16, 2020 be adopted.
-
- B. **ACTIVITY REPORT – For Information Only**
1. Q2 Activity Report
-
- C. **ADJOURNMENT**

ADMINISTRATIVE REPORT

TO: Community Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Q2 Activity Report – For Information Only

COMMUNITY SERVICES DEPARTMENT

Parks, Recreation, Transit, Cemeteries and Rural Projects

Activities Completed for Q2 2020

Parks, Recreation and Trails

- Carried out spring service and opening of all parks and amenities.
- Completed Regional trail spring evaluation and clearings, except Electoral Area H.
- Signed MOU with the District of Summerland for KVR trail maintenance.
- Installed new swim platforms in Pioneer park (Kaleden).
- Expanded Creek Park parking lot (Naramata).
- Installed irrigation to planters along Robinson Avenue (Naramata).
- Replaced beach slide at Manitou Park (Naramata).
- Completed Lions Park pond aeration and fountain installation, electrical service and irrigation upgrades (Okanagan Falls). *Picture to the right.*
- Replaced merry-go round at Kenyon Park playground (Okanagan Falls).
- Initiated new beach grooming program Okanagan Falls, Kaleden and Naramata.
- Completed Selby Park pathway expansion and rehabilitation. (West Bench).
- Plumbing of Mariposa Washrooms (West Bench).
- Completed landscape rehabilitation from fall irrigation installation Kobau Park (Cawston).
- Repaired Kenyon Spray Park (Okanagan Falls).
- Completed Creek Park Trail assessment (Naramata).
- Prepared Concrete, painted and prepared Similkameen Pool for opening.
- Made application to ALC for Similkameen Rail Trail project.
- Provided facility support to the Loose Bay campground staff
- Completed installation of boat launch and dock projects in at OK Falls and Kaleden
- Amended Manitou Park washroom design to accommodate all-year operations.
- Completed concept-level design for the Okanagan Falls trestle jumping platform and preliminary site and underwater investigations (rendering below).



- Additional park space development underway at Garnet Family Park (Heritage Hills).
 - Expanded irrigation and turf areas
 - Completed picnic shelter
 - Tree and shrub planting
 - Park bench installations
 - Invasive plant removal



Garnet Family Park Playground

- Recreation updated RDOS Rec website to include COVID resources.
- Recreation staff continues to support the communities with a variety of local and regional health and wellness initiatives (while respecting current COVID-19 measures).
- Initiation of RFP process for the South Okanagan-Similkameen Child care Study.
- Initiation of RFP process for the West Bench Age Friendly Study.
- Parks and Recreation Commissions are aware of the new Regional Guide targeted for Fall/Winter.
- Continual update of the RDOS Recreation webpage, which included COVID resources.
- Completed Final Draft of School District 53 Joint Use Agreement- Similkameen
- Work has been initiated to develop of a Volunteer Program for various functions of the RDOS.
- Applied for and executed Family day grant for open house style event in the Similkameen.
- Developed a games lounge beside the bowling area in the Similkameen Recreation Center.
- Completed initial assessment of the Similkameen Recreation Center building cameras and Privacy Impact Assessment.

- Expanded and new recreation and wellness programs in the Similkameen (Yoga, Spin classes, active age and choose to move).

COVID-19 Response

- Developed and executed a COVID-19 reopening plan for park and recreation facilities.
- Created and installed signage for park and amenity use during COVID 19.
- Revised operational plans and work procedures for park and facility maintenance.
- Updated park rental and recreation program documents.
- Reviewed and reconfigured staff works spaces to meet WCB COVID 19 requirements.
- Increased head office cleanings to twice a day.
- Cancellation of registered/drop-in recreation programs
- Management of facility and parks bookings
- Developed Parks and Recreation communication plan for Covid-19 pandemic and executed first stages

Transit

- Distributed fare products for 2020.
- Undertook analysis of existing services to improve transit efficiency.

Planned Activities for Q3 2020

Parks, Recreation and Trails

- Summer Park Maintenance.
- Complete RDOS head-office building assessment including refrigeration plant, HVAC, structural and deferred maintenance.
- Landscape and install grass turf at Selby Park.
- Install bench and accessible picnic table on the KVR trail at Little Tunnel.
- Tulameen Rink pickleball line painting and nets.
- Continue to explore space and facility options for RDOS operations staff (Water, Parks, and Facilities).
- Explore grant options for Museum facility upgrades (Naramata).
- Apply for License of Occupation for KVR from Road 21 – Road 18, & River Channel Road 22 to McAlpine Bridge.
- Prepare for Federal / Provincial Stimulus grant applications
- Prepare/submit building permit applications for washrooms, pave accessible pathway, install solar bollard lighting, and apply for pond fountain permit at Garnet Family Park (Heritage Hills).
- Prepare/submit building permit applications and tender/award Manitou Park washroom project (Naramata).
- Complete Manitou Park boat storage project.
- Completed engineered design for the Okanagan Falls trestle jumping platform.
- Initiate Similkameen pool liner replacement design project for 2021 season.
- Begin engagement related to Regional Child Care Study.
- Begin engagement related to West Bench Age Friendly Assessment and Action Plan.
- Run modified summer programs:
 - Day camp programs: Similkameen
 - Yoga, Tai Chi, Drumming circle, swim lessons: Kaleden

- Yoga, Tai Chi, SUP, Drumming circle, Play in the Park: Ok Falls
- Intro to Pickleball, Yoga: Naramata
- Yoga: West Bench
- PAT trailer (Summer Student): Regional
- Continue to work on Volunteer program development
- Complete bowling facility assessment at the Similkameen Recreation Center.
- Complete Similkameen Rec Center building assessment including refrigeration plant, HVAC, structural and deferred maintenance.
- Undertake ice rink surface concrete repair at the Similkameen outdoor ice rink.
- Complete Similkameen Rec Center entrance and courtyard landscaping design.

Transit

- Work with the Transit working group and BC Transit to finalize the 2020 expansion of the Penticton-Kelowna Regional transit service.
- Update on-site transit materials (schedules and maps) at existing bus stops.
- Continued analysis and options for online transit pass sales.
- Carry out an adjusted West Bench transit implementation plan – online consultation/surveys

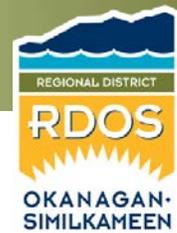
COVID – 19 Response

- Develop and implement operations and maintenance changes as required by Health regulations or Board resolution.
- Update RDOS Recreation webpages to include resourcing related to COVID-19.

Respectfully submitted:

Mark Woods

M. Woods, General Manager of Community Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Planning and Development Committee

Thursday, July 16, 2020
10:15 am

AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Planning and Development Committee Meeting of July 16, 2020 be adopted.

B. Delegation

1. Gary Sawkins, 3West Building Energy Consultants

Mr. Sawkins will address the Board with regards to Step Code

C. ACTIVITY REPORT – For Information Only

1. Q2 Activity Report

D. ADJOURNMENT

TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Q2 Activity Report – Development Services Department
For Information Only

Overview:

The Development Services Department comprises the functional areas of Planning, Building Inspection, Bylaw Enforcement, Heritage, Development Engineering and Economic Development.

PLANNING:

Q2 Activities

Regional Growth Strategy:

- Regional Growth Strategy (RGS) Review - Request for Proposals (RFP) prepared and released.
- Regional Housing Needs Assessment Report:
 - ∅ RFP was prepared released on May 14, 2020; and
 - ∅ Contract awarded to EcoPlan International Inc at June 18, 2020, Board meeting.

Electoral Area Planning:

- A summary of Applications and Referrals processed in Q2 is presented at Attachment No. 2.
- The following reports were prepared for consideration by the Board (including in Committee):
 - ∅ Public Meetings (i.e. PIMs & APCs) – Provincial Health Emergency;
 - ∅ Statement of Significance – David Woodbury McLelland Residence (Hedley, BC)
 - ∅ Residential Flexibility in the ALR – Ministry of Agriculture Consultation;
 - ∅ Development Permit Enforcement – UBCM Resolution.
- South Okanagan Zoning Bylaw Consolidation (Electoral Areas “A”, “C”, “D”, “E”, “F” & “I”):
 - ∅ Consultation with Twin Lakes residents – Apex Zone Update
 - ∅ Residential Zone Update (Phase 3) – preparation of Comprehensive Development (CD) Zone update amendment bylaw.
- Electoral Area “A” OCP Bylaw Review:
 - ∅ On-going preparation of draft OCP Bylaw & Map Schedules;
 - ∅ APC meeting to discuss resident survey results, future consultation opportunities.
- Electoral Area “G” OCP Bylaw Project:
 - ∅ preparation and release of a Request for Proposals (RFP) on June 8, 2020.

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- Wildfire Hazard DP Area Project (Electoral Areas "A", "C", "D", "E", "F", "H" & "I"):
 - ∅ Contract awarded at Board meeting of June 4, 2020; and
 - ∅ Kick-off meeting with consultant held on June 25, 2020.
 - Dock Regulations (Electoral Areas "A", "C", "D", "E", "F" & "I"):
 - ∅ Presentation to P&D Committee of the Board on May 21, 2020;
 - ∅ Agency consultation initiated / public consultation opportunities being organised.
 - Provision of Planning Services to the Village of Keremeos:
 - ∅ OCP & Zoning Bylaw Review:
 - √ completion of draft bylaws and map schedules.
 - Provision of Planning Services to the Town of Princeton.

Planned Activities for Q3 (2020):

- South Okanagan Zoning Bylaw Consolidation (Electoral Areas "A", "C", "D", "E", "F" & "I"):
 - ∅ Initiate Phase 3 of the Residential Zone Review (CD Zone Update)
 - ∅ Initiate Phase 4 of the Residential Zone Review (RS & SH Zones)
- Electoral Area "A" OCP Bylaw Review:
 - ∅ Finalise a working draft of the new OCP Bylaw for consultation purposes;
 - ∅ Initiate next phase of public consultation (i.e. new survey, APC meeting, Anarchist community group meeting, public open house, agency referrals, farmer's market, etc.).
- Electoral Area "G" OCP Bylaw Project:
 - ∅ Bring forward report to the Board to award contract;
 - ∅ Schedule a kick-off meeting with successful consultant firm;
 - ∅ Initiation of background research and determination of a consultation program.
- Wildfire Hazard DP Area Project (Electoral Areas "A", "C", "D", "E", "F", "H" & "I"):
 - ∅ Present overview of project to the Board at Committee (August 6, 2020); and
 - ∅ Initiation of background research.
- Dock Regulations (Electoral Areas "A", "C", "D", "E", "F" & "I"):
 - ∅ Schedule electronic public information meetings (x4) with lake front property owners;
 - ∅ Review feedback received on amendment bylaw and present to Board.
- Review of ESDP Area Designation (Electoral Areas "A", "C", "D", "E", "F" & "I"):
 - ∅ Continue with amendments to mapping layer; and
 - ∅ Finalise draft of Environmental Survey Report (to replace Rapid Environmental Assessment)
- Continue working on implementation of new software application (BasicGov).

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- Provision of Planning Services to the Village of Keremeos:
 - ∅ OCP & Zoning Bylaw Review:
 - ✓ present draft bylaws and map schedules to Council; and
 - ✓ initiate public consultation.
 - Provision of Planning Services to the Town of Princeton on an “as needed” basis.

BUILDING INSPECTION:

Q2 Activities

- 238 Permits have been issued to June 30, 2020 compared to 264 for the same date in 2019 (see Attachment No. 2 for the summary of issued Building Permits).
- Average timeline from application date to permit issuance is currently at 35 days.
- Provision of inspection services to the Village of Keremeos continues.
- Continued with development of BasicGov software to be introduced for Development Services in 2020. This target date will likely be Q4 due to delays with the pandemic.
- Presentation to Board – Energy Step Code

Planned Activities for Q3

- Continued work for implementation of BasicGov software for Building inspection modules.
- Building Bylaw amendments – various housekeeping amendments plus revisions required for implementation of new BasicGov software
- Drafting of various procedures and policies
- Continued research with Step Code incentive
- Continued building enforcement

BYLAW ENFORCEMENT:

Q2 Activities

- Ongoing processing of complaints – 27 new complaints received and 39 enforcement files closed
- Positive result: site clean up – Electoral Area H – 3577 Princeton-Summerland Road (before the Board January 9, 2020)
(see Attachment No. 3 for Summary of Bylaw Enforcement Complaints)

Planned Activities for Q3

- Work on development of BasicGov software to be introduced for Development Services in July 2020.
- Work with Legislative Services to develop processes for board hearings.
- Initiation of consolidation of Untidy/Unsightly regulatory bylaws.

-
- Review of annual dog licensing – explore potential for lifetime dog licenses.
 - Outstanding legal action for 5 properties (3 unsightly, 2 non-conforming uses)

DEVELOPMENT ENGINEERING:

Q2 Activities

- Subdivision and Development Services Bylaw Update (Electoral Areas "A", "B", "C", "D", "E", "F", "G", "H" & "I"):
 - ∅ On-going review of draft Schedules and Standard Drawings.
- Electoral Area "F" (Greater West Bench) Geotechnical Review:
 - ∅ Review of draft report and provision of preliminary feedback to consultant team.
- Ongoing Works and Services consultations for Subdivisions:
 - ∅ Twin Lake Golf Course Resort ("I"): review of Works and Services Agreement is on-going. Agreement on domestic water and sewer systems design is pending.
 - ∅ Grace Estates ("E"): pending water modelling.
 - ∅ Naramata Benchlands ("E"): pending applicant submission for water design.
 - ∅ Kettle Ridge – Phase 3a ("E"): pending applicant.
 - ∅ Patterson & Hayman Roads ("E"): reviewing water system requirements.
- Provision of Development Engineering Services to the Village of Keremeos.
- Provision of Development Engineering Services to the Town of Princeton.

Planned Activities for Q3

- Subdivision and Development Services Bylaw Update (Electoral Areas "A", "B", "C", "D", "E", "F", "G", "H" & "I"):
 - ∅ Finalize review of draft Schedules (i.e. Water, Sewer, Roads, etc.)
 - ∅ Finalize review of draft Standard Drawings;
 - ∅ Present Draft Bylaw at a Planning & Development Committee meeting; and
 - ∅ Initiate consultation.
- Electoral Area "F" (Greater West Bench) Geotechnical Review:
 - ∅ Finalise draft report and present to Planning and Development Committee; and
 - ∅ Initiate consultation.
- Provision of Development Engineering Services to the Village of Keremeos.
- Provision of Development Engineering Services to the Town of Princeton "as needed".

ECONOMIC DEVELOPMENT:

Q2 Activities

-
- Completed demographic mapping for a commercial investors marketing package.
 - Obtained a designation for the OK Falls Visitor Centre as a booth in the Destination BC Visitor Information Network.
 - Provision of business outreach and support (retention and expansion).
 - Completed a draft of an Economic Development Strategic Plan.
 - Summer student hired to staff the Visitor Information Centre.
 - Initiated process of developing a community fund for Okanagan Falls (Community Foundation Partnership).
 - Participated in the development of a "Visit South Okanagan" organization to support regional tourism efforts.

Planned Activities for Q3

- Ongoing business outreach and support (retention and expansion).
- Support the Okanagan Falls Community Association on branding and signage installation.
- Develop and distribute a community survey for grocery needs, including ongoing research and conversation with grocery corps, co-ops and landlord.
- Undertake a grant application to develop a downtown façade improvement or mural program.
- Collaborate on the development of a community public art project.
- Support the visitor center operation.
- Continued participation in the Visit South Okanagan program
- Ongoing promotion of our area for tourism.

Respectfully Submitted



C. Garrish, Planning Manager

L. Miller, Building & Bylaw Enforcement Services Manager

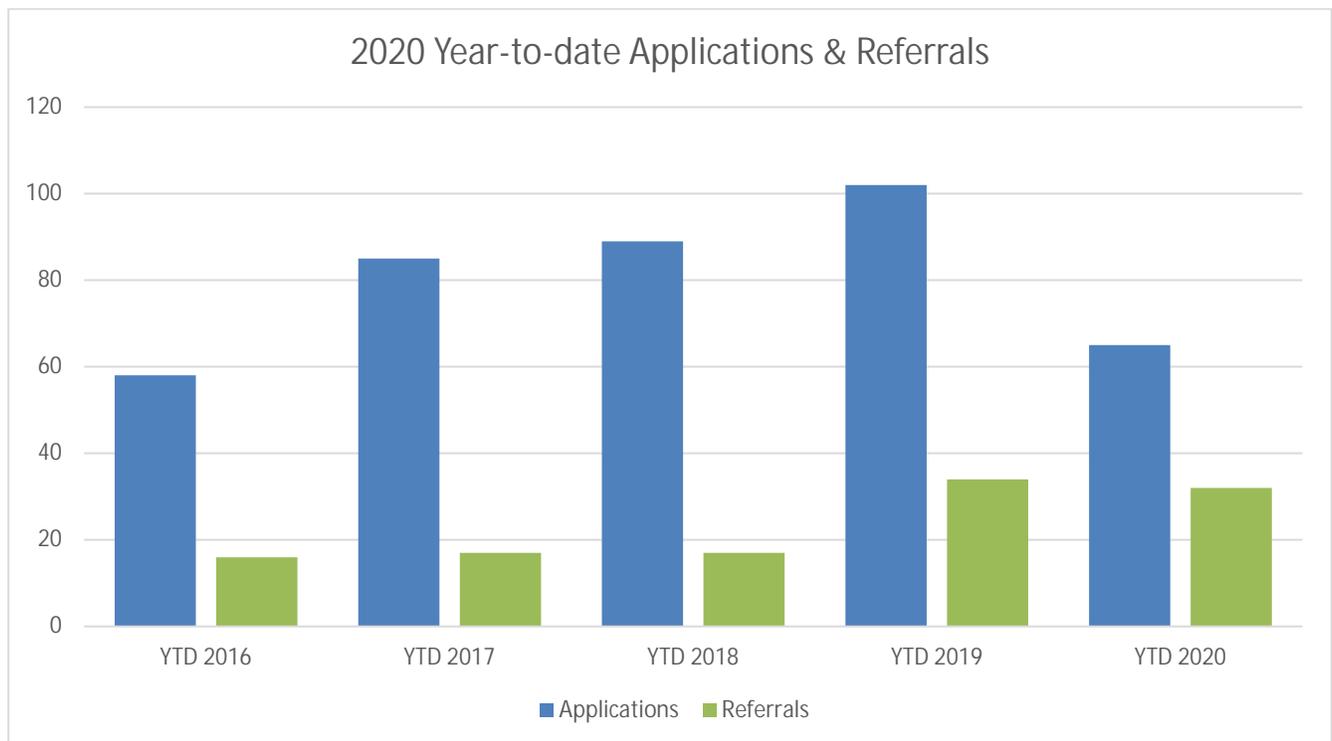
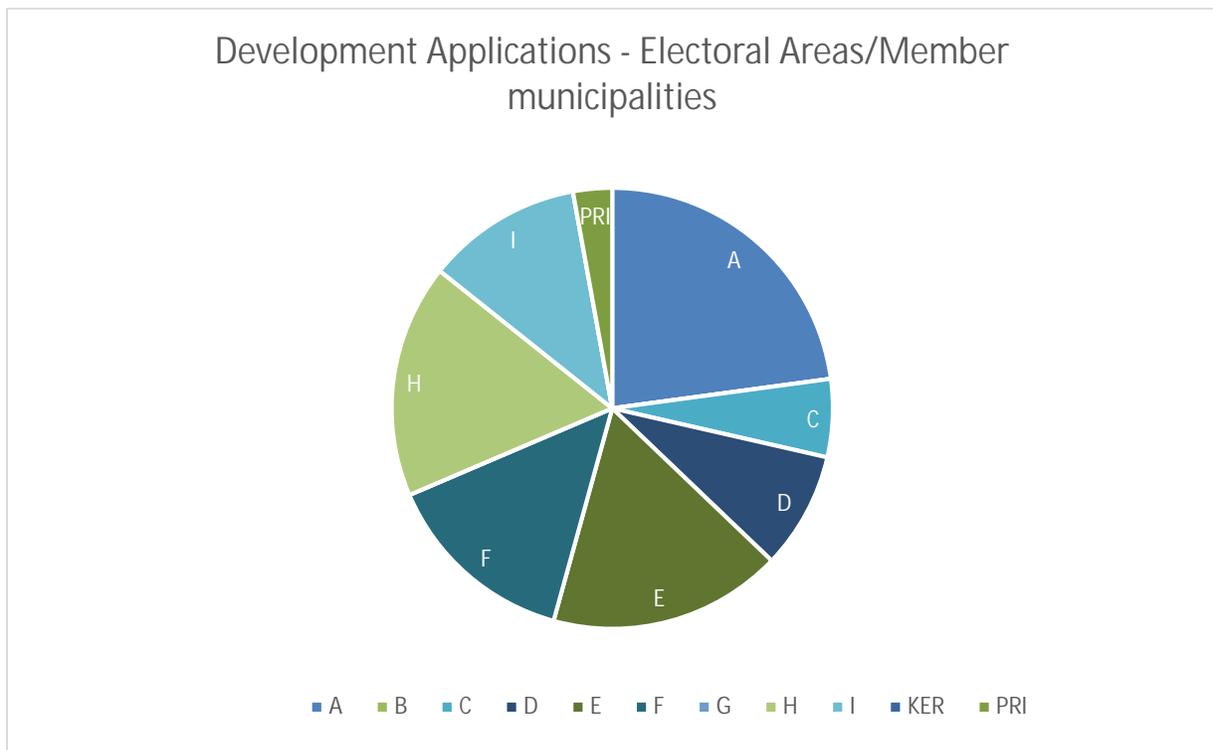
Attachments: No. 1 – Development Applications by Electoral Area & Year to Date (2020)

No. 2 –

No. 3 – Summary of Building Permits (2nd Quarter)

No. 4 – Summary of Bylaw Enforcement Complaints (2nd Quarter)

Attachment No. 1 - Development Applications by Electoral Area & Year to Date (2020)



Attachment No. 2 –

Board Reports - Land Use Applications

	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"	"I"	Total
Board Reports – Land Use Applications										
Land Use Bylaw Amendments (OCP and/or Zoning)						1		5	1	7
Development Variance Permits	1				1	1		1		4
Temporary Use Permits					4					4
Agricultural Land Commission Referrals			1		1					2
Liquor and Cannabis Regulation Branch Referrals			1	1						2
Floodplain Exemptions								1		1
Yearly Total (2020)	2		5	4	8	4		9	4	36

Public Consultation – Land Use Applications / Projects

	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"	"I"	MUL TIPLE	Total
Public Consultation Forum											
Advisory Planning Commission (APC) Meeting	1										1
Public Information Meeting						1			1		2
Public Hearing									1		1
Yearly Total (2020)	2		3	1	4	2		2		5	19

Delegated Development Permits & MoTI Referrals Processed

	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"	"I"	Total
Environmentally Sensitive Development Permits										
Development, Land Alteration & Subdivision	3			3	3				1	10
Yearly Total (2020)	5	-	1	4	5	-	-	2	1	18
Watercourse Development Permits										
Development, Land Alteration & Subdivision	1				1			2	1	5
Yearly Total (2020)	2	-	1	-	1	1	-	1	2	8
MoTI Subdivisions Referrals										
Fee Simple, Strata, Road Closure, etc.			1			1		2	2	6
Yearly Total (2020)	-	-	2	1	1	2	-	2	4	12

Attachment No. 3 – Summary of Building Permits Issued, 2nd Quarter

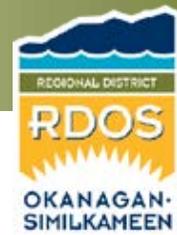
REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
SUMMARY OF BUILDING PERMITS FOR THE MONTH OF JUNE 2020

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN SUMMARY OF BUILDING PERMITS FOR THE MONTH OF JUNE 2020										
NUMBER OF PERMITS ISSUED										
DESCRIPTION	A	C	D	E	F	H	I	TOTAL	2020	2019
RENEWAL/DEFICIENCY	2				1	1		4	14	15
S.F.D.	2		1	4		2	4	13	42	44
MOBILE/MANU HOMES		1				1	1	3	10	16
CABINS/REC SEMI-DETACHED, DUPLEX, MULTI FAMILY								0	3	12
DEMOLITION / MOVE						1		1	9	17
ACCESSORY USES ADDITIONS / REPAIRS / PLUMBING	2	1	2	5	1	2		13	61	56
COMMERCIAL	1	4	1	4	1	4	2	17	62	59
INDUSTRIAL	1	1		2				4	15	8
FARM BUILDINGS	1							0	0	1
INSTITUTIONAL								1	17	18
SOLID FUEL APPLIANCE								0	5	1
MONTHLY TOTAL	9	7	4	15	3	11	7	56	238	264
YEAR TO DATE 2020	30	47	39	34	26	38	24	238		
SAME MONTH 2019	7	6	1	7	2	20	6	49		
YEAR TO DATE 2019	25	40	25	40	15	74	45	264		
DOLLAR VALUE OF PERMITS										
DESCRIPTION	A	C	D	E	F	H	I	TOTAL	TOTAL YTD	
RENEWAL/DEFICIENCY					\$12,500	\$1,000		\$13,500	\$270,500	
S.F.D.	\$718,195		\$343,040	\$1,305,810		\$391,110	\$1,488,940	\$4,247,095	\$16,423,967	
MOBILE/MANU HOMES		\$145,410				\$168,480	\$265,520	\$579,410	\$1,850,069	
CABINS/REC SEMI-DETACHED, DUPLEX, MULTI								\$0	\$40,500	
DEMOLITION / MOVE						\$1,000		\$1,000	\$9,000	
ACCESSORY USES ADDITIONS / REPAIRS / PLUMBING	\$139,920	\$266,120	\$65,000	\$77,915	\$12,482	\$102,640		\$664,077	\$2,623,717	
COMMERCIAL	\$16,200	\$44,180	\$2,000	\$310,020	\$98,840	\$177,985	\$21,000	\$670,225	\$2,099,425	
INDUSTRIAL	\$67,160	\$25,000		\$45,000				\$137,160	\$1,016,100	
FARM BUILDINGS	\$37,440.00							\$37,440	\$294,420	
INSTITUTIONAL								\$0	\$1,784,925	
SOLID FUEL APPLIANCE								\$0	\$0	
MONTHLY TOTAL	\$978,915	\$480,710	\$410,040	\$1,738,745	\$123,822	\$842,215	\$1,775,460	\$6,349,907	\$26,412,623	
YEAR TO DATE 2020	\$6,997,375	\$3,951,735	\$2,870,960	\$4,000,164	\$1,641,548	\$3,408,705	\$3,542,136	\$26,412,623		
SAME MONTH 2019	\$345,520	\$363,150	\$12,000	\$1,315,480	\$7,000	\$929,240	\$1,001,225	\$3,973,615		
YEAR TO DATE 2019	\$2,185,280	\$3,961,738	\$3,976,441	\$4,568,852	\$661,534	\$5,051,355	\$5,500,136	\$25,905,336		
BUILDING INSPECTION REVENUE										
MONTH	2014	2015	2016	2017	2018	2019	2020			
JANUARY	\$8,965.60	\$17,905.98	\$38,090.55	\$39,602.01	\$55,887.27	\$30,704.46	\$47,538.46			
FEBRUARY	\$25,842.00	\$19,575.32	\$29,419.02	\$44,897.41	\$37,396.10	\$86,493.92	\$17,592.98			
MARCH	\$30,397.81	\$32,251.07	\$41,406.24	\$62,053.58	\$72,804.20	\$51,199.20	\$60,721.58			
APRIL	\$28,055.24	\$47,883.66	\$15,209.80	\$35,550.35	\$41,018.96	\$42,268.02	\$41,620.45			
MAY	\$47,678.54	\$34,819.01	\$88,336.89	\$335,459.36	\$61,771.86	\$47,130.81	\$52,842.35			
JUNE	\$78,964.49	\$62,473.80	\$105,215.54	\$66,954.09	\$70,972.42	\$46,253.49	\$75,271.11			
JULY	\$48,610.54	\$93,218.43	\$70,891.24	\$95,394.43	\$71,463.33	\$70,064.71				
AUGUST	\$41,182.51	\$59,620.80	\$73,568.01	\$47,165.53	\$42,822.93	\$25,798.34				
SEPTEMBER	\$68,044.72	\$121,384.59	\$102,226.37	\$90,566.53	\$45,924.16	\$30,728.49				
OCTOBER	\$36,694.11	\$39,069.81	\$44,894.56	\$43,695.30	\$84,294.81	\$55,999.70				
NOVEMBER	\$40,766.83	\$58,845.97	\$32,663.33	\$58,442.60	\$43,348.80	\$51,766.51				
DECEMBER	\$39,792.14	\$40,132.41	\$29,147.95	\$41,432.10	\$32,698.12	\$20,458.33				
TOTAL	\$494,994.53	\$627,180.85	\$671,069.50	\$961,213.29	\$660,402.96	\$558,865.98	\$295,586.93			

Attachment No. 4 – Summary of Bylaw Enforcement Complaints, 2nd Quarter

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
SUMMARY OF BYLAW INFRACTIONS
2ND QUARTER (APR-JUN 2020)

COMPLAINTS RECEIVED April - June 2020													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL	2020 YTD	2019	2019 YTD
LAND USE	0	0	2	3	0	2	0	0	2	9	12	15	19
ESDP	0	0	0	0	0	0	0	0	0	0	0	3	3
WDP	1	0	0	1	0	0	0	0	0	2	0	1	1
MULTIPLE	0	0	1	2	1	1	0	0	0	5	4	1	1
UNTIDY/UNSIGHTLY	0	0	1	0	1	1	0	0	2	5	6	6	8
BUILDING BYLAW	1	0	3	0	0	0	0	1	0	5	7	2	6
ANIMAL CONTROL	0	0	9	1	1	1	1	0	3	16	28	26	39
NOISE CONTROL	0	0	5	3	3	1	0	0	0	12	16	25	37
BURNING BYLAW	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	2	0	21	10	6	6	1	1	7	54	73	79	114
COMPLAINTS RESOLVED April - June 2020													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL	2020 YTD	2019	2019 YTD
LAND USE	3	0	6	1	1	4	0	1	2	18	69	5	13
ESDP	0	0	0	0	0	0	0	0	0	0	1	0	1
WDP	1	0	0	0	0	0	0	0	0	1	3	0	0
MULTIPLE	0	0	0	0	0	0	0	0	0	0	0	1	2
UNTIDY/UNSIGHTLY	0	0	0	1	1	1	0	1	1	5	11	3	4
BUILDING BYLAW	1	0	3	1	1	0	0	0	0	6	19	3	6
ANIMAL CONTROL	0	0	9	1	1	1	1	0	3	16	35	26	34
NOISE CONTROL	0	0	5	3	3	1	0	0	0	12	18	25	35
BURNING BYLAW	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	5	0	23	7	7	7	1	2	6	58	156	63	95
TOTAL ACTIVE COMPLAINTS													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL			
LAND USE	4	0	14	7	4	7	1	4	9	50			
ESDP	1	0	0	1	0	1	0	0	0	3			
WDP	2	0	0	2	0	0	0	0	2	6			
MULTIPLE	0	0	4	2	2	1	1	0	0	10			
UNTIDY/UNSIGHTLY	0	0	2	2	1	1	2	3	2	13			
BUILDING BYLAW	3	0	2	1	0	0	0	2	1	9			
ANIMAL CONTROL	0	0	0	0	1	0	0	0	1	2			
NOISE CONTROL	0	0	3	2	1	1	0	0	0	7			
BURNING BYLAW	0	0	0	0	0	0	0	0	0	0			
Totals	10	0	25	17	9	11	4	9	15	100			
Previous Quarter	11	0	30	15	9	9	5	11	13	103			
MILEAGE													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL	2020 YTD		
LAND USE	394	0	639.5	135	57	283	0	275	196.5	1980	3798		
ESDP	0	0	0	0	0	0	0	0	0	0	37		
WDP	120	0	0	24	0	0	0	0	0	144	144		
MULTIPLE	0	0	0	0	0	0	0	0	0	0	0		
UNTIDY/UNSIGHTLY	0	0	179	125	34	83	86.5	531.5	124	1163	1346		
ANIMAL CONTROL	0	0	496	1209	1382	1054	125		1399	5665	7887.5		
NOISE CONTROL	0	0	501	81	133	123	0	0	0	838	1057.5		
BURNING BYLAW	0	0	0	0	0	0	0	0	0	0	0		
Totals	514	0	1816	1574	1606	1543	211.5	806.5	1720	9790	14270		
YTD	582.5	0	3236	2022	2023	1842	541.5	1135	2889	14270			



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, July 16, 2020
11:00 am

AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Environment and Infrastructure Committee Meeting of July 16, 2020 be adopted.

B. DELEGATION

Erick Lachmuth, Acting District Transportation Manager, Ministry of Transportation

C. ACTIVITY REPORT – For Information Only

1. Q2 Activity Report
-

D. SOUTH OKANANAGAN CONSERVATION FUND UPDATE

DELEGATION - Bryn White, Program Manager, South Okanagan Similkameen Conservation Program

RECOMMENDATION 2

THAT the Board of Directors approve the extension of the Penticton Fly Fishers 2019 Penticton Creek project to December 2020 to enable public consultation; and further,

THAT the Okanagan and Similkameen Invasive Species Society project approved for 2020 delivery be cancelled due to COVID-19 restraints, and the society be advised that they may reapply at the 2021 intake.

E. CLOSED SESSION

RECOMMENDATION 3

THAT in accordance with Section 90(1)(e) of the *Community Charter*, the Committee close the meeting to the public on the basis of the acquisition, disposition or expropriation of land or improvements, if the Committee considers that disclosure could reasonably be expected to harm the interests of the Regional District.

F. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Public Works Second Quarter Activity Report – For Information Only

ACTIVITIES COMPLETED IN Q2 2020:

SOLID WASTE

Engineering:

- Campbell Mountain Landfill Biocover Pilot – Published intent of substituted requirements in newspapers and had documents available for public viewing for 30 days. Formal application has been submitted to the Ministry of Environment
- Campbell Mountain Landfill Drainage and Leachate – Leachate extraction wells are pumping leachate into the pond and data is being collected. Consultant will begin work in Q3 on the next phase of the leachate work.
- Campbell Mountain Landfill New Entrance/Exit – Consultant is continuing to work on detailed drawings for the proposed new alignment for the entrances. Application is underway for receiving approval to utilize Crown Lands and City of Penticton Lands for the lower new entrance roadway to the landfill.
- Keremeos Landfill Closure Plan – Monitoring continues of the new wells.
- Keremeos Transfer Station scale house replacement – Complete
- Oliver Landfill scale house and scale replacement – Complete except for some July paving
- Oliver Landfill Organics Composting Facility and Design Operations and Closure Plan – Project was awarded to a consultant and a kick off meeting was held. Work is underway.
- Apex Waste Transfer Station – Ridge cap replacement is on order and will be installed in Q3 along with some heat trace material in some drainage areas.

Operations:

- Campbell Mountain Landfill Organics Composting – ALC review process undertaken; public consultation program developed
- New payment terminals installed at the scale houses.
- Added BCOMA – Oil receiving facility – to Keremeos transfer station
- Site regrading of Keremeos transfer station
- Addition of a RecycleBC seacan at Keremeos transfer station
- Creation of a new agricultural plastic drop off area at the Keremeos transfer station
- At Campbell Mountain landfill we continued a system that bypasses our main scale for yard

waste in order to avoid line ups and to promote social distancing. Improvements to our internal roads, appropriate offsite signage has been created and spotters have been assigned to direct traffic.

- Phase 1 of the Campbell Mountain fill plan is complete. Internal road works and pad have been developed and are proceeding with phase 2 of the landfill fill plan.
- Year end annual reports completed and submitted to the Ministry of Environment.
- A drone survey of the landfills has taken place in order to determine landfill volumes.

WATER

Engineering:

- Willowbrook Water System Chlorine Contact System – Construction underway and will be completed in July.
- Olalla Water System Generator – Complete.
- Sage Mesa Water System Controls Upgrade – Work has been designed and installation work has been awarded to a contractor. Work is underway.
- Naramata Dam Safety Reviews – Consultant has started the project and a site visit will occur early in July.
- Works and Services Bylaw - Reviewed and provided comments.
- Cross Connection Control Bylaw – final version being prepared.

Operations:

- New safe work procedures have been developed to address COVID 19 risks.
- Onsite contractor protocols and safe work procedures developed to address COVID 19 risks
- Willowbrook Water GARP study– Work underway and on schedule for October completion.
- Naramata Water Source Water Protection Plan – Technical Advisory Committee has been meeting to review and make recommendations. The study is scheduled to be completed in the fall of 2020.
- Yearend annual reports for all water systems are complete.
- Missezula Lake Water – Operators have been operating the system now for 6 months.
- Sage Mesa water meters were replaced on 26 connections

SEWER

Engineering:

- Kaleden Sewer Expansion – Predesign Report complete and a website has been launched at www.kaledensewer.ca for project information. Updates will be added as necessary.
- OK Falls Constructed Wetland Project – Construction is completed. Seeding has been completed. Commissioning underway.
- OK Falls Waste Water Treatment Plant Solids Dewatering Project – Tender was cancelled due to insufficient budget. Looking for additional funding opportunities.

Operations:

- New safe work procedures have been developed to address COVID 19 risks.
- Onsite contractor protocols and safe work procedures have been developed to address COVID 19 risks
- Okanagan Falls Lift station #3 upgrades – Purchased replacement pumps. Work to replace the mechanical system inside lift station must be delayed due to COVID-19 potential aerosolized exposure.
- Yearend annual reports for the sewer system is underway and is complete.

OTHER PROJECTS/PROGRAMS

Engineering:

- COVID response - Engineering staff worked from home for April and May. Transitioned back to the office in June. Meetings with consultants are still being held through virtual platforms to continue with project tasks.
- SCADA Master plan implementation – Eleven proposals were received from the RFP process. Consultant was retained and work will begin in Q3 on the upgrade plan with replacing key components, and software.
- Naramata Liquid Waste Management Plan – RFP is being developed for completion of this work. This project start date will be delayed until late 2020 as the major tasks involves public consultation activities.
- Naramata Shoreline assessment for impacts from onsite wastewater systems was initiated. Testing will occur over the summer months as the lake level drops. OBWB grant of \$25k was awarded for this project.
- Lower Nipit Improvement District Acquisition – RFP that will look at requirements for acquisition of the utility was released and will close in July.
- Mosquito Control Program – very high counts are being found in some water bodies and treatment has continued. Five helicopter flights have been carried out in Q2. Lingering flood waters have increased the areas available for breeding mosquitos for longer than in previous years. Started assisting and mentoring Lower Similkameen Indian Band (LSIB) staff member with treating various sites.
- Follow the Water K-5 Curriculum Project – work in continuing with the En'owkin Centre to prepare the new learning materials and presentations for classroom deliveries.

ACTIVITIES PLANNED FOR Q3 2020:

SOLID WASTE

Engineering:

- Campbell Mountain Landfill Biocover Pilot – Wait for a response from the Ministry of Environment on our application for substituted requirements.
- Campbell Mountain Landfill Leachate – Design work will get underway to tie in 3rd extraction

well in to the pond.

- Campbell Mountain Landfill Entrance/Exit review – Consultant will continue to work on detailed designs on the landfill’s new entrance and scale/scalehouse upgrades and provide for review. Continue with securing land tenure for road entrance.
- Keremeos Landfill Closure – Monitoring wells will be sampled on schedule.
- Oliver Landfill Organics composting facility and Design Operations and Closure Plan – work will continue as planned on the organics facility design
- Apex Waste Transfer Station –the new ridge cap will be installed.

Operations:

- Continue with education and communications around implementation of the changes to the curbside recycling program that has eliminated blue bags.
- Continue implementing safety work procedures measures as issues are identified at the landfills.
- Campbell Mountain Landfill Organics Composting – Decision on land purchase will be determined. Carry out public engagement activities depending on land purchase.

WATER

Engineering:

- Willowbrook Water System Chlorine Contact System – Construction will begin.
- Olalla Water System Generator – Generator training to be completed.
- Sage Mesa Water System controls upgrade – Tender for construction of controls and communication upgrades will be completed and construction will begin.
- Naramata Dam Safety Reviews – Consultant to be retained and work will begin.
- Cross Connection Control Bylaw – Bylaw will be brought to the Board for discussion.

Operations:

- Naramata Water Source Water Protection Plan – Work will continue as planned.
- Willowbrook Water GARP study– Work will continue as planned.
- Complete annual dam inspections.

SEWER

Engineering:

- Kaleden Sewer Expansion – on two Saturdays in the summer, project team members will be present at Pioneer Park for residents to ask questions in person. Website will be updated.
- OK Falls Constructed Wetland Project – Continue the two year commissioning process for vegetation establishment.
- OK Falls Waste Water Treatment Plant Solids Dewatering Project – Anticipate preparation of an application for a funding program.

-
- Naramata Liquid Waste Management Plan – RFP will be released and a consultant will be retained.
 - Naramata Shoreline study – sampling work will continue to investigate potential impacts from onsite septic systems

Operations:

- Okanagan Falls Liftstation #3 – contractor will be retained to replace the mechanical components inside the liftstation
- Complete any additional work on the Waste Water Treatment Plant U.V. system.

OTHER PROJECTS/PROGRAMS

Engineering:

- Mosquito Control Program – Continue to treat areas on the ground and from the helicopter if needed. Continue with assisting and mentoring for LSIB
- Unpacking the Guidebook – Building Climate Resilience in the Okanagan will work on education materials and workshops will be delayed until gatherings are again permitted.
- Follow the Water K-5 Curriculum Project – work will continue with the En'owkin Centre to prepare the new learning materials and presentations for classroom deliveries.
- Mosquito Control Bylaw – amendment to include Area I.
- Invasive Weeds and Pests Bylaw – begin combining bylaws into one Invasive Species Bylaw.
- Works and Services Bylaw -Review and provide comments.

Operations:

- Utilities truck – start procurement of new vehicle.
- Works and Services Bylaw -Review and provide comments.
- Review methods of funding Cross Connection program as required within the bylaw.

Respectfully submitted:

Liisa Bloomfield

L. Bloomfield, Manager of Engineering

Andrew Reeder

A. Reeder, Manager of Operations

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: South Okanagan Conservation Fund – Update and Request for Direction

Administrative Recommendation:

THAT the Board of Directors approve the extension of the the Penticton Fly Fishers 2019 Penticton Creek project to December 2020 to enable public consultation; and further,

THAT the Okanagan and Similkameen Invasive Species Society project approved for 2020 delivery be cancelled due to COVID-19 restraints, and the society be advised that they may reapply at the 2021 intake.

Purpose:

To provide direction to staff and the South Okanagan Conservation Fund administrator, in relation to two projects that require additional time for completion, and delayed start due to COVID-19.

Reference:

South Okanagan Conservation Fund (SOCF) Terms of Reference – (May 2017).

Background and Analysis:

Administration is seeking direction from the Board in relation to two projects successfully funded under the South Okanagan Conservation Fund.

The Penticton Creek Reach 3A Upper / 3B Restoration Detailed Design

This project was funded in the amount of \$159,000 (Penticton Fly Fishers Club) in early 2019 with a completion date of February 2020. Consultants were hired in 2019 to complete detail design of the project. In late 2019, proponents requested, and were granted, an extension to complete the design at the end of June 2020.

One of the significant issues to be addressed in the design was the freeboard from the bottom of the Nanaimo Avenue Bridge to the water level under design flow conditions. The Penticton Creek Master Plan indicates that the clearance to the bottom of the Nanaimo Avenue Bridge under design flow conditions is not sufficient to meet the Dike Design and Construction Guide: Best Management Practices for B.C. The detailed design phase examined the bridge and evaluated a number of scenarios related to retaining or removing the bridge. In order to complete the detailed design and tender documents as required deliverables under the project, the consultant needs instructions from

the City with respect to how to address the Nanaimo Avenue Bridge, and this will require public consultation. To that end, the proponent is requesting an additional extension to December 1, 2020.

Conserving South Okanagan Habitats through an Invasive-free Certification Program

The Okanagan and Similkameen Invasive Species Society (OSASISS) is the proponent for this multi-year project to increase invasive species knowledge and provide preventative and management options to homeowners, developers, landscapers, horticulturalists, earth-moving businesses or related service providers in the South Okanagan. OSASISS received \$20,144 for the project during 2019, however the timely completion of activities was challenged by a number of factors, including COVID-19. Administration is waiting to receive the final report and printed materials. Project applications for the third and final year were approved for delivery during 2020, however many of the activities planned are in person workshops, with COVID-19 making this challenging to deliver. The preferred approach would be to cancel their approved project for 2020, have them re-apply during the next intake (August/September 2020).

Next Steps:

Administration will advise the proponents of the Board's direction.

Alternatives:

1. THAT the Board of Directors approve the recommendations contained within this report.
2. THAT the Board of Directors defer a decision on the recommendation contained within this report pending further information from administration and/or the applicants.
3. THAT the Board of Directors not approve the recommendations.

Respectfully Submitted

"Christy Malden"

C. Malden, Manager of Legislative Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Corporate Services Committee

Thursday, July 16, 2020
12:15 pm

AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Corporate Services Meeting of July 16, 2020 be adopted.

B. CORPORATE ACTION PLAN – For Information Only

1. Q2 Report
-

C. ACTIVITY REPORT – For Information Only

1. Q2 Report
 2. Q2 Communications Report
-

D. MANAGEMENT DISCUSSION & ANALYSIS REPORT – For Information Only

1. Q2 Report
-

E. 2020 Stimulus Program

1. Stimulus Projects Report
2. Stimulus Projects List

RECOMMENDATION 2

1. THAT the following projects be submitted under the CCR Program:

- Similkameen Swimming Pool Upgrade

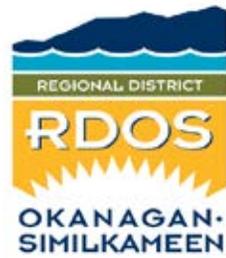
2. That the following projects be submitted under the RNC Program:

- Okanagan Falls WWTP Solids Dewatering Facility
 - Naramata Water System Infrastructure Upgrade
 - Missezula Lake Water System Treatment Plant Upgrade
 - Regional Organics Facility Development
-

F. BOARD MEETINGS – Where do we go from here?

1. Discussion Document
-

G. ADJOURNMENT



2020 Corporate Action Plan

Q2 Report

2020 Corporate Action Plan

(Adopted 19 March 2020)

Dashboard

#	Objective	Status	Page
1.1.1	By achieving a high standard of financial management and reporting		1
1.1.2	By being an effective local government		1
1.2.1	By implementing the 2020 joint occupational health and safety action plan		2
1.3.1	By implementing an Organizational Development Program		2
2.1.1	By promoting regional district facilities and services		2
2.1.2	By engaging our citizens in the development and improvement of our programs		3
2.2.1	By continuously improving bylaws, policies and process within the organization		3
2.2.2	By implementing the regional transit future plan		4
3.1.1	By reviewing and updating the emergency management program		4
3.1.2	By implementing the Regional Trails Program		5
3.1.3	By implementing the 2019 phase of the parks program		5
3.1.4	By providing public recreational opportunities		5
3.2.1	By implementing the Asset Management Plan		6
3.2.2	By Initiating the Economic Development program for Electoral Area D		6
3.2.3	By Reviewing Long-Range Planning Documents		6
3.3.1	By implementing the 2019 Phase of the Solid Waste Management Plan		7
3.3.2	By implementing the Campbell Mountain Landfill infrastructure upgrades and requirements		7
3.3.3	By enhancing the Okanagan Falls Waste Water Treatment System		8
3.3.4	By enhancing Regional District Water System Delivery		8
4.1.1	By executing the Strategic Planning and Enterprise Risk Management Programs		9
4.2.1	By improving Regional District/ Municipal Relations		9

Dashboard

Progress Colour Key:

No Issues
Minor issue(s)
Significant issue(s)

GREEN
YELLOW
RED

For the full detail on each corporate objective refer to the appropriate # or page # in the document attached hereto.

Action Plan Definitions:

CAO = Chief Administrative Officer
MCS = Manager of Community Services
MFS = Manager of Financial Services
MHR = Manager of Human Resources
MIS = Manager of Information Systems
MLS = Manager of Legislative Services
MPS = Manager of Planning Services
MBO = Manager of Building and Enforcement
MES = Manager of Engineering Services
MO = Manager of Operations

Status Colour Key:

Q1 – Black
Q2 – Red
Q3 - Blue
Q4 - Green

Corporate Action Plan 2020

Key Success Driver 1.0: To Be a High Performing Organization

Goal 1.1 To Be an Effective, Fiscally Responsible Organization				
Objective 1.1.1 - By achieving a high standard of financial management and reporting				
#	ACTION	WHO	WHEN	STATUS
1.1.1.1	Receipt of an unqualified independent audit for 2019	MFS	Q2	Complete
1.1.1.2	Adoption of an informed 2020 – 2024 Financial Plan	MFS	Q1	Complete
1.1.1.3	Successfully meeting budget in 95% of established services	MFS	Q4	
1.1.1.4	Enhance the strength of performance indicators in the MD&A	MFS	Q4	In Progress
1.1.1.5	Review each program to determine if reserves are required and, if so, at what level.	MFS	Q4	In Progress
1.1.1.6	Develop a Fees and Charges Policy to provide a decision-making directive for the pricing of services;	MLS/ MFS	Q3	

Objective 1.1.2 - By being an effective local government				
#	ACTION	WHO	WHEN	STATUS
1.1.2.1	Develop a workspace plan	MCS	Q3	
1.1.2.2	Complete negotiations for a revised collective agreement	CAO	Q1	Complete
1.1.2.3	Conduct Process Reviews on: <ul style="list-style-type: none"> · Invoicing · All external facility cash management · Landfill processes (entry to billing) 	MFS	Q3	<ul style="list-style-type: none"> · In Progress · Refer to Audit · Complete
1.1.2.4	Complete external IT assessment to better use technology at the RDOS.	MIS	Q3	Contract awarded
1.1.2.5	Conduct cyber security training for all staff and Rural Directors	MIS	Q3	
1.1.2.6	Implement leadership training initiatives (Administrative Fairness, Transparency, FOI)	MLS	Q4	

Goal 1.2 To Be a Healthy and Safe Organization				
Objective 1.2.1 By implementing the 2020 joint occupational health and safety program				
#	ACTION	WHO	WHEN	STATUS
1.2.1.1	Identify areas of regulatory non-compliance and develop a plan to close the gap	MHR	Q2	<u>Complete</u>
1.2.1.2	Keep the RDOS injury rate below the average for our WorkSafe BC classification unit	MHR	Q3	
1.2.1.3	Implement an ergonomics program review throughout the organization	MHR	Q4	

Goal 1.3 To Cultivate a High Performing Organizational Culture				
Objective 1.3.1 By implementing an Organizational Development Program				
#	ACTION	WHO	WHEN	STATUS
1.3.1.1	Develop and support an employee organizational development committee	MHR	Q1	Complete
1.3.1.2	Create a 2020 organizational development action plan	MHR	Q2	On hold Suspended
1.3.1.3	Provide 360 evaluations for all supervisory staff	MHR	Q4	
1.3.1.4	Conduct a 2020 Staff Perception Survey	MHR	Q4	
1.3.1.5	Show improved results on the 2020 Staff Perception Survey over the 2019 Survey	MHR	Q4	

Key Success Driver 2.0: To Optimize the Customer Experience

Goal 2.1 To Provide a High Level of Customer Service				
Objective 2.1.1 By promoting regional district facilities and services				
#	ACTION	WHO	WHEN	STATUS
2.1.1.1	Develop a marketing program to promote understanding of RDOS Facilities and Services	MLS	Q2	Q4 Modified due to COVID
2.1.1.2	Implement a rigorous program for the PAT trailer in 2020	MCS	Q3	Modified due to COVID
2.1.1.3	Evaluate our current regional recreation program initiative and submit an opportunities report	MCS	Q3	

Objective: 2.1.2 By engaging our citizens in the development and improvement of our programs				
#	ACTION	WHO	WHEN	STATUS
2.1.2.1	Conduct 4 service-related quality assurance surveys	MLS	Q3	In progress
2.1.2.3	Initiate a 2020 Communication/Public Engagement Plan	MLS	Q1	Complete
2.1.2.3	Develop a schedule and attend community events throughout the Regional District	MLS	Q4	Schedule complete
2.1.2.4	Investigate the cost of technology to provide publicly accessible Board meetings	MIS	Q3	In progress
2.1.2.5	To investigate the establishment of a cemetery service for Electoral Area G	MLS	Q4	

Goal 2.2 To Meet Public Needs Through the Continuous Improvement of Key Services				
Objective 2.2.1 By improving bylaws, policy and process within the organization				
#	ACTION	WHO	WHEN	STATUS
2.2.1.1	Bring 20 policies to Committee in 2020 for review	MLS	Q4	In progress
2.2.1.2	Bring 8 Regulatory Bylaws forward to the Board for discussion and updating	MLS	Q3	In progress
2.2.1.3	Update Invasive weeds and pest bylaws into a single Invasive Species Bylaw	MLS	Q3	Pending ministry approval
2.2.1.4	Adoption of an Okanagan Valley Consolidated Zoning Bylaw	MPS	Q3	Delayed Q4
2.2.1.5	Adoption of a Works and Servicing Bylaw	MPS	Q3	Delayed Q4
2.2.1.6	Implementation of new Development Services software	MBO	Q4	In Progress
2.2.1.7	To design and conduct a citizen survey in the regional district electoral areas	MLS	Q3	Launch in Q3 Complete Q4

Objective 2.2.2 By implementing the 2020 phase of the regional transit future plan				
#	ACTION	WHO	WHEN	STATUS
2.2.2.1	Implement the 2020 phase of the Penticton – Kelowna Service	MCS	Q4	Suspended
2.2.2.2	Implement the West Bench Service	MCS	Q4	Suspended

Key Success Driver 3.0: To Build a Sustainable Region

KSD 3: BUILDING A SUSTAINABLE REGION				
Goal 3.1 To Develop a Socially Sustainable Region				
Objective 3.1.1 By reviewing and updating the emergency management program				
#	ACTION	WHO	WHEN	STATUS
3.1.1.1	Review and update the emergency program bylaw	MCS	Q2	Complete
3.1.1.2	Review and update the emergency response plan	MCS	Q2	Complete
3.1.1.3	Develop an emergency response plan exercise program and implement the 2020 phase	MCS	Q2	Complete
3.1.1.4	Upgrade the Kaleden E911 infrastructure	MCS	Q3	Underway
3.1.1.5	Commence the process to initiate a flood management mitigation service for Electoral Areas C and I	MLS	Q3	Planning Study commenced
3.1.1.6	To investigate the conversion of the Lower Nipit Improvement District Letters Patent to the RDOS	MLS	Q3	Planning Grant
3.1.1.7	To investigate the development of the Old Kaleden Road as an emergency egress	MCS	Q3	MoTI Road Started

Objective 3.1.2: By implementing the regional trails program

#	ACTION	WHO	WHEN	STATUS
3.1.2.1	Apply for tenure on the Okanagan River Flood Works between Road 9 to 18	MCS	Q2	Q3
3.1.2.2	Apply for tenure on the Okanagan Channel Flood Works between Road 22 and the McAlpine Bridge	MCS	Q2	Q3
3.1.2.3	Upon successful acquisition, cost the paving of the Canal trail between Road 22 and Road 9	MCS	Q3	
3.1.2.4	Commence planning for a hike and bike link over Fairview Rd. into the Similkameen	MCS	Q3	

Objective 3.1.3: By implementing the 2020 Phase of the Parks Program

#	ACTION	WHO	WHEN	STATUS
3.1.3.1	Implement the 2020 phase of the Heritage Hills Park development plan	MCS	Q4	Underway
3.1.3.2	Implement the 2020 phase of the park development plan for the Coalmont Park	MCS	Q2	Complete
3.1.3.3	Implement the 2020 phase of the Wharf Park development plan	MCS	Q3	MoTI
3.1.3.4	Implement the 2020 phase of the Manitou Park development plan	MCS	Q4	Grant received
3.1.3.5	Implement the land acquisition process for West Bench Elementary School for public purposes	MCS	Q3	Q4
3.1.3.6	Develop a Regional Parks and Trails Master Plan	MCS	Q4	Deferred due to COVID-19
3.1.3.7	Work with the Apex Community Association to establish a Parks and Recreation Service	MLS	Q3	
3.1.3.8	To determine the status of the 1912 Hotel and respond on the grant request for the stabilization project	MCS	Q3	

Objective 3.1.4: By providing public recreational opportunities

#	ACTION	WHO	WHEN	STATUS
3.1.4.1	Devise a plan to renovate the Similkameen Swimming Pool	MCS	Q3	Underway

Goal 3.2 To Develop an Economically Sustainable Region				
Objective: 3.2.1: By Implementing the Asset Management Plan				
#	ACTION	WHO	WHEN	STATUS
3.2.1.1	Commence implementation of Stage 4 of the Asset Management Plan	MFS	Q4	
3.2.1.2	To introduce an asset/supply chain management program to the Regional District	MFS	Q3	

Objective: 3.2.2: Initiating the Economic Development program of Electoral Area D				
#	ACTION	WHO	WHEN	STATUS
3.2.2.1	Development of an Area “D” Economic Development Strategic_Plan	MPS	Q2Q3	In Progress

Objective: 3.2.3:By Reviewing Long-Range Planning Documents				
#	ACTION	WHO	WHEN	STATUS
3.2.3.1	Initiate the development of an Electoral Area “G” Official Community Plan	MPS	Q4	On Track (RFP Released)
3.2.3.2	Complete the finalized draft of Electoral Area “A” Official Community Plan	MPS	Q4	On Track (Draft OCP Done)
3.2.3.3	Initiate review of the South Okanagan Regional Growth Strategy	MPS	Q2	On Track (RFP Closed)
3.2.3.4	Initiate a collaborative Regional Housing Needs Report	MPS	Q2	Complete
3.2.3.5	Initiate a Kaleden Area Development Plan upon successful creation of a Kaleden sewerage project	MPS	Q4	Tentative (Subject to PW Work Plan)
3.2.3.6	Review the Electoral Area “I” Zoning Bylaw to establish controls for tiny homes, shipping containers and B&B at Apex Mountain Resort.	MPS	Q4	On Track
3.2.3.7	Explore alternative energy sources to determine financial and environmental benefit	MES MCS	Q4	On track

Goal 3.3: To Develop an Environmentally Sustainable Region

Objective: 3.3.1: By implementing the 2020 Phase of the Solid Waste Management Plan

#	ACTION	WHO	WHEN	STATUS
3.3.1.1	Acquire a north regional organics facility site	MO	Q4	<u>2021</u>
3.3.1.2	Commence development of the Oliver Organics Facility	MES	Q2	On track
3.3.1.3	Work with the City of Penticton to create a plan to relocate the Penticton Compost Facility at CMLF	MO	Q4	<u>2021</u>
3.3.1.4	Complete a waste composition study (SWMP)	MO	Q4	

Objective: 3.3.2: By implementing the Campbell Mountain Landfill infrastructure upgrades and requirements

#	ACTION	WHO	WHEN	STATUS
3.3.2.1	Complete the leachate treatment system review for design and implementation in 2021	MES	Q4	On track
3.3.2.2	Submit the revised Substituted Requirement application to MOE for the BioCover Project and proceed with landfill gas management system design	MES	Q4	On track (application submitted)
3.3.2.3	Submit leachate test results for the Keremeos landfill closure plan to MOE for approval	MES	Q4	On track (wells installed)
3.3.2.4	<ul style="list-style-type: none"> · Complete the detailed design of a revised entrance/exit for CML · Obtain any Land required for the access · Commence construction and scale purchase 	MES	Q3 Q4 2021	On track for 2021 construction

Objective 3.3.3 By enhancing RDOS Waste Water Treatment Systems				
#	ACTION	WHO	WHEN	STATUS
3.3.3.1	Complete the Okanagan Falls Wetland Project and commence the commissioning process with seeding of vegetation	MES	Q4	Complete; Commissioning underway
3.3.3.2	Present preliminary costs for the design and construction of the Kaleden Sewer Collection Project	MES	Q3	Complete
3.3.3.3	Complete construction of a solids dewatering works at the Okanagan Falls WWTP	MES	Q4	Delayed (insufficient funding)
3.3.3.4	Replacement of aging pumps and mechanical system at Liftstation #3	MO	Q3	Purchased pumps
3.3.3.5	Commence a Liquid Waste Management Plan for Naramata for implementation in 2021	MES	Q4	On track

Objective: 3.3.4: By enhancing the Regional District Water System Delivery				
#	ACTION	WHO	WHEN	STATUS
3.3.4.1	Develop a Source Water Protection Plan for the Naramata Water System	MO	Q4	On Track
3.3.4.2	Completion of Olalla Water System Generator construction and commissioning	MES	Q2	Complete
3.3.4.3	Installation of SCADA system in the Missezula Lake Water System	MES	Q1	Complete
3.3.4.4	Initiate 2020 Phase of SCADA Master Plan for all water systems	MES	Q3	Complete
3.3.4.5	Complete design of high priority water main replacements in Naramata water system	MES	Q4	On track (RFP released)
3.3.4.6	Complete design of remaining water main replacements in Olalla water system	MES	Q4	On track (RFP released)
3.3.4.7	Retain Consultant to Complete Dam Safety Evaluation of Naramata Dams.	MES	Q3	Q2 Complete

Key Success Driver 4.0: Provide Governance and Oversight in a Representative Democracy

Goal 4.1 To Execute a Well-Defined Strategic Planning Cycle

Objective: 4.1.1: By executing the Strategic Planning and Enterprise Risk Management Programs.

#	ACTION	WHO	WHEN	STATUS
4.1.1.1	Adoption of the 2020 Corporate Business Plan	CAO	Q1	Complete
4.1.1.2	Update the Enterprise Risk Management Register and present to 2018-2022 Board of Directors	CAO	Q3	
4.1.1.3	Initiate the 2021 Corporate Business Plan Cycle	CAO	Q3	

Goal: 4.2. To Promote Board and Chair Effectiveness

Objective 4.2.1: By Improving Regional District/ Municipal Relations

#	ACTION	WHO	WHEN	
4.2.1.1	Identify relationship success factors	CAO	Q3	
4.2.1.2	Open discussions with the City of Penticton for a co-located headquarters	CAO	Q2	Complete
4.2.1.3	Plan and implement an annual Board/member municipal council training program	MLS	Q4	
4.2.1.4	Open discussions with the City of Penticton about a Penticton/Peripheral Recreation Facilities Service	CAO	Q2	Complete

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Q2 2020 Activity Report

LEGISLATIVE SERVICES

2020 Q2 Completed Activities

- Implemented protocol for video conferencing for Board meetings
- Introduced public engagement philosophy to the Board
- Presented amended Remuneration Bylaw
- Commenced amalgamation of Pest, Nuisance, Weed and Insect bylaws
- Formalized budget communication strategy
- Started the process for Apex Fire Service Area
- Commenced review of video conferencing platforms for Board Meetings
- Assumed responsibility for RDOS Website
- Created Service Area and Loan Authorization bylaws for Kaleden Sewer
- Reviewed Pest, Nuisance, Weed and Insect bylaws
- Commenced review of Area "G" contribution bylaws
- Completed Phase 2 of 2020 Policy Review
- Introduced new UBCM Meeting request policy
- Loose Bay / COVID related communications
- Developed strategy for Compost Facility public engagement

Q3 Planned Activities

- Present the Phase 2 Business Continuity Plan to the Board
- Review Shinnish Creek Diversion/Chain Lake Service to meet Dam Regulator requirements
- Develop policy related to public complaint resolution, OIPC administrative fairness
- Present policy recommendations resulting from Provincial Legislative Assembly Audit
- Launch and public education of **RDOS Regional Connections** public engagement software
- Introduce comprehensive Board report template and guidelines
- Complete Phase 3 of 2020 policy review (12 policies)
- Finalize Open Burning Bylaw and process
- Continue promotion of CivicReady
- Continue with outreach and securing of Community Champions

2.0 INFORMATION SERVICES DEPARTMENT

2020 Q2 – Completed Activities

- Electronic Document Management System (EDMS)
 - Implementing automatic declaration of records
- Decommission and remove old backup machine
- Move RDOS backup file storage to SD67
- Perform updates (Windows and GIS) on EOC mobile server and thin clients
- Continue work moving data from current development tracking software to new software
- Configure new physical server to host virtual servers and improve performance with existing application
- Move 911 and trails applications to new web mapping platform
- Pilot citizen engagement GIS applications with Community Services (parks, trails and facilities)
- Update phones and IT equipment in OK Falls office
- Set up new switch and servers

2020 Q3 – Planned Activities

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FINANCE DEPARTMENT

2020 Q2 – Completed Activities

- RDOS Audited Financial Statements to Board
- Ad valorem tax requisitions provided to Surveyor of Taxes and Member Municipalities
- Implement HRIS My Way timekeeping software and start training
- OSRHD 2019 Year-End Audit Report to Board
- iCity Training – Creating Reports using e3 Reporting Functionality
- Prepare projections for revenue and expenditures to year-end
- EMBC 2019 Claim Submissions totalling \$1,000,000
- Submit 2019 UBCM Gas Tax Expenditure Report
- Annual Utility Bills sent out.

2020 Q3 – Planned Activities

- Finalize HRIS Myway Training
- Submit 2019 SOFI Report
- Input financial and statistical data into LGDE for Annual Return
- Update purchasing card processes
- Finalize requirements for Asset Management Software
- Re-Launch Electronic Purchase Orders
- EMBC YTD Claim Submissions for 2020
- Launch 2021 RDOS/OSRHD Budget Process
- Begin 2021 Property Tax Exemption Process

4.0 HUMAN RESOURCES DEPARTMENT

2020 Q2 Completed Activities

- Coordinated summer recruitment and staffing requirements
- Worked with the BCGEU on finalizing the new collective agreement
- Provided additional resources and created a buddy system to support staff mental health and address overall staff well being as the pandemic evolved
- Complied with WorkSafeBC and Provincial health requirements to maintain safe workspaces
- Developed necessary safe work procedures and programs to address exposure controls
- Assisted departments with pandemic messaging and safety protocols
- Assisted departments with tracking safety supply inventory (e.g. PPE, hand sanitizer etc.)
- Supported the Emergency Operations Centre in a Logistics capacity as required

2020 Q3 Planned Activities

- Coordinate training opportunities for staff and management team (Respectful Workplace/Violence Prevention, Leadership, Mentoring, Safety)
- Represent HR at Interdependency, Strategic Planning and Business Continuity Sessions for 2020
- Continue to monitor safety supplies and responding to the changing dynamic with respect to COVID-19
- Provide the 2020 WorkSafeBC statistical report
- Finalize 2020 targeted safety programs
- Develop the 2021 budget for HR
- Continue to review every job description on current maintenance schedule and evaluate new positions as needed
- Update staff on the changes to the Collective Agreement
- Train the new Exempt Job Evaluation Committee on the HayGroup program

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Q2 Communications Update – For Information Only

Communications

2020 Q2 Completed Activities

- RDOS 2021 Budget Public Engagement: Finalized the plan and presented it to the Board
- Citizen Survey: Presented proposed questions to the Board
- Emergency Operations Centre: Prepared and distributed information releases
- Community FireSmart Website: Finalized content, forwarded to I.S. to build (Grant Funding)
- RDOS Regional Connections: Prepared site elements
- COVID-19: Worked with CAO to provide regular updates
- Loose Bay Campground: Prepared media briefing notes for Chair, attended steering committee conference calls, provided messaging background information to the District of Summerland
- Proposed Organics Composting Site: Finalize Pubic Engagement strategy and materials
- Public Meetings: Distributed an information release about electronic board meetings
- West Bench Transit Survey: Distributed information release
- Federal Funding Announcement: Shared Media Release and Backgrounder re: Fed-Provincial Infrastructure Grants for Naramata Recreation Access and Enhancement and Willowbrook Water Treatment: Chlorine Contact System
- Canada Day Video Message from the Chair

Q3 Planned Activities

- Citizen Survey: Finalize Questions, Prepare Regional Connections Survey and Public Engagement
- RDOS Regional Connections: Prepare to launch site with Citizen Survey
- FireSmart Website: Oversee site content and construction
- Proposed Organics Composting Site Public Engagement – Pending
- RDOS Fire Department Burning Bylaw – Provide Public Engagement support
- COVID-19 and Emergency Operations Centre: Distribute updates as required
- Web and Communications Committee – InterComm: Finalize Terms of Reference and hold inaugural meeting
- RDOS Community Champions: Finalize List and information distribution strategy

Respectfully submitted:

Erick Thompson

Communications Coordinator

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 18, 2019

RE: Q2 Management Discussion & Assessment Report

Purpose:

A key responsibility for the Board of Directors is to provide oversight on the financial position of the corporation. In addition to the development and approval of the annual business plan and budget, is a quarterly review of the variance between the Income Statement and the Budget. Administration provides this to the Board in a narrative format with forecasts for year-end.

The Q2 Report is an indicator of how the organization is tracking to the end of June as we are now half way through the fiscal year we should have a good idea of where we're going to end up, but still have the flexibility to make changes to influence the outcome at year-end. Certain services will have a higher level of spending in the second half of the year due to weather and timing of projects and that will be taken into account for this forecast.

Each manager reviews the services they are accountable for and provides explanations for any variance between expected and actual expense. Where actuals are higher than budget, they should either be explainable or corrections will be made to bring them back within estimates.

Business Plan Objective: *(Tie to current RDOS Business Plan)*

1.1.1 By providing the Board with accurate, current financial information

Analysis:

In the first six months of 2020 the Regional District has spent just under \$16 million (32%) of its \$51 million dollar operating budget.

Managers have reviewed the actual revenues and expenditures up to June 30, 2020 and performed a forecast to year-end, in order to identify significant variances to the annual budget.

Services with material deficits (>\$5,000) and/or those first identified being of concern in the special May 21st, First Trimester Projection are highlighted below:

General Government (100) – this service has spent 53% of its budget and is currently forecasting a year-end deficit of \$60,367.00 due to impact of higher than anticipated legal expenditures and

the write-off of the Appleton accounts receivable. \$10,000 of this deficit was eliminated by reducing budgeted transfers to reserve at year-end. Additional opportunities to further reduce expenditures will be explored in the remaining quarters of 2020.

Electoral Area Planning (5000) – this service has spent 44% of its budget was forecasting a year-end deficit of \$19,746.38. This deficit was eliminated by reducing budgeted transfers to reserve at year-end.

Sterile Insect Release Program (6000) – this service is forecasting a year-end deficit of \$17,791.87 due to the changes in parcel tax as administered by SIR, third-party Board. This deficit will be recovered in the 2021 budget.

South Okanagan Transit (8600) – this service is forecasting a year-end deficit of \$5,301.18 due to reduced ridership revenue. This deficit was reduced by \$5,000 by eliminating a budgeted transfer to operating reserve at year-end and can be eliminated by accessing BC Transit held reserve funds. Report to Board to follow from Community Services.

Bylaw Enforcement (5100) – this service is forecasting a year-end deficit of \$10,244.79 due to the actual prior year surplus being less than budgeted. This deficit has almost been halved, from what was forecast in May, through reductions in operating expenditures. Additional opportunities to further reduce expenditures will be explored in the remaining quarters of 2020.

OK Falls Sewage Disposal (3800) – this service is forecasting a balanced budget by year-end. Reduced wage expenditures from deferred hiring together with the elimination of a budgeted transfer to reserve at year-end addressed the deficit originally forecast in May of \$153K.

Building Inspection (2500) – this service is forecasting a small surplus of \$21K due to reductions in operating expenditures, deferred hiring of a building official and the elimination of a position. This is a significant improvement from the deficit of \$45,496 that was forecast in May.

Naramata Water (3940) – this service is forecasting a balanced budget by year-end through the reduction of year-end budgeted transfer to reserve. This service had originally forecast a deficit of \$32K in May.

Penticton Landfill (3500) – this service is forecasting a balanced budget by year-end through the reduction of year-end budgeted transfer to reserve. This service had originally forecast a deficit of \$23K in May.

Loose Bay Campground (3905) – this service is forecasting a balanced budget by year-end through reductions in planned transfers to reserve at year-end and additional grant and operating revenue. This service had originally forecast a deficit of \$10K in May.

Corporate Facilities (160) - this service is forecasting a balanced budget by year-end through a reduction in year-end transfers to reserve. This service had originally forecast a deficit of \$10K in May due to the additional costs of Covid-19.

Refuse Disposal – Keremeos, B/G Landfill (3400) – this service is forecasting a balanced budget by year-end achieved through reduced wage expenditures which offset the impact of the Recycle BC contract. This service had originally forecast a deficit of \$10K in May.

Sun Valley Water System (3980) - this service is forecasting a balanced budget by year-end achieved through reduced wage expenditures and the elimination of a planned transfer to reserve at year-end. This service had originally forecast a deficit of \$10K in May.

Respectfully submitted:

“John Kurvink, Manager of Finance/CFO”

J. Kurvink, Finance Manager



RDOS

Second Quarter, 2020

Management Discussion & Analysis

July 7, 2020

Methodology

- Expenditures to the end of June represent one-half of the year or 50% assuming straight line utilization.
- Services reviewed and forecasts to year-end updated by responsible managers
- Adjustments made to account for changes in operating plan for service

High Level Review

Total YTD Expenditure - **\$16,276,384**

YTD Expenditures as % of Budget **31.8%**

- Timing of capital project expenditures

YTD Expenditures of Salaries - **\$ 4,990,210**

YTD Expenditures of a % of Budget **43.7%**

Running slightly under budget due to deferral of recruiting and elimination of positions



Cash Receipts Comparison

	Jan – June 2019	Jan – June 2020
BUILDING PERMITS	248,134	207,345
DEPOSIT - GRANT IN LIEU	89,614	79,189
DEVELOPMENT APPLICATION FEES	6,490	19,095
DONATIONS	21,150	12,061
WATER ACCOUNTS RECEIVABLE	348,707	348,846
RECEIVABLES - UTILITIES	30,530	42,088
TRANSIT FARES	12,205	32,338

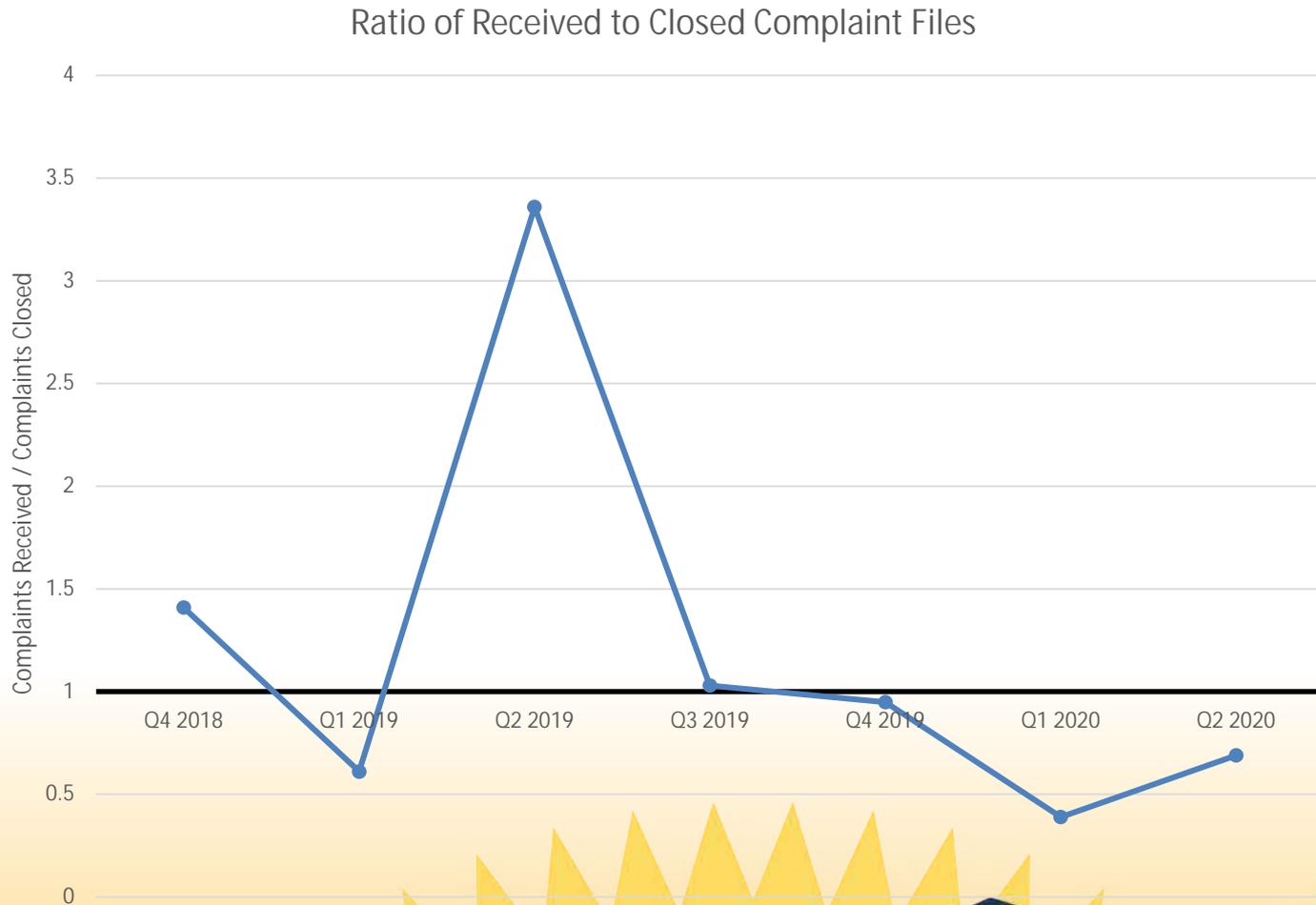


Cash Receipts Comparison

	Jan – June 2019	Jan – June 2020
REGISTRATION FEES - REC PROGRAMS	19,501	8,116
REGISTRATION FEES - SUMMER PROGRAMS	1,033	-
RENTAL REVENUE	20,391	5,834
RENTAL REVENUE - HALL	2,950	475
RENTAL REVENUE - HOTEL SITE	978	700
RENTAL REVENUE - LIBRARY	-	3,327
REVENUE - BOWLING	6,949	6,909
REVENUE - CONCESSION	716	1,499
REVENUE - FITNESS	13,840	10,411
REVENUE - ICE RINK	11,249	5,850
REVENUE - PLOTS	2,228	813
REVENUE - RECREATION	6,723	2,589



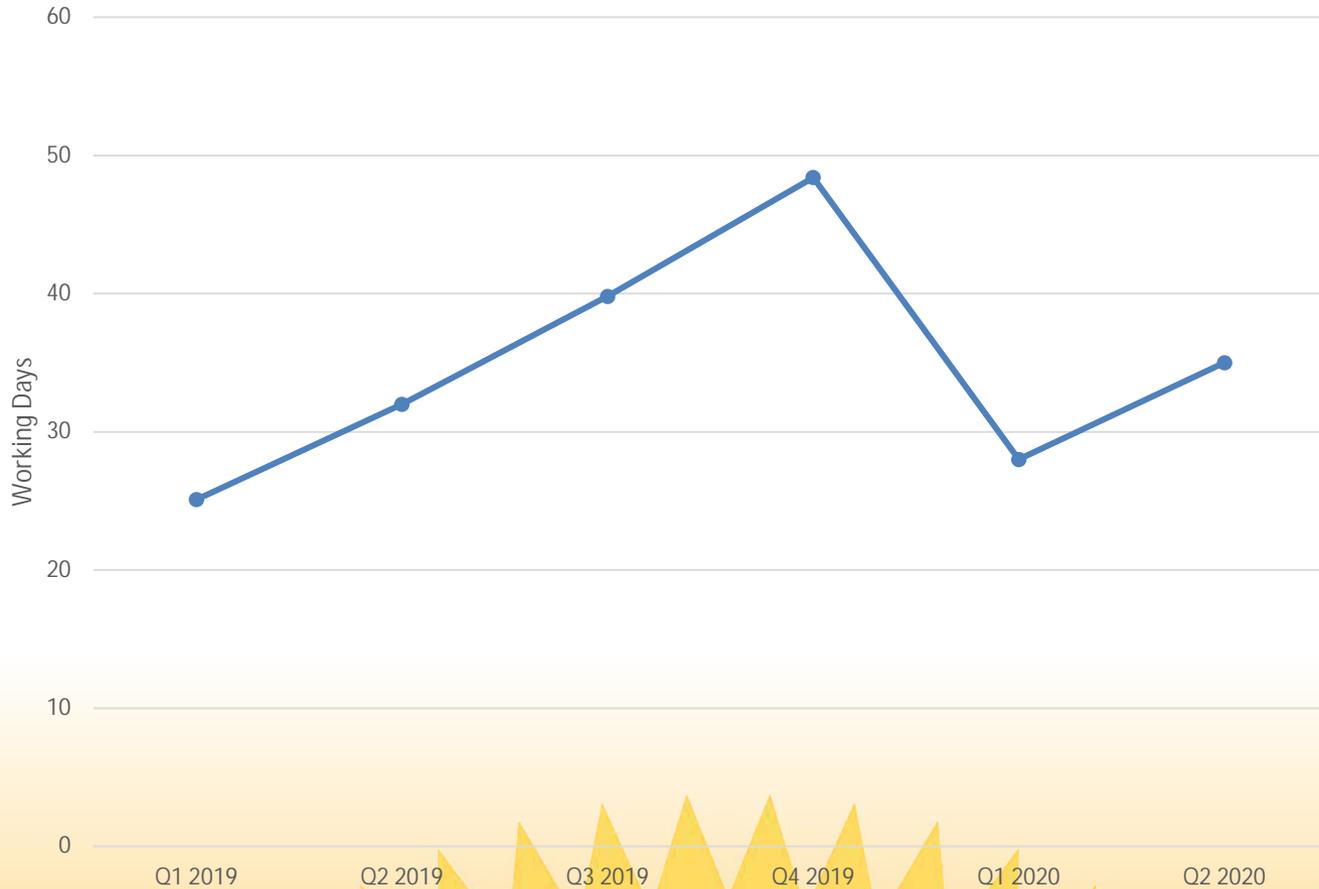
Development Services Performance Indicators





Development Services Performance Indicators

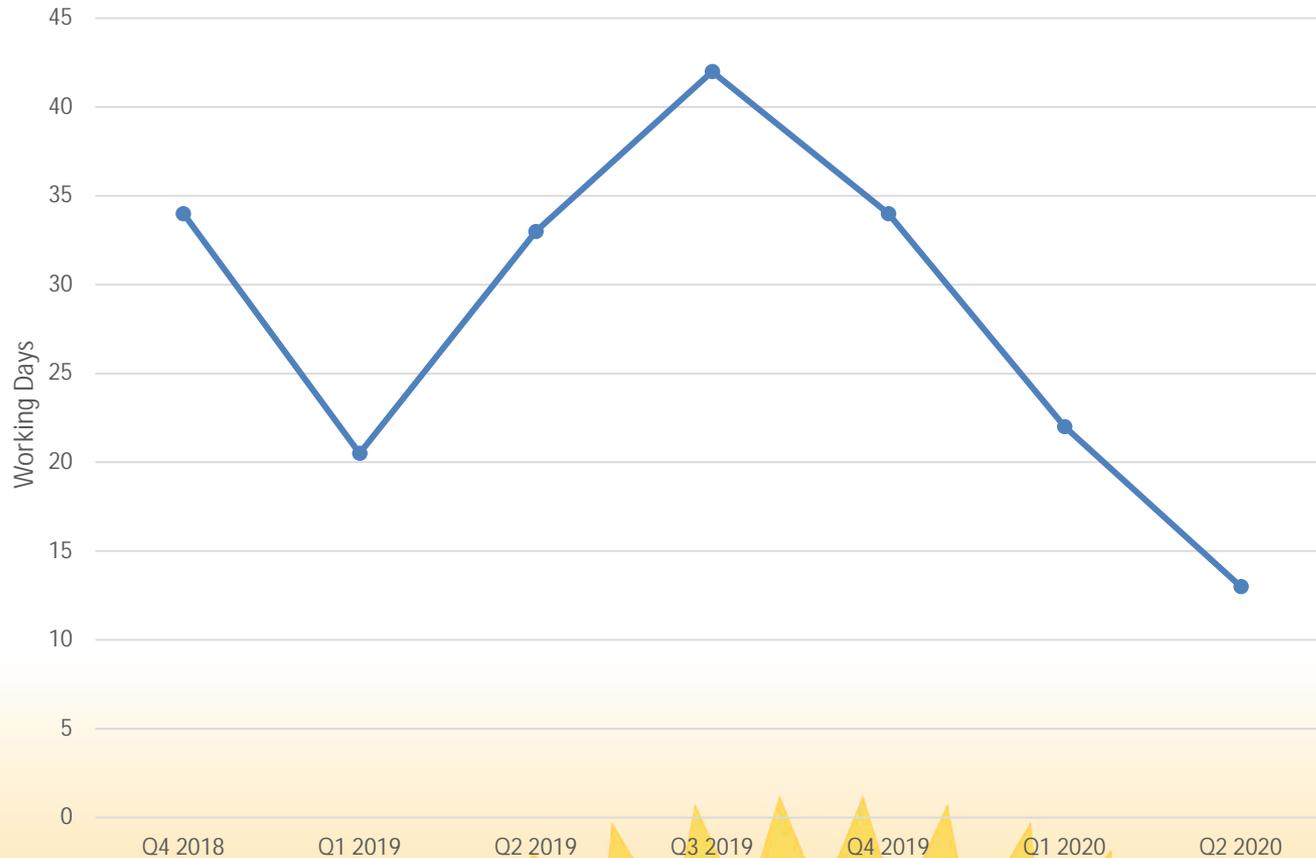
Time to Building Permit Issuance





Development Services Performance Indicators

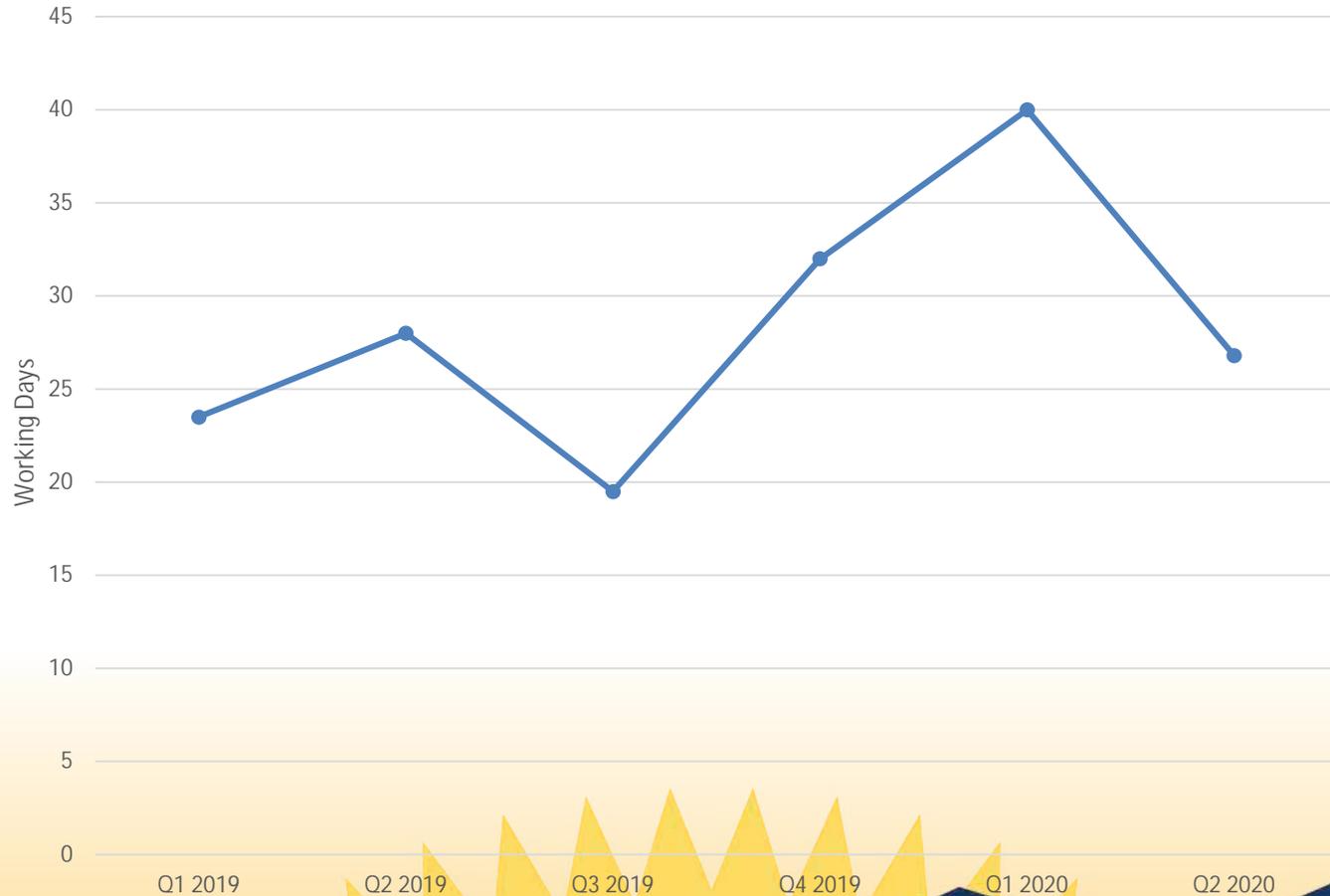
Time to MoTI Subdivision Response





Development Services Performance Indicators

Time to Development Permit Issuance



Finance Indicators – A/P

Jan – Jun 30, 2020

- 534 Preauthorized payments
- 626 Electronic payments
- 1398 cheques payments
- *2558 total payments*
- *45% electronic/preauthorized in 2020 compared to 25% for the same period in 2019!*

Finance Indicators – Utility Billing

Electronic Billing

2020	Naramata			West Bench			Annual			Total		
	Invoices Issued	E-Billed	%	Invoices Issued	E-Billed	%	Invoices Issued	E-Billed	%	Invoices Issued	E-Billed	%
Q1	1054	289	27.4%	352	60	17.0%				1406	349	24.8%
Q2	1058	297	28.1%	352	71	20.2%	7644	521	6.8%	9054	889	9.8% *
Q3										0	0	
Q4										0	0	

*Apex Transfer Station added 537 customers, none on e-billing

Pre-authorized Pymt

2020	Naramata			West Bench			Annual			Total		
	Invoices Issued	Customers on PP	%	Invoices Issued	Customers on PP	%	Invoices Issued	Customers on PP	%	Invoices Issued	Customers on PP	%
Q1	1054	325	30.8%	352	104	29.5%		297	3.9%	1406	726	51.6%
Q2	1058	326	30.8%	352	102	29.0%	7644	294	3.8%	9054	722	8.0%**
Q3										0	0	
Q4										0	0	

**Total dropped due to annual invoices being issued. Will recover in Q3



Transit Indicators

Ridership Trends - Annual Breakdown

Route	Total Ridership by Year		
	2018	2019	YTD until end of May
Naramata (10)	6053	5417	1507
Okanagan Falls (20)	6553	6676	2075
Osoyoos (40)	7253*	8434	2304
Kelowna (70)	N/A	2901**	3248
Total	19859	23428	9134
*RDOS took over Route 40 in 2018, no data collected between April - June 2018 was collected.			

**Route 70 to Kelowna was introduced in September 2019, data collected is from September-December



Summary of Forecast to Year-end

	April 30	June 30	Trend
Total Services Budgeted	153	153	Neutral
Services Projecting Deficit >\$5,000	13	4	Positive
Services Projecting Balanced Budget or Surplus	140	149	Positive
% of Services Projecting Balanced Budget or Surplus	92%	97%	Positive
Quantum of Services with a projected deficit	\$418,144	\$132,157	Positive

Tactics to Address Projected Deficits

Tactic	Reduction in planned reserve transfer	Staff Recruiting Deferral	Grants from other levels of government
OK Falls Sewage Disposal	u	u	
Building Inspection	u	u	
Naramata Water	u		
Penticton Landfill	u	u	

Tactics to Address Projected Deficits

Tactic	Reduction in planned reserve transfer	Staff Recruiting Deferral	Grants from other levels of government
Loose Bay Campground	u		u
Corporate Facilities	u		
Refuse Disposal – Keremeos/B/G	u		
Sun Valley Water System	u		
Electoral Area Planning	u		

Services with Projected Deficits >\$5,000

0100 – GENERAL GOVERNMENT (\$60,367.00)

- Due to higher than anticipated legal expense and write-off of Appleton accounts receivable
- Projected deficit reduced through reduction in year-end transfers to reserve
- Further opportunities to reduce expenditures will be explored in the last two quarters of 2020

6000 - STERILE INSECT RELEASE PROGRAM (\$17,791.87)

- Changes in parcel tax as administered by SIR
- Deficit will be recovered in 2021



Services with Projected Deficits >\$5,000

8600 - SOUTH OK TRANSIT (\$5,301.18)

- Deficit results from lower fee revenue due BC Transit imposed Covid-19 free-fare policy
- Deficit partially reduced through reduction in budgeted transfer to reserve. Remainder can be addressed by accessing funds held by BC Transit for local use. Report to come from CS.

5100 - BYLAW ENFORCEMENT (\$10,244.79)

- Resulted from actual prior year surplus being less than what was budgeted
- This deficit has almost been halved, from what was forecast in May, through reductions in operating expenditures
- Further opportunities to reduce expenditures will be explored in the last two quarters of 2020

Fire Departments

- Naramata
 - On track to meet budget
 - Spent 43% of budget.
 - Higher medical PPE due to the Covid 19 situation.
 - To date we have attended 76 calls, our medical calls have dropped approximately 40% much to do with new BC Ambulance protocol with Covid 19 calls.

Fire Departments

- Willowbrook
 - On track to meet budget
 - Spent 58% of budget
 - CEPF grant funding will offset expenditures
- Coalmont/Tulameen
 - On track with a balanced budget. 2 chimney fires
 - 1 alarm
 - 2 wellness checks
 - 1 first-aid (cardiac arrest)
 - 2 assist RCMP

Fire Departments

- OK Falls
 - Projecting a balanced budget
 - With the Covid-19 our department has not been contacted by 911 to respond to First Responder calls.
 - January 1, 2019 – June 15, 2019 54 First Responder Calls
 - January 1, 2020 – June 15, 2020 38 First Responder Calls
 - Our membership is concerned with this as we train heavily for the First Responder program.
- Keremeos/B/G
 - Anticipate a balanced budget
 - As of the end of June volume of callouts (60) is the same as 2019.

THANK YOU

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: 2020 Stimulus Program

Administrative Recommendation:

1. **THAT the following projects be submitted under the CCR Program:**
 - Similkameen Swimming Pool Upgrade

2. **That the following projects be submitted under the RNC Program:**
 - Okanagan Falls WWTP Solids Dewatering Facility
 - Naramata Water System Infrastructure Upgrade
 - Missezula Lake Water System Treatment Plant Upgrade
 - Regional Organics Facility Development

Reference:

1. Community, Culture and Recreation Program Guide
2. Rural and Northern Communities Program Guide

Background:

On June 25th, 2020 an announcement was made that Canada and the Province are committing up to \$100 million for a second intake of the Community, Culture and Recreation Program (CCR) and up to \$59 million for the Rural and Northern Communities Program (RNC).

Both of these programs fall under the Investing in Canada Infrastructure Program, a multi-pronged approach to stimulate the Canadian economy.

Community, Culture and Recreation Program (CCR)

- the CCR Stream is focused on projects that improve citizen's access to and quality of cultural, recreational and community spaces.
- The Program supports projects that can be completed in five years following approval.
- Projects are required to be at an advanced stage of planning but not "shovel-ready".
- The application window closes 1 October 2020
- Eligible projects will improve or create infrastructure, specifically tangible capital assets
- The size of funding requests should be reasonable as compared to the funding envelope

- Phasing projects, where possible, are encouraged
- Federal/Provincial funding contribution is 73.3% of the project cost
- The 2018 approved projects average grant request was \$2.5M
- This program is subject to federal stacking rules

Rural and Northern Communities Program (RNC)

- The RNC Stream is focused on infrastructure that will support a variety of areas including food security; efficient and reliable energy; community, culture and recreation; public transit; improved resilience to natural disaster events; and, environmental quality.
- The application window closes 1 October 2020
- Green Infrastructure
- Federal/Provincial funding contribution is 90% for jurisdictions between 5,000 and 25,000; or 100% for jurisdictions less than 5,000.
- The 2018 approved projects average grant request was \$2.04M
- This program is subject to federal stacking rules

Alternatives:

1. Approve the identified projects
2. Refer the report back to Administration with amendments
3. Bi-pass this application window

Analysis:

When it comes down to it, the Regional District has projects eligible for the ICIP, but we often don't have them at a stage ready to advance to the grant application body or the funds required for the local contribution.

Proposed New Capital or Consulting Projects

Rank	Service	Project Name	Rationale	Description	Current stage/Required before grant application	Matching funds available? Where?	Estimated total cost	Priority	Why a priority?	Type of Project
RURAL PROJECTS AREA C - OLIVER RURAL										
	Willowbrook Water System	New Reservoir	Existing reservoir capacity too small, fire protection issue	Replacement of existing reservoir or adding a second reservoir	No design currently completed	No reserves or secured funding in place	\$1.5-2M	1	Fire Protection; Operational	Capital
		Twin Lakes/Park Rill Drainage Works		Undertake works recommended in the 2019 Park Rill Study	Detailed design required	No local govt. funds identified	\$12 M	2		Disaster Mitigation
RURAL PROJECTS AREA D - OKANAGAN FALLS AREA										
	OK Falls Sewer and WWTP	Solids Processing	Additional funds needed; COVID-19 increased costs	Installation of a centrifuge in a building addition to the WWTP	Full design completed; tendered but not yet awarded	\$2.0M in Strategic Priorities Fund from UBCM	\$3.0M	1	Critical Infrastructure; Operational	Capital
RURAL PROJECTS AREA E - NARAMATA										
	Naramata Water System	Watermain Upgrade Works	Watermains are at or nearing end of useful life; breakages are increasing	Replacement of high priority water mains	Currently preparing RFP for design completion	Possible Capital reserves/user fees	\$5-6M+	1	Liability; Operational	Capital
RURAL PROJECTS AREA G										
	Olalla Water System	Watermain Replacement	Reaching end of useful life; see increase breakage	Old watermains on side streets require replacement	Design planned for 2020 for all remaining	Community Works Gas Tax	\$2M+	2	Operational	Capital
RURAL PROJECTS AREA H										
	Missezula Lake Water System	Treatment Plant and Intake Improvements	Required to meet health standards	Design and Installation of new treatment system and revised intake structure	ICIP grant application submitted; if funds not received, reapplication will be necessary	Borrowing Bylaw in place	\$2.5M	1	Regulatory; Health & Safety; Operational	Capital
RURAL PROJECTS AREA I										
		Kaleden Hotel Project			No design work completed	No local funds identified	\$ 1,000,000	2		
OTHER PROJECTS - REGIONAL, SUB REGIONAL, MULTIPLE SERVICE AREAS										
	Campbell Mountain Landfill	Organics Composting Facility	Biosolids composting must relocate; Important waste diversion project; organic diversion may be required for using biocover	Design and Construction of new facility composting collected organics and biosolids in two streams	ICIP grant application submitted; SWMP supported; possible property acquisition still required	SWMP supported; Borrowing bylaw would be required	\$25M	1	Environment; Regulatory requirements	
	Campbell Mountain Landfill	Biocover Design and Installation	Mitigation of methane produced by landfill	If approval is received from MOE then proceed to detailed design and then installation of full-scale biocover	Substituted Application to be submitted to MOE in May - wait for decision; detailed design still required	CML Closure Reserve	\$1.5M	2	Environment	
		Similkameen Swimming Pool Upgrade	Pool infrastructure is outdated and expensive to maintain		Analysis/Design required			2		

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Alternative Venues - Board Meeting – A discussion paper

Purpose:

To identify potential alternative Board meeting locations that can accommodate physical distancing, public attendance and video conferencing.

Reference:

BC Centre for Disease Control
WorksafeBC
Local Government Meetings and Bylaw Process Ministerial Order MO192

Business Plan Objective:

KSD 1 Goal 1.1 – To be an effective, fiscally responsible organization
KSD 2 Goal 2.1 – To provide a high level of customer service
KSD 4 Goal 4/2 – to promote Board and Chair effectiveness

Background:

Due to Covid-19 safety guidelines as set out by the provincial health office, the RDOS Board has not been able to meet in the Boardroom located at 101 Martin Street since March of 2020. The Board and staff have been utilizing web conferencing technology to mitigate the situation and continue business operations virtually.

Prior to reopening the RDOS office on June 1, 2020, staff produced a reopening guide and subsequent COVID-19 Safety Plan that has been shared with all staff. This document outlines protocols for minimizing employee and customer contact with one another including controlling room occupancies based on the Public Health recommendation of “at least 5 square meters of unencumbered floor space per person”, as well as maintaining 2 meters of physical distance at all times. These Public Health requirements have resulted in WorkSafeBC requiring room capacity limits to be determined and posted for all users to comply with. These limits currently reduce the Board Room capacity to twelve people and the Gord Davidson Room to five people.

Analysis:

Because the RDOS facility at 101 Martin Street cannot safely accommodate the Board in its entirety, staff and the public, administration has completed a preliminary investigation into feasible alternatives.

The following criteria was set out:

- 1) Floor area of minimum 1600 ft² (148 m²) to accommodate Directors, RDOS Staff and Public
- 2) Wired Internet connectivity to accommodate Video Conferencing technology
- 3) Availability every 2nd Thursday for the next 6 months
- 4) Parking Availability
- 5) Food preparation/storage area (optional) or catering space for non-buffet style meals

The following table summarizes our initial findings:

	Location	Library Auditorium	Shatford Center Auditorium	PTCC	Portuguese Club	SD67 IMC
	Availability	Due to Covid-19 space is not available for rest of 2020	Currently not available due to SD67 and OSA issues	Available	Available	Depends on school activities
	Parking	Yes	Yes	Yes	Street Only or RDOS Parking lot	Yes
	Min 1600 sq ft	Unknown	Yes	Yes	Yes	Yes
	Wired Internet	Yes	Yes	Yes	No	Yes
Rental Costs Per Meeting	Space	NA	NA	\$ 875.00	\$ 400.00	\$ 250.00
	Internet	NA	NA	\$ 156.00	\$ 156.00	\$ 100.00
	Food	NA	NA	\$ 435.00	\$ 450.00	\$ 450.00
	Other					
	Subtotal	0	0	\$ 1,466.00	\$ 1,006.00	\$ 800.00
Total Cost for Aug - Dec 2020				\$ 14,660.00	\$ 10,060.00	\$ 8,000.00

While still permitting flexible conduct of local government business in light of COVID-19, such as conducting public hearings and Council or Board meetings electronically where necessary, MO192 requires local governments to commence more normal operations by making “best efforts” to allow members of the public to attend open meetings of the local government. The RDOS is achieving this by enabling the public to view our webex meetings live.

MO192 also requires that local governments make best efforts to provide facilities that enable the public to hear, or watch and hear, meetings that are held wholly or in part electronically. With that in mind, the RDOS should be looking for a facility which would enable the public to attend in person, whether that be in the same facility as the Board or in a room set up specifically for the purpose of public access for viewing.

Options for Consideration:

- Continue to use web conferencing technology with Directors joining from remote locations and allow the public to attend a virtual live stream at a designated location, which could be 101 Martin Street.
- Alternate in-person attendance of Directors in the Board room, as the capacity is 12, and locate a viewing room for the public elsewhere.
- Secure a location which would enable the entire Board to be present to conduct business and the public to be present to observe, while maintaining the required physical distancing requirements in one location.
- Administration be directed to explore other options.

Respectfully Submitted

"Christy Malden"

C. Malden, Manager of Legislative Services

BOARD OF DIRECTORS MEETING

Thursday, July 16, 2020

1:30 pm

BOARD MEETING AGENDA

A. ADOPTION OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the Okanagan-Similkameen Regional Hospital District Board meeting of July 16, 2020 be adopted.

B. MINUTES

1. **OSRHD Board Meeting – May 21, 2020**

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the Minutes of the May 21, 2020 Okanagan-Similkameen Regional Hospital District Board meeting be adopted.

C. PHYSICIAN RECRUITMENT – FOR DISCUSSION

1. **Administrative Report**

RECOMMENDATION 3 (Unweighted Corporate Vote – Simple Majority)

That the Okanagan Similkameen Regional Hospital District develop a policy that provides a flexible funding mechanism for Primary Care Clinics.

D. EXTENDED CARE FACILITIES – FOR DISCUSSION

1. **Administrative Report**

E. ADJOURNMENT

Minutes are in DRAFT form and are subject to change pending approval by the Regional District Board

BOARD OF DIRECTORS MEETING

Minutes of the Board Meeting of the Okanagan-Similkameen Regional Hospital Board (OSRHD) of Directors held at 12:02 p.m. on Thursday, May 21, 2020, in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

- | | |
|---------------------------------------------|----------------------------------------------|
| Chair P. Veintimilla, Town of Oliver | *Director R. Knodel, Electoral Area "C" |
| *Vice Chair T. Boot, District of Summerland | Director K. Kozakevich, Electoral Area "E" |
| *Director M. Bauer, Village of Keremeos | *Director S. McKortoff, Town of Osoyoos |
| *Director J. Bloomfield, City of Penticton | *Director S. Monteith, Electoral Area "I" |
| *Director G. Bush, Electoral Area "B" | *Director R. Obirek, Electoral Area "D" |
| *Director B. Coyne, Electoral Area "H" | *Director M. Pendergraft, Electoral Area "A" |
| *Director S. Coyne, Town of Princeton | *Director F. Regehr, City of Penticton |
| *Director R. Gettens, Electoral Area "F" | *Director T. Roberts, Electoral Area "G" |
| Director D. Holmes, District of Summerland | *Director J. Vassilaki, City of Penticton |
| *Director J. Kimberley, City of Penticton | |

MEMBERS ABSENT:

STAFF PRESENT:

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

* denotes electronic attendance

A. ADOPTION OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Agenda for the Okanagan-Similkameen Regional Hospital District Board meeting of May 21, 2020 be adopted. - **CARRIED**

B. MINUTES

1. **OSRHD Board Meeting – March 19, 2020**

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Minutes of the March 19, 2020 Okanagan-Similkameen Regional Hospital District Board meeting be adopted. - **CARRIED**

C. DELEGATION

1. **Malcolm Paterson, Retired Molecular Oncologist**

Dr. Paterson presented an introduction to COVID-19 and hosted a Q&A session

- a. Dr. Paterson's Biosketch
-

2. **Mr. Markus Schrott, Engagement Partner, BDO Canada LLP**

Mr. Schrott addressed the Board.

- a. Okanagan Similkameen Regional Hospital District 2020 Audit Plan – For Information Only
- b. Okanagan Similkameen Regional Hospital District Audit Final Report
- c. Draft 2019 Financial Statements

D. 2019 AUDITED FINANCIAL STATEMENTS

RECOMMENDATION 3

It was MOVED and SECONDED

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

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

CARRIED

E. ADJOURNMENT

By consensus, the meeting adjourned at 12:58 p.m.

APPROVED:

CERTIFIED CORRECT:

 P. Veintimilla
 OSRHD Board Chair

 B. Newell
 Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Physician Recruitment

ISSUE:

Should the Regional Hospital District broaden their mandate to include funding for physician recruitment?

RECOMMENDATION:

That the Okanagan Similkameen Regional Hospital District develop a policy that provides a flexible funding mechanism for Primary Care Clinics.

BACKGROUND:

During discussions around the 2019 Business Plan, the Board indicated that access to healthcare providers in the South Okanagan and Similkameen was of interest, and that they would like to explore Regional District participation in physician recruitment.

Regional conversations around access to primary care were spearheaded by the South Okanagan Similkameen Division of Family Practice (SOSDFP). SOSDFP is a membership corporation for primary care providers covering the same geographic area as the regional district and supports a full-service physician network, team-based care, long-term care, maternity care and many more healthcare functions. They are also very involved in physician recruitment.

While SOSDFP was investigating which factors motivated physicians to choose one location to practice over another, they found that—among other variables—professional support was a key factor. If a young doctor can locate in a community that has clinic space available; doesn't require a capital investment; has other providers in the clinic to assist with advice and patient support; and if they can focus on being a physician rather than a business owner, they may prefer that solution.

Through the Ministry of Health and Health Authorities, Primary Care Networks (PCNs) and Urgent and Primary Care Centre's (UPCCs) are being initiated and established throughout the province to meet the conditions that are attractive to general practitioners.

Late last year, the SOSDFP presented to the Regional Hospital District on how financial participation by the RHD in future primary care clinics could lessen the implementation time. The delegation also suggested that five clinics were required in the RDOS region, in addition to one or two more in Penticton. (Ponderosa Primary Care Centre has since been established in Penticton.)

There are different operating models for existing Urgent Care and Primary Care Clinics. Some are managed by physicians directly, some through IHA and, in the case of the Ponderosa Primary Care Clinic in Penticton, through SOSDFP. An operating mechanism would need to be discussed in future.

The Bigger Picture

The initial focus of this project was to investigate what the Regional District could do to assist in the recruitment of physicians to our area. The shortage of family doctors in the Regional District is prevalent and increasing. Several areas identified as needing a Primary Care Clinic lie throughout the RDOS and best efforts should be made to ensure that future Clinics meet the needs of the community in which they are located.

According to the SOSDFP, there are approximately 12,000 citizens in the region without access to a general practitioner. Further, of those GPs currently seeing patients, 1/3 are expected to retire within the next five years.

Physician recruitment or retention is not a skill that a local government would typically have, nor is the matter typically within our purview. However, the lack of access to family physicians and nurse practitioners becomes a quality of life issue for our citizens. Staff has relied on the Division of Family Practice for their expertise.

ALTERNATIVES:

1. That the RHD develop a policy to facilitate participation in the development of Primary Care Clinics.
2. That the Board request a delegation from the Interior Health Authority to discuss RHD participation in physician recruitment.
3. That the board direct staff to bring back additional information.
4. That the board receive this report for information.

ANALYSIS:

1.0 Develop a policy and bring it back for further discussion

The Board must discuss the following questions:

1. Is physician recruitment still important to the citizens of the South Okanagan-Similkameen and does it remain a priority?

2. If so, how does the Board offer funding support?

Just like there are varying operating models, there are different options for funding Primary Care Centre's.

a. Hospital Facility Designation

The Regional Hospital District may raise and contribute funds to hospital facilities designated as such by the Ministry of Health.

b. Foundation Partnership Grants

The Regional Hospital District may explore the option of creating a Foundation Partnership Grant Program and contribute funds on an annual basis. For example, the Cariboo-Chilcotin RHD has established such a Program and allocates an annual sum within their budget to it. Eligible community foundations or non-profits can apply for funding to support—on behalf of the residents of the Cariboo-Chilcotin—objectives that may lie beyond the immediate priority constraints of Health Authority funding.

c. Hybrid of the above or alternative funding mechanism.

If the Board is interested in more involvement in physician recruitment by raising funds for primary care clinics, we should do it intentionally, consistently and in a holistic, participatory manner with other players in the business.

This would benefit from the development of a Policy to set out the Board's position and a procedure to provide a consistent application by staff.

2.0 Invite IHA to make a presentation

Any participation by the Regional Hospital District to spend tax dollars should have the support of IHA. We would require their support to have any facility designated by the Minister as a hospital, thereby authorizing our participation and invoking the 60%-40% funding mechanism. While Administration has consulted with IHA, the Board may wish to have them appear to gain their opinion or answer question on process.

3.0 Additional Information

This is a big decision for the Board of Directors. If there is additional information or research required, the Board could specify that this matter be deferred and specific information could be identified.

4.0 Status Quo

The Board could receive this report for information and choose not to proceed further.

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: A Regional Hospital District Position on Extended Care Facility Operations
For Information Only

ISSUE:

Raising the standard in extended health care facilities.

HISTORY:

The Mandate Letter sent to the Minister of Health from the Premier upon his appointment included the following:

“In your role as Minister of Health I expect that you will make substantive progress on the following priorities:

- Work with the Parliamentary Secretary for Seniors to improve and strengthen services to ensure seniors receive dignified and quality care”.**

Among the hardest hit segments of the population during the COVID-19 pandemic, was the elderly, especially those resident in extended care facilities. In fact, the spotlight brought by the pandemic illuminated the need for further scrutiny on the standards in extended care facilities for the long-term, not just during the pandemic.

Governments in Quebec and Ontario have already indicated that they will be initiating inquiries into standards of care, governance, funding, operational delivery mechanisms, staffing levels and policies, etc.

We are aware that, even before the pandemic, there were questions about the operational models and privatization of extended care facilities in our Regional District. Interior Health operates a minority of the extended care facilities within the Okanagan Similkameen Regional Hospital District and contracts the rest, although IHA would provide oversight.

Knowing the controversy, of private vs. public management and operation, the Board may wish to take a position and propose to UBCM in form of a resolution for support or, arrange a meeting with the Minister of Health at UBCM to discuss the Board’s opinion.

ALTERNATIVES:

1. Don't take a position
2. Invite a representative from IHA to present before the Board
3. Submit a resolution to UBCM for discussion on the floor
4. Request a meeting with the Minister to discuss the need for an inquiry into extended care facilities.



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD OF DIRECTORS MEETING

Thursday, July 16, 2020

2:15 pm

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Board Meeting of July 16, 2020 be adopted.

1. Consent Agenda – Corporate Issues

a. Special Corporate Services Committee - November 15, 2019

That the Minutes of the November 15, 2019 Special Corporate Services Committee be received.

b. Special Corporate Services Committee - November 28, 2019

That the Minutes of the November 28, 2019 Special Corporate Services Committee be received.

c. Special Corporate Services Committee - December 13, 2019

That the Minutes of the December 13, 2019 Special Corporate Services Committee be received.

d. Protective Services Committee – July 2, 2020

THAT the Minutes of the July 2, 2020 Protective Services Committee meeting be received.

e. Corporate Services Committee – July 2, 2020

THAT the Minutes of the July 2, 2020 Corporate Services Committee meeting be received.

f. RDOS Regular Board Meeting – July 2, 2020

THAT the minutes of the July 2, 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. Development Variance Permit Application – 187 Horsetail Road, Electoral Area “C”

THAT the Board of Directors approve Development Variance Permit No. C2020.006-DVP

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

THAT the Consent Agenda – Development Services be adopted.

B. DEVELOPMENT SERVICES – Rural Land Use Matters**1. Letters of Concurrence (Rogers) – 36030 107th Street (6450 Spartan Street), Electoral Area “C”**

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

THAT the Regional District defer the request for a letter of concurrence to locate a Communication Tower at 36030 107th Street (6450 Spartan Street) pending response from ratepayers within a Public Notification Area from the subject parcel of 1 kilometre for lands within Electoral Area “C” and 100 metres for lands within the Town of Oliver.

2. Agricultural Land Commission Referral (Non-Farm Use) – 500 Secrest Hill Road, Electoral Area “C”

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

THAT the RDOS “authorize” the application to allow a commercial campground (“Loose Bay”) as a non-farm use on and around the parcel located at 500 Secrest Hill Road (Block A, Plan KAP1729, District Lot 2450S, SDYD) to proceed to the Agricultural Land Commission;

AND THAT an amendment to the Electoral Area “C” Official Community Plan (OCP) Bylaw No. 2452, 2008, and Zoning Bylaw No. 2453, 2008, be initiated in order to formalise the use of an approximately 5.5 ha area, including the property at 500 Secrest Hill Road (Block A, Plan KAP1729, District Lot 2450S, SDYD), as a “campground”.

3. Zoning Bylaw Amendment – 8025 Princeton-Summerland Road, Electoral Area “F”

- a. Bylaw No. 2461.14, 2020
- b. Representations

RECOMMENDATION 6 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2461.14, 2020, Electoral Area “F” Zoning Amendment Bylaw be read a third time;
AND THAT, prior to bylaw adoption, a statutory covenant be registered on title to ensure the home industry operations are fully contained and within a sound-dampened building.

C. COMMUNITY SERVICES**1. Provincial License of Occupation Application – KVR Road 21 to 18, Electoral Area “C”**

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors endorse an application to the Province of British Columbia for a Licence of Occupation for two sections of the former Kettle Valley Railway Right of Way from Road 21 to Road 18 in rural Oliver for a period of thirty (30) years, legally described as:

Lot 415, Plan KAP1957, District Lot 2450S, Similkameen Div of Yale Land District

Lot 414, Plan KAP1957, District Lot 2450S, Similkameen Div of Yale Land District

2. Provincial License of Occupation Application – Okanagan River Channel Area’s A, C and Oliver

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors endorse an application to the Province of British Columbia for a License of Occupation over two West side of the River Channel from Road 22 to the Hwy 97 river crossing at McAlpine Bridge spanning across Rural Area A, the Town of Oliver and Rural Area C for a period of thirty (30) years, legally described in the report dated July 16, 2020 from CAO, Bill Newell.

3. COVID-19 Effects on Transit Ridership – For Information Only

4. Park Rill Creek, Horn Creek and Kearns Creek Flood Mapping and Reporting, Electoral Areas “I” and “C”

RECOMMENDATION 9 (Weighted Corporate Vote – Majority)

THAT the Board of Directors award the Similkameen Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning contract to Northwest Hydraulic Consultants (NHC) for \$95,056.00 plus applicable taxes.

5. FortisBC Climate Action Partners Program

RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority)

THAT the Regional District enter into a partnership with FortisBC through its Climate Action funding program to hire a Senior Energy Specialist for a two-year term.

D. LEGISLATIVE SERVICES**1. UBCM Meetings**

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors receive the recommended Minister meeting requests for the 2020 UBCM Convention.

E. CAO REPORTS**1. Verbal Update**

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

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)*
 1. Okanagan Basin Water Board Monthly Report - July
 - e. Okanagan Film Commission – *Gettens, Holmes (Alternate)*
 1. Hollywood Monthly Newsletter
 - 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. South Okanagan Similkameen Rural Healthcare Community Coalition (formerly Developing Sustainable Rural Practice Communities) – *McKortoff, Bauer (Alternate)*
 - j. Southern Interior Municipal Employers Association – *Knodel, Kozakevich (Alternate)*
-

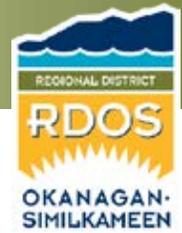
3. Board Members Verbal Update

G. CLOSED SESSION**1. Receipt of Closed Session Minutes**

RECOMMENDATION 12 (Unweighted Corporate Vote – Simple Majority)

THAT in accordance with Section 90(1)(c),(e),(g),(i),and (k) of the *Community Charter*, the Board close the meeting to the public on the basis of labour relations or other employee relations; the acquisition, disposition or expropriation of land or improvements; litigation or potential litigation affecting the Regional District; and negotiations and related discussions respecting the proposed provision of a regional service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the Regional District if they were held in public.

H. ADJOURNMENT



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN SPECIAL MEETING

Corporate Services Committee

Thursday, 15 November, 2019
9:00 am

MINUTES

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"
Vice Chair D. Holmes, District of Summerland
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 M. Bauer, Village of Keremeos
Director J. Sentes, Alt. City of Penticton
Director J. Bloomfield, City of Penticton

Director CJ Rhodes, 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:

Director J. Kimberley, City of Penticton
Director S. McKortoff

STAFF PRESENT:

B. Newell, Chief Administrative Officer
J. Kurvink, Manager of Finance

B. Dollovoet, GM of Development Services
M. Woods, GM of Community Services

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 November 15, 2019 be adopted.
CARRIED

B. 2020 BUDGET – Regional Grant-in-Aid

Committee received the following delegations applying under the Regional Grant-in-Aid program for funding in 2020.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

Applicant	Request	Award
SPCA, South Okanagan	\$ 9,000	\$0.00
Okanagan Boys & Girls Club	\$ 36,000	\$0.00
Travel Penticton	\$ 20,000	\$0.00
Pics & Sticks	\$ 20,000	\$0.00
HaHa Kidzfest	\$ 5,000	\$5,000
Meadowlark Festival	\$ 5,000	\$5,000
SOS Volunteer Centre	\$ 15,000	\$0.00
Princeton Traditional Music Festival	\$ 3,500	\$0.00
Animal Lifeline Rescue	\$ 800	\$ 800
Total	\$114,300	\$10,800

CARRIED

RECOMMENDATION 3 (Unweighted Corporate Vote – Simple Majority)

MOVED/SECONDED

1. That the Regional Economic Development Service funding for the Film Commission be increased to \$40,000.00 in the 2020 Budget.

MOVED/SECONDED

2. That the motion be amended to \$55,000.00

CARRIED

3. That the main motion be approved as amended.

CARRIED

C. POLICY DISCUSSION

1. Soil Deposit and Removal

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

MOVED/SECONDED

THAT the Regional District Board not include the preparation of an Soil Removal and Deposition Bylaw in the 2020 Corporate Business Plan and 2020 Budget Plan.

CARRIED

2. OCP Bylaw Review Schedule

Committee considered the Administrative Report on the inclusion of the AREA "G" Official Community Plan in the rotation for OCP Updates and requested that Administration investigate whether the Community Works Program might be a mechanism for funding the Plan in 2020/2021.

RECOMMENDATION 5 (Unweighted Corporate Vote – Simple Majority)

MOVED/SECONDED

THAT, following the completion of the Electoral Area "A" Official Community Plan (OCP) Bylaw Review, the remaining Electoral Area OCP Bylaws be reviewed or prepared in the following order:

1. Electoral Area "G";
2. Electoral Area "C";
3. Electoral Area "E";
4. Electoral Area "H";
5. Electoral Area "D";
6. Electoral Area "I"; and
7. Electoral Area "F".

AND THAT, the preparation of an OCP Bylaw for Electoral Area "G" be included in the 2020 Business Plan and in the 2020 Electoral Area Planning Budget in the amount of \$55,000.00/year.

CARRIED

D. COMMUNITY WORKS GAS TAX PROGRAM

Committee reviewed three options for the allocation of electoral area community works program funds.

RECOMMENDATION 6 (Unweighted Corporate Vote – Simple Majority)

MOVED/SECONDED

That Administration be directed to develop a policy for allocation of Community Works Program funds to include a 10% allocation for regional projects, a 10% allocation as a base rate for all electoral areas; and, the remainder to be allocated on a per capita basis.

CARRIED

E. ADJOURNMENT

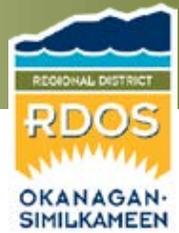
By consensus, the Corporate Services Committee meeting adjourned at 3:00 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN SPECIAL MEETING

Corporate Services Committee

Thursday, 28 November, 2019

9:00 am

MINUTES

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"
Vice Chair D. Holmes, District of Summerland
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 M. Bauer, Village of Keremeos
Director J. Sentes, Alt. City of Penticton
Director J. Bloomfield, City of Penticton

Director CJ Rhodes, 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:

Director S. McKortoff

STAFF PRESENT:

B. Newell, Chief Administrative Officer
J. Kurvink, Manager of Finance
C. Malden, Manager of Legislative Services
K. Morgan, Manager of Human Resources

B. Dollovoet, GM of Development Services
M. Woods, GM of Community Services
N. Webb, GM of Public Works
T. Bouwmeester, Manager of Information Services

A. APPROVAL OF AGENDA

MOVED and SECONDED

THAT the Agenda for the RDOS Corporate Services Committee Meeting of November 28, 2019 be adopted.

CARRIED

B. November 15th Recap – For Information Only

1. The Regional Grant-in-Aid program for funding in 2020 was reviewed.
 2. The Regional Economic Development Service funding for the Film Commission was increased to \$55,000.00
 3. The proposal for a Soil Deposit and Removal Bylaw was rejected.
 4. A proposed OCP Bylaw Review Schedule, including Area "G" was agreed to.
 5. It was determined that the allocation model of electoral area community works program funds would remain on a per capita basis.
-

C. ALLOCATION OF ADMINISTRATIVE OVERHEAD – For Information Only

Committee received a presentation on the proposed allocation of Administration Fees in the 2020 Budget.

D. REGIONAL GROWTH STRATEGY REVIEW

Committee received a presentation on the requirement for a review of the Regional Growth Strategy (Okanagan) and discussed the three options; being Minor, Moderate or Major.

MOVED/SECONDED

That we proceed with a Moderate level review of the Regional Growth Strategy commencing in 2020, with funds to be drawn from Reserve.

CARRIED

E. SIGNAGE BYLAW – For Information Only

Committee received a verbal presentation on the process, cost and issues of conducting a successful revision and enforcement of sign regulations on both private property and road rights-of-way. While remaining an issue of interest, there was no support for proceeding in 2020.

F. CAPITAL BUDGET

Committee reviewed the schedule of proposed capital projects for 2020.

MOVED/SECONDED

That the following projects be moved forward for further consideration:

- Public Works Module for Basic Gov.
- Fleet Replacement/Addition proposal
- Regional Parks Master Plan
- Naramata Water System Design
- CMLF Scale & Access Upgrade Project
- Scada Master Plan – Phase I
- Okanagan Falls Lift Station #3 Upgrade
- Olalla Water System Design
- 911 Emergency Infrastructure – Kaleden Upgrade Project

CARRIED

G. PROGRAM CHANGES

Committee reviewed the schedule of proposed program changes for 2020.

MOVED/SECONDED

That the following projects be moved forward for further consideration:

- Pest Control Summer Student
- Solid Waste Manager
- PT to FT Area D Economic Development Coordinator
- Level 1 Building Official
- Health and Safety Coordinator
- Contract to FTE Communications Coordinator
- Keremeos Fire Department summer standby hours
- CMLF Attendant
- Recycling Program Summer Student
- Okanagan Falls Wastewater Operator
- Asset Management Coordinator
- IT/IS Assessment project
- Development Services Scanning Student

CARRIED

H. BUDGET OVERVIEW – For Information Only

Committee received an overview of Budget progress, issues that may affect numbers as we proceed into the development and approval of the Budget and a proposed schedule to ensure we meet the regulatory requirement to file the 2020 – 2024 Financial Plan with the Province by March 31st.

I. ADJOURNMENT

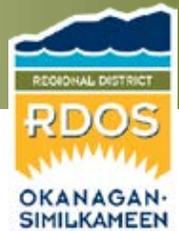
By consensus, the Corporate Services Committee meeting adjourned at 3:00 p.m., to reconvene on Friday, December 13th.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
SPECIAL MEETING
Corporate Services Committee
Friday, 13 December, 2019
9:00 am**

MINUTES

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"	Director S. Monteith, Electoral Area "I"
Vice Chair D. Holmes, District of Summerland	Director R. Knodel, Electoral Area "C"
Director T. Boot, District of Summerland	Director R. Obirek, Electoral Area "D"
Director G. Bush, Electoral Area "B"	Director F. Regehr, City of Penticton
Director B. Coyne, Electoral Area "H"	Director T. Roberts, Electoral Area "G"
Director S. Coyne, Town of Princeton	Director J. Vassilaki, City of Penticton
Director R. Gettens, Electoral Area "F"	Director P. Veintimilla, Town of Oliver
Director J. Bloomfield, City of Penticton	Director S. McKortoff, Town of Osoyoos
Arden Village of Keremeos	Director J. Kimberley, City of Penticton

MEMBERS ABSENT:

Director M. Bauer, Village of Keremeos
Director M. Pendergraft, Electoral Area "A"

STAFF PRESENT:

B. Newell, Chief Administrative Officer	B. Dollovoet, GM of Development Services
J. Kurvink, Manager of Finance	
C. Malden, Manager of Legislative Services	

A. APPROVAL OF AGENDA

MOVED and SECONDED

THAT the Agenda for the RDOS Corporate Services Committee Meeting of December 13, 2019 be adopted.

CARRIED

B. November 28th Recap – For Information Only

1. Committee received a presentation on the allocation of overhead costs
 2. Committee resolved to undertake a "Moderate" level review of the Regional Growth Strategy in 2020
 3. Committee received a presentation on conducting a review of signage regulation and determined not to proceed with that in 2020
 4. A review of the capital projects for 2020 was agreed on for inclusion in the 2020 Budget
 5. A review of program changes for 2020 was agreed on for inclusion in the 2020 Budget
-

C. SOS COMMUNITY FOUNDATION PRESENTATION

Committee received a presentation from Aaron McRann, CEO of the South Okanagan

Similkameen Community Foundation. Mr. McRann presented on the regional benefit of the Foundation and their concentration over the past year on raising external funding to leverage the benefit to the Okanagan Similkameen.

MOVED/ SECONDED

That \$30,000 be added to the 2020 Regional Grant-in-Aid Budget to contribute to the SOS Community Foundation rural development program

CARRIED

D. SUB-REGIONAL CONSERVATION FUND

Committee was advised that the Technical Advisory Report was coming to the December 19th meeting and would recommend approximately \$250,000 be allocated for 2020 Projects. There is currently \$177,000 in Reserve.

MOVED/SECONDED

That the requisition for the Conservation Fund be reduced to \$350,000 for 2020

CARRIED

E. REVIEW OF REGIONAL BUDGETS – For Information Only

Committee reviewed Regional Budgets, with most of the discussion focussing on the increase in Administrative Fees and wage allocation.

MOVED/SECONDED

That an explanation on Time Tracker system be presented to the January 9th, 2020 Corporate Services Meeting.

CARRIED

F. REVIEW OF RURAL BUDGETS – For Information Only

Committee reviewed Rural Budgets. Electoral Area Directors were reminded to make any final amendments to their rural budgets with the Manager of Financial Services by January 2nd, 2020.

G. REVIEW OF SHARED BUDGETS – For Information Only

Committee reviewed Rural Budgets. Electoral Area Directors were reminded to make any final amendments to their rural budgets with the Manager of Financial Services by January 2nd, 2020.

H. ELECTORAL AREA BUDGETS – For Information Only

Committee reviewed Electoral Area Budgets. Electoral Area Directors were reminded to make any final amendments to their rural budgets with the Manager of Financial Services by January 2nd, 2020.

I. BUDGET BYLAW

MOVED/SECONDED

That the Budget Bylaw be brought forward to the January 9th, 2020 Board Meeting for 1st Reading and to proceed to public consultation.

CARRIED

J. ADJOURNMENT

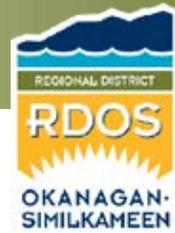
By consensus, the Corporate Services Committee meeting adjourned at 3:00 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee

Thursday, July 2, 2020

9:14 a.m.

MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton

STAFF PRESENT:

B. Newell, Chief Administrative Officer

C. Malden, Manager of Legislative Services

A. APPROVAL OF AGENDA

RECOMMENDATION 1

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

THAT the Agenda for the Protective Services Meeting of July 2, 2020 be adopted. - **CARRIED**

B. DELEGATIONS

1. E-Comm and E9-1-1 Systems

Marilyn Rilkoff, Regional District of Central Okanagan Director of Finance and Gail Oye from E-Comm 9-1-1 addressed the Committee regarding E-Comm and E9-1-1 Systems.

C. ADJOURNMENT

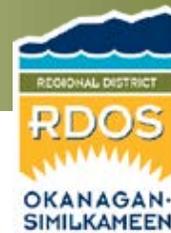
By consensus, the Protective Services Committee meeting adjourned at 9:40 a.m.

APPROVED:

CERTIFIED CORRECT:

D. Holmes
Committee Chair

B. Newell
Corporate Officer



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

Thursday, July 2, 2020

9:40 a.m.

MINUTES

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 R. Knodel, Electoral Area "C"
Director S. McKortoff, Town of Osoyoos
Director S. Monteith, Electoral Area "I"
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:

Director J. Kimberley, City of Penticton

STAFF PRESENT:

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

A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Corporate Services Meeting of July 2, 2020 be adopted. - **CARRIED**

B. Regional District of Okanagan-Similkameen Stimulus Projects List – For Information Only

1. Stimulus Projects List

The Committee was advised of the various proposed capital and consulting projects and the estimated cost for each project.

C. 2020 UBCM Convention – For information only

The Committee was advised of the resolutions that the Regional District has submitted to SILGA to be brought to UBCM Convention.

D. ADJOURNMENT

By consensus, the Corporate Services Committee meeting adjourned at 9:59 a.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate 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 10:15 a.m. on Thursday, July 2, 2020 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"	Director R. Knodel, Electoral Area "C"
Vice Chair D. Holmes, District of Summerland	Director S. McKortoff, Town of Osoyoos
Director M. Bauer, Village of Keremeos	Director S. Monteith, Electoral Area "I"
Director J. Bloomfield, City of Penticton	Director R. Obirek, Electoral Area "D"
Director T. Boot, District of Summerland	Director M. Pendergraft, Electoral Area "A"
Director G. Bush, Electoral Area "B"	Director F. Regehr, City of Penticton
Director B. Coyne, Electoral Area "H"	Director T. Roberts, Electoral Area "G"
Director S. Coyne, Town of Princeton	Director J. Vassilaki, City of Penticton
Director R. Gettens, Electoral Area "F"	Director P. Veintimilla, Town of Oliver

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton

STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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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 July 2, 2020 be adopted. - **CARRIED**

1. Consent Agenda – Corporate Issues

a. Corporate Services Committee – June 18, 2020

THAT the Minutes of the June 18, 2020 Corporate Services Committee meeting be received.

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.

THAT the 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.

b. Environment and Infrastructure Committee – June 18, 2020

THAT the Minutes of the June 18, 2020 Environment and Infrastructure Committee meeting be received.

c. RDOS Regular Board Meeting – June 18, 2020

THAT the minutes of the June 18, 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**

B. DELEGATIONS

1. Dan Albas, Member of Parliament, Central Okanagan-Similkameen-Nicola
Mr. Albas addressed the Board regarding 5G networks
-

C. DEVELOPMENT SERVICES – Rural Land Use Matters

1. Temporary Use Permit Application – 3829 37th Street – Electoral Area “A”
 - a. Permit
 - b. Representations

The Chair enquired whether the property owner was present to address the Board. They were not; however, the property manager addressed the Board on their behalf.

RECOMMENDATION 3 (Unweighted Rural – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors deny Temporary Use Permit No. A2019.011-TUP. - **CARRIED**

Opposed: Director B. Coyne

2. Zoning Bylaw Amendment – 10210 81st Street – Electoral Area “A”
 - a. Bylaw No. 2451.30, 2020
 - b. Representations

RECOMMENDATION 4 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2451.30, 2020, being a bylaw to amend the Electoral Area “A” Zoning Bylaw to alter minimum yard setbacks at 10210 81st St., be read a first and second time;

AND THAT pursuant to sub-section 464 of the *Local Government Act*, the Regional District Board resolves to waive the holding of a public hearing for Bylaw No. 2451.30, 2020, Electoral Area “A” Zoning Amendment Bylaw;

AND THAT pursuant to sub-section 467 of the *Local Government Act*, staff give notice of the waiving of the public hearing for Bylaw No. 2451.30, 2020, Electoral Area “A” Zoning Amendment Bylaw.

CARRIED

3. Official Community Plan (OCP) and Zoning Bylaw Amendment – Electoral Area “I” Apex Mountain Zone Review
 - a. Bylaw No. 2683.03, 2020
 - b. Bylaw No. 2457.26, 2020
 - c. Representations

RECOMMENDATION 5 (Unweighted Rural Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2683.03, 2020, Electoral Area “I” Official Community Plan Amendment Bylaw and Bylaw No. 2457.26, 2020, Electoral Area “I” Zoning Amendment Bylaw be read a third time and adopted. - **CARRIED**

4. Official Community Plan (OCP) Bylaw Amendments – Micro Cannabis Production Facilities Electoral Areas “A”, “C”, “D”, “E”, “F”, “G”, “H” & “I”
 - a. Bylaw No. 2858, 2019
 - b. Representations

RECOMMENDATION 6 (Unweighted Rural Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2858, 2019, a bylaw to amend Electoral Area Official Community Plans to introduce criteria against which the Regional District may choose to evaluate an application for a “micro cannabis production facility”, be read a third time and adopted. - **CARRIED**

5. Letters of Concurrence (Rogers) – 36030 107th Street, Electoral Area “C”

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board deny Cypress Land Services’ request to reduce the Public Notification Area of 1000 metres for the Communication Tower proposal for 36030 107th Street (6450 Spartan Street).

CARRIED

Opposed: Directors Bush, Kozakevich, Holmes, S. Coyne

Director Bauer left the meeting at 11:46 a.m.

D. PUBLIC WORKS

1. Campbell Mountain Landfill Leachate Management Award

RECOMMENDATION 8 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the Campbell Mountain Landfill Leachate Management Planning and Implementation contract be sole-sourced to Sperling Hansen Associates in the amount of \$94,000 + applicable taxes; and

THAT up to \$25,000 be approved as a contingency for this project.

CARRIED

2. Supervisory Control and Data Acquisition (SCADA) Project Award

RECOMMENDATION 9 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the “SCADA Migration and Communications Upgrades Project” be awarded to MPE Engineering in the amount of \$189,690.00; and

THAT \$50,000 be approved as a contingency for this project.

CARRIED

E. FINANCE

1. Area "D" Community Works Gas Tax Reserve Expenditure
 - a. Bylaw No. 2904

RECOMMENDATION 10 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No.2904, 2020, being a bylaw to authorize an expenditure of \$95,000 from the Electoral Area "D" Community Works Reserve to fund work at Garnet Family Park be given first, second, & third readings and be adopted. - **CARRIED**

2. Area "H" Community Works Gas Tax Reserve Expenditure
 - a. Bylaw No. 2906

RECOMMENDATION 11 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No.2906, 2020, being a bylaw to authorize an expenditure of \$85,000 from the Electoral Area "H" Community Works Reserve to provide a contribution to the Town of Princeton for the expansion of the Liquid Waste Receiving Facility be given first, second, & third readings and be adopted. - **CARRIED**

3. Area "D" Community Works Gas Tax Reserve Expenditure
 - a. Bylaw No. 2907

RECOMMENDATION 12 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No.2907, 2020, being a bylaw to authorize an expenditure of \$95,000 from the Electoral Area "D" Community Works Reserve to provide a contribution to the Okanagan Falls Irrigation District to fund the design and construction of a public washroom facility at Centennial Park in Okanagan Falls be given first, second, & third readings and be adopted. - **CARRIED**

F. LEGISLATIVE SERVICES

1. Okanagan Falls Sewer
 - a. Bylaw No. 1238.08

RECOMMENDATION 13 (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 adopted. - **CARRIED**

2. Ministerial Order M192/Public Access to Meetings

RECOMMENDATION 14 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT meetings of the Board of Directors for the Regional District of Okanagan Similkameen be closed to the public for the duration of the State of Provincial Emergency due to the inability to meet physical distancing requirements in the Board Room in accordance with, or recommendations under, the Public Health Act; and,

THAT the Regional District meet the requirements of S. 226 of the Local Government Act for public participation by inviting the public to attend electronically.

CARRIED

G. CAO REPORTS

1. Verbal Update

H. OTHER BUSINESS

1. Chair's Report

2. Board Members Verbal Update

I. ADJOURNMENT

By consensus, the meeting adjourned at 12:27 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer

Under the Electoral Area "C" Zoning Bylaw No. 2453, 2008, the property is currently zoned Agriculture One (AG1) zone which requires a minimum front parcel line of 7.5 metres for buildings and structures, on parcels 0.2 ha or greater.

The property is within the Agricultural Land Reserve (ALR).

BC Assessment has classified the property as Farm (Class 09).

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until the commencement of the regular Board meeting. Any comments will be on the agenda as separate item.

Analysis:

In considering this proposal, Administration notes that by reducing the required front parcel line setback, the most accessible, highest (and driest) portion of the parcel can be utilized to support farming operations (including a dry storage area).

The Zoning Bylaw's use of setback regulations is generally to provide physical separation between neighbouring properties in order to protect privacy and prevent the appearance of overcrowding. When a parcel is also adjacent a roadway, setbacks are further employed to maintain adequate sightlines for vehicle traffic movements.

Minimum setbacks from parcel lines are used to maintain a minimum space between houses in a residential neighbourhood to allow access to sunlight, to provide separation for fire safety or to mitigate nuisances (like noise) that might come from an adjacent building. In the agricultural zones, setbacks are further used to mitigate the potential for conflict between land uses.

In this instance, Administration notes that the proposed barn location is not located in proximity to other buildings and is not located near an intersection or a busy road.

The perception of a reduced setback is mitigated by the distance between the property line and the edge of the road within the right of way (approximately 4 metres). Further, vehicle access to the barn is provided on the side of the building, not along the front façade facing the street.

As such, the proposal is seen as having low impact on neighbours, neighbouring uses or road sightlines and is situated on a portion of the parcel that is best suited for development (i.e. away from the lower elevation area that contains wet, "boggy" soil).

Conversely, Administration recognises that the parcel is large and there is ample space for alternative siting of the proposed barn that would meet the setback requirements. Specifically, the barn could be located further to the west and south, and presumably still within the "high and dry" area.

Nevertheless, and for these reasons outlined above, Administration supports the requested variance and is recommending approval.

Alternatives:

1. That the Board deny Development Variance Permit No. C2020.006-DVP.

2. That the Board defer consideration of the application and it be referred to the Electoral Area "C" Advisory Planning Commission.

Respectfully submitted



JoAnn Peachey, Planner I

Endorsed by:

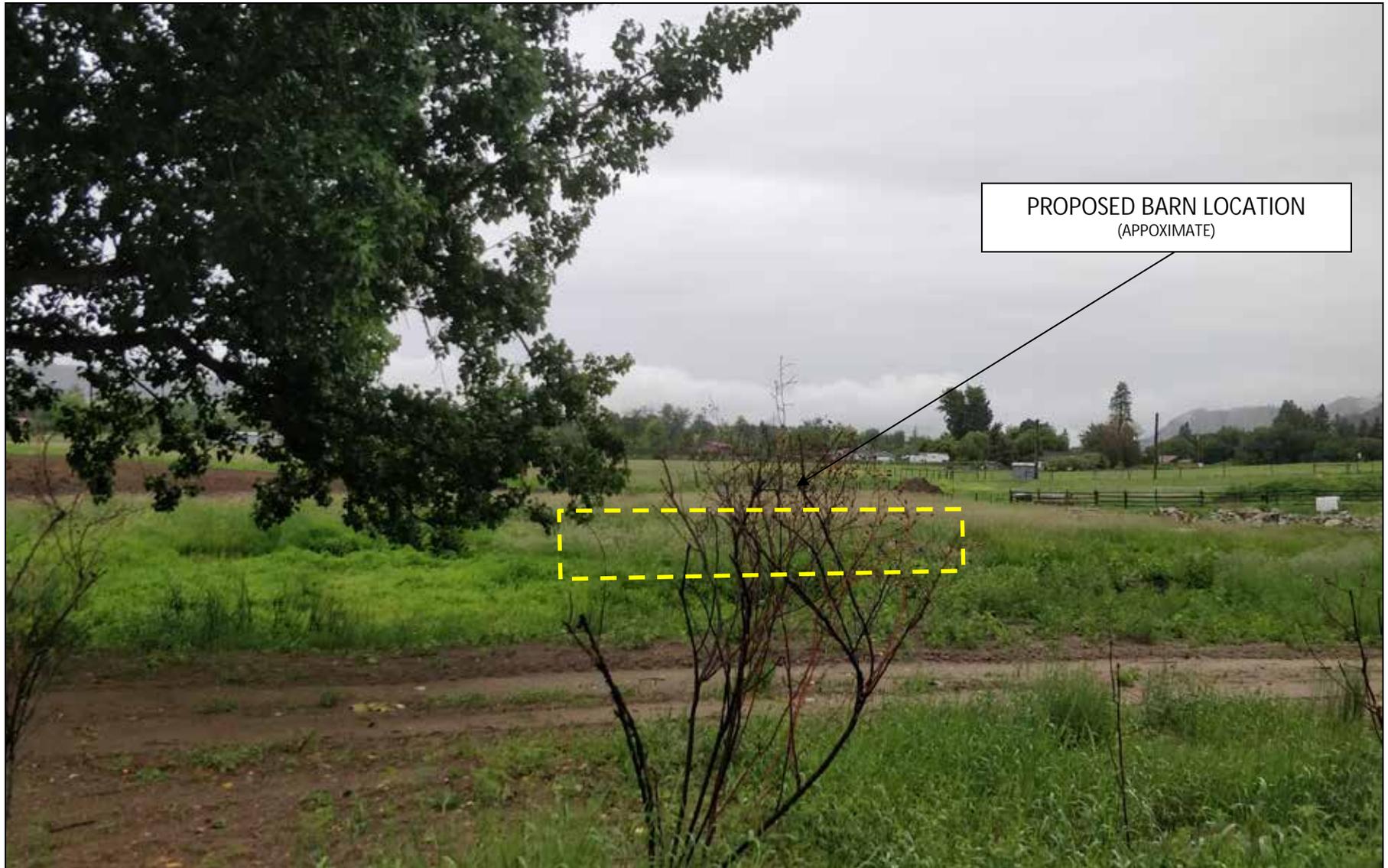


C. Garrish, Planning Manager

Attachments: No. 1 – Site Photo (June 2020)

No. 2 – Aerial Photo

Attachment No. 1 – Site Photo (June 2020)

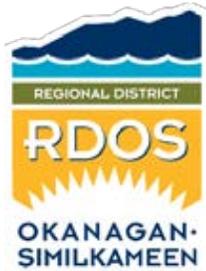


PROPOSED BARN LOCATION
(APPROXIMATE)

View from Horsetail Road
(unpaved in foreground)

Attachment No. 2 – Aerial Photo





Development Variance Permit

FILE NO.: C2020.006-DVP

Owner: Alexander Achtem
5902 Hill Crescent
Summerland, BC, V0H 1Z1

Agent: n/a

GENERAL CONDITIONS

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District of Okanagan-Similkameen applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit that shall form a part thereof.
3. Where there is a conflict between the text of the permit and permit drawings or figures, the drawings or figures shall govern the matter.
4. This Development Variance Permit is not a Building Permit.

APPLICABILITY

5. This Development Variance Permit is substantially in accordance with Schedules 'A', 'B', 'C', 'D', 'E' and 'F', and applies to and only to those lands within the Regional District described below, and any and all buildings, structures and other development thereon:

Legal Description: That Part of Lot 13 Shown on Plan B5269, District Lot 2450s, SDYD Plan 1729

Civic Address: 187 Horsetail Road

Parcel Identifier (PID): 004-093-241 Folio: C-05220.000

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Electoral Area "C" Zoning Bylaw No. 2453, 2008, in the Regional District of Okanagan-Similkameen:
 - a) the minimum front parcel line setback for a building or structure, on parcels 0.2 ha or greater, in the Agriculture One (AG1) Zone, as prescribed in Section 10.2.6(a)(i), is varied:
 - i) from: 7.5 metres

to: 4.5 metres to the outermost projection as shown on Schedule 'B'.

COVENANT REQUIREMENTS

7. Not Applicable

SECURITY REQUIREMENTS

8. Not applicable

EXPIRY OF PERMIT

9. The development shall be carried out according to the following schedule:
- a) In accordance with Section 504 of the *Local Government Act* and subject to the terms of the permit, if the holder of this permit does not substantially start any construction with respect to which the permit was issued within two (2) years after the date it was issued, the permit lapses.
 - b) Lapsed permits cannot be renewed; however, an application for a new development permit can be submitted.

Authorising resolution passed by the Regional Board on _____, 2020.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

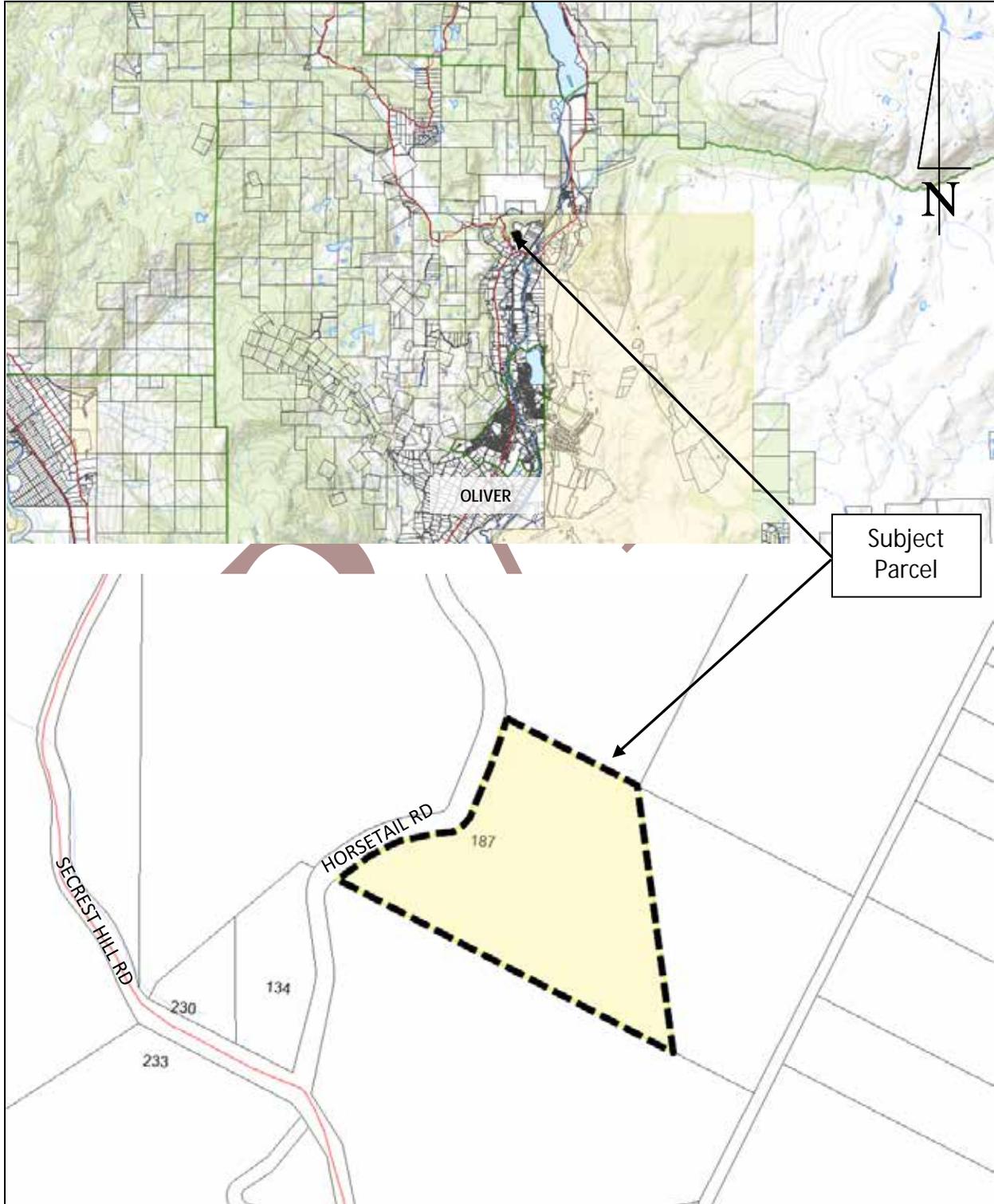
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: planning@rdos.bc.ca



Development Variance Permit

File No. C2020.006-DVP

Schedule 'A'



Subject Parcel

Regional District of Okanagan-Similkameen

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

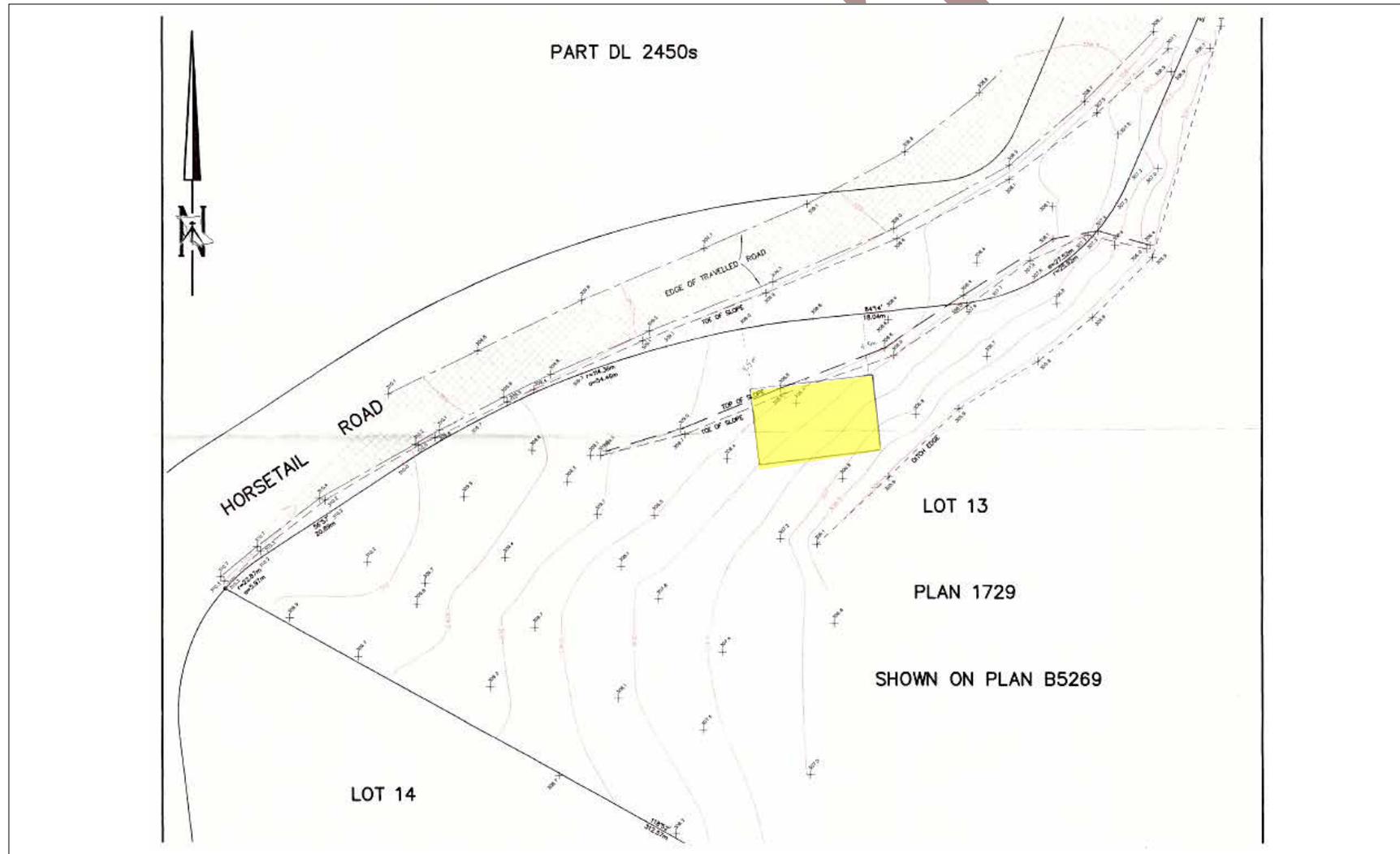
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. C2020.006-DVP

Schedule 'B'



Regional District of Okanagan-Similkameen

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

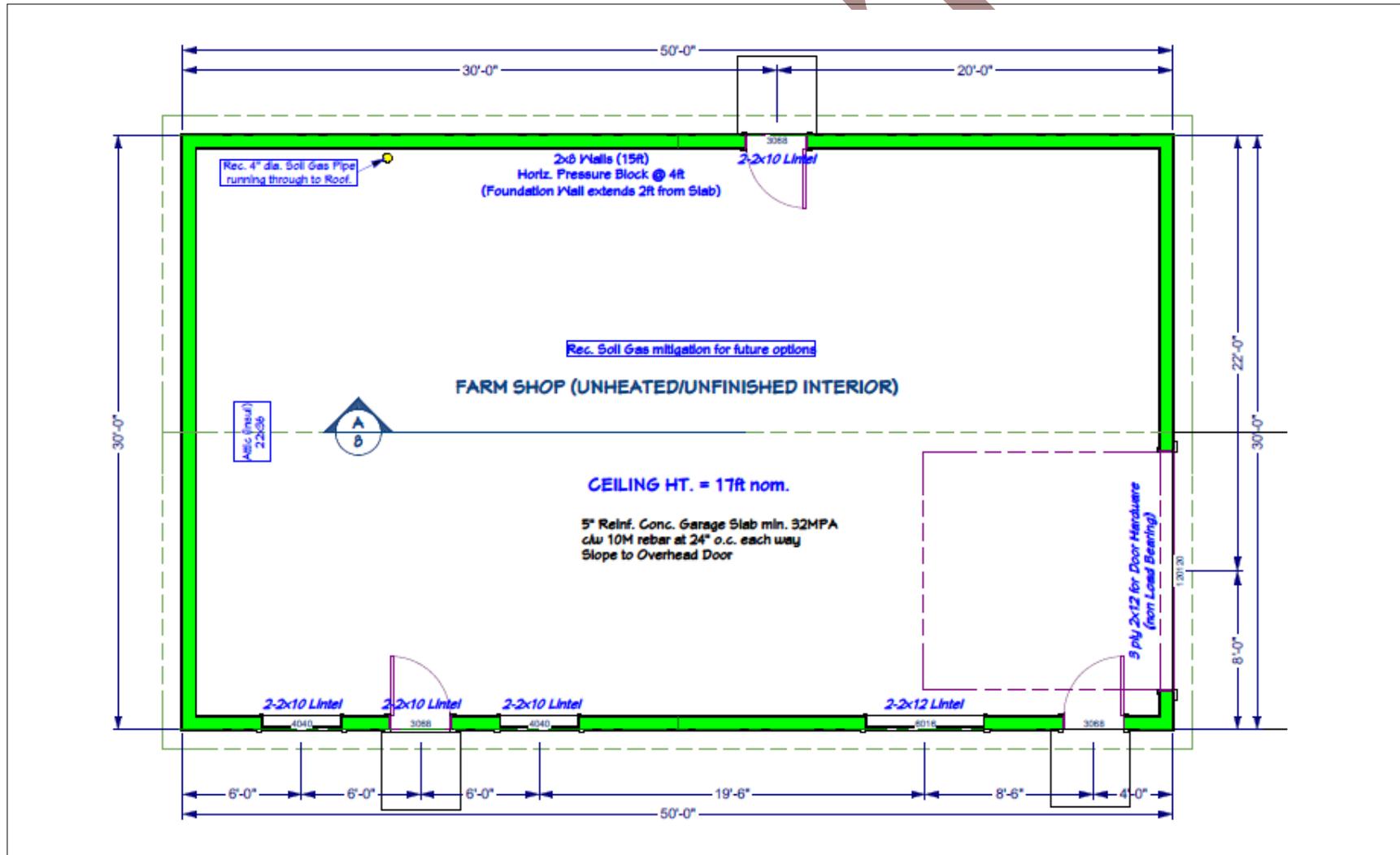
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. C2020.006-DVP

Schedule 'D'



Regional District of Okanagan-Similkameen

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

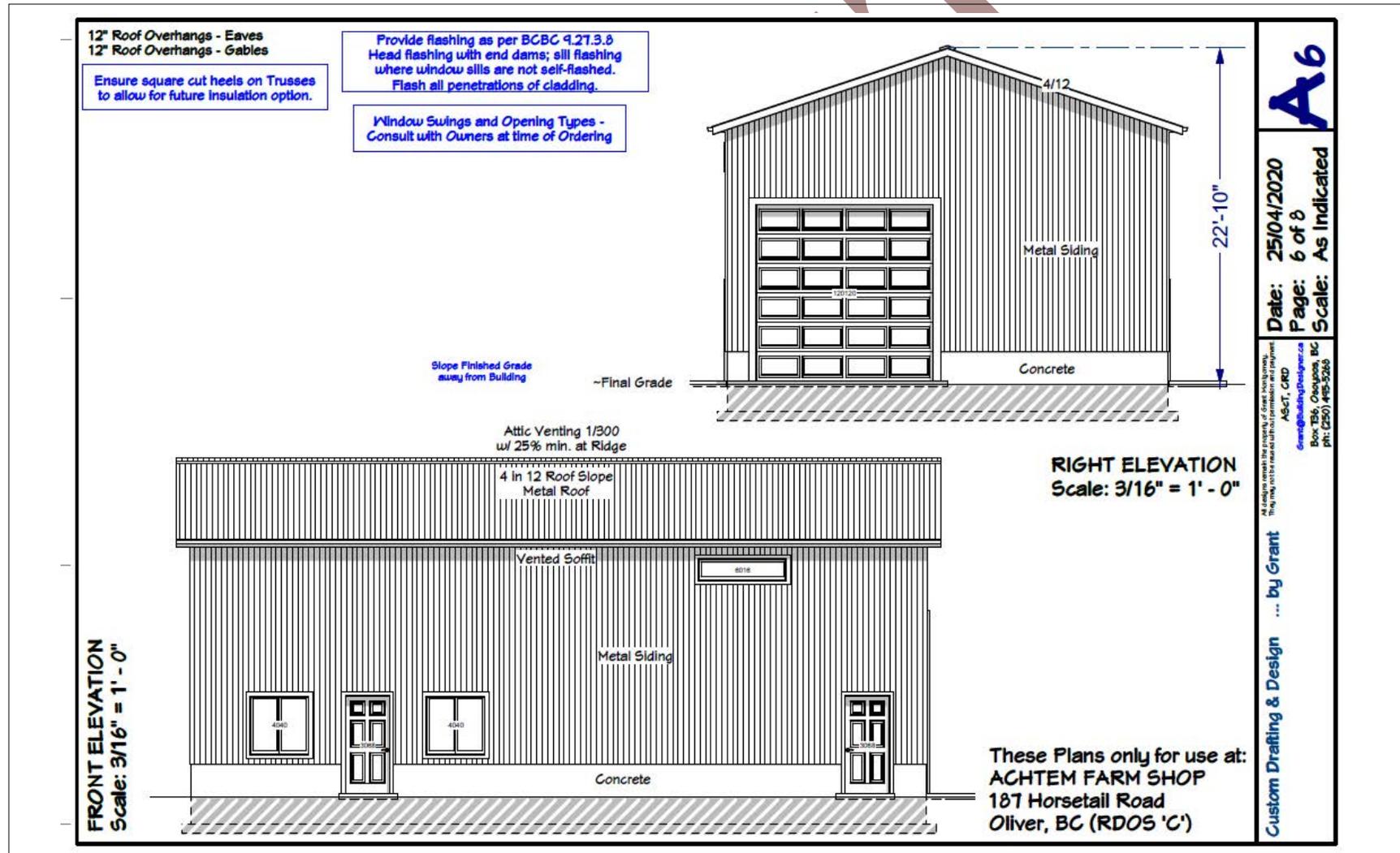
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. C2020.006-DVP

Schedule 'E'



Regional District of Okanagan-Similkameen

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

Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. C2020.006-DVP

Schedule 'F'

12" Roof Overhangs - Eaves
12" Roof Overhangs - Gables

Ensure square cut heels on Trusses to allow for future insulation option.

Provide flashing as per BCBC 9.27.3.8 Head flashing with end dams; sill flashing where window sills are not self-flashed. Flash all penetrations of cladding.

Window Swings and Opening Types - Consult with Owners at time of Ordering

Slope Finished Grade away from Building

A7

Date: 25/04/2020
Page: 7 of 8
Scale: As Indicated

All drawings remain the property of Grant Drafting & Design. They may not be used for any other project or purpose without the written permission of the Designer.
ASCT, CRD
Grant@GrantDraftingDesign.ca
Box 156, Osoyoos, BC
Ph: (250) 495-5266

Custom Drafting & Design ... by Grant

REAR ELEVATION
Scale: 3/16" = 1' - 0"

Attic Venting 1/300 w/ 25% min. at Ridge

4 in 12 Roof Slope Metal Roof

Vented Soffit

Metal Siding

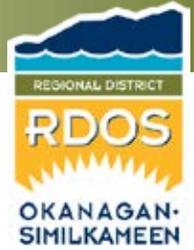
Concrete

~Final Grade

LEFT ELEVATION
Scale: 3/16" = 1' - 0"

These Plans only for use at:
ACHTEM FARM SHOP
187 Horsetail Road
Oliver, BC (RDOS 'C')

ADMINISTRATIVE REPORT



TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: July 16, 2020
RE: Letters of Concurrence (Rogers) – Electoral Area “C”

Administrative Recommendation:

THAT the Regional District defer the request for a letter of concurrence to locate a Communication Tower at 36030 107th Street (6450 Spartan Street) pending response from ratepayers within a Public Notification Area from the subject parcel of 1 kilometre for lands within Electoral Area “C” and 100 metres for lands within the Town of Oliver.

Purpose: To allow for a new Wireless Communication facility.

Owners: Town of Oliver Agent: Chad Marlatt (Cypress Land Services for Rogers) Folio: C-05305.005

Legal: Lot 1, Plan KAP15192, District Lot 2450S, SDYD Civic: 36030 107th Street

OCP: Resource Area (RA) Zoning: Resource Area (RA)

Proposed Development:

Rogers is requesting of the Regional District Board its concurrence for the proposed replacement of one (1) new tri pole tower structure with six panel antennas and a lightning rod to provide wireless communication services.

This telecommunication tower is located at 36030 107th Street (6450 Spartan Street), located on adjacent to the Town of Oliver (see Attachment No. 1).

The applicant is seeking to undertake a public consultation process following the RDOS Board Policy for Communication Towers / Antenna Systems Approval Process (adopted May 7, 2015), with a reduction to the Public Notification Area of 1 km to 150 m. In support of this reduction to the Public Notification Area, the applicant has stated that:

Rogers would like to request that the consultation radius be reduced to 5 times the tower height from the tower compound. We understand that the rationale for the RDOS' large notification radius is because towers are typically proposed on large rural properties. In this instance, the tower is proposed on the edge of town and a populated area. ISED's required notification radius is 3 times the tower height therefore Rogers feels the 5 times tower height radius is a fair compromise.

Statutory Requirements:

Under Section 4.2 of Innovation, Science and Economic Development Canada (ISED) Antenna Tower Siting Policy, “proponents must follow Industry Canada’s Default Public Consultation

process where the local land use authority does not have an established and documented public consultation process applicable to antenna siting.”

The RDOS Board Policy for Communication Towers / Antenna Systems Approval Process was adopted on May 7, 2015 and outlines items required for the public consultation process and design details expected by the RDOS. The expanded public consultation in the Board Policy includes:

- Public meeting;
- Written notice to properties within a notification area of 1000 m of the public meeting;
- Notice of development sign posting on-site; and
- 2 notices in newspaper advertising the public meeting.

Site Context:

The telecommunications tower is proposed on a 3.5 ha parcel accessed from Spartan Street, immediately adjacent to the Town of Oliver boundary. The surrounding area is comprised of large undeveloped resource area parcels to the north, south and west. To the east, in the Town of Oliver, is an established residential neighbourhood.

Background:

Under the Electoral Area “C” Official Community Plan (OCP) Bylaw No. 2452, 2008, the subject parcel is designated Resource Area (RA) and is the subject of an Environmentally Sensitive Development Permit (ESDP) Area designation and is also partially within a Watercourse Development Permit (WDP) Area.

Under the Electoral Area “C” Zoning Bylaw No. 2453, 2008, the subject parcel is zoned Resource Area (RA) and defines ‘utility uses’ as meaning “facilities for broadcast transmission and the distribution and collection of electrical, telephone, T.V., cable, natural gas, sewer, water and transportation services servicing the general public”. Section 7.3 (Uses Permitted in Every Zone) of the bylaw permits ‘utility uses’ in every zone.

At its August 26, 2019 Closed meeting, Oliver Council resolved to lease a small portion of space at 6450 Spartan Street for the purpose of installing a telecommunications tower and directed staff to undertake joint public notification with the RDOS for the proposed tower and disposition of land.

At its July 2, 2020 meeting, the Board was moved to deny the request to reduce the public notification area to 150 metres from the subject parcel.

Staff has since clarified with the Town of Oliver’s Corporate Officer support for a 100 metre notification area within the Town boundaries, “as we would meet both the Industry Canada standard and the Town of Oliver notification buffer”.

The subject property has been assessed as “utilities” (Class 02).

Analysis:

In consideration of the request to reduce the notification area, it is noted that the purpose of the Board policy is to ensure that adequate public consultation is carried out by proponents with all property owners and residents affected by the proposed towers.

The Board Policy also contains guidelines for the local, design and style of a proposed antenna system, which will be addressed after the applicant has completed the required public consultation.

It is acknowledged that a one kilometer notification area does not appear to be appropriate for an urban setting.

For lands within the Town of Oliver, a notification area of one kilometre would cover Oliver's entire downtown and several surrounding residential neighbourhoods (Attachment 2). A reduction to the notification area is not seen to obstruct the intent of the policy to ensure adequate public consultation of those affected, as this policy was designed for rural settings.

The proposed notification area of 100 metres is the distance supported by Town of Oliver staff, aligns with the Town's notification procedures and exceeds the Industry Canada standard of 3 times the tower height (i.e. 90 m). The 100 metre notification area for lands within the Town of Oliver will provide direct notification to approximately 33 properties within the Town (Attachment 3).

In response to comments during the July 2nd Board meeting, it is proposed that the notification area remain at one kilometre for lands within Electoral Area "C", to reflect the rural nature of this area.

In recognition of jurisdictional boundaries, Administration supports a two-tiered notification area by maintaining a notification area to 1000 m within Electoral Area "C" and supporting a reduction within the Town of Oliver to align with the Town's notification standards.

Alternatives:

- .1 THAT the Regional District defer the request for a letter of concurrence to locate a Communication Tower at 36030 107th Street (6450 Spartan Street) pending response from ratepayers within a Public Notification Area from the subject parcel of 150 metres.
- .2 THAT the Regional District defer the request for a letter of concurrence to locate a Communication Tower at 36030 107th Street (6450 Spartan Street) pending response from ratepayers within a Public Notification Area from the subject parcel of 1000 metres.
- .3 THAT the Regional District defer the request for a letter of concurrence to locate a Communication Tower at 36030 107th Street (6450 Spartan Street) pending response from ratepayers within a Public Notification Area from the subject parcel:
 - i) TBD

Respectfully submitted:



JoAnn Peachey, Planner I

Endorsed by:

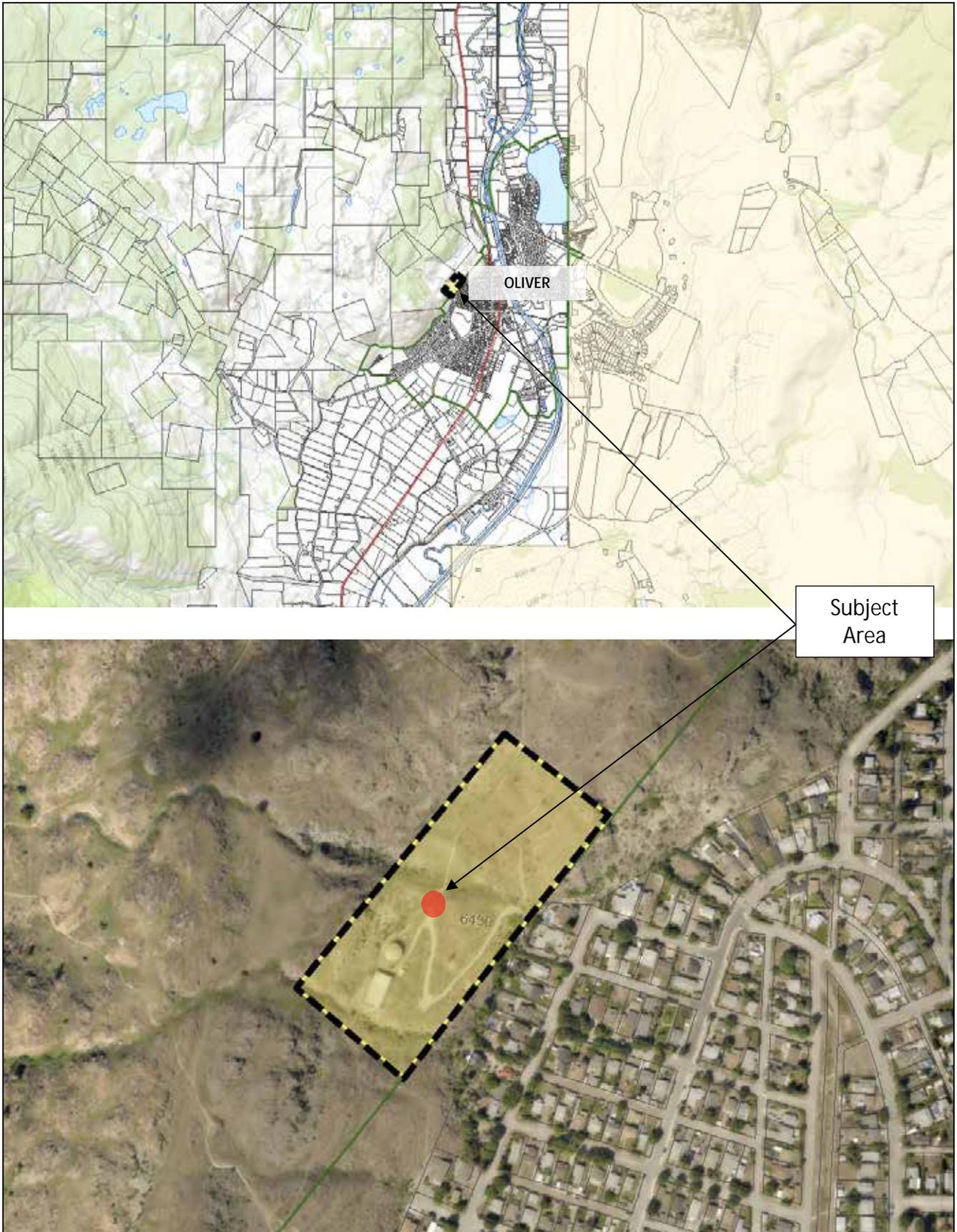


C. Garrish, Planning Manager

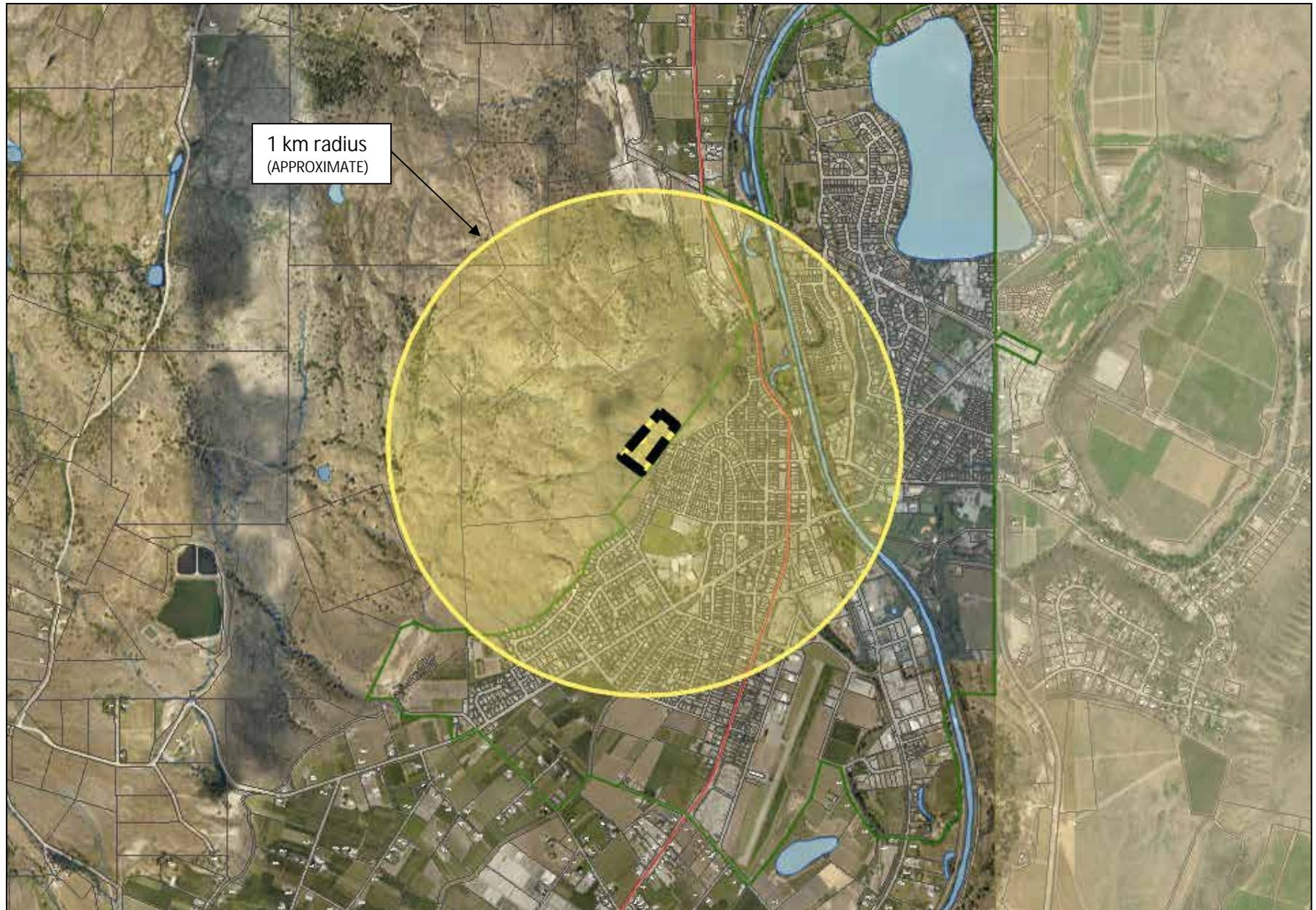
Attachments: No. 1 – Context Map
No. 2 – Notification Area – 1 km
No. 3 – Notification Area – 100 m
No. 4 – Site Plan

No. 5 – Site Plan (Tower Compound Area)
No. 6 – Elevations
No. 7 – Photo Simulation

Attachment No. 1 – Context Map



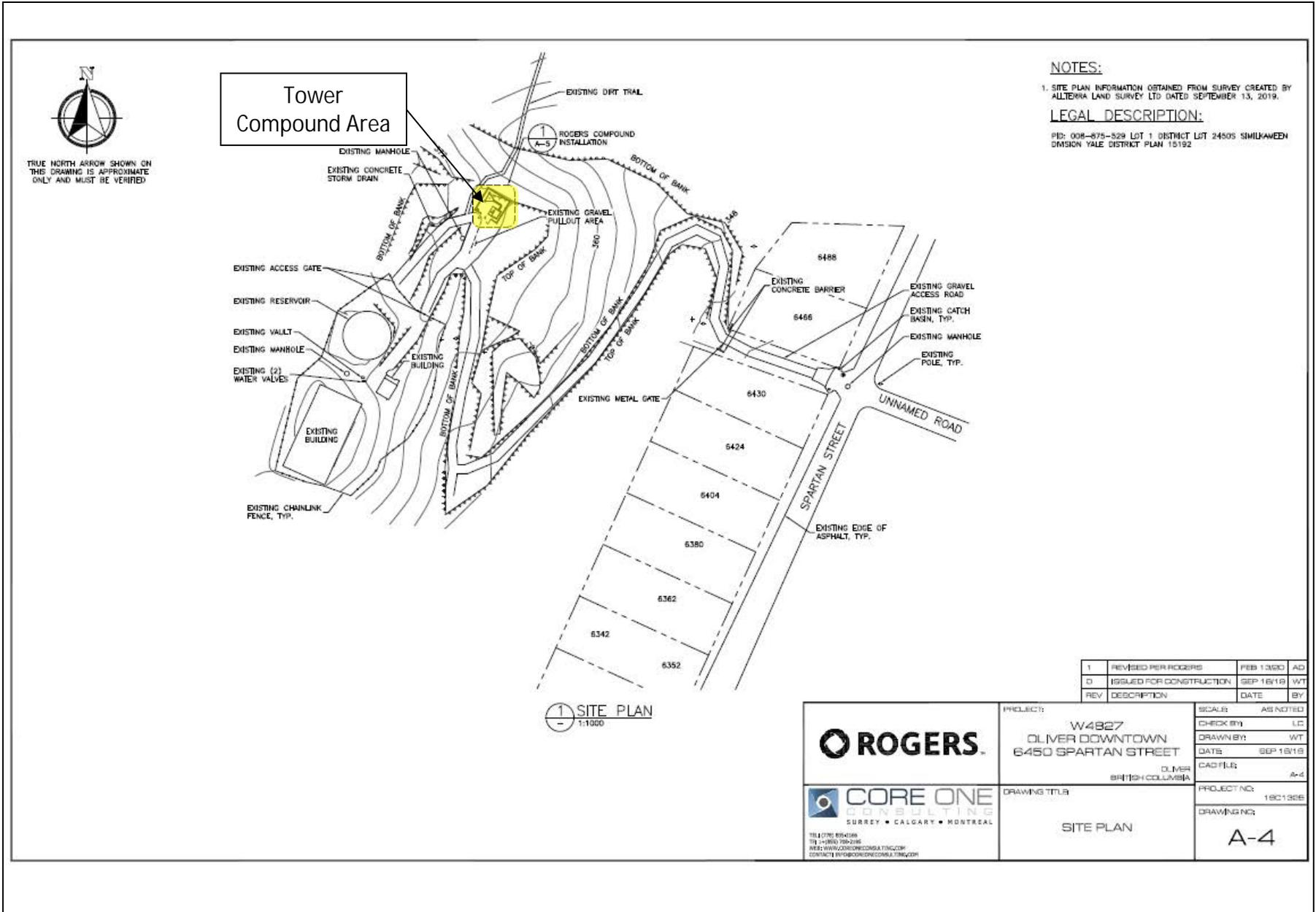
Attachment No. 2 – Notification Area – 1 km



Attachment No. 3 – Notification Area – 100 m



Attachment No. 4 – Site Plan

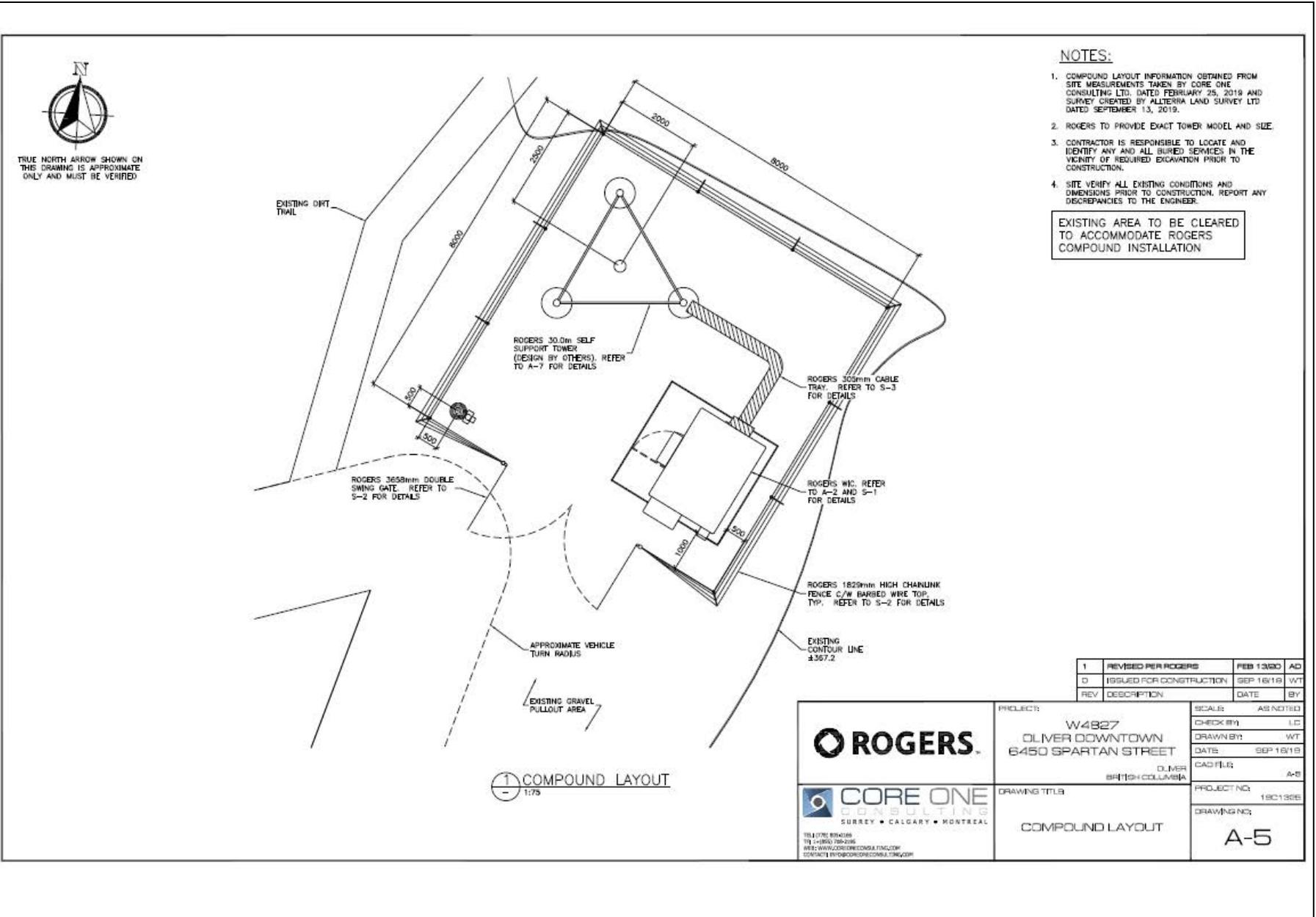


NOTES:
 1. SITE PLAN INFORMATION OBTAINED FROM SURVEY CREATED BY ALTEIRA LAND SURVEY LTD DATED SEPTEMBER 13, 2019.
LEGAL DESCRIPTION:
 PID: 008-875-529 LOT 1 DISTRICT LOT 24505 SIMUKAMEEN DIVISION YALE DISTRICT PLAN 15192

REV	DESCRIPTION	DATE	BY
1	REVISED PER ROGERS	FEB 13/20	AD
0	ISSUED FOR CONSTRUCTION	SEP 18/19	WT

	PROJECT: W4827 OLIVER DOWNTOWN 6450 SPARTAN STREET OLIVER BRITISH COLUMBIA	SCALE: AS NOTED CHECK BY: LC DRAWN BY: WT DATE: SEP 18/19 CAD FILE: A-4
	SURREY • CALGARY • MONTREAL TEL: (604) 896-0488 FAX: (604) 896-0288 WEB: WWW.COREONECONSULTING.COM CONTACT: INFO@COREONECONSULTING.COM	DRAWING TITLE: SITE PLAN

Attachment No. 5 – Site Plan (Tower Compound Area)



- NOTES:**
1. COMPOUND LAYOUT INFORMATION OBTAINED FROM SITE MEASUREMENTS TAKEN BY CORE ONE CONSULTING LTD. DATED FEBRUARY 25, 2019 AND SURVEY CREATED BY ALTIERRA LAND SURVEY LTD. DATED SEPTEMBER 13, 2019.
 2. ROGERS TO PROVIDE EXACT TOWER MODEL AND SIZE.
 3. CONTRACTOR IS RESPONSIBLE TO LOCATE AND IDENTIFY ANY AND ALL BURIED SERVICES IN THE VICINITY OF REQUIRED EXCAVATION PRIOR TO CONSTRUCTION.
 4. SITE VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS PRIOR TO CONSTRUCTION. REPORT ANY DISCREPANCIES TO THE ENGINEER.

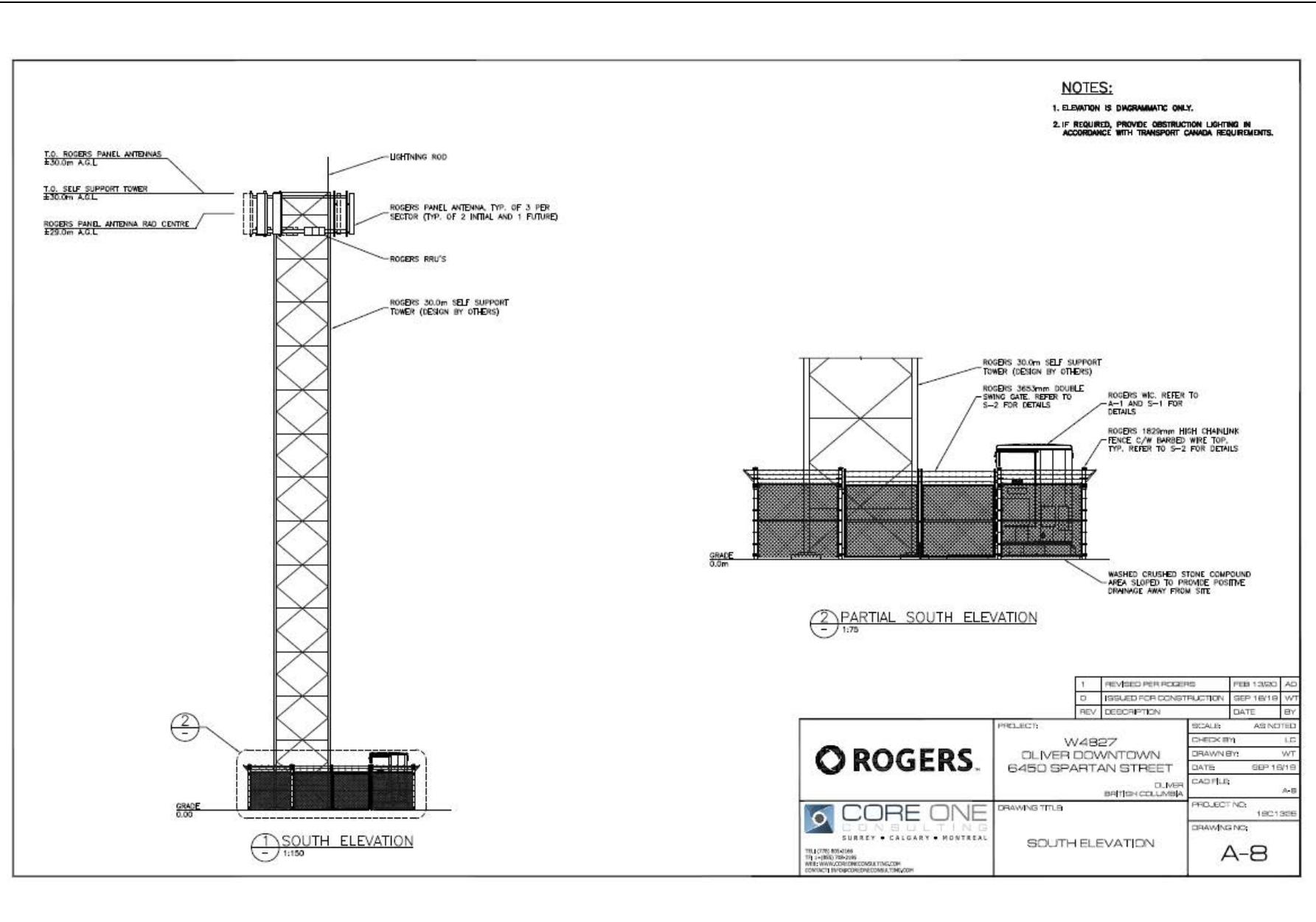
EXISTING AREA TO BE CLEARED TO ACCOMMODATE ROGERS COMPOUND INSTALLATION

1 COMPOUND LAYOUT
1:75

1	REVISED PER ROGERS	FEB 13/20	AD
0	ISSUED FOR CONSTRUCTION	SEP 16/19	WT
REV	DESCRIPTION	DATE	BY

	PROJECT: W4827 OLIVER DOWNTOWN 6450 SPARTAN STREET OLIVER BRITISH COLUMBIA	SCALE: AS NOTED
	DRAWING TITLE: COMPOUND LAYOUT	CHECK BY: L.L. DRAWN BY: WT DATE: SEP 16/19 CAD FILE: A-5
SURREY • CALGARY • MONTREAL TEL: (250) 816-2288 TX: (403) 769-2288 FAX: (250) 816-2288 CONTACT: INFO@COREONE.CA COREONE.COM	PROJECT NO: 19C1356	DRAWING NO: A-5

Attachment No. 6 – Elevations



REV	DESCRIPTION	DATE	BY
1	REVISED PER ROGERS	FEB 12/20	AD
0	ISSUED FOR CONSTRUCTION	SEP 16/19	WT

	PROJECT: W4827 OLIVER DOWNTOWN 6450 SPARTAN STREET OLIVER BRITISH COLUMBIA	SCALE: AS NOTED CHECK BY: LE DRAWN BY: WT DATE: SEP 16/19
	SURREY • CALGARY • MONTREAL TEL: (778) 854-1666 TX: (416) 758-2398 WEB: WWW.COREONECONSULTING.COM CONTACT: INFO@COREONECONSULTING.COM	DRAWING TITLE: SOUTH ELEVATION

Attachment No. 7 – Photo Simulation

BEFORE



AFTER



*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.
Proposed design is subject to change based on final engineer plans
The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.*

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” and an amendment to the Electoral Area “C” Official Community Plan and Zoning Bylaw will be required in order for the development to proceed.

Section 30(4) of the Act grants the Board the authority to not “authorise” an application to proceed to the ALC if the land is zoned by bylaw to permit an agricultural or farm use, or an amendment to an Official Community Plan (OCP) Bylaw or Zoning Bylaw would be required for the proposal to proceed.

Site Context:

The subject area is approximately 5.5 ha in area and is situated at the north-east corner of the intersection of Secrest Hill Road and Covert Plan is 6.5 km north of the Town of Oliver. It is understood that the parcel is comprises various structures associated with an existing campground use.

The surrounding pattern of development is generally characterised by an agricultural operation (Covert Farm) to the north and un-developed Crown land to the east, west and south.

Background:

The area under application represents Crown land that was originally surveyed in 1921 as part of the subdivision of the valley bottom into smaller agricultural parcels, while available Regional District records indicate that building permits have not previously been issued for this property.

The Regional District has held a License of Occupation on an approximately 3.62 ha parcel of Crown land where Loose Bay Campground is located for the past 20-25 years. The Loose Bay Campground Society, an independent agricultural industry group has managed the operation of the campground on behalf of the Regional District.

At its meeting of January 19, 2017, the Regional District Board adopted Bylaw No. 2757, 2016, the purpose of which was to establish a Loose Bay Campground Service in Electoral Area “C”. This bylaw allowed the Regional District to operate a campground, enter into contracts, own assets (land, water connection pipe, and any other improvements / infrastructure) and borrow for a capital purpose and addressed the discontinuance of a potable water supply from the neighbouring property to the campground use in 2014.

At its meeting of April 27, 2020, the Loose Bay Campground Society resolved to dissolve in response to the challenges associated with continuing to run the campground during the current provincial health emergency related to COVID-19.

On May 22, 2020, the Ministry of Agriculture announced funding in the amount of \$60,000 to assist with the hiring of a COVID-19 coordinator, cleaning and hygiene measures, as well as printing educational materials and signage.

Under the Electoral Area “C” Official Community Plan (OCP) Bylaw No. 2452, 2008, the subject property is currently designated Agriculture (AG), and is shown as comprising an Important Ecosystem Area (IEA) under Schedule ‘C’ of the bylaw.

Under the Electoral Area "C" Zoning Bylaw No. 2453, 2008, the property is currently zoned Agriculture Two (AG2) which permits a range of uses related to agriculture but does not permit "campground" as a permitted use (this use is otherwise permitted in the Campground Commercial (CT2) Zone).

The subject area is within the Agricultural Land Reserve (ALR) and has been classified as "Residential" (Class 01) by BC Assessment.

Analysis:

In considering this proposal, Administration notes that the "Loose Bay" campground has a long history of serving the needs of the migrant farm labour community in Electoral Area "C" and that an objective of the OCP is "to encourage the agricultural sector's improvement and expansion by pursuing supportive land use policies within and adjacent to farming areas."

This objective is supported by a policy that seeks to support "establishing housing for year round farm help and seasonal farm workers" and, while a campground is not seen to equate with the provision of dwelling units for farm labour, it does fill a niche in relation to seasonal workers.

Formalising the "Loose Bay" campground would further these objectives as it provides an important accommodation option for migrant farm labourers working at the various orchards, vineyards and other agricultural operations in the area.

Formalisation of the use will also allow for an upgrading of infrastructure to provide to patrons of the campground, such as improved washroom, laundry and shower facilities. It has been shown in the past that agricultural workers will come to the area, and not all can be housed on the farms where they would be working. In 2020, during the pandemic, the province indicated they would prefer agricultural workers to be in supervised accommodation hubs, and that camping on unsupervised Crown land should be discouraged.

While it is recognised that the parcel immediately to the north (Covert Farms) has a long history of agricultural use, the area under application appears to have a longer history of not being used for agricultural pursuits. Despite being designated as ALR, Administration considers that its current use by migrant farm labour exceeds its agricultural potential.

Conversely, Administration recognises that the OCP does speak to encouraging new tourist commercial uses to lands not in the ALR. While lands capable of accommodating such a campground use outside of the ALR likely exist, it is not clear that development of such lands are feasible or provide the same level of convenience as the current location. Moreover, refusal to "authorise" this application will likely require the closure of "Loose Bay".

In summary, Administration is supportive of the proposed Non-Farm Use application being authorized to proceed to the ALC.

Should this application be approved by the ALC, an amendment to the Electoral Area "C" OCP and Zoning Bylaws will be required in order to amend the current zoning from AG1 to CT2 in order to allow for a commercial campground use.

Alternatives:

1. THAT the RDOS Board “authorize” the application to allow a commercial campground (“Loose Bay”) as a non-farm use on and around the parcel located at 500 Secrest Hill Road (Block A, Plan KAP1729, District Lot 2450S, SDYD) to proceed to the Agricultural Land Commission; OR
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); OR
3. THAT the application be denied.

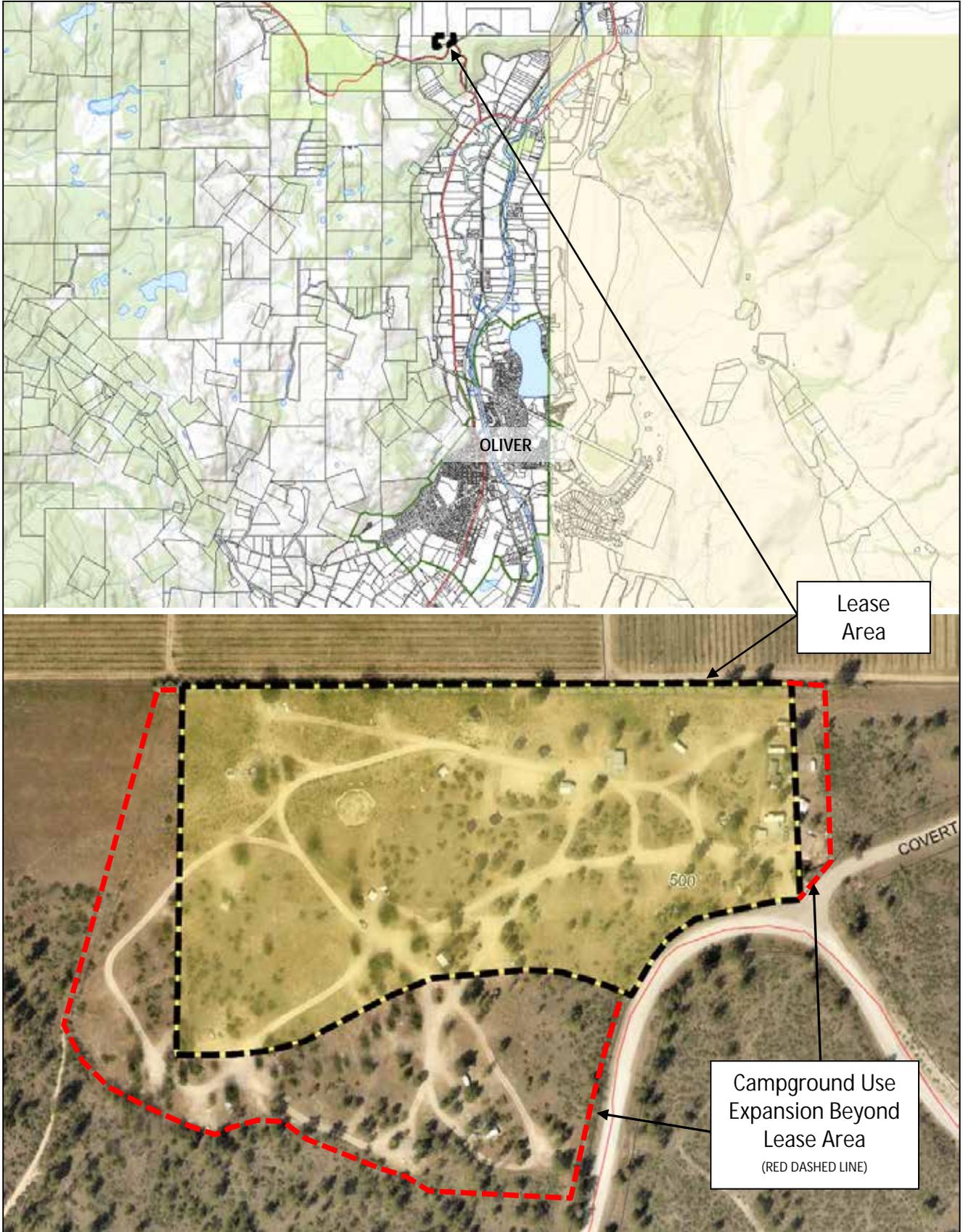
Respectfully submitted:



C. Garrish, Planning Manager

Attachments: No. 1 – Context Maps
No. 2 – Site Plan
No. 3 – Site Photo

Attachment No. 1 – Context Maps



Attachment No. 2 – Site Plan

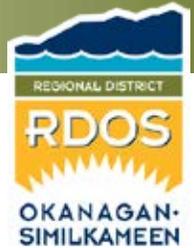


Loose Bay Campground Site Map

Attachment No. 3 – Site Photos



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: July 16, 2020
RE: Zoning Bylaw Amendment – Electoral Area “F”

Administrative Recommendation:

THAT Bylaw No. 2461.14, 2020, Electoral Area “F” Zoning Amendment Bylaw be read a third time;
AND THAT, prior to bylaw adoption, a statutory covenant be registered on title to ensure the home industry operations are fully contained and within a sound-dampened building.

Purpose: To permit a home industry with a 300 m² floor area

Owners: Plateau Rousseau Estates, Inc. Agent: John Rousseau Folio: F-07241.090

Civic: 8025 Princeton-Summerland Rd Legal: Lot 10, Plan 27332, DL 2893, ODYD, Except Plan KAP27332

OCP: Small Holdings (SH) Proposed OCP: Small Holdings (SH)

Zone: Small Holdings Three (SH3) Proposed Zoning: Site Specific Small Holdings Two (SH2s)

Proposed Development:

This application is seeking to amend the zoning of the subject property in order to accommodate a 300 m² home industry use on a site-specific basis.

In order to accomplish this, the applicant is proposed to amend the zoning of a 3.3 ha portion of the property under the Electoral Area “F” Zoning Bylaw No. 2461, 2008 from Small Holdings Three (SH3) to Site Specific Small Holdings Two (SH2s), with the site specific regulation to increase the permitted floor area of a home industry from 200 m² to 300 m².

In support of the rezoning, the applicant has stated that:

My wife and I run a small woodworking studio where we design and fabricate everything from custom furniture to chopping blocks to modern timber frame assemblies....due to the nature of our business, we require additional interior storage for materials (both finished and raw) as fine hard and soft woods, once dried, must be stored inside...we are so lucky to have found this rare piece of land outside of the ALR that we can relocate to...and look forward to having our business on the same parcel as our home...our business while on the property will be entirely enclosed in a building framed with 2x10 walls, insulated with dense pack cellulose. Even though we are a small operation, this assembly offers maximum sound dampening capabilities to ensure our neighbours don't hear us.

Site Context:

The subject property is approximately 5.32 ha in area and is situated on the south side of Princeton-Summerland Road. It is understood that the parcel is comprised of vacant land.

The surrounding pattern of development is generally characterised by rural residential enclave of small holdings parcels surrounded by undeveloped resource area.

Background:

In accordance with Section 5.5 of the Development Procedures Bylaw, public information meeting and referral to an Advisory Planning Commission requirements were waived during the provincial state of emergency declaration in relation to COVID-19.

As such, an in-person public information meeting was not held and the rezoning application was not reviewed by the Electoral Area "F" APC. However, Electoral Area "F" APC members were invited to comment individually on the application and early notification was provided to adjacent property owners.

At its meeting of June 4, 2020, the Regional District Board resolved to approve first and second reading of the amendment bylaw and directed that a public hearing occur at the Board meeting of July 16, 2020.

The Board further resolved that a statutory covenant be registered on title prior to bylaw adoption to ensure home industry operations are fully contained and within a sound-dampened building.

At the request of the Area Director, on June 29, 2020, an electronic "Question & Answer" Session was held and was attended by one member of the public.

All comments received to date in relation to this application are included as a separate item on the Board Agenda.

Approval from the Ministry of Transportation and Infrastructure (MoTI) is not required prior to adoption as the proposed amendments involve lands beyond 800 metres of a controlled access highway (i.e. Highway 3).

Analysis:

In considering this proposal, Administration notes that the applicant is proposing to create a 3.3 ha parcel in order to accommodate the proposed "home industry" use and that this is consistent with the OCP Bylaw, which requires a minimum 2.0 ha parcel area for a home industry, discourages further subdivision in the Faulder area (Section 7.3.1.2), and discourages such uses on environmentally sensitive lands (Section 10.3.5).

Although the requested SH2 Zone permits a wider range of uses than does the current SH Zone, these uses are consistent with permissions of other rural holdings parcels of similar size and are considered generally compatible with the surrounding rural area.

While there is concern that introducing a home industry into this neighbourhood could create expectations for other commercial uses, it is noted that a majority of the parcels do not have sufficient parcel area (i.e. they are less than 2.0 ha in area).

Administration also has concerns that introduction of a commercial use into an area that is primarily rural residential may create additional noise, dust, fire risk, traffic and impacts to streetscape (i.e. outdoor storage) that could impact neighbouring properties.

The applicant is proposing, however, that the woodworking shop, including all building materials and finished products, are proposed to be entirely within a 300 m² sound-dampened building to be

located an area designated as Low Risk in the Community Wildfire Protection Plan and with a Noise Bylaw in effect.

Conversely, Administration recognises that it is not generally considered good planning practice to allow "spot zoning". "Spot zoning" is a non-comprehensive approach to zoning that introduces discrepancies between permitted uses within a specific area.

The proposed zoning would introduce a site-specific home industry into a rural residential area in perpetuity, thereby introducing potential competing interests between a home industry and residential uses.

Further, allowing commercial uses in rural areas does not support commercial growth in Primary Growth Areas, like the District of Summerland and enables relocation of a business from the District of Summerland.

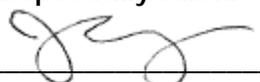
However, the proposed woodworking studio is limited in operations by other provisions for home industry use and has provided mitigation measures to ensure that all home industry activities are contained within a sound-dampened building.

In summary, Administration supports the proposed zoning amendment bylaw, provided a restrictive covenant is registered prior to bylaw adoption to ensure the home industry is fully contained and within a sound-dampened building.

Alternatives:

1. THAT third reading of Bylaw No. 2461.14, 2020, Electoral Area "F" Zoning Amendment Bylaw be deferred; or
2. THAT first and second readings of Bylaw No. 2461.14, 2020, Electoral Area "F" Zoning Amendment Bylaw be, be rescinded and the bylaws abandoned.

Respectfully submitted:



JoAnn Peachey, Planner I

Endorsed By:

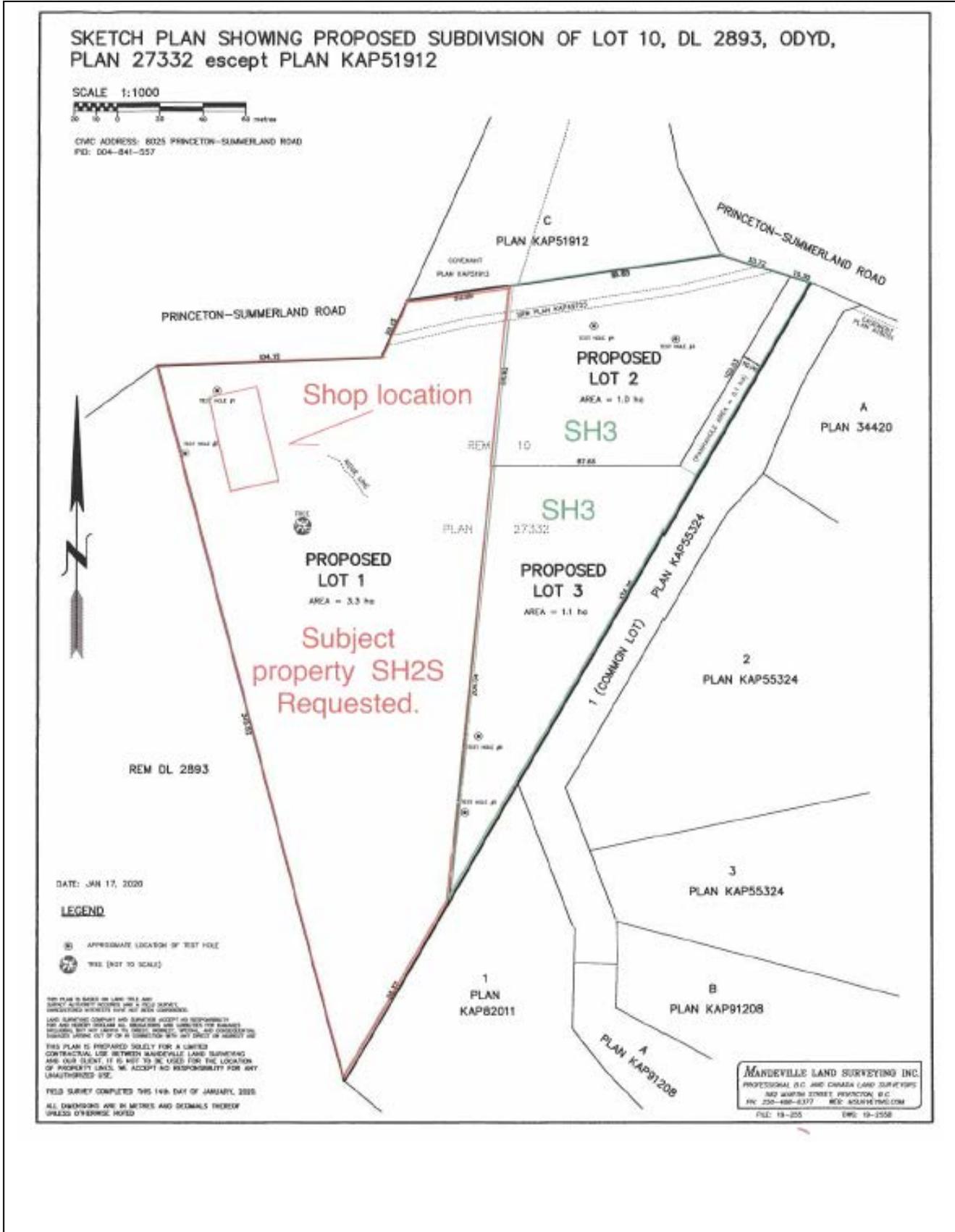


C. Garrish, Planning Manager

Attachments: No. 1 – Applicant's Site Plan

No. 2 – Site Photo (Google Streetview)

Attachment No. 1 – Applicant's Site Plan



Attachment No. 2 – Site Photo (Google Streetview)



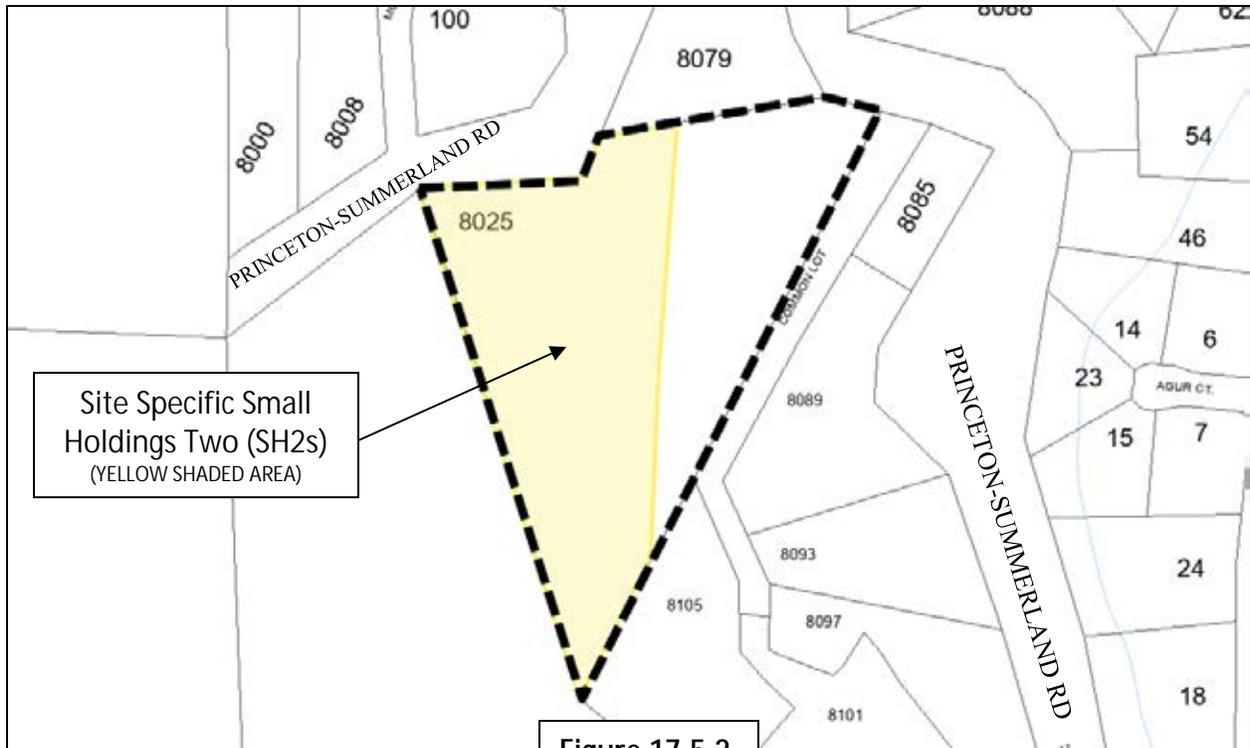
REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2461.14, 2020

A Bylaw to amend the Electoral Area "F" Zoning Bylaw No. 2461, 2008

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 "Electoral Area "F" Zoning Amendment Bylaw No. 2461.14, 2020."
2. The "Electoral Area "F" Zoning Bylaw No. 2461, 2008" is amended by:
 - i) adding a new sub-section .2 under Section 17.5 (Site Specific Small Holdings Two (SH2s) Provisions) to read as follows:
 - .2 in the case an approximately 3.3 ha part of the land described as Lot 10, Plan 27332, District Lot 2893, ODYD, Except Plan KAP51912 (8025 Princeton-Summerland Road), and shown shaded yellow on Figure 17.5.2:
 - i) despite Section 7.18.2, the maximum floor area utilized for a home industry, including the indoor and outdoor storage of materials, commodities or finished products associated with the home industry shall not exceed 300 m².



3. The Official Zoning Map, being Schedule '2' of the Electoral Area "F" Zoning Bylaw No. 2641, 2008, is amended by:
 - i) changing the land use designation of an approximately 3.3 ha part of the land described as Lot 10, Plan 27332, District Lot 2893, ODYD, Except Plan KAP51912, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Small Holdings Three (SH3) to Site Specific Small Holdings Two (SH2s).

READ A FIRST AND SECOND TIME this 4th day of June, 2020.

PUBLIC HEARING held on this 16th day of July, 2020.

READ A THIRD TIME this ____ day of _____, 2020.

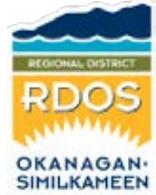
ADOPTED this ____ day of _____, 2020.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

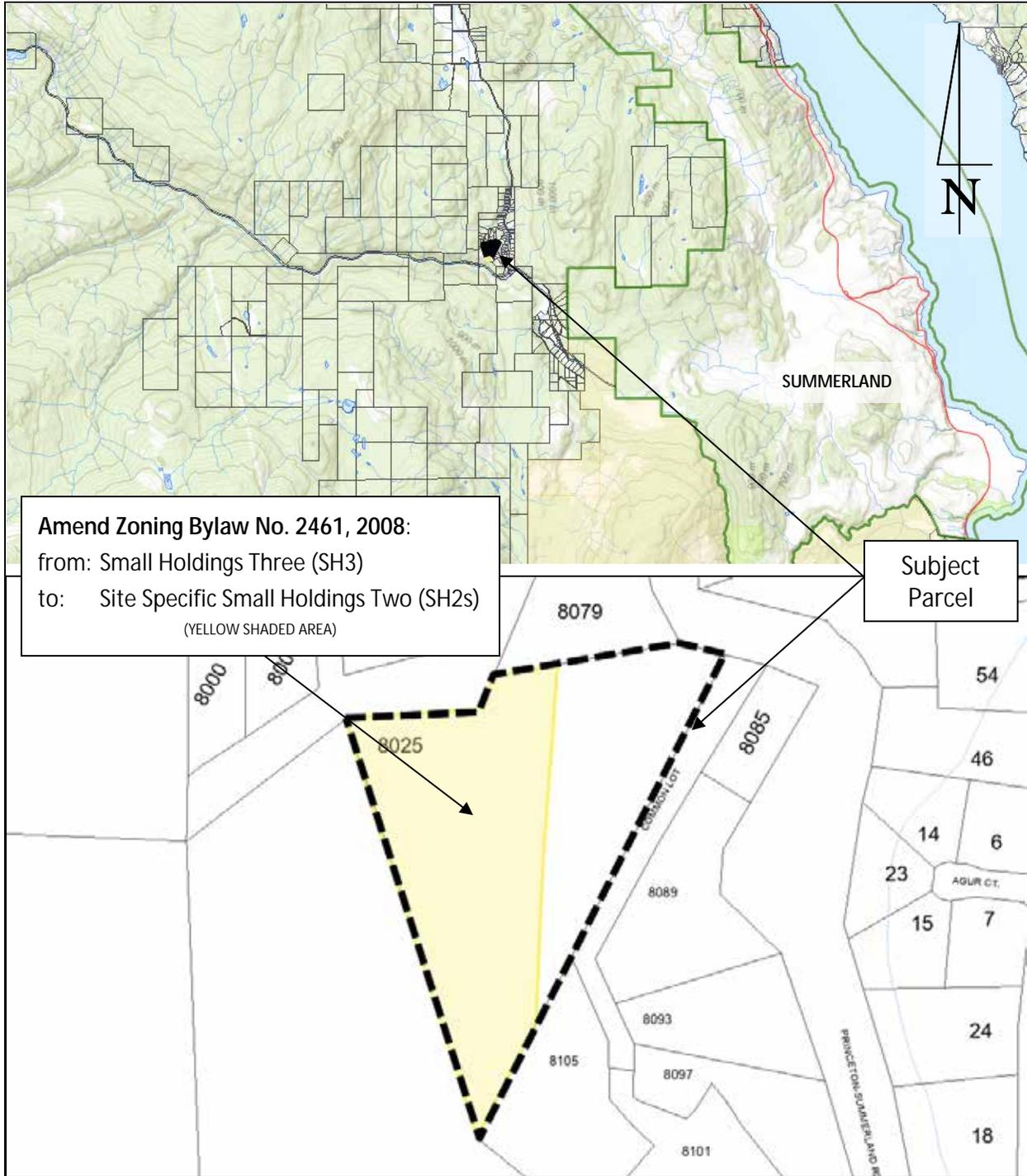
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2461.14, 2020

File No. F2020.008-ZONE

Schedule 'A'



JoAnn Peachey

From: Heinzinger
Sent: July 5, 2020 4:59 PM
To: Planning
Subject: Re: Notice of Public Hearing - Amendment Bylaw No. 2461.14, 2020

To who it my concern,

With regards to the public hearing on Thursday, July 16, 2020, at 9:00 a.m. regarding a rezoning proposal involving the property at 8025 Princeton-Summerland Road.

I do supports the proposed zoning amendment bylaw, the home-industry is fully contained and within a sound-dampened building, this is a small home based business.

I'm in favour, because I think is important to support small business and young families a specially in this hard times that serve most the time our communities and our region.

With regards

Yvonne Heinzinger

Summerland

On Jun 30, 2020, at 1:55 PM, Planning Department <planning@rdos.bc.ca> wrote:

The Regional District of Okanagan-Similkameen (RDOS) will be holding an Electronic Public Hearing on Thursday, July 16, 2020, at 9:00 a.m. regarding a rezoning proposal involving the property at 8025 Princeton-Summerland Road.

The purpose of the rezoning is to change the zoning designation from SH3 to a Site Specific Small Holdings Two (SH2s) to allow for a 300 m² home industry use. Additional information is available at:

<https://www.rdos.bc.ca/development-services/planning/current-applications-decisions/electoral-area-f/f2020-008-zone/>

You received this message because you are subscribed to the [[Regional District of Okanagan-Similkameen, BC-Land Use Changes: Applications F](#)] group.

Visit this topic here: <https://rdos.ca.regroup.com/networks/rdos/groups/land-use-changes-applications-f/topics/notice-of-public-hearing-amendment-bylaw-no-2461-14-2020>

To unsubscribe from this group click here:

{<http://rdos.ca.regroup.com/networks/rdos/groups/land-use-changes-applications-f/unsubscribe>}.

Lauri Feindell

From: Poole, Kathryn ENV:EX <Kathryn.Poole@gov.bc.ca>
Sent: April 2, 2020 4:34 PM
To: Lauri Feindell
Subject: RE: Bylaw Referral - F2020.008-ZONE

Hi Lauri,

Thank you for the email, but the Ministry of Environment doesn't do Bylaw Referrals.

Best regards,

Kathryn Poole

Program Assistant & Director Support for Brady Nelles | Compliance | Regional Operations Branch | Ministry of Environment and Climate Change Strategy
102 Industrial Place | Penticton BC V2A 7C8 | Tel: 250-490-2205

24-hour RAPP (Report All Poachers and Polluters) tip-line: 1-877-952-7277 (Conservation Officer Service)
24 hour Spill/Environmental Emergency Reporting: 1-800-663-3456 (Provincial Emergency Program)

From: Lauri Feindell <lfeindell@rdos.bc.ca>
Sent: April 2, 2020 4:19 PM
To: HBE@interiorhealth.ca; 'fbclands@fortisbc.com' <fbclands@fortisbc.com>; Referral Apps REG8 FLNR:EX <ReferralAppsREG8@gov.bc.ca>; Poole, Kathryn ENV:EX <Kathryn.Poole@gov.bc.ca>; XT:Summerland, District ENV:IN <info@summerland.ca>
Cc: JoAnn Peachey <jpeachey@rdos.bc.ca>
Subject: Bylaw Referral - F2020.008-ZONE

Re: Project No. F2020.008-ZONE
Bylaw Amendment No. F2461.14
8025 Princeton-Summerland Road

Attached is a bylaw referral along with a link to the documents supporting the application. Please review and forward any comments you may have to planning@rdos.bc.ca by May 2, 2020.

<https://www.rdos.bc.ca/development-services/planning/current-applications-decisions/electoral-area-f/f2020-008-zone/>

Kind Regards,





Interior Health

Every person matters

April 3, 2020

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

mailto: planning@rdos.bc.ca

To Whom It May Concern:

RE: File #: F2020.008-ZONE
Our interests are unaffected

The IH Healthy Built Environment (HBE) Team has received the above captioned referral from your agency. Typically we provide comments regarding potential health impacts of a proposal. More information about our program can be found at [Healthy Built Environment](#).

An initial review has been completed and no health impacts associated with this proposal have been identified. As such, our interests are unaffected by this proposal.

However, should you have further concerns, please return the referral to hbe@interiorhealth.ca with a note explaining your new request, or you are welcome to contact me directly at 1-855-744-6328 then choose HBE option.

Sincerely,

Mike Adams, CPHI(C)
Team Leader, Healthy Communities
Interior Health Authority



Lauri Feindell

From: Riley Gettens
Sent: May 19, 2020 9:32 AM
To: JoAnn Peachey
Subject: Fw: Rezoning application

Follow Up Flag: Follow up
Flag Status: Flagged

Hi JoAnn,

Please see below re Princeton/Summerland Road.
Thx.

Riley M. Gettens Director, Electoral Area "F"
Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC V2A 5J9
p. 250.488-0246 e. rgettens@rdos.bc.ca

www.rdos.bc.ca www.OurAreaF.com

[FACEBOOK](#) [YOUTUBE](#)

This Communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal and/ or privileged information. Please contact the sender immediately if you are not the intended recipient of this communication and do not copy, distribute or take action relying on it. Any communication received in error or subsequent reply should be deleted or destroyed.

From: sandy berry <[REDACTED]>
Sent: May 18, 2020 11:12 AM
To: Riley Gettens
Subject: Rezoning application

Good Morning Riley

Thanks for asking, things are going well. These are certainly extraordinary times. I hope all is well with you and your family too.

I have had a chance to investigate the proposed rezoning/subdivision for 8025 Princeton Summerland Road.

I have talked to a few of the residents in the area and will share their perspectives with you. I have also encouraged them to contact you directly themselves regarding any thoughts or concerns they may have.

1. A primary concern of residents immediately adjacent to the proposed workshop is the noise and increased traffic that may be associated with a wood working shop. The proponent has

stated that they will make a strong effort to mitigate noise but in a wood working shop of this size even with the doors closed there is likely to be a dust collection system in place which is generally mounted on the outside of the building and can be quite noisy. If this was the only concern and there were strong conditions in place regarding noise abatement there is probably a fair likely hood of community support for the shop and business. I can not speak to the fact that in the immediately adjacent area there are quite a few small rural lots that could be impacted by the operation of a home business of this nature and size in their neighborhood.

2. I think that the water issue should be a major concern for those that are at present currently on the Faulder Water system. There has been a longstanding moratorium on subdivision within the water system area as the number of connections apportioned to the existing lots was deemed to be the maximum number that can be supported by the system's reservoir. This application not only changes the zoning of one part of the present lot to accommodate the proponents wish to build a larger shop but it is also a subdivision application as well as it creates two smaller lots on the remainder of the original lot. Although it does not, I believe state it in the application the intent apparently is to have these two lots provide water from their own wells. This raises another concern that because back in the day that the water system was created there were a few owners in the specified area that were forced to become part of the system to help defray the cost even though they had reliable wells that produced enough water to meet their needs, to now go the other way doesn't seem to be fair. Also to now go in this direction saying these new proposed lots would provide their own water from wells located on the property could likely trigger other applications for subdivision on at least two large holdings that currently exist in the immediate area. Another concern about water is and I have mentioned to you before that I have a fair amount of information about wells that were drilled in the Faulder area, is that drilling a well with a high enough capacity to support a household in this particular area is no sure thing. I have a well log from a property across the Princeton Summerland Road (civic address 8064), that records a well that was drilled to a depth of 620 feet and was rated to produce 3 gallons a minute. This well was drilled in 1982 prior to the water system being constructed. If these two lots once approved, or others that might be approved because of the precedent being set here were having trouble with their water supply, it is not I think an unreasonable assumption that there might be a lot of pressure brought to bear to have the Faulder Water system expanded to meet their needs for water.

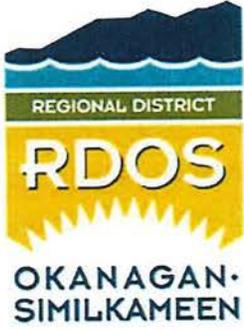
One long term property owner I talked to immediately adjacent to the subject property expressed concern about not having the two lots subdivided unless water was proven on the lots in question prior to approval. And a concern about how it could possibly present a precedent for two large parcels of land in the immediate area to apply for subdivision.

3. There is an historical context to the issue of water in this area that perhaps people in administration and those that are recently elected may not be fully aware of regarding what it was like when many of our neighbors had to haul water in for a number of years prior to the water system being built because the small aquifer they were relying on went dry. There are several us who have lived in this area for many years both in the water service area and in the immediate area who remember vividly the challenges those residents faced when their wells went dry. I think it is probably safe to say that there could be a reasonable level of support for some subdivision in the area if it were fully sustainable development especially as it applies to water supply.
4. I think that there might be an acceptable way forward with this application Riley, and that is if the proponent were to consider applying to rezone the entire property from SH 2 to SH 3 to allow the larger shop to be constructed and not apply for the creation of two new lots within the Faulder Water System area.

Hopefully, my thoughts will provide you with some help in proceeding with this application.

Regards,

Sandy



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

TO: Regional District of Okanagan Similkameen **FILE NO.:** F2020.008-ZONE

FROM: Electoral Area "F" APC Member Name:
Brad Hillis
(please print)

DATE: May 18, 2020

RE: Electoral Area "F" Zoning Amendment Bylaw No. 2461.14
8025 Princeton Summerland Road — Lot 10, Plan 27332, District Lot 2893, ODYD, Except
Plan KAP51912

My comments / concerns are:

- I do support the proposed rezoning of the subject parcel.
- I do support the proposed rezoning of the subject parcel, subject to the comments listed below.
- I do not support the proposed rezoning of the subject parcel.

A restrictive covenant is utilized to ensure the proposed mitigation measures for noise are kept to a high standard of sound dampening measures with a provision that outdoor storage of materials is prohibited to ensure no negative impacts to the streetscape and that all associated storage and business activities are fully contained. _____

JoAnn Peachey

From: Sue Dennis [REDACTED]
Sent: May 15, 2020 1:15 PM
To: JoAnn Peachey
Subject: Rezoning Application at 8025 Princeton-Summerland Rd.

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Joan. We have lived since 2004 at 100 Mountain View Road. We enjoy the peace and tranquility. While as Mr Rousseau States yes, surrounding Parcels do have large shops,ours being 525 square feet. According to the paperwork we have read, Mr Rousseau's shop will be several times larger.The surrounding shops on various parcels in our neighborhood are used for small Cabinetry jobs, Home Improvement , and other projects. Our concerns are as follows:

What about dust-collecting systems? Will these be inside as stated that the business will be "entirely enclosed?" The constant drone would be a blight to our rural Lifestyle.

Will there be bright security lights pointing towards our property? Currently we enjoy the lack of light pollution.

What hours and days are proposed for work ?weekends? Nine to five? How many employees ?These are important questions.

In summary we do not want to be negative but as we have learned in life , "beware of beginnings" !

While we appreciate the applicants respect for the environment, this as neighbours , is not our chief concern in this instance. It is primarily, noise, noise?!!!

We felt the need to voice our concerns because, if approved, it's forever. This has the potential to have an impact on our daily life and property value.

We Wish John and Karen the best and if these questions\concerns can be answered satisfactorily we welcome them to the neighbourhood.

Sincerely, Andrew and Susan Dennis.

JoAnn Peachey

From: [REDACTED]
Sent: May 14, 2020 10:51 AM
To: Planning
Subject: Fwd: 8025 Princeton-Summerland Rd rezoning proposal

Follow Up Flag: Follow up
Flag Status: Flagged

Sent from my iPhone

Begin forwarded message:

From: [REDACTED]
Date: April 29, 2020 at 9:45:56 AM PDT
To: jpeachey@rdos.bc.ca
Subject: 8025 Princeton-Summerland Rd rezoning proposal

Hi JoAnn,

Thanks for taking the time to speak with me this morning regarding this rezoning proposal.

As discussed, our main concern is the increase of noise level that will be generated from the proposed woodworking business. We understand the owner is proposing increased insulation but do not feel this would be sufficient to dampen the noise level. This is a quiet peaceful community. We feel this would affect our quality of life as well as decrease our property value.

Kind regards,

Tammy and Larry McArthur

Sent from my iPhone

JoAnn Peachey

From: Sharon [REDACTED]
Sent: May 12, 2020 10:37 AM
To: Planning
Subject: REZONING APPLICATION NO. F2020.008-ZONE

To Whom It May Concern:

I hope this email finds you all well. I received a letter in the mail from the RDOS in regards to 8025 Princeton-Summerland Road and the request of the owner to rezone the property.

Thank you for giving me the opportunity as the owner of 197 Mountain View Road to express my concern.

It is my understanding that the owner of the above for mentioned property is wanting to build a shop and operate his business from their. As a homeowner in the area, I am concerned about a few things. First and foremost, will rezoning the property hinder the value of the homes in the area? Will our water system be taxed? Will the noise from the continuous use of the saws ruin the reason why I moved way out of town in the first place to find peace? Will the traffic be crazy? The noise in our area travels for quite a distance. I can actually here people in Faulder talking sometimes.

I have never wrote a letter like this but I really am concerned. I notice that the owner has already assumed that the zoning will go through and has done a ton of land clearing etc. on the property. Can he put sound board like they use in the recording studios to muffle the sound of the saws? Can he leave his bay doors closed at all times to alleviate the sound? (I have heard from where his current business location is that the shop is very noisy and they always have their doors open which makes it much worse)

I welcome new neighbors but I do not welcome having to move because I no longer enjoy my home.

Thank you for your time. Please call me if you have any questions on my cell phone at [REDACTED]

Regards,
Sharon Metzger

JoAnn Peachey

From: David Boehm [REDACTED]
Sent: April 29, 2020 12:41 PM
To: Planning
Subject: Rezoning Application No. F2020.008-ZONE

Follow Up Flag: Follow up
Flag Status: Completed

Hello JoAnn Peachey,

Thank you for your efforts for our community during this time.

We have seen a lot of changes in our area during our 30 years here. Our family has spent a lot of time with the RDOS researching and establishing our community water system. It has been an excellent result. We also work on fire safety/Fire smart, rain events/flooding, Hydro, wildlife etc....things that have an effect on us all here.

I only have two concerns: 1) we do have seasons of drought and with that come watering restrictions and I do not feel increasing our current hook ups would be wise. (We have been told by the RDOS that there will be no more hook ups). 2) Fire: we do not have any fire protection here. I have fought several structural fires here over the years and it is a very frightening experience. Myself and several neighbours have spent the time and money to set up individual fire fighting equipment. I have two portable tanks with pumps and hoses and the appropriate gear. We have fought many wild fires and have received a favorable response from BC Wild Fire Service, on our ability to respond and suppress until they arrive.

A manufacturing business may represent a fire risk to our area and as such is a concern. Dust collection (and wood dust in particular) has fire implications.

David Boehm
[REDACTED]

JoAnn Peachey

From: Cindy Boehm [REDACTED]
Sent: April 28, 2020 8:19 PM
To: JoAnn Peachey
Subject: 8025 Princeton Summerland Road - rezoning application

Attention: JoAnn Peachey,

My name is Cindy Boehm and I have lived at 95 Fish Lake Rd for over 30 years. I was asked to be on the water advisory committee, by Ron Perrie, not long after Faulder had its first community well dug. I spent hundreds of hours pouring over engineering reports with Ivan, another member, doing community presentations, monitoring over a dozen community wells and bringing all the information to the table. I still have all the information which tells a story that no long term resident here ever wants to relive. We originally had a well, that was so viable that the engineering firm said we could open a water bottling facility. This proved not to be the case and not too many years later, we were in danger of running out with our pump cavitating from lack of water.

The search for new options began. We now have a new well.

We were promised during this transition that there would NOT, under any circumstances, be any new connections allowed. At the time of the drilling of our new well, Candace Piling gave away a water connection along with permission to subdivide to the adjacent property in the event that the drilling company was unable to find water within the RDOS land. The community was not informed of this move by the RDOS, but it was a prudent move even though the RDOS did not need to use this landowners property.

I personally looked into this property and phoned the realtor Wes Burdick. The property at 8025 Princeton Summerland Rd, Wes told me, was sub-dividable. I asked him about water hook-ups. He said that the RDOS told him that they would give him more hook-ups. I told him that I did not think that was the case as all the hookups had been spoken for. He told me I was wrong and that

JoAnn Peachey

From: Cindy Boehm [REDACTED]
Sent: April 28, 2020 8:34 PM
To: JoAnn Peachey
Subject: Re: 8025 Princeton Summerland Road - rezoning application

PT. 2

My apologize, a technological glitch:)

Back to the realtor, Wes Burdick, He was adamant that the RDOS would give out more water connections, no problem. I did not give him any information on my background as I did not want to have any issues. I did talk to Judy Burton, Lisa, Rob and Adam. There are no more hook-ups. As a community we were promised this, and the RDOS will be held to account on this matter. As far as the wood shop, I have no problem with that.

I will follow up with a phone cal tomorrow.

Thank you for your time. If you have any questions, I would be happy to give you some history.

Cindy Boehm

On Tue, 28 Apr 2020 at 20:18, Cindy Boehm <[REDACTED]> wrote:

Attention: JoAnn Peachey,

My name is Cindy Boehm and I have lived at 95 Fish Lake Rd for over 30 years. I was asked to be on the water advisory committee, by Ron Perrie, not long after Faulder had its first community well dug. I spent hundreds of hours pouring over engineering reports with Ivan, another member, doing community presentations, monitoring over a dozen community wells and bringing all the information tho the table. I still have all the information which tells a story that no long term resident here ever wants to relive. We originally had a well, that was so viable that the engineering firm said we could open a water bottling facility. This proved not to be the case and not too many years later, we were in danger of running out with our pump cavitating from lack of water.

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JoAnn Peachey

From: Cindy Boehm [REDACTED]
Sent: April 29, 2020 9:24 PM
To: JoAnn Peachey
Subject: Re: 8025 Princeton Summerland Road - rezoning application

Follow Up Flag: Follow up
Flag Status: Completed

Thank you for your time this morning, JoAnn.
I very much appreciate that you are holding to the 80 hookups we currently have and are not adding anymore. The only thing I would like to add is that of fire safety in regards to the manufacturing of wood products. I would like to see that this facility is required to have a certified dust collection system professionally installed.

Sincerely,

Cindy Boehm
[REDACTED]

On Wed, 29 Apr 2020 at 10:09, JoAnn Peachey <jpeachev@rdos.bc.ca> wrote:

Hi Cindy,

Thanks for the phone call this morning.

This email is just to confirm that your feedback has been received and will be included in the public submissions provided to the Board when considering this proposal.

I have also forwarded these emails to Andrew, as requested.

As discussed, if you would like to provide additional written comments about your concerns about fire and dust collection, I can also include it in the [file](#).

Regards,

JoAnn Peachey

From: Joelle Boehm [REDACTED]
Sent: April 28, 2020 9:30 PM
To: JoAnn Peachey
Subject: 8025 PRINCETON SUMMERLAND ROAD CONMPLAINT AND OBJECTION

Hello JoAnn Peachey,

Due to the crazy times our world is in at this moment I have just received news of property request tonight.

My name is Joelle and I live in Faulder outside of Summerland. Tonight (the night of April 28th) it has come to my attention there has been a request for a subdivision on property [8025 Princeton Summerland Road](#). I understand this property can be subdivided but I also understand there are NO more water hook-ups available contrary the request of John Rousseau.

My husband and I had put an offer on this property. We have lived in Faulder for many years now, and my husband has been in this area since he was born. Obviously our offer on this property was no accepted but we do know for a fact when we had been in contact with the selling realtor he had said this property could get more water hookups even when we had told him this was not true.

Please do not accept the water hook-up application as Faulder literally can not handle any more hook-ups.

What frightens me the most is if this water hook-up request is approved so many more people will request for a water hook-up as well.

I as well as my husband object the approval of all of John Rousseau requests for this property.

Thank you so very much for your time JoAnn,

Joelle B

JoAnn Peachey

From: David Boehm [REDACTED]
Sent: April 30, 2020 12:37 PM
To: JoAnn Peachey
Subject: RE: Rezoning Application No. F2020.008-ZONE

Follow Up Flag: Follow up
Flag Status: Completed

Thank you for the response JoAnn.

The water system was researched, initiated and implemented in conjunction with the Faulder Water Advisory Committee. We also were to a lesser degree included in the process when the more recent upgrades were made. Myself, Cindy Boehm, Ivan Hagg, Ian Christiansen are members. We have not disbanded this committee and I think it would be advisable to reinstate some process, once we're into a less dramatic Covid scenario. I am not comfortable with the RDOS making decisions without our input on a system that we have put so much time and effort into and that we pay for. I will research what is required to restart the process, if you have a contact at the RDOS that would be appropriate I would be grateful. With respect to a water modelling study regardless of who pays for it and regardless of the results, it is not an exact science and mistakes are made and have been made along the way. We are very fortunate in that we have had the precipitation and the necessary conditions to maintain the appropriate water for our system currently, but we have run out and we are in a particularly dry micro climate in the shadow of Brent Mountain, we actually receive only ½ the precipitation of Summerland. We need to do everything we can to protect the water system for the current hook ups. There are at least three hook ups that I'm aware of that are not currently being used...probably more. It is important to note that several current property owners that are on the water system were told that they cannot receive a hook up on the system if they were to sub divide. It would be reasonable to give them the first option if more hook ups were ever to be considered.

I have spent years in the past watching the graphs with respect static and dynamic levels of the well, and I know it is not always predictable or easily understood. Many things influence it, obviously precipitation, but also geographical change in the ground, others wells, equipment failure (i.e. plugged screens etc.), the movement of underground water...a lot can influence our aquifer and our water system. Frankly I have put my trust in Rob and Adam and crew at the RDOS (they are exceptional and we are very fortunate to have their level of expertise on our system) and I trust them to look after it on a daily basis. I do know that the residents must have input into any significant changes.

Feel free to forward this to anyone in the RDOS that you feel would be appropriate.

Thank you,

David Boehm

From: JoAnn Peachey [REDACTED]
Sent: Thursday, April 30, 2020 10:07 AM
To: David Boehm <dave@nrgdynamics.ca>
Subject: RE: Rezoning Application No. F2020.008-ZONE

Hi David,

Thank you for submitting feedback for the rezoning application for 8025 Princeton-Summerland Road.

Your feedback has been received and will be included in the public submissions provided to the Board when considering this proposal.

In response to the water hook up, I want to clarify that the subdivision is a separate process from the rezoning application. However, I can comment that the RDOS has advised that there is no additional capacity for the Faulder water system at this time. Additional hookups will not be considered without a water modelling study (this would be at the expense of the applicant).

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 • [RDOS](#)
[FACEBOOK](#) • [YOUTUBE](#) • Sign up for [REGIONAL CONNECTIONS](#)

From: David Boehm [[mailto:](#) 
Sent: April 29, 2020 12:41 PM
To: Planning <planning@rdos.bc.ca>
Subject: Rezoning Application No. F2020.008-ZONE

Hello JoAnn Peachey,

Thank you for your efforts for our community during this time.

We have seen a lot of changes in our area during our 30 years here. Our family has spent a lot of time with the RDOS researching and establishing our community water system. It has been an excellent result. We also work on fire safety/Fire smart, rain events/flooding, Hydro, wildlife etc....things that have an effect on us all here.

I only have two concerns: 1) we do have seasons of drought and with that come watering restrictions and I do not feel increasing our current hook ups would be wise. (We have been told by the RDOS that there will be no more hook ups). 2) Fire: we do not have any fire protection here. I have fought several structural fires here over the years and it is a very frightening experience. Myself and several neighbours have spent the time and money to set up individual fire fighting equipment. I have two portable tanks with pumps and hoses and the appropriate gear. We have fought many wild fires and have received a favorable response from BC Wild Fire Service, on our ability to respond and suppress until they arrive.

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David Boehm


JoAnn Peachey

From: Riley Gettens
Sent: May 15, 2020 1:51 PM
To: Andy Dennis; JoAnn Peachey
Subject: Re: Proposed sub division district lot 2893

Thank you, Andy.

Riley M. Gettens Director, Electoral Area "F"
Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC V2A 5J9
p. 250.488-0246 e. rgettens@rdos.bc.ca

www.rdos.bc.ca www.OurAreaF.com

[FACEBOOK](#) [YOUTUBE](#)

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From: Andy Dennis [REDACTED]
Sent: May 15, 2020 10:16:18 AM
To: Riley Gettens
Subject: Proposed sub division district lot 2893

I'm Andrew Dennis , I live at 100 mountain view road. Across the Summerland Princeton rd from subject property. We have concerns about the proposal of sub dividing and 2700 square foot wood shop factory. Noise and visual appearance being our main concern. I am reaching retirement and looking forward to spending my years on our property in peace and quiet. Being a cabinet maker by trade I know the noise generated by the tools of the trade and don't want to have our future filled with that. I'm not against the proposal if a guarantee on zero noise pollution is enforceable. We have been here for 14 years and will be for many more God willing. We love the tranquillity of our rural home,it is how it should remain.

The Regional Board supports Home industry on lands over 2Ha, as does the current SH2 zoning. Our Parcel, even after subdivision, meets and exceeds the minimum parcel size requirement for SH2 Zoning. Due to the nature of our business, we require additional interior storage for materials (both finished and raw) as fine hard and soft woods, once dried, must be stored inside in order to retain their quality and allow us to work with them on them fly. Thus, the need for the additional 100 square meters.

The current OCP supports commercial growth in the Faulder area. Our products have never been in such high demand as they are now. Our clients are tired of buying imported particle board garbage. A resurgence of bespoke manufactures are regaining market share and we are proud to be on the front line of this revival.

We are excited for the prospect of eliminated our current shop lease in the town of Summerland, as it is the single largest expenditure of our balance sheet every month and as such, completely redundant. We are looking forward to having our business on the same parcel as our home. We are 25 year Summerland residents raising a young girl with another child on the way. We know that at the heart of this community is a contingent of strong and intelligent small business owners. We are so lucky to have found this rare piece of land outside of the ALR that we can relocate to, and we hope that the Regional board will see this as a win for Faulder and Summerland. We appreciate your support and due diligence in this matter. We are open to your questions and happy to talk anytime they come up.

Sincerely yours,
John and Karen Rousseau

- ii) Due to the fact that we are siting the shop as close to the road as we can, the impact on the natural environment will be greatly mitigated. Our business while on the property will be entirely enclosed in a building framed with 2x10 walls, insulated with dense pack cellulose. Even though we are a small operation, this assembly offers maximum sound dampening capabilities to ensure our neighbours don't hear us. The Building envelope was designed by Keith Olhauser of KO Structural out of Kelowna.
- iii) Though we do have a small polygon of ESL on southern tip of our property, the proposed siting of our shop is over 300 meters away from it. We have engaged Lisa Scott from Eco Matters Consulting in Summerland, to do a rapid assessment of the parcel and the impact of our subdivision and building scheme. She is due to have this study complete toward the end of April.
- iv) We have hired Karen Haliday of Quality Control Management out of Summerland to do an extensive waste water discovery report of our land and a copy of that report is available upon request. The conclusion of that report is that we have ample room to facilitate any kind of septic system required while remaining close to proposed buildings in order to reduce sprawl on the parcel.
- v) We are 1.5 KMS west of the turnoff to Fish Lake Rd and roughly 12 Kms west of the town of Summerland. We are the last parcel of land located in the OCP for area "F" heading west on the Princeton Summerland RD. Right next to the "middle of nowhere"
- vi) The proposed shop location does not fall into any natural hazard zone as specified by the RDOS.
- vii) Most, if not all of the surrounding parcels have large shops that are either housing Home Occupation or Home Industry activities and services. We feel that it would be out of the ordinary if we did not build a large shop when looking around at our neighbours parcels. It seems like one of the main reasons why people move out to this area.
- viii) Our shop will be tastefully presented at all times as it is a show room for our daily work. We will have a fence or short wall screening at the road with a discrete gate for access to the shop and land.
- ix) With the Regional Boards acceptance of this application, we would begin construction as soon as a building permit was granted. 2020 spring/summer/fall building season

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Provincial License of Occupation Application – KVR Road 21 to 18

Administrative Recommendation:

THAT the Board of Directors endorse an application to the Province of British Columbia for a Licence of Occupation for two sections of the former Kettle Valley Railway Right of Way from Road 21 to Road 18 in rural Oliver for a period of thirty (30) years, legally described as:

Lot 415, Plan KAP1957, District Lot 2450S, Similkameen Div of Yale Land District

Lot 414, Plan KAP1957, District Lot 2450S, Similkameen Div of Yale Land District

Purpose:

To gain tenure over the section of the former Kettle Valley Railway Right of Way in order to connect the trail from RD 21 and RD 18.

Reference:

Parcel Map

Business Plan Objective:

Goal 3.1 To Develop a Socially Sustainable Region

Objective 3.1.4: By providing public recreational opportunities

Background:

The South Spur of the KVR is a highly desired trail connection in the region that when completed, would connect Penticton to Osoyoos through the communities of the South Okanagan. In 2017 the RDOS through Canada 150 grant funding completed from the North end of Osoyoos Lake to Rd 21. If approved, the requested application area would connect the current trail, with easy access to the River Channel Trail from Road 18. As this section runs parallel with the current river channel application area, it would create a 7km trail loop that would include a boardwalk, oxbows, vineyards and Okanagan River while providing a safe and enjoyable “off Highway” alternative to continue north to Oliver.

Analysis:

An extensive trail network in the region provides benefits to the health, social, tourism and economic sectors by connecting people and communities through linear corridors for commuting or recreational uses. As identified in the 2011 Regional Trails Master Plan, former rail corridors have been the primary objective to develop the off highway trail network to connect communities. Due to land management and infrastructure issues, connecting the trail in the South Okanagan has been challenging. Of the 66km potential South Spur trail route, the RDOS is actively managing approximately 14km in two isolated sections:

- Kaleden through OK Falls 10km
- North Osoyoos Lake 4km.

The KVR trail north of Osoyoos currently terminates at Road 21, where trail users must use Highway 97 to continue north. Adding this 3km section of trail from Road 21 to Road 18 would provide a connection for recreationalists and commuters who desire a safer off highway experience. In addition to being a key KVR connection, the trail could serve as a 7km trail loop.

Obtaining a Licence of Occupation from the Province would allow the RDOS to complete improvements and maintain the trail for public recreational use. Work still to be completed on the trail will include; trail resurfacing, signage installation, invasive plant removal, and access control.

RDOS staff will continue to work with First Nations, communities, provincial and federal agencies to connect the South Spur of the KVR Trail:

- Road Route – Osoyoos – 7.5km
- KVR Alternative – Okanagan River Channel – 18.5 km
- KVR – Deer Park (Osoyoos Indian Band) – 4km
- KVR – Gallagher Lake to Okanagan Falls (via Vaseux Lake) – 11km
- Road Route - Okanagan Falls – 2.5km
- KVR – Kaleden to Penticton (Penticton Indian Band) - 6km

The Regional Trails program provides the resources to maintain the trail to a minimum standard while capital improvements and maintenance above the minimum standard are funded locally. If successful in the application service levels will need increase to meet customer expectations, minimum trail maintenance standards and the additional 3km of trail. Additional operational needs would be nominal to add this section of trail and will be considered through budget, cumulatively with other parks, trails and facility acquisitions and enhancements throughout the region.

Should the Board decide to pursue tenure for the proposed application area, RDOS staff will undergo a public consultation process for community/institutional stakeholders during the application period. If tenure is acquired, RDOS Regional Trails program will continue to work with residents and adjacent agricultural operations to coordinate improvements and maintenance of this section of trail.

Alternatives:

That the Board does not endorse the application to the Province of British Columbia for a License of Occupation at this time.

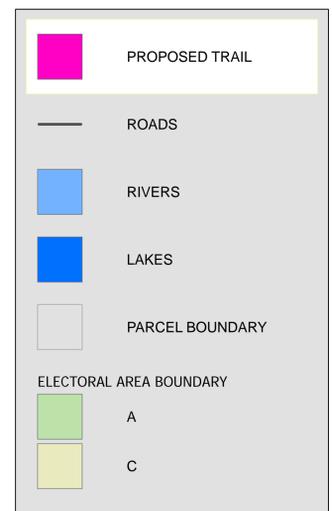
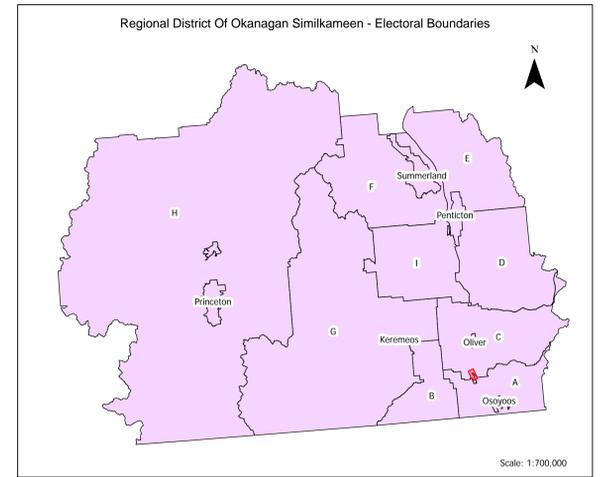
Respectfully submitted:

Justin Shuttleworth

J. Shuttleworth, Parks & Facilities Manager

KVR SOUTH SPUR

Road 21 to Road 18



Scale: 1:2,750

Map Rotation: 25

Center: 119°33'34"W 49°6'10"N



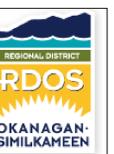
Spatial Reference : NAD 1983 Albers

Disclaimer :
 This is a consolidated map compiled from representational data to be used for convenience only and has no legal sanction.
 The Regional District of Okanagan-Similkameen makes no warranty to the correctness or accuracy of the information on this map.

DATA Source : RDOS

MAP Date : 23-Apr-2020

Regional District of Okanagan - Similkameen
 101 Martin Street
 Penticton, BC
 Canada V2A 5J9
 Phone : 250-492-4141
 Email: info@rdos.bc.ca
<http://www.rdos.bc.ca>



ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Provincial License of Occupation Application – Okanagan River Channel Area's A, C and Oliver.

Administrative Recommendation:

THAT the Board of Directors endorse an application to the Province of British Columbia for a License of Occupation over two West side of the River Channel from Road 22 to the Hwy 97 river crossing at McAlpine Bridge spanning across Rural Area A, the Town of Oliver and Rural Area C for a period of thirty (30) years, legally described as:

Parcel 14, Plan KAP1272A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 667 PL 2066

Parcel 5, Plan KAP1272A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 311 PL 1790

Parcel 30, Plan KAP1273A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 319 PL 1790

Parcel 26, Plan KAP1273A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 321 PL 1790

Parcel 24, Plan KAP1273A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 323 PL 1790

Parcel 25, Plan KAP1273A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 774 PL 2747

Parcel 20, Plan KAP1273A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 326 PL 1862

Parcel 11, Plan KAP1273A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 114 PL 1728

Parcel 10, Plan KAP1273A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 113 PL 1728

Parcel 2, Lot 8, Plan KAP3339, District Lot 2450S, Similkameen Div of Yale Land District, EXC PCL B (DD148126F) ON PL A1182

Lot 7, Plan KAP3339, District Lot 2450S, Similkameen Div of Yale Land District, EXC PCL C (DD148126F) ON PL A1182

Parcel 4, Lot 376, Plan KAP1865, District Lot 2450S, Similkameen Div of Yale Land District, (DD149532F & PL A1182)

Parcel 7, Plan KAP1182A, District Lot 2450S, Similkameen Div of Yale Land District, SLY PT OF OKANAGAN FLOOD CONTROL R W W/I OLIVER VILLAGE

Parcel 8, Lot 2, Plan KAP3339, District Lot 2450S, Similkameen Div of Yale Land District, (PLAN A1182)

Parcel 10, Plan KAP1182A, District Lot 2450S, Similkameen Div of Yale Land District, SLY PT OF OKANAGAN FLOOD CONTROL R W W/I OLIVER VILLAGE

Parcel 11, Lot 363, Plan KAP1861, District Lot 2450S, Similkameen Div of Yale Land District, (PL A1182)

Parcel 30, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, NLY PORT OF OKANAGAN FLOOD CONTROL R W W/I OLIVER VILLAGE

Parcel 29, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, NLY PORT OF OKANAGAN FLOOD CONTROL R W W/I OLIVER VILLAGE

Parcel 28, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, NLY PORT OF OKANAGAN FLOOD CONTROL R W W/I OLIVER VILLAGE

Parcel 27, Lot 334, Plan KAP1861, District Lot 2450S, Similkameen Div of Yale Land District, (PL A1274)

Parcel 26, Lot 334, Plan KAP1861, District Lot 2450S, Similkameen Div of Yale Land District, (PL A1274) NLY PORT OF OKANAGAN FLOOD CONTROL R W W/I OLIVER VILLAGE

Parcel 25, Lot 333, Plan KAP1861, District Lot 2450S, Similkameen Div of Yale Land District, (PL A1274) FOR MISCELLANEOUS COMMUNITY PURPOSES, Lease/Permit/Licence # 346753

Parcel 24, Lot 332, Plan KAP1861, District Lot 2450S, Similkameen Div of Yale Land District, (PL A1274)

Parcel 23, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 76 PL 1729

Parcel 21, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 331 PL 1861, OKANAGAN FLOOD CONTROL

Parcel 20, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 330 PL 1861, OKANAGAN FLOOD CONTROL

Parcel 19, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 330 PL 1861, OKANAGAN FLOOD CONTROL

Parcel 31, Block D, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion OF L 48A PL 2133

Parcel 16, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 2 PL 4599

Parcel 17, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 48 PL 1729

Parcel 15, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 3 PL 4599

Parcel 14, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 48 PL 1729

Parcel 13, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 47 PL 1729

Parcel 12, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 687 PL 2133

Parcel 11, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 72 PL 1729

Parcel 10, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 3 PL 5129

Parcel 9, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 71 PL 1729

Parcel 8, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 682 PL 2115

Parcel 5, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 3 PL 5211

Parcel 4, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 67 PL 2030

Parcel 2, Plan KAP1274A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 67 PL 2030

Parcel 6, Plan KAP1211A, District Lot 2450S, Similkameen Div of Yale Land District, Portion BLK A L 63 PL 1819

Parcel 7, Plan KAP1211A, District Lot 2450S, Similkameen Div of Yale Land District, Portion BLK A L 61 PL 1819

Parcel 8, Plan KAP1211A, District Lot 2450S, Similkameen Div of Yale Land District, Portion BLK A L 60 PL 1819

Parcel 7, Plan KAP1432A, District Lot 2450S, Similkameen Div of Yale Land District, Portion BLK A L 61 PL 1819

Parcel 8, Plan KAP1432A, District Lot 2450S, Similkameen Div of Yale Land District, Portion BLK A L 60 PL 1819

Parcel 9, Plan KAP1432A, District Lot 2450S, Similkameen Div of Yale Land District

Parcel 14, Plan KAP1432A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 2 PL 4785

Parcel 13, Plan KAP1211A, District Lot 2450S, Similkameen Div of Yale Land District, Portion L 2 PL 4785

Along with 16 additional unsurveyed parcels that make up the West side of the River Channel.

Purpose:

To acquire land tenure to maintain and improve 18.5 km of non-motorized trail on west side of the Okanagan River Channel from Road 22 north of Osoyoos Lake to the Hwy 97 river crossing at McAlpine Bridge, south of Gallagher Lake.

Reference:

Parcel Map

Business Plan Objective:

Goal 3.1 To Develop a Socially Sustainable Region

Objective 3.1.4: By providing public recreational opportunities

Background:

The South Spur of the KVR is a highly desired trail connection in the region that when completed, would connect Penticton to Osoyoos through the communities of the South Okanagan. If approved, the requested application area would provide the RDOS the opportunity to fund capital improvements and maintain the longest contiguous section of the KVR South Spur Trail, from Osoyoos Lake.

Analysis:

As identified in the 2011 Regional Trails Master Plan, securing former rail corridors have been the primary goal to develop a safe and enjoyable "off highway" trail network. Due to land management and infrastructure issues, connecting the trail in the South Okanagan has been challenging. Of the 66km of potential South Spur trail route, the RDOS is actively managing approximately 14km in two isolated sections:

- Kaleden through OK Falls 10km
- North Osoyoos Lake 4km.

Although not the former rail corridor, the west side of the Okanagan river channel dike through this area is a suitable alternative to the KVR. The alignment runs parallel to the KVR right of way and is actively used as a trail - known as the International Hike and Bike Trail. The existing trail along the river dike is currently not maintained as a trail, as the mandate of the Provincial ministry responsible is the management of the Okanagan Valley watershed and associated flood control infrastructure. The RDOS currently has a limited scope contract with the Province to mow the edge of the trail for the northern most 11 km of the 18.5km application which was paved nearly thirty years ago and is falling in to disrepair. This contract allows the RDOS to modestly enhance the user experience but does not allow resources and funding for capital improvements, repairs or increase operational service levels which could include resurfacing, signage, access controls and increased vegetation management.

An extensive trail network in the region provides benefits to the health, social, tourism and economic sectors by connecting people and communities through linear corridors for commuting or

recreational uses. Adding 18.5km of RDOS managed trail will create over 20km of continuous trail connecting from the north end of Osoyoos Lake through Oliver to Gallagher Lake. RDOS staff will continue to work with First Nations, communities, provincial and federal agencies to connect the South Spur of the KVR Trail:

- Road Route – Osoyoos – 7.5km
- KVR - Road 18 to Road 22 – 3km
- KVR – Deer Park (Osoyoos Indian Band) – 4km
- KVR – Gallagher Lake to Okanagan Falls (via Vaseux Lake) – 11km
- Road Route - Okanagan Falls – 2.5km
- KVR – Kaleden to Penticton (Penticton Indian Band) - 6km

The Regional Trails program provides the resources to maintain the trail to a minimum standard while capital improvements and maintenance above the minimum standard are funded locally (typically through Gas Tax funding). The resources are in place to maintain at the current service levels of the northern most 11km. If successful in the application, service levels will need increase to meet customer expectations, minimum trail maintenance standards and the additional 7.5km of trail. Additional operational needs would be nominal to add this section of trail and will be considered through budget, cumulatively with other parks, trails and facility acquisitions and enhancements throughout the region.

Should the Board decide to pursue tenure for the proposed application area, RDOS staff will undergo a public consultation process for community/institutional stakeholders during the application period. If tenure is acquired, RDOS Regional Trails program will continue to work with residents, the Town of Oliver & the Osoyoos Indian Band to discuss operational improvements and maintenance of this section of trail.

Alternatives:

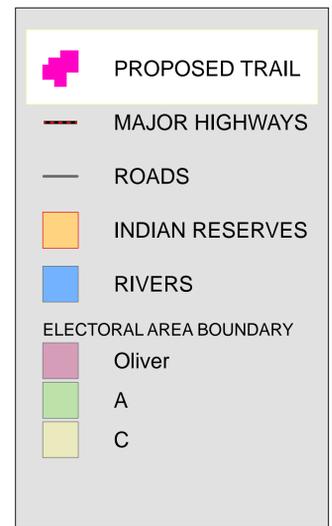
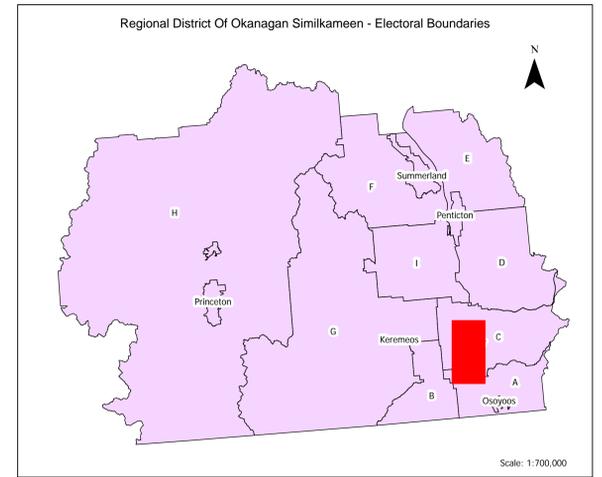
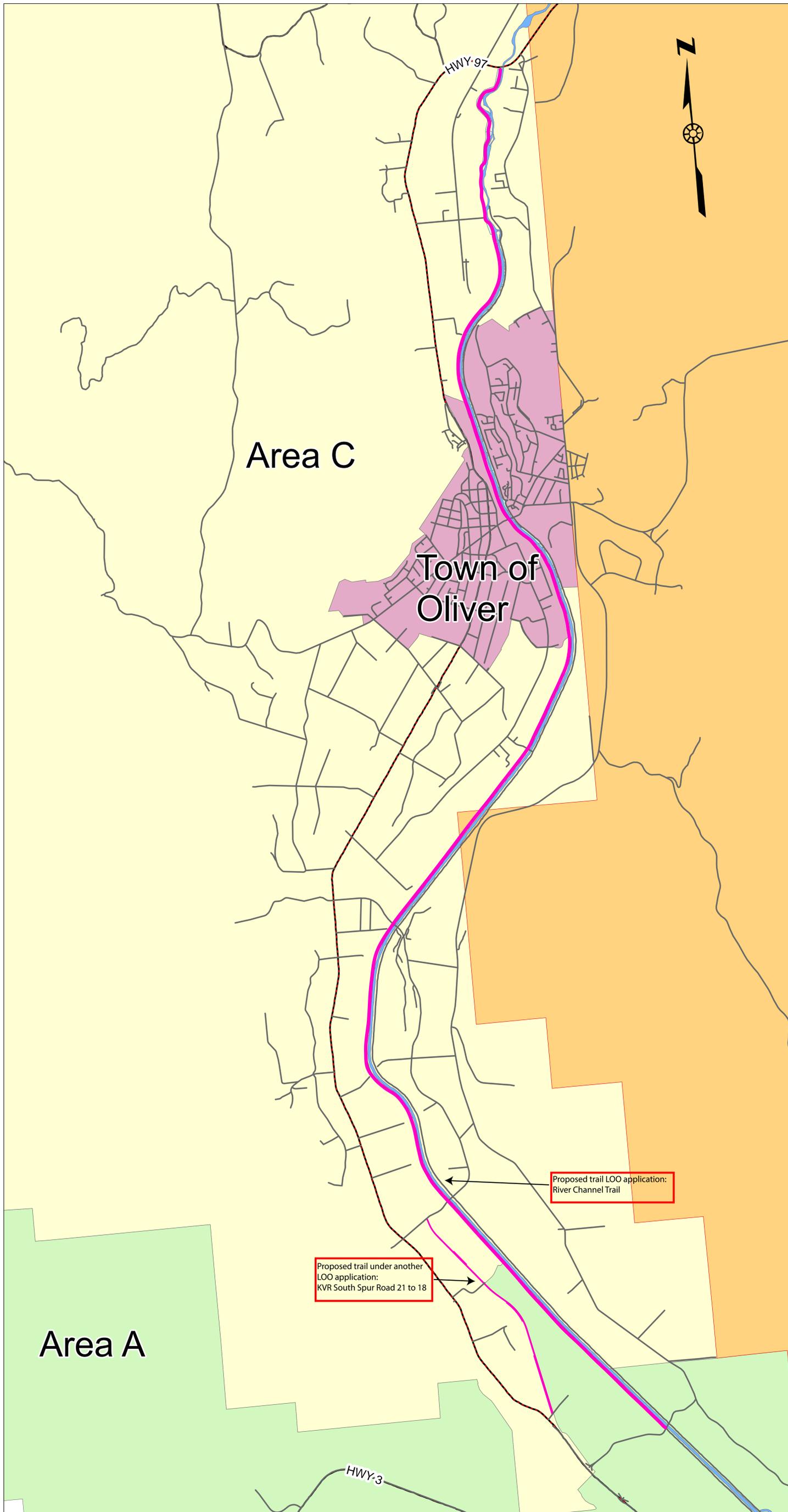
That the Board does not endorse the application to the Province of British Columbia for a Licence of Occupation at this time.

Respectfully submitted:

Justin Shuttleworth

J. Shuttleworth, Parks & Facilities Manager

South Okanagan Trail Network



Scale: 1:16,000

Map Rotation: 0

Center: 119°34'5"W 49°9'35"N



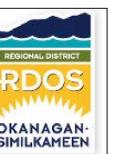
Spatial Reference : NAD 1983 Albers

Disclaimer :
 This is a consolidated map compiled from representational data to be used for convenience only and has no legal sanction. The Regional District of Okanagan-Similkameen makes no warranty to the correctness or accuracy of the information on this map.

DATA Source : RDOS

MAP Date : 07-July-2020

Regional District of Okanagan - Similkameen
 101 Martin Street
 Penticton, BC
 Canada V2A 5J9
 Phone : 250-492-4141
 Email: info@rdos.bc.ca
<http://www.rdos.bc.ca>



ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: July 2, 2020
RE: COVID-19 Effects on Transit Ridership

Purpose:

To provide an update to the Board of Directors on the impacts of the COVID-19 health pandemic, and its subsequent effects on transit ridership.

Background:

On March 11, 2020 Covid-19 was declared a global health pandemic and various agencies recommended limiting non-essential travel. On March 19, 2020 BC Transit implemented rear-door boarding and the elimination of fare collection which lasted until June 1, 2020 in order to protect their frontline staff. Another initiative which may have impacted ridership is that BC Transit ordered the capacity of all buses to be limited to 50% of available seating in order to maintain social distancing principles. The following report provides data that reflects ridership trends throughout the year and examines the effects that Covid-19 had on public transportation usage across RDOS transit systems.

Ridership data was collected by our transit operator, Berry and Smith, which collects daily transit data on operational days. A supplemental on-board survey was conducted from May 5, 2020 to May 18, 2020 in order to gather data on public transportation travel during the pandemic.

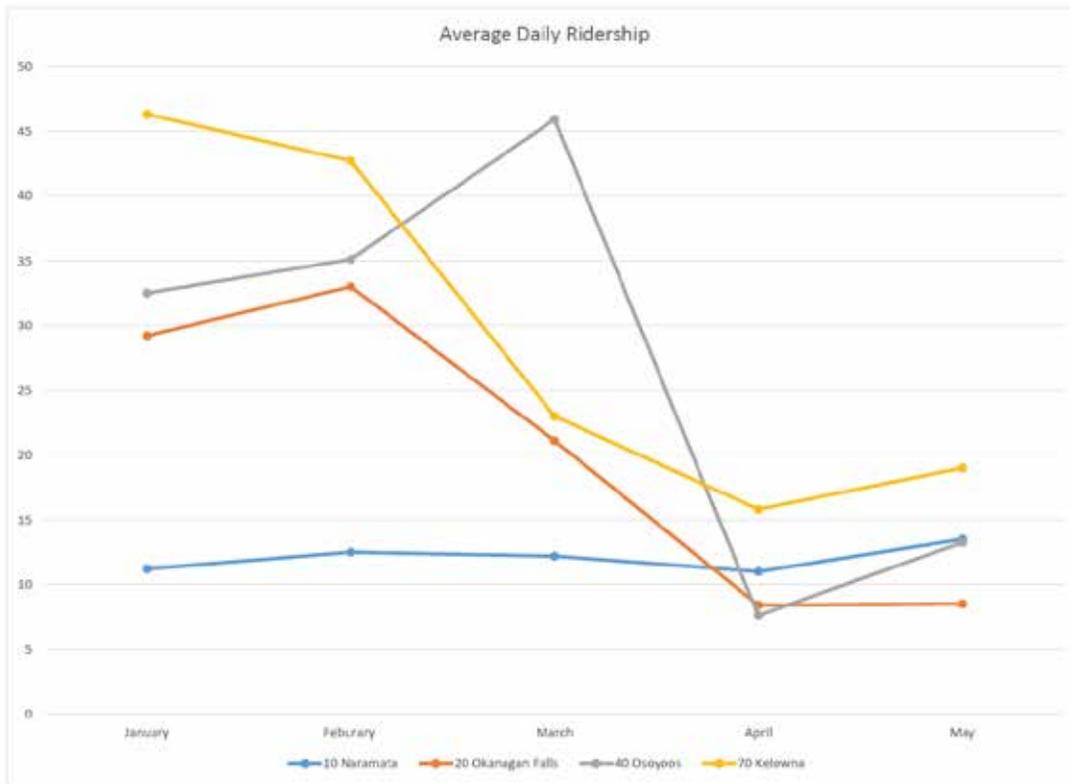
Analysis:

Average Daily Ridership by Month

Route	January	February	March	April	May
10 Naramata	11.2	12.5	12.2	11	13.5
20 Okanagan Falls	29.2	33	21.1	8.4	8.5
40 Osoyoos	32.5	35.1	45.9	7.6	13.25
70 Kelowna	46.3	42.7	23	15.8	19
Total	29.8	30.8	28	10.7	13.56

The daily ridership data from January – May across RDOS transit routes suggests that ridership was steadily increasing from January until March, ridership was subsequently negatively effected by the pandemic. In March the externalities of the pandemic began to show in ridership decline with drops in daily ridership on Route 10 (Naramata), Route 20 (Okanagan Falls) and Route 70 (Kelowna Connector), the exception was Route 40 (Osoyoos) which saw an increase in ridership during the

month of March. The full effects of the pandemic were only fully realised in April, the first full month of the pandemic's consequences. Route 10 (Naramata) showed little decline through out the pandemic and has already recovered to the pre-pandemic figures of January and February 2020. The rest of RDOS transit services have seen moderate recovery, with larger figures for the month of May than April, with transit users beginning to return to work, school or having other reasons for travel as restrictions ease.



2019 and 2020 average daily ridership comparison:

2019					
Route	January	February	March	April	May
Naramata	14.81	13.47	13.31	20.83	24.23
Okanagan Falls	26.73	23.11	23.57	28.2	30.68
Osoyoos	32.5	27.53	36	34.8	34.55

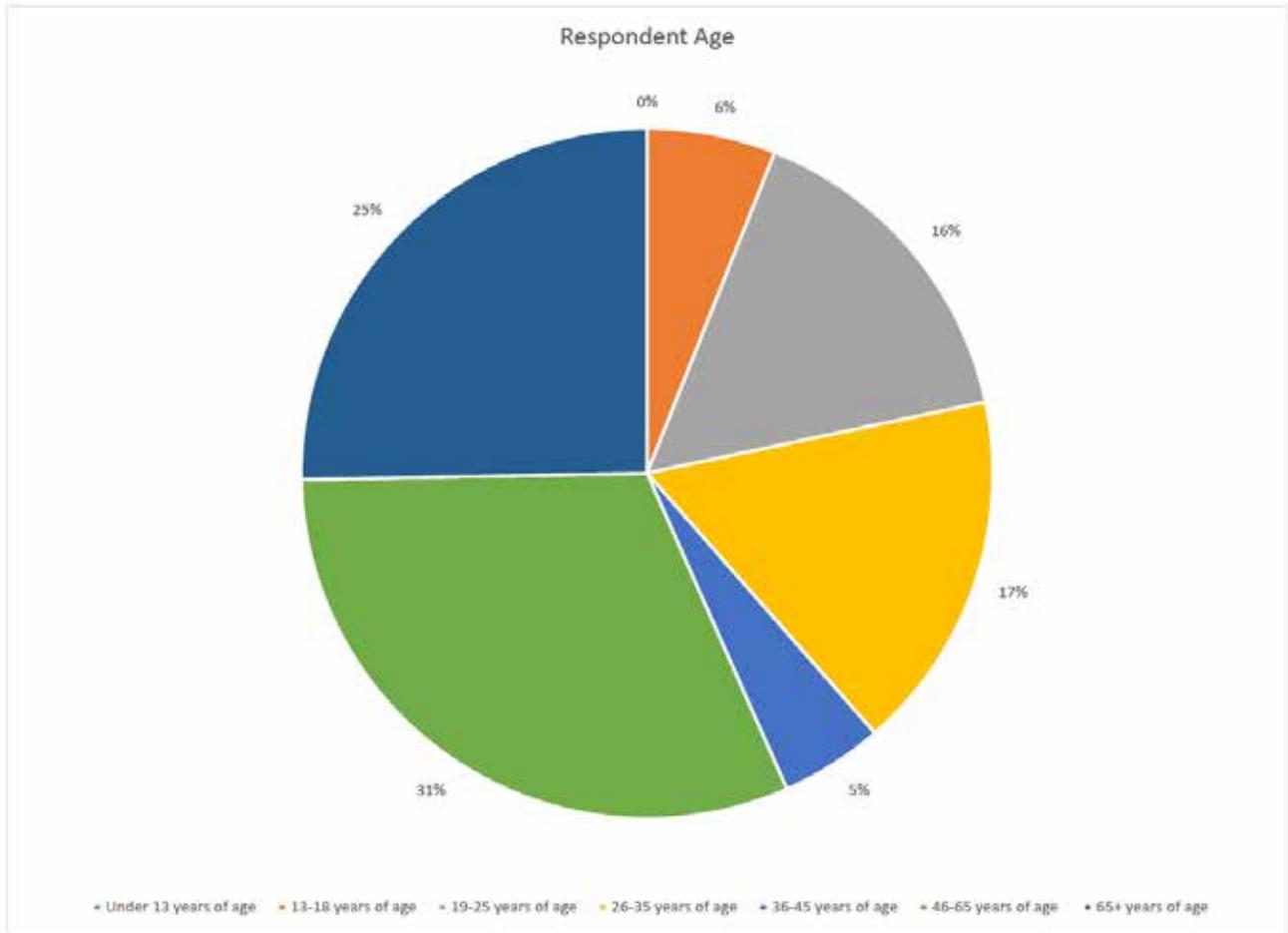
2020					
Route	January	February	March	April	May
Naramata	11.2	12.5	12.2	11	13.5
Okanagan Falls	29.2	33	21.1	8.4	8.5
Osoyoos	32.5	35.1	45.9	7.6	13.25

Transit use during the pandemic:

The following data was collected as part of an on-board survey to provide data on transit usage during the Covid-19 pandemic.

Respondent Age

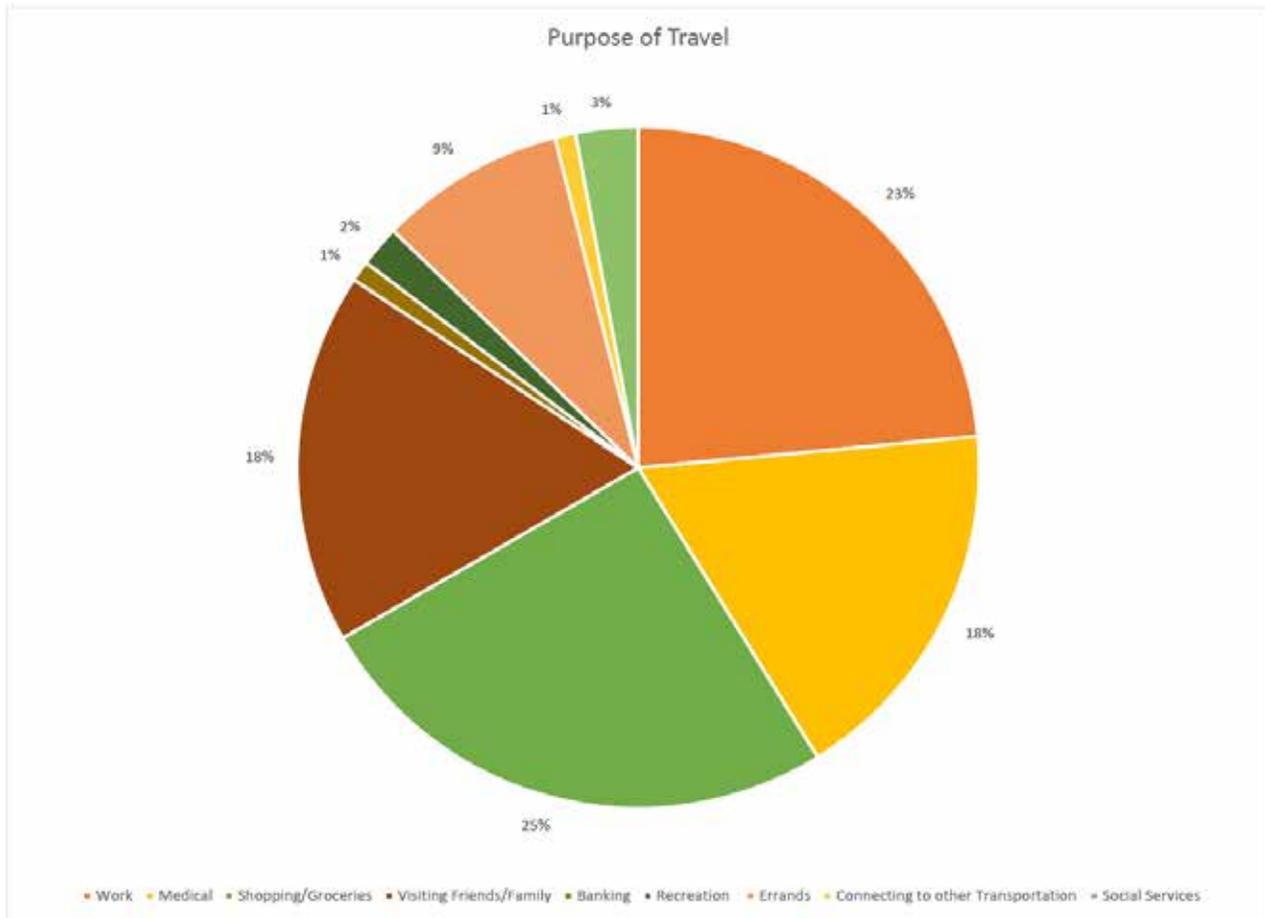
Age	Route				All Routes
	Naramata Route 10	Okanagan Falls Route 20	South Okanagan Route 40	Kelowna Connector Route 70	
Under 13 years of age	0	0	0	0	0
13-18 years of age	0	2	3	0	5
19-25 years of age	1	0	12	0	13
26-35 years of age	1	0	13	0	14
36-45 years of age	2	1	1	0	4
46-65 years of age	12	2	11	1	26
65+ years of age	7	0	14	0	21
Total	23	5	54	1	83



The study determined that of all the respondents, those who used transit the most frequently during the pandemic belonged to the 46-65 year old age category, accounting for 31% of total transit users. The second largest demographic was the 65+ age category accounting for 25% of all ridership based on survey responses, followed by 26-35 years of age accounting for 17% of ridership.

Purpose of Travel

Purpose	Route				All Routes
	Naramata Route 10	Okanagan Falls Route 20	South Okanagan Route 40	Kelowna Connector Route 70	
Work	11	1	12	0	24
Medical	4	2	12	0	18
Shopping/Groceries	10	1	15	0	26
Visiting Friends/Family	5	4	8	1	18
Banking	1	0	0	0	1
Recreation	2	0	0	0	2
Errands	1	0	8	0	9
Connecting to other Transportation	0	0	1	0	1
Social Services	0	0	3	0	3
Total	34	8	59	1	102



The data signifies that the predominant reasons for using public transit during the pandemic have been work (32%), retail shopping/groceries (29%), and visiting friends or family (15%).

Industry of employment if commuting

Industry	Route				All Routes
	Naramata Route 10	Okanagan Falls Route 20	South Okanagan Route 40	Kelowna Connector Route 70	
Commercial	1	0	0	0	1
Industrial/Manufact.	1	1	0	0	2
Agriculture	3	0	1	0	4
Health Care	2	0	6	0	8
Service	2	0	8	0	10
Technology	0	1	0	0	1
Landscaping	2	0	0	0	2
Transportation	2	0	0	0	2
Other (No Answer)	0	1	4	0	5
Total	13	3	19	0	35

Primary Transit Connections Made

Route Connection	Route				All Routes
	Naramata Route 10	Okanagan Falls Route 20	South Okanagan Route 40	Kelowna Connector Route 70	
Penticton Local	16	4	23	1	44
Naramata	0	0	0	0	0
Okanagan Falls	2	0	2	0	4
Osoyoos/Oliver	2	0	3	0	5
Summerland	2	0	1	0	3
Princeton	1	0	2	0	3
Kelowna	2	0	2	0	4
Total	25	4	33	1	63

The majority of regional transfer connections being made from one RDOS transit service to other areas of service are being made to Penticton's local transit routes, accounting for 70% of the transfers observed during the study period.

Transit as an essential service

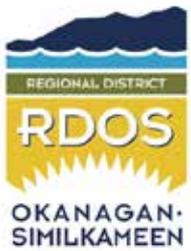
Route Connection	Route				All Routes
	Naramata Route 10	Okanagan Falls Route 20	South Okanagan Route 40	Kelowna Connector Route 70	
Yes	15	4	45	1	65
No	0	0	3	0	3
Total	15	4	48	1	68

When transit users were asked if they felt transit was an essential service, there was an overwhelming positive response with 96% of users stating that it was essential for them.

Respectfully submitted:

Apollo Figueiredo

A. Figueiredo, Planner, Community Services



Community Services Committee Transit Update

July 2, 2020



Methodology

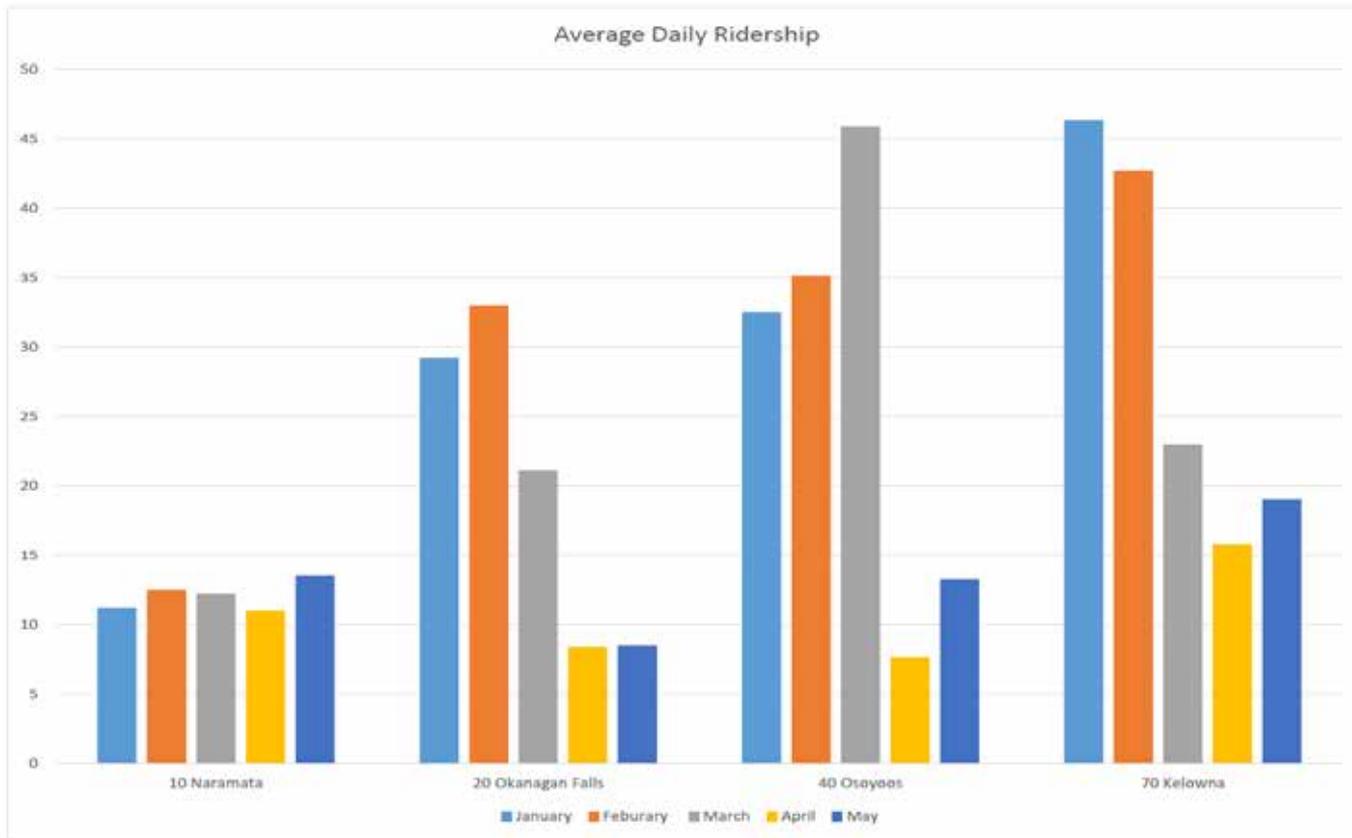
- Daily ridership data is collected by operator Berry & Smith.
- Ridership data on transit use during the pandemic was collected between May 5, 2020 to May 18, 2020 as part of an on-board survey.



2020 Daily Ridership

Average Daily Ridership by Month

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2019 vs 2020 Comparison

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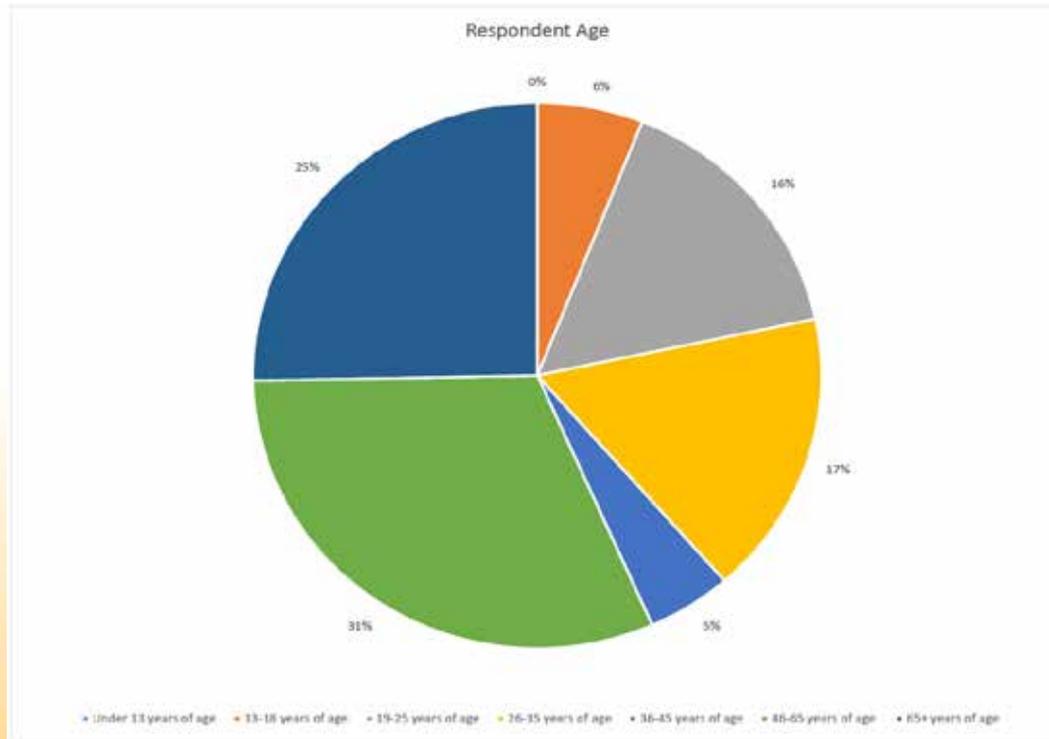
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Transit Use During Pandemic

Respondent Age

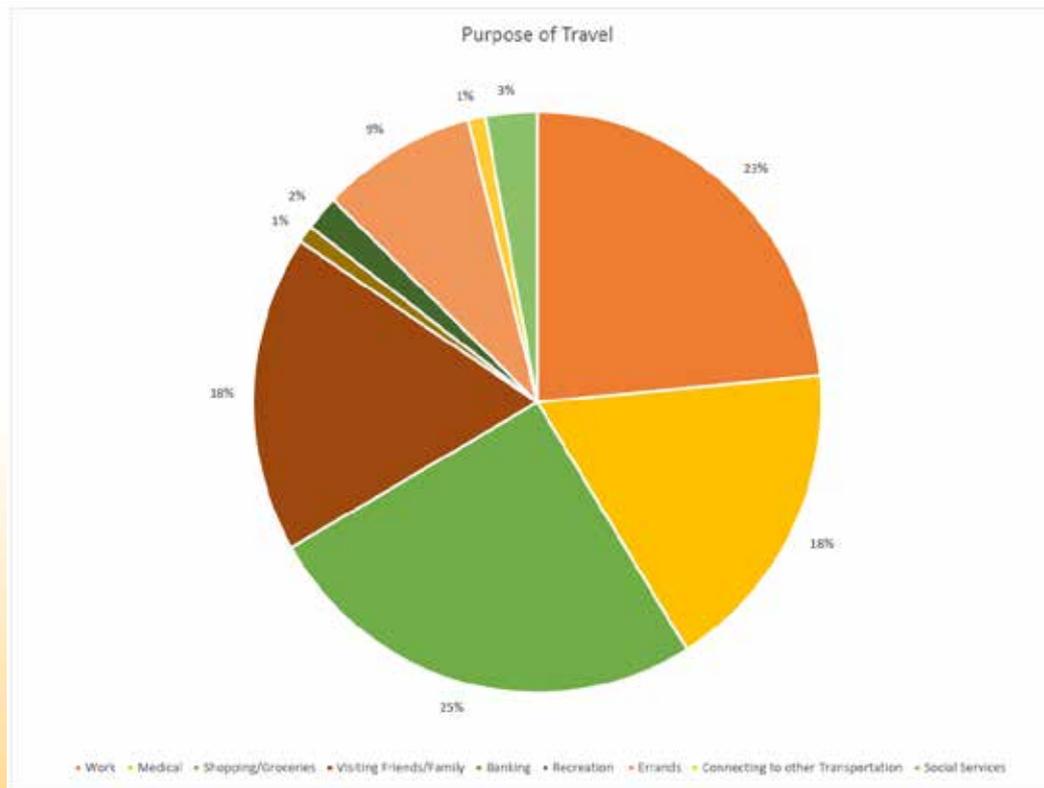
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Purpose of Travel

Purpose of Travel

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Errands	1	0	8	0	9
Connecting to other Transportation	0	0	1	0	1
Social Services	0	0	3	0	3
Total	34	8	59	1	102



Essential Service

Transit as an essential service

Route Connection	Route				All Routes
	Naramata Route 10	Okanagan Falls Route 20	South Okanagan Route 40	Kelowna Connector Route 70	
Yes	15	4	45	1	65
No	0	0	3	0	3
Total	15	4	48	1	68

Comments:

- It is my transportation, today was to doctor. That I would not have been able to get to.
- Some of us don't have vehicles so we need buses to take us places
- We need it very much for us folks who don't drive
- Helps disabled people like me
- For me yes, no car and I have to get to work
- Its perfect for people that need rides with no cars
- It is convenient to buy groceries
- There are many people who use the bus as their main transportation
- I use the Naramata 10 quite a lot as we sold our second vehicle to go more green!
- No license or vehicle, 85 years old

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: Park Rill Creek, Horn Creek and Kearns Creek Flood Mapping and Reporting

Administrative Recommendation:

THAT the Board of Directors award the Similkameen Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning contract to Northwest Hydraulic Consultants (NHC) for \$95,056.00 plus applicable taxes.

Purpose:

To award the Park Rill Creek, Horn Creek and Kearns Creek Flood Mapping and Reporting contract to better position the RDOS for future flood emergency planning and response.

Background:

Park Rill Creek, Horn Creek and Kearns Creek all flow through Electoral Areas I and C and the communities of Twin Lakes, Willowbrook and rural Oliver. In 2018, flooding of several areas, including Twin Lakes, Park Rill Creek and Sportsman Bowl highlighted significant risk to these communities. A State of Local Emergency was in effect in Area C for over 1 year to respond to and recover from the effects of Freshet. A regional approach was selected to provide a complete risk assessment to identify vulnerabilities and provide planners with an accurate assessment of social, economic and environmental impacts. This approach will determine how best to allocate resources to manage flood risk and adapt to climate change.

Analysis:

A Request for Proposals (RFP) was released and three submissions were received under the RFP process in Q2. A Project Manager from Watershed Engineering Inc. was contracted to develop the RFP and coordinate the collection of the completed proposals to the evaluation team. The RFP evaluation team was made up of 3 RDOS staff (Engineering and Emergency Management) to select a preferred consultant. Watershed Engineering Inc. was not included in the evaluation process, nor had influence on the decision of the award. All three consultants submitted proposals by the closing time.

The RFP submissions were broken down by specific scope, personnel and methodology to ensure the focus was on the specific details provided and each item was evaluated independently. A consensus score was determined for each of the scope, personnel and methodology items. The scores were tabulated and the preferred consultant was determined from the highest points.

All the proposals addressed the core requirements with knowledgeable and experienced team members, while some presented significant value added components. Northwest Hydraulic Consultants (NHC) scored the highest of the three consultants and is recommended for the contract work for the Park Rill Creek, Horn Creek and Kearns Creek Flood Mapping and Reporting contract. NHC's RFP was very strong and clear, detailing various challenges and providing discussion and methodology regarding how each issue and opportunity would be addressed. Overall, this proposal presents the best value for the RDOS.

Proponent (in alphabetical order)	Total Points from evaluation	Total Proposal Price for contract (excluding GST)
Associated Engineering	75.6	\$139,581.00
Ecora Engineering Inc.	84.4	\$88,882.00
Northwest Hydraulic Consultants	95.0	\$95,056

Funding:

The Community Emergency Preparedness Fund CEPF Park Rill Creek, Horn Creek and Kearns Creek Flood Mapping and Reporting grant will fund 100% of this work.

Alternatives:

Not support the award of the Similkameen Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning project to Northwest Hydraulic Consultants.

Communication Strategy: *(Outline the communications efforts being undertaken to ensure this initiative is communicated appropriately.)*

Respectfully submitted:

"Sean Vaisler"

S. Vaisler, Emergency Services Manager

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2020

RE: FortisBC Climate Action Partners Program

Administrative Recommendation:

THAT the Regional District enter into a partnership with FortisBC through its Climate Action funding program to hire a Senior Energy Specialist for a two-year term.

Reference:

[FortisBC's Climate Action Partners Program](#)

RDOS Senior Energy Specialist 2020-2022 Action Plan

Background:

FortisBC's Climate Action Partners program offers resources to help local governments, Indigenous communities and other organizations achieve their climate action goals. FortisBC also offers targeted funding for organizations to hire their own Senior Energy Specialist (SES), to be a designated member of the team, dedicated to applying FortisBC's suite of energy solutions to help them achieve their climate action goals – be it within the organization or community.

The FortisBC funding will assist the Regional District to achieve a variety of community and corporate climate action goals.

Funding is provided for a two-year term at \$100,000 per year. The terms are agreed to in advance and outlined in a financial contribution agreement. The goals and objectives for the individual are outlined in a two-year action plan.

Analysis:

The general objective of the Senior Energy Specialist is to support the development of policies and programs that move the Regional District towards a low carbon energy future. To help achieve this objective, the incumbent will:

- Support energy conservation and participation in conservation incentive programs for corporate facilities.
- Support community energy efficiency and awareness of energy conservation incentive programs.

- Support development and implementation of the Regional District of Okanagan Similkameen's - BC Energy Step Code Implementation.
- Strategy, Community Energy Retrofit Strategy, and Corporate Climate Action Plan update.
- Support low carbon transportation in the Regional District.
- Identify opportunities for the development of renewable natural gas systems within the Regional District.

The Regional District has attempted to achieve these and other climate action goals, but has struggled to complete many of them with no dedicated staff position. The SES staff person would position the Regional District to not only focus on the proposed action plan items, but for future grant opportunities as well.

In the 2020 RDOS budget deliberations, a Sustainability Coordinator position was proposed. Although eliminated from the budget, it was recommended by the Board that an alternative solution for funding be sought to fund this position. While the proposed SES position is somewhat varied from the original Sustainability Coordinator, many of the proposed SES action plan objectives are aligned with staff's original intent with the Sustainability Coordinator.

Alternatives:

Not take advantage of the FortisBC funding.

Communication Strategy:

1. The position will be advertised widely to receive as much interest as possible.
2. The proposed position, the action plan and overall objectives will be communicated to the member municipalities within the Region to gauge interest in participating.

Respectfully submitted:

Mark Woods

M. Woods, Community Services General Manager

Tasks	Y1 Deliverables	Y2 Projections
DEMAND SIDE MANAGEMENT – CORPORATE		
<ul style="list-style-type: none"> Enhance administrative management of corporate C&EM opportunities and liaise with the facilities operations managers and, Asset Management Analyst, and Finance to identify opportunities for C&EM program participation 	<ul style="list-style-type: none"> Track facility energy usage and benchmark energy use using portfolio manager or existing corporate software (i.e. enterprise asset management software). Engage corporate and facility stakeholders to identify opportunities to incorporate energy efficiency and use of incentives in capital upgrades and operations. Review policies, processes, asset management plans, building condition assessments, and capital plans (for future upgrades, additions and replacements) for energy use improvements. Develop a memo summarizing and prioritizing efficiency integration opportunities and the associated incentives for both existing and proposed buildings. Engage with FortisBC Technical Advisors and FEI Key Account Managers to identify known opportunities and participate in at least two commercial rebate programs. Prioritize buildings to undergo energy assessments and complete two assessments with energy consultants under the FortisBC Commercial Energy Assessment and Custom Efficiency Program. 	<ul style="list-style-type: none"> Update energy tracking and analyze energy usage to prioritize efficiency projects and energy studies, evaluate efficiency measures, and identify influences of annual energy use variations. Complete two assessments with energy consultants under the FortisBC Commercial Energy Assessment and Custom Efficiency Program. Implementation of efficiency integration opportunities. Participate in at least two commercial rebate programs (track C&EM participation in tracker, to be updated for quarterlies). Develop energy efficiency standards for new construction. Identify Commercial New Construction incentives available to support the new standards.
<ul style="list-style-type: none"> Explore corporate opportunities to participate in the Gas Technology Demonstration Pilot Program 		<ul style="list-style-type: none"> Initiate participation in at least one gas technology demonstration application or feasibility study.

Tasks	Y1 Deliverables	Y2 Projections
		<ul style="list-style-type: none"> • Monitor and report on success of implemented measure; identify opportunities to replicate and/or pursue new project opportunity
<ul style="list-style-type: none"> • Update Corporate Climate Action Plan • Provide support to internal Corporate Sustainability Committee 	<ul style="list-style-type: none"> • Review and update Corporate Climate Action Plan 	<ul style="list-style-type: none"> • Update corporate climate action plan as required
<ul style="list-style-type: none"> • Energy conservation education and behaviour campaigns 	<ul style="list-style-type: none"> • Complete conservation, education, and outreach funding application. Participate in at least one organizational education and behavioural campaign. 	<ul style="list-style-type: none"> • Complete conservation, education, and outreach funding application. Participate in at least one organizational education and behavioural campaign.
<ul style="list-style-type: none"> • Streetlight replacement in rural areas 		<ul style="list-style-type: none"> • Develop a program to replace streetlights with LED using FortisBC incentives.
<ul style="list-style-type: none"> • Corporate Solar PV 		<ul style="list-style-type: none"> • Evaluate and report on the potential and economics of solar PV at RDOS facilities.
DEMAND SIDE MANAGEMENT – COMMUNITY		
<ul style="list-style-type: none"> • Increase community awareness of FortisBC C&EM programs with a focus on residential & commercial sectors • Engage with representatives of RDOS member municipalities to identify needs & opportunities to collaborate in supporting community energy conservation. 	<ul style="list-style-type: none"> • Develop and document (report) process to increase resident awareness and participation of FortisBC C&EM programs in RDOS and member municipalities. <ul style="list-style-type: none"> • Introduce the income qualified program to low incomes/affordable housing committees. Work with Summerland and Penticton’s utilities billing departments to ensure they are aware of C&EM low income and rebate programs. 	<ul style="list-style-type: none"> • Continue to review and deliver initiatives that demonstrate success with program promotion. • Co-promote the low income incentive programs with other income qualified programs in the RDOS. • Develop new initiatives that promote emerging programs such as Energy Step Code and Energy Retrofit Strategy as required. • In partnership with FortisBC, deliver a community energy conservation initiative funded through Conservation, Education, Outreach program. •

Tasks	Y1 Deliverables	Y2 Projections
<ul style="list-style-type: none"> Participate in the member municipality’s climate action committees. 	<ul style="list-style-type: none"> Support participation of the Rental Apartment Program Develop an initiative that raises awareness of energy efficiency opportunities and incentives in existing homes to support two efficiency upgrades. Results evaluated by participation of two-upgrade bonus applications. Report partnership opportunities to support climate action committee initiatives 	<ul style="list-style-type: none"> Report partnership opportunities to support climate action committee initiatives
B.C. ENERGY STEP CODE		
<ul style="list-style-type: none"> Contribute to local government efforts on BC Energy Step Code (ESC) 	<ul style="list-style-type: none"> Consult with local governments in the RDOS on the state of ESC implementation, strategies, industry barriers, and related consultation taking place. Report on needs, successes, and summarize the performance of applications submitted to date. Collaborate with local government communications to develop an ESC communications and outreach strategy based on the regional needs analysis in bullet 1 Coordinate consultation with Regional District local governments and external stakeholders events for ESC consultation for Part 9 and Part 3 buildings <ul style="list-style-type: none"> Report on # of events, # of participants/survey respondents, key findings and outcomes. 	<ul style="list-style-type: none"> Coordinate ESC implementation support initiatives such as builder training and outreach Evaluate ESC implementation through review of building permit applications to determine what levels of ESC are achieved, the distribution of performance on step code metrics, and the energy sources used in the homes Develop recommendations for bylaw and zoning changes to support the construction and retrofit of energy efficiency buildings. Facilitate/coordinate three educational events with industry partners and regional district local government to increase capacity and skills of local industry for building high performance homes. Report on # of training events, # of participants, participant feedback

Tasks	Y1 Deliverables	Y2 Projections
	<ul style="list-style-type: none"> • Facilitate/coordinate two educational events with industry partners and regional district local governments to encourage greater ESC and New Home incentive understanding <ul style="list-style-type: none"> ○ Report on # of training events, # of participants, participant feedback • Develop an ESC Implementation Strategy Report • Identify and support opportunities to promote FortisBC new construction program incentives <ul style="list-style-type: none"> ○ distribute FortisBC New Home Program brochures through new construction permitting process (upon permit inquiry or issue) ○ Engage the new home program team to present to local government staff the New Home Program. 	
LOW CARBON TRANSPORTATION		
<ul style="list-style-type: none"> • Evaluate the integration of low carbon transportation: EVs and CNG into the corporate fleet • Support the development of EV charging infrastructure in the Regional District 	<ul style="list-style-type: none"> • Develop a report on the low carbon transportation such as CNG and EV opportunities for fleet vehicles. • Work with Fleet manager to integrate CNG and electric vehicles into fleet vehicle replacement schedule and vendor contract. <ul style="list-style-type: none"> ○ Report on # and type of vehicles that may be suitable for EV or CNG conversion 	<ul style="list-style-type: none"> • Continue to monitor CNG integration efforts and work with Fleet supervisor to further integrate CNG into fleet vehicle replacement schedule • Continue to support FortisBC on opportunities to develop fast charging EV infrastructure in the Regional District.

Tasks	Y1 Deliverables	Y2 Projections
	<ul style="list-style-type: none"> • Identify the EV charging needs in the Regional District and collaborate with FortisBC on opportunities to develop Fast charging EV infrastructure. 	
RENEWABLE NATURAL GAS		
<ul style="list-style-type: none"> • Understand the economics of RNG as a low carbon energy option for corporate facilities and the community • Identify opportunities for RNG project development and integration with long term planning 	<ul style="list-style-type: none"> • Report on regional RNG supply opportunities and develop a feedback assessment aligned with infrastructure planning and throughout the Regional District including: landfill gas capture at the Campbell Mountain Landfill, organic waste diversion, waste water treatment, dairy farms and agriculture waste. • Report on opportunities for RNG to reduce corporate GHG emissions 	<ul style="list-style-type: none"> • Will give further consideration based upon Year 2 progress
COMMUNITY ENERGY POLICY DEVELOPMENT		
<ul style="list-style-type: none"> • Develop a Community Energy Retrofit Strategy 	<ul style="list-style-type: none"> • Develop a memo of best practices for building energy retrofits • Review the number, type and value of renovation building permits to assess the energy upgrade potential • Participate in monthly peer network building energy retrofit work group 	<ul style="list-style-type: none"> • Review and compile data in support of forecasting and segmentation using municipal, Statistics Canada and OCP land use data • Develop a building energy retrofit strategy • Lead a quarterly stakeholder platform to build strategic coordination and education in retrofit action plans • Define the customer journey for renovations that could incorporate energy retrofits • Develop bundled action plans

Tasks	Y1 Deliverables	Y2 Projections
REPORTING AND ADMINISTRATION		
<ul style="list-style-type: none"> • Coordinate with FortisBC's communications team to facilitate promotion of conservation measures implemented, developing case studies and engagement and training events. • Develop and present quarterly and final reports on work plan progress, provide deliverables and complete C&EM participation tracker. 	<ul style="list-style-type: none"> • Prepare and present quarterly report summarizing work plan progress and updates • Update quarterly the C&EM participation tracker • Connect and coordinate with FortisBC's communication's team as required to promote initiatives and share stories of accomplishments • Prepare year end report • date work plan as required 	

ADMINISTRATIVE REPORT

TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: July 16, 2020
RE: 2020 UBCM Convention

THAT the Board of Directors receive the recommended Minister meeting requests for the 2020 UBCM Convention.

The Union of BC Municipalities (UBCM) convention will take place September 22 through 24 in a virtual format as a result of COVID-19. Cabinet Ministers and provincial staff will be available electronically.

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 is August 4, 2020.***

The opportunities for meetings directly with Ministers is used typically by a local government to advocate for a Board-endorsed position on a specific issue. Submissions will consist of a Topic (100 characters), Background (700 Characters), and the Request (300 Characters). Board members are to ensure their presentations will be well organized and an efficient use of the Ministers time. Not all meeting requests are granted.

The following suggestions have been submitted for the Board’s consideration.

Suggestions Received

Minister of Agriculture	<ul style="list-style-type: none"> • ALC Regulations
Minister of Environment & Minister of Agriculture	<ul style="list-style-type: none"> • Trench or Air Curtain burners and vent index requirements

Respectfully submitted:

“Christy Malden”

C. Malden, Legislative Services Manager

Schedule A
Request for Ministerial/Opposition Meeting at UBCM

This form is to be completed when a Director wishes to request a meeting with a Provincial Government elected official at UBCM on behalf of the Regional District of Okanagan-Similkameen

Initiating Director's Name:

Ministry/Minister or Opposition Member you wish to meet with:

Issue/Situation:

Background: (Include context, timeframe, parties involved, previous steps/actions)

Request: (Provide a summation of proposed solutions)

To your knowledge, has this issue been raised to a Provincial Minister by the RDOS in the past? If yes, what is the desired outcome for re--submission?

Schedule A
Request for Ministerial/Opposition Meeting at UBCM

This form is to be completed when a Director wishes to request a meeting with a Provincial Government elected official at UBCM on behalf of the Regional District of Okanagan-Similkameen

Initiating Director's Name:

Rick Knodel

Ministry/Minister or Opposition Member you wish to meet with:

Minister of environment.
Minister of Agriculture.
The official opposition environment member.

Issue/Situation:

Remove burning vent index requirements when using Trench or Air Curtain Burners.

Background: (Include context, timeframe, parties involved, previous steps/actions)

Currently burning is prohibited on days with a low venting index. The result is an increased amount of agricultural burning on allowed burning days causing extreme smoke loads on those days.

Request: (Provide a summation of proposed solutions)

Allow burning on low vent index days when done with the aid of a trench or air curtain.

To your knowledge, has this issue been raised to a Provincial Minister by the RDOS in the past? If yes, what is the desired outcome for re-submission?

No.



BOARD REPORT: July 9, 2020



Okanagan Basin
WATER BOARD

1450 KLO Road, Kelowna, BC V1W 3Z4
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www.obwb.ca

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Regional District of Okanagan-Similkameen

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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. **Friday, Sept. 4, 2020.** Location to be determined.

Okanagan Basin Water Board Meeting Highlights

Directors take deep dive into invasive mussel issue: OBWB's Board of Directors heard from the top placing B.C. AquaHacking Challenge team, Ozero, which has developed a ballast washing system to fight invasive zebra and quagga mussels. The challenge, hosted by the OBWB, was aimed at recruiting young professionals to help address critical B.C. water issues. The team will be piloting its program this summer in their home province of Quebec where the mussels are established and hope to roll it out in other regions soon after. Although, as far as we know, B.C. does not have the mussels, the project could be one more important tool in preventing and containing the spread of the mussels. Learn more about Ozero's project in this video <https://bit.ly/2ZNng9q> (clip start at 1:09:55). The board also agreed to send a letter to the B.C. government calling for 'pull-the-plug' legislation, and follow up with the federal government regarding efforts to contain and prevent the mussels' spread. Previous calls for action to both governments can be found at dontmoveamussel.ca/in-the-news/.

Don't Move A Mussel campaign goes virtual: In response to COVID-19 and with less in-person outreach, the OBWB's Okanagan WaterWise program has been developing online materials as part of its *Don't Move A Mussel* campaign, helping raise awareness and promote protection of B.C. waters. New posters, fact sheets, a 'Proud partner in Don't Move A Mussel' web badge, social media graphics, boat inspection checklist, postcards, and more are available at www.DontMoveAMussel.ca. The campaign is being promoted using online advertising, radio, billboards and buses. Water-recreation related businesses, yacht clubs, marinas and others will also be contacted directly.

Potential water pollution with development prompts Water Board letter: In response to a request for input from the Regional District of Okanagan Similkameen (RDOS), Directors agreed to send RDOS a letter regarding potential water issues arising from a lakefront development. Issues noted include potential nutrients from water and wastewater pollution stimulating aquatic weed and algae growth. They also noted risks from developing in a floodplain, raising issues around vehicle contaminants entering the lake if there is a flood.

OBWB - Okanagan Nation Alliance renew water monitoring partnership: The board approved a contract with Okanagan Nation Alliance to continue to provide hydrometric monitoring on nine streams identified as significant in the valley (Shorts, McDougall, Whiteman, Mission, Upper Vernon, Equisis, Nashwito, Coldstream and Darke Creeks). The work will include determining stream flow over time, providing valley water managers with better data to ensure the needs for domestic, agriculture, fish and other ecosystem needs.

Financial Statements adopted: Directors approved the OBWB's Audited Financial Statements for 2019-20. OBWB's programs include Aquatic Weed (milfoil) Control, Sewage Facilities Assistance Grants and the Water Management Program (WMP). The statements will be included in the Water Board's Annual Report to be released at the end of August.

For more information, please visit: www.OBWB.ca

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WHO IS THE GANGA WITCH?
FROM THAILAND



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FROM THE EDITOR**

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4 **IMAGINE OUTSIDE A STUDIO BOX**
Safety, Global Looks, Experience, Infrastructure, The Future

8 **JIMMIE LEE**
The Jersey Outlaw

12 **DR. GAMHOM NALANCHANG**
Who is the Ganja Witch?

22 **BEDSIDE READING**
Books to Devour

26 **HITHA**
Teenager Must Think Ahead Of The Times During Covid-19

28 **NICKY**
DJ Hollywood

30 **RUBIN WRIGHT**
LA Water

36 **DR. KAPOOR VINEETA**
Mindfulness



THOMPSON-NICOLA FILM COMMISSION



OKANAGAN FILM COMMISSION



COLUMBIA SHUSWAP FILM COMMISSION

AN INVITATION TO WRITERS AND PRODUCERS

IMAGINE OUTSIDE A STUDIO BOX

Safety, Global Looks, Experience, Infrastructure, The Future

In response to Covid 19 safety protocols our three Film Commissions in the southern interior of British Columbia are working collectively to encourage producers and writers to look at alternatives to producing scripts to be written for stages. Our regions, the Okanagan, Thompson-Nicola and Columbia Shuswap, are where you can film safely in our wide open spaces.

We are thinking proactively for when the film industry reopens. We invite you to create and design your future projects for our British Columbia regions, for outside in open spaces and fresh air locations. To film the world, consider exploring our extensive variety of global looks. You can shoot international stories close to home.

Far from ordinary and closer than you think, our BC regions have thousands of square miles of cinematic landscapes. From arid to inland rainforest and everything in between, they offer mountains, grass and ranch lands, farms and vineyards, lush valleys, lakes, rivers, charming towns, and world class wine regions and tourism facilities. And, the micro climates of each region have four distinct seasons.

These vast and extraordinary locations are easily accessible directly by air with an international airport in Kelowna, a regional airport in Kamloops, and via the Trans-Canada Highway system. All three regions are in the same time zone as California and even our remote areas have well serviced communications. Plus all our regions are known for their vibrant world-class tourism and hospitality sectors.

We offer unique and distinctive locations, innovative funding incentives, experienced crews, great infrastructure and amenities, and years of experience. You will be filming in Canada's renowned playgrounds and top international tourist destinations, safe and worry free, and being taken care of by people who have done this before and know what you need.

We know that "the virus" is smart and here to stay for some time, so we are thinking to a future. We invite you to imagine your future here with us by creating and designing your projects for our vast open spaces.

Okanagan Film Commission, Kelowna

www.okanaganfilm.com

JSummerland@okanaganfilm.com

250-707-0087 / Jon Summerland

Thompson-Nicola Film Commission, Kamloops

www.FilmThompsonNicola.com / VWeller@tnrd.com

250-377-8673 / Victoria Weller

Columbia Shuswap Film Commission, Salmon Arm

www.FilmColumbiaShuswap.com / sgoodey@csrd.bc.ca

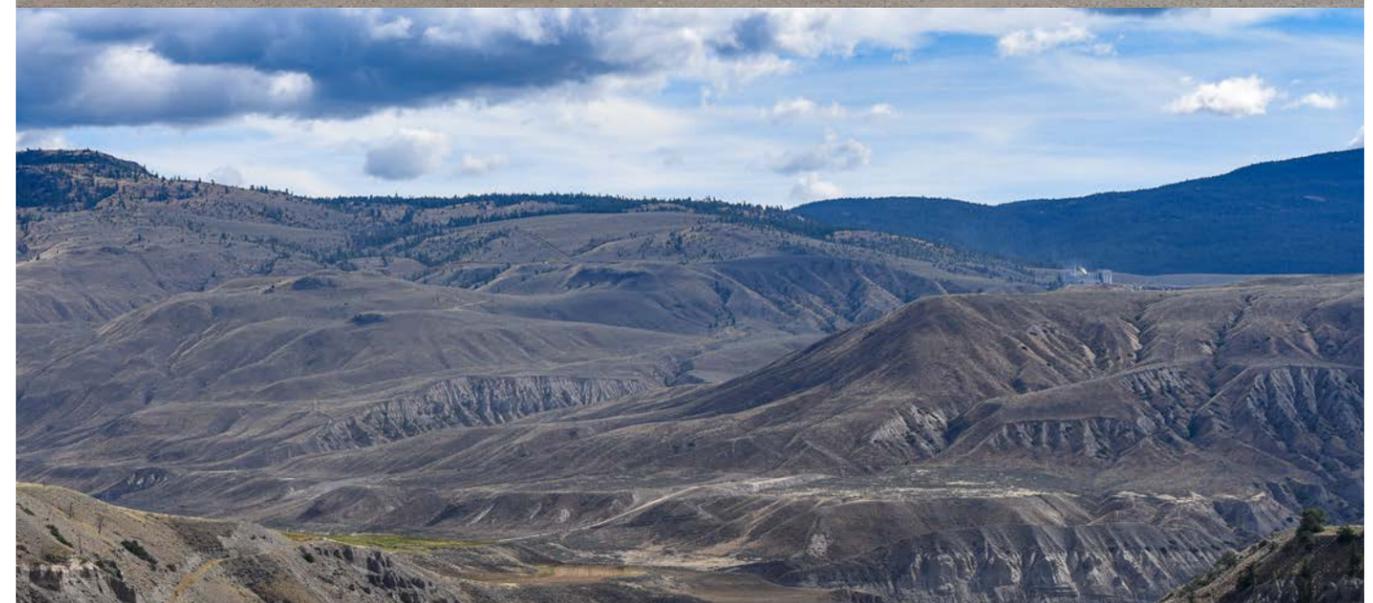
250-833-5947 / Stephanie Goodey

Additional Regional Tax Incentives for all three regions:

www.creativebc.com/programs/tax-credits/

Thompson-Nicola Film Commission

FilmThompsonNicola.com • VWeller@tnrd.com • 250-377-8673 • Victoria Weller





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Writing a screenplay? Think outside the studio. British Columbia's Okanagan boasts more than just breath-taking views. Inspiration and adventure await among the abundance of fresh air, natural surroundings and wide-open spaces.

From mountains to main streets, commerce to vineyards: the Okanagan Valley offers interesting and unique scenery in Western Canada. We can meet all your production needs too, including soundstage infrastructure and an international airport.



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Columbia Shuswap Film Commission

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